

# NOTICE OF MEETING

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Dear Councillors

You are requested to attend the following meeting of Council.

ORDINARY MEETING OF  
**ISAAC REGIONAL COUNCIL**

TO BE HELD ON  
**WEDNESDAY, 27 JANUARY 2021**  
**COMMENCING AT 9.00AM**  
**COUNCIL CHAMBERS, MORANBAH**

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**GARY STEVENSON PSM**  
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 27 JANUARY 2021**  
**COMMENCING AT 9.00AM**  
**AT COUNCIL CHAMBERS, MORANBAH**

**AGENDA**

1. OPENING OF THE MEETING
  - 1.1 WELCOME
  - 1.2 ACKNOWLEDGMENT OF TRADITIONAL OWNERS
2. APOLOGIES
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
11. COUNCILLOR QUESTION TIME
12. CONCLUSION

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### **1. OPENING OF MEETING**

### **2. APOLOGIES**

### **3. CONDOLENCES**

- SMITH Julie-Ann, late of Moranbah (Belyando Shire Council and Isaac Regional Council Employee for 33 years)
- TEMPLETON John Graham, formerly of Moranbah
- MULLER Kevin, formerly of Moranbah, Dysart and Middlemount

### **4. DECLARATION OF CONFLICTS OF INTEREST**

### **5. DEPUTATIONS**

### **6. CONSIDERATION OF NOTICE OF MOTION**

### **7. CONFIRMATION OF MINUTES**

- Ordinary Meeting of Isaac Regional Council held at Council Chambers, Moranbah on Wednesday 16 December 2020

### **8. 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 31 December 2020**

### 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 month before the meeting is held.

10.2

**Work Health and Safety Update**

### EXECUTIVE SUMMARY

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

10.3

**Isaac Regional Council Fees and Charges Review**

### EXECUTIVE SUMMARY

In accordance with the *Local Government Act 2009* (s97 & s98), Council adopts a Fees and Charges schedule as part of its budget process. Council can at any time during the financial year make changes to the schedule by passing a resolution. Outlined in the attached document are changes / removals / alterations to the Fees and Charges schedule for Council to adopt.

10.4

**Fire Hazard Reduction Activities**

### EXECUTIVE SUMMARY

To provide an update on activities in relation to hazard reduction burns and fire control line maintenance around the Isaac Region.

10.5

**Local Government Workcare Mutual Risk Obligations Program**

### EXECUTIVE SUMMARY

The Local Government Association of Queensland (LGAQ) and Local Government Workcare (LGW) Management Committee have recognised that the legislative and performance requirements (set by the Workers' Compensation Regulator) are increasing in rigor with a strong focus on management accountability and continuous improved performance of the scheme and self-insurers more generally. This increased compliance focus poses an elevated risk to members and consequently the LGW self-insurance licence and its renewal. LGAQ together with LGW Management Committee have therefore developed the Mutual Risk

Obligations Program. The program was released in October 2020 to Chief Executive Officer Scheme Members with the expectation of commitment to the obligations identified commencing January 2021.

<b>10.6</b>	<b>Disposal of Assets – State Emergency Service</b>	
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#### **EXECUTIVE SUMMARY**

This report is to inform Council and seek approval for the disposal of four (4) items of plant that have reached the end of their lifespan. The plant items were supplied by the State Government and ownership transferred to Council in accordance with the Memorandum of Understanding (MOU) between State Government acting through Queensland Fire and Emergency Services (QFES).

<b>10.7</b>	<b>Isaac Regional Council Local Disaster Management Plan</b>	
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#### **EXECUTIVE SUMMARY**

This report is to complete the endorsement of the Local Disaster Management Plan as amended. The plan has been endorsed by the District Disaster Coordinator in November 2020 and the plan is also required to be endorsed by Council under the Queensland Disaster Management Arrangements (*Disaster Management Act 2003*, Part 5, Section 80, 1 (b)).

<b>10.8</b>	<b>Councillor Remuneration 2021-2022: Local Government Remuneration Commission Annual Report 2020</b>	
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#### **EXECUTIVE SUMMARY**

In accordance with the requirements of the *Local Government Regulation 2012* (s247), Council is to consider the Local Government Remuneration Commission Annual Report 2019, released 11 December 2020, and seek Council's adoption of the remuneration for the Mayor and Councillors for Isaac Regional Council to apply from 1 July 2021.

<b>10.9</b>	<b>Environmental and Natural Resource Management Group Engagement Activities July - December 2020</b>	
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#### **EXECUTIVE SUMMARY**

This report seeks to update Council on the engagement activities undertaken with natural resource management and environmental groups in the period from July to December 2020.

<b>10.10</b>	<b>Pandemic and Recession Recovery Business Engagement Plan</b>	
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#### **EXECUTIVE SUMMARY**

As part of Council's endorsed Strategic Recovery Plan, the following report provides an overview of the proposed Pandemic and Recession Recovery Business engagement plan, to conduct targeted research and engagement with the regions business community to further inform the delivery of the Strategic Recovery plan.



**EXECUTIVE SUMMARY**

This report seeks Council's approval of three grant applications to Round Two of the 2020/21 Isaac Regional Council administered Regional Arts Development Fund (RADF) grants program. It also seeks to extend the project conclusion timeframe for *Generations of Men*, a Round Two 2019/20 RADF funded project to 31 July 2021 and as such, vary the funding agreement between Isaac Regional Council and Arts Queensland to allow for the associated grant funds to be carried over to the 2020/2021 RADF budget.

**EXECUTIVE SUMMARY**

An Investment Attraction Framework was identified through Council's adopted Economic Development Framework and in its Annual Operational Plan as a strategic element required to give guidance to the attraction and management of investment in the Isaac region. This report provides an overview of the intent, scope and overview on the workings of the framework.

**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 seeks adoption of Minutes from the IACAC meeting held on 16 July 2020.

**EXECUTIVE SUMMARY**

This report seeks Council's authority for the Chief Executive Officer to negotiate, execute and vary the contracts for the Nebo Pool and Nebo Community Hub and the, Moranbah Australian Football League (AFL) Lighting Project.

**EXECUTIVE SUMMARY**

This report seeks endorsement for continuation of Shop Isaac incentivised campaigns and endorsement of engagement with industry and businesses for greater participation in the campaigns.

**10.16****Regional Recovery Partnerships Fund****EXECUTIVE SUMMARY**

The purpose of this report is to seek endorsement of Stage 2 of the Clermont Saleyards and Showgrounds Revitalisation Master plan for \$3.279 million to be submitted for funding under the Regional Recovery Partnership program.

**10.17****Bang the Table/Speak Up Isaac Service Agreement Extension****EXECUTIVE SUMMARY**

This report seeks Council's approval to deviate from the Procurement and Disposals Policy to allow a continuation of the present supplier arrangement with Bang the Table for an interim period of no more than three months for the provision of the Speak Up Isaac online engagement platform.

**10.18****Engineering and Infrastructure 2020/2021 Capital Project Progress Report****EXECUTIVE SUMMARY**

This report is to provide an update to Council of the progress in delivery of the Engineering and Infrastructure 2020/2021 Capital Works Program.

**10.19****Update on Gravel Pit Management – *Mining and Quarrying Safety and Health Act 1999*****EXECUTIVE SUMMARY**

This report provides an update on the gravel pit operations compliance situation and changes to extraction processes within Council owned pits.

**10.20****Water and Waste 2020-2021 Capital Projects Strategic Procurement Plan Progress Report****EXECUTIVE SUMMARY**

This report is to provide an update to Council of any action taken by the Chief Executive Officer (CEO) under delegation as per the Water and Waste Strategic Procurement Plan.

**10.21****Sewerage Utility Charges****EXECUTIVE SUMMARY**

The purpose of this report is to confirm the upcoming review of Sewerage Utility Charges including the intended standardisation of charges across all localities and predicted timeframes for implementation.



**EXECUTIVE SUMMARY**

Over the last few years, Barcaldine Regional Council has been reviewing its boundaries and canvassing stakeholders on their views of a realignment of the Barcaldine local government area. This report seeks to obtain Council's position to the proposal to realign twelve (12) property boundaries so that they are either wholly within the Barcaldine or Isaac Region.

**EXECUTIVE SUMMARY**

This report is provided for discussion on process of the continued development of a Strategic Advocacy Framework and Rolling Advocacy Plan for Council as a flexible guide for development of key advocacy for Isaac region.

**EXECUTIVE SUMMARY**

This report seeks Council's endorsement to provide an organisational response to the Review of the Public Library Grant and First 5 Forever Methodologies by the State Library of Queensland.

**EXECUTIVE SUMMARY**

Under Section 74 of the Local Government Act 2009 and Section 57 of the Local Government Regulation 2012, Council is required to keep up to date and provide on request a Road Register and Map of Road including all the road network within the Isaac Regional Council area. This includes Council, State Controlled and Private roads. The purpose of this report is to seek Council's endorsement of the Road Register and Road Map.

## 11. CONFIDENTIAL REPORTS

### CONFIDENTIAL REPORT

Closed under s254J (3) (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;

11.1

**Adani Infrastructure Access Agreement Road Drainage Design  
Standards – Dispute Update**

#### EXECUTIVE SUMMARY

The report seeks to provide Council with a further update regarding a Dispute initiated by Adani regarding the road drainage standards (flood immunity) that Elgin Road and Moray Carmichael Boundary Road. Authorisation is sought for the Chief Executive Officer to participate in mediation on behalf of Council as the second phase of dispute resolution.

### CONFIDENTIAL REPORT

Closed under s254J (3) (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;

11.2

**'Goondiwindi Regional Council Vs Tait' High Court Ruling**

#### EXECUTIVE SUMMARY

The report seeks endorsement by Council of the Tactical Action Plan developed by the Executive Leadership Team in response to the High Court decision in the matter of Goondiwindi Regional Council vs Tait, relating to road maintenance and contractual services under contract to the State Government for maintenance of its roads.

## 12. COUNCILLOR QUESTION TIME

## 13. CONCLUSION



# UNCONFIRMED MINUTES

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## ORDINARY MEETING OF ISAAC REGIONAL COUNCIL

HELD ON  
**WEDNESDAY, 16 DECEMBER 2020**  
COMMENCING AT 9AM  
COUNCIL CHAMBERS, MORANBAH

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# UNCONFIRMED MINUTES

## ISAAC REGIONAL COUNCIL

### UNCONFIRMED MINUTES OF THE ORDINARY MEETING

#### HELD AT COUNCIL CHAMBERS, MORANBAH

#### ON WEDNESDAY 16 DECEMBER 2020

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# UNCONFIRMED MINUTES

## ISAAC REGIONAL COUNCIL

### UNCONFIRMED MINUTES OF THE ORDINARY MEETING

#### HELD AT COUNCIL CHAMBERS, MORANBAH

#### ON WEDNESDAY 16 DECEMBER 2020 COMMENCING AT 9.00AM

#### **ATTENDANCE**

Mayor Anne Baker  
Cr Greg Austen, Division One  
Cr Sandy Moffat, Division Two  
Cr Gina Lacey, Division Three  
Cr Simon West, Division Four  
Cr Kelly Veale, Division Five  
Cr Lyn Jones, Division Six  
Cr Jane Pickels, Division Seven  
Cr Viv Coleman, Division Eight

#### **OFFICERS PRESENT**

Mr Gary Stevenson PSM, Chief Executive Officer  
Mr Darren Fettell, Director Corporate, Governance and Financial Services  
Mr Robert Perna, Director Engineering and Infrastructure  
Mr Gary Murphy, Director Water and Waste  
Mr Shane Brandenburg, Acting Director Planning, Environment and Community Services  
Ms Carenda Jenkin, Senior Communications Officer  
Mrs Nicole Money, Executive Assistant

### **1. OPENING**

The Mayor declared the meeting open at 9.01am 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. APOLOGIES**

No apologies received this meeting.

# UNCONFIRMED MINUTES

## ATTENDANCE

Ms Serena Davey, Customer Administration Officer entered the meeting room at 9.19am and left the meeting room at 9.19am

### 3. CONDOLENCES

- FERGUSON, Roger Brian formerly of Moranbah. Roger Ferguson served as Division Five Councillor and Deputy Mayor for Isaac Regional Council from 2008 to 2012 and prior to this he served on Belyando Shire Council.

### 4. DECLARATION OF CONFLICTS OF INTEREST

#### PRESCRIBED CONFLICT OF INTEREST

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

#### PERCEIVED CONFLICT OF INTEREST

Cr Sandy Moffat declared a perceived conflict of interest for Report 9.28 Saraji South Haul Road Crossover – Compensation Agreement Variation as her husband is an employee of BHP who has been conducting training on Saraji South.

#### DECLARED CONFLICT OF INTEREST

Cr Viv Coleman declared a declarable conflict of interest for Confidential Report 5.8 Award IRCT2054-0820-2020 Design and Construct 16 Person Ensuite Accommodation as one of the tenderers is an associate and a previous employee of Cr Coleman.

#### 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.



# UNCONFIRMED MINUTES

## 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 18 November 2020**

Resolution No.: 7008

Moved: Cr Jones

Seconded: Cr Moffat

That the Minutes of the Ordinary Meeting held at Isaac Regional Council Chambers, Moranbah on Wednesday 18 November 2020 be confirmed.

Carried

**Special Meeting of Isaac Regional Council held at Isaac Regional Council Chambers, Moranbah on Thursday 3 December 2020**

Resolution No.: 7009

Moved: Cr Pickels

Seconded: Cr Lacey

That the Minutes of the Special Meeting held at Isaac Regional Council Chambers, Moranbah on Thursday 3 December 2020 be confirmed.

Carried

## 8. BUSINESS ARISING FROM PREVIOUS MEETING

No business arising from previous meeting.



## 9. STANDING COMMITTEE REPORTS

9.1

**Clermont Sale Yards and Showgrounds Revitalisation Project Advisory Committee – Minutes 2 November 2020**

### EXECUTIVE SUMMARY

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

Resolution No.: PECS0589

Moved: Cr Lacey

Seconded: Cr Coleman

*That the Committee recommends that Council:*

1. *Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020; and*
2. *Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020, in particular, that Council;*
  - i. *Notes the resignation of Mrs Andrea Moller and requests that Clermont Rodeo and Show Society nominate a replacement to be a Committee member for the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee.*
  - ii. *Acknowledges its appreciation for and thanked Mrs Moller for her contribution to the role she has played in the development of the Clermont Saleyards and Showgrounds Revitalisation Project Master plan and ensuing its delivery.*
  - iii. *Receives and notes the status of the current projects that are in progress at the Clermont Saleyards and Showgrounds.*
  - iv. *Receives and notes the report and endorses the fifth and final project to be included in the Stage 2 project listing in Council's 2020 advocacy program comprising a total value of \$2.95million, in line with the Master Plan to be;*
  - v. *Pavilion Refurbishment (to create all weather, airconditioned multiple user space for private, community, industry and government events and functions) with design taking into account the future new entrance and the carpark, and to create connection and outlook into the arena area.*
  - vi. *Requests that should successful funding outcomes be achieved for Stage 2 of the Clermont Saleyards and Showground Revitalisation Project Master Plan; the former working group be re-established to engage with Council officers in the development of the scope for the final design brief for each of the projects.*



## UNCONFIRMED MINUTES

- vii. *Request that the design for the new rodeo/saleyards area incorporate the option for that area to be roofed in the future.*

*Carried*

**Resolution No.: 7010**

**Moved: Cr Jones**

**Seconded: Cr Lacey**

**That Council:**

1. **Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020; and**
2. **Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 2 November 2020, in particular, that Council;**
  - i. **Notes the resignation of Mrs Andrea Moller and requests that Clermont Rodeo and Show Society nominate a replacement to be a Committee member for the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee.**
  - ii. **Acknowledges its appreciation for and thanked Mrs Moller for her contribution to the role she has played in the development of the Clermont Saleyards and Showgrounds Revitalisation Project Master plan and ensuing its delivery.**
  - iii. **Receives and notes the status of the current projects that are in progress at the Clermont Saleyards and Showgrounds.**
  - iv. **Receives and notes the report and endorses the fifth and final project to be included in the Stage 2 project listing in Council's 2020 advocacy program comprising a total value of \$2.95million, in line with the Master Plan to be;**
  - v. **Pavilion Refurbishment (to create all weather, airconditioned multiple user space for private, community, industry and government events and functions) with design taking into account the future new entrance and the carpark, and to create connection and outlook into the arena area.**
  - vi. **Requests that should successful funding outcomes be achieved for Stage 2 of the Clermont Saleyards and Showground Revitalisation Project Master Plan; the former working group be re-established to engage with Council officers in the development of the scope for the final design brief for each of the projects.**
  - vii. **Request that the design for the new rodeo/saleyards area incorporate the option for that area to be roofed in the future.**

**Carried**



# UNCONFIRMED MINUTES

## 9.2

### Moranbah Miners Memorial Spring Carnival Race Day

#### EXECUTIVE SUMMARY

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

Resolution No.: PECS0590

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

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

Carried

Carried

Resolution No.: 7011

Moved: Cr Vea Vea

Seconded: Cr West

That Council:

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

Carried

## 9.3

### Middlemount Rodeo Association Incorporated Tenure Arrangement

#### EXECUTIVE SUMMARY

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



## UNCONFIRMED MINUTES

Resolution No.: PECS0591

Moved: Cr Lacey

Seconded: Cr Pickels

*That the Committee recommends that Council:*

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

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

- a. Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.
- b. All outgoings will be at the expense of the Trustee Lessee
  - i. Rates
  - ii. Electricity
  - iii. Telephone/Internet
  - iv. Water
  - v. Cleaning
  - vi. Garbage/Waste
  - vii. Repairs and Maintenance; and
  - viii. Other outgoings as detailed in the In-Principle Agreement

2. Requests a further report be presented at the Community Tenure and Facilities Advisory Committee Meeting to develop standard clauses regarding maintenance and caretaker arrangements scheduled for early in 2021.

*Carried*

**Resolution No.: 7012**

**Moved: Cr Pickels**

**Seconded: Cr Lacey**

**That Council:**

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

- **Caretaker accommodation and standards;**

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

- a. **Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.**
- b. **All outgoings will be at the expense of the Trustee Lessee**
  - i. **Rates**
  - ii. **Electricity**
  - iii. **Telephone/Internet**
  - iv. **Water**
  - v. **Cleaning**
  - vi. **Garbage/Waste**
  - vii. **Repairs and Maintenance; and**
  - viii. **Other outgoings as detailed in the In-Principle Agreement**

2. **Requests a further report be presented at the Community Tenure and Facilities Advisory Committee Meeting to develop standard clauses regarding maintenance and caretaker arrangements scheduled for early in 2021.**

**Carried**

## 9.4

## Community Education and Compliance Policy

### EXECUTIVE SUMMARY

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

*Resolution No.:* PECS0592

*Moved:* Cr Lacey

*Seconded:* Cr Coleman

*That the Committee recommends that Council:*

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



# UNCONFIRMED MINUTES

*Carried*

**Resolution No.: 7013**

**Moved: Cr Vea Vea**

**Seconded: Cr Pickels**

**That Council:**

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

**Carried**

## 9.5

## Compliance Strategy for the Food Act 2006

### EXECUTIVE SUMMARY

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

*Resolution No.: PECS0593*

*Moved: Cr Pickels*

*Seconded: Cr Coleman*

*That the Committee recommends that Council:*

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

*Carried*

**Resolution No.: 7014**

**Moved: Cr Lacey**

**Seconded: Cr Coleman**

**That Council:**

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

**Carried**

# UNCONFIRMED MINUTES

## 9.6

### Nebo Showgrounds Master Plan Engagement Proposal

#### EXECUTIVE SUMMARY

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

Resolution No.: PECS0594

Moved: Cr Coleman

Seconded: Cr Coleman

That the Committee recommends that Council:

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

Carried

Resolution No.: 7015

Moved: Cr Coleman

Seconded: Cr Moffat

That Council:

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

Carried

Note: Minutes to be corrected at the February Standing Committee Meeting noting Cr Coleman has been recorded as the mover and seconder

## 9.7

### Greg Cruickshank Aquatic Centre Water Park Status

#### EXECUTIVE SUMMARY

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



# UNCONFIRMED MINUTES

Resolution No.: PECS0597

Moved: Cr Pickels

Seconded: Cr Lacey

That the Committee recommends that Council:

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

Carried

Resolution No.: 7016

Moved: Cr Lacey

Seconded: Cr West

That Council:

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

Carried

## PREScribed CONFLICT OF INTEREST

Cr Jane Pickels declared a prescribed conflict of interest for Report 9.8 Major Grant Application Middlemount Community Sports Association as she is a member of the Middlemount Community Sports Association Committee. Cr Pickels left the meeting room at 9.11am and did not participate in the discussion or vote on Report 9.8

## 9.8

## Mayor Grant Application – Middlemount Community Sports Association

### EXECUTIVE SUMMARY

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

## UNCONFIRMED MINUTES

Resolution No.: PECS0598

Moved: Cr Coleman

Seconded: Cr Lacey

That the Committee recommends that Council:

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

Carried

Resolution No.: 7017

Moved: Cr Lacey

Seconded: Cr Moffat

That Council:

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

Carried

### ATTENDANCE

Cr Pickels returned to the meeting room at 9.12am

### 9.9

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

### EXECUTIVE SUMMARY

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



# UNCONFIRMED MINUTES

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

Resolution No.: PECS0599

Moved: Cr Pickels

Seconded: Cr Coleman

*That the Committee recommends that Council:*

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

## A. ASSESSMENT MANAGER CONDITIONS

### 1. PREMISES

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

### 2. GENERAL

- 2.1. *Costs of all development works including any necessary alteration, relocation of services, public utility mains or installations must be met by the developer. The developer is responsible to accurately locate all existing services before any development works commence to satisfy this condition.*
- 2.2. *If required, all utility service connections are to be wholly contained within the Lot they are servicing, unless contained within an appropriate easement.*
- 2.3. *The Applicant must conduct the development implementation in accordance with this approval to ensure no transmission or spreading of declared weeds or pests.*

## UNCONFIRMED MINUTES

- 2.4. *All private sanitary drainage and water supply works which require Council's permit and private stormwater drainage works must be carried out in strict accordance with AS/NZS 3500, Plumbing and Drainage Act 2002 and Plumbing and Drainage Regulations to the complete satisfaction of the Plumbing and Drainage Inspector.*
- 2.5. *Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately to Council's satisfaction and at no cost to Council.*
- 2.6. *The applicant is required to ensure all building and structures obtain relevant building approvals.*
3. **CONSTRUCTION ACTIVITY AND NOISE**
  - 3.1. *Any construction activity and associated noise must be limited during the construction of the proposed development to the hours of 7:00am to 6:00pm Monday to Sunday, with no work to occur on public holidays.*
  - 3.2. *It is the Applicant's responsibility to ensure compliance with the Environmental Protection Act 1994, which prohibits unlawful environmental nuisance caused by dust, ash, fumes, light, odour, noise or smoke beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.*
4. **STORMWATER DRAINAGE**
  - 4.1. *All stormwater drainage works must be designed and constructed in accordance with the Capricorn Municipal Development Guidelines (CMDG), Australian Standards, and best practice guidelines (approved by Council).*
  - 4.2. *Discharge of stormwater from the developed area is to be controlled and managed within the site so as to cause no ponding on adjoining properties.*
5. **PROVISION OF UTILITIES**
  - 5.1. *Adequate electricity and telecommunication services must be available to the premises for the proposed use.*
6. **WATER SUPPLY – POTABLE AND FIRE FIGHTING**
  - 6.1. *The development must have adequate potable water supply at all times.*
  - 6.2. *The Applicant must provide evidence that adequate potable water supply is available now and into the future within the development.*
7. **ON-SITE SEWERAGE TREATMENT AND DISPOSAL**
  - 7.1. *All sewage generated from the development must be treated and disposed of using on-site methods. The on-site treatment and disposal must comply with AS1547:2012 On-Site Domestic Wastewater Management and the Queensland Plumbing and Wastewater Code 2011.*
  - 7.2. *Plans and details of the existing on-site treatment and disposal systems are to be the subject of a Plumbing and Drainage application which must be submitted to Council for approval within 3*



*months from the date of this decision. The system must be designed in compliance with a "Site and Soil Evaluation Report", which is to be undertaken by a suitably qualified and experienced geotechnical engineer and submitted as part of the application for a Development Permit for Plumbing and Drainage Works.*

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

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

## **9. ROADWORKS/ACCESS**

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

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

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

## **11. WORKS CAMP**

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

## UNCONFIRMED MINUTES

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

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

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

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

### 13. *OPERATING PROCEDURES*

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

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

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

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

### 14. *ENVIRONMENTAL HEALTH*

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

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

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

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

### 15. *INFRASTRUCTURE CHARGES*

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

## 16. COMPLIANCE

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

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

## B. ASSESSMENT MANAGER'S ADVICE

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

### *Future Development Permit*

*The following permits are required for future developments:*

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

*Carried*

**Resolution No.: 7018**

**Moved: Cr Lacey**

**Seconded: Cr Moffat**

**That Council:**

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

## **A. ASSESSMENT MANAGER CONDITIONS**

### **1. PREMISES**

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



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



## UNCONFIRMED MINUTES

light, odour, noise or smoke beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.

### **4. STORMWATER DRAINAGE**

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

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

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

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

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

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

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

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

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

### **9. ROADWORKS/ACCESS**



- 9.1. A development permit for Operational Works (road works) must be obtained prior to the commencement of any use on the site. The operational works application is to be submitted within 3 months of the date of the decision approving the development.
- 9.2. All works must be designed and certified by a Registered Professional Engineer Queensland and be constructed in accordance with the CMDG and relevant Australian Standards.
- 9.3. Walshs Road must be upgraded to an 8metre wide gravel surface pavement and formation from the intersection with Peak Downs Highway to the western property boundary of the subject site.
- 9.4. The geometric design of all through road elements must be based on a minimum design speed of 80kph
- 9.5. All road signage must be in accordance with the Manual of Uniform Control Devices.
10. **DEVELOPMENT STANDARDS – CAR PARKING and TRAFFIC**
- 10.1. Provide a defined carparking area to accommodate a minimum of eleven (11) car parking spaces (7 spaces for the Works Camp, 3 for the Motor Vehicle Workshop and 1 disabled parking space).
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11. **WORKS CAMP**
- 11.1. This approval allows for seven (7) rooms within the works camp as part of the proposed development.
- 11.2. The works camp must cease the use within three (3) years of the decision date of this approval; or when the motor vehicle workshop use ceases, whatever instance comes first. The applicant must notify Council within fourteen (14) days of the use ceasing.
- 11.3. The works camp must be removed from site within three (3) months of ceasing the use. An application for building works (demotion) is required to be lodged prior to the removal of the buildings.
12. **FURTHER WORKS and DOCUMENTATION – APPROVAL**
- 12.1. The design and construction of all works associated with the proposal and which will revert to Council shall be supervised and certified by a Registered Professional Engineer Queensland (RPEQ).



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

## 13. OPERATING PROCEDURES

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

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

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

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

## 14. ENVIRONMENTAL HEALTH

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

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

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

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

## 15. INFRASTRUCTURE CHARGES

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

## 16. COMPLIANCE



## UNCONFIRMED MINUTES

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

### **B. ASSESSMENT MANAGER'S ADVICE**

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

### **Future Development Permit**

The following permits are required for future developments:

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

**Carried**

## **9.10**

### **Draft Social Sustainability Policy**

#### **EXECUTIVE SUMMARY**

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

*Resolution No.:* PECS0600

*Moved:* Cr Lacey

*Seconded:* Cr Pickels

*That the Committee recommends that Council:*

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

**Carried**



# UNCONFIRMED MINUTES

**Resolution No.: 7019**

**Moved: Cr Lacey**

**Seconded: Cr Pickels**

**That Council:**

- 1. Adopt the Social Sustainability Policy (PECS-POL-116).**
- 2. Requests that given the importance of the policy and its relevance to Council's future advocacy, a report is to be presented to Council for adoption of a strategic action plan.**

**Carried**

## ATTENDANCE

Ms Serena Davey entered the meeting room at 9.19am and left the meeting room at 9.19am

### 9.11

### Glenden Facilities – Expression of Interest Status

#### EXECUTIVE SUMMARY

The Glenden Bowls and Golf Clubs have been returned to Council custodianship and the registered security interests over multiple assets at each site have been successfully discharged. By virtue of an open source Expression of Interest, three organisations have expressed interest to enter into a tenure arrangement at the Clubs and in addition, the Glenden Arts and Crafts Centre. The purpose of this report is to provide Council with an update on the status of the Expression of Interest process.

*Resolution No.: PECS0601*

*Moved: Cr Lacey*

*Seconded: Cr Coleman*

*That the Committee recommends that Council:*

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

*Carried*



# UNCONFIRMED MINUTES

**Resolution No.: 7020**

**Moved: Cr Austen**

**Seconded: Cr Jones**

**That Council:**

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

**Carried**

## 9.12

## Isaac Regional Council Monthly Financial Report – as at 30 November 2020

### 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 month before the meeting is held

**Resolution No.: CGFS0577**

**Moved: Cr Lyn Jones**

**Seconded: Cr Viv Coleman**

**That the Committee recommends that Council:**

1. **Receive the financial statements for the period ended 30 November 2020 pursuant to and in accordance with the Local Government Regulation 2012 (s204).**

**Carried**

**Resolution No.: 7021**

**Moved: Cr Pickels**

**Seconded: Cr Coleman**

**That Council:**

1. **Receive the financial statements for the period ended 30 November 2020 pursuant to and in accordance with the Local Government Regulation 2012 (s204).**

**Carried**

## 9.13 Council Loans – Refinancing Considerations

### EXECUTIVE SUMMARY

The purpose of this report is to provide Council with the assessment undertaken to determine the feasibility of refinancing Council's existing Loans with the Queensland Treasury Corporation (QTC).

Resolution No.: CGFS0578

Moved: Cr Lyn Jones

Seconded: Cr Sandy Moffat

*That the Committee recommends that Council:*

1. Receive and note the report considering the financial implications of refinancing the current two (2) Queensland Treasury Corporation loans,
2. Does not proceed with refinancing its current Queensland Treasury Corporation loans.

Carried

Resolution No.: 7022

Moved: Cr Ve'a Ve'a

Seconded: Cr Pickels

**That Council:**

1. Receive and note the report considering the financial implications of refinancing the current two (2) Queensland Treasury Corporation loans,
2. Does not proceed with refinancing its current Queensland Treasury Corporation loans

Carried

## 9.14 Resumption of Debt Collection and Interest Charges

### EXECUTIVE SUMMARY

The purpose of this report is to advise Council that the moratorium on interest on arrears and suspension of debt collection proceedings will cease on 31 December 2020.

Resolution No.: CGFS0579

Moved: Cr Viv Coleman

Seconded: Cr Sandy Moffat



# UNCONFIRMED MINUTES

*That the Committee recommends that Council:*

1. *Receive the report and note the recommencement of debt collection proceedings and the charging of interest on overdue rates effective 1 January 2021.*

*Carried*

**Resolution No.: 7023**

**Moved: Cr Pickels**

**Seconded: Cr Jones**

**That Council:**

1. **Receive the report and note the recommencement of debt collection proceedings and the charging of interest on overdue rates effective 1 January 2021.**

**Carried**

## 9.15

## Policy Updates – Various Minor Amendments

### EXECUTIVE SUMMARY

This report seeks Council's consideration to review and consider updated Policies from the Corporate Policy Register. These Policies were reviewed, however required minor amendments such as transfer of ownership and transfer to new templates and therefore have been consolidated into one report for efficiency.

**Resolution No.: CGFS0580**

**Moved: Cr Lyn Jones**

**Seconded: Cr Viv Coleman**

*That the Committee recommends that Council:*

1. *Repeal the 'Notification of Local Road Conditions and Closures' Policy (EI-065)*
2. *Repeal the 'LED Variable Message Sign' Policy (EI-069)*
3. *Adopt the updated 'LED Variable Message Sign' Policy (CORP-POL-114)*
4. *Repeal the 'Asset Management' Policy (079)*
5. *Adopt the updated 'Asset Management' Policy (STAT-POL-052))*
6. *Adopt the updated 'Rates Concession – Not for Profit' Policy (COM-POL-025)*



## UNCONFIRMED MINUTES

7. Repeal the 'Petitions' Policy (CGFS-036) and note the development and publishing of a Guideline for Petitions on Council's website
8. Adopt the updated 'Local Preference' Policy (STAT-POL-086)
9. Note that the 'Lobbying and Lobbyist Activity' Policy (CORP-POL-109) will be considered at a later date or at a future Council Meeting.

Carried

**Resolution No.: 7024**

**Moved: Cr Moffat**

**Seconded: Cr Lacey**

**That Council:**

1. Repeal the 'Notification of Local Road Conditions and Closures' Policy (EI-065)
2. Repeal the 'LED Variable Message Sign' Policy (EI-069)
3. Adopt the updated 'LED Variable Message Sign' Policy (CORP-POL-114)
4. Repeal the 'Asset Management' Policy (079)
5. Adopt the updated 'Asset Management' Policy (STAT-POL-052))
6. Adopt the updated 'Rates Concession – Not for Profit' Policy (COM-POL-025)
7. Repeal the 'Petitions' Policy (CGFS-036) and note the development and publishing of a Guideline for Petitions on Council's website
8. Adopt the updated 'Local Preference' Policy (STAT-POL-086)
9. Note that the 'Lobbying and Lobbyist Activity' Policy (CORP-POL-109) will be considered at a later date or at a future Council Meeting.

Carried

**9.16**

**Strategic Asset Management Plan**

### EXECUTIVE SUMMARY

The purpose of this report is to present the Strategic Asset Management Plan for all of Council's asset portfolios.

*Resolution No.:* CGFS0581

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## UNCONFIRMED MINUTES

Moved: Mayor Anne Baker

Seconded: Cr Viv Coleman

*That the Committee recommends that Council:*

1. *Adopt the Strategic Asset Management Plan as endorsed by the Asset Management Steering Committee.*

*Carried*

**Resolution No.: 7025**

Moved: Cr Pickels

Seconded: Cr Lacey

**That Council:**

1. **Adopt the Strategic Asset Management Plan as endorsed by the Asset Management Steering Committee**

**Carried**

### 9.17

### Local Disaster Management Group Minutes – October Meeting

#### EXECUTIVE SUMMARY

Local Disaster Management Group Minutes held on Thursday 22 October 2020 are presented for the Standing Committee.

Resolution No.: CGFS0582

Moved: Cr Lyn Jones

Seconded: Cr Viv Coleman

*That the Committee recommends to Council to*

1. *Note and accept the minutes from the Local Disaster Management Group meeting held on Thursday 22 October 2020*

*Carried*

**Resolution No.: 7026**

Moved: Cr Ve a Ve a

Seconded: Cr Coleman

**That Council:**

1. **Note and accept the minutes from the Local Disaster Management Group meeting held on Thursday 22 October 2020**

**Carried**



# UNCONFIRMED MINUTES

## 9.18 Sponsorship Benefits Policy

### EXECUTIVE SUMMARY

Council is requested to adopt the draft Sponsorship Benefits Policy.

Resolution No.: CGFS0583

Moved: Cr Sandy Moffat

Seconded: Cr Viv Coleman

That the Committee recommends Council:

1. Adopts the Sponsorship Benefits Policy CORP-POL-115.

Carried

Resolution No.: 7027

Moved: Cr Lacey

Seconded: Cr Pickels

That Council:

1. Adopts the Sponsorship Benefits Policy CORP-POL-115

Carried

## 9.19 Annual General Meeting Representation

### EXECUTIVE SUMMARY

This report relates to Council's representation generally at Annual General Meetings (AGM) and Extraordinary General Meetings (EGM's) of companies and associations for which Council is a member.

Resolution No.: CGFS0584

Moved: Cr Lyn Jones

Seconded: Cr Sandy Moffat

That the Committee recommend that Council:

1. Appoints the Mayor and Chief Executive Officer as its standing Member's Representative with authorisation to vote on Council's behalf at all Annual General Meetings and Extraordinary General Meetings of companies and associations for which Council is a member.

Carried



# UNCONFIRMED MINUTES

**Resolution No.: 7028**

**Moved: Cr Moffat**

**Seconded: Cr Vea Vea**

**That Council:**

- 1. Appoints the Mayor and Chief Executive Officer as its standing Member's Representative with authorisation to vote on Council's behalf at all Annual General Meetings and Extraordinary General Meetings of companies and associations for which Council is a member.**

**Carried**

## **9.20 New Corporate Plan – Update on Project Timeframes**

### **EXECUTIVE SUMMARY**

This report provides an update on the project timeframes and actions for the development of the new (interim) 2017-2022 Corporate Plan.

*Resolution No.: CGFS0585*

*Moved: Cr Viv Coleman*

*Seconded: Cr Sandy Moffat*

*That the Committee recommend that Council:*

- 1. Note the update on the progress and timetable for the new (Interim) Corporate Plan.*
- 2. Note the proposed workshop in February to review the interim Corporate Plan for Community Consultation and commence visioning exercises for the great long-term project to develop the new Corporate Plan and review of the Community Plan.*

*Carried*

**Resolution No.: 7029**

**Moved: Cr Pickels**

**Seconded: Cr Coleman**

**That Council:**

- 1. Note the update on the progress and timetable for the new (Interim) Corporate Plan.**

# UNCONFIRMED MINUTES

2. Note the proposed workshop in February to review the interim Corporate Plan for Community Consultation and commence visioning exercises for the great long-term project to develop the new Corporate Plan and review of the Community Plan.

**Carried**

## 9.21 Administrative Support for Councillors Guideline – Draft

### EXECUTIVE SUMMARY

This report presents a draft Administrative Support for Councillors Guideline for Council's consideration to comply with the *Local Government Act 2009*, section 170AA.

Resolution No.: CGFS0586

Moved: Cr Viv Coleman

Seconded: Cr Lyn Jones

*That the Committee recommend that Council:*

1. Acknowledge the Chief Executive Officer's intention to adopt the Administrative Support for Councillors Guideline (CORP-GDS-181).

**Carried**

Resolution No.: 7030

Moved: Cr Ve a Ve a

Seconded: Cr Jones

**That Council:**

1. Acknowledge the Chief Executive Officer's intention to adopt the Administrative Support for Councillors Guideline (CORP-GDS-181).

**Carried**

## 9.22 Engineering and Infrastructure 2020/2021 Capital Projects Progress Report

### EXECUTIVE SUMMARY

This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2020/2021 Capital Works Program.



# UNCONFIRMED MINUTES

Resolution No.: E&I0450

Moved: Cr Viv Coleman

Seconded: Cr Greg Austen

*That the Committee recommends that Council:*

1. Receive and notes the monthly Engineering and Infrastructure 2020/2021 Capital Projects Progress Report.
2. Receive and notes works awarded under the 2020/2021 Engineering and Infrastructure Procurement Plan.
3. Receive and notes the 2020/2021 Engineering and Infrastructure Procurement Plan Report (detailing local contractor content).

*Carried*

**Resolution No.: 7031**

**Moved: Cr Coleman**

**Seconded: Cr Pickels**

**That Council:**

1. Receive and notes the monthly Engineering and Infrastructure 2020/2021 Capital Projects Progress Report.
2. Receive and notes works awarded under the 2020/2021 Engineering and Infrastructure Procurement Plan.
3. Receive and notes the 2020/2021 Engineering and Infrastructure Procurement Plan Report (detailing local contractor content).

**Carried**

## 9.23

### **Request for Tender – Purchase and Removal of Unused Residence – 23-29 Powerhouse Lane Clermont**

#### **EXECUTIVE SUMMARY**

This report seeks approval to issue a Request for Tender (RFT) for the purchase and removal of an unused dwelling situated at 23-29 Powerhouse Lane Clermont as per Council Policy - STAT-POL-051 Procurement and Disposal Policy.

Resolution No.: E&I0451

# UNCONFIRMED MINUTES

Moved: Cr Viv Coleman

Seconded: Cr Sandy Moffat

*That the Committee recommends that Council:*

1. Approves issuing a Request for Tender for the purchase and removal of the unused residence - 23-29 Powerhouse Lane Clermont.
2. Amend the Engineering and Infrastructure 2020/21 Procurement plan to include this project.

*Carried*

**Resolution No.: 7032**

Moved: Cr Pickels

Seconded: Cr Jones

**That Council:**

1. Approves issuing a Request for Tender for the purchase and removal of the unused residence - 23-29 Powerhouse Lane Clermont.
2. Amend the Engineering and Infrastructure 2020/21 Procurement plan to include this project.

**Carried**

## 9.24 Fixed Term Carpenters Position

### EXECUTIVE SUMMARY

This report is to request approval to extend the Corporate Properties Department fixed term carpenter position for a further 12 months to provide operational and capital efficiencies.

Resolution No.: E&I0452

Moved: Cr Sandy Moffat

Seconded: Cr Viv Coleman

*That the Committee recommends that Council:*

1. Approves the modification to the Corporate Properties Department, 57,000.00 organisational structure to extend existing fixed term carpenter role 57,508.00 for a further 12 months.

*Carried*



# UNCONFIRMED MINUTES

**Resolution No.: 7033**

**Moved: Cr Pickels**

**Seconded: Cr Vea Ve**

**That Council:**

1. Approves the modification to the Corporate Properties Department, 57,000.00 organisational structure to extend existing fixed term carpenter role 57,508.00 for a further 12 months.

**Carried**

**9.25**

**State Local Government Asset Assessment Project – Bridge Capacity Assessment Pilot Program**

## EXECUTIVE SUMMARY

This report seeks to provide Council with an update following an assessment of the capacity of key bridges and the applicable loading conditions within the Isaac Region

**Resolution No.: E&I0453**

**Moved: Cr Simon West**

**Seconded: Cr Greg Austen**

**That the Committee recommends that Council:**

1. Note the report presented including the travel restrictions that shall be imposed on the applicable bridge assets.
2. Note the defining of permit conditions is currently delegated to the Chief Executive Officer "HVMDLNR6 Power, as a road manager, to consent to the granting of a Higher Mass Limit (HML) permit subject to conditions"
3. Advocates to Governments and key current and future stakeholders, with a refocus around the impacts of the report findings.

**Carried**

**Resolution No.: 7034**

**Moved: Cr Lacey**

**Seconded: Cr Coleman**

**That Council:**



# UNCONFIRMED MINUTES

1. Note the report presented including the travel restrictions that shall be imposed on the applicable bridge assets.
2. Note the defining of permit conditions is currently delegated to the Chief Executive Officer “HVMDLNR6 Power, as a road manager, to consent to the granting of a Higher Mass Limit (HML) permit subject to conditions”
3. Advocates to Governments and key current and future stakeholders, with a refocus around the impacts of the report findings

Carried

9.26

## Amendment to Engineering and Infrastructure 2020/2021 Procurement Plan – Saraji Road Pavement Plan – Saraji Road Pavement Rehabilitation Procurement Method

### EXECUTIVE SUMMARY

This report requests an amendment to the approved Engineering and Infrastructure 2020/2021 Procurement Plan (Resolution No 6763) for the procurement method for delivery of the Saraji Road Pavement Rehabilitation Project.

Resolution No.: E&I0454

Moved: Cr Sandy Moffat

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

1. Approve the change for delivery of this project from Isaac Regional Council internal resources with wet plant hire to:
  - a. Procure and Appoint a Principle Contractor to undertake project delivery – through an advertised Open Tender process.
  - b. Procure and Engage a Contract Superintendent and Support Services through Local Buy arrangement LB279 for contract administration works.
2. Delegates the authority to the Chief Executive Officer to determine the successful tenderer for the works if valued under \$1m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;



# UNCONFIRMED MINUTES

- a. *The tender evaluation report be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,*
  - b. *Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Engineering and Infrastructure Standing Committee Meeting or Council Meeting,*
  - c. *Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Engineering and Infrastructure Standing Committee Meeting or Council Meeting,*
  - d. *The Chief Executive Officer shall report outcomes of his actions to the Engineering and Infrastructure Standing Committee.*
3. *Delegates the authority to the Engineering and Infrastructure Standing Committee to determine the successful tenderer for works valued under \$10m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;*
- a. *The tender evaluation reports be provided to all Councillors at the same time that the Engineering and Infrastructure Standing Committee is considering the report,*
  - b. *Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Council consideration, the Engineering and Infrastructure Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting,*
  - c. *Should the Engineering and Infrastructure Standing Committee resolve that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Engineering and Infrastructure Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting.*
4. *Delegates the authority to the Chief Executive Officer to negotiate, execute and vary contracts determined under delegation by the Chief Executive Officer or the Engineering and Infrastructure Standing Committee.*

Carried

# UNCONFIRMED MINUTES

**Resolution No.: 7035**

**Moved: Cr West**

**Seconded: Cr Pickels**

**That Council:**

- 1. Approve the change for delivery of this project from Isaac Regional Council internal resources with wet plant hire to:**
  - a. Procure and Appoint a Principle Contractor to undertake project delivery – through an advertised Open Tender process.**
  - b. Procure and Engage a Contract Superintendent and Support Services through Local Buy arrangement LB279 for contract administration works.**
- 2. Delegates the authority to the Chief Executive Officer to determine the successful tenderer for the works if valued under \$1m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;**
  - a. The tender evaluation report be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,**
  - b. Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Engineering and Infrastructure Standing Committee Meeting or Council Meeting,**
  - c. Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Engineering and Infrastructure Standing Committee Meeting or Council Meeting,**
  - d. The Chief Executive Officer shall report outcomes of his actions to the Engineering and Infrastructure Standing Committee.**
- 3. Delegates the authority to the Engineering and Infrastructure Standing Committee to determine the successful tenderer for works valued under \$10m under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local**



government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;

- a. The tender evaluation reports be provided to all Councillors at the same time that the Engineering and Infrastructure Standing Committee is considering the report,
  - b. Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Council consideration, the Engineering and Infrastructure Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting,
  - c. Should the Engineering and Infrastructure Standing Committee resolve that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Engineering and Infrastructure Standing Committee shall not exercise its delegated authority to determine the tender and shall instead request the Chief Executive Officer to arrange for the matter to be included in the agenda for the next available Council Meeting.
4. Delegates the authority to the Chief Executive Officer to negotiate, execute and vary contracts determined under delegation by the Chief Executive Officer or the Engineering and Infrastructure Standing Committee.

Carried

## 9.27 North Goonyella – Compensation Agreement Variation

### EXECUTIVE SUMMARY

BHP Mitsubishi Alliance has approached Isaac Regional Council to upgrade Mabbin Road to facilitate long term intermittent dragline shutdowns at Goonyella Riverside Mine. The report seeks to endorse principles for negotiation of the existing compensation agreement and seeks delegation to the Chief Executive Officer to negotiate, execute and vary the existing compensation agreement.

Resolution No.: E&I0455

Moved: Cr Sandy Moffat

Seconded: Cr Simon West

*That the Committee recommends that Council:*



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1. *Endorse the Principles for dealing with BHP Mitsubishi Alliance and Peabody for the upgrade of Mabbin Road.*
2. *Following the provision for Council to review and provide comment on the final draft agreement, delegate Authority to the Chief Executive Officer to negotiate, execute and vary the existing compensation agreement and subsequent deed of assignment and assumption.*

*Carried*

**Resolution No.: 7036**

**Moved: Cr Ve a Ve a**

**Seconded: Cr Moffat**

**That Council:**

1. **Endorse the Principles for dealing with BHP Mitsubishi Alliance and Peabody for the upgrade of Mabbin Road.**
2. **Following the provision for Council to review and provide comment on the final draft agreement, delegate Authority to the Chief Executive Officer to negotiate, execute and vary the existing compensation agreement and subsequent deed of assignment and assumption.**

**Carried**

## PERCEIVED CONFLICT OF INTEREST

Cr Sandy Moffat declared a perceived conflict of interest for Report 9.28 Saraji South Hal Road Crossover – Compensation Agreement Variation as her husband is and employee of BHP who has been conducting training on Saraji South. Cr Moffat elected not to leave the room and to allow the Council to vote on her participation.

**Resolution No.: 7037**

**Moved: Cr Lacey**

**Seconded: Cr Pickels**

**That Council:**

1. **Agrees Cr Moffat can continue participation in the discussion and vote.**

**Carried**



## 9.28 Saraji South Haul Road Crossover – Compensation Agreement Variation

### EXECUTIVE SUMMARY

BHP Mitsubishi Alliance has approached Isaac Regional Council to construct a haul road crossover across Golden Mile Road. The report seeks to endorse principles for negotiation of the existing compensation agreement and seek delegation to the Chief Executive Officer to negotiate, execute and vary the existing compensation agreement.

Resolution No.: E&I0457

Moved: Cr Simon West

Seconded: Cr Greg Austen

*That the Committee recommends that Council:*

1. *Endorse the Principles for dealing with BHP Mitsubishi Alliance for the Saraji South Haul Road crossover on Golden Mile Road subject to including in the Principles, consultation to occur with key stakeholders including agricultural stakeholders.*
2. *Following the provision for Council to review and provide comment on the final draft agreement, delegate Authority to the Chief Executive Officer to negotiate, execute and vary the existing compensation agreement dated 6th October 2004.*

*Carried*

**Resolution No.: 7038**

**Moved: Cr West**

**Seconded: Cr Coleman**

**That Council:**

1. **Endorse the Principles for dealing with BHP Mitsubishi Alliance for the Saraji South Haul Road crossover on Golden Mile Road subject to including in the Principles, consultation to occur with key stakeholders including agricultural stakeholders.**
2. **Following the provision for Council to review and provide comment on the final draft agreement, delegate Authority to the Chief Executive Officer to negotiate, execute and vary the existing compensation agreement dated 6th October 2004.**

**Carried**

# UNCONFIRMED MINUTES

## 9.29 Review of Waste and Recycling Collection Contract – First Twelve Months

### EXECUTIVE SUMMARY

This report provides a review of the performance of the first twelve months of the Waste and Recycling Collection Contract IRC/CHRC2083-0119-138.

Resolution No.: W&W0280

Moved: Cr Vea Vea

Seconded: Cr Jones

That the Committee recommend to Council to:

1. Note the content of this report on the first twelve months performance of the Waste and Recycling Collection Contract IRC/CHRC2083-0119-138.

Carried

Resolution No.: 7039

Moved: Cr Jones

Seconded: Cr Vea Vea

That Council:

1. Note the content of this report on the first twelve months performance of the Waste and Recycling Collection Contract IRC/CHRC2083-0119-138.

Carried

## 9.30 Regional Recycling Transport Assistance Package (RRTAP) Funding Update

### EXECUTIVE SUMMARY

This report provides an update on the position with regard to Council's recent application under the Regional Recycling Transport Assistance Package (RRTAP).

Resolution No.: W&W0281

Moved: Cr Austen

Seconded: Cr Vea Vea

That the Committee recommends that Council:



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1. *Note the withdrawal of the Regional Recycling Transport Assistance Package (RRTAP) funding of \$250,000 for reprocessing of legacy concrete at Dysart by the Department of Environment and Science.*
2. *Approve the alternative strategy to remove the transport element of the work and engage a contractor to carry out the reprocessing at Dysart Waste Management Facility.*

*Carried*

**Resolution No.: 7040**

**Moved: Cr Vevea**

**Seconded: Cr Lacey**

**That Council:**

1. **Note the withdrawal of the Regional Recycling Transport Assistance Package (RRTAP) funding of \$250,000 for reprocessing of legacy concrete at Dysart by the Department of Environment and Science.**
2. **Approve the alternative strategy to remove the transport element of the work and engage a contractor to carry out the reprocessing at Dysart Waste Management Facility.**

**Carried**

### 9.31 Theresa Creek Dam Desilting Project Contract Award

#### EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for delegation to the Chief Executive Officer (CEO) to award IRCT2013-1120-207 the contract for the Theresa Creek Dam Desilting Project up to the available budget. This contract is expected to close December 22, 2020 with evaluation to occur early in the new year. The program is very tight and hence the bringing forward of this delegation.

**Resolution No.: W&W0282**

**Moved: Cr Austen**

**Seconded: Cr Jones**

**That the Committee recommends to Council to:**

1. *Delegates the authority to the Chief Executive Officer to determine the successful tenderer for the IRCT2013-1120-207 Theresa Creek Dam Desilting Project up to \$1,260,000 under delegation LGR88 – "Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local*



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*government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;*

- a. All tender evaluation reports be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,*
- b. Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,*
- c. Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,*
- d. The Chief Executive Officer shall report outcomes of his actions to the Water and Waste Standing Committee on a monthly basis.*

*Carried*

**Resolution No.: 7041**

**Moved: Cr Austen**

**Seconded: Cr Jones**

**That Council:**

- 1. Delegates the authority to the Chief Executive Officer to determine the successful tenderer for the IRCT2013-1120-207 Theresa Creek Dam Desilting Project up to \$1,260,000 under delegation LGR88 – “Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in accordance with a quote or tender consideration plan adopted by local government resolution” under Section 230(1) Local Government Regulation 2012 subject to the following conditions;**
  - a. All tender evaluation reports be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,**
  - b. Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the**



# UNCONFIRMED MINUTES

- agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,
- c. Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Water and Waste Standing Committee Meeting or Council Meeting,
  - d. The Chief Executive Officer shall report outcomes of his actions to the Water and Waste Standing Committee on a monthly basis.

Carried

## **9.32 Water and Waste 2020-2021 Capital Projects Strategic Procurement Plan Progress Report**

### **EXECUTIVE SUMMARY**

This report is to provide an update to the Water and Waste Standing Committee and Council of any action taken by the Chief Executive Officer (CEO) under delegation as per the W&W Strategic Procurement Plan.

Resolution No.: W&W0283

Moved: Cr Austen

Seconded: Cr Jones

That the Committee recommend that Council:

1. Receive and notes works awarded under the 2020/ 2021 Water and Waste Procurement Plan, in particular the awarding of IRCQ2053-0820-765 for Sewerage Pump Station Renewals.

Carried

Resolution No.: 7042

Moved: Cr West

Seconded: Cr Moffat

That Council:

1. Receive and notes works awarded under the 2020/ 2021 Water and Waste Procurement Plan, in particular the awarding of IRCQ2053-0820-765 for Sewerage Pump Station Renewals.

Carried

## 10. OFFICER REPORTS

### 10.1 Work Health and Safety Update

#### EXECUTIVE SUMMARY

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

**Resolution No.: 7043**

**Moved: Cr Ve a Ve a**

**Seconded: Cr Moffat**

**That Council:**

1. **Note the work health and safety report and attachments.**

**Carried**

**Note: Councillors asked a series of questions on actions and completion of actions and it was noted that future reporting should include more detailed information to explain trends and give context to data.**

### 10.2 Audit and Risk Committee Meeting Minutes – 24 November 2020

#### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Audit and Risk Committee Meeting commencing on Tuesday, 24 November 2020.

**Resolution No.: 7044**

**Moved: Cr Pickels**

**Seconded: Cr Moffat**

**That Council:**

1. **Receive and note the Minutes of the Audit and Risk Committee Meeting held on 24 November 2020.**
2. **Adopt the recommendations of the Audit and Risk Committee meeting held on 24 November 2020.**

**Carried**



## 10.3 Glenden Futures Project

### EXECUTIVE SUMMARY

This report provides an update on the methodology for and status of the Glenden Futures Project.

**Resolution No.: 7045**

**Moved: Cr Coleman**

**Seconded: Cr Lacey**

**That Council:**

1. Notes the proposed methodology and status of the Glenden Futures Project.

**Carried**

## 10.4 Revised Arrangements for Agents at the Clermont Saleyards

### EXECUTIVE SUMMARY

This report seeks Council's approval of revised arrangements for agents at the Clermont Saleyards.

**Resolution No.: 7046**

**Moved: Cr Austen**

**Seconded: Cr Jones**

**That Council:**

1. Adopts the revised regime of non-exclusive approvals and ad hoc approvals for agents to conduct sales at the Clermont Saleyards as set out below;
  - a) This regime introduces a system of non-exclusive approvals and ad hoc approvals to conduct sales through the Clermont Saleyards.
  - b) One or more non-exclusive approvals will be established through an initial tendering process with essential tendering and eligibility criteria (eligibility criteria) requiring-
    - i. Holding of appropriate licences to lawfully carry on the business of the sale or consignment of stock as agent for others under the relevant law



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- ii. Satisfying objective fit and proper person tests relevant to the law set out in a. above and in relation to their past and current conduct at the Clermont or other Saleyards
  - iii. An established history of or tangible evidence of a meaningful commitment to maintaining a permanent office in Clermont or in reasonably close proximity to Clermont
  - iv. Evidence of a history of and continued commitment to employing local people from Clermont or from within Isaac Region, and
  - v. Evidence of a history of and continued commitment to the local Isaac livestock industry, economy and community.
- c) Following the initial tendering process, non-exclusive approvals will continue at the pleasure of the holder while ever they continue to meet the eligibility criteria set out in b. above, provided that Council may with six (6) month's-notice call fresh tenders which would have the effect of cancelling all existing non-exclusive approvals and establishing a new cohort of non-exclusive approval holders.
- d) In addition to c. above, Council may conduct a supplementary tender process every two years to afford an opportunity for additional non-exclusive approvals to be granted on the same eligibility criteria as the existing cohort.
- e) Non-exclusive approvals would be able to be novated with the approval of the Chief Executive Officer or delegate, which approval may not be unreasonably withheld, to a new holder in a transmission of business situation only, provided the new holder continues to maintain the eligibility criteria.
- f) Non-exclusive approval holders will not be required to pay any fees in addition to the existing levels of fees and charges which in any case are subject to annual review by Council.
- g) Ad hoc approvals are available to agents not holding a non-exclusive approval for a one-off sale on the following mandatory conditions-
- i. An ad hoc approval may not be used to conduct more than one (two day maximum) sale per quarter year
  - ii. Payment of a separate ad hoc approval fee set in Council's annual Schedule of Fees and Charges (initially to be set at \$12/head) in addition to all other usual Saleyards Fees and Charges



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- iii. Conducting the sale in accordance with saleyards rules and any other statutory requirement, failing which a default remedy fee will apply, and
- iv. Eligibility criteria b.i. and b.ii. above being maintained
- h) The priority of access for use of the Clermont Saleyards from highest to lowest will be:
  - i. Sales advertised in the annual Council-approved calendar of sales, and bull sales;
  - ii. Regularly scheduled spelling cattle movements; and
  - iii. Ad hoc approval sales
- i) Nothing in this regime will preclude an agent who does not hold a non-exclusive approval from operating a sale in conjunction with a non-exclusive approval holder on mutually satisfactory terms which are not inconsistent with any aspect of this regime or relevant statutory requirement.
- 2. Authorises the Chief Executive Officer to implement the revised regime of agents' approvals referred to in item 1 above; and
- 3. Amends the 2020/21 Schedule of Fees and Charges to include the following new fees for the Clermont Saleyards (to commence once non-exclusive approvals are issued under the new regime):
  - a) Fee for an Ad hoc Approval to conduct a sale (maximum one sale per quarter) - \$12 per head of livestock
  - b) Fee for remedy for default by Ad hoc Approval holder to comply with approval conditions – actual cost plus 15%

Carried

## 10.5

## Northern Alliance of Councils (NAOC) AGM and Special Meeting Update

### EXECUTIVE SUMMARY

This report provides an update on the Northern Alliance of Councils (NAOC) AGM and Special Meeting held in Townsville on 30 November 2020.

# UNCONFIRMED MINUTES

**Resolution No.: 7047**

**Moved: Cr Lacey**

**Seconded: Cr Moffat**

**That Council:**

1. **Notes the report on the Northern Alliance of Councils (NAOC) AGM and Special Meeting held in Townsville on 30 November 2020.**

**Carried**

## 10.6

## Theresa Creek Dam – Interim Water Trigger Levels Assessment

### EXECUTIVE SUMMARY

This report seeks Isaac Regional Council endorsement of the revised Water Restrictions Policy Schedule 3 – Water Restriction Trigger Levels Guideline required for the Chief Executive Officer to meet legislative and customer requirements for an interim arrangement for Clermont.

**Resolution No.: 7048**

**Moved: Cr Jones**

**Seconded: Cr Lacey**

**That Council:**

1. **Adopt an interim Level 1 Water Restriction Trigger for Clermont of 2.1m Below Top of Weir.**
2. **Adopt the revised Water Restrictions Policy Schedule 3 – Water Restriction Trigger Levels Guideline.**
3. **Acknowledge that the Chief Executive Officer intends to implement Level 1 Water Restrictions immediately to facilitate the transition to the interim Level 1 Trigger Level of 2.1m**

**Carried**



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## 10.7

### Moranbah Youth and Community Centre Funding Arrangement

#### EXECUTIVE SUMMARY

This report seeks Council's approval for the Chief Executive Officer to execute agreements to give progressive and ongoing effect to Council's resolution 6904 in relation to the holding and management of funds for the Moranbah Youth and Community Centre (MYCC).

**Resolution No.: 7049**

**Moved: Cr Ve a Ve a**

**Seconded: Cr Lacey**

**That Council:**

1. Authorises the Chief Executive Officer to negotiate, execute and vary current and future agreements with BHP and any other future donors for the holding and management of funds for the Moranbah Youth and Community Centre in line with the spirit of resolution subject to point 2 below.
2. Confirms a minor amendment to the principles contained in resolution 6904 limiting the maximum annual disbursement from the funds from 5% of the principle, to 10% of the principle.
3. Releases an update to key partners and stakeholders to keep them informed of developments.

**Carried**

## 10.8

### Leasing – Nebo Emergency Services Restructure

#### EXECUTIVE SUMMARY

This report serves to provide Council with the current status of the Nebo Medical Centre and incorporates a proposal to relocate the Queensland Ambulance Service (QAS) to the Nebo Medical Centre; and in addition, to release an Expression of Interest seeking interest from regional medical practitioners to co-locate with QAS at the Nebo Medical Centre.

**Resolution No.: 7050**

**Moved: Cr Coleman**

**Seconded: Cr Jones**



# UNCONFIRMED MINUTES

## That Council:

1. Endorses the proposed relocation of the Nebo Ambulance Service from 38 Reynolds Street, Nebo to the Nebo Medical Centre subject to the successful negotiation of terms and conditions.
2. Authorises the exemption of an Expression of Interest process to allow Queensland Ambulance to occupy a negotiated portion of the Nebo Medical Centre on the grounds of the Ambulance Service being: a critical service to the Nebo region, the specialist duties and services performed by QAS and the absence of alternate and appropriate sites in Nebo for the QAS to relocate to.
3. Approves engagement with the Queensland Ambulance Service with a view to negotiating a mutually acceptable Licence to Occupy between Council and the Queensland Ambulance Service at the Nebo Medical Centre.
4. Approves the development and release of an Expression of Interest for circulation to regional Medical Practitioners to occupy a negotiated portion of the Nebo Medical Centre.
5. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1, 2, 3 and 4 above.

Carried

## 10.9

### Expression of Interest – Unaccompanied Children's Programs, Dysart and Glenden Recreation Centre

#### EXECUTIVE SUMMARY

This report seeks Council's authority for the Chief Executive Officer to negotiate, vary and execute the legal instruments necessary to action an Expression of Interest (EOI) for unaccompanied children's programs at the Dysart and Glenden Recreation Centre.

**Resolution No.:** 7051

**Moved:** Cr Vea Vea

**Seconded:** Cr Pickels

## That Council:

1. Notes as a point of reference, Council Resolution 6924 wherein Council approved the cessation of unaccompanied children's programs operated at the Dysart and Glenden



## UNCONFIRMED MINUTES

- Recreation Centres; and further, endorsed the release of an Expression of Interest seeking suitably licensed parties to operate the unaccompanied children's programs;
2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1.

Carried

10.10

**IRCT2085-1120-206 Contract Award – Design and Construction of the Clermont Netball and Nebo Showground Amenity Blocks**

### EXECUTIVE SUMMARY

This report serves to award the design and construction contract, for the Clermont Netball and Nebo Showground Amenity Blocks tender. The report will highlight the findings and recommend a successful tenderer for Council approval.

**Resolution No.: 7052**

**Moved: Cr Ve'a Ve'a**

**Seconded: Cr Jones**

**That Council:**

1. Award the contract IRCT2085-0920-206 Design, Supply and Construction of the Clermont Netball and Nebo Showground Amenity Blocks for a total amount of \$518,467.50 excluding GST to Local Building Maintenance PTY LTD.
2. Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required.

Carried

### PROCEDURAL MOTION:

**Resolution No.: 7053**

**Moved: Cr Pickels**

**Seconded: Cr Coleman**

**That Council adjourn the meeting for Morning Tea at 10.29am.**

Carried

# UNCONFIRMED MINUTES

## **PROCEDURAL MOTION:**

**Resolution No.: 7054**

**Moved: Cr Jones**

**Seconded: Cr Moffat**

**That Council resume the meeting at 11.07am.**

**Carried**

**10.11**

## **Minor Amendments to Planning Environment and Community Services Organisation Structure**

### **EXECUTIVE SUMMARY**

This report provides transparency on some minor amendments to the Planning Environment and Community Services (PECS) Organisational Structure to continue to meet operational needs and service levels.

**Resolution No.: 7055**

**Moved: Cr Pickels**

**Seconded: Cr Vea Vea**

**That Council:**

- 1. Notes the minor amendments to the Planning Environment and Community Services Organisational Structure to continue to meet operational needs and service levels; and further notes that these amendments will have a slightly budget positive impact.**
- 2. Amends the 2020/21 Schedule of Fees and Charges to remove the building certification fees and charges and replace them all with an 'at cost' fee.**

**Carried**



# UNCONFIRMED MINUTES

10.12

**Land Development Advisory Committee Meeting Unconfirmed Minutes –  
Thursday 10 December 2020**

## EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Land Development Advisory Committee Meetings held on Thursday 10 December 2020.

**Resolution No.: 7056**

**Moved: Cr Lacey**

**Seconded: Cr Ve a Ve a**

**That Council:**

- 1. Receive and note the unconfirmed minutes from the Land Development Advisory Committee Meeting held on Thursday 10 December 2020.**
- 2. Endorses the following recommendations of the Land Development Advisory Committee:**
  - a) Receives and notes the Regional Intelligence Report.**
  - b) Receives and notes the Economic Indicators Report for Economic Profile and Industry Development.**
  - c) Receives and notes the information provided in the Real Estate Engagement Update Report.**
  - d) Receives further updates on the outcomes of meetings with the remaining Real Estate Agents operating in the broader region.**
  - e) Requests that banking and finance engagement is scheduled for the first quarter of 2021 and that arrangements are made for one of those engagements to coincide with the next Land Development Advisory Committee Meeting.**
  - f) Notes the contents of the Isaac Region Housing Forum and Engagement Activities Report and summary of engagement activities undertaken to date to further the purpose and intent of the Committee.**
  - g) Continues the engagements with Land and Housing Development Stakeholders through the Land Development Advisory Committee in favour of pursuing the Isaac Region Housing Forum.**

**Carried**



## 10.13

### Isaac Region 2021 Australia Day Awards

#### EXECUTIVE SUMMARY

This report seeks Council's endorsement for the finalisation of the Isaac Region 2021 Australia Day Award winners.

**Resolution No.: 7057**

**Moved: Cr Lacey**

**Seconded: Cr Vea Ve**

**That Council:**

1. Amend the terms and conditions for the Isaac Region Australia Day Awards for 2021 only to allow recognition of immediate past award winners as eligible nominees due to the exceptional circumstances of the COVID-19 pandemic.
2. Amend point 4 of the terms and conditions for the Isaac Region Australia Day Awards for the 2022 year and beyond to state: "Nominations will not be considered where an individual or group received an award in the same nominated category the previous year. Nominees are, however, eligible to be considered for higher-level awards and/or achievements in other areas of endeavour.
3. Delegate responsibility to Mayor and Chief Executive Officer to finalise the Isaac Region 2021 Australia Day Award recipients based on guidance from Councillors, inclusive of the selection of alternate recipient/s in the event any selected winner withdraws from the awards.

**Carried**

## CLOSURE OF MEETING

#### PROCEDURAL MOTION:

**Resolution No.: 7058**

**Moved: Cr Ve**

**Seconded: Cr Moffat**

**That Council closes the meeting to the public at 11.14pm under *Local Government Regulations 2012 Section 254J (3) (g)* to deliberate on Confidential Report 11.1.**

**Carried**



# UNCONFIRMED MINUTES

## **PROCEDURAL MOTION:**

**Resolution No.: 7059**

**Moved: Cr West**

**Seconded: Cr Pickels**

**That Council open the meeting to the public at 11.27am.**

**Carried**

## **PRESCRIBED CONFLICT OF INTEREST**

Cr Viv Coleman declared a prescribed conflict of interest for Confidential Report 11.1 Award IRCT2054-0820-2020 Design and Construct 16 Person Ensuite Accommodation as Cr Viv Coleman as one of the tenderers is an associate and a previous employee of Cr Coleman.

Cr Coleman left the meeting room at 11.26am and did not participate in the discussions or vote for Confidential Report 11.1

## **11. CONFIDENTIAL REPORTS**

### **CONFIDENTIAL REPORT**

Closed under 254J(3) (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government

#### **11.1 Award RFT IRCT2054-0820-202 Design and Construct 16 Person Ensuite Accommodation**

### **EXECUTIVE SUMMARY**

This report examines the responses received for Design and Construction of a 16 person Accommodation Facility in Moranbah and recommends awarding to the contractor providing the best value for money outcome for council.

**Resolution No.: E&I0460**

**Moved: Cr Simon West**

**Seconded: Cr Sandy Moffat**

***That the Committee under delegation:***

- 1. Approve the awarding of RFT IRCT2054-0820-202 Design and Construct 16 Person Ensuite Accommodation to Marlee Construction for the sum of \$991,099.00 excl GST in accordance with the Engineering and Infrastructure Procurement Plan.***
- 2. Authorise the Chief Executive Officer to negotiate, execute and vary the contract.***



# UNCONFIRMED MINUTES

*Carried*

**Resolution No.: 7060**

**Moved: Cr Pickels**

**Seconded: Cr Moffat**

**That Council:**

1. **Approve the awarding of RFT IRCT2054-0820-202 Design and Construct 16 Person Ensuite Accommodation to Marlee Construction for the sum of \$991,099.00 excl GST in accordance with the Engineering and Infrastructure Procurement Plan.**
2. **Authorise the Chief Executive Officer to negotiate, execute and vary the contract.**

**Carried**

## ATTENDANCE

Cr Gina Lacey left the meeting room at 11.27am and returned at 11.30am

Cr Viv Coleman returned to the meeting room at 11.27am

## 12. COUNCILLOR QUESTION TIME

### 12.1 Bowen Basin Regional Roads Transport Group

On behalf of the Bowen Basin Regional Roads Transport Group, Cr Pickels expressed the Committee's thanks and appreciation to Mr Sean Robinson, Manager Galilee and Bowen Basin Operations for bringing the Regional Skills Development Program to reality.

### 12.2 Dysart-Middlemount Road

Cr Moffat raised the issue of the bitumen spraying vehicles traveling on the Dysart-Middlemount Road.

**ACTION: DIRECTOR ENGINEERING AND INFRASTRUCTURE**

### 12.3 Thank You to Councillors and Staff

Mayor Anne Baker thanked Council and Staff for a great year and acknowledged everyone's contribution throughout the year. The Mayor provided her best wishes to all for a Merry Christmas and a safe and happy New Year.



# UNCONFIRMED MINUTES

## 13. CONCLUSION

There being no further business, the Mayor declared the meeting closed at 11.32am.

These minutes were confirmed by Council at the Ordinary Meeting held on Wednesday 27 January 2021 in Moranbah.

.....  
MAYOR

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

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Michael Krulic

## AUTHOR POSITION

Manager Financial Services

## 10.1

### ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS AT 31 DECEMBER 2020

## 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 month before the meeting is held.

## OFFICER'S RECOMMENDATION

### *That Council:*

1. *Receive the financial statements for the period ended 31 December 2020 pursuant to and in accordance with the Local Government Regulation 2012 (s204).*

## 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 2020/2021	Budget adopted 29 July 2020
Financial Statements 2019/2020	Financial Statements adopted 18 November 2020

## 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 second quarter budget review has commenced with minor adjustments expected.

## CONSULTATION

- Financial Services

## BASIS FOR RECOMMENDATION

Not Applicable.

## ACTION ACCOUNTABILITY

Not Applicable.



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## KEY MESSAGES

This is an information only report.

<b>Report prepared by:</b> MICHAEL KRULIC <b>Manager Financial Services</b>  Date: 5 January 2021	<b>Report authorised by:</b> DARREN FETTEL <b>Director Corporate, Governance and Financial Services</b>  Date: 5 January 2021
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## ATTACHMENTS

- Attachment 1 – Monthly Financial Statements 31 December 2020

## REFERENCE DOCUMENT

- Nil

# FINANCIAL STATEMENTS REPORT TO COUNCIL

Current as at 31 December 2020

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





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# FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2020

## EXECUTIVE SUMMARY

At the end of December, the operating result is \$2,341,667 ahead of budgeted operating position. This positive result is due to the timing of operational expenditure.

Capital Revenue for December was \$6,794,189 which combined with the Operating Position leads to a net surplus of \$4,032,134.

PRELIMINARY DECEMBER FINANCIAL STATEMENTS AT A GLANCE					
	YTD Actual	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
	\$	\$	\$	\$	%
Total operating revenue	53,175,651	53,692,755	(517,104)	121,305,108	43.8%
Total operating expenses	55,937,706	58,796,478	2,858,771	118,278,955	47.3%
<b>Operating position</b>	<b>(2,762,055)</b>	<b>(5,103,723)</b>	<b>2,341,667</b>	<b>3,026,153</b>	<b>(91.3%)</b>
Capital revenue	6,794,189	3,550,078	3,244,111	17,772,518	38.2%
<b>Net result</b>	<b>4,032,134</b>	<b>(1,553,645)</b>	<b>5,585,778</b>	<b>20,798,671</b>	<b>19.4%</b>

## BACKGROUND

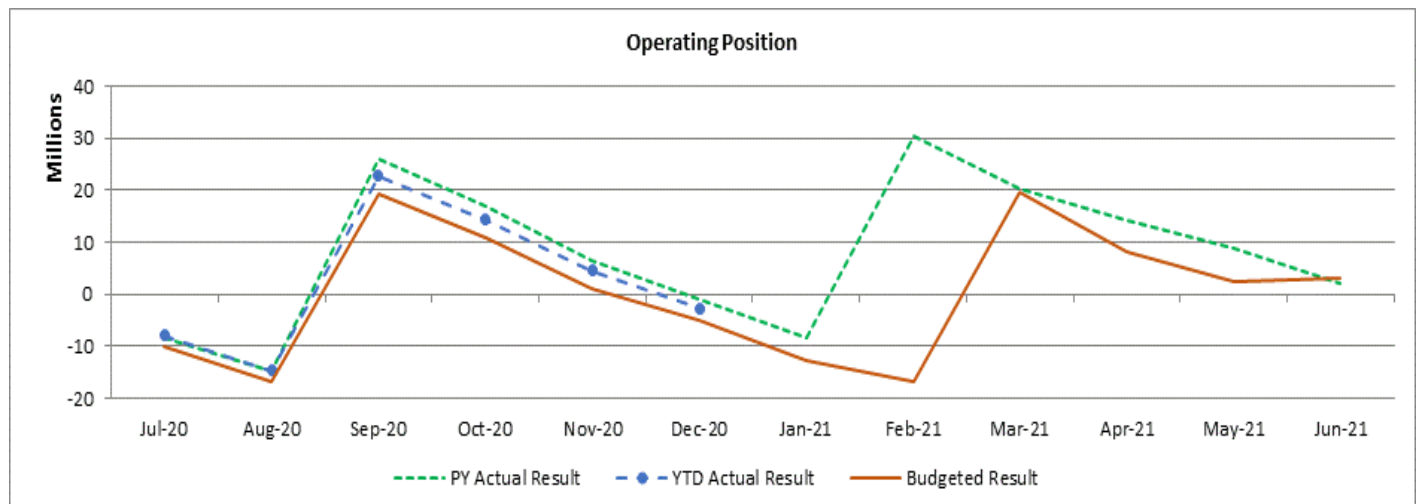
Each month, year to date financial statements are prepared in order to monitor actual performance against the latest adopted budget. Attached are the financial statements for the period ended 31 December 2020. Actual amounts are compared against year to date Revised Budget figures. (See appendix 1 for detailed financial statements).

The mid-year result shows Council operating within budget for expenditure, noting commitments raised for the remainder of the year. Some delays in revenue are noted due to timing, whilst some areas will be re-assessed through the Quarter 2 budget review.

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.

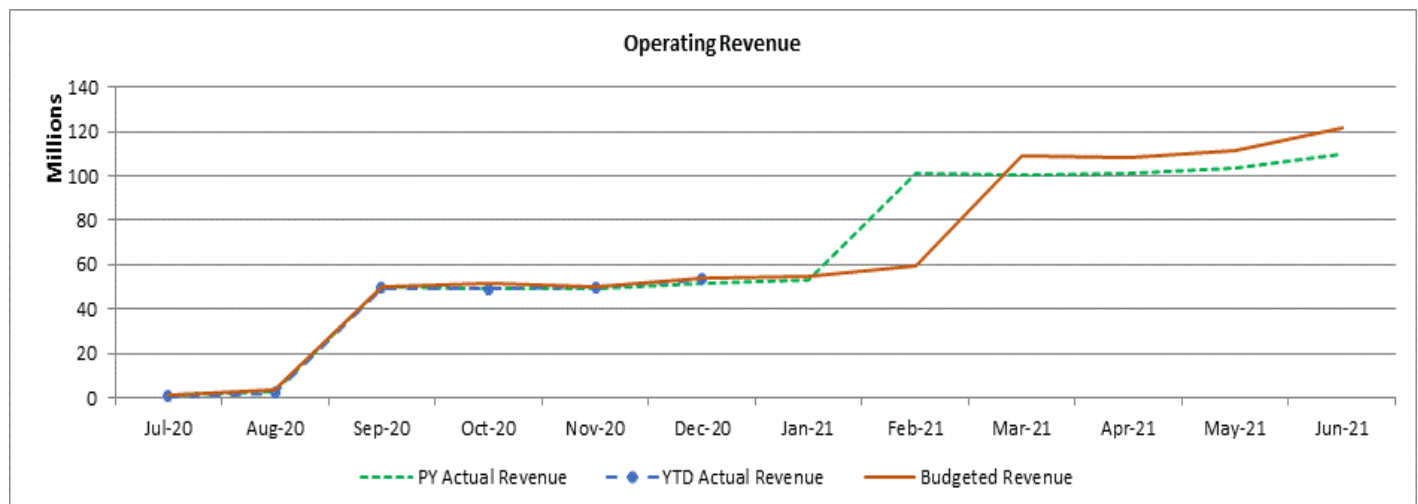


## OPERATING POSITION



The current operating position for December YTD has resulted in a loss of \$2,762,055. This is favourable when compared to the YTD revised budget by \$2,341,667. Operating Revenue is \$517,104 unfavourable compared to YTD budget offset by Operating Expenses which are \$2,858,771 favourable when compared to YTD budget.

## OPERATING REVENUE

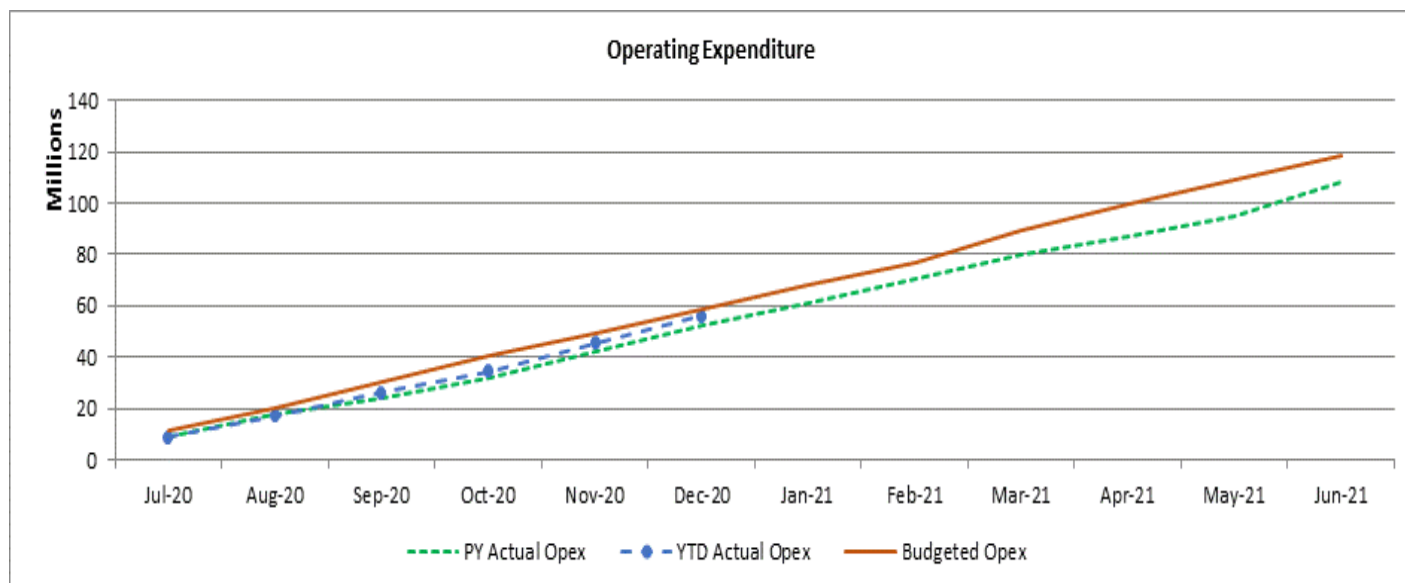


Operating Revenue comprises the following items – Rates and Utility Charges, Fees and Charges, Rental Income, Interest Received, Sale of Contract and Recoverable Works, Operating Grants, Subsidies and Contributions, Other Recurrent Revenue.

The operating revenue for December was \$53,175,651 which is unfavourable when compared to the budget by \$517,104. This unfavourable position is due a variety of factors including reduced waste income, a credit issued for rates due to the amalgamation of properties and lower than budgeted interest offset by increased saleyard utilisation and revenue for the Moranbah pool .

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



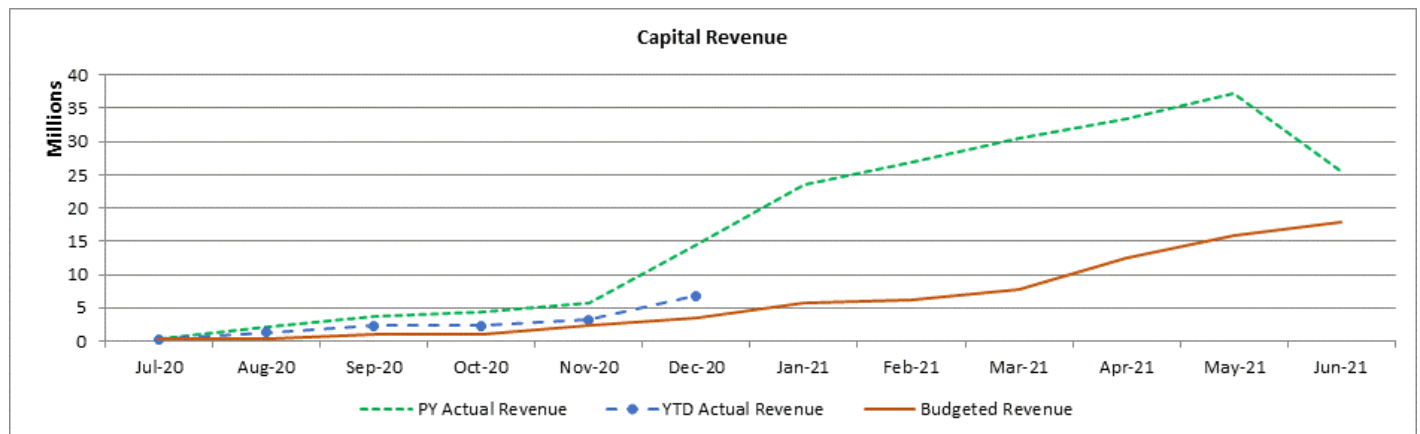
Operating expenditure consists of Employee Expenses, Materials and Services, Finance Costs and Depreciation.

Actual operating expenditure for December YTD was \$55,937,706 which is favourable to budget by \$2,858,771. This favourable result is mainly due to the allocation of budgeted cashflow.

It is noted that cashflow 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 December YTD is \$6,794,189 which consists of grants, contributions and proceeds from the disposal of assets. The current favourable variance is due primarily to the timing of grant receipts.

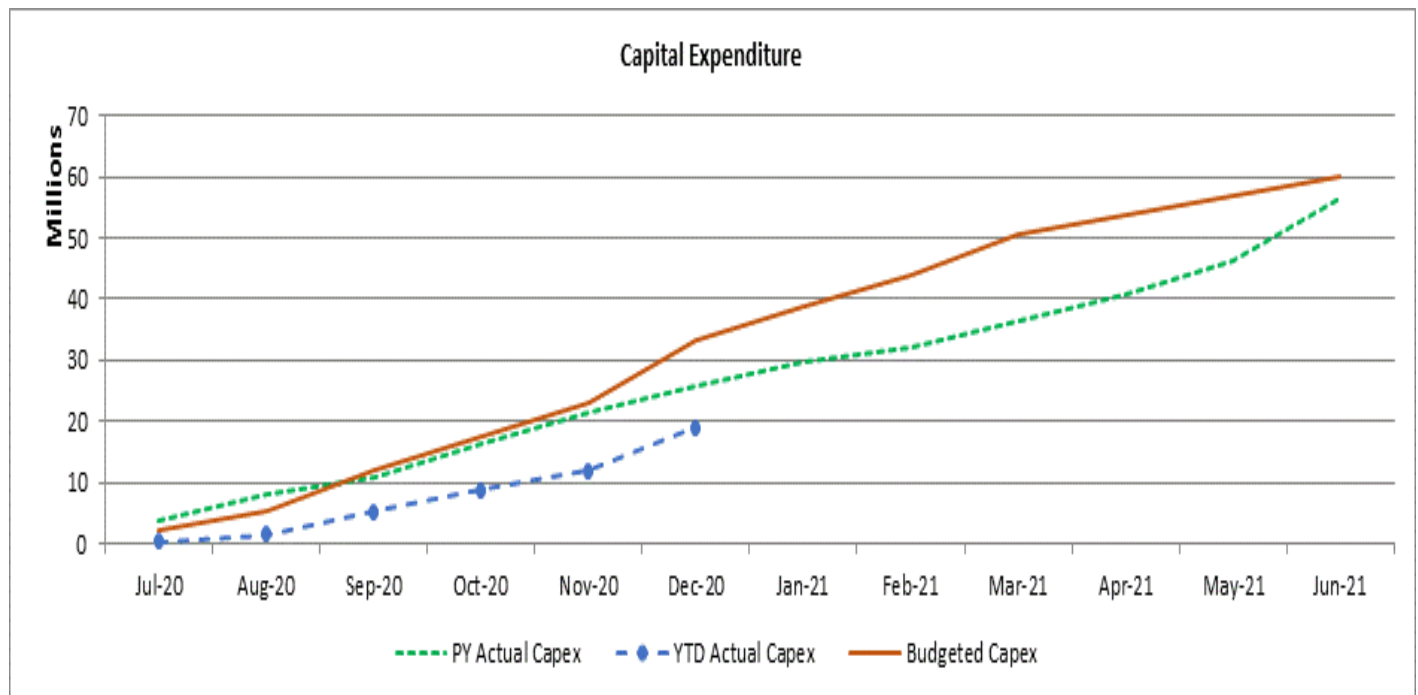
Some of our budgeted major capital grants for 20/21 are:

- DRFA March 2019 Event
- Rural Rehabilitation Program (R2R / HVSP)
- Moranbah Access Rd Quarrico Intersection (Black Spot Program)
- DYS Saraji Road Pavement Rehabilitation (TIDS)
- Eaglefield Road Pave & Seal (TIDS)
- CLM Showgrounds and Saleyards Revitalisation
- QRRRF

Major Funding received to date:

- DRFA March 2019 Event
- Works for QLD (COVID 19) advance payment
- QRRRF
- Cycle Networks LGGP
- Local Roads & Community Infrastructure Program
- CLM Showgrounds and Saleyards Revitalisation
- Eaglefield Road Pave & Seal (TIDS)
- Rural Rehabilitation Program (R2R)

## CAPITAL EXPENDITURE



Capital expenditure (\$19M) is under budget excluding commitments, noting that when the \$13.1M of commitments are included, the capital expenditure is approximately \$1.2M below YTD budget (\$33.3M). It is anticipated that expenditure will come in line throughout the financial year.

The major budgeted projects for 20/21 financial year are:

- DRFA Mar 2019 Event
- MBH Landfill - Stormwater, Leachate Management
- ISAAC\_Rural Resheeting Program
- CLM-5ML Treated Water Reservoir
- Rural Rehabilitation Program
- Surfacing Renewal Program
- Dysart Saraji Road Pavement Rehabilitation
- Moranbah Access Rd Quarrico Intersect
- SN main relining program
- Water mains replacement program
- Dysart SN Enforceable Undertaking
- Clermont Raw Water TCD Water Storage



## CAPITAL FUNDING AND PROJECT COMMITTALS

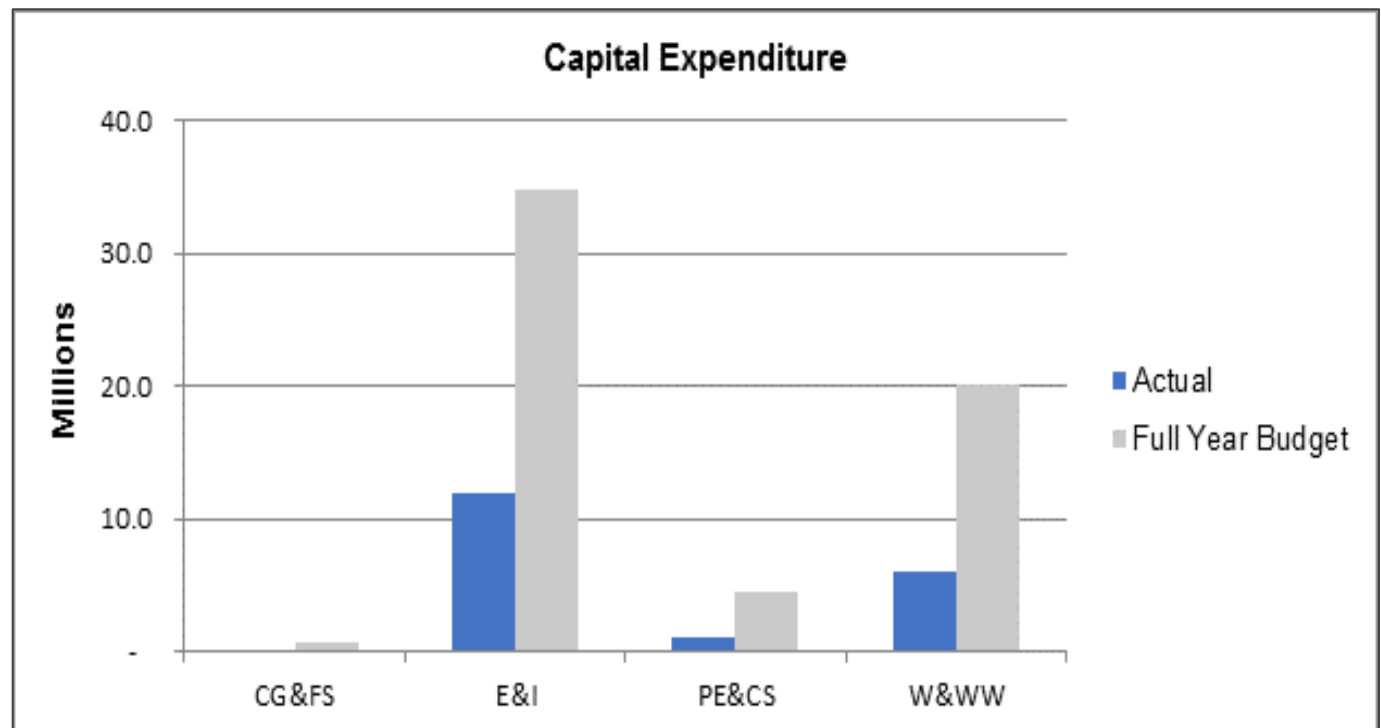
Capital expenditure is financed through loan borrowings, proceeds on disposal of assets, general reserves and the future capital sustainability reserve.

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 December 2020.

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	57,414	359,671	417,085	708,057	8.1%	58.9%
E&I	11,902,794	6,070,115	17,972,909	34,856,062	34.1%	51.6%
PE&CS	999,302	588,200	1,587,502	4,465,704	22.4%	35.5%
W&WW	6,056,753	6,038,001	12,094,754	20,093,605	30.1%	60.2%
<b>TOTAL</b>	<b>19,016,264</b>	<b>13,055,987</b>	<b>32,072,251</b>	<b>60,123,428</b>	<b>31.6%</b>	<b>53.3%</b>

The following graph illustrates the data above.



# DEPARTMENT OF LOCAL GOVERNMENT AND PLANNING (DLGP) FINANCIAL SUSTAINABILITY RATIOS

In accordance with s169(5) of the Local Government Regulation 2012, the DLGP 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	Description	Formula	YTD Actual Result	Bench mark	Within Limits	FY Budget
Operating Surplus Ratio	This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes.	Net operating surplus	-5.19%	0 - 10%	No	3.20%
		Total operating revenue				
Net Financial Liabilities Ratio	This is an indicator of the extent to which the net financial liabilities of Council can be serviced by its operating revenues.	Total liabilities less current assets	-58.74%	<=60%	Yes	-10.80%
		Total operating revenue				
Asset Sustainability Ratio	This ratio provides a guide as to whether the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.	Capital expenditure on renewals	79.64%	>90%	No	153.00%
		Depreciation expense				
Total Debt Service Cover	This ratio provides a guide as to the Council's ability to meet its loan repayments.	Operating cash flow plus interest	9.2	2	Yes	14.79
		Interest plus current borrowings				
Cash Expense Ratio	This ratio provides a guide as to the ability of the Council to pay its costs within the short term.	Current cash balance	8.24 Months	3 Months	Yes	7.50 Months
		Operating expenses less depreciation and finance costs				



1. **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 between 0-10% per annum (on average over the long term). With the net operating profit year to date a loss of \$2,762,055 the ratio is currently negative 5.19%, which is outside of Council's budget and benchmark range. It is noted that this ratio is expected to improve with the issuing of Council's half yearly rates in March and is expected to be within benchmark range for the remainder of the year after this occurs.
2. **Net Financial Liabilities Ratio** - This ratio is an indicator of the extent to which the net financial liabilities of Council can be serviced by its operating revenues. As Council's current assets are greater than total liabilities, the resulting ratio is currently showing as favourable with a negative 58.74%.
3. **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 90%. With capital expenditure below budget at December YTD the ratio is unfavourable at 79.64%. This ratio is expected to improve throughout the financial year.
4. **Total Debt Service** - This ratio represents Council's ability to meet its loan repayments through operating cash. A ratio greater than two (2) times, is the ideal result for Council. Council's year to date ratio is a 9.2 times and indicates that Council has sufficient operating cash flow to cover its loan repayments.
5. **Cash Expense Ratio** - This ratio helps Council calculate how many months the current year's cash balance can cover operating expenses (excluding depreciation and finance costs), without additional cash flows. Council has enough current cash to cover 8.24 as at 31 December 2020. This is above the targeted benchmark of 3 months.

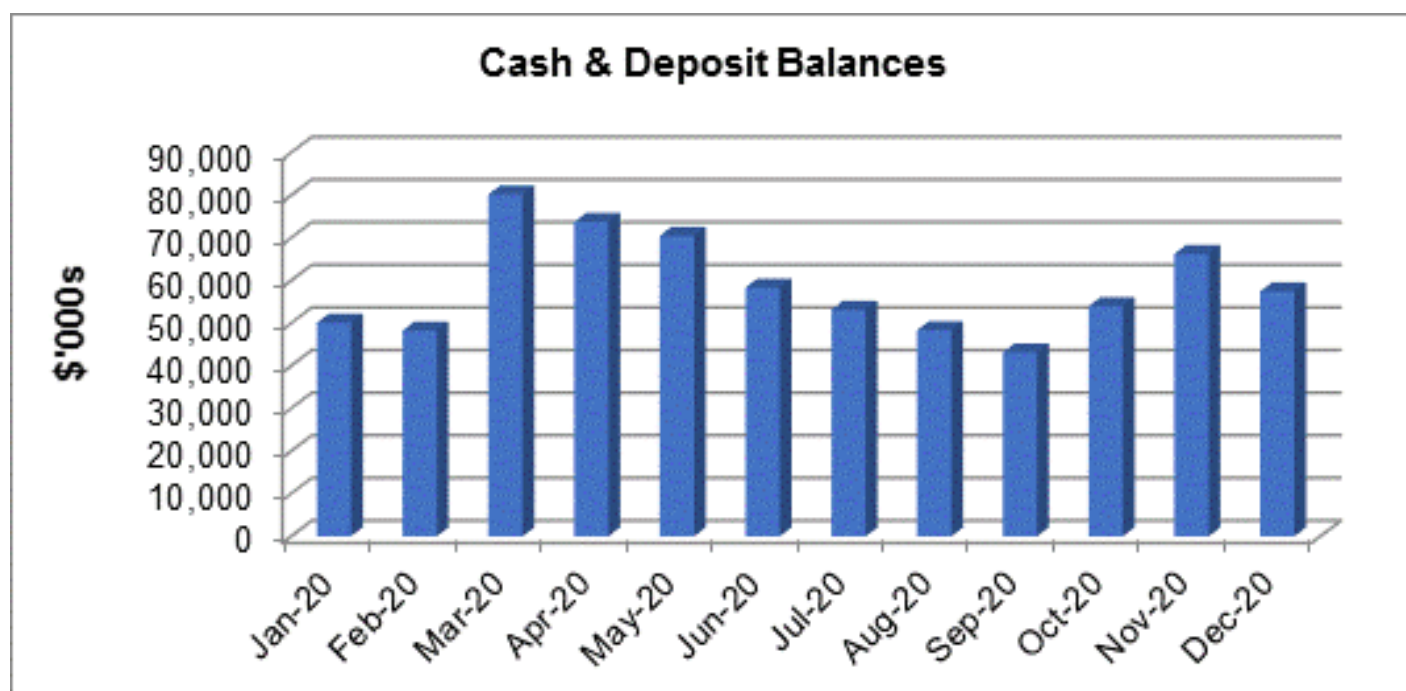
## INVESTMENTS AND CASH BALANCES

The following is a list of all investments held by Council as at the period ending 31 December 2020.

ISAAC REGIONAL COUNCIL					
Investments					
For the Period Ended 31 December 2020					
Account	Description	Institution	Amount	Maturity Date	Interest Rate
10-000-1111	QCCU Cash at Bank	QCCU	4		0%
10-000-1113	ANZ Cash at Bank	ANZ	638,214		0%
10-000-1116	QTC Operating Fund	QTC	55,806,922		0.67%
10-000-1117	ANZ Business Premium Saver	ANZ	1,020,928		0.35%
10-000-1131	Petty Cash		4,000		0%
10-000-1132	Floats		6,391		0%
Total Investments			57,476,458		

Bank	Credit Rating	% of Funds	Policy Total Profile
Queensland Treasury Corporation	QTC	97.10%	No Limit
ANZ Banking Group	AA-	2.90%	Maximum 40%
QCCU	BBB	0.00%	Maximum 10%

The following chart outlines the Council's cash and deposit balances for the previous twelve months up to the period ending 31 December 2020.





## LOANS

ISAAC REGIONAL COUNCIL							
Loans							
For the Period Ended 31 December 2020							
						Repayment Due 15 Mar 2021	
Loan Name	Balance as at 31 December 2020	Rate as at 31 December 2020	Approved Term	Remaining Term	Principal	Interest	Total
Land Development Moranbah	\$9,345,482	4.37	20	12.46	\$141,479	\$102,099	\$243,578
Land Purchase - Moranbah	\$12,184,194	5.1	20	11.96	\$185,614	\$155,318	\$340,932
<b>Total</b>	<b>\$21,529,677</b>				<b>\$327,093</b>	<b>\$257,417</b>	<b>\$584,510</b>

Debt service repayments are made quarterly. The second quarter repayment for the 20/21 financial year was made on the 15 December 2020. The next repayment for the 20/21 financial year is due on 15 March 2021.

## ACCOUNTS RECEIVABLE

The following is a breakdown of the Council's accounts receivable by age for the period ending 31 December 2020.

Accounts Receivable Ageing Analysis at 31 December 2020			
Ageing	Number of Invoices	Amount Outstanding	% of Total Outstanding
Current	290	734,767.38	47.78%
30 Days	46	133,956.46	8.71%
60 Days	27	411,095.78	26.73%
90 Days	74	258,111.52	16.78%
<b>TOTAL</b>	<b>437</b>	<b>1,537,931.14</b>	<b>100.00%</b>

The Accounts Receivable balance at 31 December 2020 is \$1,537,931.14 which has decreased from 30 November 20 balance of \$2,519,116.49 due to large invoice for a grant for the Clermont Saleyards being paid.

- 30 day balances have decreased due to an invoice for Heavy Vehicle Safety Project ageing to 60 days. Remaining balance predominantly relates to waste & grant funding invoices still outstanding.
- 60 day balance have increased due to a large invoice for Heavy Vehicle Safety Project being still unpaid.
- 90 days and over outstanding receivables have decreased due to Food Licence invoices being paid. There are no other significant new 90 day debtors.

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 December 2020.

Accounts Payable Ageing Analysis at 31 December 2020			
Ageing	No. of Documents	Amount Outstanding	% of Total Outstanding
Current	135	1,194,240.26	95.88%
30 Days	12	40,930.34	3.29%
60 Days	4	10,285.61	0.82%
90 Days	2	155.05	0.01%
<b>TOTAL</b>	<b>153</b>	<b>1,245,611.26</b>	<b>100.00%</b>

The outstanding Accounts Payable balance as at 31st December 2020 was \$1,245,611.26. The 30, 60 & 90 day aging accounts total \$51,371.00

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

- 30 day balances – \$40,930.34 (12 invoices) remain unpaid with 4 invoices (\$6,688.53) having been received late from the supplier, 7 invoices (\$34,226.81) awaiting approval and 1 invoice (\$15.00) approved after the payment run finalised.
- 60 day balances - \$10,285.61 (4 invoices) remain unpaid with 2 invoices (\$525.75) having been received late from the supplier and 2 invoices (\$9,759.86) awaiting approval.
- 90 day balances - \$155.05 (2 invoices) remain unpaid with 1 invoice (\$98.45) awaiting approval and 1 invoice (\$56.60) having been received late from the supplier.

## YEAR TO DATE RATES REPORT

The following is a breakdown of the Council's rates transactions the year to date as at 31 December 2020. The December month end closing balance for rates outstanding was \$3,752,653.

Rates Balancing Report As At 31 Dec 2020		
	YTD 31 Dec 2020	YTD 31 Dec 2019
Opening Balance	3,953,039	3,906,088
<b>Rates Charges</b>		
Rates Levied	47,788,738	45,557,471
Interest	0	192,202
Refunds	66,138	483,587
<b>Total Rates</b>	<b>47,854,877</b>	<b>46,233,259</b>
<b>Discounts and Receipts</b>		
Discounts	(3,047,359)	(2,889,235)
Receipts	(44,854,666)	(43,213,841)
Government Subsidy	(37,828)	(38,225)
Council Subsidy	(111,642)	(116,027)
Remissions	(3,791)	(5,439)
Write Offs	(29)	(737)
<b>Total Discounts &amp; Receipts</b>	<b>(48,055,315)</b>	<b>(46,263,505)</b>
Legal	53	47,881
<b>Closing Balance</b>	<b>3,752,653</b>	<b>3,923,724</b>

Rates Breakdown	As At 31 Dec 2020
Rates in Credit	(1,332,251)
Rates Not Due Yet	9,095
Rates In Arrears	5,075,809
<b>Total Rates Balance</b>	<b>3,752,653</b>

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

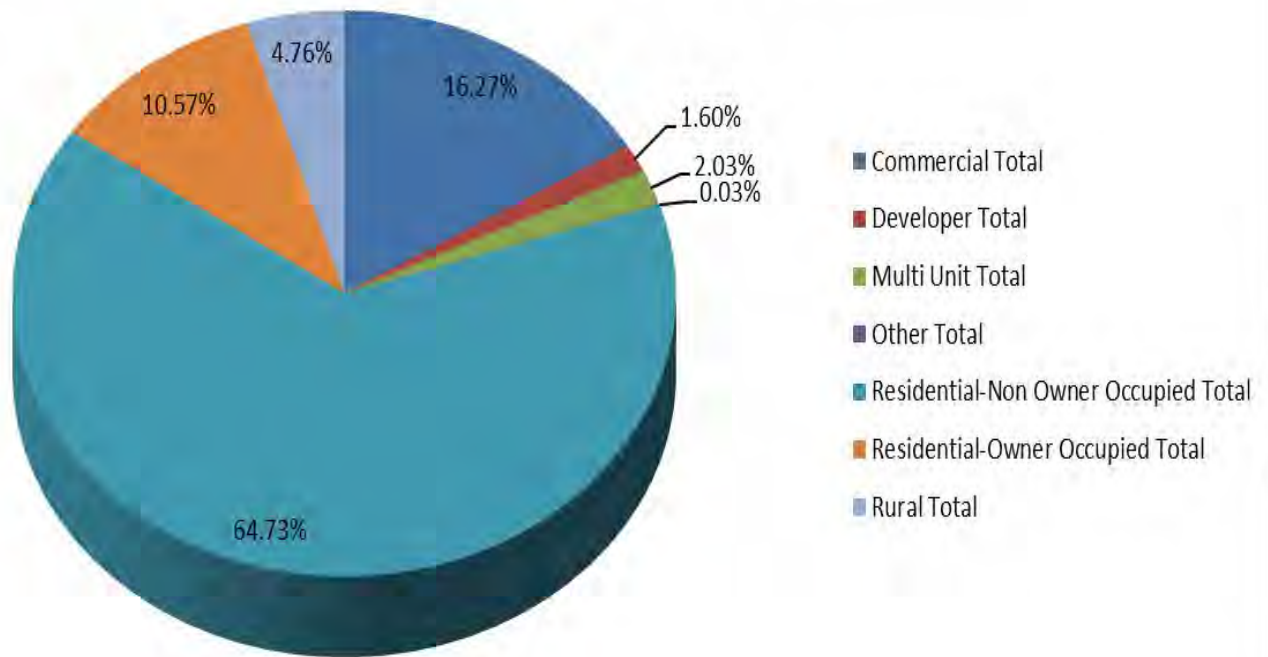
The rate arrears table above has a balance as at 23rd December 2020, which explains the slight variance to the rates arrears balance below, where the report was run on the 17th December 2020.

### Rate Arrears – Aged by Year

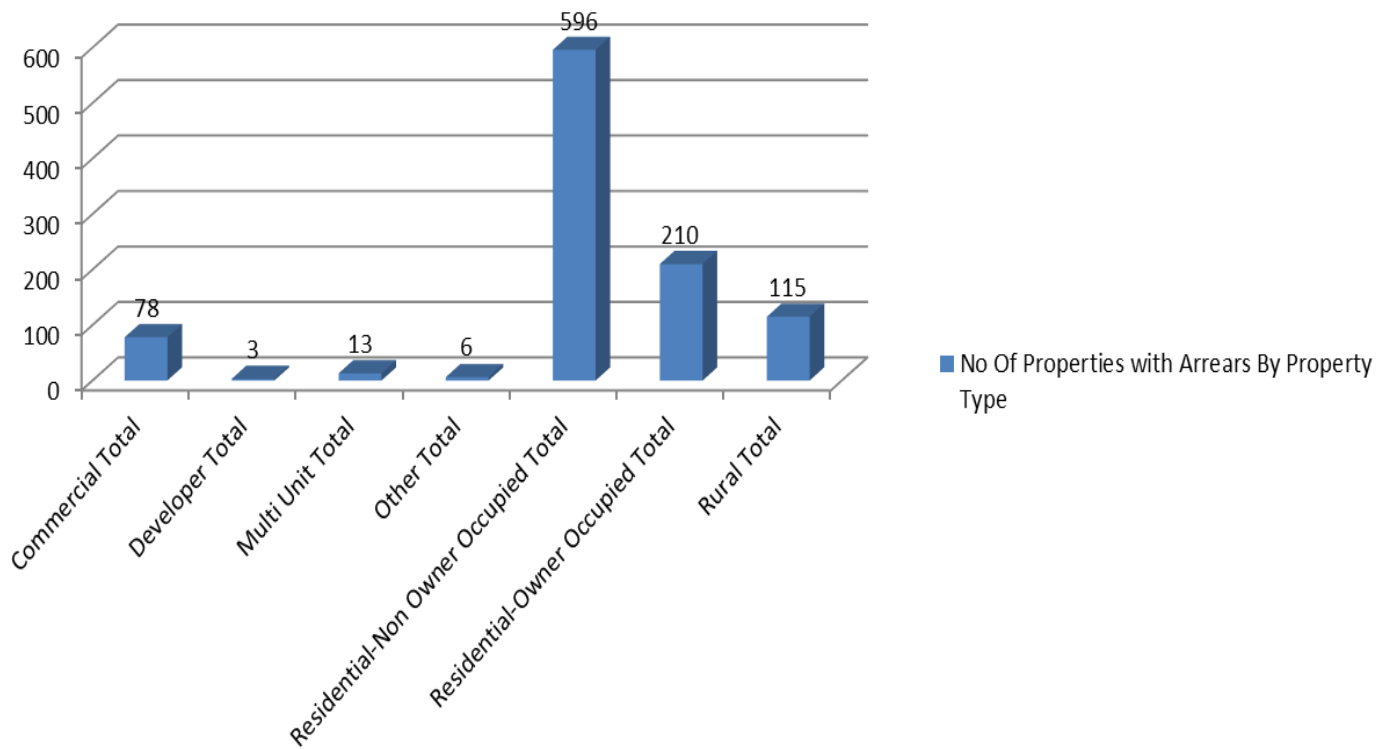
Prior 2016	2016/17	2017/18	2018/19	2019/20	2020/21	TOTAL
1,435,980	458,195	481,476	508,095	855,267	1,446,983	5,185,996
27.69%	8.84%	9.28%	9.80%	16.49%	27.90%	100.00%



## 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 December 2020. 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 December 2020**

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
<b>Income</b>								
<b>Operating Revenue</b>								
Net Rates & Utility Charges	1	41,719,830	-	41,719,830	41,990,327	(270,497)	88,497,073	47.1%
Fees & Charges	2	2,066,757	-	2,066,757	1,882,080	184,677	3,697,160	55.9%
Rental Income		767,914	-	767,914	672,069	95,845	1,344,138	57.1%
Interest Received	3	241,550	-	241,550	365,449	(123,899)	730,898	33.0%
Sales of Contract & Recoverable Works		1,122,848	-	1,122,848	1,183,499	(60,651)	7,026,997	16.0%
Operating Grants, Subsidies & Contributions	4	4,253,426	-	4,253,426	4,049,141	204,286	12,908,461	33.0%
Other Recurrent Revenue	5	3,003,325	-	3,003,325	3,550,190	(546,864)	7,100,380	42.3%
		<b>53,175,651</b>	<b>-</b>	<b>53,175,651</b>	<b>53,692,755</b>	<b>(517,104)</b>	<b>121,305,108</b>	<b>43.8%</b>
<b>Expenses</b>								
<b>Operating Expenses</b>								
Employee Expenses	6	18,813,382	-	18,813,382	19,375,600	(562,218)	39,381,272	47.8%
Materials & Services	7	23,038,620	12,421,546	35,460,166	25,975,931	9,484,235	51,977,790	68.2%
Finance Costs		571,110	-	571,110	593,693	(22,583)	1,217,386	46.9%
Depreciation and Amortisation	8	13,514,594	-	13,514,594	12,851,254	663,341	25,702,507	52.6%
Corporate Overheads & Competitive Neutrality Costs		-	-	-	-	-	-	0.0%
		<b>55,937,706</b>	<b>12,421,546</b>	<b>68,359,252</b>	<b>58,796,478</b>	<b>9,562,774</b>	<b>118,278,955</b>	<b>57.8%</b>
<b>Operating Position Before Capital Items</b>		<b>(2,762,055)</b>	<b>(12,421,546)</b>	<b>(15,183,601)</b>	<b>(5,103,723)</b>	<b>(10,079,879)</b>	<b>3,026,153</b>	<b>(501.7%)</b>
<b>Capital Revenue</b>								
Capital Revenue		6,393,231	-	6,393,231	3,288,178	3,105,053	16,986,648	37.6%
Proceeds from Sale of Land & PPE		400,958	-	400,958	261,900	139,058	785,870	51.0%
	9	<b>6,794,189</b>	<b>-</b>	<b>6,794,189</b>	<b>3,550,078</b>	<b>3,244,111</b>	<b>17,772,518</b>	<b>38.2%</b>
<b>Net Result Attributable to Council in Period</b>		<b>4,032,134</b>	<b>(12,421,546)</b>	<b>(8,389,412)</b>	<b>(1,553,645)</b>	<b>(6,835,767)</b>	<b>20,798,671</b>	<b>(40.3%)</b>
<b>Total Comprehensive Income</b>		<b>4,032,134</b>	<b>(12,421,546)</b>	<b>(8,389,412)</b>	<b>(1,553,645)</b>	<b>(6,835,767)</b>	<b>20,798,671</b>	<b>(40.3%)</b>
Council's operating position at month end is a \$2.8M deficit								

1. **Net Rates & Utility Charges** are \$41,719,830 and are \$270,497 unfavourable when compared to the YTD Budget. The unfavourable variance is due to the amalgamation of properties with subsequent credit applied and increased utilisation of discounts. The 2nd Quarter Budget Review will assess the current budget projections and recommend adjustments if necessary.
2. **Fees & Charges** are \$2,066,757 which is favourable compared to YTD budget by \$184,677. The predominant reasons for this favourable variance are increased utilisation of the Clermont Saleyards facility and revenue for the Moranbah pool offset by decreased potable water sales. It should be noted that the increased revenue for the saleyards and pool is partially offset by increased expenditure associated with both these activities. This will be reviewed during the Quarter 2 budget review.
3. **Interest Received** is \$123,899 unfavourable to YTD budget. This is due to lower rate of return on investments and moratorium on interest on overdue rates until 31 December 2020. Interest revenue will be reviewed at Quarter 2 budget review.
4. **Operating Grants, Subsidies & Contributions** are favourable to the revised budget by \$204,286. This favourable variance is primarily due to the allocation of revenue for the DRFA Trevor event. This reverses an accrued liability from the previous financial year.
5. **Other Recurrent Revenue** for the year to date is \$3,003,325 being \$546,864 unfavourable to budget. This unfavourable variance is due to landfill revenue and trade waste income, both of which are yet to issue final invoices for December. Revenue projections will be reviewed with the Quarter 2 budget review.
6. **Employee Expenses** are favourable to the revised budget by \$562,218. This favourable variance is due to a variety of factors including lower than anticipated long service leave accrual, lower utilisation of annual leave, vacancies, refund of payroll tax (Government relief) and prior year superannuation accrual. The Quarter 2 budget review will factor the anticipated impacts of the current EA negotiation, noting these negotiations may not be concluded by reporting timeframes.
7. **Materials & Services** actual expenses for the year to date are \$23,038,620 with \$12,421,546 being recorded in commitments, resulting in an unfavourable variance to revised budget of \$9,484,235. This unfavourable variance is due to the inclusion of commitments which relate to future reporting periods (\$3.4M DRFA, \$1.73M Waste Contracts, \$1.46M Water). Excluding commitments YTD expenditure would be approximately \$2.9M below YTD budget.
8. **Depreciation and Amortisation** is unfavourable to the YTD budget by \$663,341. This is primarily due to changes to asset valuations and useful lives post outcomes of the 19/20 Financial Statement audit, noting the finalisation of major infrastructure works in the 19/20 financial year. Impacts have been assessed and will be adjusted at the Quarter 2 budget review.
9. **Capital Revenue** for the year to date is \$6,794,189 which is favourable to budget by \$3,244,111. This favourable variance is predominately due to the receipt of funds for the DRFA Trevor event. The budgeted cashflow for revenue will be adjusted at Quarter 2 budget review.



ISAAC REGIONAL COUNCIL				
Statement of Financial Position				
For the Period Ended 31 December 2020				
	Notes	Actual YTD	30 June 2020	Variance
		\$	\$	%
<b>Current Assets</b>				
Cash & Cash Equivalents		57,476,458	58,379,638	98.5%
Trade & Other Receivables		7,338,170	17,576,226	41.8%
Inventories		16,467,282	16,449,429	100.1%
Total Current Assets		81,281,910	92,405,292	88.0%
<b>Non-Current Assets</b>				
Property, Plant and Equipment		1,081,044,540	1,092,345,604	99.0%
Capital Work in Progress		23,089,282	8,963,735	257.6%
Total Non-Current Assets		1,104,133,822	1,101,309,339	100.3%
<b>TOTAL ASSETS</b>		<b>1,185,415,732</b>	<b>1,193,714,631</b>	<b>99.3%</b>
<b>Current Liabilities</b>				
Trade & Other Payables		9,866,438	18,664,083	52.9%
Borrowings - Interest Bearing		658,098	1,343,958	49.0%
Provisions		8,317,720	8,406,877	98.9%
Other Current Liabilities		-	-	0.0%
		18,842,257	28,414,918	66.3%
<b>Non-Current Liabilities</b>				
Borrowings - Interest Bearing		20,871,578	20,871,578	100.0%
Borrowings - Interest Bearing		1,968,966	1,968,966	100.0%
Non Current Provision		1,601,063	1,410,619	113.5%
Non Current Creditors		6,763,387	6,763,387	100.0%
Total Non-Current Liabilities		31,204,994	31,014,550	100.6%
<b>TOTAL LIABILITIES</b>		<b>50,047,252</b>	<b>59,429,468</b>	<b>84.2%</b>
<b>NET COMMUNITY ASSETS</b>		<b>1,135,368,480</b>	<b>1,134,285,163</b>	<b>100.1%</b>
<b>Community Equity</b>				
Retained surplus		849,866,286	855,418,760	6.5%
Asset revaluation reserve		235,160,118	235,318,517	99.9%
Other reserves		50,342,076	43,547,887	115.6%
<b>TOTAL COMMUNITY EQUITY</b>		<b>1,135,368,480</b>	<b>1,134,285,163</b>	<b>100.1%</b>

ISAAC REGIONAL COUNCIL			
Statement of Cash Flows			
For the Period Ended 31 December 2020			
	Actual YTD	30 June 2020	Variance
	\$	\$	%
<b>Cash Flows from Operating Activities</b>			
Receipts from customers	63,409,719	111,651,893	56.8%
Payments to suppliers and employees	(51,137,322)	(76,089,395)	67.2%
Cash provided by / (used in) net result	12,272,397	35,562,498	34.5%
<b>Cash Flows from Investing Activities</b>			
Profit / (Loss) on sale of capital assets	(2,389,460)	(6,083,922)	39.3%
Grants, subsidies, contributions and donations	6,397,218	25,048,356	25.5%
Payments for property, plant and equipment	(16,497,476)	(47,151,182)	35.0%
Net movement in loans to Community Organisations			0.0%
Net cash provided by investing activities	(12,489,718)	(28,186,749)	44.3%
<b>Cash Flow from Financing Activities</b>			
Proceeds from borrowings	-	(1,300,735)	0.0%
Repayment of borrowings	(685,860)	57,977	(1183.0%)
Net cash provided by financing activities	(685,860)	(1,242,759)	55.2%
<b>Net Increase / (Decrease) in Cash Held</b>	(903,180)	6,132,991	(14.7%)
Cash at the beginning of the period	58,379,638	52,246,647	111.7%
<b>Cash at the end of the Reporting Period</b>	<b>57,476,458</b>	<b>58,379,638</b>	<b>98.5%</b>





## Appendix 2 – Preliminary Executive Level Reports

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

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.

<b>ISAAC REGIONAL COUNCIL</b> <b>Statement of Comprehensive Income</b> <b>For the Period Ended 31 December 2020</b>								
<b>Office of the CEO</b>								
	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
<b>Income</b>								
<b>Operating Revenue</b>								
Operating Grants, Subsidies & Contributions		164,021	-	164,021	150,000	14,021	195,000	84.1%
		<b>164,021</b>	<b>-</b>	<b>164,021</b>	<b>150,000</b>	<b>14,021</b>	<b>195,000</b>	<b>84.1%</b>
<b>Expenses</b>								
<b>Operating Expenses</b>								
Employee Expenses		1,487,229	-	1,487,229	1,476,058	11,171	2,952,116	50.4%
Materials & Services	1	541,120	90,696	631,816	615,230	16,586	1,117,460	56.5%
Corporate Overheads & Competitive Neutrality Costs		(2,312,695)	-	(2,312,695)	(2,312,695)	-	(4,625,389)	50.0%
		<b>(284,345)</b>	<b>90,696</b>	<b>(193,650)</b>	<b>(221,406)</b>	<b>27,756</b>	<b>(555,813)</b>	<b>34.8%</b>
<b>Operating Position Before Capital Items</b>		<b>448,367</b>	<b>(90,696)</b>	<b>357,671</b>	<b>371,406</b>	<b>(13,735)</b>	<b>750,813</b>	<b>47.6%</b>
<b>Capital Revenue</b>								
		-	-	-	-	-	-	0.0%
<b>Net Result Attributable to Council in Period</b>		<b>448,367</b>	<b>(90,696)</b>	<b>357,671</b>	<b>371,406</b>	<b>(13,735)</b>	<b>750,813</b>	<b>47.6%</b>
<b>Total Comprehensive Income</b>		<b>448,367</b>	<b>(90,696)</b>	<b>357,671</b>	<b>371,406</b>	<b>(13,735)</b>	<b>750,813</b>	<b>47.6%</b>


**1. Materials & Services** for the year to date are \$16,586 unfavourable compared to the YTD revised budget of \$615,230. Actual expenditure is \$541,120 with commitments of \$90,696. This unfavourable variance is due to the inclusion of commitments which relate to future reporting periods.



**ISAAC REGIONAL COUNCIL**  
**Statement of Comprehensive Income**  
**For the Period Ended 31 December 2020**

Corporate, Governance & Financial  
Service

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
<b>Income</b>								
<b>Operating Revenue</b>								
Net Rates & Utility Charges	1	29,012,971	-	29,012,971	29,278,810	(265,839)	58,557,620	49.5%
Fees & Charges		90,864	-	90,864	45,000	45,864	90,000	101.0%
Rental Income		4,050	-	4,050	-	4,050	-	0.0%
Interest Received	2	241,550	-	241,550	341,549	(99,999)	683,098	35.4%
Sales of Contract & Recoverable Works	3	53	-	53	62,500	(62,448)	125,000	0.0%
Operating Grants, Subsidies & Contributions		870,980	-	870,980	847,932	23,048	3,566,014	24.4%
Other Recurrent Revenue		24,063	-	24,063	32,000	(7,937)	64,000	37.6%
		<b>30,244,530</b>	<b>-</b>	<b>30,244,530</b>	<b>30,607,791</b>	<b>(363,261)</b>	<b>63,085,732</b>	<b>47.9%</b>
<b>Expenses</b>								
<b>Operating Expenses</b>								
Employee Expenses	4	3,233,664	-	3,233,664	3,659,913	(426,249)	7,949,897	40.7%
Materials & Services	5	5,907,801	708,088	6,615,888	6,330,187	285,701	9,631,265	68.7%
Finance Costs		279,575	-	279,575	280,750	(1,175)	591,500	47.3%
Depreciation and Amortisation		494,110	-	494,110	446,869	47,241	893,738	55.3%
Corporate Overheads & Competitive Neutrality Costs		(6,981,174)	-	(6,981,174)	(6,981,173)	-	(13,962,347)	50.0%
		<b>2,933,976</b>	<b>708,088</b>	<b>3,642,064</b>	<b>3,736,546</b>	<b>(94,482)</b>	<b>5,104,053</b>	<b>71.4%</b>
<b>Operating Position Before Capital Items</b>		<b>27,310,554</b>	<b>(708,088)</b>	<b>26,602,467</b>	<b>26,871,245</b>	<b>(268,779)</b>	<b>57,981,679</b>	<b>45.9%</b>
<b>Capital Revenue</b>								
Capital Revenue		2,485	-	2,485	-	2,485	-	0.0%
		<b>2,485</b>	<b>-</b>	<b>2,485</b>	<b>-</b>	<b>2,485</b>	<b>-</b>	<b>0.0%</b>
<b>Net Result Attributable to Council in Period</b>		<b>27,313,039</b>	<b>(708,088)</b>	<b>26,604,952</b>	<b>26,871,245</b>	<b>(266,294)</b>	<b>57,981,679</b>	<b>45.9%</b>
<b>Total Comprehensive Income</b>		<b>27,313,039</b>	<b>(708,088)</b>	<b>26,604,952</b>	<b>26,871,245</b>	<b>(266,294)</b>	<b>57,981,679</b>	<b>45.9%</b>


- 
1. **Net Rates & Utility Charges** are \$265,839 unfavourable when comparing YTD actuals to revised budget. The unfavourable variance is due to the amalgamation of properties with subsequent credit applied and increased utilisation of discounts.
  2. **Interest Received** is \$99,999 unfavourable when compared to YTD budget. This is due to lower rate of return on investments and moratorium on interest on overdue rates until 31 December 2020. Interest revenue will be reviewed at Quarter 2 budget review.
  4. **Sale of Contract and Recoverable Works** for year to date is \$62,448 unfavourable compared to the budget. This unfavourable variance is due to the moratorium on debt collection of outstanding rates and charges in response to the COVID 19 pandemic until the 31<sup>st</sup> December 2020. Impact on budget will be reviewed during the Quarter 2 budget review.
  4. **Employee Expenses** for year to date is favourable compared to the budget by \$426,249. This favourable variance is due to a variety of factors including lower than anticipated long service leave accrual, lower utilisation of annual leave, refund of payroll tax (Government relief) and prior year superannuation accrual.
  5. **Materials & Services** for the financial year to date are \$285,701 unfavourable with \$5,907,801 in actual expenditure and \$708,088 in commitments against the YTD revised budget of \$6,330,187. This unfavourable variance is due to the inclusion of commitments which relate to future periods predominantly for legal and IT operational expenditure.



**ISAAC REGIONAL COUNCIL**  
**Statement of Comprehensive Income**  
**For the Period Ended 31 December 2020**


**Engineering & Infrastructure Services**

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
<b>Income</b>								
<b>Operating Revenue</b>								
Fees & Charges		111,034	-	111,034	107,250	3,784	214,500	51.8%
Rental Income		634,936	-	634,936	589,123	45,813	1,178,245	53.9%
Sales of Contract & Recoverable Works		1,122,795	-	1,122,795	1,120,999	1,796	6,901,997	16.3%
Operating Grants, Subsidies & Contributions	1	2,805,531	-	2,805,531	2,637,234	168,297	7,959,103	35.2%
Other Recurrent Revenue		3,548	-	3,548	-	3,548	-	0.0%
		<b>4,677,844</b>	<b>-</b>	<b>4,677,844</b>	<b>4,454,605</b>	<b>223,238</b>	<b>16,253,845</b>	<b>28.8%</b>
<b>Expenses</b>								
<b>Operating Expenses</b>								
Employee Expenses		6,116,069	-	6,116,069	6,134,104	(18,036)	12,268,209	49.9%
Materials & Services	2	5,448,779	5,668,289	11,117,068	6,539,283	4,577,785	16,316,018	68.1%
Depreciation and Amortisation	3	7,687,162	-	7,687,162	7,247,659	439,504	14,495,317	53.0%
Corporate Overheads & Competitive Neutrality Costs		4,348,248	-	4,348,248	4,348,248	-	8,696,495	50.0%
		<b>23,600,258</b>	<b>5,668,289</b>	<b>29,268,547</b>	<b>24,269,294</b>	<b>4,999,253</b>	<b>51,776,039</b>	<b>56.5%</b>
<b>Operating Position Before Capital Items</b>		<b>(18,922,414)</b>	<b>(5,668,289)</b>	<b>(24,590,703)</b>	<b>(19,814,689)</b>	<b>(4,776,015)</b>	<b>(35,522,194)</b>	<b>69.2%</b>
<b>Capital Revenue</b>								
Capital Revenue		5,577,406	-	5,577,406	2,833,908	2,743,498	14,073,457	39.6%
Proceeds from Sale of Land & PPE		400,958	-	400,958	261,900	139,058	785,870	51.0%
	4	<b>5,978,364</b>	<b>-</b>	<b>5,978,364</b>	<b>3,095,808</b>	<b>2,882,556</b>	<b>14,859,327</b>	<b>40.2%</b>
<b>Net Result Attributable to Council in Period</b>		<b>(12,944,051)</b>	<b>(5,668,289)</b>	<b>(18,612,340)</b>	<b>(16,718,881)</b>	<b>(1,893,458)</b>	<b>(20,662,867)</b>	<b>90.1%</b>
<b>Total Comprehensive Income</b>		<b>(12,944,051)</b>	<b>(5,668,289)</b>	<b>(18,612,340)</b>	<b>(16,718,881)</b>	<b>(1,893,458)</b>	<b>(20,662,867)</b>	<b>90.1%</b>

- 
1. **Operating Grants, Subsidies & Contributions** are \$168,297 favourable compared to the revised budget for the year to date. This favourable variance is mainly due to the allocation of revenue for the DRFA Trevor event. This reverses an accrued liability from the previous financial year.
  2. **Materials & Services** for the financial year to date are \$4,577,785 unfavourable with \$5,448,779 of actual expenditure and \$5,668,289 in commitments against YTD revised budget of \$6,539,283. This unfavourable variance is due to the inclusion of commitments, the majority of which relate to the DRFA Trevor event \$3.4M and Contract Works \$1.2M. The DRFA Trevor event expenditure is reviewed at quarterly periods to determine if it is operational or capital in nature with the corresponding transfer to capital. This process was carried out to reconcile the December quarter.
  3. **Depreciation and Amortisation** is currently unfavourable to the YTD revised budget by \$439,504. This is primarily due to changes to asset valuations and useful lives post outcomes of the 19/20 Financial Statement audit, noting the finalisation of major infrastructure works in the 19/20 financial year. Impacts have been assessed and will be adjusted at Quarter 2 budget review.
  4. **Capital Revenue** for the financial YTD is \$5,978,364 which is \$2,882,556 favourable when compared to YTD revised budget. This favourable variance is predominately due to the receipt of funds for the DRFA Trevor event. The budgeted cashflow for revenue will be adjusted at Quarter 2 budget review.



<b>ISAAC REGIONAL COUNCIL</b> <b>Statement of Comprehensive Income</b> <b>For the Period Ended 31 December 2020</b>								
<b>Planning, Environment &amp; Community Service</b>								
	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
<b>Income</b>								
<b>Operating Revenue</b>								
Fees & Charges	1	1,278,205	-	1,278,205	1,005,630	272,575	1,944,260	65.7%
Rental Income		89,015	-	89,015	70,000	19,015	140,000	63.6%
Operating Grants, Subsidies & Contributions		365,645	-	365,645	368,975	(3,330)	892,524	41.0%
Other Recurrent Revenue		5,534	-	5,534	3,000	2,534	6,000	92.2%
		<b>1,738,400</b>	<b>-</b>	<b>1,738,400</b>	<b>1,447,605</b>	<b>290,795</b>	<b>2,982,784</b>	<b>58.3%</b>
<b>Expenses</b>								
<b>Operating Expenses</b>								
Employee Expenses	2	5,015,588	-	5,015,588	4,855,154	160,434	9,710,308	51.7%
Materials & Services	3	2,997,459	948,075	3,945,534	3,508,472	437,061	6,931,743	56.9%
Finance Costs		291,535	-	291,535	312,943	(21,408)	625,886	46.6%
Depreciation and Amortisation		758,708	-	758,708	821,264	(62,556)	1,642,528	46.2%
Corporate Overheads & Competitive Neutrality Costs		1,910,780	-	1,910,780	1,910,780	-	3,821,560	50.0%
		<b>10,974,069</b>	<b>948,075</b>	<b>11,922,144</b>	<b>11,408,613</b>	<b>513,531</b>	<b>22,732,024</b>	<b>52.4%</b>
<b>Operating Position Before Capital Items</b>		<b>(9,235,669)</b>	<b>(948,075)</b>	<b>(10,183,744)</b>	<b>(9,961,008)</b>	<b>(222,736)</b>	<b>(19,749,240)</b>	<b>51.6%</b>
<b>Capital Revenue</b>								
Capital Revenue	4	713,254	-	713,254	354,184	359,070	1,873,808	38.1%
		<b>713,254</b>	<b>-</b>	<b>713,254</b>	<b>354,184</b>	<b>359,070</b>	<b>1,873,808</b>	<b>38.1%</b>
<b>Net Result Attributable to Council in Period</b>		<b>(8,522,416)</b>	<b>(948,075)</b>	<b>(9,470,491)</b>	<b>(9,606,825)</b>	<b>136,334</b>	<b>(17,875,432)</b>	<b>53.0%</b>
<b>Total Comprehensive Income</b>		<b>(8,522,416)</b>	<b>(948,075)</b>	<b>(9,470,491)</b>	<b>(9,606,825)</b>	<b>136,334</b>	<b>(17,875,432)</b>	<b>53.0%</b>


- 
1. **Fees & Charges** are \$1,278,205 YTD compared to the revised budget of \$1,005,630 resulting in a favourable variance of \$272,575. The predominant reasons for this favourable variance are increased utilisation of the Clermont Saleyards facility and revenue for the Moranbah pool. It should be noted that this is partially offset by increased expenditure associated with both these activities. This will be reviewed during the Quarter 2 budget review.
  2. **Employee Expenses** are unfavourable compared to the adopted budget by \$160,434. This unfavourable variance is predominately due to the wages for staff at the Moranbah Pool. The estimated staff expenditure for the Moranbah pool will be examined at the Quarter 2 budget review along with allocation of budget for the pandemic and recession strategic and tactical response positions.
  3. **Materials & Services** for the financial year to date are \$437,061 unfavourable when compared to the YTD revised budget of \$3,508,472 with actual expenditure recorded \$2,997,459 and \$948,075 in commitments. This unfavourable variance is due to the inclusion of commitments which relate to future reporting periods.
  4. **Capital Revenue** is \$359,070 favourable to the YTD budget due to the issuing of the final claim for the Showground and Saleyards Revitalisation project which is not cashflowed until January.



**ISAAC REGIONAL COUNCIL**  
**Statement of Comprehensive Income**  
**For the Period Ended 31 December 2020**

**Water & Waste**

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
<b>Income</b>								
<b>Operating Revenue</b>								
Net Rates & Utility Charges		12,706,860	-	12,706,860	12,711,517	(4,658)	29,939,453	42.4%
Fees & Charges	1	586,654	-	586,654	724,200	(137,546)	1,448,400	40.5%
Rental Income		39,913	-	39,913	12,947	26,966	25,893	154.1%
Interest Received		-	-	-	23,900	(23,900)	47,800	0.0%
Operating Grants, Subsidies & Contributions		47,250	-	47,250	45,000	2,250	295,820	16.0%
Other Recurrent Revenue	2	2,970,180	-	2,970,180	3,515,190	(545,010)	7,030,380	42.2%
		<b>16,350,856</b>	<b>-</b>	<b>16,350,856</b>	<b>17,032,754</b>	<b>(681,898)</b>	<b>38,787,746</b>	<b>42.2%</b>
<b>Expenses</b>								
<b>Operating Expenses</b>								
Employee Expenses	3	2,960,833	-	2,960,833	3,250,371	(289,538)	6,500,742	45.5%
Materials & Services	4	8,143,461	5,006,398	13,149,859	8,982,757	4,167,102	17,981,304	73.1%
Depreciation and Amortisation	5	4,574,615	-	4,574,615	4,335,462	239,153	8,670,924	52.8%
Corporate Overheads & Competitive Neutrality Costs		3,034,841	-	3,034,841	3,034,841	-	6,069,681	50.0%
		<b>18,713,749</b>	<b>5,006,398</b>	<b>23,720,147</b>	<b>19,603,431</b>	<b>4,116,716</b>	<b>39,222,651</b>	<b>60.5%</b>
<b>Operating Position Before Capital Items</b>		<b>(2,362,893)</b>	<b>(5,006,398)</b>	<b>(7,369,291)</b>	<b>(2,570,677)</b>	<b>(4,798,614)</b>	<b>(434,904)</b>	<b>1694.5%</b>
<b>Capital Revenue</b>								
Capital Revenue		100,087	-	100,087	100,087	-	1,039,383	9.6%
		<b>100,087</b>	<b>-</b>	<b>100,087</b>	<b>100,087</b>	<b>-</b>	<b>1,039,383</b>	<b>9.6%</b>
<b>Net Result Attributable to Council in Period</b>		<b>(2,262,806)</b>	<b>(5,006,398)</b>	<b>(7,269,204)</b>	<b>(2,470,590)</b>	<b>(4,798,614)</b>	<b>604,479</b>	<b>(1202.6%)</b>
<b>Total Comprehensive Income</b>		<b>(2,262,806)</b>	<b>(5,006,398)</b>	<b>(7,269,204)</b>	<b>(2,470,590)</b>	<b>(4,798,614)</b>	<b>604,479</b>	<b>(1202.6%)</b>

- 
1. **Fees & Charges** are \$586,654 compared to YTD budget of \$724,200 resulting in an unfavourable variance of \$137,546. This unfavourable variance is due to Potable Water Sales which at the time of reporting had not issued invoices for the December period.
  2. **Other Recurrent Revenue** is \$2,970,180 compared to YTD Budget of \$3,315,190 resulting in an unfavourable variance of \$545,010. This unfavourable variance is due to landfill revenue and trade waste income, both of which are yet to issue final invoices for December. Revenue projections will be reviewed with the Quarter 2 budget review.
  3. **Employee Expenses** are favourable compared to the YTD revised budget by \$289,538. This favourable variance is predominately due to vacant positions in the Water & Wastewater Department which are partially offset through agency temp staff.
  4. **Materials & Services** for the financial year to date are \$4,167,102 unfavourable, with \$8,143,461 in actual expenditure and \$5,006,398 in commitments. The unfavourable variance is due to the inclusion of commitments which relate to future reporting periods (commitment for water purchase for the financial year of \$1.46M and the inclusion of \$1.73M in waste contracts).
  5. **Depreciation and Amortisation** is currently \$239,153 unfavourable to the YTD budget. This is primarily due to changes to asset valuations and useful lives post outcomes of the 19/20 Financial Statement audit, noting the finalisation of major infrastructure works in the 19/20 financial year. Impacts have been assessed and will be adjusted at the Quarter 2 budget review.



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Alexis Coutts

## AUTHOR POSITION

Manager Organisational Safety

## 10.2

## WORK, HEALTH AND SAFETY UPDATE

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

#### *That Council:*

1. *Note the Work, Health and Safety report.*

### BACKGROUND

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

### IMPLICATIONS

That the system is monitored to ensure compliance and continuous improvement of WHSMS. To ensure that recommendations from the LGW audit are implemented to support continuous improvement of the WHSMS. Prepare for the 2021 LGW audit.

### CONSULTATION

- WHS Operational and Strategic Safety Committee
- Organisational Safety Team
- Executive Leadership Team

### BASIS FOR RECOMMENDATION

Continued oversight of the WHSMS development and management commitment. Review of safety statistics to monitor any potential negative trends.

### ACTION ACCOUNTABILITY

Managers and ELT are to be accountable to ensure that all supervisors and middle managers understand the requirement to complete Safety Key Performance Indicators to benefit the WHSMS.

Organisational Safety Manager to provide an update of the attached report the WHS Operational and Strategic Committees each month.

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## KEY MESSAGES

Managers to ensure their staff are accountable for their actions and behaviours to demonstrate positive leadership to support cultural changes across the organisation and support effective risk management – Think ISAAC.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
ALEXIS COUTTS	DARREN FETTEL
<b>Manager Organisational Safety</b>	<b>Director Corporate, Governance and Financial Services</b>
Date: 5 January 2021	Date: 5 January 2021

## ATTACHMENTS

- Attachment 1 – WHS Monthly Report

## REFERENCE DOCUMENT

- Nil



## WHS MONTHLY REPORT

<b>DATE</b>	December, 2020
<b>TO</b>	January 2021, Council Meeting
<b>FROM</b>	Organisational Safety Manager

### 1. SUMMARY

The Hazard Hunter annual winner voting forms were circulated during December and the annual winner is to be announced at January's toolbox talks.

#### Explanatory Note:

The green section lists the objective and the target measure.

**OBJECTIVE** – what we plan to achieve.

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

**STATUS** – this is current monthly update, there may be graphs to reflect the YTD or rolling statistic, as well as general comments under relevant headings.

### 2. BEST PRACTICE SYSTEM

Monitoring and continuously improving our systems, aiming for best practice documentation. This includes regularly reporting to committees on document development and monitoring documents are not out of date.

**OBJECTIVE** to review all Policies, Procedures and work instructions biennially.

**TARGET** 100% of documents reviewed within required timeframes.

**STATUS:** on track, recent updates out for consultation relating to WHS committees.

### 3. OBJECTIVES AND TARGETS

**OBJECTIVE** To establish annual KPI's to support the policy and Maintain the WHS Improvement plan

**TARGET** Complete quarterly review of the WHS improvement plan. Set KPI's and monitor

**STATUS:** The improvement plan was delivered to the WHS Strategic committee last month, it will be fully reviewed post the LGW audit commencing on 1<sup>st</sup> February.

### 4. RISK MANAGEMENT

#### RISK ASSESSMENTS

Risk assessment from a WHS perspective will be revised in 2021 to ensure that all sites have a site-specific risk assessment.

#### HAZARD HUNTER WINNERS

Annual winner to be announced soon.

**OBJECTIVE** to ensure risk management activities are undertaken by identifying hazards

## WHS MONTHLY REPORT

**TARGET** Number of hazards reported and rectified.

**STATUS** 10 hazards identified, 1 have been fully completed.

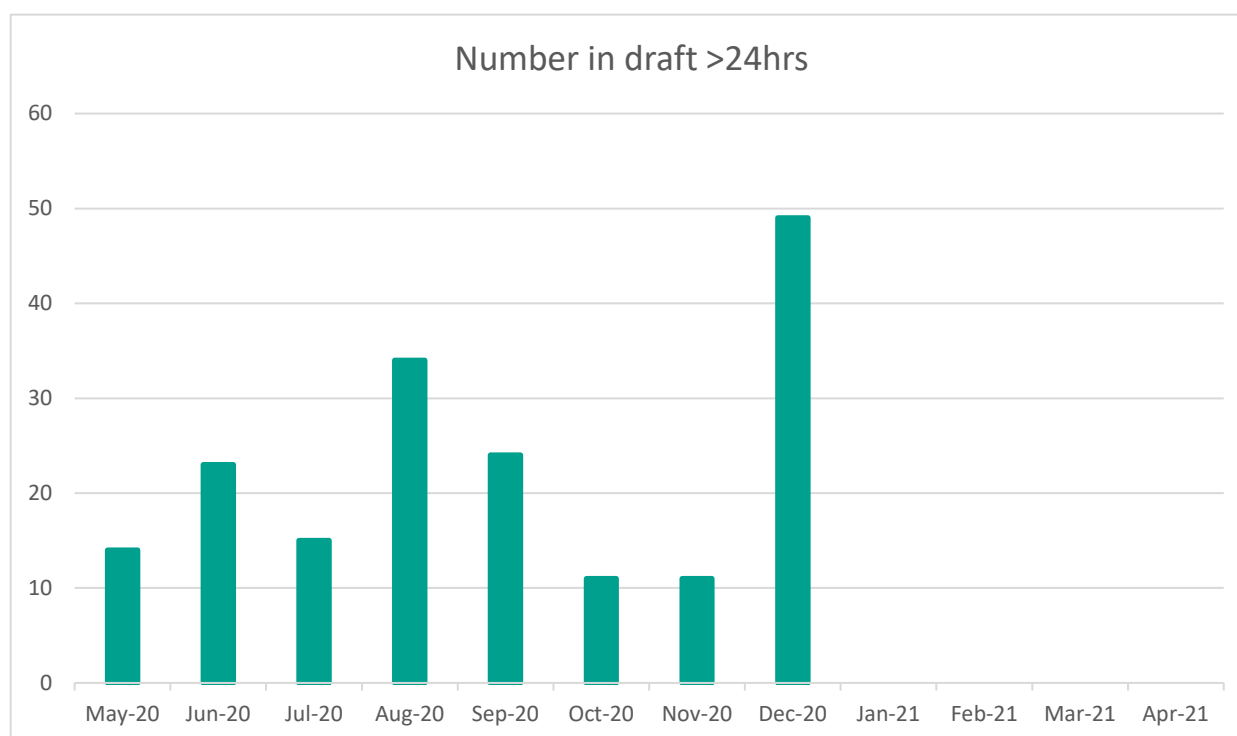
### INCIDENT REVIEW

Formal investigations are being completed and forwarded for approval to the manager and executive leadership team for endorsement of proposed corrective actions.

**OBJECTIVE** Risk management activities to support our systems, investigate accidents in a timely manner

**TARGET** # number of incidents in DRAFT after 24 hours (as EOM).

**STATUS** 49 incident in draft for all date range



### TRAINING

- Silica Awareness – P&R crew
- Asbestos Awareness – Waste, Plumbers, Trades team, P&R
- Forklift
- CPR

### EMERGENCY MANAGEMENT

Emergency management committee continues to meet with respect to COVID updates. All meetings with emergency wardens around the region have occurred. A report will be developed and will be presented to the Emergency management committee in 2021.



### 5. CONSULTATION

#### WHS STRATEGIC COMMITTEE

The next meeting is scheduled for January 2021.

#### WHS OPERATIONAL COMMITTEE

Top items of discussion from meeting:

The **Water and Waste Services** committee met in **December**; the following items were the top 3 topics of discussion.

- Chemical Drums being filled
- Evaluation of Skin Checks under wellness program, consistency on skin check method used across region and evaluation if suits the needs of current program.
- Body of work Sandra Hutchinson has been completing and sending out to Water and Waste

**OBJECTIVE** Completed schedules of meetings

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

**STATUS** off target due to COVID, report to be provided end of year.

### 6. CONTRACTOR MANAGEMENT

Contractors inductions and records continue to be monitored the below, there has been an increase in the number of approved contractor companies and the under review and not approved has dropped. The inclusion of the not approved contractors is in line with our contractor and project management framework.

**OBJECTIVE** Evaluation of contractor and project management documentation and processes.

**TARGET** report on # approved contractors, # of contractors under review # expired/overdue inductions.

**STATUS:**

# **APPROVED** contractor companies – **182 >**

# **UNDER REVIEW** contractor companies (yet to complete mandatory documents)– **21**

# **NOT APPROVED** contractor companies (failed in their obligations) - **8**

### 7. WELLBEING & FITNESS FOR WORK

A communications plan is also being developed for the next 6 -12 months.

#### VACCINATIONS

Recently we consolidated the vaccination register into a single document at Council. All staff for whom records have expired or we have no record have been contacted.

#### DRUG & ALCOHOL TESTING

An evaluation of D&A testing will be undertaken February post the audit.

### WORKERS COMPENSATION & REHABILITATION

Rehabilitation and Wellness Officer continues to actively monitor all work and non-work-related injuries and illnesses.

### WELLBEING

Wellbeing working group are meeting regularly.

**OBJECTIVE** Support staff in maintain physical and mental health.

**TARGET** Establish the wellness strategy and conduct toolbox against schedule.

**STATUS:** wellbeing group has parked until February 2021 where the group make up and purpose will be revised.

### EMPLOYEE WELLNESS

**OBJECTIVE** Improve worker absenteeism and presentism through wellness programs

**TARGET** 20% increase in Skin Checks

20% increase in Flu shot

5% reduction of absenteeism

**STATUS:** These statistics will be monitored and reported on at end of year. The promotion of the skin checks and flu shots has commenced. Will track numbers each month. There was **9** skin checks for **December** and **0** referred for follow up treatment.

### EMPOWER OUR LEADERS

**OBJECTIVE** to empower our management through awareness and access to information, tools and training

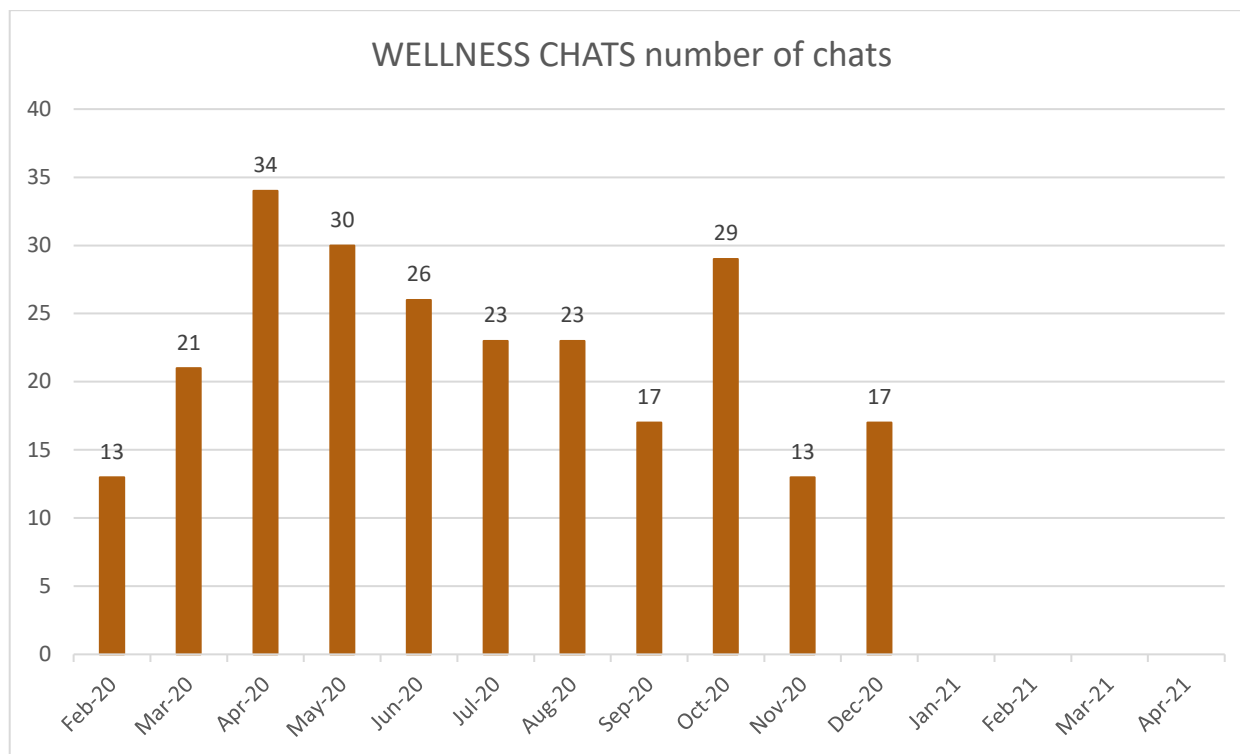
**TARGET** %5 increase in wellness chats

Safety leadership attendance at 90% of M4 & M5

**STATUS:** safety leadership has been postponed due to COVID, will recommence in 2021.

The current status of wellness chats – **17** wellness chats for **December**





## SOCIAL RESPONSIBILITY

**OBJECTIVE** initiatives and education to promote better outcomes for works and families.

**TARGET** Worker support program monitoring, reducing time required.

**STATUS:** Still need to establish a base statistic.

## PSYCHOLOGICAL SAFETY

**OBJECTIVE** Toolboxes address wellbeing every month. R U OK is promoted and supported.

**TARGET** Toolboxes with wellness. RU OK day promotion

**STATUS:** R U OK supported in 2020. Toolbox talks include wellness update each month.

## RESOURCING

**OBJECTIVE** To ensure a strong foundation of sound policies, practices and tools to support mental health and physical wellbeing.

**TARGET** inclusion of wellness into staff survey and monitoring.

**STATUS:** Staff survey has been revised and now includes wellness questions; survey has been postponed until the new year.

## 8. AUDIT/ INSPECTIONS

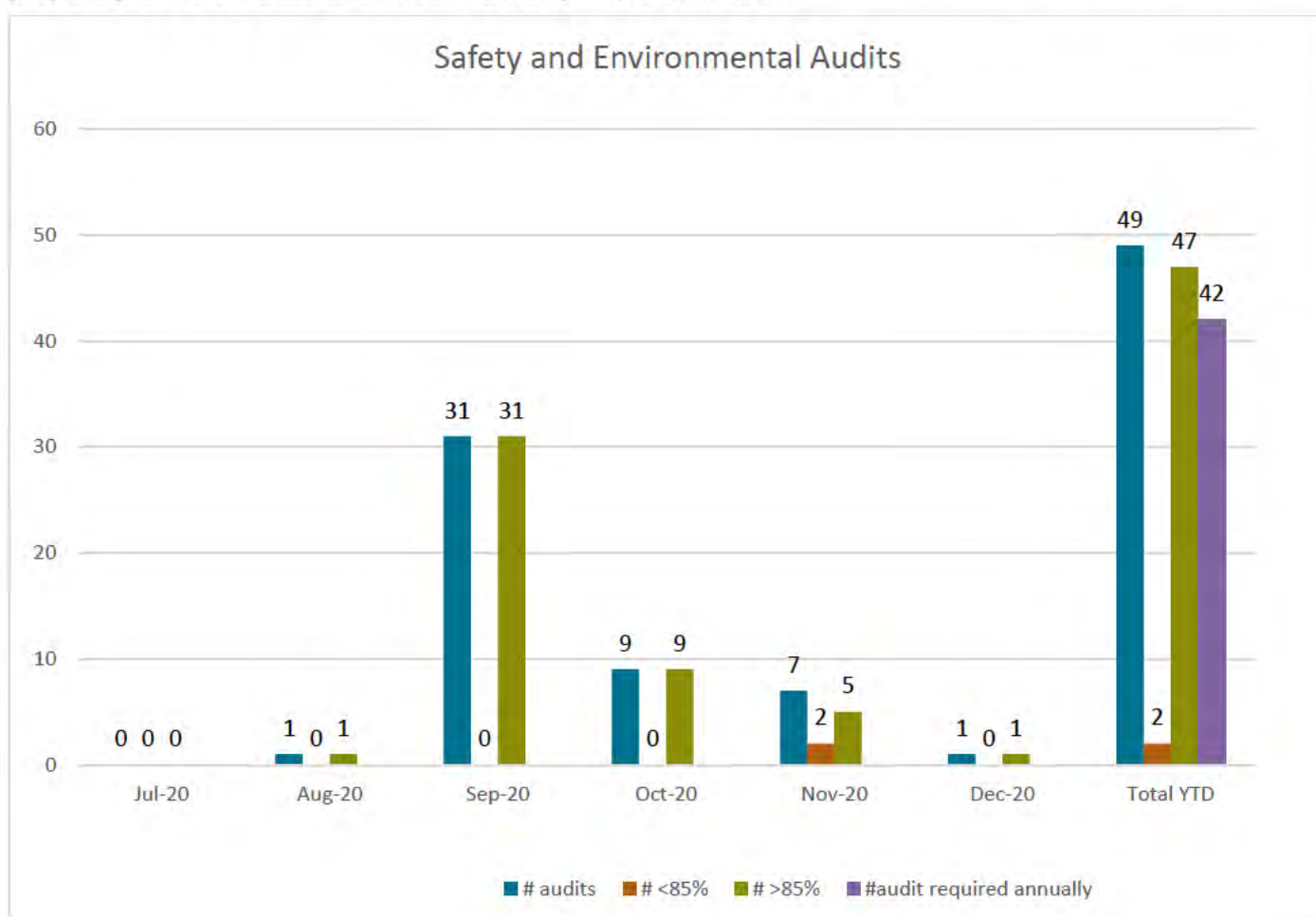
Organisational safety will work with all directorates to ensure timely reporting and involvement with audit program, to support in the preparations for the 2021 LGW midterm assessment audit, scheduled for 1<sup>st</sup> February 2021.

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

**TARGET** 100% of audits completed against plan

**STATUS:** Audits meet Annual target for 2020! **1** audit completed for **December**

The graph below is for the 6 month period as well as the target for the year (a normal year). I'm pleased to recognise the efforts of the Safety Business Advisors in achieving this result in such a short period of time and preparing us for the audit to come in February – well done team.





## 9. CORRECTIVE ACTIONS

Actions continue to be monitored and addressed by the systems administrator, also the status of non-completed vs completed within timeframes are monitored via graphs below. The monthly target of completed actions is half of the desired 70% completed.

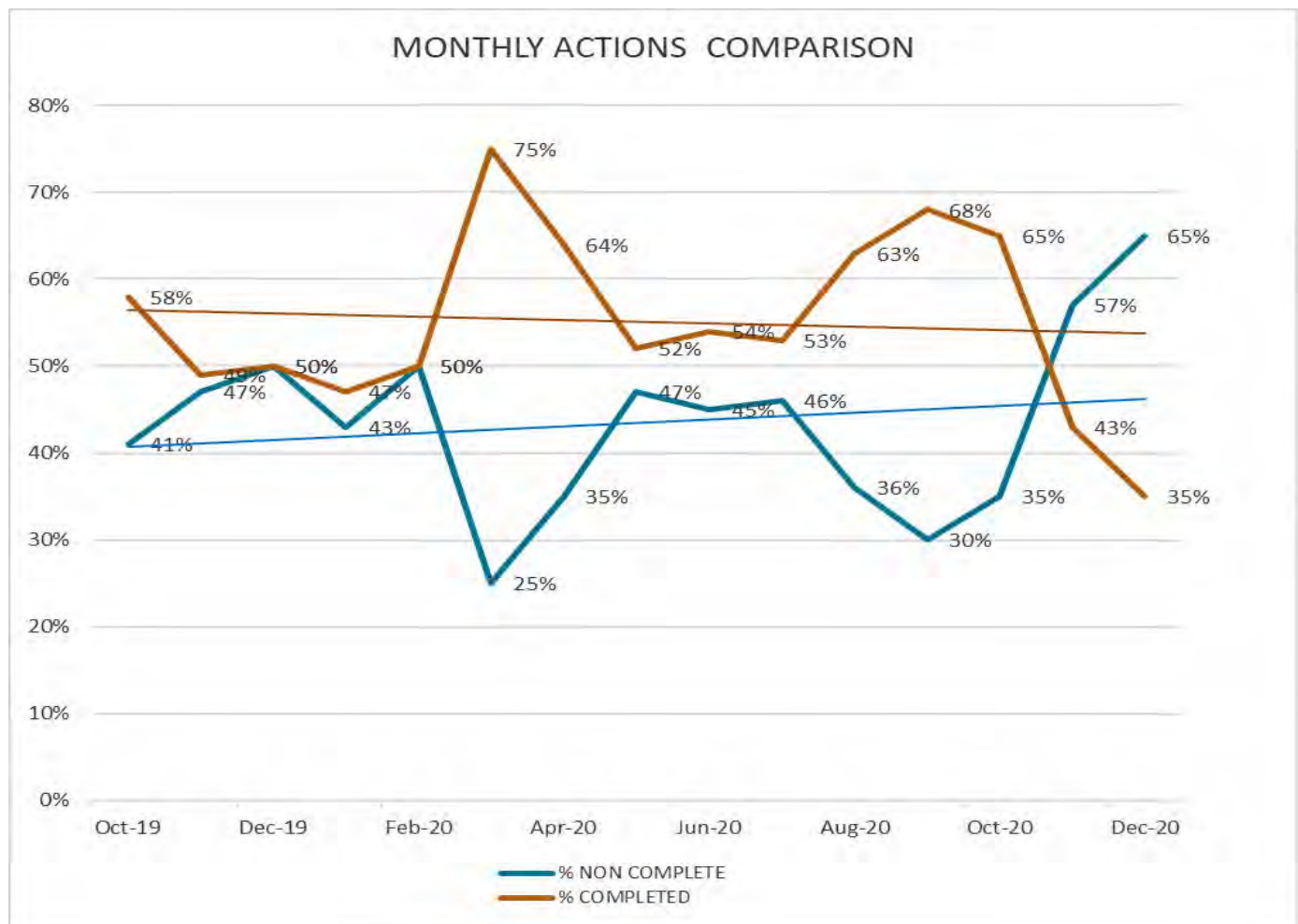
It is noted that there have been are a number of actions going into the system since September due to the annual audit and inspection program, and that comments and updates are being made against actions without necessarily resetting target dates. The holiday period is also noted as factor for this month.

Whilst regular reporting is provided to the Management Leadership Team, additional reporting is to be provided to ELT for additional oversight to improve the current trend.

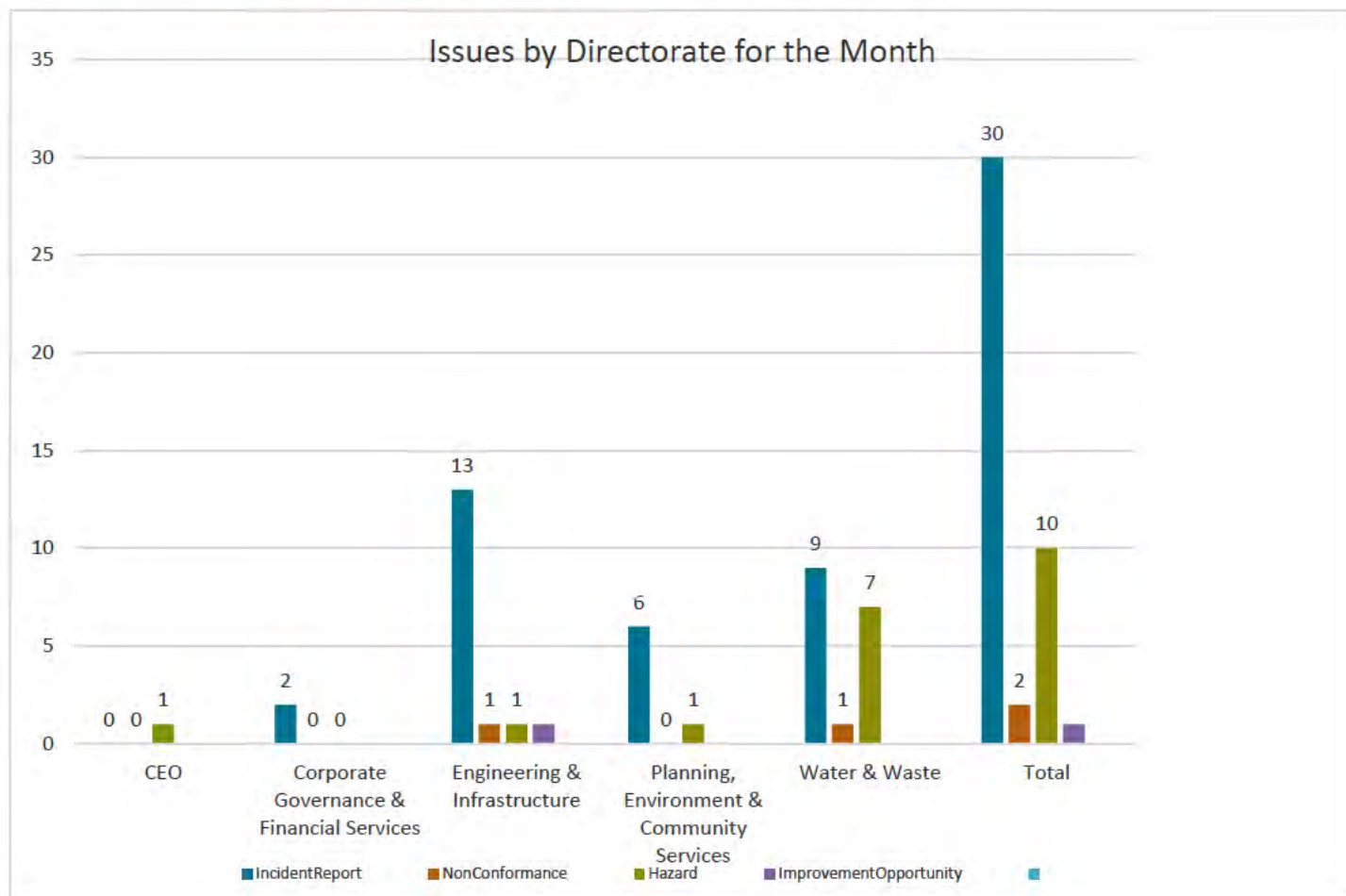
**OBJECTIVE** Ensure identified corrective actions are followed to completion

**TARGET** < 30% non-completed actions and > 70% completed corrective actions

**STATUS** at the end of the month **65%** non-completed **35%** completed actions



## 10. ISSUES BY DIRECTORATE





## WHS MONTHLY REPORT

### 11. INDIVIDUAL KEY PERFORMANCE INDICATORS

Each manager at M4 and above, as well as Directorate nominated M5's are required to complete a Key Performance Indicator (KPI), this supports the achievement of our overall safety objectives.

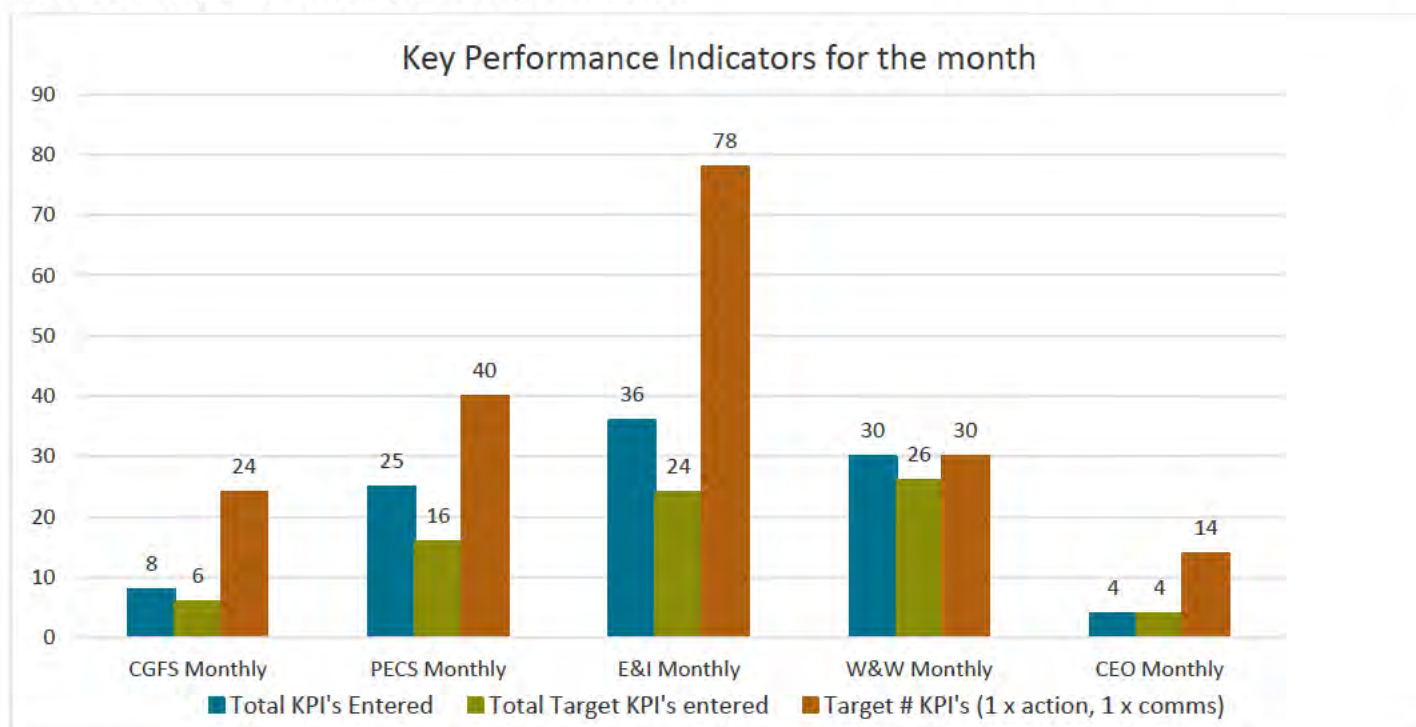
**OBJECTIVE** Establish KPI's for individual managers

**TARGET** One communication and one action completed per individual manager; the total is 20 per year allowances made for holidays etc.

**STATUS** KPI's have been tracking extremely well in recent months, this is very encouraging.

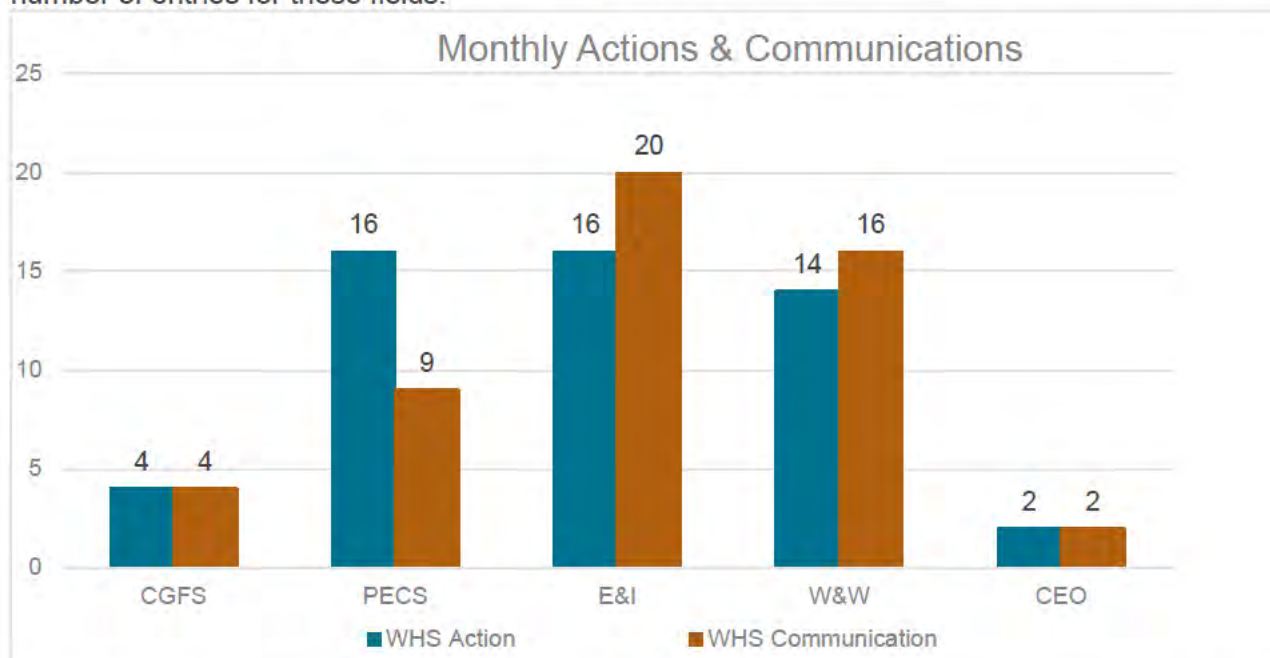
SAFETY ACTION x 1				
Conducted and completed a safety interaction 'Safety Chat form' with staff review process and risk management via SMART Inform = Safety Action	Conducted and completed a 'Wellbeing Chat' with someone via the 'Wellness Chat Form' in SMART Inform = Safety Action	Provided feedback on a WHS procedure with comments (Procedural Review) = Safety Action	Provided documented participation in an incident investigation/analysis = Safety Action	Completed a 'hazard inspection form' via SMART Inform including actions = Safety Action
SAFETY COMMUNICATION x1				
Attended an Operational WHS Committee Meeting (M3's only) = Safety Communication	Attend any toolbox meeting and presented a 'safety share' ( Safety Bulletins, Alerts or a workplace/personal share) = Safety Communication	Attend an Outdoor toolbox Meeting and presented a 'safety share' ( Safety Bulletins, Alerts or a workplace/personal share) = Safety Communication	Conducted a toolbox or prestart meeting <u>with your team</u> and have documented minutes recorded in SMART ( the SMART Toolbox Inform can be used) = Safety Communication	

Change in language from 'raw' KPI's to 'total' KPI's. This indicates exactly what has been completed across the individual action and communications areas, but then allows us to identify whether target has been met. Thus 'total target' numbers against 'target' numbers.

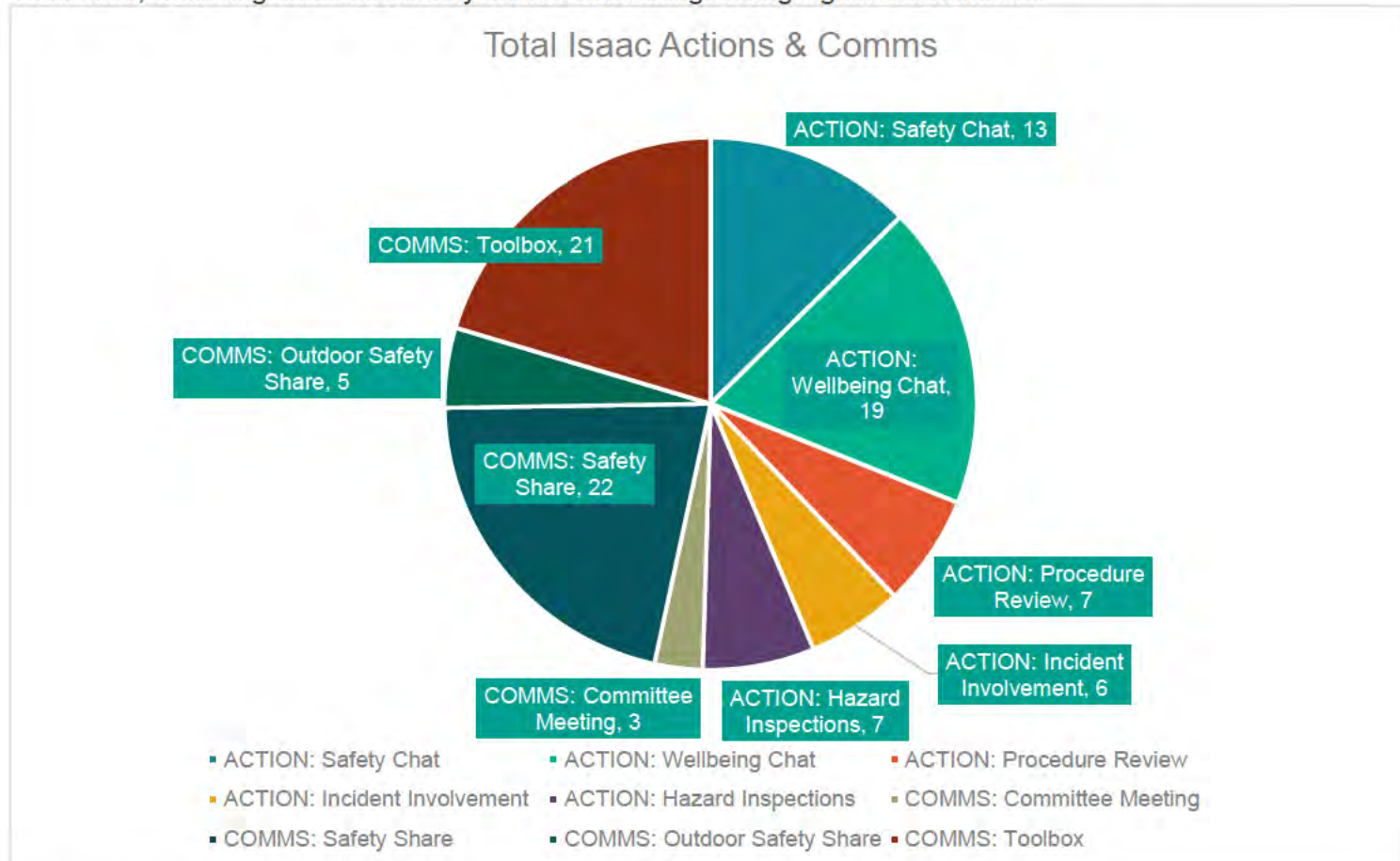


## WHS MONTHLY REPORT

The next two graphs total the monthly Actions and communications and breaks them down into the total number of entries for these fields.



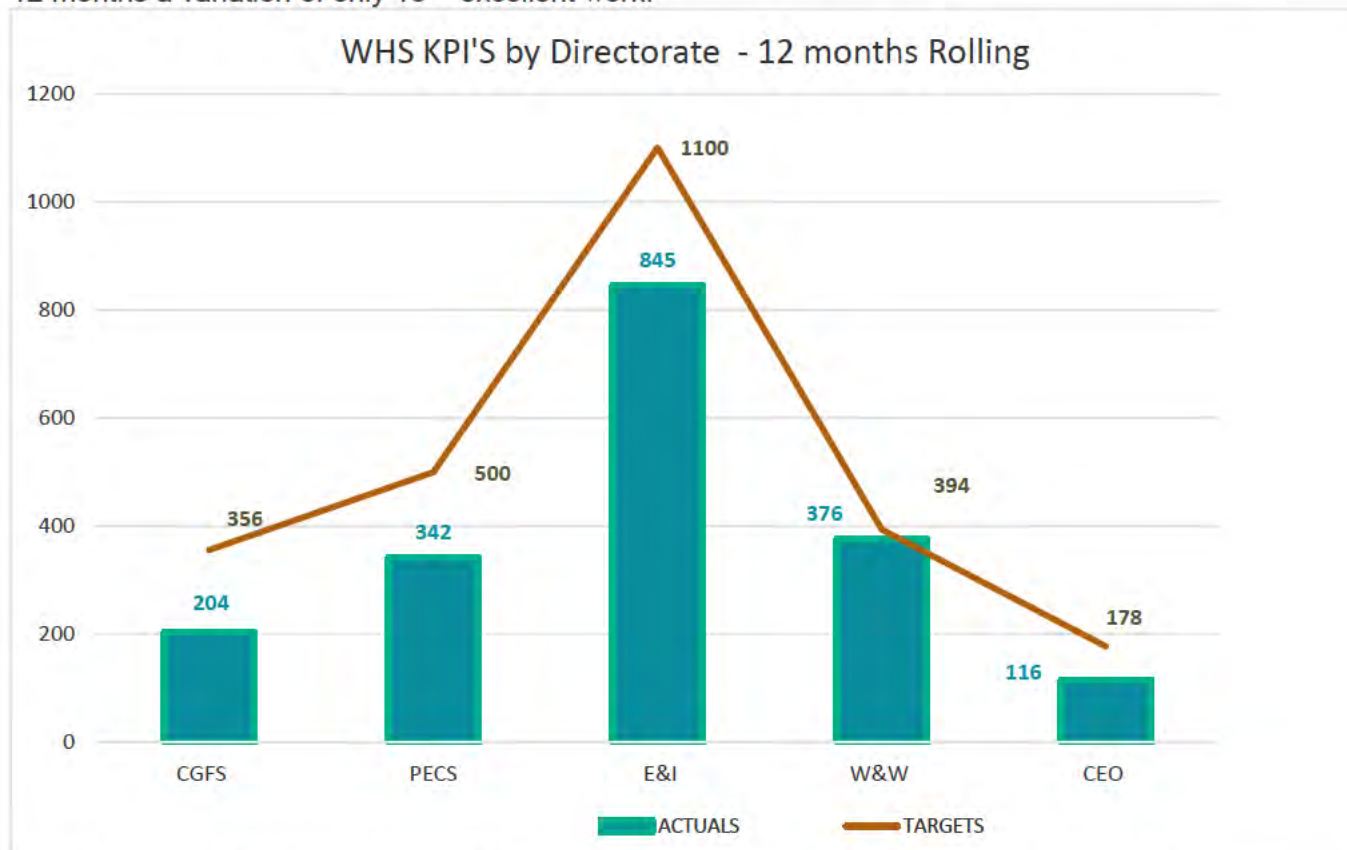
The pie graph below reflects what things were being focused on the most by management for the month. Toolboxes, wellbeing chats and safety shares at meetings being significant numbers.



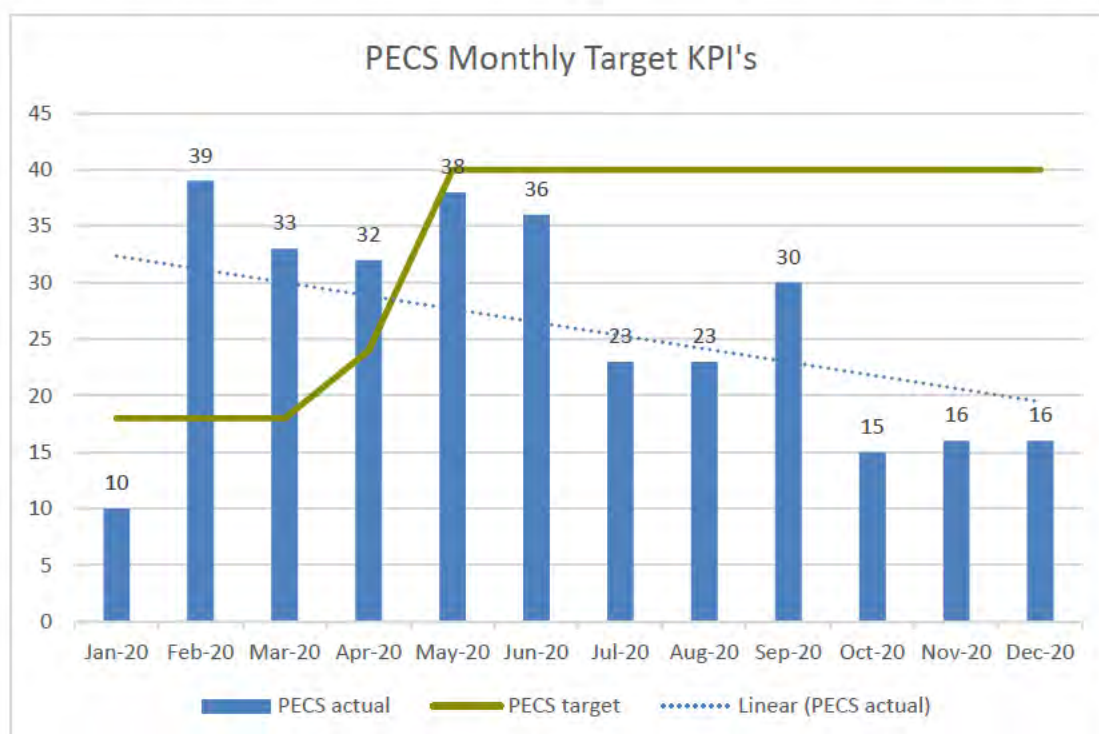


## WHS MONTHLY REPORT

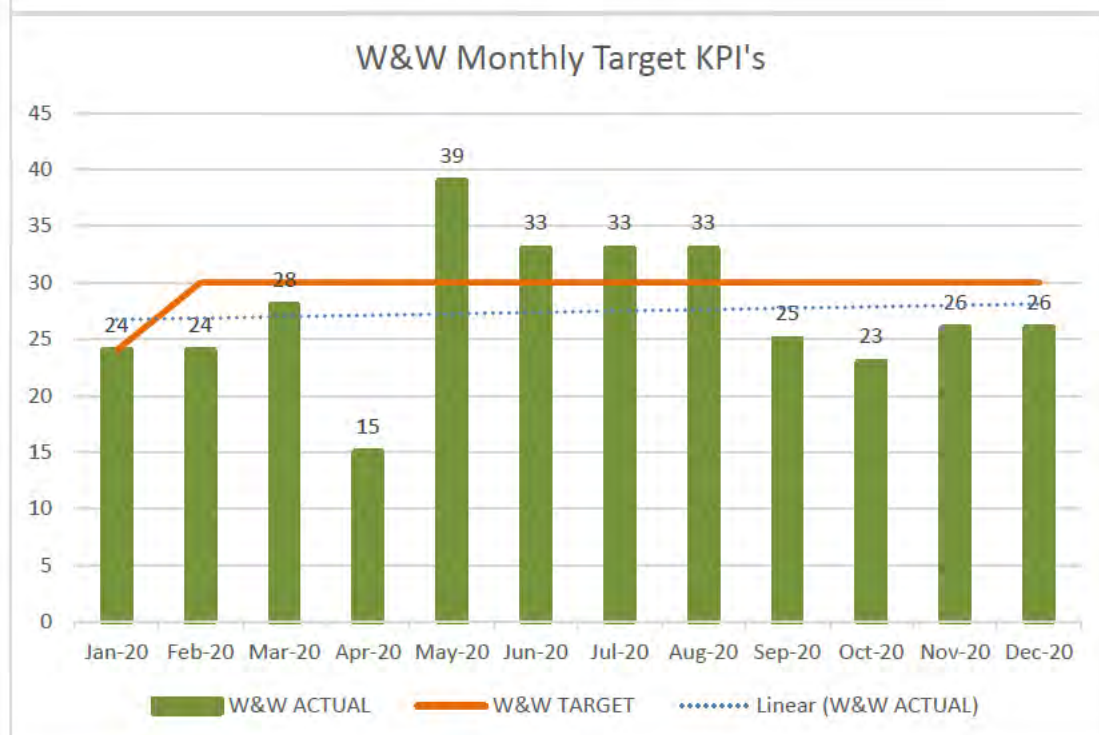
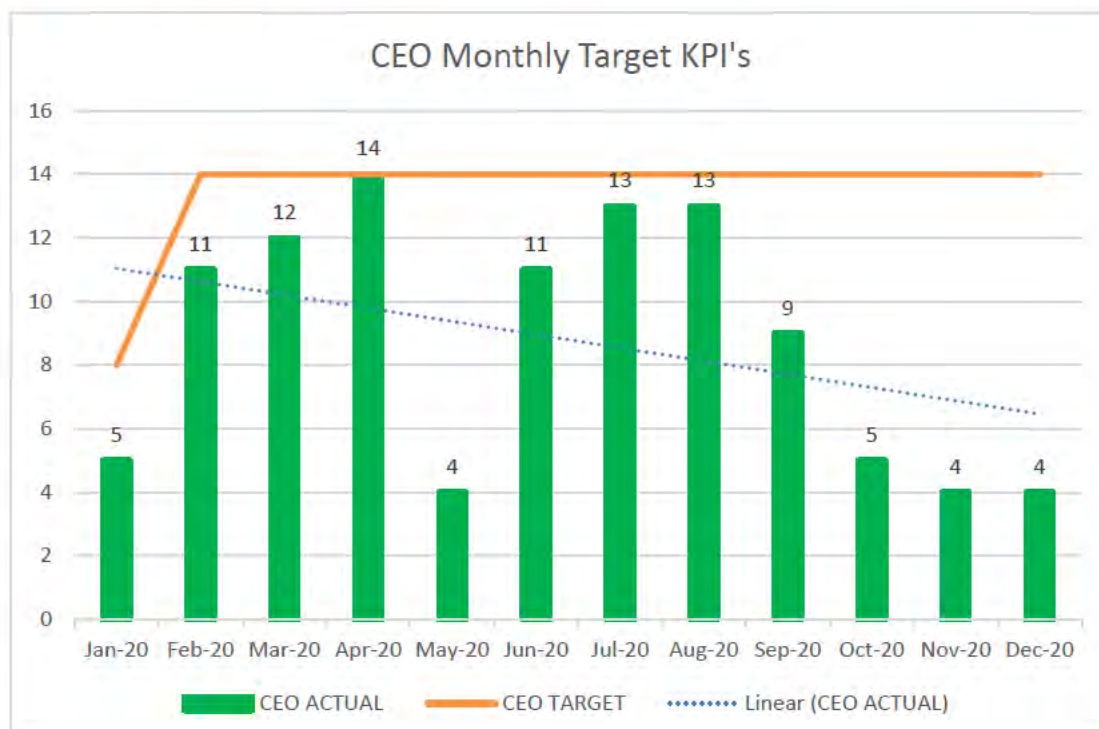
This graph is the 12 month rolling period, demonstrating Water and Waste are closest to target and over the 12 months a variation of only 18 – excellent work.



Trends for each directorate across 2020 targets, actuals and target with an annual trend line.



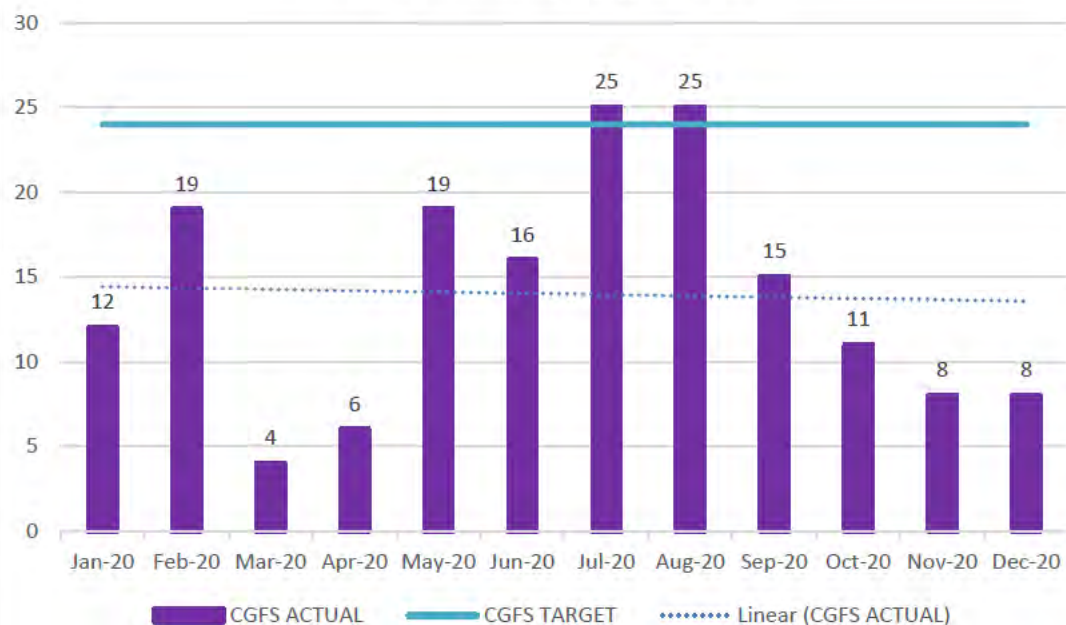
## WHS MONTHLY REPORT



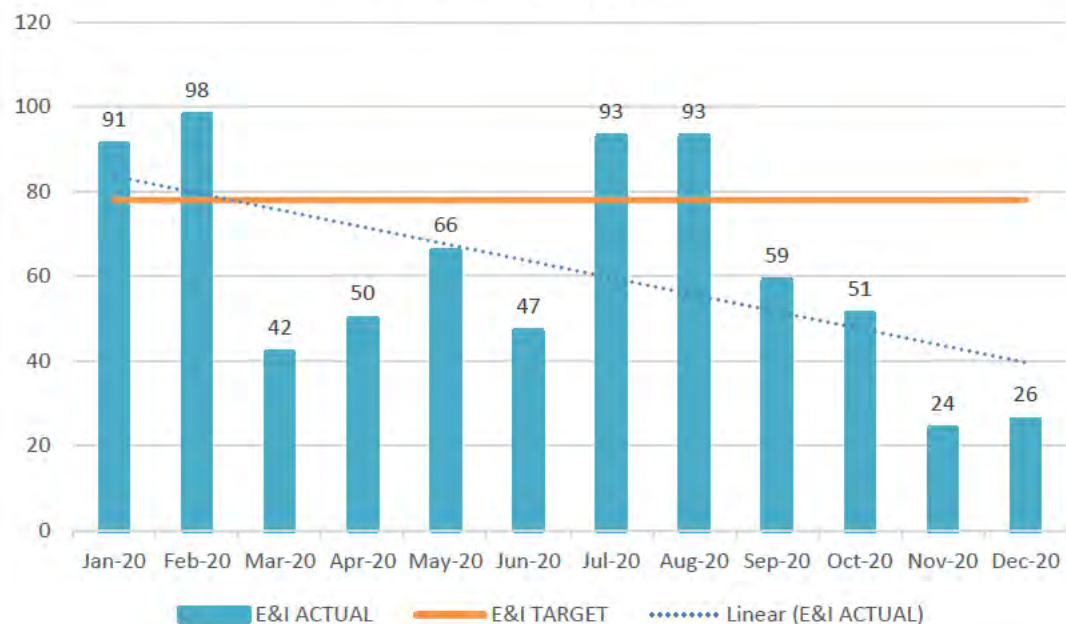


## WHS MONTHLY REPORT

CGFS Monthly Target KPI's



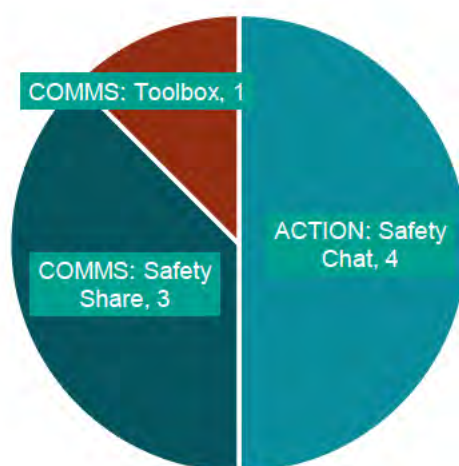
E&I Monthly Target KPI's



## WHS MONTHLY REPORT

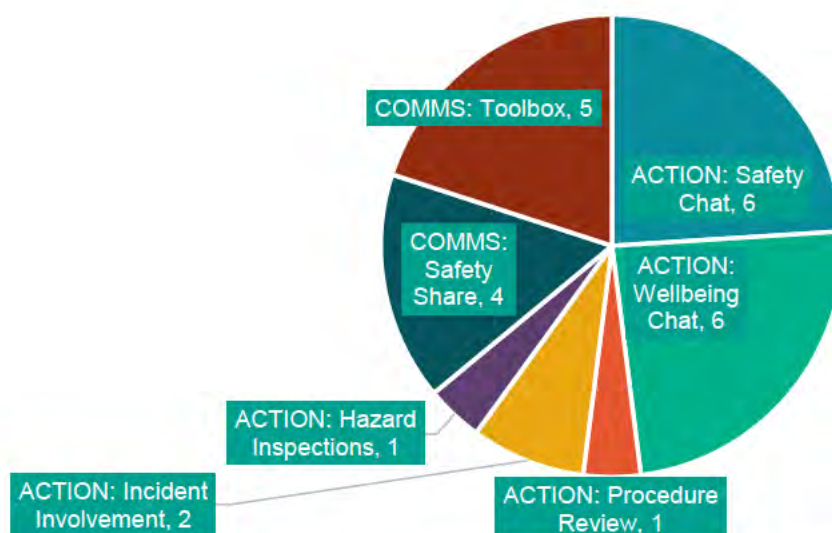
The first time including the directorate pie graphs for a while. They now show the TOTAL numbers entered for the month and identify whether it's an action or communication as is reflected in the whole of Isaac pie.

CGFS Monthly



- ACTION: Safety Chat
- ACTION: Wellbeing Chat
- ACTION: Procedure Review
- ACTION: Incident Involvement
- ACTION: Hazard Inspections
- COMMS: Committee Meeting
- COMMS: Safety Share
- COMMS: Outdoor Safety Share
- COMMS: Toolbox

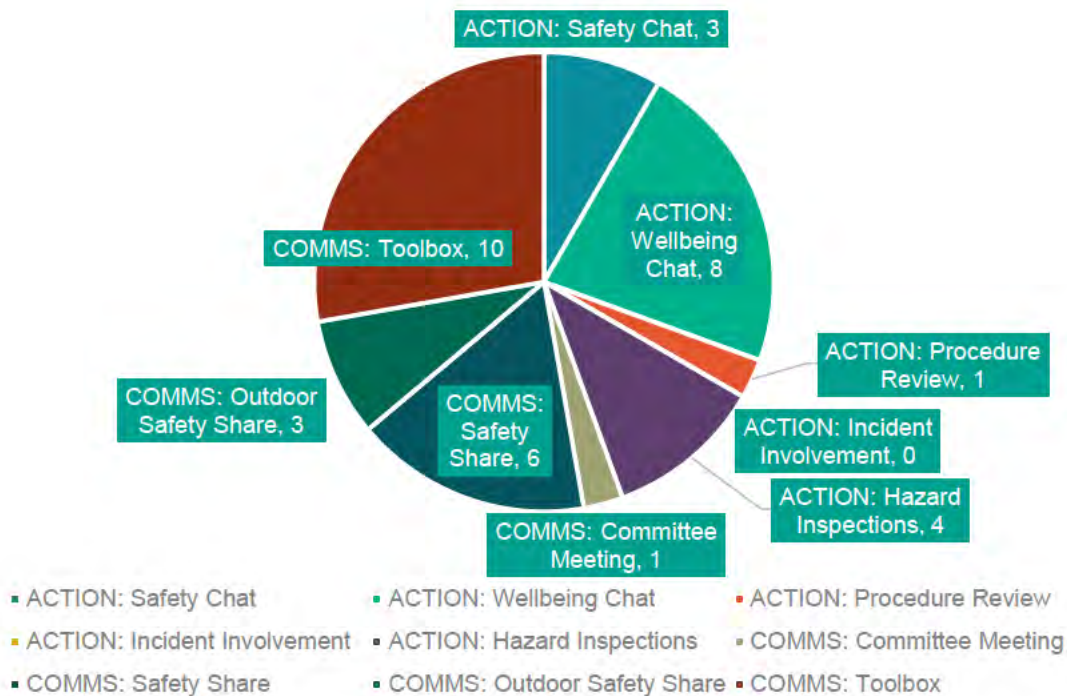
PECS Monthly



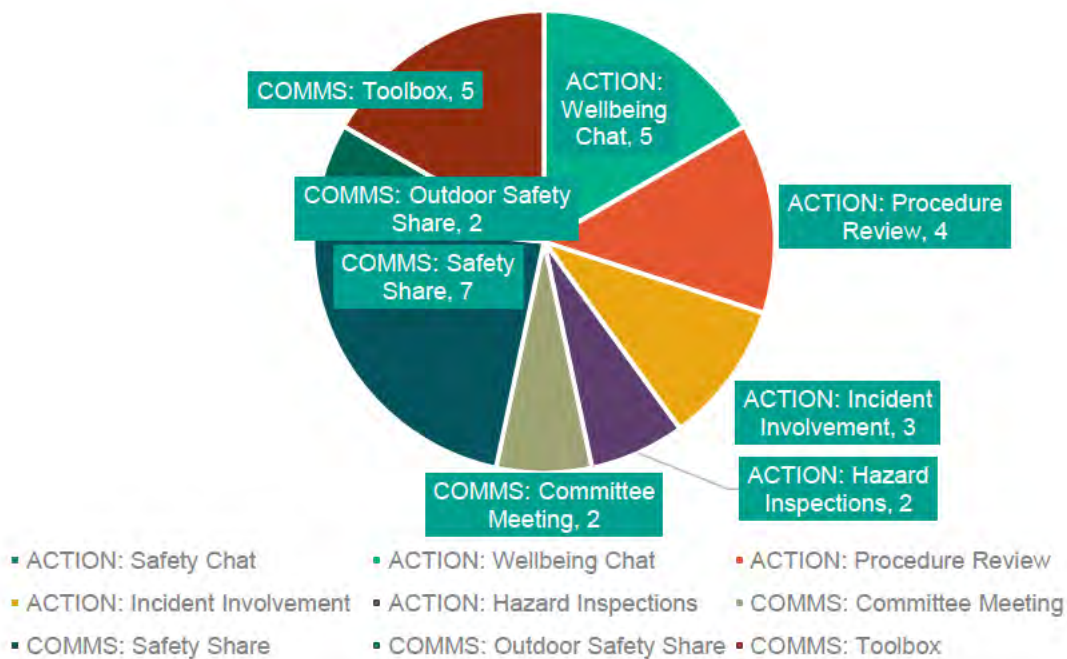
- ACTION: Safety Chat
- ACTION: Wellbeing Chat
- ACTION: Procedure Review
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- ACTION: Hazard Inspections
- COMMS: Committee Meeting
- COMMS: Safety Share
- COMMS: Outdoor Safety Share
- COMMS: Toolbox



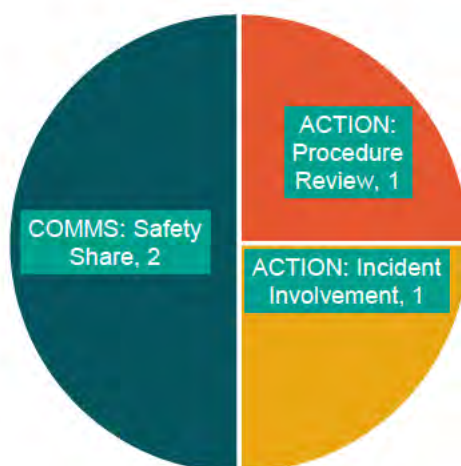
## E&I Monthly



## W&W Monthly



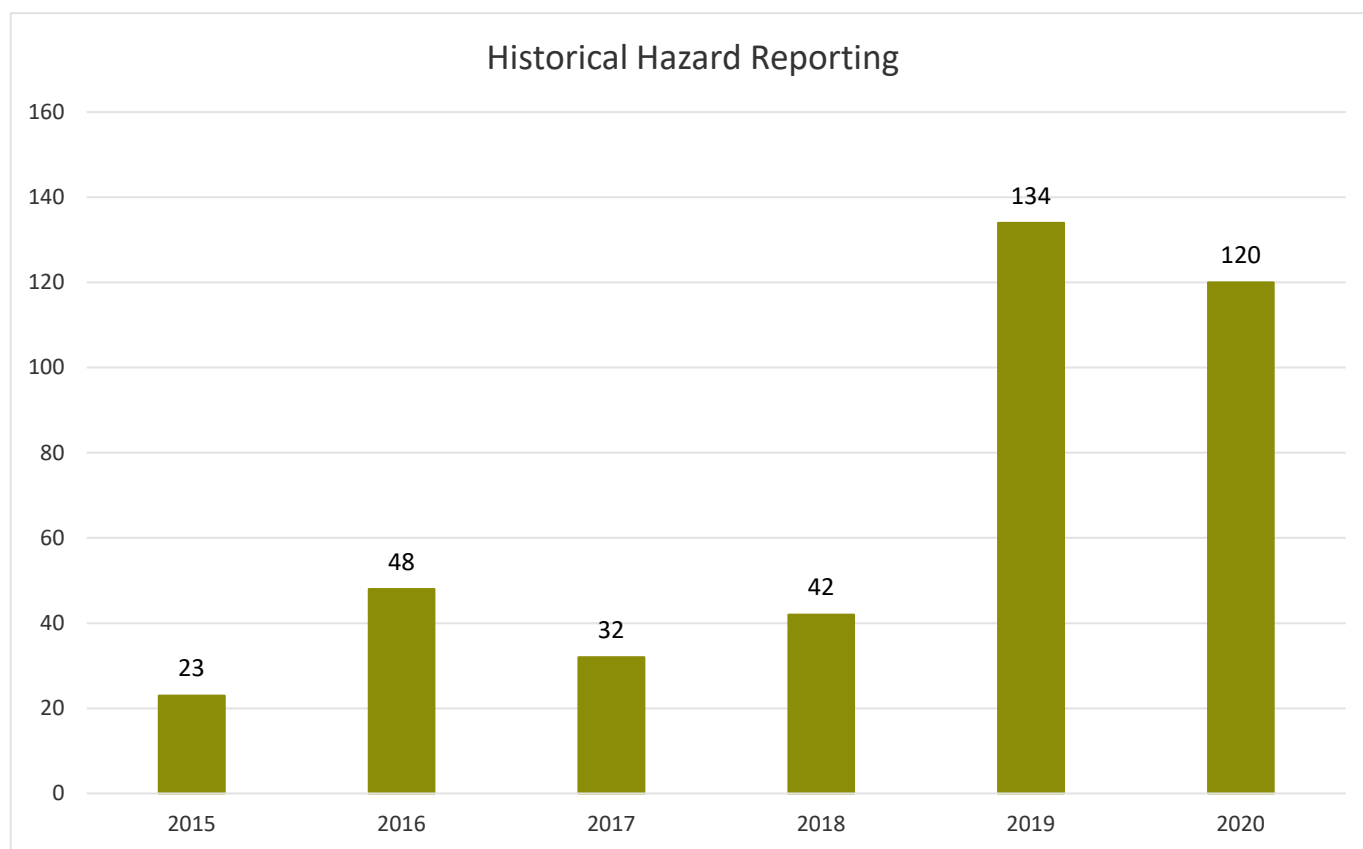
## CEO Monthly



- ACTION: Safety Chat
- ACTION: Wellbeing Chat
- ACTION: Procedure Review
- ACTION: Incident Involvement
- ACTION: Hazard Inspections
- COMMS: Committee Meeting
- COMMS: Safety Share
- COMMS: Outdoor Safety Share
- COMMS: Toolbox



## 12. HAZARD REPORTS YEARLY COMPARISONS



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<b>MEETING DETAILS</b>	Ordinary Meeting Wednesday 27 January 2021
<b>AUTHOR</b>	Michael Krulic
<b>AUTHOR POSITION</b>	Manager Financial Services

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## 10.3

## ISAAC REGIONAL COUNCIL FEES AND CHARGES REVIEW

### EXECUTIVE SUMMARY

In accordance with the *Local Government Act 2009* (s97 & s98), Council adopts a Fees and Charges schedule as part of its budget process. Council can at any time during the financial year make changes to the schedule by passing a resolution. Outlined in the attached document are changes / removals / alterations to the Fees and Charges schedule for Council to adopt.

### OFFICER'S RECOMMENDATION

*That Council:*

1. *Receive and adopt the revised Schedule of Fees and Charges for 2020/2021 with effect from 28 January 2021.*

### BACKGROUND

Council adopts a Fees and Charges schedule as part of the budget process. An opportunity has been provided to the Management Leadership Team and senior officers to review the adopted Fees and Charges schedule for any errors or updates since original adoption. The attached schedule outlines proposed changes / removals / alterations to the current schedule for Council to endorse.

### IMPLICATIONS

Review and update of the Fees and Charges schedule ensures Council maintains alignment with associated legislative and regulatory changes, as well as maintaining revenue earning capacity and assisting with minimising as much as possible reliance on rates revenue.

No material increase or decrease to revenue is projected.

### CONSULTATION

- Management Leadership Team
- Senior Officers
- Financial Services

### BASIS FOR RECOMMENDATION

To capture and reflect information not identified during the budget process or subsequent updates.



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## ACTION ACCOUNTABILITY

Not applicable.

## KEY MESSAGES

Following the adoption of the Fees and Charges as part of the Budget process, a review has been undertaken to update the schedule as required.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
MICHAEL KRULIC	DARREN FETTEL
<b>Manager Financial Services</b>	<b>Director Corporate, Governance and Financial Services</b>
Date: 4 January 2021	Date: 5 January 2021

## ATTACHMENTS

- Attachment 1 – Fees and Charges Schedule 2020-21 – Q2 Review

## REFERENCE DOCUMENT

- Nil

# Fees & Charges Schedule 2020/2021

Fees and Charges may be varied in accordance with the Exceptional Circumstances Policy

\*\*' denotes GST inclusive prices.

Classification	Description	Cost Recovery Or Non Cost Recovery	Head of Power (Relevant Act)	Section No:	GST Inclusi ve	2020/2021 Fee	2020/2021 Q2	Unit	Responsible Officer	Q2 20/21 Comments
BUILDING APPLICATIONS										
BUILDING APPLICATIONS	<b>Note: all application fees include assessment of the application and mandatory inspections for that application. Failed inspections will incur a re-inspection fee.</b> <b>Note: Where Council is requested under Section 51 and Section 145 of the Building Act 1975 to act as a replacement certifier to perform certifying functions for building work, then the full fees as stated below apply for the assessment or certification of such Building works. Any further inspections requested/required (including footing inspections and reinspections) at Standard Building Inspection rate.</b>									
Class 1 (a)	All Class 1 (a)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,700 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 1 (b)	All Class 1(b)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,895 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 1	Alterations/Additions to Class 1 Dwellings <50m <sup>2</sup> floor area	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$715 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Alterations/Additions to Class 1 Dwellings >50m <sup>2</sup> floor area	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$790 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 2	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$3,060.00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 3	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$3,060 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 4	All Class 4	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 5	<200m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>200m2 but <500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$3,060 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$4,665 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 6	<200m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>200m2 but <500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$3,060 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$4,665 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 7 (a)	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$2,895 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 7 (b)	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$2,895 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
Class 8	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,967 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$3,060 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.



Classification	Description	Cost Recovery Or Non Cost Recovery	Head of Power (Relevant Act)	Section No:	GST Inclusive	2020/2021 Fee	2020/2021 Q2	Unit	Responsible Officer	Q2 20/21 Comments
<b>Class 9 (a)</b>	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$2,600 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$4,668 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Class 9 (b)</b>	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$2,600 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$4,668 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Class 9 (c)</b>	<500m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$2,600 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>500m2 but <2000m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$4,668 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Class 10 (a)</b>	<40m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$520 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>40m2 but <65m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$840 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>65m2 but <110m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,220 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>110m2	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,430 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Class 10 (b)</b>	In ground swimming pool (pool only -pool fence is additional, see below)	CR	PA 2016 LGA 2009	S246AH S97 (2) (a)	Yes	\$915 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Swimming Pool/ Spa Safety Barrier Inspection	CR	PA 2016 LGA 2009	S246AH S97 (2) (a)	Yes	\$310 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Swimming Pool/ Spa Safety Barrier Re-Inspection	CR	PA 2016 LGA 2009	S246AH S97 (2) (a) & (e)	Yes	\$250 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	All Class 10b (excludes swimming pools & pool fencing)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$865 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Class 10(c)</b>	Class 10( c)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$1,355 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Building Application -Amendment Fees</b>	Amended Plan Class 1a or 10 a/b - Minor - Assessment Fee (change not affecting decision notice)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (e)	Yes	\$100 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Amended Plan Class 1a or 10 a/b - Major - Assessment Fee (where amended decision notice required)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (e)	Yes	\$140 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Amended Plan Class 2 to 9 - Assessment Fee (change not affecting decision notice)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (e)	Yes	\$160 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Amended Plan Class 2 to 9 - Assessment Fee (where amended decision no ice required)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (e)	Yes	\$361 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Request to change an existing approval (Building Works)	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (e)	Yes	\$230 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Tenancy Fit-Out</b>	< 51m2 - includes one inspection only	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$520 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	> 50m2 but < 110m2 - includes one inspec ion only	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	\$840 00	POA	each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	>110m2 - includes one inspection only	CR	PA 2016 LGA 2009	S51 (1) (b) (ii) S97 (2) (a)	Yes	POA		each	Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>Sitting Concessions</b>	Boundary/Site Coverage Relaxation Application - Assessment against QDC	CR	LGA 2009	S97 (2) (a)	Yes	\$355 00			Nishu Ellawala Daniel Wagner	
<b>Removal/ Demolition</b>	Removal/Demolition of Building/Resite Building from wi hin Region	NCR	BA 1975 LGA 2009	S71 S97 (2) (a)	Yes	\$650 00	POA	each	Nishu Ellawala	
<b>Change of Class</b>	All Classes—75% of building fee applicable to new class	CR	BA 1975 LGA 2009	S109 S97 (2) (a)	Yes	75% of applicable fee	POA	each	Nishu Ellawala	
<b>Certificate of Classification</b>	Certificate of Classification for existing building, includes inspection	CR	BA 1975 LGA 2009	S123 S97 (2) (a) & (e)	Yes	POA		each	Nishu Ellawala	

Classification	Description	Cost Recovery Or Non Cost Recovery	Head of Power (Relevant Act)	Section No:	GST Inclusi ve	2020/2021 Fee	2020/2021 Q2	Unit	Responsible Officer	Q2 20/21 Comments
Travel - Building Inspections	Travel charge are to be added for relevant building inspections and for resource sector building inspections.	NCR CR				\$0.76/per km	POA	per km	Nishu Ellawala	
<b>BUILDING / OTHER SUNDRIES</b>										
Inspections	Building Inspection/Re-inspection - per inspection	CR	BA 1975 LGA 2009	S10 S97 (2) (a) & (e)	Yes	\$250.00	POA		Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
	Building stage inspection on behalf of Private Certifier (travel will be charged at hourly rate)	CR	BA 1975  LGA 2009	\$10  S97 (2) (a) & (e)	Yes	\$405 for the first hour and \$315 every hour thereafter (minimum of 1 Hour)			Nishu Ellawala	Fees no longer applicable - covered under Building Applications
Asbestos Testing and Report	Collection of asbestos samples (up to 4 samples) and report of laboratory results	NCR	LGA 2009	S97 (2) (a) & (e)	Yes	\$690.00			Nishu Ellawala	Service no longer provided
	Additional samples required (each)	NCR	LGA 2009	S97 (2) (a) & (e)		\$79.00			Nishu Ellawala	Service no longer provided
Information Requests Form 19	Administration/Search Fee	CR	LGA 2009	S97 (2) (c)	Yes	\$138.00	POA Minimum Charge \$138.00		Nishu Ellawala	Subject to quotation based on the information requested and complexity of the search
Additional Copies of certificates etc	Duplicate copies of certificates previously issued within the previous 2 years	CR	LGA 2009	S97 (2) (c)	Yes	\$17.00 per certificate		per certificate	Nishu Ellawala	
Transfer of Functions to Local Government	Transfer of functions to local government (replacement certifier) includes first inspection	CR	BA 1975 LGA 2009	S145 S97 (2) (a) & (e)		\$430.00	POA		Nishu Ellawala	as approved by Council December meeting his work is to be no longer conducted by Council employees and will be be contracted out on a case by case basis.
<b>LOCAL LAWS (DOGS)</b>										
Puppy fee registration for a dog up to 12 months old for the first year (Dog up to 12 months old for the first year)	Puppy - Not Microchipped	CR	AM (CAD) A 2008 LGA 2009	S 97 (2) (a)		\$0.00	\$20.00		Nishu Ellawala	New Fee
	Annual Fee: Registered & Microchipped through the Isaac Region Veterinarian Puppy - Microchipped	CR	AM (CAD) A 2008 LGA 2009	S 97 (2) (a)		\$0.00			Nishu Ellawala	Changes to wording
NOTES:	· A discount of 50% applies to the full year fee if the animal registration is renewed before the due date of the invoice.  · Registration fees will be pro rata on a six monthly basis when registering a new dog with Isaac Regional Council. Pro rata is applied quarterly on a tiered basis.  · Pro rata will not be implied applied to impounded animals when registration is enforced for the release of the animal									Change of how pro rata is applied  Correction of spelling



Classification	Description	Cost Recovery Or Non Cost Recovery	Head of Power (Relevant Act)	Section No:	GST Inclusi ve	2020/2021 Fee	2020/2021 Q2	Unit	Responsible Officer	Q2 20/21 Comments
<b>WASTE MANAGEMENT</b>										
<b>NOTE</b> Refer to Plant Hire / Equipment Hire for equipment and personnel rates relating to Resource Recovery works.										
<b>Regulated Waste</b>	Regulated Waste - Category 1. Includes State Govt Waste Levy at \$160 per tonne, and GST	NCR	Environmental Protection (Regulated Waste) Amendment Regulation 2018, S64		Yes	\$450.00 per tonne  Minimum Fee \$330 00		per tonne	Karl Murdoch	Reinstatement of Minimum fee
	Regulated Waste - Category 2. Includes State Govt Waste Levy at \$110 per tonne, and GST	NCR	Environmental Protection (Regulated Waste) Amendment Regulation 2018, S64		Yes	\$395.00 per tonne  Minimum Fee \$330 00		per tonne	Karl Murdoch	Reinstatement of Minimum fee
<b>Commercial Asbestos</b>	Asbestos / Asbestos contaminated soil - Commercial Asbestos must be disposed of as per Council requirements and by booking in at Moranbah, Clermont, Glenden & Dysart. 48 hours' notice prior to disposal - Council reserves the right to reject or cease accepting asbestos at its sole discretion. An Application for Special Burial form to be completed prior to disposal. (Council reserves the right to refuse due to licence restrictions).	NCR			Yes	\$273.00 per tonne  Minimum Fee \$273 00		per tonne	Karl Murdoch	Reinstatement of Minimum fee
<b>Domestic Waste to Landfill</b>										
<b>Domestic Asbestos up to 175kg only</b>	Asbestos - Domestic Asbestos must be disposed of as per Council requirements and by book in at Moranbah, Clermont, Glenden & Dysart. 48 hours' notice prior to disposal - Council reserves the right to reject or cease accepting asbestos at its sole discretion. An Application for Special Burial form to be completed prior to disposal. Prior approval for disposal is required (Council reserves the right to refuse due to licence restrictions).	NCR			Yes	\$273.00 per tonne  Minimum fee \$273 00		per tonne	Karl Murdoch	Reinstatement of Minimum fee
<b>SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN</b>										
<b>Middlemount Pool ONLY Lane Hire</b>	For Training purposes up to ten (10) swimmers only. Lane Hire is not available for Learn to Swim programs.	NCR			Yes	\$8 /hr per person Max Hire \$16/hr (up to 4-10 persons).		per hour, per person.	Bruce Wright	
<b>GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH</b>										
<b>Lane Hire</b>	For Training purposes up to ten (10) swimmers only. Lane Hire is not available for Learn to Swim programs.	NCR			Yes	\$8 /hr per person Max Hire \$16/hr (up to 4-10 persons).		Per hour, per person	Bruce Wright	Correction - to match wording
<b>WASHDOWN FACILITIES (NEBO)</b>										
<b>Washdown for weed control</b>	Water usage Washdown facility usage fee - per minute (minimum charge - \$3.00)	NCR			Yes	\$0 33			Shane Brandenburg	Changes to wording to clarify that charge is for facility rather than water
<b>WASHDOWN FACILITIES (CLERMONT)</b>										
<b>Washdown for weed control</b>	Water usage Washdown facility usage fee - per minute (minimum charge - \$3.00)	NCR			Yes	\$0 33			Shane Brandenburg	Changes to wording to clarify that charge is for facility rather than water

Classification	Description	Cost Recovery Or Non Cost Recovery	Head of Power (Relevant Act)	Section No:	GST Inclusi ve	2020/2021 Fee	2020/2021 Q2	Unit	Responsible Officer	Q2 20/21 Comments
<b>PRINTING SERVICES</b>										
<b>Photocopying/ Printing</b>	A4 - (Black)	NCR			Yes	\$0 30	<b>\$0.30 per page</b>		Jim Hutchinson	for clarification included per page
	A4 - (Black) > 20	NCR			Yes	\$0 30	<b>\$0.30 per page</b>		Jim Hutchinson	for clarification included per page
	A3 - (Black)	NCR			Yes	\$0 50	<b>\$0.50 per page</b>		Jim Hutchinson	for clarification included per page
	A4 - (Colour)	NCR			Yes	\$2 00	<b>\$2.00 per page</b>		Jim Hutchinson	for clarification included per page
	A4 - (Colour) > 20	NCR			Yes	\$1 00	<b>\$1.00 per page</b>		Jim Hutchinson	for clarification included per page
	A3 - (Colour)	NCR			Yes	\$3 00	<b>\$3.00 per page</b>		Jim Hutchinson	for clarification included per page
<b>COUNCIL DOCUMENTS</b>										
<b>Minutes</b>	General Meeting - Single Copy	CR	LGR 2012 LGA 2009	<del>258-254 (F) (8)</del> S97 (2)-(e)	Yes	\$17 00			Liza Perrett	updated to head of power
	General Meeting - Annual	CR	LGA 2009	S97 (2)-(e)	Yes	\$136 00			Liza Perrett	updated to head of power
<b>Local Laws</b>	Copy per page	CR	LGA 2009	<del>S97 (2)-(e) &amp; S29 (B) (6)</del>	Yes	\$0.65			Liza Perrett	updated to head of power
	Full Set	CR	LGA 2009	<del>S97 (2)-(e) &amp; S29 (B) (6)</del>	Yes	\$28 00			Liza Perrett	updated to head of power
<b>Right to Information</b>	Information Privacy Application	CR	RTI Act 2009 LGA 2009	<del>4- 8</del> S97 (2)-(e)	Yes	As per RTI 2009 P3 S4	<b>NIL</b>		Liza Perrett	updated to head of power
	Application Fee <b>for right to information application</b>	CR	RTI <b>Reg</b> 2009 LGA 2009	<b>4 &amp; 24 (2)</b> S97 (2)-(e)	Yes	As per RTI 2009 P3 S4	As per RTI <b>Reg</b> 2009 P3 S4		Liza Perrett	updated to head of power and improved wording of descrip ion
	Photocopying per page <b>(for non-personal and personal documents)</b>	CR	RTI <b>Reg</b> 2009 LGA 2009	6 S97 (2)-(e)	Yes	As per RTI 2009 P3 S6	As per RTI <b>Reg</b> 2009 P3 S6		Liza Perrett	updated to head of power and improved wording of descrip ion
	<b>Processing charge/Search Fees for non-personal applications-</b> Per 15 minutes after 5 hours	CR	RTI <b>Reg</b> 2009 LGA 2009	5 S97 (2)-(e)	Yes	As per RTI 2009 P3 S5	As per RTI <b>Reg</b> 2009 P3 S5		Liza Perrett	updated to head of power and improved wording of descrip ion
<b>Corporate Plan</b>	Per Copy	CR	LGR 2012 LGA 2009	<del>165-199</del> S97 (2)-(e)	Yes	\$22 00  (Available on the internet free of charge)			Liza Perrett	updated to head of power
<b>Operational Plan</b>	Per Copy	CR	LGR 2012 LGA 2009	<del>174-199</del> S97 (2)-(e)	Yes	\$22 00  (Available on the internet free of charge)			Liza Perrett	updated to head of power
<b>Annual Report Financial Statements Annual Budget</b>	Per A4 Page	CR	LGR 2012 LGA 2009	<del>181-199</del> S97 (2)-(e)	Yes	\$0.65			Liza Perrett	updated to head of power
	Full Copy	CR	LGR 2012 LGA 2009	<del>181-199</del> S97 (2)-(e)	Yes	\$22 00  (Available on the internet free of charge)			Liza Perrett	updated to head of power
<b>Community Planner</b>	<b>Full Copy</b>	NCR			Yes	\$22 00  (Available on the internet free of charge)			Liza Perrett	we have a community plan... but not aware of a community planner. I think this is from many years ago

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Alexis Coutts

## AUTHOR POSITION

Manager Organisational Safety

## 10.4

## FIRE HAZARD REDUCTION ACTIVITIES

### EXECUTIVE SUMMARY

To provide an update on activities in relation to hazard reduction burns and fire control line maintenance around the Isaac Region.

### OFFICER'S RECOMMENDATION

#### *That Council:*

#### **1. Note the report and the outcomes of the 2020 Fire Hazard reduction measures**

### BACKGROUND

The Disaster Management team work together with Rural Fire Services to review and manage fire control. Fire control lines are reviewed and discussed on a yearly basis with key stakeholders via the Fire Management Group, facilitated by Rural Fire part of Queensland Fire and Emergency Service (QFES).

In March operation cool burn was held in Moranbah led by Rural Fire, during this meeting the critical areas for hazard reduction were identified. Localities in the Isaac Regional assessed to have a high bushfire risk to community or infrastructure are Greenhill, Coppabella, Middlesmount, Blue Mountain, Clermont and Moranbah. A provision in the budget has been allocated for the maintenance of fire control lines and hazard reduction activities across the region and other associated costs that may be involved such as bringing external people into the region to assist our volunteer brigades.

### IMPLICATIONS

Failure to maintain and manage fuel loads could pose a risk to human settlement. We take advice from our Rural Fire Services to manage/prevent bushfires and reduce the impact to residents in the Isaac Regional Council by installing corridors of open spaces or fire control lines to ensure emergency services vehicle can access areas.

### CONSULTATION

- Queensland Fire and Emergency Services (QFES)
- State Emergency Service (SES)
- Isaac Regional Council Team - Local Laws, Engineering and Infrastructure team members

### BASIS FOR RECOMMENDATION

**Moranbah:** The control lines are in satisfactory condition; a burn was conducted at the lower end of Lambert Drive but the remaining scheduled burns were not able to take place due to weather.



**Nebo:** There are no graded fire breaks around the town, all breaks are mowed on a regular basis and are in good condition.

**Glenden:** There is a combination of graded and mowed fire breaks in Glenden. No grader work conducted for 2020, not required. Mark Hare (Team Leader Parks and Recreation) and his team keep all the mowed areas under control as part of their scheduled works.

**Clermont:** The graded fire breaks in Clermont are monitored and maintained by the road's coordinator. All mowed areas are part of scheduled work by the Parks and Recreation team.

**Coastal Towns:** St Lawrence and Greenhill are the only coastal towns with graded breaks. Carmila, Clairview and Ilbilbie are all mowed. Isaac Regional Council has recently completed clearing the control line next to the Greenhill waste transfer station, the other areas around the town are managed by DERM. The Control lines around St. Lawrence are in good condition and are monitored on a regular basis.

**Middlemount and Dysart:** Both towns have a regular maintenance program in place using the Dysart grading crew to maintain the control lines, completed in October 2020. All mowed and slashed areas are maintained as part of the programmed work. Contractors engaged to complete clean out of drains at Middlemount in September 2020. Further work to be completed in 2021

## ACTION ACCOUNTABILITY

Organisational Safety Manager to ensure annual review of hazard reduction management and facilitate financial or logistical assistance as needed to the communities in consultation with QFES.

## KEY MESSAGES

Nil

### Report prepared by:

ALEXIS COUTTS

**Manager Organisational Safety**

Date: 5 January 2021

### Report authorised by:

DARREN FETTELL

**Director Corporate, Governance and Financial Services**

Date: 5 January 2021

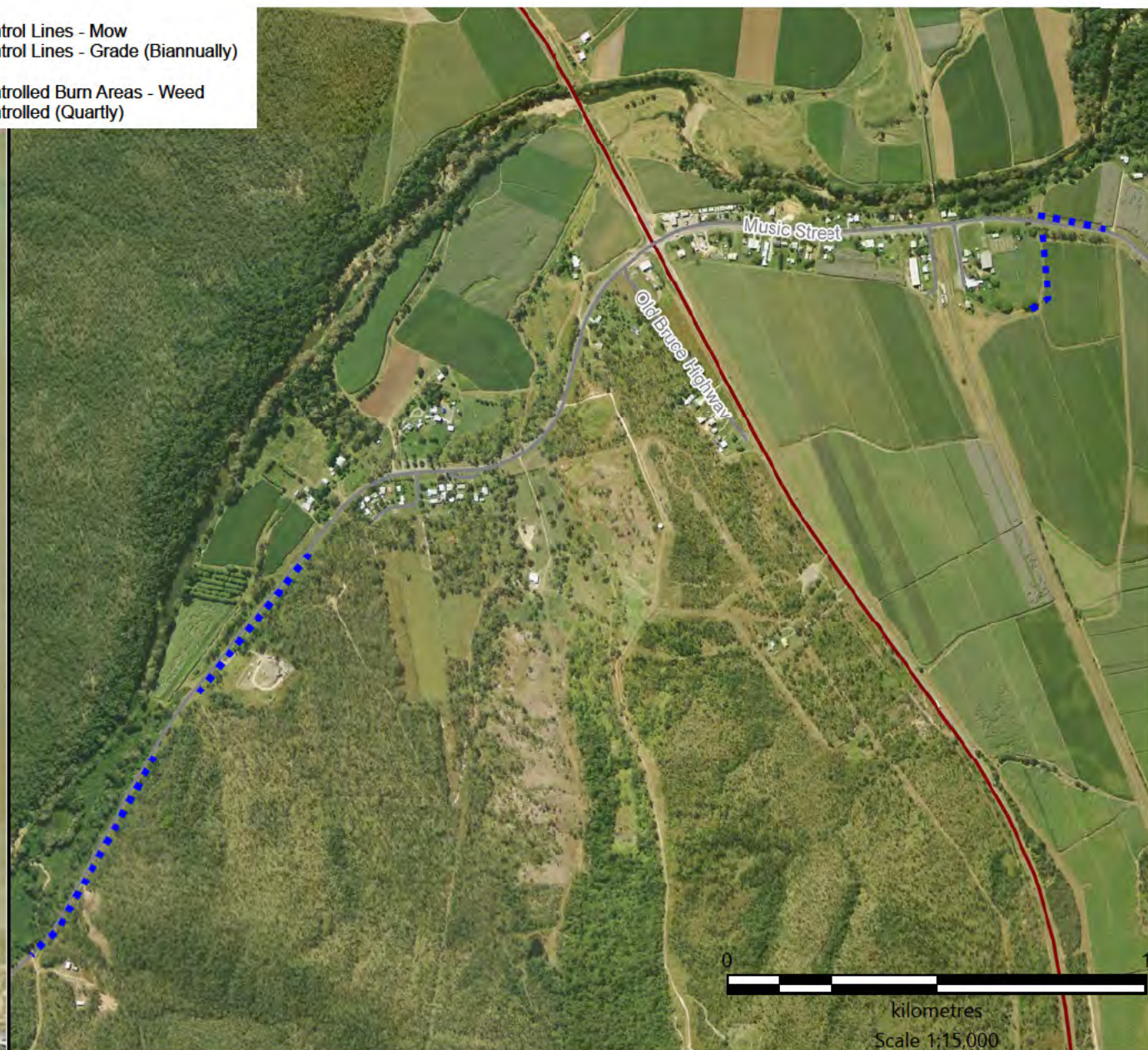
## ATTACHMENTS

- Attachment 1 – Fire Control Maps

## REFERENCE DOCUMENT

- Operation Cool Burn 2020





PO Box 97 Moranbah  
QLD 4744  
Ph: 1300 ISAACS  
Fax: (07) 4941 8666



Author: Terese Wilcock  
Date: 24/02/2020

Projection: Zone 55  
Datum: Map Grid of Australia (MGA 94)

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## Clairview and Carmila Fire Control

Map Number: 2149





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Author: Terese Wilcock  
Date: 24/02/2020

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Map Number: 2149

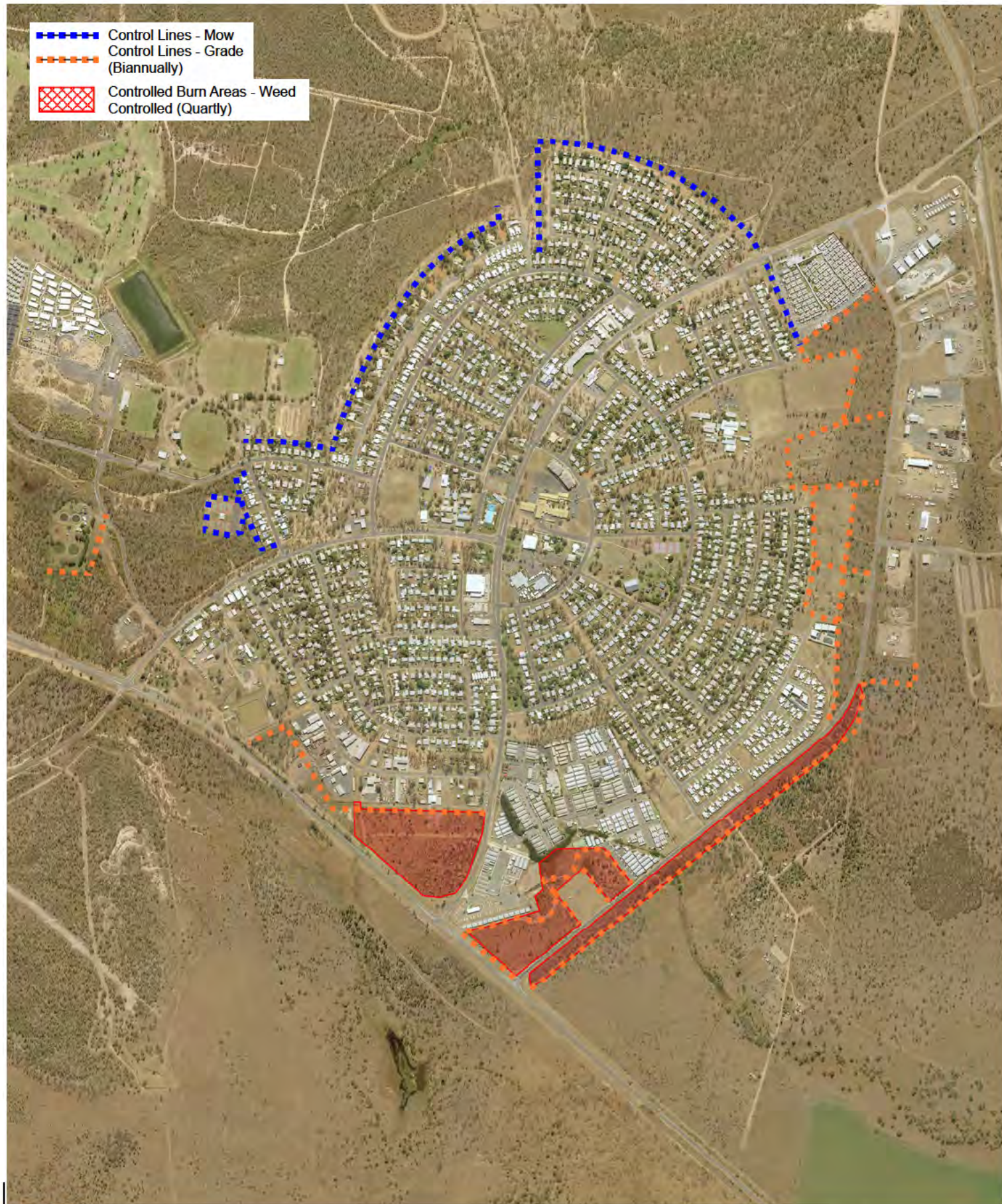
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-  Control Lines - Mow
-  Control Lines - Grade (Biannually)
-  Controlled Burn Areas - Weed Controlled (Quarterly)



 <b>ISAAC</b> REGION	 0 500 metres Scale 1:6,000	 N S E W	<h2 style="margin: 0;">Dysart Fire Control</h2>
	PO Box 97 Moranbah, QLD 4744 Ph: 1300 ISAACS Fax: (07) 4941 8666	Author: Terese Wilcock Date: 24/02/2020	Projection: Zone 55 Datum: Map Grid of Australia (MGA 94)

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- Legend**
- Control Lines - Mow
  - Control Lines - Grade (Biannually)
  - Controlled Burn Areas - Weed Controlled (Quartly)

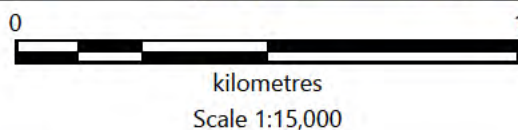


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Date: 06/02/2020

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Map Number: 2149






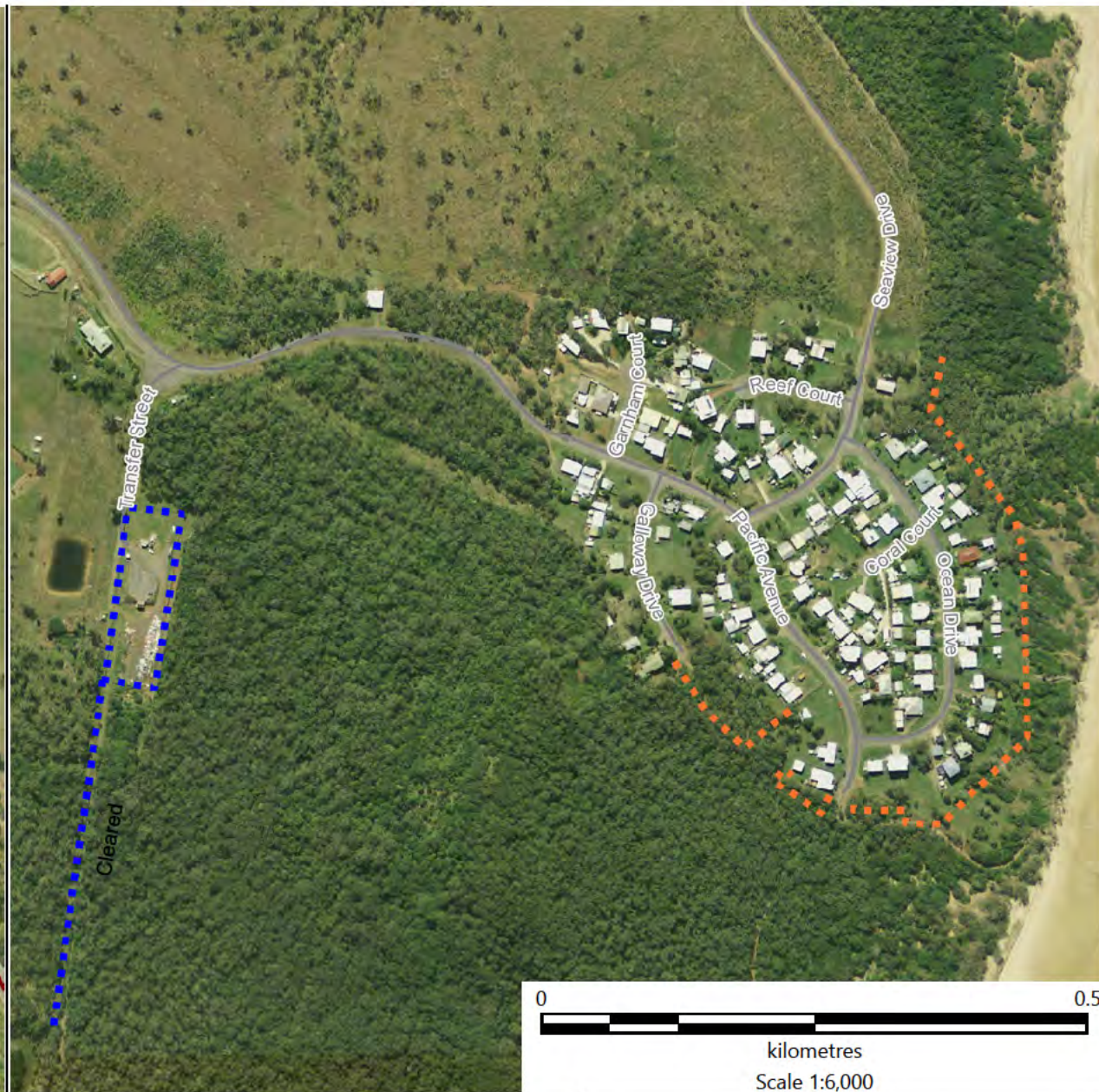
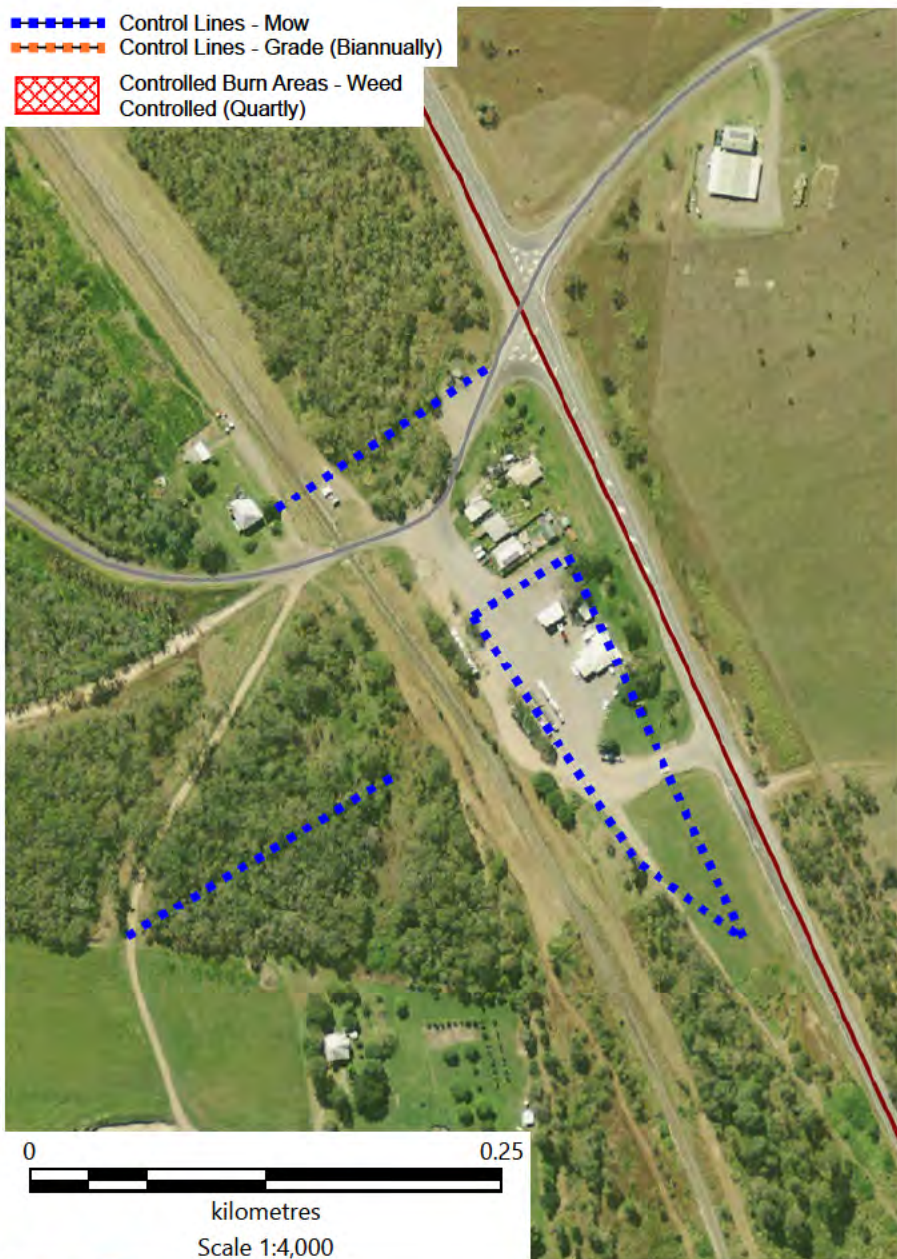
## Glenden Fire Control

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-  Control Lines - Mow
-  Control Lines - Grade (Biannually)
-  Controlled Burn Areas - Weed Controlled (Quarterly)



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## Ilbilbie and Greenhill Fire Control

Map Number: 2149





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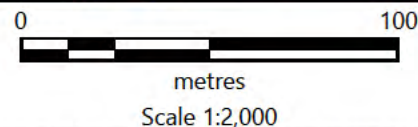




- - - Control Lines - Mow
- - - Control Lines - Grade (Biannually)
- X X X Controlled Burn Areas - Weed Controlled (Quarterly)



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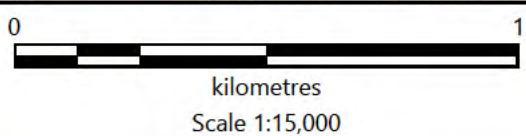
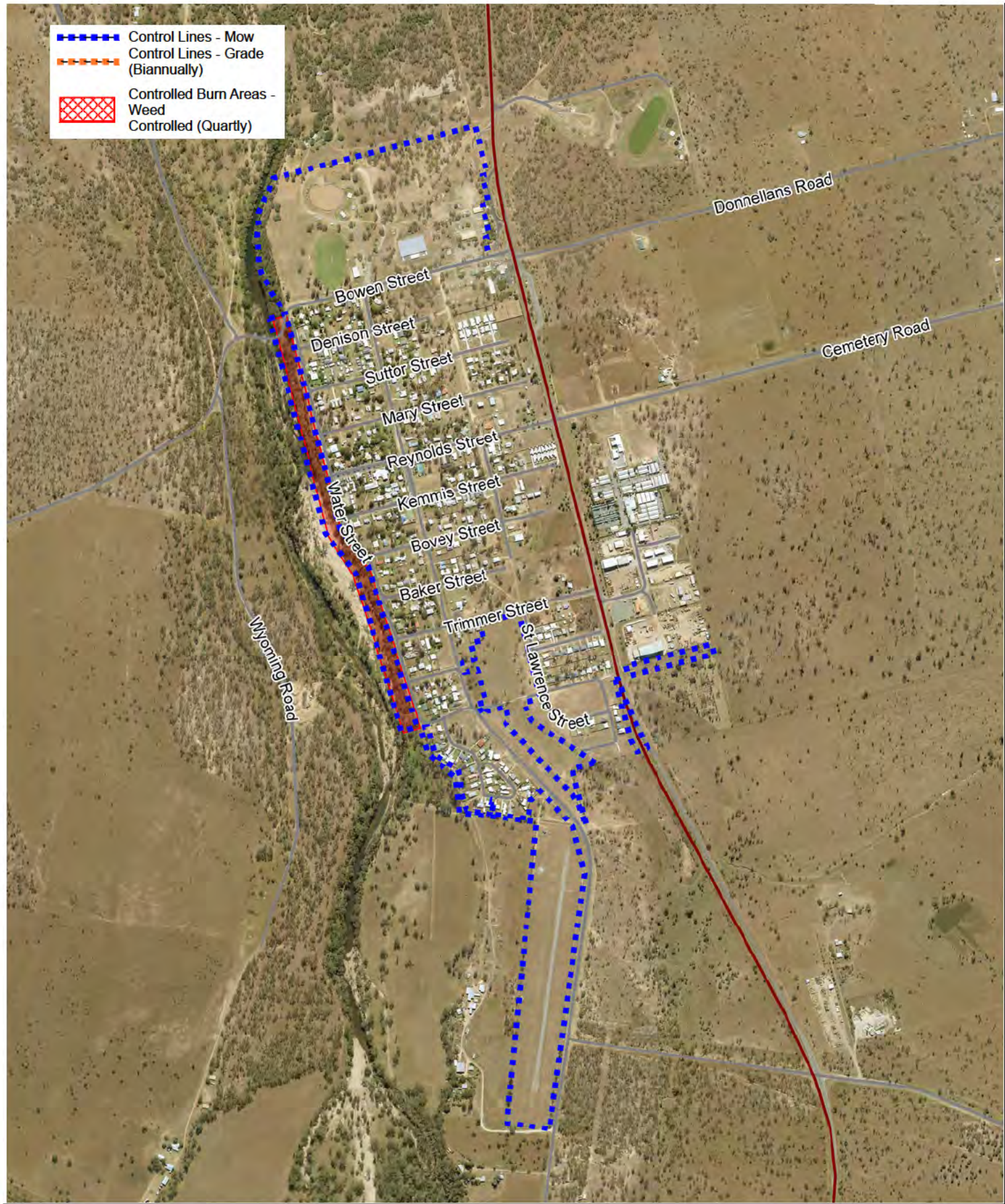
## Moranbah Fire Control

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## Nebo Fire Control

**ISAAC  
REGION**

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Date: 24/02/2020

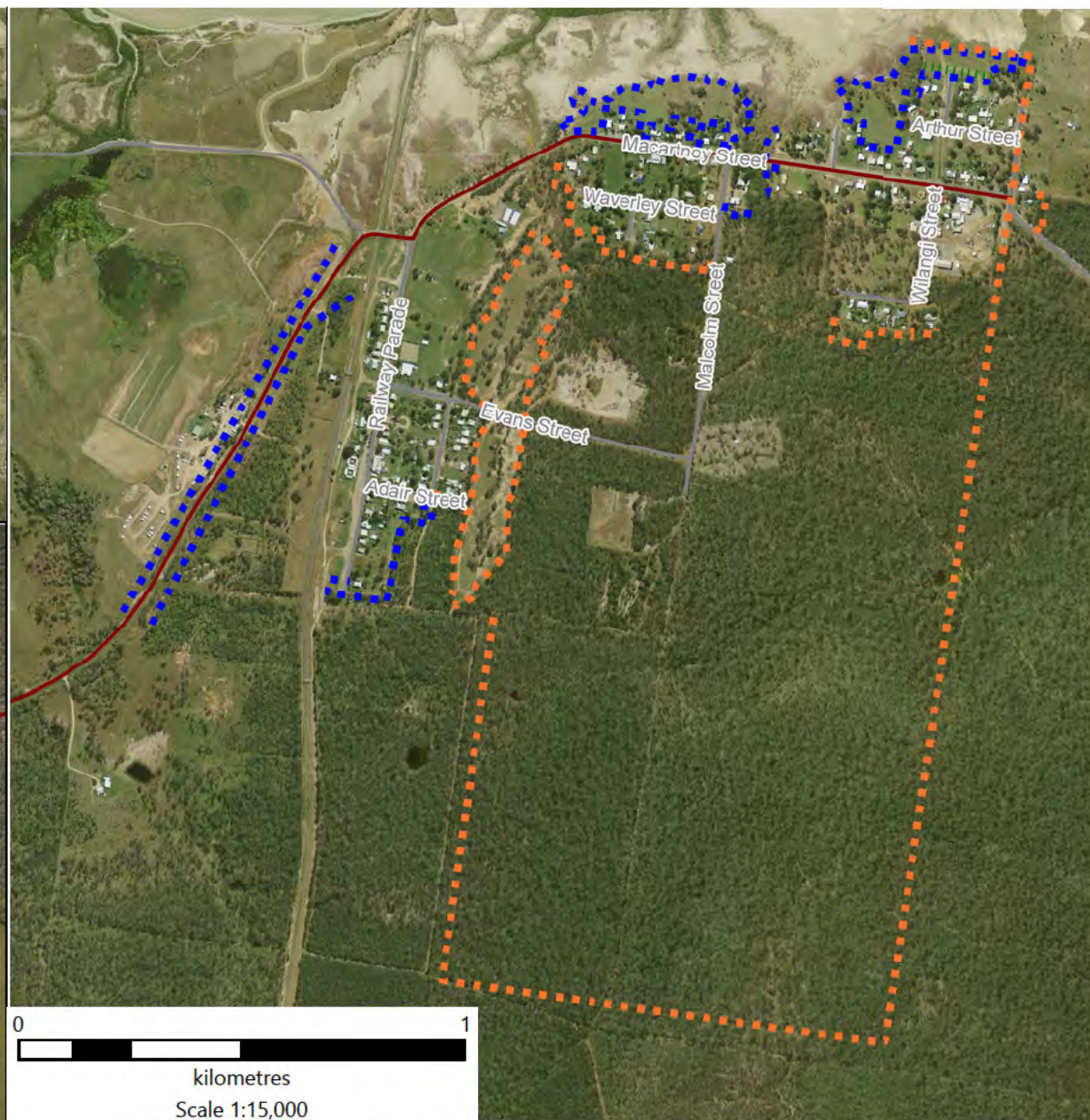
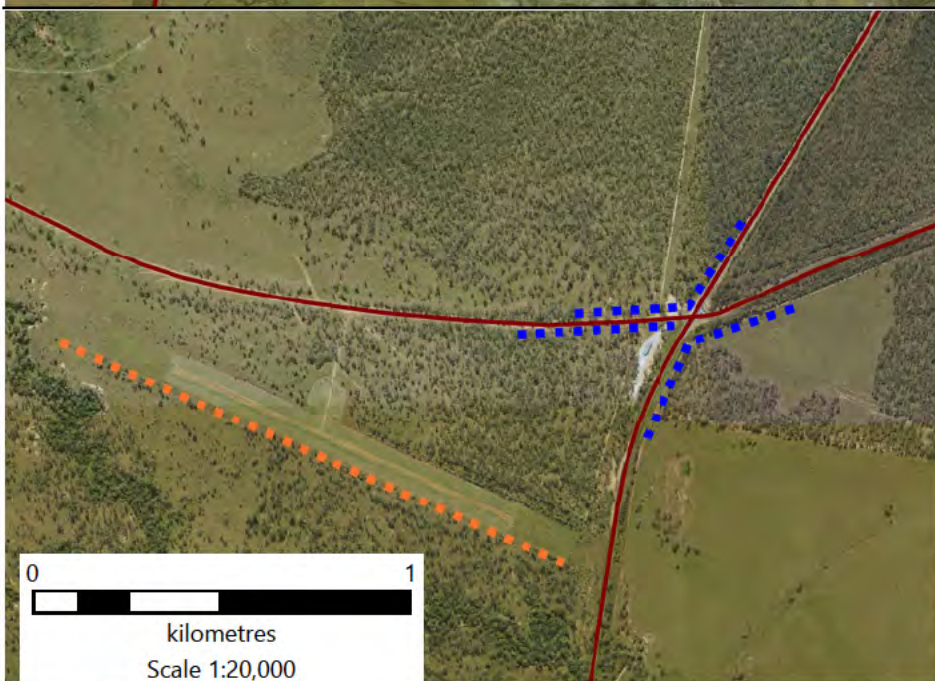
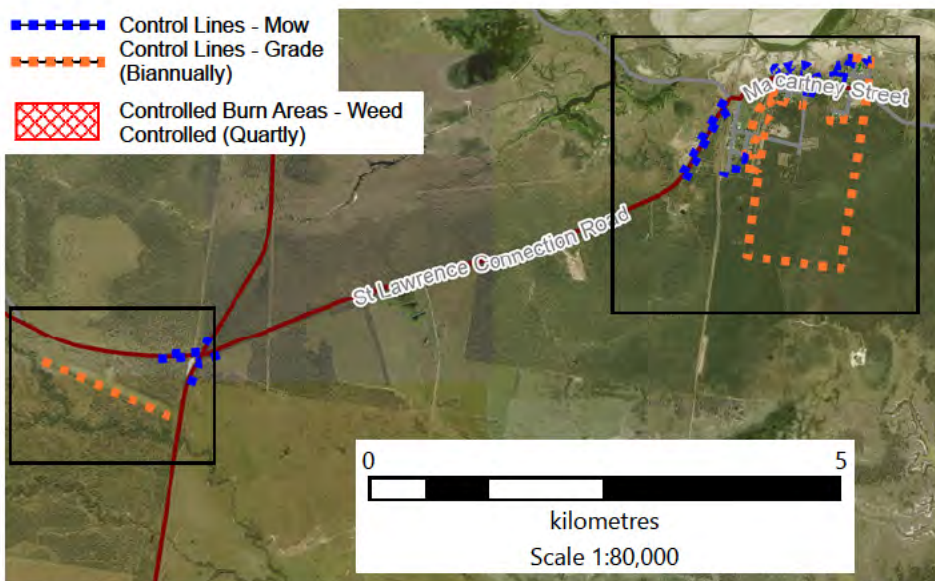
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Author: Terese Wilcock  
Date: 24/02/2020

Projection: Zone 55  
Datum: Map Grid of Australia (MGA 94)

St Lawrence  
Fire Control

Map Number: 2149



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Alexis Coutts

## AUTHOR POSITION

Manager Organisational Safety

10.5

**LOCAL GOVERNMENT  
OBLIGATIONS PROGRAM**

**WORKCARE**

**MUTUAL**

**RISK**

## EXECUTIVE SUMMARY

The Local Government Association of Queensland (LGAQ) and Local Government Workcare (LGW) Management Committee have recognised that the legislative and performance requirements (set by the Workers' Compensation Regulator) are increasing in rigor with a strong focus on management accountability and continuous improved performance of the scheme and self-insurers more generally. This increased compliance focus poses an elevated risk to members and consequently the LGW self-insurance licence and its renewal. LGAQ together with LGW Management Committee have therefore developed the Mutual Risk Obligations Program. The program was released in October 2020 to Chief Executive Officer Scheme Members with the expectation of commitment to the obligations identified commencing January 2021.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Note the Mutual Risk Obligations Program as released in October 2020, commencing January 2021.***
- 2. Support Officer's position to clarify and advocate to Local Government Association of Queensland and Local Government Mutual Services with respect to the specific requirements of the obligations and the need for independence with systems development.***

## BACKGROUND

Local Government Workcare (LGW) mutual scheme failed to achieve its three-year self-insurance license renewal in 2018 due to the state of safety management systems and processes across six Councils in Queensland. The scheme was given twelve months to improve and support Councils to achieve benchmark before their license was renewed. License renewal was granted in 2019 for three years. Isaac was selected as an internal audit by the LGW safety team in 2019 and achieved above benchmark. Council has now been identified as one of the eight Councils to be part of the regulators mid-term assessment. This audit will take place in February 2021.

During the period since the failure to achieve full license renewal, the Local Government Association of Queensland (LGAQ) has taken a more proactive role in supporting Councils and having oversight of the mutual scheme.

LGAQ is the appointed trustee, agent and self-insurance licence holder of the Local Government Workcare mutual scheme on behalf of members and it is the Workers' Compensation Regulator that monitors the



compliance of self-insured employers under the *Workers' Compensation and Rehabilitation Act 2003* (WCR Act).

It is the responsibility of the LGAQ and the LGW Management Committee to ensure that LGW members adhere to their obligations and functions in accordance with the legislative and performance requirements set by the Workers' Compensation Regulator. This ongoing compliance will ensure the LGW self-insurance license is maintained.

Isaac Regional Council has taken considerable effort in improving its safety management and developing systems which meet both the needs of the National Audit tool requirements and the integrated (Safety, Environment and Quality) management systems of (AS4801, ISO14001, ISO9001). Council officers have no concern with the intent of the mutual risk obligations but are concerned with the execution, which could see a return to prescriptive safety systems development by the LGW safety team. In the past Councils who have not complied with the Safeplan documentation have not scored as well on audits as those that have. Councils who have previously scored well under this system may not have actually had a culture of safety within Council, but rather reported through a system to create the appearance of one.

For the information of Council, Council Officers comments have been added below the following implications and obligations.

## IMPLICATIONS

### LGW Mutual Risk Obligations

In response to the identified increasing risk profile at the collective scheme level, the LGW Management Committee instructed a review team, which comprised of LGW Committee Members, LGAQ specialists, and scheme manager (JLT Public Sector) management and safety experts, to undertake a review of the current LGW operating environment and member performance.

The key recommendation of the review was that it was necessary to introduce a Mutual Risk Obligations Program for all LGW Members. The aim of the LGW Mutual Risk Obligations Program is to ensure that members fully comply with their legislative obligations and maintain a compliant and effective safety management system. It aims to do this by requiring that all members adhere to the following five mutual risk obligations as a commitment of their LGW Membership.

### The changing regulatory landscape

The LGAQ and LGW Management Committee have recognised that the legislative and performance requirements (set by the Workers' Compensation Regulator) are increasing in rigor with a strong focus on management accountability and continuous improved performance of the scheme and self-insurers more generally. This increased compliance focus poses an elevated risk to members and consequently the LGW Workcare self-insurance licence and its renewal.

*Officers comment: Obligations are well overdue as this has always been a requirement to maintain self-insurance. What is concerning is that the obligations and revamping of the Safety Management System framework (old safeplan) may see the continuation or return to old safety practices and prescription by the LGW safety team.*

---

## **Obligation 1**

To manage, prioritise and resource workplace health and safety within their organisation in accordance with legislative requirements and community expectations.

Officers comments: *Support this Obligation*

## **Obligation 2**

To facilitate an audit to be undertaken by an accredited auditor approved by the Office of Industrial Relations against self-insurers requirements at least every four years (to be scheduled in collaboration with LGW).

Officers Comments: *Support this Obligation*

## **Obligation 3**

To develop in collaboration with the LGW safety team a Workplace Health and Safety Management System Plan signed by the Chief Executive Officer (CEO) identifying key strategies to mitigate risk, e.g. effective implementation and measurement of Council's WHSMS. Progress is to be reviewed annually in collaboration with LGW.

Officers comments: *Council already has a Safety Management System framework which includes strategic objectives and improvement plan. The CEO signs the WHS Policy and the objectives are included within the improvement plan.*

## **Obligation 4**

To monitor and track their organisation's WH&S performance at the management and executive level and provide the following reports to LGW on an annual basis:

Audit action plan (resulting from Mutual Risk Obligation 2 above).

Progress or performance report, e.g. measurement of objectives, trends, WH&S KPIs, system failures, audit action closures.

Notifiable incidents and subsequent investigation reports (where applicable).

Officers comment: *Support this obligation as Council is already doing this, however, note that the reporting requirements will need clarification.*

## **Obligation 5**

Complete an annual self-assessment surveillance audit covering key risk areas identified and selected by the LGW safety team in collaboration with the LGW Management Committee.

Officer comment: *This obligation requires clarification as to whether the self-assessment is against the National Audit Tool. Clarification is also being sought for justification on why targeted areas are selected by LGW. It is believed that Councils would be identifying their key risks within their management systems reviews already. Having areas only nominated by LGW may risk losing importance or priority of Council assessed priority areas.*

The abovementioned LGW Mutual Risk Obligations provide a strategic, practical and reasonable focus on what members are already required to do pursuant to legislative requirements.



The auditing component will provide Chief Executive Officers with the third-party assurance regarding their Council's performance. Such assurance is important to prioritise improvement and identify gaps, which expose Council and the scheme, to significant risk regarding non-compliance.

The proposed program seeks to improve each members' performance whilst at the same time provide LGW with assurance that Council is meeting requirements under the licence.

The expectation is that each member, as part of their obligations as a member of the LGW Scheme, complies with the LGW Mutual Risk Obligations.

## CONSULTATION

- Chief Executive Officer
- Director Corporate Governance and Financial Services
- Audit and Compliance Officer
- Safety Business Advisors

## BASIS FOR RECOMMENDATION

The proposed implementation of the mutual risk obligations

## ACTION ACCOUNTABILITY

1. Organisational Safety manager to seek clarity from LGAQ and LGMS with respect to the specific requirements of the obligations. With the focus around the need for independence with systems development or at least not be penalised for innovation.
2. Organisational Safety Manager to advocate for innovative, independent and contemporary safety management practices with the LGAQ and LGMS
3. Executive leadership team to continue to support implementation of the mutual risk obligations through promotion of safety improvement and driving initiatives at Council.

## KEY MESSAGES

Continued efforts to support the LGMS self-insurance mutual scheme to maintain self-insurance license.

Council continues to advocate for innovative, independent and contemporary safety management practice.

<b>Report prepared by:</b> ALEXIS COUTTS <b>Manager Organisational Safety</b>  Date: 5 January 2021	<b>Report authorised by:</b> DARREN FETTEL <b>Director Corporate, Governance and Financial Services</b>  Date: 5 January 2021
---	---

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- LGW Mutual Risk Obligations Program

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Alexis Coutts

## AUTHOR POSITION

Manager Organisational Safety

## 10.6

## DISPOSAL OF ASSETS – STATE EMERGENCY SERVICE

### EXECUTIVE SUMMARY

This report is to inform Council and seek approval for the disposal of four (4) items of plant that have reached the end of their lifespan. The plant items were supplied by the State Government and ownership transferred to Council in accordance with the Memorandum of Understanding (MOU) between State Government acting through Queensland Fire and Emergency Services (QFES).

### OFFICER'S RECOMMENDATION

#### *That Council:*

- Endorse the following State Emergency Service (SES) assets be disposed of via auction and in accordance with Council's Procurement and Disposal Policy (STAT-POL-051).***
  - QGDU26 Mazda t400 truck***
  - QG2687 Box trailer 7X4***
  - QG2903 Box trailer 7X4***
  - 847QMO Tandem trailer 10X4***
- Authorise the Chief Executive Officer to set reserve prices for auction and determine disposal based on auction results.***
- Endorse that the funds raised through disposal of these assets be returned to Council for renewal/maintenance for assistance with funding of future plant requirements.***

### BACKGROUND

The Memorandum of understanding between State Government acting through Queensland Fire and Emergency Services (QFES) and Isaac Regional Council (IRC) defines fleet ownership in Schedule A. The Fleet whilst purchased by QFES become the property of IRC for its lifespan with Council then responsible for disposing of the assets when they have reached end of life. Details of the items of fleet and history below.

#### QGDU26 Mazda t400 truck

Has been replaced by QFES with a newer truck and no longer needed.

#### QG2687 Box trailer 7X4

Glendon old traffic control trailer no longer needed as group is closed down and trailer is unfit for purpose as old and falling apart.



## QG2903 Box trailer 7X4

Replaced with new traffic control trailer as old trailer is unfit for purpose any more as old and falling apart.

## 847QMO Tandem trailer 10X4

Group doesn't hold function any more for this trailer and trailer is not needed for other groups.

### IMPLICATIONS

Assets no longer required or have been replaced with new assets, as detailed in background.

### Budget

Funds from disposal will be constrained to reserve for the funding of future plant requirements, including SES.

### CONSULTATION

- Director Corporate, Governance and Financial Services
- Disaster Management Officer
- Fleet Department
- SES Local Controller

### BASIS FOR RECOMMENDATION

To achieve residual cost recovery from the assets no longer in use due to age of the plant.

### ACTION ACCOUNTABILITY

Fleet Department to arrange items for auction pending Council approval, in accordance with Council's Procurement and Disposal Policy (STAT-POL-051).

### KEY MESSAGES

Council continues to support ongoing operations of SES in partnership with QFES.

#### **Report prepared by:**

ALEXIS COUTTS  
**Manager Organisational Safety**

Date: 5 January 2021

#### **Report authorised by:**

DARREN FETTEL  
**Director Corporate, Governance and Financial Services**

Date: 5 January 2021

### ATTACHMENTS

- Nil

### REFERENCE DOCUMENT

- Memorandum of Understand Schedule A – Section 5 between Council
- Procurement and Disposal Policy (STAT-POL-051)

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Alexis Coutts

## AUTHOR POSITION

Manager Organisational Safety

## 10.7

## ISAAC REGIONAL COUNCIL LOCAL DISASTER MANAGEMENT PLAN

## EXECUTIVE SUMMARY

This report is to complete the endorsement of the Local Disaster Management Plan as amended. The plan has been endorsed by the District Disaster Coordinator in November 2020 and the plan is also required to be endorsed by Council under the Queensland Disaster Management Arrangements (*Disaster Management Act 2003*, Part 5, Section 80, 1 (b)).

## OFFICER'S RECOMMENDATION

### *That Council:*

1. ***Endorse the Isaac Regional Council Local Disaster Management Plan 2020.***

## BACKGROUND

As part of the Disaster management arrangements (*Disaster Management Act 2003*) Council is required to update the Local Disaster Management Plan (LDMP) annually. This was completed in October 2020 and endorsed by the District Disaster Coordinator in November 2020. The changes include updating to corporate template, alignment to the Plan, Prepare, Respond, Recover (PPRR) format, and removing out of date information. The plan will be due for revision again in late 2021.

The other key change to the plan is the inclusion of the option to establish Community Advisory Sub Committees. The purpose of the Community Advisory committees is to provide information and assistance to the Isaac LDMG and the communities they represent in relation to the potential or actual impact of disasters. These groups will provide great value during normal times, as they bring forward knowledgeable local community representatives that can assist the LDMG in preventative and preparedness activities to build resilience.

It is envisioned that one or two sub committees may be established initially, with further groups to be established after an initial trial period and subsequent review.

## IMPLICATIONS

To meet legislative requirements that the LDMP is reviewed and endorsed appropriately in accordance with the Queensland Disaster Management arrangements (*Disaster Management Act 2003*).

## CONSULTATION

- Local Disaster Management Group



- District Disaster Management Group
- Local Disaster Management Group Chair
- Local Disaster Coordinator
- Disaster Management Officer
- District Disaster Coordinator
- Emergency Management Support Officer - QFES
- SES Local Controller

## **BASIS FOR RECOMMENDATION**

To comply with the Queensland Disaster Management Arrangements (*Disaster Management Act 2003*).

## **ACTION ACCOUNTABILITY**

Organisational safety team in consultation with the Local Disaster Coordinator and the chair of the Local Disaster Management Group to ensure the plan is reviewed and tested annually.

## **KEY MESSAGES**

- The Local Disaster Management Plan is up to date and communicated.
- The current plan is available on Isaac Council website.

<b>Report prepared by:</b> ALEXIS COUTTS <b>Manager Organisational Safety</b>  Date: 5 January 2021	<b>Report authorised by:</b> DARREN FETTELL <b>Director Corporate, Governance and Financial Services</b>  Date: 5 January 2021
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## **ATTACHMENTS**

- Attachment 1 - Local Disaster Management Plan 2020 (LDMP)

## **REFERENCE DOCUMENT**

- Local Disaster Management Plan 2019 (LDMP) (Previous)

# LOCAL DISASTER MANAGEMENT PLAN

Current as at 22.10.2020

Presented by the **Local Disaster Management Group**

**ECM Reference Number:** 3542787





## FOREWORD

This Local Disaster Management Plan (LDMP) has been prepared to assist the Isaac Local Disaster Management Group (LDMG) in the preparation of mitigation measures to protect the community and community assets by the Prevention of, Preparedness for, Response to and Recovery from one or a combination of the potential disasters which may impact and effect all or parts of the Isaac Region.

To assist in the above process, the Isaac LDMG has prepared specific Sub Plans to address the many facets of Disaster Management likely to arise as a result of activation of the LDMG prior to and following impacts from a disaster.

This plan will be tested and reviewed annually to ensure accuracy of the information and familiarity by all members of the Local Group to ensure Disaster Management within Isaac Regional Council (IRC) is effective.

## PLAN ENDORSEMENT

The preparation of this LDMP has been undertaken in accordance with the *Disaster Management Act 2003* (the Act) and the Queensland State Disaster Management Plan 2018 to provide for effective disaster management in the local government area.

The plan is endorsed for distribution by IRC.

### CR MAYOR ANNE BAKER

**Mayor and Chair of Local Disaster Management Group (LDMG)**  
**Isaac Regional Council**

Sign \_\_\_\_\_

Date \_\_\_\_\_

### DARREN FETTEL

**Local Disaster Coordinator (LDC)**  
**Isaac Regional Council**

Sign \_\_\_\_\_

Date \_\_\_\_\_

### GLENN MORRIS

**District Disaster Coordinator (DDC)**  
**Queensland Police Service – Mackay Police District**

Sign \_\_\_\_\_

Date \_\_\_\_\_

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# DOCUMENT CONTROL

## AMENDMENT CONTROL

This LDMP is a controlled document. The controller of the document is the Isaac Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded by email to [ldcc.isaac@isaac.qld.gov.au](mailto:ldcc.isaac@isaac.qld.gov.au) or in writing to:

**Local Disaster Coordinator**

**C/- Isaac Regional Council**

**PO BOX 97**

**Moranbah QLD 4744**

The LDC may approve amendments to this document. Any changes to the intent of the document must be approved and endorsed by the LDMG.

A copy of each amendment is to be forwarded to those identified in the distribution list. On receipt, the amendment is to be inserted into the document and the Amendment Register updated and signed.

## AMENDMENT REGISTER

VERSION	DATE	AMENDMENT	PLAN UPDATED
V1	01.03.2008	KTG Engineering	Initial version of plan under Qld Disaster Management Plan 2005 and Operational Plan 2006 Guidelines.
V2	01.01.2010	Margi Lloyd	Updated plan in accordance with changes to policy and procedures.
V3	01.06.2011	Rachel Toonen	Updated plan in accordance with Section 59 of the Act. Formatting, updated information on mining sites, hospital bed numbers, inserted abbreviations and definitions, updated building codes and legislation details.
V4	11.01.2012	Toni Christopher	Update plan in accordance with the recommendations from the Queensland Floods Commission Enquiry Interim Report and EMQ Review.
V5	04.06.2012	Trudy Stokes	Amendments as per council report adjust statistics as from KPMG and added helipad to Moranbah.
V6	Oct – Nov 2014	Eric Blackburn, Nea Hamblin & Natalie Dray	Complete review of document in line with new template and legislative requirements.
V7	2015	LDMG	Reviewed as part of legislative requirements, no amendments.
V8	01.02.2018	Jenna Phillips	Updated Cover, ABS Statistics and Isaac Slogan at footer. Completed review of document in line with yearly legislative requirements.
V9	December 2018	LDMG Executive	Review by LDMG, update to new IRC template.
V10	April 2020	LDMG	Reviewed by LDMG executive, revision of the membership structure. Review of the population data.
V11	October 2020	LDMG	Reviewed the committee structure as part of the required annual review. LDMG Endorsement: 22.10.2020 Council Endorsement:



## DISTRIBUTION

Distribution of the plan complies with Section 60 of the *Disaster Management Act 2003* which requires the Local Disaster Management Plan to be available for inspection, free of charge, to members of the public.

A copy of the plan, excluding the controlled document annexures, will be made available for public viewing at the Isaac Regional Council Administration Office, Batchelor Parade Moranbah.

Electronic copies of the plan, excluding the controlled document annexure, shall be also be made available to the public on Isaac Regional Council's website, as a read only portable document (pdf).

A full and complete copy of the plan will be distributed in accordance with this list.

POSITION	AGENCY
Chairperson Isaac LDMG	Isaac Regional Council
Deputy Chairperson Isaac LDMG	Isaac Regional Council
Chief Executive Officer	Isaac Regional Council
Local Disaster Coordinator	Isaac Regional Council
Deputy Local Disaster Coordinator	Isaac Regional Council
Local Recovery Coordinator	Isaac Regional Council
Isaac Public Website (external)	Isaac Regional Council
Isaac Staff Intranet (internal)	Isaac Regional Council
Customer Service Counters (hardcopy)	Isaac Regional Council
Isaac Local Disaster Management Group	Isaac Membership
Isaac Local Disaster Coordination Centre Staff	Isaac Regional Council

## ADMINISTRATION

This plan has been prepared by the Isaac Local Disaster Management Group for the Isaac Regional Council under the provisions of Section 57(1) of the *Disaster Management Act 2003*.

## REVIEW AND RENEW PLAN

In accordance with the Queensland Disaster Management Guidelines and s59 of the Act, the LDC and the Isaac LDMG may review or renew the plan when appropriate however, the effectiveness of the plan must be tested and reviewed annually.

## ACRONYMS & ABBREVIATIONS

### LOCAL

CEO	Chief Executive Officer
IRC	Isaac Regional Council
LDC	Local Disaster Coordinator
LRC	Local Recovery Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group

<b>LDMP</b>	Local Disaster Management Plan
<b>MHHS</b>	Mackay Hospital Health Service
<b>NQPHN</b>	North Queensland Primary Health Network
<b>DISTRICT</b>	
<b>DDC</b>	District Disaster Coordinator
<b>DDMG</b>	District Disaster Management Group
<b>XO</b>	Executive Officer
<b>STATE</b>	
<b>DAF</b>	Department of Agriculture and Fisheries
<b>DATSIP</b>	Department of Aboriginal and Torres Strait Islander Partnerships
<b>DCDSS</b>	Department of Communities, Disability Services and Seniors
<b>DES</b>	Department of Environment and Science
<b>DHPW</b>	Department of Housing and Public Works
<b>DNPRSR</b>	Department of National Parks, Recreation, Sport and Racing
<b>DNRME</b>	Department of Natural Resources, Mines and Energy
<b>DRFA</b>	Disaster Recovery Funding Arrangements
<b>EMAF</b>	Emergency Management Assurance Framework
<b>LGAQ</b>	Local Government Association of Queensland
<b>PSBA</b>	Public Safety Business Agency
<b>QAS</b>	Queensland Ambulance Service
<b>QCS</b>	Queensland Corrective Services
<b>QLDM</b>	Queensland Local Disaster Management Guidelines
<b>QFES</b>	Queensland Fire and Emergency Services
<b>QH</b>	Queensland Health
<b>QPS</b>	Queensland Police Service
<b>QR</b>	Queensland Rail
<b>QRA</b>	Queensland Reconstruction Authority
<b>RFS</b>	Rural Fire Service
<b>RFA</b>	Request for Assistance
<b>RFDS</b>	Royal Flying Doctor Service
<b>SDCC</b>	State Disaster Coordination Centre
<b>SDRA</b>	State Disaster Relief Arrangements



<b>SDMG</b>	State Disaster Management Group
<b>SHECC</b>	State Health Emergency Coordination Centre
<b>SES</b>	State Emergency Service
<b>SITREP</b>	Situation Report
<b>TMR</b>	Department of Transport & Main Roads
<b>COMMONWEALTH</b>	
<b>ABS</b>	Australian Bureau of Statistics
<b>BoM</b>	Bureau of Meteorology
<b>COAG</b>	Council of Australian Governments
<b>DACC</b>	Defence Aid to Civil Community
<b>IGEM</b>	Inspector General of Emergency Management
<b>OTHER RELEVANT ACRONYMS</b>	
<b>AHD</b>	Australian Height Datum
<b>HAT</b>	Highest Astronomical Tide
<b>MASL</b>	Meters Above Sea Level
<b>NGO</b>	Non-Government Organisation
<b>PTWC</b>	Pacific Tsunami Warning Centre
<b>SEWS</b>	Standard Emergency Warning System
<b>SOP</b>	Standard Operating Procedures
<b>TCWC</b>	Tropical Cyclone Warning Centre
<b>DACC</b>	Defence Aid to Civil Community
<b>DAF</b>	Department of Agriculture and Fisheries

# PURPOSE OF THE PLAN

This plan details the arrangements within the Isaac Regional Council area to plan and coordinate capability in disaster management and disaster operations, striving to safeguard people, property and the environment from disaster impacts in line with the objectives set out in the Queensland Disaster Management 2016 Strategic Policy Statement.

<http://www.disaster.qld.gov.au/Disaster-Resources/Documents/Strategic-Policy-Statement.pdf>

This plan details the arrangements within Isaac's local government area to effectively plan and coordinate the region's capability in disaster management and disaster operations within its bounds. This includes, but is not limited to, guidance for prevention, and development of formal arrangements between individuals and agencies with Council to assist in meeting community needs during a disaster.

The main direct threats to the Isaac area have been identified as a mixture of naturally occurring weather events (e.g. cyclones, storms) or disasters that occur following a weather event (e.g. fires, storm surges, storm tides and flooding). Due to the nature of the economy and the industries supporting it, there are increased chances of manmade disasters, such as hazardous material accidents, animal disease management or major transport accident (road, rail or air) that exceeds the capacity of the usual lead agencies to manage.

Other identified hazards that are less likely to occur, but still require planning, include earthquakes, tsunamis, landslides, epidemics and terrorism. Further, the failure of critical infrastructure, such as electricity, communications or water and sewerage infrastructure are also factored into disaster management planning. The Isaac LDMG is responsible for developing operational plans that effectively manage disaster across a range of priorities, often with opposing events occurring in various locations of the region. The Isaac LDMG's approach is to use a comprehensive, all agencies, all hazards approach that reflects management of risks, effective planning, a scalable structure, and a continuous improvement philosophy.



# OBJECTIVES OF THE PLAN

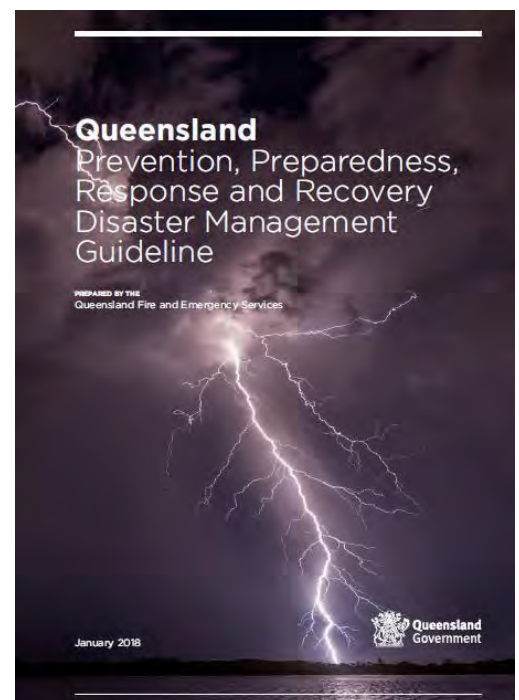
The key objective is to implement effective disaster management strategies and local operational arrangements. Local area capability and leadership is recognised as the frontline for successful disaster management.

## PRIMARY OBJECTIVES INCLUDE:

To assess risk to the community.

- To preserve lives and keep residents and visitors to the Isaac region as safe as possible from disasters.
- Ensure there is a clear and consistent approach to disaster management and response across the Isaac region. and one which aligns with State requirements.
- Protect essential services and infrastructure during an event.
- Collaboratively work with District and State disaster support groups and State agencies during events.
- During normal times, undertake planning and source effective investment into disaster prevention and mitigation activities and works that will build and improve community resilience.
- The development, review and assessment of effective disaster management for the Isaac region, including arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster.
- An all agencies approach which recognises that the development, implementation and monitoring of priorities for disaster management for the local government area.
- Compliance with the Queensland Disaster Management Committee (QDMC) the Strategic Policy Statement; the State Disaster Management Plan; the Local Disaster Management Guidelines, and any other Guidelines relevant to local level disaster management and disaster operations
- Hasten community and business recovery post an event.
- Incorporate risk-based planning into disaster management decision making
- Continuously improve disaster management through implementation of innovation, research and lessons learned

<https://www.disaster.qld.gov.au/dmp/Documents/Strategic-Policy-Statement.pdf>



# THE DISASTER MANAGEMENT SYSTEM

## STRATEGIC POLICY FRAMEWORK

The development of a Strategic Policy Framework for Disaster Management is the responsibility of the State Disaster Management Group as per s18 of the *Disaster Management Act 2003*. The local government's responsibility under the Act is outlined in s30 and states that the local government is to ensure that Disaster Management and disaster operations in the area are consistent with the State's Strategic Policy Framework for disaster management.

The development of the LDMG and LDMP enhances community preparedness and capacity to respond and recover after experiencing a disaster. Local government has a key role in identifying and understanding the hazards and risks that could threaten the safety of their communities. This includes the development and implementation of strategies that prevent, prepare, respond and recover from disasters, within their human, financial and physical resource capacities.

## DISASTER MANAGEMENT IN QUEENSLAND

Queensland Disaster Management Arrangements (QDMA) are characterised by and implemented through strong partnerships between government, government-owned corporations, NGOs, commerce and industry sectors and the local community.

The arrangements recognise and promote collaboration to ensure comprehensive disaster management through the effective coordination of disaster risk planning, services, information and resources.

Queensland's disaster management arrangements comprise of four-tiered system: 3 levels of government – local, state and federal – and an additional state government tier between local and state levels known as disaster districts. These disaster districts enable a more efficient and effective operational service delivery in support of local communities and address the size, complexity and diversity of Queensland.

## DISASTER MANAGEMENT STRUCTURES

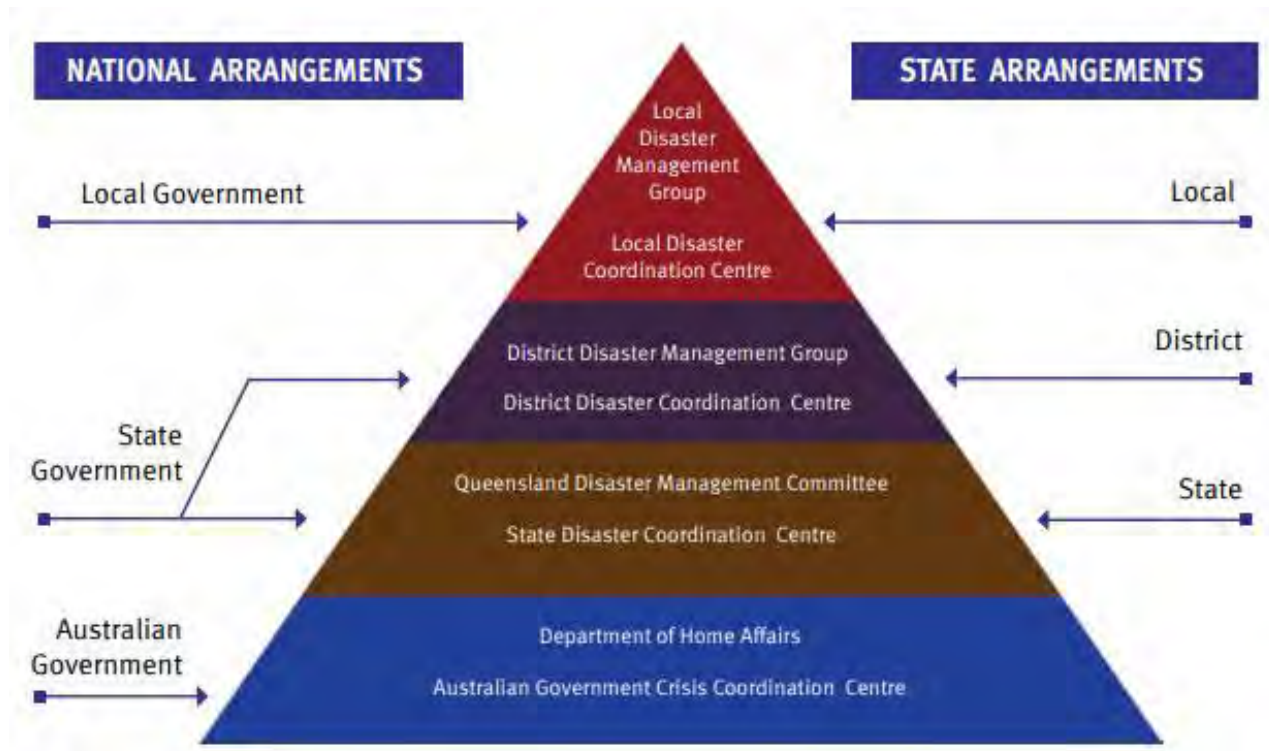
Queensland Disaster Management Arrangements (QDMA) enable a progressive escalation of support and assistance through the four tiers as required as shown in Figure below. These arrangements comprise several key management and coordination structures for achieving effective disaster management in Queensland.

The management and coordination structures are:

- Disaster management groups that operate at local, district and state levels and are responsible for the planning, organisation, coordination and implementation of all measures to mitigate/prevent, prepare for, respond to and recover from disaster events.
- Coordination centres at local, district and state levels that support disaster management groups in coordinating information, resources and services necessary for disaster operations.
- Disaster management plans, developed to ensure appropriate disaster prevention, preparedness, response and recovery at local, district and state levels.
- Functional lead agencies through which the disaster management functions, and responsibilities of the state government are managed and coordinated.
- Hazard specific primary agencies, responsible for the management and coordination of combating specific hazards.
- Specific-purpose committees, either permanent or temporary, established under the authority of disaster management groups for specific purposes relating to disaster management.



Queensland Disaster Management Arrangements enable a progressive escalation of support and assistance through four tiers as shown in the figure below.



[http://www.disaster.qld.gov.au/About\\_disaster\\_management/Pages/Disaster-anagementarrangements.aspx](http://www.disaster.qld.gov.au/About_disaster_management/Pages/Disaster-anagementarrangements.aspx)

The *Disaster Management Act 2003* (the Act) provides the legislative basis for the Queensland Disaster Management arrangements (QDMA).

The QDMA is based on five main principles:

- The Comprehensive approach.
- The All hazards approach.
- All agencies approach.
- Local disaster management capability.
- A prepared, resilient community.

It is also based on a tiered system incorporating all three levels of government (Australian, State and Local). The key disaster response focus rests with Local Government, underpinned by support from the District and State Disaster Groups (see Figure 1). The State Government has a primary responsibility to ensure effective disaster management is developed and implemented for the State, and to identify and coordinate additional external assistance and resources relating to disaster management and disaster operations.

The Act provides the following clear guiding principles that disaster management must be planned for:

- To implement preventative measures that reduce the likelihood of an event occurring
- To implement preventative measures that reduce the severity of an event if, and when it occurs
- To prepare the community to cope with the effects of an event – education, resources, services
- To capably respond to an event, and minimise its disruptive and costly effects
- To recover from an event – including social support, reconstruction and restoration of assets and
- the environment

# QUEENSLAND DISASTER DISTRICTS



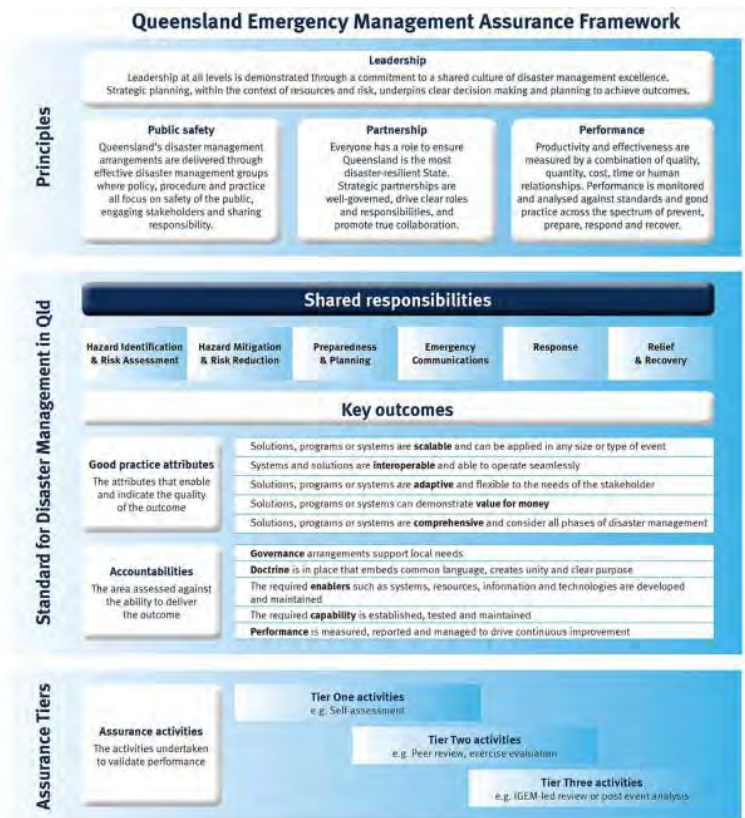


## QUALITY ASSURANCE FRAMEWORK

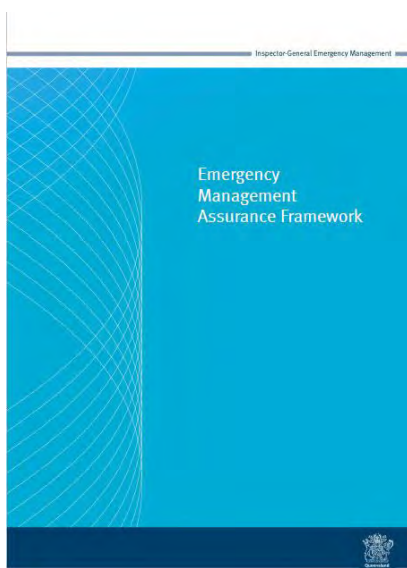
Disaster management and disaster operations within the Isaac Regional Council aim to be consistent with IGEN's Emergency Management Assurance Framework.

This is achieved by following the framework objectives to:

- direct, guide and focus work of all entities, including all tiers of government, to achieve key disaster management outcomes for the community
- promote cooperation between entities responsible for disaster management in the State
- support emergency services, other entities and the community to identify and improve disaster management capabilities
- identify opportunities for cooperative partnerships to improve disaster management outcomes
- support continuous improvement in disaster management
- provide consistency and reinforce “cultural interoperability” based on “shared responsibilities”



<https://www.igem.qld.gov.au/sites/default/files/2019-12/IGEM-EMAF.pdf>





# PREVENTION



# PREVENTION ARRANGEMENTS

The Isaac LDMG is committed to reducing disaster risks wherever possible, by reducing the likelihood and/or consequence of disaster events.

The following strategies are promoted by the group to reduce disaster risk to the community.

## **Compliance with Legislation, Regulations and Standards**

The LDMG is committed to implementing and promoting knowledge and awareness within the group's members in respect to their applicable legislation/s.

The various acts, regulations and standards include provisions which work to reduce the risks associated with disasters and have been considered in the preparation of this LDMP.

## **Hazard Specific Planning**

In accordance with the State Disaster Management Plan (SDMP), Functional Lead Agencies are allocated for a range of identified hazards and are responsible for the development of a hazard specific plan. These plans are to support the functional agency to manage the hazard specific event.

Conducting assessments under the (QERMF) in conjunction with the district and relevant agencies.

Participating in fire management group specific to our region and working with other government bodies to manage fire risks.

## **Community Engagement**

To ensure that disaster resilience is built within community.

Through promotion of the Get Ready Queensland activities, radio updates, community group engagement activities.

Maintain and communicate Council's Disaster Dashboard, which ensures awareness for disasters with access to current weather warnings, road closures, power outages – <http://dashboard.isaac.qld.gov.au/>

# DISASTER MANAGEMENT ACTIVITIES CALENDAR

## PREVENTION

### Key Activities

Reporting, Assessing,  
Planning, Training &  
Exercising

## PREPAREDNESS

### Key Activities

Reviewing, Planning,  
Training, Exercising, Cabinet  
Submission & Community  
Awareness

## RESPONSE

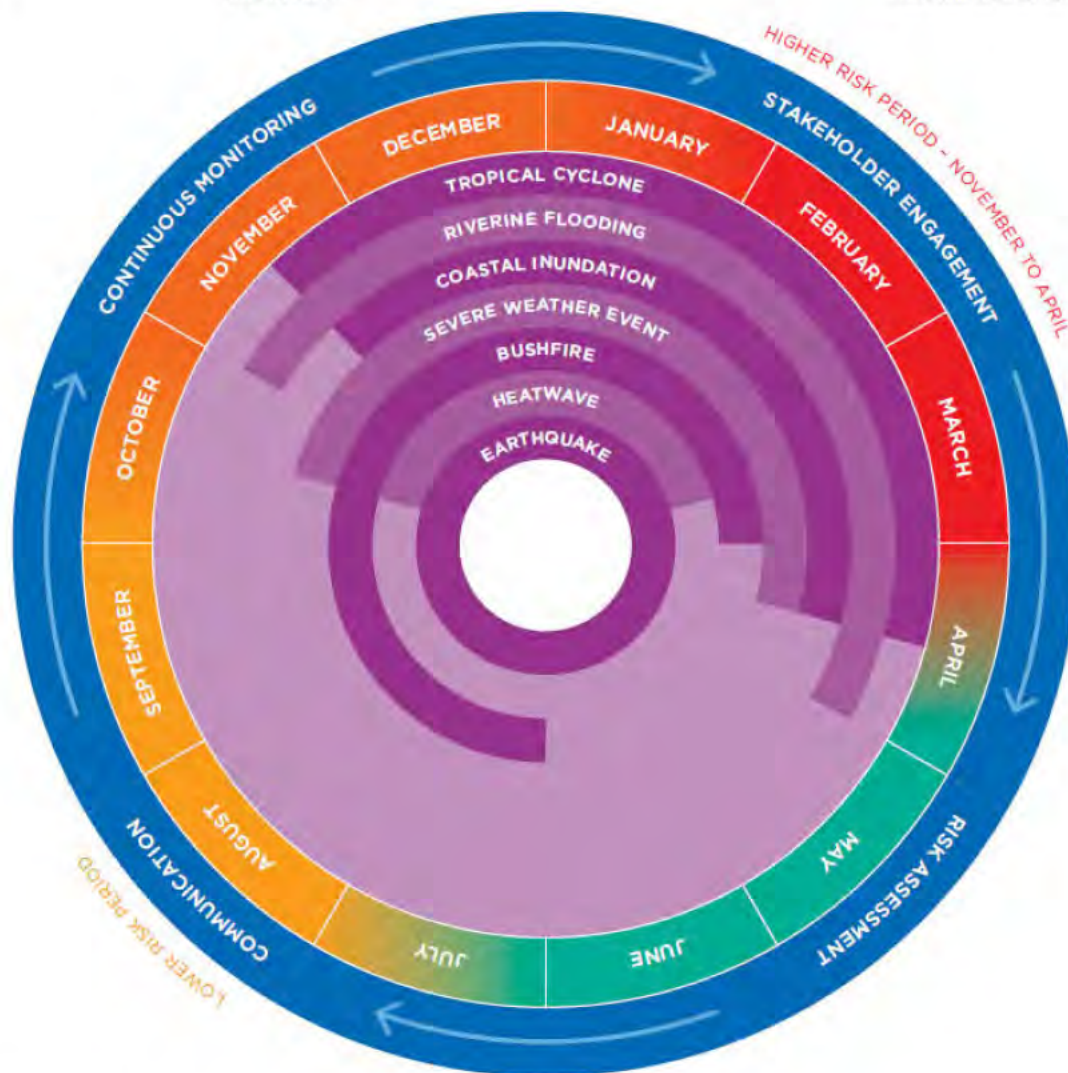
### Key Activities

Responding, Recovering,  
Meetings & Reporting

## RECOVERY

### Key Activities

Post Event Series  
i.e. Meetings  
Assurance Activities  
Review & Assess



Reference: QLD State Disaster Management Plan



# LOCAL DISASTER MANAGEMENT GROUP

## FUNCTIONS OF THE LOCAL DISASTER MANAGEMENT GROUP

The functions of an LDMG as outlined in section 30 of the *Disaster Management Act 2003* are:

- Ensure that disaster management and disaster operations in the area are consistent with the state group's Strategic Policy Statement (SPS) for disaster management for the state
- Develop effective disaster management and regularly review and assess the disaster management
- Help the local government to prepare an LDMP for its area
- For further information on the preparation of disaster management plans
- Identify residual risk and capability gaps and provide advice to the relevant district group, about support services required by the local group to facilitate disaster management and disaster operations in the area
- Ensure the community is aware of ways to mitigate the adverse effects of an event and prepare for, respond to and recover from a disaster
- Manage disaster operations in the area under policies and procedures decided by the state group
- Provide reports and make recommendations to the relevant district group about matters relating to disaster operations
- Identify and coordinate the use of resources that may be used for disaster operations in the area
- Establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens
- Ensure information about a disaster in the area is promptly given to the relevant district group
- To perform other functions given to the group under the Act
- Perform a function incidental to a function mentioned in the preceding bullets of this list.

## MEMBERSHIP

- Isaac Regional Council has appointed the following Executive and Core Members of the Local Disaster Management Group, in accordance with sections 33 & 34 of the Act. The LDMG will advise QFES and the Chair of the Mackay District Disaster Management Group annually of the membership of the LDMG.
- In accordance with s33 of the Act, the relevant local government should appoint a Chairperson to the LDMG. The Chairperson must be a Councillor of the Local Government.

The following are **EXECUTIVE MEMBERS** of the Isaac LDMG.

### Position

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Mayor, Cr Anne Baker

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Deputy Mayor, Cr Kelly Vea Vea

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Isaac Regional Council Chief Executive Officer

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Isaac Regional Council Director Corporate Governance & Financial Services

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Isaac Regional Council Director Planning, Environment & Community Services

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Isaac Regional Council Manager Organisational Safety

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Secretariat

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The following are **CORE MEMBERS** of the Isaac LDMG.

Position	Role
Mayor, Cr Anne Baker	Chairperson
Deputy Mayor, Cr Kelly Veal	Deputy Chairperson
IRC Chief Executive Officer	Core Member
IRC Director Corporate Governance & Financial Services	Local Disaster Coordinator
IRC Manager Organisational Safety	Deputy Local Disaster Coordinator
IRC Director Planning, Environment & Community Services	Local Recovery Coordinator
IRC Manager Engaged Communities	Deputy Local Recovery Coordinator
IRC Disaster Management Officer	Core Member
Queensland Fire & Emergency Services (QFES) Area Representative	Core Member
QFES/SES Isaac Region Local Controller	Core Member
QPS Officer in Charge Moranbah	Core Member
QAS Officer in Charge Moranbah Station	Core Member
Queensland Health – Director of Nursing Moranbah Hospital	Core Member

The following are **ADVISORY MEMBER AGENCIES** of the Isaac LDMG.

**Position**

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Aurizon

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Australian Red Cross

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Department of Agriculture & Fisheries

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Department of Communities

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Department of Education

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Department of Natural Resources Mines & Energy

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Department of Transport and Main Roads

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Ergon Energy

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Mackay Hospital & Health Service

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North Queensland Primary Health Network

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QFES (Emergency Management Coordinator)

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Queensland Reconstruction Authority

---

Telstra

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<b>Industry Representation:</b>	Anglo American	Arrow Energy
	BHP	Dyno Nobel
	Glencore	Peabody
	Civeo	

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## MEETINGS

The business and conduct of meetings of the LDMG are in accordance with the provisions of Division 4, Section 38 of the *Disaster Management Act 2003*. Meetings are to be held at least three times a year at the Isaac Regional Council offices across the region. Attendance at meetings can be either in person, video or teleconference, and minutes are recorded and retained.

As per Section 16 of *Disaster Management Regulation 2014* the chairperson of the LDMG is to preside at all meetings when present. If absent the deputy chair is to preside. If in the event both the chair and deputy chair are unable to be present a nominated member of the LDMG nominated by the chairperson is to preside.

## QUORUM

A quorum for the Isaac LDMG is equal to one half of the number of Executive and Core members plus one (1). An appointed deputy attending on behalf of a member is to be counted in the quorum.

## REPORTING

### Agency Status Reports

Written member status reports on behalf of core member agencies are used to update other LDMG members on the status of the member agency's disaster management initiatives, projects, training, community awareness, disaster management plans, operations or contact information.

This information assists the LDMG to evaluate the status of the disaster management and disaster operations for the local government area. Member status reports are provided at all regular LDMG meetings.

### Annual Reports

The LDMG is required to complete a status report at the end of each financial year and provide the completed report to the District Disaster Coordinator, Mackay Disaster District. The report will be furnished in the format and at the time stipulated by the DDC.

This report will also be furnished to Council as an Annual Report of the activities of the Local Disaster Management Group.

The Local Disaster Coordinator is responsible for the development of the report.

## COMMUNITY ADVISORY SUB COMMITTEES

In addition to the legislated members of the group, the LDMG's may appoint community advisory subcommittee representatives to provide specialist advice relevant to their community. Any decisions made or actions taken on behalf of such sub committees must be endorsed by the LDMG to ensure the validity of decisions under the Act.

Appointed committee members may from time to time be invited to attend LDMG meetings and participate in discussion, but do not form part of the Isaac LDMG, nor do they have voting rights. Community Advisory subcommittee input is considered valuable to the LDMG decision making however meeting resolutions will only be carried by member consensus and advisors will not be included in the calculation of the quorum.

The Community Advisory Subcommittees will be chaired by elected representatives of the Isaac Regional Council and at the first instance are to be established at:

- Nebo/Clarke Creek/Valkyrie
- Isaac Coastal Communities

Following a 12-month review, additional subcommittees may be established at:

- Clermont
- Dysart
- Glenden
- Middlemount

The purpose of the Community Advisory committees is to provide information and assistance to the Isaac LDMG and the communities they represent in relation to the potential or actual impact of disasters. These groups will provide great value during normal times, as they bring forward knowledgeable local community representatives that can assist the LDMG in preventative and preparedness activities to build resilience.

A terms of reference will be developed for the Community Advisory Subcommittee which will be reviewed by the subcommittee and endorsed by the LDMG.

### COMMITTEE MEMBERSHIP

Membership of the Community & Industry Advisory committees is dependent upon local resources, but should include:

Elected member (Chair)	LDC/Deputy/DMO
Local agencies (QPS/QAS/QFES/SES)	Local advisory members of LDMG
Local school principals	Hospitals
IRC Community Relations Officer	

## RECOVERY SUBCOMMITTEE

The recovery subcommittee is formed during disaster activities as required by the LDMG to support the transition from disaster response to recovery and ensure that appropriate meeting minutes are documented with respect to all recovery group activities.



## COMMITTEE MEMBERSHIP

Local Recovery Coordinator

Deputy Local Recovery Coordinator

IRC Community Relations Officer

District level stakeholders (as determined by LRC)

## LDMG MEMBER ROLES AND RESPONSIBILITIES

All members of the LDMG have the following common roles and responsibilities:

- Are available to attend and actively participate in LDMG activities, including meetings, exercises and training opportunities.
- Can capably represent their Agency.
- Have full knowledge of the services and resources their Agency can provide.
- Understand and are appropriately briefed on their Agencies expectations and can therefore actively participate in LDMG activities.
- Will actively contribute Agency input into LDMG plans, projects and activities.
- Of suitable classification level or authority level to be able to commit Agency resources.
- Have nominated an acceptable deputy, also appropriately qualified to take on their responsibilities should they be unavailable, or to provide additional support during extended operations.

## CORE MEMBER RESPONSIBILITIES

The LDMG Executive has specific responsibilities:

LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<b>CHAIRPERSON</b> In accordance with s. 34 of the Act the relevant local government should appoint a Chairperson to the LDMG.	<ul style="list-style-type: none"><li>• Manage and coordinate the business of the group</li><li>• Activate the LDMG when conditions warrant</li><li>• Ensure, as far as practicable, that the group performs its functions</li><li>• to report regularly to the relevant district group, and the chief executive of the department, about the performance by the local group of its functions</li><li>• In accordance with s. 41 of the Act, the Chairperson is to preside at LDMG meetings.</li></ul>
<b>DEPUTY CHAIRPERSON</b> In accordance with s. 34 of the Act the relevant local government should appoint a Deputy Chairperson to the LDMG.	Section 41 of the Act provides that the Deputy Chairperson is to preside at LDMG meetings if the Chairperson is absent from the meeting.
<b>SECRETARIAT</b> The Secretariat is not a legislated position, therefore should be appointed by, and	If the appointed Secretariat is not a member of the LDMG, this position should not be included in the calculation of a quorum.  A Secretariat may provide support to the LDMG including:

LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<p>report to the Executive Team.</p>	<ul style="list-style-type: none"> <li>managing legislative requirements relating to administration and meetings</li> <li>managing the LDMG meeting cycle and associated responsibilities including monitoring action items and resolutions</li> <li>maintaining member contact details in accordance with information privacy principles</li> <li>managing information, record keeping, decision making and administrative requirements</li> <li>monitoring member induction and training records.</li> </ul>
<p><b>LOCAL DISASTER COORDINATOR</b></p> <p>In accordance with s. 35 of the Act, the Chair of the LDMG must, after consultation with the Commissioner, QFES, appoint a local disaster coordinator (LDC) for the group.</p>	<ul style="list-style-type: none"> <li>Advise the Mayor (Chair), the CEO IRC, and the Isaac LDMG on disaster related matters, during normal times and during disasters</li> <li>In doing this, the LDC will also work within the organisational structure using direct access to senior staff, with higher financial delegations and authority to deploy specific resources as required</li> <li>Maintain normal position reporting relationships within the organisational structure outside times of disaster</li> <li>Report regularly to the LDMG about disaster operations</li> <li>Undertake public awareness and education activities on disaster preparedness during normal times – schools, business, and residents</li> <li>Facilitate the preparation and review of the IRC Local Disaster Management Plan, its sub-plans, and maintain currency of same</li> <li>Maintain the operational readiness of the local disaster control centre</li> <li>Induction, training, and sourcing staff and agency representatives to operate the disaster control centre</li> <li>Ensure an appropriate level of staffing and expertise in the LDCC.</li> <li>Activate the LDCC</li> <li>Ensure, as far as practicable, that any decisions of the LDMG about disaster operations are implemented</li> <li>Determine rosters and manage operations fatigue so that there is continuous leadership, authority and responsibility in key positions in the disaster control centre</li> <li>Manage the governance and reporting requirements of the Counter Disaster Operations Claims component of the Disaster Recovery Funding Arrangements (DRFA) and to the IRC Finance Department</li> <li>The LDC has authority to incur expenditure during a disaster event for disaster related matters in addition the LDC is authorised under a number of disaster sub-plans to direct staff and coordinate resources necessary for particular functions necessary and appropriate for responding to the event.</li> <li>The LDC will make effective use of delegation during a disaster event and maintain clear lines of communication with the Chair and CEO.</li> </ul>
<p><b>LOCAL RECOVERY COORDINATOR</b></p>	<ul style="list-style-type: none"> <li>The LRC and LDC should liaise regularly during disaster operations.</li> </ul>



LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
	<ul style="list-style-type: none"> <li>The role of a LRC, where appointed, is to chair the Local Recovery Group (LRG), liaise with functional lead agency representatives, and work with agencies and the community to assist the LDMG to implement their Recovery Sub-Plan and coordinate a recovery strategy during disaster operations.</li> </ul>

## ADVISORY MEMBER RESPONSIBILITIES

LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<b>AUSTRALIAN RED CROSS</b>	<ul style="list-style-type: none"> <li>Provide advice and support to the QDMC, DDMGs and LDMGs in relation to disaster management planning and disaster operations</li> <li>Provide preparedness activities and resources to assist people to be better prepared for, better connected, and more resilient to emergencies</li> <li>Work with partner agencies to ensure basic human needs are met during the response stage of a disaster, with a particular focus on assisting local government authorities with sheltering (evacuation centres and cyclone shelters)</li> <li>Assist Queensland Police Service in the management of Register, Find. Reunite. (the registration of evacuees and associated enquiries)</li> <li>Provide support to Department of Communities, Child Safety and Disability Services in the provision of psychosocial support and community development activities during recovery</li> <li>Provide teams of well-trained volunteers to assist communities prepare for, respond to and recover from a disaster</li> </ul>
<b>AURIZON</b>	<ul style="list-style-type: none"> <li>Coordinate rail transport of people and freight as required for resupply or evacuation operations.</li> <li>Reinstate functional rail transport network post disaster event.</li> </ul>
<b>DEPARTMENT OF AGRICULTURE AND FISHERIES (DAF)</b>	<ul style="list-style-type: none"> <li>Primary agency for the containment and eradication of emergency animal and plant diseases</li> <li>Coordinate efforts to prevent, respond to, and recover from pests and diseases, and livestock welfare</li> <li>Provide advice relative to stock</li> <li>Collaborate with Stakeholders with shared responsibilities and other organisations to facilitate prevention, preparedness, response and recovery strategies and priorities for animal welfare management within a community</li> <li>Provide advice in relation to agriculture, fisheries and forestry disaster impacts</li> <li>Coordinate destruction of stock or crops in an emergency pest/disease situation</li> <li>Administer DRFA relief measures including agriculture industry recovery operations as required</li> <li>Lead the reporting on the disaster impact assessments on the agricultural sector, including economic losses and expected recovery</li> <li>Report on the possible impact seasonal conditions and climate will have on the agricultural sector</li> </ul>

LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<b>DEPARTMENT OF COMMUNITIES, DISABILITY SERVICES AND SENIORS</b>	<ul style="list-style-type: none"> <li>• Functional lead agency for the Human and Social Recovery in Queensland</li> <li>• Coordination and/or provide human and social relief and recovery information and/or resources to support Local Disaster Management Groups</li> <li>• Enable access to information and/or coordinate government and non-government human and social recovery services through a range of service delivery channels which may include:               <ul style="list-style-type: none"> <li>• Promotion and/or referral to local community services</li> <li>• 1800 recovery line</li> <li>• Grants portal</li> <li>• Multi-agency recovery hubs</li> <li>• Community recovery information &amp; referral centres</li> <li>• Case coordination of vulnerable persons</li> <li>• Outreach teams</li> </ul> </li> <li>• Purchase extraordinary human and social recovery services when local capacity is exhausted</li> <li>• Enable the matching of donated goods and offers of assistance</li> <li>• Enable access to emergency and temporary accommodation assistance</li> <li>• Administer SDRA &amp; DRFA financial relief measures for eligible individuals</li> </ul>
<b>DEPARTMENT OF EDUCATION</b>	<ul style="list-style-type: none"> <li>• Maintain the safety and wellbeing of students, staff and volunteers who work or participate in DoE schools, institutes and workplaces</li> <li>• Ensure that all state schools regional offices and workplaces have a documented emergency response plan</li> <li>• Ensure that DoE is prepared to respond to and recover from, disasters and emergencies</li> <li>• Protect critical resources where possible</li> <li>• Facilitate the return of state schools to normal operations as soon as Safe and practicable following an event.</li> </ul>
<b>DEPARTMENT OF NATURAL RESOURCES MINES AND ENERGY</b>	<p><b>Energy</b></p> <p>Act as a conduit of information between all relevant parties, including advice on, action and implement the use of any emergency powers.</p> <p>Develop capability to facilitate emergency actions and responses to an actual or potential energy supply emergency event.</p> <p>Maintain a watching brief and facilitate information transfer in an emergency that may impact at the local, district, state or national level for an electricity, reticulated gas supply and liquid fuels.</p> <p>Maintain contact registers for Queensland's:</p> <ul style="list-style-type: none"> <li>• Major electricity supply (generators, transmission, distribution), Australian Energy Market Operator (AEMO) and designated responsible officers (within Powerlink), national forum jurisdictional representatives including Department of the Environment and Energy, Minister's office and DNRME communication and media.</li> <li>• Major reticulated gas supply (transmission and distribution service providers), AEMO, national forum jurisdictional representatives including Department of the Environment and Energy, Minister's office and DNRME communication and media.</li> </ul>



LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
	<ul style="list-style-type: none"> <li>• Liquid fuel supply wholesale providers (major wholesalers) national forum jurisdictional representatives including Department of the Environment and Energy, Minister's office and DNRME communication and media.</li> <li>• Advise the Minister if emergency powers are required to maintain supply security.</li> <li>• Where appropriate, undertake process to enable the Minister to invoke emergency powers</li> </ul> <p><b>Water</b></p> <ul style="list-style-type: none"> <li>• Provide information and advice on the issues of dam safety and drinking water supply (continuity and /or safety as required).</li> </ul> <p><b>Dam Safety</b></p> <ul style="list-style-type: none"> <li>• Ensure emergency action plans are in place for referable dams to ensure appropriate action is taken in the event of incidents or failures of the dams.</li> <li>• Collate information from dam owners on event impacts.</li> <li>• Exercise dam safety emergency powers if needed to minimise the risk of failure or consequences of a dam failure.</li> </ul> <p><b>Drinking Water</b></p> <ul style="list-style-type: none"> <li>• Ensure drinking water quality management plans are in place by registered drinking water service providers (this does not include private or unregistered providers).</li> <li>• Collate information from service providers and operators of drinking water supply schemes.</li> <li>• Work in partnership with Public Health Units (Queensland Health) regarding drinking water quality issues.</li> <li>• Act as a conduit of information between all relevant parties, including the support and enactment of emergency powers.</li> </ul>
<b>DEPARTMENT OF TRANSPORT AND MAIN ROADS (DTMR)</b>	<ul style="list-style-type: none"> <li>• Functional Lead Agency for transport systems</li> <li>• Provide information and advice on the impact of disruptive events on road, rail, aviation and maritime infrastructure</li> <li>• Enable an accessible transport system through reinstating road, rail and maritime infrastructure</li> <li>• Assist with the safe movement of people as a result of mass evacuation</li> <li>• Ensure the capability of logistics related industries are appropriately applied to disaster response and recovery activities</li> </ul>
<b>ERGON ENERGY</b>	<ul style="list-style-type: none"> <li>• Develop an Electricity Restoration Plan based upon impact assessments in affected locations that align with business operational plans</li> <li>• Work with State, District and Local disaster management groups where required to manage the consequences of disruption to Energy Queensland's networks and provide timely and accurate information.</li> </ul>
<b>QUEENSLAND FIRE &amp; EMERGENCY SERVICES (QFES)</b>  <b>Inclusive of:</b> <ul style="list-style-type: none"> <li>• Emergency Management</li> <li>• Fire and Rescue</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure the safety of people and property in Queensland through the provision of effective prevention, preparation, response and recovery activities across a range of emergency situations through capabilities of Fire &amp; Rescue, Rural Fire Service and State Emergency Service.</li> <li>• Primary response agency for structural, bushfire and chemical/hazmat incidents.</li> <li>• Provide advice, chemical analysis and atmospheric monitoring at relevant incidents.</li> </ul>

LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<ul style="list-style-type: none"> <li>• Rural Fire Service (RFS)</li> <li>• State Emergency Service (SES)</li> </ul>	<ul style="list-style-type: none"> <li>• Provide mass and technical decontamination capability.</li> <li>• Provide rescue and search functions and perform other operations to help protect injured persons from danger or potential danger.</li> <li>• Distribute and develop (where primary agency) warnings to disaster management stakeholders and communities.</li> <li>• Facilitate and authorise Emergency Alert campaigns to provide advice and warnings to communities affected by disasters and emergency situations.</li> <li>• Ensure that persons performing functions under the <i>Disaster Management Act 2003</i> in relation to disaster operations are appropriately trained.</li> <li>• Provide advice and support to the state group and local and district groups in relation to disaster management and disaster operations.</li> <li>• Maintain situational awareness and reporting capability and capacity through the SDCC Watch Desk.</li> <li>• Emergency supply acquisition and management of supplies and services in support of disaster operations.</li> <li>• Ensure the capability and capacity of Disaster Assistance Response Teams (DART) to assist communities affected by disasters or emergency situations.</li> <li>• SES led agency support in emergency lighting, radio communications, traffic management, welfare, and search.</li> <li>• Undertake damage assessment function (residential and commercial structures) as soon as practical post disaster/emergency situation and provide findings to disaster management stakeholders.</li> <li>• Resupply of essential goods (food and basic commodities) to temporarily isolated communities, properties and individuals.</li> <li>• Ensure the capability and capacity of Disaster Assistance Response Teams (DART) to assist communities affected by disasters or emergency situations.</li> <li>• Undertake damage assessment function (residential and commercial structures) as soon as practical post disaster/emergency situation and provide findings to disaster management stakeholders.</li> </ul>
<b>QUEENSLAND RECONSTRUCTION AUTHORITY (QRA)</b>	<p>Manage and coordinate the state government's program of infrastructure reconstruction within disaster-affected communities and is lead agency for disaster recovery, resilience and mitigation policy.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> <li>• Drive and coordinate enhancement of resilience throughout Queensland.</li> <li>• Plan and coordinate Queensland and Australian Government assistance under Disaster Recovery Funding Arrangements (DRFA)</li> <li>• Monitor damage of public infrastructure and private properties.</li> <li>• Administer DRFA and State Disaster Relief arrangements.</li> <li>• Manage the service agreement with GIVIT for the coordination of offers of goods and services following a relevant disaster.</li> <li>• Monitor reconstruction activities in affected communities.</li> <li>• Fulfil the position of State Recovery, Policy and Planning Coordinator.</li> </ul>



LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<b>QUEENSLAND HEALTH</b> <b>MACKAY HOSPITAL &amp; HEALTH SERVICE (MHHS)</b>	<p>Mackay HHS will undertake the following responsibilities on behalf of Queensland Health in the local health service area:</p> <ul style="list-style-type: none"> <li>• Lead agency for the response functions of Public Health, Mental health, medical services and mass casualty management</li> <li>• Primary agency for heatwave, pandemic influenza, biological and radiological incidents</li> <li>• Develop health-focused disaster and emergency preparedness, response and recovery plans within the local context</li> <li>• Develop and maintain disaster and emergency health response capability and capacity within the local area</li> <li>• Implement business continuity plans and arrangements to maintain health services during disasters and emergencies</li> <li>• Work across the local and district health sector including aged care facilities, private facilities, primary health and community care providers to ensure 'whole of health' arrangements are in place</li> <li>• Provide local health disaster and emergency incident information to the public and disaster management stakeholders and develop and disseminate public health messaging</li> <li>• Provide a local clinical response to mass casualty management (with QAS)</li> <li>• Provide recovery mental health support to affected communities (with DCDSS)</li> <li>• Provide Public health and environmental health advice and support to local governments and affected communities and industries</li> <li>• Provide environmental health risk assessment advice to other agencies, local government and industries</li> <li>• Provide local communicable disease surveillance and response arrangements</li> </ul>
<b>QUEENSLAND AMBULANCE SERVICE (QAS)</b>	<ul style="list-style-type: none"> <li>• Provide, operate and maintain ambulance services.</li> <li>• Access, assess, treat and transport sick and/or injured persons.</li> <li>• Protect persons from injury or death, during rescue and other related activities.</li> <li>• Coordinate all volunteer first aid groups during for major emergencies and disasters.</li> <li>• Provide and support temporary health infrastructure where required.</li> <li>• Collaborate with Retrieval Services Queensland in the provision of paramedics for rotary wing operations.</li> <li>• Participate in search and rescue, evacuation and victim reception operations.</li> <li>• Participate in Health Facility evacuations.</li> <li>• Collaborate with Queensland Health in mass casualty management systems.</li> <li>• Provide Disaster, Urban Search and Rescue (USAR), Chemical Hazard (Hazmat), Biological and Radiological operations support with specialist logistics and specialist paramedics.</li> </ul>

LDMG POSITION	RESPONSIBILITIES / ACCOUNTABILITIES
<b>QUEENSLAND POLICE SERVICE (QPS)</b>	<ul style="list-style-type: none"> <li>• Provide executive support to the Queensland Disaster Management Committee</li> <li>• Preserve peace and good order</li> <li>• Prevent crime</li> <li>• Management of crime scenes and potential crime scenes</li> <li>• Conduct investigations pursuant to the Coroners Act</li> <li>• Provide a disaster victim identification capability</li> <li>• Provide for the effective regulation of traffic</li> <li>• Coordinate evacuation operations</li> <li>• Control and coordinate search and rescue operations</li> <li>• Manage the registration of evacuees and associated inquiries in conjunction with the Australian Red Cross</li> <li>• Provide security for damaged or evacuated premises</li> <li>• Respond to and investigate traffic, rail and air incidents</li> </ul>
<b>TELSTRA</b>	<p>Telstra has a variety of mobile facilities that can deploy into impacted communities to deliver limited/partial service restoration subsequent to service disruption driven through the impacts of a natural disaster event. These facilities are pre-deployed into locations that the carrier determines to be the most logistically practical for placement to support rapid deployment into impacted communities.</p> <p>Each carrier has a variety of facilities and may have differing terminology for them. Common terms include:</p> <ul style="list-style-type: none"> <li>• Satellite Communications on Wheels (COWS) – used to create temporary phone coverage.</li> <li>• Mobile Exchange on Wheels (MEOWS) – portable land line exchange to supplement inoperable facilities.</li> <li>• Wi-Fi Mobile customer office – a van where customers can connect to Wi-Fi to do their business and to charge their phones/tablets.</li> <li>• Appoint an advisor trained in Disaster Management adviser during disaster operations</li> <li>• Provide information and updates during disaster operations with regards outages, and timeframes for systems to be restored.</li> </ul>





# PREPAREDNESS

# PREPAREDNESS ARRANGEMENTS

The Isaac Region is located in Central Queensland (1,000 km north west of Brisbane and 900 km south of Cairns), encompassing an area of 58,870 km<sup>2</sup>. Isaac region has 20,940 permanent residents, plus 9,445 resource sector workers who regularly fly in, fly out/drive in, drive out of the region staying in temporary accommodation. Moranbah is the main service centre for the region with a population of approximately 8,735. Mining is the largest industry employer with 26 operating coal mines producing 56% of Queensland's saleable coal. Agriculture is another key industry, and the major land user in the region.

## COMMUNITY PREPAREDNESS

With 17 unique communities and arrange of differing lifestyles, economic drivers, historical impacts and a vast distance to cover, it is essential that the communities of the Isaac region are resilient and able to cope with a range of potential natural and manmade disasters.

Most of the Isaac communities have thriving local sports groups, volunteer organisations and community groups. The majority have active rural fire services and SES services with a wealth of local knowledge, as well as teams on all mine sites specifically trained to manage on site mine disasters.

With most events, a combined community and industry response, led by the LDMG and appropriate government agencies, would be forthcoming to prevent, prepare for, response to and recover from an event.

IRC has worked to develop Disaster Management capacity within the region, with 1.5 full time staff employed in Disaster Management, and a full time SES Local Controller. Council's disaster management team is continually gaining capacity through training and exercises. Council employs approximately 430 staff across all major locations in the region.

## COMMUNITY EDUCATION

In accordance with s30 (e) of the Act, the LDMG undertakes several place-based and regional campaigns to promote the key themes in alignment with Get Ready Queensland.

Communications Strategy:

- Annual regional media campaigns
- Disaster dedicated preparation messages released through social media, during storm, cyclone and fire season, event based
- Dedicated messaging during events via press releases, public notices and social media
- Isaac's Disaster Dashboard.

Participation in local and regional events promoting Get Ready, and other disaster management messaging. Conducting preparedness educational programs at the local primary schools in the Isaac Region each year. Targeted community awareness at a grass roots level for development of contact lists and registers, focussed on most likely event/hazard/risk.

## TRAINING

Training for LDMG, staff and operations personnel in accredited programs facilitated by QFES Emergency Management Coordinator to occur a minimum of once per calendar year. Training for the LDMG, staff and operations personnel shall be in accordance with the Queensland Disaster Management Training Framework.

Members of the IRC disaster management team, who shall assist in the event of a disaster, shall be trained in the use of Guardian IMS. A training matrix register shall be maintained by the QFES Emergency Management Coordinator in conjunction with the Disaster Management Officer.



## EXERCISES

In accordance with the DM Act (2003) s59 (2) a Local Government must review the effectiveness of their LDMP at least once a year and this is normally achieved through an exercise. An exercise is a controlled, objective-driven activity used for testing, practicing or evaluating processes or capabilities'. The purpose of an exercise is to practice/ test the knowledge and ability of the agencies of the DM system to coordinate disaster operations for a potential disaster or emergency scenario. Exercises can enhance capacity and confidence of the people that participate in them. The conduct of an exercise is one way in which the Local Group can undertake a review of the Local Plan.

The development and enactment of scenarios to evaluate the effectiveness of plans is key to good governance and assurance

Analysing plan effectiveness – both in times of exercise and post-incident response – enhances planning outcomes and enables the implementation of lessons identified.

Accordingly, plans must be adjusted where necessary. Flexibility and agility in planning, rather than rigidity, ensures plans remain relevant, realistic and risk-based

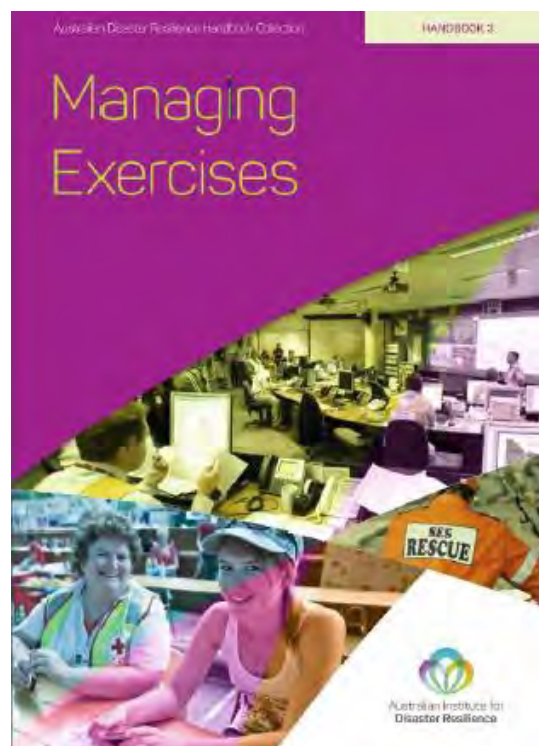
Prior to participating in disaster and emergency exercises it is preferred that participants have received training as outlined in this Plan. This is so that participants have a basic understanding of the policies and procedures that apply to working in a disaster management environment and that the experience and learnings from the exercise can be maximised.

<https://knowledge.aidr.org.au/media/3547/handbook-3-managing-exercises.pdf>

## EXERCISE PROGRAM AND TYPE

An exercise determined by the LDC which is designed to evaluate the Isaac LDMG's response and coordination capability should be facilitated annually. This exercise can be any of the following types:

- Discussion
- Functional
- Field
- Seminars
- Practice Functions
- Simulated realistic event
- Agency Presentations
- Real Time
- Hypothetical
- Syndicate Progressive
- Workshop based
- Skills based



## EXERCISE EVALUATION

Evaluating an exercise is an opportunity to review the overall exercise outcomes, highlight strengths and weaknesses in organisations and identify opportunities for improvement:

- Exercise outcomes
  - ✓ Includes participants' performance against objectives.
- Exercise management
  - ✓ Includes exercise management team learnings.
- Exercise objectives
  - ✓ Should be achievable and measurable against standards so performance can be assessed. For example, SOPs or other performance management tools developed prior to conducting the exercise.

<https://knowledge.aidr.org.au/media/3547/handbook-3-managing-exercises.pdf>

An exercise is to be followed by a debrief process. A hot debrief is to be conducted immediately following the conclusion of the exercise and a final debrief conducted not longer than a month following the exercise. The final debrief allows participants time to provide a more considered view of the exercise outcomes.

The learnings from the exercise are to be consolidated into a plan of action.

## LESSONS MANAGEMENT

Lessons management is a key element of continuous improvement and disaster management stakeholders in Queensland are urged to apply this learning practice. It involves the identification of learning of lessons captured through evaluation activities (including debriefing, monitoring and reviews) occurring before, during and after emergencies. It includes the establishment of a learning culture to support the monitoring, debriefing and review activities, which are then analysed for trends, risk and lessons. Lessons are then assessed for action, which are then in turn implemented and monitored for change and improvement.

Further information can be found at:

<https://www.disaster.qld.gov.au/dmg/Pages/DM-Guideline.aspx>

It is strongly recommended that the strategy applied by disaster management stakeholders be consistent with The Australian Resilience Handbook for Lessons Management.

Further information can be found at:

<https://knowledge.aidr.org.au/resources/handbook-8-lessons-management/>



# COMMUNITY CHARACTERISTICS

## GEOGRAPHY AND TOPOGRAPHY

The Isaac local government area (LGA) spans an area of approximately 58,000 km<sup>2</sup>. The Isaac Region is bordered by the Council areas of Mackay, Whitsunday, Rockhampton, Livingstone, Barcaldine, Banana, Charters Towers and Central Highlands.

Located in Central Queensland, from the coast to the coalfields, Isaac is 1,000km north-west of Brisbane and 900km south of Cairns, with access to world class export infrastructure; the area is strategically placed to capitalise on the economic opportunities associated with the rise of Asia.

IRC was formed in March 2008, as part of Queensland's reform process to local government. The process amalgamated three Shires; Belyando, Broadsound and Nebo. The region has an estimated population of 20,940 residents (2016 Census) living in 17 townships and communities. Major towns include Clermont, Dysart and Moranbah with smaller townships located at Coppabella, Glenden, Middlemount, Nebo and St Lawrence. Small communities consist of those at Carmila, Clairview, Clarke Creek, Greenhill, Ilbilbie, Kilcummin, Mackenzie River, Mistake Creek and Valkyrie.

The region is characterised by a mix of strong industries, including coal and gas mining, cattle grazing, sugar cane and grain farming (ABS, 2016). The Isaac region has several new renewable energy projects such as solar farms and wind farms under construction or pending approval. Expanding industries include aquaculture, fruit and vegetable growing. Including non-residential workers on shift, the full-time equivalent population is estimated to be 30,385.

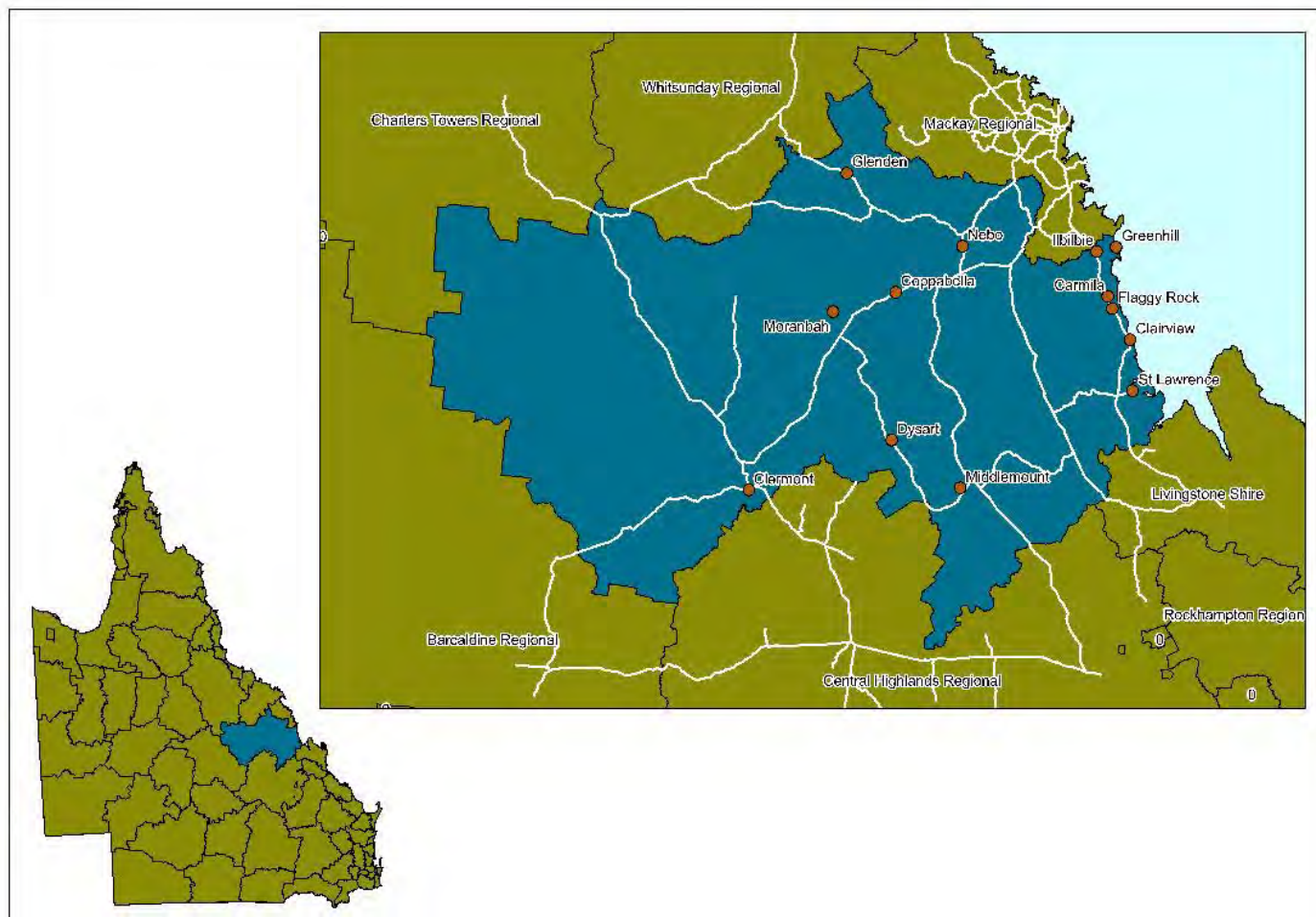
The Isaac region consists of a variety of topographies ranging from those associated with coastal lowlands to hills and mountain ranges. The overall topography is a relatively flat landscape associated with areas of the central highlands. The coastline is made up of sandy beaches, estuaries and rocky outcrops. Moving inland the area remains low lying and tidal. Further west the flat areas give way to gently rolling hills, some areas of flat fertile land and rough hilly country. The land rises dramatically at the foothills of the Connors Range.

The Connors Range forms a natural boundary between the coastal landscape and the western highlands. The range has a local relief of 350 to 400 meters above sea level (masl) with peaks as high as 600 masl (Geosciences Australia, 2005). Directly north of Nebo along the Connors Range forms the largest area of general relief 500 masl within the region and peaks of 860 and 921 masl.

The central highlands extend from the Connors Range toward the western boundary of the district. Communities including Moranbah are situated at an elevation of 260 masl. The area is generally flat with gently rolling hills and occasional areas of higher relief. The Kerlong and Carborough Ranges run in a north-south direction between Glenden and Coppabella. Kerlong and Carborough have a general relief of 350 meters above sea level and peaks to 570 masl. Ranges west of Dysart (Peak Range) and Clermont (Drummond Range) have a relief of 500-600 masl and peaks over 700 masl.

The two major river systems present in the eastern and central areas are the Connors and Isaacs Rivers.

The north-west region contains the Belyando River, Mistake Creek and Suttor River. The waterways located within the IRC boundaries.



## COMMUNITY PROFILE

The estimated resident population is 20,940 although with an additional 10,580 resource sector workers housed in temporary accommodation at any one time the full-time equivalent population is estimated at 31,835.

The Isaac region is home to 17 unique communities comprising of:

- Modern mining towns – Moranbah, Middlemount, Dysart and Glenden.
- Historical communities – Nebo, Clermont and St Lawrence.
- Smaller coastal villages and rural localities – Carmila and Clairview.
- Coppabella, Flaggy Rock, Greenhill, Ilbilbie, Clarke Creek and Kilcummin.
- Mistake Creek and Valkyrie.



## ESTIMATED RESIDENT POPULATION BY AGE SOURCE: ABS

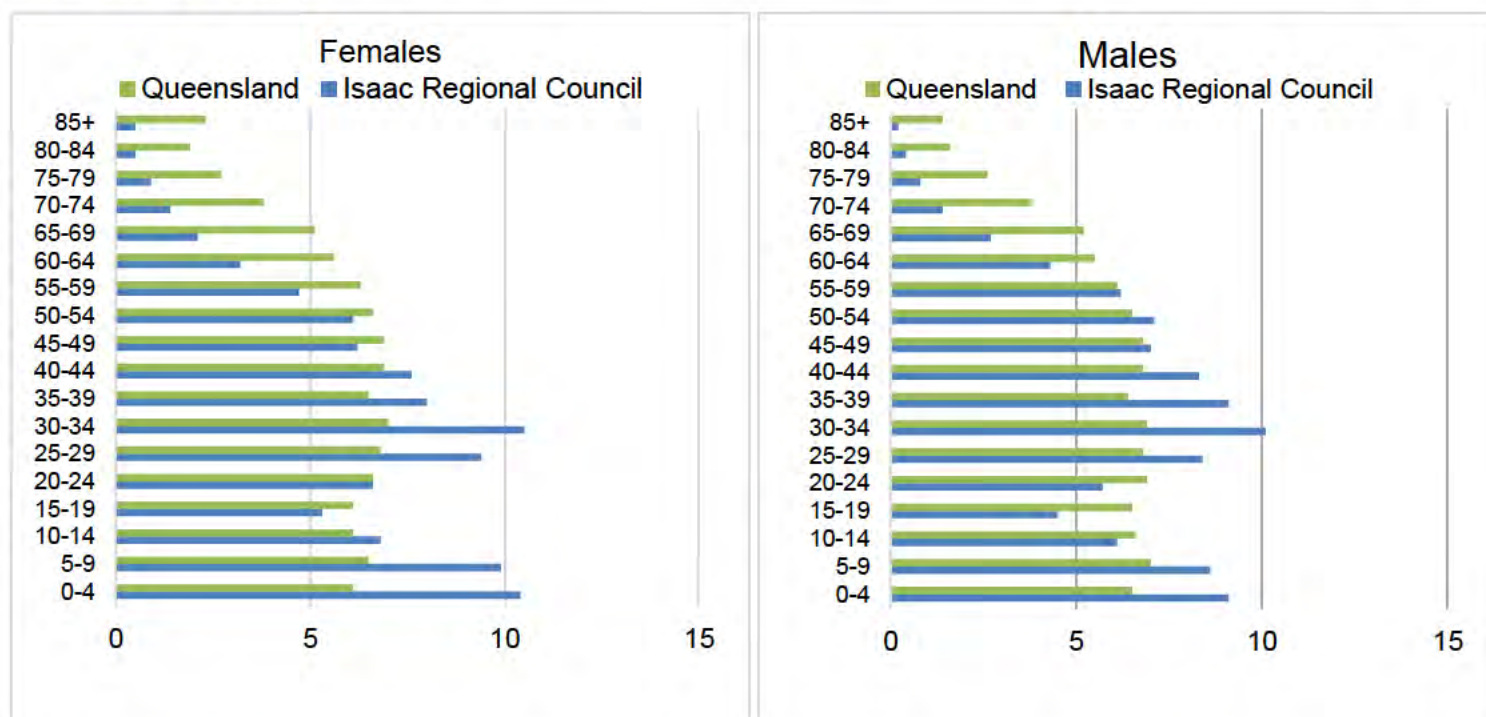
LGA / STATE	AGE GROUP									
	0-14		15-24		25-44		45-64		65+	
ISAAC (R)	5298	25.3%	2293	11%	7480	35.8%	4737	22.6%	1133	5.4%
QLD	912,701	19.4%	613,147	13%	1,274,815	27.1%	1,184,592	25.2%	717,941	15.2%

Indigenous status, Isaac Regional Council Source: ABS

LGA / STATE	INDIGENOUS PERSONS			NON-INDIGENOUS PERSONS	TOTAL PERSONS	
	ABORIGINAL	TORRES STRAIT ISLANDER	BOTH			
	NUMBER					
ISAAC (R)	620	68	58	3.6%	20,194 96.4%	20940
QLD	148,943	21,053	16,493	4.0%	4,516,704 96%	4,703,193

In the 2016 Census, there were 20,940 people in Isaac (R) (Local Government Areas) of these 54.5% were male and 45.5% were female. Aboriginal and Torres Strait Islander people made up 3.6% of the population.

## ESTIMATED RESIDENT POPULATION BY AGE, ISAAC REGIONAL COUNCIL SOURCE: ABS



LGA / STATE	AS AT 1 FEBRUARY			CHANGE
	2008	2013	2017	2008-2017
	YEARS			
ISAAC (R)	31.4	32.0	32.0	0.6
QLD	36.2	36.6	37.0	0.8

The median age of people in Isaac (R) (Local Government Areas) was 32 years. Children aged 0 – 14 years made up 24.7% of the population and people aged 65 years and over made up 4.7% of the population.

## ESTIMATED RESIDENT POPULATION BY LOCALITY SOURCE: ABS

COMMUNITY	POPULATION	COMMUNITY	POPULATION	COMMUNITY	POPULATION
Belyando	63	Elphinstone	11	Mistake Creek	36
Blue Mountain	93	Frankfield	34	Moranbah	8,735
Burton	30	Gemini Mountains	49	Mount Britton	11
Carmila	333	Glenden	621	Nebo	755
Clairview	145	Hail Creek	149	Oxford	40
Clarke Creek	28	Ilbilbie	351	Pasha	53
Clermont	3,027	Kilcummin	257	Peak Vale	40
Collaroy	11	Lotus Creek	72	St Lawrence	235
Coppabella	467	Mackenzie River	69	Valkyrie	123
Dysart	2,989	May Downs	94	Wolfgang	92
Elgin	39	Middlemount	1,840		

## EMPLOYMENT BY INDUSTRY

\* source QGSO Isaac Resident Profile February 2018.

INDUSTRY	ISAAC REGIONAL COUNCIL LGA	
	Number	%
AGRICULTURE, FORESTRY AND FISHING	1,041	10.4
MINING	3,757	37.7
MANUFACTURING	297	3.0
ELECTRICITY, GAS, WATER AND WASTE SERVICES	109	1.1
CONSTRUCTION	346	3.5
WHOLESALE TRADE	130	1.3
RETAIL TRADE	510	5.1
ACCOMMODATION AND FOOD SERVICES	650	6.5
TRANSPORT, POSTAL AND WAREHOUSING	401	4.0
INFORMATION MEDIA AND TELECOMMUNICATIONS	19	0.2
FINANCIAL AND INSURANCE SERVICES	30	0.3
RENTAL, HIRING AND REAL ESTATE SERVICES	102	1.0
PROFESSIONAL, SCIENTIFIC AND TECHNICAL SERVICES	143	1.4
ADMINISTRATIVE AND SUPPORT SERVICES	355	3.6
PUBLIC ADMINISTRATION AND SAFETY	406	4.1
EDUCATION AND TRAINING	657	6.6
HEALTH CARE AND SOCIAL ASSISTANCE	386	3.9
ARTS AND RECREATION SERVICES	55	0.6



<b>OTHER SERVICES</b>	308	3.1
<b>Total (a)</b>	<b>9,972</b>	<b>100%</b>

## INDUSTRY

Much of the region's economic output is attributable to the resource sector. As at June 2018 the Isaac LGA hosts 27 operating coal mines and four other resource operations. The industry produces 54% of Queensland's total saleable coal.

Agriculture is another key industry for the region. The local value of Isaac Commodities produced is \$502.6 million, with \$440.4 million from livestock and \$62.2 million from crops. The Queensland Agricultural Land Audit identifies two important agricultural areas within the Isaac LGA. An important agricultural area is described as an area that has all the requirements for agriculture to be successful and sustainable, is part of a critical mass of land with similar characteristics and is strategically significant to the region or the state.

Tourism also features on the economic landscape with the Isaac coast identified as an emerging tourism precinct for development in the Mackay Destination Tourism Plan 2014. The coast also hosts commercial fishing and aquaculture operations.

## HEALTH

The Isaac region's Public Hospital services are provided by the Mackay Hospital and Health Service (MHHS). There are hospital facilities in Moranbah, Clermont and Dysart and a range of specialist and allied health services across the region. The Clermont Multipurpose Health Service also provides residential aged care.

Private medical and a range of Home and Community Services organisations also operate across the region.

INFRASTRUCTURE	COMMUNITY	DETAILS
<b>HOSPITALS</b>	Clermont	10 acute beds with 24-hour emergency care. 22 residential aged care beds
	Moranbah	12 beds with 24-hour emergency care
	Dysart	9 beds with 24-hour emergency care
<b>COMMUNITY HEALTH CENTRES</b>	Glenden	Nurse led clinic facilities from Monday – Friday
	Middlemount	Nurse led clinic facilities from Monday – Friday

## EMERGENCY SERVICES

	POLICE	FIRE (URBAN)	FIRE (RURAL)*	AMBULANCE	SES
CARMILA					
CLERMONT					
DYSART					
GLENDEN					
GREENHILL					
ILBILBIE					
MIDDLEMOUNT					
MORANBAH					
NEBO					
ST LAWRENCE					

\* There are additional 29 Rural Fire Service (RFS) primary producer brigades located across the Isaac region which are equipped with slip on units.

## PUBLIC BUILDINGS, SPACES AND EVENTS

### PUBLIC BUILDINGS

Council Administration offices are in the following locations:

- Clermont
- Dysart
- Glenden
- Moranbah
- Middlemount
- Nebo
- St Lawrence

### SPECIAL EVENTS

There are several local events offered to the communities consisting mainly of the involvement of the community, local charities and businesses. Isaac Regional Council hosts a number of annual regional events, including the Clermont Show, Australia Day and Anzac Day events. IRC also host family-oriented events involving the arts, music and food festivals. Other events on offer include markets, rodeos, sports, recreation, summer festivals, race meetings and a variety of local community events. The region provides the community a variety of public buildings and spaces:

- Council Libraries in all major locations
- Day care centres
- Court Houses
- Parks
- Town Halls
- Aquatic Facilities
- Schools

### MAJOR PUBLIC SPACES

Clermont Showgrounds	Dysart Recreation Centre	Glenden Recreation Centre
Middlemount Community Hall	Moranbah Community Centre	Nebo Undercover Arena



## REFERABLE DAMS

There are five referable dams located within the IRC LGA. Each of the respective referable dam's owners are currently reviewing their dam Emergency Action Plan (EAP) and risk studies. Where an EAP has been completed, a copy of the EAP has been requested by the LDMG for reference. Information as per <https://data.qld.gov.au/dataset/referable-dams-register>

DAM	DETAILS
<b>BUNDOORA DAM</b> ECM 4671753	Located at: German Creek – Lot 7 CNS427 (ML1306) Full Supply Capacity: 10,100 ML Managed by Anglo American (Capcoal Management)
<b>BURTON GORGE</b> ECM 3641508	Located 54km south-west of Glenden Full Supply Capacity 14,829 ML Managed by Peabody
<b>THERESA CREEK DAM</b> ECM 4474472	Located 22km south-west of Clermont Full Supply Capacity 9,200 ML Managed by Isaac Regional Council
<b>ENVIRONMENTAL DAM</b> ECM 4661222	Located at Full Supply Capacity Managed by TerraComm, Blair Athol Coal

## WATER

Isaac Regional Council operates eight (8) water treatment plants and networks across our 58 862 square kilometre region, including:

- Carmila - Raw water is supplied from two shallow bores located near the Carmila Creek approx. 1km from the WTP.
- Clermont - Clermont's raw water is supplied from Theresa Creek Dam.
- Dysart - Dysart's raw water is supplied from Bingegang Weir in the Mackenzie River which can be re-filled from Fairbairn Dam, through Bedford Weir.
- Glenden - Raw water for Glenden is provided from the Bowen River which can be refilled from Gattonvale off-stream storage and Eungella Dam.
- Middelmount - Middelmount's raw water is supplied from the Bingegang Weir on the Mackenzie River approximately 60km away. The weir can be re-filled from Fairbairn Dam through Bedford Weir.
- Moranbah - Moranbah's raw water is supplied from two sources:
  - Burdekin Dam through the Burdekin to Moranbah pipeline
  - Eungella Dam through either BMA or SunWater's pipelines

- Nebo - Nebo's raw water is supplied from six bores.
- St Lawrence - St Lawrence's raw water is supplied through high lift pumps from the St Lawrence Creek approximately 500m upstream from the creek weir.

These facilities have been designed and are continually upgraded to effectively treat water supplied from a range of different sources as water quality can be subject to periodic change throughout the year.

## WASTEWATER

Isaac Regional Council operates six (6) wastewater treatment facilities and sewer reticulation systems at Moranbah, Middelmount, Dysart, Glenden, Nebo and Clermont. Sewer is transported through the sewer networks by 42 sewer pumping stations across the region to the treatment facilities for treatment and storage in effluent storage dams (ESD) for reuse. Bio-solids from all sites are stockpiled at Moranbah for more than 12 months and then collected by mining entities for environmental rejuvenation projects. Isaac Regional Council has recycled water treatment facilities that treat stored effluent to Class A standard and pump through pressurised

reticulation systems at Moranbah, Dysart and Middlemount. Clermont, Glenden and Nebo treat recycled water to Class B standard and pump the recycled water direct from the ESD. All recycled water is used for parks, sporting fields, government facilities, local businesses and on-site at the wastewater treatment facility.

## POWER

High voltage (275 000, 132 000, 11 000) and low voltage (66 000, 32 000) power reticulation including SWER lines traverse the area; Substations owned by Powerlink and Ergon at Carmila (fed from Alligator Creek), St Lawrence and Clairview (fed from Rockhampton), Middlemount & Dysart (fed from Tieri); Power outages could be 4-24 hours depending upon location and severity of damage for our western areas, whilst our coastal communities may have power outages for several days; Water and Wastewater Treatment Plants are somewhat vulnerable to power outages. Ongoing Capital Works programs are being implemented to mitigate this;

Clermont hospital has standby power and Moranbah has limited standby power; and Police, Fire and Ambulance in Moranbah have standby power.

## COMMUNICATIONS

National, local and commercial radio and television reception, pay TV;

Limited mobile phone reception;

N.B.: Areas of the coastal strip do not receive local television stations and only receive local ABC Radio.

## HAZARDOUS SITES

Hazardous sites including service stations, swimming pools and pool chemical suppliers, chemical and gas suppliers, coal and coal seam gas mining sites and a range of other locations are included in Council's hazard register. Hazardous fuels being transported across and through the region include but are not limited to: ammonium nitrate; FX water gel; high energy fuel; and ULD and diesel.

## TRANSPORT

### Roads

Major arterial roads passing through the region include:

- Bruce Highway
- Gregory Highway
- Peak Downs Highway
- Fitzroy Developmental Road
- Suttor Developmental Road
- Middlemount-Dysart-Moranbah Road
- Clermont-Alpha Road
- Marlborough-Sarina Road

Many of these roads become compromised by flooding during wet seasons and heavy rain periods as do many of the local roads providing access to the towns for residents from outlying areas and on properties.

There are two major vehicle transport corridors through the region:

- Bruce Highway runs north-south through the coastal area of the region, linking Mackay to Rockhampton.
- Peak Downs Highway runs east-west linking Nebo, Moranbah and Clermont.

Several other road corridors link the smaller towns to the major centres:

- The Gregory Developmental Road runs north-south linking Charters Towers to Emerald through Clermont.
- The Peak Downs Dysart and Fitzroy Developmental Roads run south from the Peak Downs Highway linking Dysart and Middlemount to the major transport corridors.
- The Suttor Developmental Road runs north-west out of Nebo to Glenden and then onto the northern sector of the region linking the Gregory Development Road and Peak Downs Highway.

### Airports

Moranbah Airport is a commercial airport owned and operated by BMA. Middlemount airport is privately owned and operated and licensed to



operate Dash 8 type aircraft. Clermont airport is also licenced to operate Dash 8 aircraft and is owned and operated by Isaac Regional Council. Dysart has an Aircraft Landing Area (ALA).

Middlemount and Clermont airports all have private charters and private planes using them. Dysart ALA is not available for private use however all airports and the Dysart ALA receive regular medical flights including Royal Flying Doctor Service, CQ Rescue and Capricorn Rescue.

Helipads are located in Nebo, Glenden, Dysart and Clermont. All other communities have council managed air strips for private and emergency use, as well as emergency helicopter landing spots. Many rural properties also have private landing strips for business and emergencies.

### **Rail Network**

There is an extensive rail network in the Isaac Region including:

- The Tilt train operates between Brisbane and Cairns, as a high-speed passenger and freight network passing through the Isaac Coastal region.
- The Central Qld Coal Network (CQCN) services the Bowen basin primarily to transport coal from mines to ports, this includes the Newlands and Goonyella systems which deliver coal Abbot Point, Dalrymple Bay and Hay Point. Some grain is transported from Mt McLaren Grain Depot near Clermont when the system allows.
- The Central Western System operates between Emerald and Clermont, primarily carrying cattle trains from the Clermont Saleyards.
- The Galilee Basin proposed railway network is in development, with a State Development Area declared over parts of the Galilee Basin.

# HAZARDS

A number of natural and non-natural hazards that have potential to impact the Isaac region have been considered, as summarised below:

NATURAL HAZARD	NON-NATURAL HAZARD
<b>METEOROLOGICAL</b>	<b>HUMAN CAUSED</b>
Cyclone	Major Transport Infrastructure Outage
Flood	Terrorist Incident
Storm Tide	Marine Oil Spill
Bushfire	Arson
Severe Storm	Sabotage of Essential Services
Heatwave	Severe Civil Unrest
Drought	Bombing
<b>GEOLOGICAL</b>	Supply Chain Failure
Earthquake	<b>INFRASTRUCTURE</b>
Landslide	Building Collapse
Tsunami	Failure of Essential Infrastructure
<b>BIOLOGICAL</b>	Hazardous Materials Incident
Human Epidemic	Bridge Collapse
Animal and Plant Disease	Dam Failure
Insect or Vermin Plague	Industrial Incident



## RISK ASSESSMENT

The hazards detailed above are routinely considered as part of ongoing risk assessment activities. Isaac Regional Council and partner agencies will develop a detailed risk assessment of the hazard events considered most likely to impact the Mackay region. The events assessed will be confirmed based on historical events and emerging risks.

In order to ensure a contemporary and consistent methodology, Isaac Regional Council has adopted the process of the Queensland Emergency Risk Management Framework (QERMF).

The outcomes of the risk assessment inform the basis of this plan and associated sub plans. The risk assessment documentation is provided to the LDMG and partner agencies in order to assist them in the formation of their own respective operational and response plans.

In summary, the risk assessment process examines the risk of the hazard seriously disrupting the community and requiring a significant coordinated response by the LDMG. The process specifically considered the following:

- The hazard
- The exposed elements
- Treatment options
- Capability and capacity of the local government and partner agencies to respond
- Residual risk rating

After identification of any residual risk, it is imperative to communicate with the relevant stakeholders the intended strategies that will be employed to either,

- Accept the risk
- Treat the risk
- Manage the risk.

Communicating gaps in capacity that may lead to residual risk ensures those either accepting the management of the residual risk or looking to share the residual risk can clearly plan to address the identified gaps.

Any plans or strategies developed to manage residual risk will need to be complementary between the relevant agencies at each level within the QDMA

## RISK TREATMENT

Functional lead agencies have the primary responsibility for hazard identification, assessment, treatment and hazard specific planning for which they are the Functional Lead Agency. In accordance with the State Disaster Management Plan, hazard specific plans are to form Sub-plans to this Local Disaster Management Plan. The LDMG will assist the Functional Lead Agency in the management of these sub plans.

The treatment of risk aims to modify the impacts and consequences through implementing a series of control. The LDMG's process for the implementation of the risk treatment plan is based upon an understanding of the resources available (human, financial, capital etc.) across a range of providers, agencies, industries and communities.

Responsibility for implementation is analysed and allocated in partnership with the identified stakeholders, for the treatment strategies to be embedded into planning and budgets of other organisations and management of risk sharing.

Given the vast area and unique nature of our communities, this planning and treatment will require a dedicated and localised approach to ensure risks are well managed. Residual risk must be clearly identified and analysed in terms of community resilience, capacity for tolerance and any further actions that can be taken to mitigate.

Refer to the Appendix A– Hazard Specific Agency Response.

## LDMG SUB PLANS

NAME	INTERNAL DOCUMENT REFERENCE NUMBER
SP 1 – LDCC Activation	ECM 4467523
SP 2 – Bushfire	ECM 3643414
SP 3 – Communications Management	ECM 4679765
SP 4 – Cyclone & Storms	ECM 4479062
SP 5 – Emergency Resupply	ECM 4679768
SP 6 – Evacuation Management	ECM 4683699
SP 7 – Financial Management	ECM 4679772
SP 8 – Impact Assessment	ECM 4679778
SP 9 – Logistics	ECM 4679780
SP 10 – Pandemic / Epidemic	ECM 711023
Community Recovery Plan	ECM 4683695

## FUNCTIONAL LEAD AGENCY PLANS

The LDMG expects that Functional Lead Agencies will prepare and maintain written disaster plans to:

- Manage hazards for which they are responsible
- Manage the delivery of disaster management functions for which they are responsible.
- Identified hazards, Functional Lead Agencies, relevant plans and sub plans are outlined in the Hazard specific response table Appendix A.

## ACTIVATIONS & TRIGGERS

The Chairperson of the LDMG is responsible for the decision to activate the LDMG, in consultation with the Local Disaster Coordinator as required. Should the Chairperson be unavailable, the Deputy Chairperson of the LDMG is responsible for the decision. Should neither of the above members of Council be available, the decision may be taken by the Local Disaster Coordinator, who will advise the Chair, LDMG as soon as is practicable.

Timely activation, across all levels of Queensland's disaster management arrangements, is critical to an effective disaster response. This relies on a clear understanding of the indicators used in Queensland's disaster management arrangements to monitor and provide situational awareness of events.

Disaster management arrangements in Queensland are activated using an escalation model based on the following levels:



LEVEL OF ACTIVATION	DEFINITION
<b>WATCHING BRIEF</b>	A state of potential readiness to respond to any potential threat, generally during bushfires and cyclones in region. Watching and gathering information with LDMG Chair and LDC consultation to determine activation to next level.
<b>ALERT</b>	A heightened level of vigilance and preparedness due to the possibility of an event in the area of responsibility. Some action may be required, and the situation should be monitored by staff capable of assessing and preparing for the potential hazard.
<b>LEAN FORWARD</b>	An operational state prior to 'Stand Up', characterised by the heightened level of situational awareness of a disaster event (either current or impending) and state of operational readiness. Disaster coordination centres are on standby – prepared by not activated.
<b>STAND UP</b>	The operational state following 'Lean Forward' where resources are mobilised, personnel are activated, and operational activities commenced. Disaster coordination centres are activated.
<b>STAND DOWN</b>	Transition from responding to an event back to normal core business and/or recovery operations. The event no longer requires a coordinated operational response.
<b>DEBRIEF</b>	This stage is the close out of the activation ensuring that lessons learned are captured.

<https://www.disaster.qld.gov.au/dmg/st/Documents/RG1157-DMG-Activation-Triggers-Reference-Guide.pdf>

Refer to the Sub Plan **SP1 – Activation**

## LOCAL DISASTER COORDINATION CENTRE

Disaster coordination centres bring together organisations to ensure effective disaster management before, during and after an event. The primary functions of the disaster coordination centres revolve around three key activities:

- Forward planning
- Resource management
- Information management.

Specifically, functions include:

- analysis of probable future requirements and forward planning including preliminary investigations to aid the response to potential requests for assistance
- implementation of operational decisions of the disaster coordinator
- advice of additional resources required for the local government to the DDMG
- coordination of allocated state and Australian government resources in support of local government response

- provision of prompt and relevant information across local, district and state levels concerning any disaster events.

Local Disaster Coordination Centres (LDCCs) are either permanent or temporary facilities within each local government area, or combined local government area, established to support the LDMG during disasters.

LDCCs operationalise LDMG decisions, as well as plan and implement strategies and activities on behalf of the LDMG during disaster operations.

The main function of the LDCC is to coordinate resources and assistance in support of local agencies and stake- holders engaged in disaster operations.

## LDCC LOCATIONS

**Primary Location** - Disaster Management Complex, 38 Bacon Street, Moranbah

**Secondary Location** - Isaac Regional Council Chambers, Batchelor Parade, Moranbah.

These facilities are supported by backup generators to enable continuity of operations during activations.

## LDCC STRUCTURE

The LDCC structure provides a scalable approach to staff, roles and resources based on the nature, complexity and size of the event.

Functional area roles and responsibilities are available in the Sub Plan **SP 1 – LDCC Activation**.

## DECLARATION OF A DISASTER SITUATION

Section 64 of the Disaster Management Act 2003 gives the legislative authority for declaring a disaster situation. The declaration of a disaster situation provides additional powers to nominated officers (detailed in section 5.5.3).

A disaster situation will normally only be declared when it is necessary to exercise those additional powers to prevent or minimise:

- loss of human life
- illness or injury to humans
- property loss or damage
- damage to the environment

If a District Disaster Coordinator believes the disaster or impending disaster is likely to require specific disaster powers, then the DDC may, after consultation with the DDMG and relevant local governments and with the approval of the Minister declare a disaster situation for all or part of the district in the Isaac Region.

## PUBLIC WARNING SYSTEMS

Under Section 30 of the Act, the LDMG is responsible for ensuring the community is aware of ways of preventing an event from taking place, preparing for an event, responding to and recovering from the event. This involves raising awareness of identified threats and the means by which the public should respond at an individual and/or household level, and may include warnings and directions, as provided by functional lead agencies for warnings relating to the particular hazard.

Once the LDMG has activated, the Chairperson of the LDMG will ordinarily be the primary spokesperson of disaster related information in conjunction with function lead agency liaison officer.

## OPERATIONAL REPORTING

A situation report (SITREP) is a brief report that is published and updated periodically during a disaster operation outlining the details of the disaster/event, the requirements generated, and the responses



undertaken as they become known. There is a requirement of the LDMG for daily SITREP's to be developed and distributed (refer activations sub plan). Tasking is recorded via the electronic reporting system Guardian and electronically sent to the Mackay DCC.

## FINANCIAL MANAGEMENT

All agencies are responsible for meeting and recording their own operational expenses incurred during a disaster event, and for claiming reimbursement of any expenses allowed under the State Disaster Relief Arrangements (SDRA) and the Disaster Recovery Funding Arrangements (DRFA), if activated. Details of these programs can be found at <https://www.disaster.qld.gov.au/dmg/fa/Pages/default.aspx>

Financial cost codes are activated for cost recovery and staff operations. IRC is required to discharge financial management responsibilities in accordance with the Financial Accountability Act 2009. This is documented in the activation plan and in accordance with the Disaster Management Act 2003

### SP 7 – Financial Management Sub Plan.

All purchases will be made in accordance with Isaac Regional Council Procurement Policy, processes and procedures aligning with the Local Government Act 2009 & Regulations.

### Disaster FINANCIAL ASSISTANCE ARRANGEMENTS

State Disaster Recovery Arrangements (SDRA) and Disaster Recovery Funding Arrangements.

## MEDIA MANAGEMENT

The process for media management during a disaster is outlined in **SP 3 – Communications Management Sub Plan.**

## LOGISTICS SUPPORT & RESOURCE ALLOCATION

The process for logistics support during a disaster is outlined in **SP 9 – Logistics Sub Plan.**



# RESPOND

## RESPONSE ARRANGEMENTS

### HAZARD SPECIFIC ARRANGEMENTS

These plans address specific hazards where State departments or agencies have primary management responsibility to ensure that an effective plan is prepared. Hazard specific plans address the hazard actions across all PPRR phases and include information on how the QDMA links with the hazard specific arrangements and support the primary agency to manage the hazard specific event. Specific planning is required to ensure appropriate coordination and operational procedures are developed for specific hazards, these may be different to those for disaster management.

Agency specific coordination centres may be established in addition to the local, district and State coordination centres established under the Act and internal structures including the passage of information and resources may be managed using different processes. Where this occurs the primary agency will inform the SDCC and is responsible for ensuring these arrangements are coordinated. Primary agencies also have a role in ensuring hazard specific plans link to corresponding national hazard specific plans and arrangements and that appropriate communication and relationships with counterparts at the national level are maintained



The following table outlines the primary agencies responsible for each specific hazard and the Respective State and national level plans, where appropriate

## RESUPPLY

The LDMG is responsible for the management of and community education and awareness in relation to the resupply of isolated communities and isolated rural properties.

### RESUPPLY OPERATIONS

The size and geographic diversity of Queensland, the dispersion of its communities and the nature of the potential hazards makes it probable that many communities will be temporarily isolated at times by the effects of those hazards.

When isolation occurs, the Queensland Government may need to act and initiate resupply operations to provide essential items for impacted communities.

Resupply operations are not intended to ensure retailers can continue to trade nor are they a substitute for individual and retailer preparation and preparedness. Resupply operations are expensive and logistically challenging and must be considered as a last resort.

When local and district operations require additional resources, QFES coordinates the acquisition and management of resupply through the SDCC logistics or Watch Desk.

There are three types of resupply operations undertaken in Queensland:

1. Resupply of isolated communities
2. Isolated rural property resupply
3. Resupply of stranded persons.



## RESUPPLY OF ISOLATED COMMUNITIES

This operation occurs when people residing in a community have access to retail outlets, but those outlets are unable to maintain the level of essential goods required due to normal transport routes being inoperable as a result of a natural disaster event. In this scenario, the state government contributes to the cost of transporting goods by alternate methods.

This operation ensures essential goods are available to the community through the normal retail facilities within that community. This maintains the safety and wellbeing of humans and domestic animals during the period of isolation.

## RESUPPLY OF ISOLATED PROPERTIES

Isolated rural properties are groups of individuals isolated from retail facilities due to normal transport routes being inoperable as a result of a natural disaster event. This may include primary producers, outstations or small communities that have no retail facilities and require resupply. The aim of resupply operations to isolated rural properties is to maintain access to essential goods, including medications.

Isolated rural property owners are responsible for placing and paying for their orders with retailers. The LDCC and DDCC facilitate and meet the cost of transport only. Resupply to isolated rural properties may continue for some time after resupply to isolated communities is no longer required.

LDMGs whose area of responsibility contains rural properties that are subject to isolation should ensure that all rural properties are aware of the resupply process, protocols and contacts.

## RESUPPLY OF STRANDED PERSONS

This operation provides essential goods to individuals who are isolated from retail facilities due to normal transport routes being inoperable as a result of a natural disaster event and are not at their normal place of residence. This is usually stranded travellers and campers.

The resupply or evacuation of stranded persons is coordinated by the QPS. QPS may also use the resources of the LDCC if it is activated in response to a disaster event in the local government area.

QPS determines the most appropriate course of action: whether to resupply stranded individuals or to evacuate them to a safer environment. If the LDCC is not activated, QPS will resupply or evacuate stranded individuals and report through the normal police reporting system.

Further details are addressed in the Sub Plan **SP 5 – Emergency Resupply**.



# RECOVERY

# RECOVERY ARRANGEMENTS

## LOCAL RECOVERY STRATEGY

Isaac's LDMG recovery strategy reflects the Queensland State Recovery Plan which provides detailed information on the roles, responsibilities and reporting requirements of Queensland's recovery groups, committees and positions. IRC has a working relationship with the Queensland Reconstruction Authority (QRA) for resilience and mitigation policy as well as Commonwealth and state funded Disaster Recovery Funding Arrangement (DRFA) and State Disaster Relief Arrangements (SDRA).

As per the Act, IRC has appointed a Local Recovery Coordinator (LRC) to conduct planning and ensure Council is prepared and equipped to assist the community's recovery needs. IRC have facilitated recovery training and workshops in the area during 2016-2018. The Local Recovery Group was established and have applied learnings from significant local events which impacted communities in the region.

## LOCAL RECOVERY PLAN

The Community Recovery Plan has been adopted by the LDMG.



# APPENDIX A HAZARD SPECIFIC ARRANGEMENTS

HAZARD / RESPONSE	DESCRIPTION	LEAD AGENCY	STATE AND NATIONAL PLANS	LINK TO ISAAC SUB PLAN
<b>FLOOD</b>	<i>A flood is an overflow of water that submerges land that is usually dry.</i>	LDMG, QFES & QPS	State Disaster Management Plan. Queensland Recovery Plan.	SP 3 - Communications Management SP 4 - Cyclone & Storm SP 6 - Evacuation
<b>STORM</b>	<i>A storm is very bad weather, with heavy rain, strong winds, and often thunder and lightning.</i>			SP 3 - Communications Management SP 4 - Cyclone & Storm
<b>STORM TIDE</b>	<i>Storm tide is the total observed seawater level during a storm, which is the combination of storm surge and normal high tide.</i>			SP 3 - Communications Management SP 4 - Cyclone & Storm SP 6 - Evacuation.
<b>EARTHQUAKE</b>	<i>An earthquake is the result of a sudden release of stored energy in the Earth's crust that creates seismic waves.</i>			SP 3 - Communications Management SP 6 - Evacuation
<b>TSUNAMI</b>	<i>A tsunami is a series of waves caused by earthquakes or undersea volcanic eruptions.</i>			SP 3 - Communications Management SP 4 - Cyclone & Storm SP 6 - Evacuation.
<b>LANDSLIP</b>	<i>A landslide is defined as the movement of a mass of rock, debris, or earth down a slope.</i>			SP 3 - Communications Management. SP 6 - Evacuation
<b>RESUPPLY</b>	<i>When communities, properties or individuals are isolated for an extended period support will be provided, dependent upon the respective circumstances.</i>	LDMG, QFES & QPS		SP 5 - Emergency Resupply
<b>EMERGENCY SUPPLY</b>	<i>To support local economies affected by disasters, every effort should be made to exhaust local supplier networks first. Where LDMG capacity is</i>	QFES		

	<i>exhausted, emergency supplies are acquired through the SDCC.</i>			
<b>EVACUATION MANAGEMENT</b>	<i>To safeguard the lives of the community members it may be necessary for evacuations to occur either voluntary or involuntary.</i>	LDMG	Queensland Evacuation Guideline <a href="http://www.disaster.qld.gov.au">www.disaster.qld.gov.au</a> Isaac LDMG Evacuation sub plan	SP 6 - Evacuation
	<i>Queensland uses the Australian Red Cross national database system: "Register. Find. Reunite." which assists in locating individuals and responding to enquiries regarding people who may be in a disaster affected area.</i>	Australian Red Cross	<a href="https://register.redcross.org.au/">https://register.redcross.org.au/</a>	
<b>TEMPORARY EMERGENCY ACCOMMODATION</b>	<i>People displaced from their homes by an event, LDMG and Dept. of Housing and Public Works, work together to provide temporary emergency accommodation solutions.</i>	LDMG	Temporary Emergency Accommodation Sub Plan.	
	<i>Where local capacity has been exhausted, DHPW can assist the LDMG by providing temporary accommodation advice and solutions for disaster response and/or recovery.</i>	Department of Housing and Public Works		
<b>ANIMAL &amp; PLANT DISEASE</b>	<i>A highly infectious disease that can be transmitted animals, plants and humans.</i>	Department of Agriculture and Fisheries (DAF)	Australian Veterinary Emergency Plan. Australian Aquatic Veterinary Emergency Plan. Australian Emergency Plant Pest Response Plan. Biosecurity Emergency Operations Manual.	SP 3 - Communications Management
<b>ROAD TRAFFIC ACCIDENT</b>	<i>An accident originated on a way or street open to public traffic and at least one moving vehicle involved.</i>	QPS		SP 3 - Communications Management
<b>BUSHFIRE</b>	<i>Bushfires occur when both managed and unmanaged areas of vegetation ignite and burn through reserves, national parks, private property</i>	QFES	Wildfire Mitigation and Readiness Plans (Regional).	SP 3 - Communications Management SP 2 - Bushfire

	<i>and urban corridors and are most likely to occur when the weather is very hot and dry..</i>		Queensland Recovery Plan.	
<b>CHEMICAL</b>	<i>Defined as the uncontrolled release of a hazardous chemical, either as a solid, liquid or a gas.</i>		State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents.	SP 3 - Communications Management
<b>AIRCRAFT ACCIDENT</b>	<i>Associated with the operation of an aircraft that affects or could affect the safety of operation.</i>	Related Agency		SP 3 - Communications Management.
<b>RAIL ACCIDENT</b>	<i>A train wreck, crash or derailment is a type of disaster involving one or more trains.</i>			
<b>HAZARDOUS MATERIAL ACCIDENT</b>	<i>Hazardous materials come in the form of explosives, flammable and combustible substances, poisons and radioactive materials. Hazards can occur during production, storage, transportation, use or disposal.</i>			
<b>EPIDEMIC / PANDEMIC</b>	<i>An outbreak of disease that attacks many peoples at the same time and may spread through one or several communities / throughout the world.</i>	QH	Queensland Pandemic Influenza Plan. National Action Plan for Human Influenza. Pandemic.	SP 3 - Communications Management SP 10 – Pandemic/Epidemic.
<b>HEATWAVE</b>	<i>A period of excessively hot weather, which may be accompanied by high humidity.</i>		Heat Stress Response Plan.	SP 3- Communications Management.
<b>BIOLOGICAL (HUMAN)</b>	<i>Refers to substances that pose a threat to the health of living organisms, primarily that of humans.</i>		State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents.	SP 3 - Communications Management SP 10 – Pandemic/Epidemic.
<b>RADIOLOGICAL</b>				SP 3 - Communications Management
<b>TERRORIST ATTACK</b>	<i>A surprise attack involving the deliberate use of violence against civilians.</i>	QPS	Queensland Counter-Terrorism Plan. National Counter-Terrorism Plan. Queensland Recovery Plan.	SP 3 - Communications Management



<b>SHIP-SOURCED POLLUTION</b>	<i>Refers to substances discharged into the sea that pose a threat to the health of living organisms.</i>	Dept. Transport and Main Roads	Queensland Coastal Contingency Action Plan. National Plan for Maritime Environmental Emergencies.	SP 3 - Communications Management.
<b>SEARCH &amp; RESCUE</b>	<i>During a disaster event the occurrence of rescue operations is likely to increase. QPS will provide the overall coordination of Multi-agency response to search and rescue incidents. QFES and QAS will provide rescue assistance across a range of emergency situations.</i>	QPS		
<b>MASS CASUALTY MANAGEMENT</b>	<i>QH is response for the provision of an integrated response. A mass casualty event is an incident or event where the location, number, severity or type of live casualties requires extraordinary resources.</i>	QH, QAS & QPS Partnership	Domestic Response Plan for Mass Casualty Incidents of National Consequence.	
	<i>QH and QPS has joint responsibility for the management of deceased.</i>	QPS		
<b>HUMAN AND SOCIAL RECOVERY</b>	<i>LDMG may be required to determine the immediate relief needs of persons displaced or severely affected by an event. Where needs cannot be met by local capacity, request for immediate support can be escalated to the DDMG.</i>	LDMG	Queensland Recovery Plan.	Community Recovery Plan.
	<i>May Support recovery hubs to provide initial grant payments for personal hardship assistance, psychological first aid and access to a range of support and information services to enable transition into post-event recovery.</i>	Department of Communities, Disability Services and Seniors		





## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Liza Perrett

## AUTHOR POSITION

Manager Governance and Corporate Services

10.8

**COUNCILLOR  
GOVERNMENT  
REPORT 2020**

**REMUNERATION  
REMUNERATION**

**2021-2022:  
COMMISSION**

**LOCAL  
ANNUAL**

## EXECUTIVE SUMMARY

In accordance with the requirements of the *Local Government Regulation 2012* (s247), Council is to consider the Local Government Remuneration Commission Annual Report 2019, released 11 December 2020, and seek Council's adoption of the remuneration for the Mayor and Councillors for Isaac Regional Council to apply from 1 July 2021.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Defer the decision to adopt the 2021-22 remuneration until April 2021 following further deliberations on the 2021-2022 budget and identification of further impacts of the COVID-19 pandemic.***
- 2. Commit to continue its advocacy for a review of the current methodology and remuneration categories for Mayor and Councillor remuneration and respond to invitations and provide submissions as they arise.***

## BACKGROUND

The Local Government Remuneration Commission (Commission) must before 1 December of each year, and for each category of local government, decide the maximum amount of remuneration payable from 1 July of the following year to a Councillor, Mayor or Deputy Mayor of a Local Government in each category.

Section 177 of the *Local Government Act 2009* (the Act) provides the functions of the Commission are:

- a) to establish the categories of local governments, and
- b) to decide the category to which each local government belongs, and
- c) to decide the maximum amount of remuneration payable to the councillors in each of the categories,
- d) to consider and make recommendations to the Minister about matters relating to councillor advisors, and
- e) another function related to the remuneration of councillors if directed, in writing, by the Minister.

It is noted that d) above doesn't apply to Isaac Regional Council.

Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* (Regulation) sets out the



processes of the Commission in deciding the remuneration that is payable to councillors.

On 30 November 2020, the Commission finalised its determination of remuneration arrangements to apply from 1 July 2021.

A copy of the Report is available at: [https://www.dlgrma.qld.gov.au/data/assets/pdf\\_file/0031/47947/local-government-remuneration-commission-report-2020.pdf](https://www.dlgrma.qld.gov.au/data/assets/pdf_file/0031/47947/local-government-remuneration-commission-report-2020.pdf)

The following is noted for Council's information (page 6 of the Report):

- The Commission intends to undertake a category review during 2021 and will engage with and invite submissions from councils and stakeholders commencing in early 2021. The delay in reviewing the categories, originally planned post-election in March 2020, was due to COVID-19
- The Commission has decided not to increase the maximum remuneration levels for mayors, deputy mayors and councillors from 1 July 2021. The levels will remain as set at the amounts fixed for 1 July 2020.

Further, Council is reminded that that in April 2020, in considering its remuneration for the 2020/2021 period, it resolved (#6583) the following:

***In acknowledgement of the recently adopted Pandemic and Recession Strategic and Tactical Response Framework and in accordance with the requirements of the Local Government Regulation 2012 (s247) and the remuneration determinations of the Queensland Government's Local Government Remuneration Commission Annual Report 2019, resolve not to pay the maximum remuneration amount as gazetted on 29 November 2019 and retain the current remuneration that applied from 1 July 2019, with review of this position to occur as per legislative requirements:***

	<b><i>Remuneration to apply from 1 July 2020</i></b>
<b><i>Mayor</i></b>	<b><i>\$130,584</i></b>
<b><i>Deputy Mayor</i></b>	<b><i>\$81,615</i></b>
<b><i>Councillor</i></b>	<b><i>\$69,372</i></b>

In previous years Council has provided strong advocacy for proposed amendments and recognition of the role of the Mayor in large regional areas, specifically the recognition relating to part-time versus full-time. In addition to the annual review, the Commission will also be undertaking a category review in 2021. It is proposed that Council continue to respond to invitations, reflecting on previous submissions. A further report will be presented to Council when invitations are received to review and consider these submissions.

## **Remuneration for 2021/2022 period**

Council is identified as a Category 3 and therefore the remuneration recommended by the Commission for 2021-22\* is:

	2019-20	2020-21	2021-22*
Mayor	\$130,584	\$133,196	<b>\$133,196</b>
Deputy Mayor	\$81,615	\$83,247	<b>\$83,247</b>
Councillor	\$69,372	\$70,759	<b>\$70,759</b>

*\* The Commission has decided not to increase the maximum remuneration levels for mayors, deputy mayors and councillors from 1 July 2021*

Under section 247 of the Regulation, every Queensland Council must make an annual resolution to authorise payment of remuneration to their Mayor and Councillors. Council is required to decide under one resolution, before 1 July 2021 (for remuneration payable from 1 July of that year), to determine:

1. To adopt the remuneration as per the Commission's Report; or
2. That the maximum amount of remuneration is not payable to its Councillors; and decide a lesser amount of Councillor Remuneration than that set by the Commission and adopt that amount of Councillor Remuneration.

Council is reminded that the Commission's recommendations acknowledge the value Councillors contribute to their region and the recommendation is recognition of that significant contribution.

It is noted that this matter is considered business as usual, noting it is a legislative requirement.

Council are reminded that to accept the recommendations of the Commission, would acknowledge an increase of 2% to the remuneration (which wasn't incurred for 2020/2021 due to resolution 6583), being the same value as the Commission's report in 2019.

Acknowledging the ongoing fluidity of the COVID-19 pandemic, it is proposed that Council defer the final decision on this matter until further 2021/2022 budget deliberations and recognition of any further impacts or outcomes of the pandemic and that this matter be revisited in April 2021 for consideration.

It is also noted that Council is currently in negotiations to renew the Certified Agreement, which expired mid-2020. Negotiations are continuing however agreement at this time has not been reached. In previous years Council has also taken these negotiations into consideration when adopting their annual remuneration.

## **Submission to Commission**

As in previous years, Council resolved to resubmit previous submissions to the Commission to reinforce the request to recognise the role of the Mayor in like Councils as full-time due to the large regional areas, demographic spread, community expectations and job demand as opposed to part-time as currently identified as Category 3 Councils. A Submission was forwarded on 30 October 2020.

Despite acknowledging Council's submission, the Commission has again deferred acting on the matters raised. The Commission made the determination that it will consider the matters raised and invite further submissions and/or engagement with councils in 2021 when the Commission intends to undertake an analysis of the current methodology, remuneration categories and application (page 21 of Report)

## **IMPLICATIONS**

### **Budget**

The determinations of the Local Government Remuneration Commission have resolved that the following maximum remuneration is payable to Mayors, Deputy Mayors and Councillors of Isaac Regional Council from

1 July 2021. This will have an impact on the annual Budget, including flow on impacts on other payments such as Superannuation.

If the Commission's recommendation is adopted it will be a 2% increase the remuneration levels for Mayors, Deputy Mayors and Councillors from 1 July 2021, which is in line with the Long Term Financial Plan.

An appropriate budgetary adjustment in anticipation of the recommended order will be made in the 2020-21 financial year.

## Community

Manage community expectations on remuneration to Councillors, noting it is in line with best practice and the Commission's recommendation

## CONSULTATION

- Chief Executive Officer
- Mayor

## BASIS FOR RECOMMENDATION

- To transition in a sustainable manner to the Commission's Recommendation concerning Councillor remuneration
- Ensure effective financial management
- Acknowledge the Commission's Report
- Acknowledgement of current social and economic environment resulting from the COVID-19 Pandemic

## ACTION ACCOUNTABILITY

Chief Executive Officer to present a report to the April 2021 Ordinary Meeting for consideration.

## KEY MESSAGES

Council is committed to transparent decision making.

<b>Report prepared by:</b> LIZA PERRETT <b>Manager Governance and Corporate Services</b>  Date: 5 January 2020	<b>Report authorised by:</b> DARREN FETTEL <b>Director Corporate, Governance and Financial Services</b>  Date: 13 January 2021
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## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Local Government Remuneration Commission Annual Report 2020



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Dan Wagner

## AUTHOR POSITION

Manager Liveability and Sustainability

## 10.9

## ENVIRONMENTAL AND NATURAL RESOURCE MANAGEMENT GROUP ENGAGEMENT ACTIVITIES JULY - DECEMBER 2020

## EXECUTIVE SUMMARY

This report seeks to update Council on the engagement activities undertaken with natural resource management and environmental groups in the period from July to December 2020.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Note the Environmental and Natural Resource Management Group engagement activities update for the period July to December 2020.***

## BACKGROUND

Council resolved at its June 2020 Ordinary Meeting (resolution 6674) to nominate Council representatives as lead contacts for engagement with a number of natural resource management and environmental groups/organisations.

A range of engagement activities have been undertaken in the period from July to December 2020, with details of these engagements contained in **Attachment 1**.

Key activities of note include:

- Attendance at the Mackay Region Pest Management Group Annual General Meeting held in August 2020, with the group endorsing a rotating-chair roster, enabling Isaac Regional Council to lead the discussion on pertinent matters for our region.
- Launch of the 2019 Healthy Rivers to Reef Report Card, highlighting the improvement in water quality in our coastal estuaries, but ongoing challenges with managing pesticide and sediment runoff in both our coastal streams and in the Fitzroy Basin.
- Launch of the 2020 Healthy Rivers to Reef Partnership stewardship report 'Above and Beyond 2020', showcasing the upgrades undertaken at the Carmila Beach campgrounds which diverted in 4,371 kilograms of recycled plastic from landfill into plastic barriers and bollards to protect sensitive coastal dunes from erosion.
- Hosting of an Urban Water Stewardship Framework workshop, mapping Council's existing standards and practices in relation to erosion and sediment runoff, sponsored by Healthy Rivers to Reef Partnership.

- Operational meeting with Fitzroy Basin Association staff in St Lawrence in October 2020, to discuss a range of challenges and opportunities for collaboration with Council and other regional bodies.
- Attendance at the Shire Rural Lands Officers Group meeting in Winton in November 2020, networking and sharing current practice activities in pest management.
- Attendance at Reef Guardian Council working group and executive committee meetings, and completion of Council's 2020 Action Plan.

## IMPLICATIONS

Ongoing engagement activities with these groups provides valuable regional intelligence, and generates opportunities for knowledge, resource and cost sharing in delivery of Council's environmental, biosecurity and resource management objectives.

## CONSULTATION

Program Leader Environment and Biodiversity

## BASIS FOR RECOMMENDATION

The report fulfils Council's objectives in maintaining strong ties with key natural resource management and environmental groups/organisations.

## ACTION ACCOUNTABILITY

Liveability and Sustainability Department to provide its next update to Council in July 2021.

## KEY MESSAGES

Council actively participates in a range of environmental and natural resource management groups across the Burdekin, Fitzroy, Pioneer and coastal catchments.

The engagement activities undertaken with these groups yields valuable regional intelligence, and generates opportunities for knowledge, resource and cost sharing in delivery of Council's environmental, biosecurity and resource management objectives.

### Report prepared by:

DAN WAGNER  
**Manager Liveability and Sustainability**

Date: 6 January 2021

### Report authorised by:

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

Date: 12 January 2021

## ATTACHMENTS

- Attachment 1 – Summary of Engagement Activities

## REFERENCE DOCUMENT

- Nil

## Environmental and Natural Resource Management Groups

### Summary of Engagement Activities July to December 2020

Group/Organisation	Activities and engagement
<b>Healthy Rivers to Reef Partnership</b>	<ul style="list-style-type: none"> <li>- Cr Coleman and Manager Liveability &amp; Sustainability attended the 2019 report card launch and partnership meeting in Airlie Beach in July 2020.</li> <li>- Liveability &amp; Sustainability Department facilitated an Urban Water Stewardship Framework workshop with internal stakeholders, sponsored by the partnership and delivered by Alluvium Consulting.               <ul style="list-style-type: none"> <li>o The workshop aimed to map the existing standards and protocols of Council in delivery of its own projects as well as undertaking compliance processes.</li> </ul> </li> <li>- Manager Liveability &amp; Sustainability attended the 2020 Stewardship Report 'Above and Beyond' launch in Mackay in December 2020.               <ul style="list-style-type: none"> <li>o 'Above and Beyond' contains an article on Council's rehabilitation and rejuvenation works at Carmila Beach campgrounds, utilising recycled plastic products in dune protection works.</li> </ul> </li> </ul>
<b>Fitzroy Basin Association</b>	<ul style="list-style-type: none"> <li>- Liveability &amp; Sustainability Department met with Fitzroy Basin Association in St Lawrence in October 2020 to discuss our shared strategies and objectives, and opportunities for partnering in delivery of projects and initiatives.</li> </ul>
<b>Reef Guardian Councils / Great Barrier Reef Marine Park Authority (GBRMPA)</b>	<ul style="list-style-type: none"> <li>- Technical Working Group meeting held 29 July 2020, discussion about changes to Terms of Reference, outward engagement and communication planning, Action Plan development.</li> <li>- Meeting with Carolyn Roche, Assistant Director GBRMPA on 11 September 2020 to discuss Reef Guardian program and action plan details prior to finalisation.</li> <li>- Executive Committee meeting held 17 November 2020:               <ul style="list-style-type: none"> <li>o Updates to Terms of Reference and election of Cr Jeff Baines, Cassowary Coast Regional Council as Chair of the Executive Committee</li> <li>o Updates from GBRMPA on ReefHQ refurbishment, reef knowledge system and fishing position statement.</li> <li>o Update on Reef 2050 Long Term Sustainability Plan</li> <li>o LGAQ update on the Reef 2050 Plan submission and LGAQ Reef Councils Rescue Plan</li> </ul> </li> </ul>



<b>Shire Rural Lands Officers Group</b>	<ul style="list-style-type: none"> <li>- Land Protection Officers attended the SRLOG meeting in Winton on 25 &amp; 26 November 2020, where attending Council's provided updates on current pest management activities and issues.</li> </ul>
<b>Mackay Region Pest Management Group</b>	<ul style="list-style-type: none"> <li>- Annual General Meeting held 20 August 2020, adopting a rotational chair amongst the Management Committee (DAF, IRC, MRC, Pioneer Catchments, Sarina Landcare and WRC).</li> <li>- Updates on financials and nominated Council representatives</li> <li>- Stakeholder Meeting held 20 August 2020 <ul style="list-style-type: none"> <li>o Financial update</li> <li>o Jaguar Cichlid project</li> <li>o Priority projects list (weed mapping, feral pig control)</li> <li>o Stakeholder updates</li> </ul> </li> <li>- Stakeholder Meeting held 19 November 2020 <ul style="list-style-type: none"> <li>o Financial update</li> <li>o Pioneer Catchments resignation from management committee</li> <li>o Meeting locations/dates for 2021 confirmed <ul style="list-style-type: none"> <li>▪ February – Sarina</li> <li>▪ May – Nebo</li> <li>▪ August – Whitsundays</li> <li>▪ November – Mackay/Mirani</li> </ul> </li> <li>o Stakeholder updates, including from DAF on invasive species surveillance programs</li> </ul> </li> </ul>

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Shane Brandenburg

## AUTHOR POSITION

Manager Economy and Prosperity

10.10

**PANDEMIC AND RECESSION RECOVERY BUSINESS  
ENGAGEMENT PLAN**

## EXECUTIVE SUMMARY

As part of Council's endorsed Strategic Recovery Plan, the following report provides an overview of the proposed Pandemic and Recession Recovery Business engagement plan, to conduct targeted research and engagement with the regions business community to further inform the delivery of the Strategic Recovery plan.

## OFFICER'S RECOMMENDATION

### *That Council:*

1. ***Receives and notes the Pandemic and Recession Recovery Business Engagement Plan.***
2. ***Receives further updates on the outcomes of the engagement.***

## BACKGROUND

The COVID-19 Pandemic and Recession presented unforeseen and unprecedented challenges to the business community in the Isaac Region as well as Australia and the broader global economy. Council in response to the Pandemic adopted a Strategic Tactical Plan Framework and a direct Business Support Stimulus Package to enhance sustainability of the Regions business community.

The actions in the packages were implemented and Council further endorsed a Strategic Recovery Plan in October 2020, which provides continued strategic direction and direct project listings to lead the recovery efforts.

As part of the delivery of the Strategic Recovery Plan the following two-part process is proposed being;

- A research element in assessing and reviewing broader regional, Australian and global impacts, risks and initiatives and;
- A further re-engagement with the Isaac Region business community to develop greater understanding of region-specific recovery needs, opportunities and identify learnings and actions to deliver on those needs.

This is intended to provide targeted research to inform Councils Strategic Recovery Plan initiatives and priorities as well as considerations for additional elements that may not already be defined.

Council in its Strategic Recovery Plan also endorsed the employment of an Economic and Business Resilience Coordinator role and this position will be critical in leading the delivery of the engagement and reporting of the outcomes and similarly implementing any identified resilience measures. This engagement will also inform the

future of some of Council's current stimulus packages as in the Community Chest Fund and Shop Isaac program.

## **IMPLICATIONS**

### Financial

Cost implications for the engagement will be minimal with the use of Economy and Prosperity's existing operational budget to deliver as well as partnering with Greater Whitsunday Alliance (GW3) in some of the networking events.

### Reputational

Council in continuing its recovery initiatives will continue to show an outward presence in striving for business recovery and resilience and strengthen its relations with its business community.

### Resourcing

The Economy and Prosperity team will be accountable for the delivery of the engagement with a requirement for internal support from the Engaged Communities and Brand, Media and Communications team as well as external support from GW3 and the regional business groups.

## **CONSULTATION**

### Internal

Director Planning Environment and Community Services  
Economy and Prosperity Team  
Brand Media and Communications Team  
Engaged Communities Team

### External

GW3 – Bridging the Boundaries Business Support Officer

## **BASIS FOR RECOMMENDATION**

The project will further inform Council's Strategic Recovery Plan and is an essential step in delivering on the Regions business recovery and resilience needs.

## **ACTION ACCOUNTABILITY**

Economy and Prosperity team to lead the engagement and interact with internal and external stakeholders in supporting and delivering the project.

## **KEY MESSAGES**

Close and strong relations with the regions business community and targeted research is an important part of delivering on the Strategic Recovery plan.



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**Report prepared by:**

SHANE BRANDENBURG  
**Manager Economy and Prosperity**

Date: 4 January 2021

**Report authorised by:**

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

Date: 12 January 2021

## ATTACHMENTS

- Attachment 1 – Pandemic and Recession Recovery Business Engagement Plan

## REFERENCE DOCUMENT

- Councils Strategic Recovery Plan

# PANDEMIC AND RECESSION RECOVERY BUSINESS ENGAGEMENT PLAN

Current as at 23.12.2020

Presented by Manager Economy and Prosperity



## PROJECT BRIEF

<b>PROJECT BRIEF TITLE</b>	COVID Recovery Business Resilience Engagement Plan
<b>PROJECT CUSTODIAN</b>	Manager Economy and Prosperity
<b>DATE PROJECT COMMENCEMENT</b>	January 2021
<b>DATE PROJECT COMPLETION</b>	April 2021
<b>PROJECT LEADER</b>	Manager Economy and Prosperity
<b>PROJECT TEAM MEMBERS</b>	Manager Economy and Prosperity, Economy and Prosperity Economic and Tourism Development Officers x 2, Economy and Prosperity Economic and Tourism Advisor, Economy and Prosperity Economic and Business Resilience Coordinator Director Planning, Environment and Community Services (informed member)

### 1. PROJECT INTRODUCTION AND DEFINITION

The COVID-19 Pandemic and Recession presented unforeseen and unprecedented challenges to the business community in the Isaac Region as well as Australia and the broader global economy. Council in response to the Pandemic adopted a Strategic Tactical Plan Framework and a direct Business Support Stimulus Package to enhance sustainability of the Regions business community.

The actions in those packages were implemented and Council endorsed a Strategic Recovery Plan in October 2020, which gave further strategic direction and direct project listings to lead the recovery efforts.

As part of the delivery of the strategic recovery plan the following two-part process is proposed being;

- A research element in assessing and reviewing broader regional, Australian and global impacts, risks and initiatives and;
- A further re-engagement with the Isaac region business community to develop greater understanding of region-specific recovery needs, opportunities and identify learnings and actions to deliver on those needs.

This is intended to provide targeted research to inform Council's Strategic Recovery Plan initiatives and priorities as well as considerations for additional elements that may not already be defined.

Council in its Strategic Recovery Plan also endorsed the employment of an Economic and Business Resilience Coordinator role and this position will be critical in leading the delivery of the engagement and reporting of the outcomes and similarly implementing any identified resilience measures. This engagement will also inform the future of some of Council's current stimulus packages as in the Community Chest Fund and Shop Isaac program.

<b>SCOPE:</b>	<ul style="list-style-type: none"><li>• To engage with the Business community to develop greater understanding of the region-specific recovery need and opportunities. Report on those learnings and develop a delivery program that includes actions of the Recovery Plan and Council Economic Development Strategies.</li></ul>
<b>Project Objectives:</b>	<ul style="list-style-type: none"><li>• Understand broader and global impacts from the pandemic and opportunities</li></ul>



	<ul style="list-style-type: none"> <li>• Understand Isaac Region specific needs and opportunities</li> <li>• To build greater business resilience to existing and future economic impacts or disaster related events</li> <li>• To engage with the business community to; <ul style="list-style-type: none"> <li>○ Strengthen relations,</li> <li>○ Understand the regional business needs &amp; opportunities</li> <li>○ Develop learnings</li> </ul> </li> </ul>
<b>Project Outcomes:</b>	<ul style="list-style-type: none"> <li>• Reportable learnings of region specific and broader global impacts</li> <li>• Identified initiatives and prioritised actions to build resilience</li> <li>• Direct strengthened relationships and understanding of region business needs from engagement with the business community</li> </ul>
<b>DEPENDENCIES AND ASSOCIATED INITIATIVES:</b>	<ul style="list-style-type: none"> <li>• Councils Strategic Recovery Plan</li> <li>• Economic Development Strategies</li> <li>• Operational Budget Provision</li> <li>• Long Term Financial Forecast</li> <li>• Queensland Government Recovery Plan</li> </ul>
<b>CONSTRAINTS:</b>	<ul style="list-style-type: none"> <li>• Budget and resourcing (both constraints have been identified and endorsed to be supported by Council – which will limit the constraint)</li> <li>• Further impacts of COVID and or the economic climate</li> <li>• Business community participation</li> </ul>
<b>Financial</b>	<ul style="list-style-type: none"> <li>• Cost implications for the engagement will be minimal with the use of E&amp;P's existing operational budget to deliver as well as partnering with GW3 in some of the networking events</li> </ul>
<b>Resources</b>	<ul style="list-style-type: none"> <li>• Economy and Prosperity team and the Resilience Coordinator role</li> <li>• Brand, Media and Communications</li> <li>• Engaged Communities</li> <li>• GW3 Bridging the Boundaries Business Support Officer</li> <li>• Other State Government agencies i.e. Department of Employment, Small Business and Training</li> <li>• Regional Business Groups – Moranbah Traders Association, Dysart Business Group, Clermont Community and Business Group</li> </ul>
<b>Time</b>	<ul style="list-style-type: none"> <li>• January 2021 – April 2021</li> </ul>
<b>STAKEHOLDERS</b>	
<b>Internal</b>	<ul style="list-style-type: none"> <li>• Elected Officials (Mayor and Divisional Councillors)</li> <li>• Office of the Chief Executive Officer</li> <li>• Director Planning, Environment and Community Services</li> <li>• Economy and Prosperity</li> <li>• Other internal departments, Engaged Communities, Brand, Media and Communications</li> </ul>
<b>External</b>	<ul style="list-style-type: none"> <li>• GW3</li> <li>• Dysart Business Group</li> <li>• Clermont Community and Business group</li> <li>• Moranbah Traders Association</li> <li>• Department Employment, Small Business and Training</li> <li>• Local Buying Foundation</li> </ul>

## 2. PROJECT RISK MANAGEMENT

Informed decision-making is critical to the success of any project. Crucial to this success is the identification of risks and how they will be managed.

The following risks have been identified prior to the projects start. These risks will be reviewed as the project progresses.

RISK	POTENTIAL ISSUE(S)	POTENTIAL MITIGATION
1. <b>HIGH</b>	<ul style="list-style-type: none"> <li>Further outbreaks or impacts from COVID pandemic</li> </ul>	Amendment to schedule and type of engagement i.e. video etc, additional resourcing already endorsed as in recovery coordinator role and collaborative working with GW3, Department Employment, Small Business and Training etc
2. <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Further significant economic impacts to the Regions resource industry proponents</li> </ul>	Impacts will be to regional businesses and community but not to the engagement project itself
3. <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Business participation</li> </ul>	Existing relationships built through pandemic period and programs as in Shop Isaac and Community Chest
4. <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Time delay in delivery</li> </ul>	Remote/virtual meeting ability, existing Economy and Prosperity resources dedicated to project, planned elements and timeframes
5. <b>MEDIUM</b>	<ul style="list-style-type: none"> <li>Internal resourcing constraints i.e. Economic and Business Resilience Officer role not filled</li> </ul>	Economy and Prosperity team will prioritise the project and reallocate resources to deliver the project

## 3. PROJECT ACTIVITIES

The below activities are proposed engagement actions.

No.	Task Description or Milestone	Who	Start Date	End Date or Milestone
1	Planning, Research and development	E&P Project team	Jan 19	Feb 20
2	Networking events held across the region (dates booked)	E&P Business support team/GW3	Feb 20	Mar 20
3	Business confidence and consumer surveys released (release in line with networking events)	E&P Business support team/BMC	Feb 21	Mar 21
4	One on one targeted meetings across differing levels of SME's and industry sectors	E&P Business Resilience Coordinator/Business support officer	Feb 21	Mar 21
5	Analysis and assessment (including review of Community chest existing program	Economic Business Resilience Coordinator/Manager E&P	Feb 21	Feb 21
6	Internal review and assessment of Community chest program (w/internal stakeholders) with consideration of	Economic Business Resilience Coordinator/Manager		Apr 21

	the outcomes of the business engagement and research. Development of recommendations for the future delivery of the program	E&P/Internal stakeholders	Feb 21	
7	Report on outcomes of the engagement and development and endorsement of any initiatives for that are outside of the existing Strategic recovery plan and Economic development Strategies	Economic Business Resilience Coordinator/Manager E&P	April 21	April 21



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Jana Hesketh

## AUTHOR POSITION

Manager Community Engagement, Programs and Events

10.11

## REGIONAL ARTS DEVELOPMENT FUND – GRANT ROUND TWO FY20/21

## EXECUTIVE SUMMARY

This report seeks Council's approval of three grant applications to Round Two of the 2020/21 Isaac Regional Council administered Regional Arts Development Fund (RADF) grants program. It also seeks to extend the project conclusion timeframe for *Generations of Men*, a Round Two 2019/20 RADF funded project to 31 July 2021 and as such, vary the funding agreement between Isaac Regional Council and Arts Queensland to allow for the associated grant funds to be carried over to the 2020/2021 RADF budget.

## OFFICER'S RECOMMENDATION

### *That Council:*

1. Approves the application from Dysart Arts Incorporated for the 'Dysart Creatives Weekend' to the value of \$1,410.
2. Approves the application from Kelly Shan for the 'Life Journey' project to the value of \$5,500.00.
3. Approves the application from Trysett le Garde for the 'Travels with Trysett' project to the value of \$5,500.
4. Approves the extension of project conclusion for the previously approved Round Two 2019/2020 Regional Arts Development Fund application from Joanna Joy and Elizabeth Simard for the 'Generations of Men' short film project to 31 July 2021.
5. Authorises the Chief Executive Officer to vary the funding agreement between Arts Queensland and Isaac Regional Council for Regional Arts Development Fund 2020/2021 by increasing the carry over surplus from Regional Arts Development Fund 2019/2020 by the amount of \$6,400.00 so that the grant for the *Generations of Men* project may then be paid to the applicants Joanna Joy and Elizabeth Simard in the 2020/2021 financial year.

## BACKGROUND

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. RADF promotes the role and value of arts, culture and heritage as key drivers of diverse and inclusive communities and strong regions. RADF invests in local arts and cultural priorities, as determined by local communities, across Queensland. Isaac Regional Council is a long-standing RADF partner and uses RADF funding to undertake Council strategic initiatives and to also administer a grants program delivered via three annual application rounds.

Three applications have been received for Round Two of the Isaac Regional Council administered RADF grants program for the 2020/2021 financial year. These applications are:

## Application 1: Dysart Creatives Weekend – Dysart Arts Inc. (Confidential Attachment 1)

Application overview – Following community feedback about the activities they'd like to see offered in Dysart, Dysart Arts Incorporated (Inc.). are hoping to host the Dysart Creatives Weekend, offering two watercolour art workshops lead by artist Shona Nicolls. The funding requested will cover artist fees (including travel and accommodation) and materials for workshop participants.

Funding requested - \$1,410.00

Funding recommended by committee - \$1,410.00

## Application 2: Life Journey - Kelly Shan (Confidential Attachment 2)

Application overview – Life Journey with Kelly Shan tells stories of resilience via recorded interviews with inspiring individuals. The funding requested will allow Kelly to professionally film and edit eight interviews with people, four of which shall be from the Isaac region. These interviews will be made available on lifejourney.tv and also on YouTube, Facebook and Instagram. Kelly is also seeking funds to engage a professional to update her current website.

Funding requested - \$5,500.00

Funding recommended by committee - \$5,500.00

## Application 3: Travels with Trysett – Trysett le Garde (Confidential Attachment 3)

Application overview – Trysett le Garde is developing a creative writing project entitled 'Travels with Trysett' in which she will share stories of living in the Isaac Region and abroad. Trysett hopes to employ a mentor to assist with the development of her work. Results of the mentorship and project shall be shared via an online blog, with an online event being held before 30 June 2021 where Trysett will perform some of the pieces developed. Trysett is seeking funds to cover the professional fees of mentor, Dianne Wills.

Funding requested - \$5,500.00

Funding recommended by committee - \$5,500.00

## Generations of Men project

At the Ordinary Meeting on 24 June 2020, Council resolved to support the Generations of Men project to the value of \$6,400.00 via Round Two of the 2019/2020 RADF grants program (Resolution 6652). Applicants Joanna Joy and Elizabeth Simard have been in contact with the Arts and Cultural Programs Officer to request an extension to the timeframe for delivery as they have faced unforeseen delays as a result of COVID-19.

Part of the \$6,400 grant was to be used to pay consultation fees to Margaret Hornagold, a Barada Barna woman who is to provide indigenous language scripting for the film. Additional funds had been allocated to travel costs for the creative team (some of whom live interstate) to facilitate regional workshops, one of which is to be held at Middlemount Community School.

The Applicants had previously requested that Council hold payment of the grant funds while their auspicing organisation, The House that Dan Built Inc., satisfied itself that receipt of the grant would not jeopardise their

eligibility to receive Jobseeker income support. By the time it had resolved the issue and the Applicants had requested payment of the grant, the new RADF Funding Agreement for 2020-2021 had come into effect.

As such, it will be necessary to request Arts Queensland for a variation to the RADF Funding Agreement for 2020-2021 so that the amount of the carry over surplus from RADF 2019-2020 is increased by \$6,400 after which the grant may be paid to the Applicants. The Arts Queensland, Partnerships Manager supports this course of action and requests that Council authorise the CEO to execute the variation to the funding agreement.

## IMPLICATIONS

### Financial – overall RADF budget and expenditure

RADF budget FY 20/21, pending approval to roll-over Generations of Men project funding from FY19/20 to FY 20/21

IRC cash contribution	\$26,700.00
Arts Queensland RADF approved funding	\$49,500.00
Approved FY19/20 RADF surplus, rolled over to FY20/21	\$36,642.00
Generations of Men grant funding roll-over from FY19/20 to FY 20/21	\$6,400.00
<b>TOTAL</b>	<b>\$119,242.00</b>

Revised RADF expenditure for FY20/21, pending approval to roll-over Generations of Men project funding from FY19/20 to FY 20/21

Round One RADF grants program	\$15,000.00
Round Two RADF grants program	\$15,000.00
Round Three RADF grants program	\$15,000.00
Generations of Men project – rolled over from FY19/20	\$6,400.00
Implementation of the Isaac Arts and Cultural Action Plan via Council Strategic Initiatives	\$29,220.00
NAIDOC and First People's programming	\$20,000.00
Arts and Cultural Programs delivered at the 2021 St Lawrence Wetlands Weekend	\$18,622.00
<b>TOTAL</b>	<b>\$119,242.00</b>

### Financial – RADF grant Round Two FY20/21

Total funds available = \$15,000.00

Application 1: Dysart Creatives Weekend – Dysart Arts Inc.	\$1,410.00
Application 2: Life Journey - Kelly Shan	\$5,500.00



Application 3: Travels with Trysett – Trysett le Garde	\$5,500.00
<b>TOTAL</b>	<b>\$12,410.00</b>
Funding round surplus	\$2,590.00

The Isaac Arts and Cultural Advisory Committee will discuss plans for surplus funds at the next scheduled committee meeting.

## CONSULTATION

### Internal

Councillor Division Two  
Councillor Division Four  
Councillor Division Seven  
Councillor Division Eight  
Manager Engaged Communities  
Arts and Cultural Programs Officer  
Chief Financial Officer

### External

Jasmine Pearce, President Dysart Arts and member of Isaac Arts and Cultural Advisory Committee  
Amanda Raymond, President Moranbah Arts and member of Isaac Arts and Cultural Advisory Committee  
Reverend Luke Collings, Reverend at Moranbah Anglican Church and member of Isaac Arts and Cultural Advisory Committee  
Tania Gillies, President of Clermont Artslink and member of Isaac Arts and Cultural Advisory Committee  
Evelyn Golding, Partnerships Manager, Arts Queensland

## BASIS FOR RECOMMENDATION

Through support of the aforementioned creative projects, Isaac Regional Council is achieving priorities set out in the Arts and Cultural Action Plan 2018-2022.

## ACTION ACCOUNTABILITY

The Manager Community Engagement, Programs and Events will oversee payment of grant funds to successful applicants.

The Manager Community Engagement, Programs and Events will work with Arts Queensland on the preparation of a revised RADF funding agreement for FY 20/21.

## KEY MESSAGES

Isaac Regional Council is committed to arts and cultural development in the Isaac region.

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**Report prepared by:**

JIM HUTCHINSON  
**Manager Engaged Communities**

Date: 5 January 2021

**Report authorised by:**

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

Date: 12 January 2021

## ATTACHMENTS

- Attachment 1 - Application 1 Dysart Creatives Weekend – Dysart Arts Incorporated - *Redacted*
- Attachment 2 - Application 2 Life Journey - Kelly Shan - *Redacted*
- Attachment 3 - Application 3 Travels with Trysett – Trysett le Garde - *Redacted*

## REFERENCE DOCUMENT

- Regional Arts Development Fund (RADF) Funding Guidelines

# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



Isaac Regional Council is collecting personal information you supply on this form in accordance with the Information Privacy Act 2009. Your personal information will be used by Council officers who have been authorised to do so. The information will not be given to any other person or agency unless required by law or unless your permission is sought. Personal information will be handled in accordance with the Information Privacy Act 2009.

## APPLICATION SUMMARY

<b>APPLICANT DETAILS</b> Insert name (individual, group or organisation) <u>Dysart Arts Inc</u>			
<b>RADF CATEGORY FOR FUNDING</b> Please tick one category which has the most relevant goals for your application. Check the RADF Guidelines for Applicants for details			
<input type="checkbox"/> Individual development	<input type="checkbox"/> Projects and programs		
<input checked="" type="checkbox"/> Community wellbeing	<input type="checkbox"/> Local priorities and strategic initiatives		
<b>NAME OF PROJECT</b> (Insert name of project using maximum of 6 words) <u>DYSART CREATIVES WEEKEND</u>			
<b>BRIEF DESCRIPTION OF PROJECT</b> Describe the project in approximately 20 words (eg. What is it about?) <u>Sharon Nicolls WATERCOLOUR ARTIST, TO HOLD 2 workshops 1x workshop for beginners &amp; 1x Advanced in line with previous workshop</u>			
Total Project Cost (use whole \$)	\$ <u>3,569</u> <del>2,130</del> <u>CLG</u>	RADF Grant requested (use whole \$)	\$ <u>1,410</u> <del>1,385</del> <u>CLG</u>
Start Date	<u>22/5</u>	Finish Date	<u>23/5</u>
Outcome Report Due	<u>29/6</u>		
<b>COUNCIL USE ONLY</b>			
RADF Grant	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Meeting Date	
Amount Requested	\$	Amount Approved	\$
Chairperson Signature			Date
Chairperson Name			



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



## APPLICANT DETAILS

<b>1.1 Applicant Type</b>			
Are you applying as: (please tick one only)	<input type="checkbox"/> An Individual	<input checked="" type="checkbox"/> Group/Unincorporated Body	<input type="checkbox"/> An Organisation
	<b>Go to 1.2</b>	<b>Go to 1.3</b>	<b>Go to 1.4</b>
<b>1.2 Individual</b>			
Please insert your full name (as per driver's licence or birth certificate). If under 18, give date of birth: Date of birth:	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)	
	Given Names		
	Family Name		
	Do you have Australian citizenship or permanent residency status		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Are you: <input type="checkbox"/> Male <input type="checkbox"/> Female		<b>Go to 1.5</b>
<b>1.3 Groups</b>			
Collectives or cooperatives are community groups or groups of artists that are not incorporated but must be auspiced by an incorporated organisation including Local Government, or an individual with an ABN. One person must be nominated as the accountable representative of the collective for management, reporting and financial matters.	Name of group	DYSART ART INC	
	Name of auspicing organisation /individual	N/A	
	Note this organisation or individual must complete section 1.8		
	Details of accountable person in applicant group <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)		
	Given names	[Redacted]	
Family name	[Redacted]	<b>Go to 1.5</b>	
<b>1.4 Organisations</b>			
Eligible organisations include arts and cultural not-for-profit organisations and Australian companies that are either based in Queensland or able to demonstrate how their project will directly benefit Isaac arts and culture.  Organisations must be registered under law as either incorporated associations or a company.	Legal name of organisation	DYSART ARTS INC	
	Details of accountable person in organisation <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)		
	Given names	[Redacted]	
	Family name	[Redacted]	
	Role of contact person	Treasurer	
What is your organisation's status?		<input checked="" type="checkbox"/> Incorporated Association <input type="checkbox"/> Company	



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



<b>1.5 Applicant Contact Details</b>			
Street address	[Redacted]		
Postal address	As Above		
Telephone	Work	Mobile	[Redacted]
Email address	[Redacted]	Social media	Facebook - Dysart Arts
Website address			
<b>1.6 RADF And Other Grants</b>			
Have you or your group/organisation previously applied for a RADF grant?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If you were successful, has that RADF grant been successfully acquitted?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Have you or do you intend to apply for other grants to fund any activities in this project?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, list the other grants that have or will be applied for including the financial amount and whether the outcome is known. N/A			
<b>1.7 Australian Business Number (ABN) Details</b>			
Will you/your organisation be responsible for the financial management of the grant if this application is successful?	<input checked="" type="checkbox"/> Yes – insert your ABN details below		
	<input type="checkbox"/> No - An auspicing body will be administering any grant that I receive on my/our organisation's behalf. Complete section 1.8 below		
What is your ABN?	41 105 326 776		
In what name is the ABN registered?	DYSART ARTS INC		
What is your trading name or professional name (if relevant)?			
Are you registered for GST?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>1.8 Auspiced Application</b>			
<b>Please Note:</b>			
<ul style="list-style-type: none"> <li>All individuals who do not have an ABN, groups/collectives or unincorporated organisations must nominate an individual with an ABN or incorporated organisation to take responsibility for any grant that may be offered.</li> <li>Only complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf who will also be responsible for submitting a financial report at the end of the project.</li> </ul>			



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



Who is your auspic ing arrangement with?	<input type="checkbox"/> an incorporated organisation	<input type="checkbox"/> an individual with an ABN
Name of auspic ing organisation or individual		
Contact person for auspic ing organisation		
Position of contact person (if relevant)		
ABN of auspic ing organisation or individual		
Postal address of auspic ing organisation or individual		
Telephone	Work	Mobile
Email address		
Please complete certification of auspic ing organisation/individual details. Go to 5.2		

## ABOUT THE PROJECT

### 2.1 Project Artform

What is the main art form category of your project? Please select one only from the list below.

<input checked="" type="checkbox"/> Community arts and cultural development	<input type="checkbox"/> Dance
<input type="checkbox"/> Heritage	<input type="checkbox"/> Multi-arts
<input type="checkbox"/> Music	<input type="checkbox"/> Theatre
<input checked="" type="checkbox"/> Visual arts, craft and design	<input type="checkbox"/> Writing

### 2.2 Activities planned for this project.

Choose from the list below:	Insert the number of activities:
<input type="checkbox"/> Individual artist participating in professional/career development activity	
<input type="checkbox"/> Creative development of new work	
<input type="checkbox"/> Performances	
<input type="checkbox"/> Exhibitions/Collections	
<input type="checkbox"/> Publications	
<input checked="" type="checkbox"/> Workshops	2
<input type="checkbox"/> Events/Festivals	
<input type="checkbox"/> Place making	
<input type="checkbox"/> Cultural tourism	



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<input type="checkbox"/> Community consultation/arts research/policy development	
<input type="checkbox"/> Conferences and training sessions delivered for artists and cultural workers	
<input type="checkbox"/> Heritage protection/promotion	
<input type="checkbox"/> RADF training	
<input type="checkbox"/> RADF promotion	
<input type="checkbox"/> Other (please specify)	
<b>2.3 Complete the table below if the applicant is seeking funding for individual development</b>	
Through undertaking this individual development opportunity, I will (please tick one or more options that apply):	<input checked="" type="checkbox"/> develop new skills and knowledge
	<input type="checkbox"/> explore new directions in my arts or cultural practice
	<input type="checkbox"/> take my career to the next level of professionalism
	<input type="checkbox"/> develop new professional industry networks
	<input type="checkbox"/> develop new audiences or markets
	<input type="checkbox"/> contribute to my local community through sharing what I have learnt with others. Detail how you will do this:
<input type="checkbox"/> Other benefits expected to flow to the individual applicant. Please specify below:	
<b>2.4. Does This Application address local Council priorities?</b>	
(Tick if one or more applies)	<input type="checkbox"/> Implementing the Arts and Cultural Policy (CORP-POL-031) and Arts and Cultural Action Plan 2018-2022 (COM-PLN-007)
	<input checked="" type="checkbox"/> Supporting local artists (emerging and established), arts workers and cultural workers by facilitating locally driven community arts and cultural processes
	<input type="checkbox"/> Creating opportunities for cultural tourism
<b>2.5 Does this Application address one or more of the State Government priorities listed in the table below</b>	
(Tick if one or more applies)	<input checked="" type="checkbox"/> Encouraging safe and inclusive communities



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



	<input type="checkbox"/> Building regions <input checked="" type="checkbox"/> Stimulating economic growth and innovation <input type="checkbox"/> Increasing workforce participation <input type="checkbox"/> Supporting disadvantaged Queenslanders <input type="checkbox"/> Conserving heritage <input type="checkbox"/> Not applicable	
<b>2.6 Write a brief description of what you want to do with the project</b> Describe the rationale and objectives of your project. Refer to the relevant category of funding in the RADF Guidelines for Applicants. To offer the community a chance to update or learn new skills and allow people to create their own Art and express their emotions.		
<b>2.7 Explain why this project should be supported</b> How will this project benefit you, your community or artists/arts workers or cultural workers? Write a brief description about the results you expect from the project. E.g. Skill development, community access, media coverage for your art form, professional development, innovation, creation of new work, quality of life for the community. Creative activities in the Disart community is very limited. This will have an opportunity for residence to get amongst the community and meet new people, create art and have something to look forward to, to gain experience for future work shops.		
<b>2.8 What evidence of genuine community interest and local support is there for this project?</b> Briefly describe evidence of interest in and support for your project (Not necessary for category 1 applications) Demonstrate the level of support by attaching letters and supporting documents. Disart Arts carried out a survey to the community which is attached.		
<b>2.9 Location of project</b> Where will you undertake your project? <div style="background-color: black; width: 100px; height: 20px;"></div>		Postcode(s) where activity will take place: <div style="background-color: black; width: 100px; height: 20px;"></div>



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## 2.10 Estimated total number of participants and audiences

Insert estimate of total number of:	From Isaac region:	From outside Isaac region:
Participants (Number of people who actively participate in activities - e.g. attend a class to make something, sing in a choir, participate in a training workshop)	23	1
Attendees (Number of people who attend activities as audience members - e.g. to see an exhibition, watch a performance, listen to a talk, etc.)	0	0

## 2.11 Have you considered the issues of workplace health and safety, copyright and licences required for your project

Please outline the steps you have taken to address these issues. For example, identify possible risks with this project and outline the strategies to minimise them. Specify any licences that are required to undertake the activity or if permission from copyright holders is required.

First aid located in Dysart Arts hut for injuries

First aid trained people available

emergency meeting point @ dysart arts entry sign.

## 2.12 Public liability insurance policy for this project Insert the details of the policy that will cover this project

Policy Holder Name	Regional Arts Service Network
Policy No. [REDACTED]	Expiry Date: 31-Dec-2020
Name of Insurer	XL Insurance Company SE
Amount of Insurance Coverage	\$ 30,000,000
Or, details of other arrangements	

## 2.13 How will Audience/Participant/Partner Feedback be Collected for this Project?

Tick one or more that applies	<input type="checkbox"/> Survey <input checked="" type="checkbox"/> Feedback forms <input type="checkbox"/> Interviews <input type="checkbox"/> Stakeholder debrief <input type="checkbox"/> Other. Please insert details below:
-------------------------------	--



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## PROJECT MANAGEMENT

### 3.1 List each stage of the project from start to finish

Write a date in the column beside each stage to indicate when you expect to complete that stage of the project

Project Stage	Date
Project planning	21/11/20
<del>app</del> Application lodged	10/12/20
Workshops Confirmed	30/12/20
Workshops Commenced & Completed	22/5/21 - 23/5/21
Outcome report.	29/6/21
Complete the RADF Project Outcome Report (no later than 8 weeks after the finish date)	

### 3.2 Number of Artists, Arts Workers and Volunteers involved in the project

Insert number of people to be employed (on contract or permanent basis) as artists or arts and cultural workers over duration of activity/project	<del>1</del> 1
Insert number of people employed over duration of activity (on contract or permanent basis) engaged in a role other than an artistic/cultural role one	0
Insert number of people to be engaged as volunteers to support delivery of the activity/project	<del>1</del> 2

### 3.3 List the Artists, and Arts/Cultural Workers Involved

You must demonstrate that award rates or industry recommended rates of pay will be made to arts and cultural workers involved in the project. If you are paying only a portion of the recommended rate of pay because the professionals involved are contributing their time as an in-kind contribution, please list the total rate of pay in the table below and then note any in-kind contribution on the income section of the budget (please attach an extra page if necessary).

Please **attach** the following documents from each listed artist or arts worker employed with RADF funding:

- Resume or CV
- Eligibility Checklist for each Professional and Emerging Professional Artist
- Letter of confirmation of availability
- Schedule of fees/quote

## REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



NB: Insert the relevant amounts in Item A of Budget.

Name	Role or position in project	Rate of pay (\$/hr or \$/wk)	\$ Total fee	Sum to be funded by RADF
Shona Nicolls	Artist/Tutor	92.30/h	2130	\$1384.50

### 3.4 List any partnerships involved in this project

Insert the relevant amounts in Item I of Budget.

Name of Organisation/ Individual	Description of Contribution	Type of Partnership Financial or In-kind	Value of Sponsorship (whole \$)

### 3.5 Project Budget – Income and Expenses

Complete this budget using this template to account for all costs of your project. You must:

- ensure that the total expenditure equals the total income;
- ensure that your budget estimates are as accurate as possible;
- indicate how much of the RADF grant will be used for each relevant item. Write the breakdown in the column on the right-hand side of the expenditure column;
- enter all other grants for which you have applied and mark approved grants with an asterisk;
- assign a \$ value to in-kind support such as volunteer labour. It is usual to cost volunteer labour at \$20 per hour;
- round all amounts to the nearest dollar (e.g. \$10, not \$9.87 or \$458 not \$458.21).

Note. If you are not GST registered, amounts should be shown as inclusive of GST as this is part of the cost of the project. If you are registered for GST, amounts should be shown as exclusive of GST as Council will pay the amount of the grant plus GST.

Expenditure (Is the total cost of the Project)	Income (Is the money you are generating to cover the total cost of the project. This includes in-kind contribution and the total RADF grant that you are seeking).
--	--



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



A. Salaries, fees and allowances	Total What is the total cost of each item?	RADF How much RADF funding are you seeking to cover each item?	F. Earned Income e.g. Participant Fees	\$
Shona Nicholls	\$1,800	\$ 1,080	Participant fees	\$720
Travel	\$210	\$210	\$30 per person	
Accommodation	\$120	\$120	12@ each w'shop	
Volunteer fees (in-kind)	\$375			
Subtotal A	\$ 2,505	\$ 1,410	Subtotal F	\$ 720
B. Production/program costs			G. Other Grant Income	
Materials	\$600		Nil	
Catering	\$360			
Subtotal B	\$960	\$	Subtotal G	\$ Nil
C. Promotion, documentation and marketing costs			H. Your own contribution	
Facebook	\$0		Volunteer support	\$475
Community Noticeboard	\$4		Catering	\$360
			Materials	\$600
			Promotion	\$4
Subtotal C	\$4	\$	Subtotal H	\$ 1,439
D. Total RADF grant requested		\$ 1,800	I. Sponsorships, fundraising and donations	
E. Administration costs			Nil	
RADF application and acquittal	\$100			
Subtotal E	\$ 100		Subtotal I	\$ Nil
			J. RADF grant (Subtotal D)	\$ 1,410
<b>Total Expenditure (A+B+C+E) Not D</b>	<b>\$ 3,569</b>		<b>Total Income (F+G+H+I+J)</b>	<b>\$ 3,569</b>



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## INFORMATION ABOUT THE APPLICANT

<b>4.1 Do you identify with one or more of the following groups?</b>
If you are an individual applicant, do you, yourself, identify as belonging to one or more of these groups? If you are an organisation, does your organisation exist <u>primarily</u> to service one or more of these groups? (Tick which applies)
<input type="checkbox"/> Aboriginal and/or Torres Strait Islander
<input type="checkbox"/> Australian South Sea Islander
<input type="checkbox"/> From a culturally or linguistically diverse background
<input type="checkbox"/> Person with a disability
<input type="checkbox"/> Older person (55 years +)
<input type="checkbox"/> Young person (12 to 25 years)
<input checked="" type="checkbox"/> Not applicable
<b>4.2 Is your activity <u>directly and specifically targeted</u> at one or more of the following groups listed in the table?</b>
Do not select a response if your activity is open to all members of the community but is not specifically targeted.
<input type="checkbox"/> Aboriginal and/or Torres Strait Islander people
<input type="checkbox"/> Australian South Sea Islander people
<input type="checkbox"/> People from a culturally or linguistically diverse background
<input type="checkbox"/> People with a disability
<input checked="" type="checkbox"/> Older people (55 years +)
<input checked="" type="checkbox"/> Young people (12 to 25 years)
<input checked="" type="checkbox"/> Women
<input type="checkbox"/> Men
If your project does directly target one or more groups, describe how the group(s) will be targeted:

## CERTIFICATION

<b>5.1 All Applicants</b>
I, the undersigned certify that:
<input checked="" type="checkbox"/> I have read and will abide by the Regional Arts Development Fund Guidelines for Applicants together with any published revisions which are available at <a href="http://www.isaac.qld.gov.au/radf">www.isaac.qld.gov.au/radf</a>
<input checked="" type="checkbox"/> The statements in this application are true and correct to the best of my knowledge, information and belief and the supporting material is my own work or the work of the artists named in this application.



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



<input checked="" type="checkbox"/> I understand that the information provided in this application will be used by Council to process and assess my application and, if successful, to process, pay and administer the grant;	
<input checked="" type="checkbox"/> I give permission for Council to verify grants requested from other funding agencies in support of this project;	
<input checked="" type="checkbox"/> If this application is successful, I consent to Council disclosing the following information about the funded activity ("the Information") to Arts Queensland: <ul style="list-style-type: none"> <li>• the information provided in this application;</li> <li>• the amount of funding that I receive;</li> <li>• the information that I provide in my Project Outcome Report; and</li> <li>• Text and images relating to the funded activity.</li> </ul>	
<input checked="" type="checkbox"/> If this application is approved, I consent to Council and/or Arts Queensland giving the Information to the media and/or Queensland Government Members of Parliament and I understand that I may be contacted by them. I also consent to the Council and/or Arts Queensland publishing information about the funded activity in their Annual Reports or on their websites.	
<input checked="" type="checkbox"/> I give permission for Council and Arts Queensland to use text and images of this funded activity to publicise RADF and to promote funding outcomes for arts and cultural development in Queensland.	
<input checked="" type="checkbox"/> I give permission for Council and Arts Queensland to use the Information for reporting purposes, training, systems testing and process improvement. The Information may be anonymised and used for statistical purposes.	
Signature:	
If you are under 18 years of age, your legal guardian must also sign this application	Date: 9/12/20
Print Name in Full	
Position in Group/Organisation	Dysart Arts Inc - Treasurer

## 5.2 Certification by Auspicing Organisation/Individual

**Please Note:** Both the applicant and the auspicing organisation/individual are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to place further applications to Council and Arts Queensland until all grants have been satisfactorily acquitted.

I/my organisation agree(s) to administer the grant that may be offered to the applicant on their behalf and that the information stated in section 1.8 of this application is true and correct.

Signature:		Date:	
Name of auspicing body/individual			
Contact person's name in full			
Position in group or organisation			

REGIONAL ARTS DEVELOPMENT  
FUND (RADF) APPLICATION FORM

## APPENDIX SUPPORT MATERIAL

## Eligibility Checklist Professional/Emerging Professional Artists

Please make copies of this Checklist as required or download a copy from the RADF page on the Arts Queensland website [www.arts.qld.gov.au](http://www.arts.qld.gov.au)

The purpose of the RADF program is to support professional and emerging professional artists and arts workers (artists) to practice excellent art for and with communities for mutual development. This checklist has been developed to ensure that the status of artists as 'professional' and 'emerging professional' is clearly identified. Your responses to the questions below determine your status as an artist in regard to the RADF Program.

You need to tick any three (3) or more of the artistic merits below to qualify as an artist with a professional or emerging professional status. If you cannot select a minimum of three (3) of the artistic merits, you do not meet the eligibility requirements as a professional or emerging artist who can be funded by the RADF program. In this case please contact your local RADF Liaison Officer to discuss alternative funding sources to support your arts activity/project.

Artist or Artis Worker Name	Shona Nicholls
-----------------------------	----------------

Please tick the following artistic merits that apply to you:

- |   |     |
|---|-----|
| <input type="checkbox"/> I have professional arts and/or cultural qualifications  |     |
| <input checked="" type="checkbox"/> I have an Australian Business Number  | ABN |
| <input checked="" type="checkbox"/> I have devoted significant time to arts practice  |     |
| <input checked="" type="checkbox"/> I have been recognised as a professional by my peers  |     |
| <input checked="" type="checkbox"/> I have held public exhibitions or given public performances (not as part of a competition)                          |     |
| <input type="checkbox"/> I have won important national and/or international prizes or awards  |     |
| <input checked="" type="checkbox"/> I have held public discussions and/or have had articles written about my work                                       |     |
| <input checked="" type="checkbox"/> I have been commissioned or employed on the basis of art skills and/or earning income from sales of art work        |     |
| <input type="checkbox"/> I am a member of a professional association (or associations) as a professional artist. List the name(s) of the Association(s) |     |
| <input type="checkbox"/> I am an artist whose artistic or cultural knowledge has been recognised by my professional peers or the cultural community     |     |
| <input type="checkbox"/> I am an artist whose artistic or cultural knowledge has developed through oral traditions                                      |     |

Signature \_\_\_\_\_

Print Name: \_\_\_\_\_

Date \_\_\_\_\_

11/12/20

See Number 9513-446-129  
Date Printed: 10/20/08  
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TORRE DESIGN GROUP  
7100 4TH ST. N. • ST. PAUL, MN 55114 • PO BOX 97368 • CHICAGO, IL 60697





# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

Isaac Regional Council is collecting personal information you supply on this form only for the purpose of processing your grant application and for remaining in contact with you. Your personal information will be accessed only by Council officers authorised to do so. The information provided on your grant application and in any related documentation/discussions may be provided to members of the Isaac Arts and Cultural Advisory Committee in order to assist Council in processing your grant application. Council treats all personal information in accordance with the Information Privacy Act 2009.

## APPLICATION SUMMARY

<b>APPLICANT DETAILS</b> Insert name (individual, group or organisation)					
Kelly Jane Shann					
<b>RADF CATEGORY FOR FUNDING</b> Please tick one category which has the most relevant goals for your application. Check the RADF Guidelines for Applicants for details					
<input type="checkbox"/> Individual development		<input type="checkbox"/> Projects and programs			
<input checked="" type="checkbox"/> Community wellbeing		<input type="checkbox"/> Local priorities and strategic initiatives			
NAME OF PROJECT (Insert name of project using maximum of 6 words) Life Journey with Kelly Shann					
<b>BRIEF DESCRIPTION OF PROJECT</b> Describe the project in approximately 20 words (eg. What is it about?)  From mid-March to mid-June 2021, I will film interviews with 8 people (at least 4 from the Isaac) having researched each subject and scripted the questions. The video footage will be professionally edited and uploaded to my website Life Journey with Kelly Shann/YouTube channel/facebook/instagram/ my podcast. These stories of resilience will help Isaac people connect and improve their well-being. I am also seeking funding support to engage a professional to refresh and update my website.					
Total Project Cost (use whole \$)		\$ 10,991		RADF Grant requested (use whole \$)	
				\$ 5,500	
Start Date	01/03/21	Finish Date	30/06/21	Outcome Report Due	30/08/21
<b>COUNCIL USE ONLY</b>					
RADF Grant		<input type="checkbox"/> Approved <input type="checkbox"/> Not approved		Meeting Date	
Amount Requested		\$		Amount Approved \$	
Chairperson Signature					Date
Chairperson Name					



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## 1. APPLICANT DETAILS

<b>1.1 Applicant Type</b>			
Are you applying as (please tick one only)	<input checked="" type="checkbox"/> An Individual	<input type="checkbox"/> Group/Unincorporated Body	<input type="checkbox"/> An Organisation
	<b>Go to 1.2</b>	<b>Go to 1.3</b>	<b>Go to 1.4</b>
<b>1.2 Individual</b>			
Please insert your full name (as per driver's licence or birth certificate). If under 18, give date of birth:  Date of birth:	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input checked="" type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)	
	Given Names	Kelly Jane	
	Family Name	Shann	
	Do you have Australian citizenship or permanent residency status		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Are you:	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>Go to 1.5</b>
<b>1.3 Groups</b>			
Collectives or cooperatives are community groups or groups of artists that are not incorporated but must be auspiced by an incorporated organisation including Local Government, or an individual with an ABN. One person must be nominated as the accountable representative of the collective for management, reporting and financial matters.	Name of group		
	Name of auspicing organisation/individual Note this organisation or individual must complete section 1.8		
	Details of accountable person in applicant group Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)		
	Given names		
	Family name		<b>Go to 1.5</b>
<b>1.4 Organisations</b>			
Eligible organisations include arts and cultural not-for-profit organisations and Australian companies that are either based in Queensland or able to demonstrate how their project will directly benefit Isaac arts and culture.  Organisations must be registered under law as either incorporated associations or a company limited by guarantee.	Legal name of organisation		
	Details of contact person in organisation Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)		
	Given names		
	Family name		
	Role of contact person		
	What is your organisation's status? E.g. limited by guarantee, incorporated, etc..		



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<b>1.5 Applicant Contact Details</b>			
Street address	[REDACTED]		
Postal address	As above		
Telephone	Work	Mobile	Fax
Email address	[REDACTED]		Social media Life Journey with Kelly Shann
Website address www.lifejourney.tv			
<b>1.6 RADF And Other Grants</b>			
Have you or your group/organisation previously applied for a RADF grant?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If you were successful, has that RADF grant been successfully acquitted?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you or do you intend to apply for other grants to fund any activities in this project?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, list the other grants that have or will be applied for. Indicate how much will be sought and whether the outcome is known			
<b>1.7 Australian Business Number (ABN) Details</b>			
Will you/your organisation be responsible for the financial management of the grant if this application is successful?	<input checked="" type="checkbox"/> Yes insert your ABN details below		
	<input type="checkbox"/> No - An auspicng body will be administering any grant that I receive on my/our organisation's behalf. Complete section 1.8 below		
What is your ABN? [REDACTED]			
In what name is the ABN registered?	Kelly Shann		
What is your trading name or professional name (if relevant)?	Life Journey with Kelly Shann		
Are you registered for GST?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>1.8 Auspiced Application</b>			
<b>Please Note:</b>			
<ul style="list-style-type: none"> <li>All individuals who do not have an ABN, groups/collectives or unincorporated organisations must nominate an individual with an ABN or incorporated organisation to take responsibility for any grant that may be offered.</li> <li>Only complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf who will also be responsible for submitting a financial report at the end of the project.</li> </ul>			
Who is your auspicng arrangement with?	<input type="checkbox"/> an incorporated organisation		<input type="checkbox"/> an individual with an ABN



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

Name of auspicng organisation or individual			
Contact person for auspicng organisation			
Position of contact person (if relevant)			
ABN of auspicng organisation or individual			
Postal address of auspicng organisation or individual			
Telephone	Work	Mobile	Fax
Email address			
<b>Please complete certification of auspicng organisation/individual details. Go to 5.2</b>			

## 2. ABOUT THE PROJECT

2.1 Project Artform	
What is the main art form category of your project? Please select one only from the list below.	
<input type="checkbox"/> Community arts and cultural development	<input type="checkbox"/> Dance
<input type="checkbox"/> Heritage	<input checked="" type="checkbox"/> Multi-arts
<input type="checkbox"/> Music	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts, craft and design	<input type="checkbox"/> Writing
2.2 Activities planned for this project.	
Choose from the list below:	Insert the number of activities:
<input type="checkbox"/> Individual artist participating in professional/career development activity	
<input checked="" type="checkbox"/> Creative development of new work	8 filmed interviews
<input type="checkbox"/> Performances	
<input type="checkbox"/> Exhibitions/Collections	
<input type="checkbox"/> Publications	
<input type="checkbox"/> Workshops	
<input type="checkbox"/> Events/Festivals	
<input type="checkbox"/> Place making	
<input type="checkbox"/> Cultural tourism	
<input type="checkbox"/> Community consultation/arts research/policy development	



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<input type="checkbox"/> Conferences and training sessions delivered for artists and cultural workers	
<input type="checkbox"/> Heritage protection/promotion	
<input type="checkbox"/> RADF training	
<input type="checkbox"/> RADF promotion	
<input checked="" type="checkbox"/> Other (please specify)	Production editing/hosting/production

## 2.3 Complete the table below if the applicant is seeking funding for individual development

Through undertaking this individual development opportunity, I will (please tick one or more options that apply):	<input type="checkbox"/> develop new skills and knowledge
	<input type="checkbox"/> explore new directions in my arts or cultural practice
	<input type="checkbox"/> take my career to the next level of professionalism
	<input type="checkbox"/> develop new professional industry networks
	<input type="checkbox"/> develop new audiences or markets
	<input type="checkbox"/> contribute to my local community through sharing what I have learnt with others. Detail how you will do this:
	<input type="checkbox"/> Other benefits expected to flow to the individual applicant. Please specify below:

## 2.4. Does This Application address local Council priorities?

(Tick if one or more applies)	<input checked="" type="checkbox"/> Implementing the Arts and Cultural Policy (CORP-POL-031) and Arts and Cultural Action Plan 2018-2022 (COM-PLN-007)
Goal 2 Celebrate people, places and stories of the region through the arts. Objective 3: support initiatives and new work that tell stories of the region's people, places, events and environments that shape the communities of the Isaac region	<input type="checkbox"/> Supporting local artists (emerging and established), arts workers and cultural workers by facilitating locally driven <u>community arts and cultural processes</u>
	<input type="checkbox"/> Promoting cultural tourism

## 2.5 Does this Application address one or more of the State Government priorities listed in the table below

(Tick if one or more applies)	<input checked="" type="checkbox"/> Encouraging safe and inclusive communities
	<input type="checkbox"/> Building regions



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

	<input type="checkbox"/> Stimulating economic growth and innovation
	<input type="checkbox"/> Increasing workforce participation
	<input checked="" type="checkbox"/> Supporting disadvantaged Queenslanders
	<input type="checkbox"/> Conserving heritage
	<input type="checkbox"/> Not applicable

## 2.6 Write a brief description of what you want to do with the project

Describe the rationale and objectives of your project. Refer to the relevant category of funding in the RADF Guidelines for Applicants.

Rationale - to provide Isaac residents with a tool (Life Journey website, Facebook, Instagram, LinkedIn and YouTube, and podcasts on Spotify and Apple) to help them improve their mental health through watching and listening to inspiring stories about people's lived experiences. Target audience includes marginalised/minority groups living in remote areas with poor access to mental health resources. Objective - better equip people with skills to face challenges with courage, culminating in better overall community resilience, a sense of belonging and social inclusion.

## 2.7 Explain why this project should be supported

How will this project benefit you, your community or artists/arts workers or cultural workers? Write a brief description about the results you expect from the project. E.g. Skill development, community access, media coverage for your art form, professional development, innovation, creation of new work, quality of life for the community.

Through using Life Journey's innovative platforms, residents will learn how to improve their mind health to cope better with the challenges of living in regional and remote areas resulting in an overall happier, more inclusive and resilient community. Updating the look of my website and having video content that is professionally edited should attract more viewer traffic and a pathway to earning income from advertisers. To date, my husband and I have been funding this project ourselves. We feel that there is much value in showcasing to other parts of Australia the quality and kindness of those in our area and to demonstrate it.

## 2.8 What evidence of genuine community interest and local support is there for this project?

Briefly describe evidence of interest in and support for your project (Not necessary for category 1 applications) Demonstrate the level of support by attaching letters and supporting documents.

Support for Life Journey is growing: over 2,000 Facebook followers; Facebook reach of up to 30,000; Instagram audience has doubled in the past 5 weeks; Beginning to grow our LinkedIn followers. We regularly receive emails and messages of support and thanks. Some of my recent interviews included:- Shanna Whan, Sober in the Country. Advocating awareness around alcohol and substance abuse particularly in regional communities. Sarah Foster – ultra-marathon runner from a remote area who has

## 2.9 Location of project

Where will you undertake your project? [REDACTED]	Postcode(s) where activity will take place: [REDACTED]
--	---



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

2.10 Estimated total number of participants and audiences		
Insert estimate of total number of:	From Isaac region:	From outside Isaac region:
Participants (Number of people who actively participate in activities - e.g. attend a class to make something, sing in a choir, participate in a training workshop)	4	4
Attendees (Number of people who attend activities as audience members - e.g. to see an exhibition, watch a performance, listen to a talk, etc.)	1,000	2,000
2.11 Have you considered the issues of workplace health and safety, copyright and licences required for your project		
<p>Please outline the steps you have taken to address these issues. For example, identify possible risks with this project and outline the strategies to minimise them. Specify any licences that are required to undertake the activity or if permission from copyright holders is required.</p> <p>No licence is required for me to conduct interviews. I ensure my interviewees consent to being filmed and they agree to my content being uploaded to, and made available through my platforms.</p> <p>I monitor all comments on my platforms and delete any comments deemed inappropriate.</p> <p>My video equipment is tested and tagged. I ensure all my interviews are held in a safe place.</p>		
2.12 Public liability insurance policy for this project Insert the details of the policy that will cover this project		
Policy Holder Name	[REDACTED]	
Policy No.	Expiry Date:	[REDACTED]
Name of Insurer	[REDACTED]	
Amount of Insurance Coverage	[REDACTED]	
Or, details of other arrangements	[REDACTED]	
2.13 How will Audience/Participant/Partner Feedback be Collected for this Project?		
Tick one or more that applies	<input checked="" type="checkbox"/> Survey <input type="checkbox"/> Feedback forms <input type="checkbox"/> Interviews <input type="checkbox"/> Stakeholder debrief <input type="checkbox"/> Other. Please insert details below:	



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## 3. PROJECT MANAGEMENT

### 3.1 List each stage of the project from start to finish

Write a date in the column beside each stage to indicate when you expect to complete that stage of the project

Project Stage	Date
Planning	September to October 2020
Preparing RADF application	November to December 2020
Receive notification of funding outcome	30 January 2021
Complete funding acceptance requirements	February 2021
Engage website engineer to refresh website	March 2021
Filming 8 interviews incl research/scripting/editing	Mid-March to Mid-June 2021
For breakdown of schedule see Annexure A	
Complete the RADF Project Outcome Report (no later than 8 weeks after the finish date)	30 August 2021

### 3.2 Number of Artists, Arts Workers and Volunteers involved in the project

Insert number of people to be employed (on contract or permanent basis) as artists or arts and cultural workers over duration of activity/project	1 - casual editor 1- graphic artist
Insert number of people employed over duration of activity (on contract or permanent basis) engaged in a role other than an artistic/cultural role one	
Insert number of people to be engaged as volunteers to support delivery of the activity/project	8 (interviewees)

### 3.3 List the Artists, and Arts/Cultural Workers Involved

You must demonstrate that award rates or industry recommended rates of pay will be made to arts and cultural workers involved in the project. If you are paying only a portion of the recommended rate of pay because the professionals involved are contributing their time as an in-kind contribution, please list the total rate of pay in the table below and then note any in-kind contribution on the income section of the budget (please attach an extra page if necessary).

Please attach the following documents from each listed artist or arts worker employed with RADF funding:

- Resume or CV
- Eligibility Checklist for each Professional and Emerging Professional Artist
- Letter of confirmation of availability
- Schedule of fees/quote



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

NB: RADF will fund up to 65% only of the artist's/arts worker's fees.

Insert the relevant amounts in Item A of Budget.

Name	Role or position in project	Rate of pay (\$/hr or \$/wk)	\$ Total fee	Sum to be funded by RADF
Nick Varley	Editor	\$500 per video	\$4,000	\$4,000
Kelly Shann	Producer/Host	Jr (200 hours) @ \$2	\$4,000	

## 3.4 List any partnerships involved in this project

Insert the relevant amounts in Item I of Budget.

Name of Organisation/ Individual	Description of Contribution	Type of Partnership Financial or In-kind	Value of Sponsorship (whole \$)
n/a	n/a	n/a	n/a

## 3.5 Project Budget – Income and Expenses

Complete this budget using this template to account for all costs of your project. You must:

- ensure that the total expenditure equals the total income;
- ensure that your budget estimates are as accurate as possible;
- indicate how much of the RADF grant will be used for each relevant item. Write the breakdown in the column on the right-hand side of the expenditure column;
- enter all other grants for which you have applied and mark approved grants with an asterisk;
- assign a \$ value to in-kind support such as volunteer labour. It is usual to cost volunteer labour at \$20 per hour;
- round all amounts to the nearest dollar (e.g. \$10, not \$9.87 or \$458 not \$458.21).

Note. If you are not GST registered, amounts should be shown as inclusive of GST as this is part of the cost of the project. If you are registered for GST, amounts should be shown as exclusive of GST as Council will pay the amount of the grant plus GST.

Expenditure (Is the total cost of the Project)			Income (Is the money you are generating to cover the total cost of the project. This includes in-kind contribution and the total RADF grant that you are seeking).	
A. Salaries, fees and allowances	Total What is the total cost of each item?	RADF How much RADF funding are you seeking to cover each item?	F. Earned Income	\$
Editor	\$4,000	\$4,000	Nil	
Website engineer	\$1,500	\$1,500		
Subtotal A	\$ 5,500	\$ 5,500	Subtotal F	\$



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

B. Production/program costs			G. Other Grant Income	
Producer/Host (in kind)	\$4,000			
Filming device (4months)	\$ 190			
Sound Recorder (4 months)	\$ 19			
Microphones (4 months)	\$ 32			
Lighting (4 months)	\$ 50			
Subtotal B	\$ 4,291	\$	Subtotal G	\$ 0
C. Promotion, documentation and marketing costs			H. Your own contribution	
Social media posts	\$400		Production costs	\$4,291
Podcast Hosting 4 months	48		Promotion costs	\$600
Website hosting 4 months	56		Grant acquittal (in kind)	\$100
Gmail Account 4 months	32		Travel	\$500
Dropbox 4 months	64			
Subtotal C	\$ 600	\$	Subtotal H	\$ 5,491
D. Total RADF grant requested		\$	I. Sponsorships, fundraising and donations	
E. Administration costs				
Grant acquittal (in-kind)	\$100			
Travel	\$500			
Subtotal E	\$600		Subtotal I	\$
			J.RADF grant (Subtotal D)	\$5,500
<b>Total Expenditure (A+B+C+E) Not D</b>	<b>\$ 10,991</b>		<b>Total Income (F+G+H+I+J)</b>	<b>\$ 10,991</b>



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## 4. INFORMATION ABOUT THE APPLICANT

### 4.1 Do you identify with one or more of the following groups?

If you are an individual applicant, do you, yourself, identify as belonging to one or more of these groups? If you are an organisation, does your organisation exist primarily to service one or more of these groups?  
(Tick which applies)

- ☐ Aboriginal and/or Torres Strait Islander
- ☐ Australian South Sea Islander
- ☐ From a culturally or linguistically diverse background
- ☐ Person with a disability
- ☐ Older person (55 years +)
- ☐ Young person (12 to 25 years)
- ☒ Not applicable

### 4.2 Is your activity directly and specifically targeted at one or more of the following groups listed in the table?

Do not select a response if your activity is open to all members of the community but is not specifically targeted.

- ☐ Aboriginal and/or Torres Strait Islander people
- ☐ Australian South Sea Islander people
- ☐ People from a culturally or linguistically diverse background
- ☐ People with a disability
- ☐ Older people (55 years +)
- ☐ Young people (12 to 25 years)
- ☐ Women
- ☐ Men

If your project does directly target one or more groups, describe how the group(s) will be targeted:

I do not have a specific target audience as I cover a wide range of topics which would appeal to various demographics depending upon whom I interview. Therefore, Life Journey is open to all members of our community.

My intention is to reach out to our local region through community facebook pages of which I follow.

## 5. CERTIFICATION

### 5.1 All Applicants


I, the undersigned certify that:

☒ I have read and will abide by the Regional Arts Development Fund Guidelines for Applicants together with any published revisions which are available at [www.isaac.qld.gov.au/radf](http://www.isaac.qld.gov.au/radf);

☒ The statements in this application are true and correct to the best of my knowledge, information and belief and the supporting material is my own work or the work of the artists named in this application.



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<input checked="" type="checkbox"/> I understand that the information provided in this application will be used by Council to process and assess my application and, if successful, to process, pay and administer the grant;		
<input checked="" type="checkbox"/> I give permission for Council to verify grants requested from other funding agencies in support of this project;		
<input checked="" type="checkbox"/> If this application is successful, I consent to Council disclosing the following information about the funded activity ("the Information") to Arts Queensland: <ul style="list-style-type: none"> <li>the information provided in this application;</li> <li>the amount of funding that I receive;</li> <li>the information that I provide in my Project Outcome Report; and</li> <li>Text and images relating to the funded activity.</li> </ul>		
<input checked="" type="checkbox"/> If this application is approved, I consent to Council and/or Arts Queensland giving the Information to the media and/or Queensland Government Members of Parliament and I understand that I may be contacted by them. I also consent to the Council and/or Arts Queensland publishing information about the funded activity in their Annual Reports or on their websites.		
<input checked="" type="checkbox"/> I give permission for Council and Arts Queensland to use text and images of this funded activity to publicise RADF and to promote funding outcomes for arts and cultural development in Queensland		
<input checked="" type="checkbox"/> I give permission for Council and Arts Queensland to use the Information for reporting purposes, training, systems testing and process improvement. The Information may be anonymised and used for statistical purposes.		
<b>Signature:</b> If you are under 18 years of age, your legal guardian must also sign this application		<b>Date:</b> 17-11-20
<b>Print Name in Full</b>	Kelly Jane SHANN	
<b>Position in Group/Organisation</b>	Producer	

## 5.2 Certification by Auspicing Organisation/Individual

**Please Note** Both the applicant and the auspicing organisation/individual are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to place further applications to Council and Arts Queensland until all grants have been satisfactorily acquitted.

I/my organisation agree(s) to administer the grant that may be offered to the applicant on their behalf and that the information stated in section 1.8 of this application is true and correct.

<b>Signature:</b>		<b>Date:</b>
<b>Name of auspicing body/individual</b>		
<b>Contact person's name in full</b>		
<b>Position in group or organisation</b>		



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## APPENDIX SUPPORT MATERIAL

### Eligibility Checklist Professional/Emerging Professional Artists

A separate Eligibility Checklist must be completed by each artist who will be paid a salary, fee or allowance from the RADF grant. They must also supply their artistic resume or CV, a letter or confirmation of availability and a quotation of their fees. Please make copies of this Checklist as required or download a copy from the RADF page on the Arts Queensland website [www.arts.qld.gov.au](http://www.arts.qld.gov.au)

The purpose of the RADF program is to support professional and emerging professional artists and arts workers (artists) to practice excellent art for and with communities for mutual development. This checklist has been developed to ensure that the status of artists as 'professional' and 'emerging professional' is clearly identified. Your responses to the questions below determine your status as an artist in regard to the RADF Program.

You need to tick any three (3) or more of the artistic merits below to qualify as an artist with a professional or emerging professional status. **If you cannot select a minimum of three (3) of the artistic merits, you do not meet the eligibility requirements as a professional or emerging artist who can be funded by the RADF program.** In this case please contact your local RADF Liaison Officer to discuss alternative funding sources to support your arts activity/project.

Artist or Arts Worker Name **Kelly Shann**

Please tick the following artistic merits that apply to you:

- ☐ I have professional arts and/or cultural qualifications
- ☒ I have an Australian Business Number ABN **[REDACTED]**
- ☒ I have devoted significant time to arts practice
- ☐ I have been recognised as a professional by my peers
- ☒ I have held public exhibitions or given public performances (not as part of a competition)
- ☐ I have won important national and/or international prizes or awards
- ☒ I have held public discussions and/or have had articles written about my work
- ☐ I have been commissioned or employed on the basis of art skills and/or earning income from sales of art work
- ☐ I am a member of a professional association (or associations) as a professional artist  
List the name(s) of the Association(s)
- ☐ I am an artist whose artistic or cultural knowledge has been recognised by my professional peers or the cultural community
- ☐ I am an artist whose artistic or cultural knowledge has developed through oral traditions

Signature: **[REDACTED]**

Date

Print Name: **Kelly Jane SHANN**

**17/11/20**



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## LAST CHECK BEFORE LODGING

Please label all support material with your name and address and tick the relevant boxes to confirm you have provided all requisite support material with your application

- ☐ Have you signed and dated your application?
- ☐ If your application is being auspiced, has the auspicings person/organisation signed and dated it?
- ☐ Have you attached up to three signed letters of support and confirmation from relevant communities and organisations that are partnering with you or participating in the activity?
- ☐ Have you attached an Eligibility Checklist for each professional or emerging professional artist and arts worker involved in your project/activity?
- ☐ Have you attached a resume or CV, no longer than one A4 page per person, for each professional or emerging professional artist and arts worker involved in your project/activity?
- ☐ Have you attached written confirmation from the key artists, personnel and venue managers involved in the project (where appropriate), that they are available to do the activity on the proposed date(s)?
- ☐ Have you attached written quotations of the artist(s)' fees and materials for the activity?
- ☐ Have you attached letters of interest from: a publisher, an event organiser, a gallery, a performance venue, a music producer or any other presenting body to support applications for funding the creation of an arts or cultural product?
- ☐ Have you attached a copy of the certificate of currency for the public liability insurance that will cover your project?
- ☐ Have you attached up to three letters from professional artists and/or arts organisations in your area of practice that provide relevant comment in support of your application?

Once completed please send form  
and any attachments to:

records@isaac.qld.gov.au OR

**Isaac Regional Council**

PO Box 97 Moranbah QLD 4744 OR

Deliver in person to your local Isaac Regional Council Office

## DEPARTMENT USE ONLY

### PROCESSED BY

Signature

[Redacted Signature]

Date 08/12/20

Print Name

Kelly SHARIN



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

Isaac Regional Council is collecting personal information you supply on this form in accordance with the *Information Privacy Act 2009*. Your personal information will be used by Council officers who have been authorised to do so. The information will not be given to any other person or agency unless required by law or unless your permission is sought. Personal information will be handled in accordance with the *Information Privacy Act 2009*.

## APPLICATION SUMMARY

<b>APPLICANT DETAILS</b> Insert name (individual, group or organisation) Trysett le Garde					
<b>RADF CATEGORY FOR FUNDING</b> Please tick one category which has the most relevant goals for your application. Check the RADF Guidelines for Applicants for details					
<input type="checkbox"/> Individual development		<input checked="" type="checkbox"/> Projects and programs			
<input type="checkbox"/> Community wellbeing		<input type="checkbox"/> Local priorities and strategic initiatives			
<b>NAME OF PROJECT</b> (Insert name of project using maximum of 6 words) "Travels with Trysett" creative writing project					
<b>BRIEF DESCRIPTION OF PROJECT</b> Describe the project in approximately 20 words (eg. What is it about?) Between 1 March and 30 June 2021, I will undertake an online creative writing project with Di Wills of Creative Regions Ltd. Through this project I will participate in fortnightly writing workshops with Di Wills during which I will create/edit stories of my travels and time living in the Isaac. These will be shared in blog format on my website. I will reach out to other budding writers in the Isaac encouraging them to join me in an informal Isaac writers' group. Before 30 June 2021, I will also hold an online event where I will perform some of the stories that I have created during this project.					
Total Project Cost (use whole \$)		\$ 9,149		RADF Grant requested (use whole \$) \$ 5,500	
Start Date	01/03/2021	Finish Date	30/06/2021	Outcome Report Due	30/08/2021
<b>COUNCIL USE ONLY</b>					
RADF Grant		<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		Meeting Date	
Amount Requested		\$		Amount Approved \$	
Chairperson Signature					Date
Chairperson Name					



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## APPLICANT DETAILS

<b>1.1 Applicant Type</b>			
Are you applying as: (please tick one only)	<input checked="" type="checkbox"/> An Individual	<input type="checkbox"/> Group/Unincorporated Body	<input type="checkbox"/> An Organisation
	<b>Go to 1.2</b>	<b>Go to 1.3</b>	<b>Go to 1.4</b>
<b>1.2 Individual</b>			
Please insert your full name (as per driver's licence or birth certificate). If under 18, give date of birth: Date of birth:	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)	
	Given Names	Trysett	
	Family Name	le Garde	
	Do you have Australian citizenship or permanent residency status		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Are you: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		<b>Go to 1.5</b>
<b>1.3 Groups</b>			
Collectives or cooperatives are community groups or groups of artists that are not incorporated but must be auspiced by an incorporated organisation including Local Government, or an individual with an ABN. One person must be nominated as the accountable representative of the collective for management, reporting and financial matters.	Name of group		
	Name of auspicing organisation /individual		
	<i>Note this organisation or individual must complete section 1.8</i>		
	Details of accountable person in applicant group <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)		
	Given names		
	Family name		<b>Go to 1.5</b>
<b>1.4 Organisations</b>			
Eligible organisations include arts and cultural not-for-profit organisations and Australian companies that are either based in Queensland or able to demonstrate how their project will directly benefit Isaac arts and culture.  Organisations must be registered under law as either incorporated associations or a company.	Legal name of organisation		
	Details of accountable person in organisation <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other (please specify)		
	Given names		
	Family name		
	Role of contact person		
	What is your organisation's status? <input type="checkbox"/> Incorporated Association <input type="checkbox"/> Company		



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<b>1.5 Applicant Contact Details</b>			
Street address	[REDACTED]		
Postal address	[REDACTED]		
Telephone	Work	Mobile	[REDACTED]
Email address	[REDACTED]	Social media	
Website address <a href="https://trysett.wixsite.com/website">https://trysett.wixsite.com/website</a>			
<b>1.6 RADF And Other Grants</b>			
Have you or your group/organisation previously applied for a RADF grant?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If you were successful, has that RADF grant been successfully acquitted?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you or do you intend to apply for other grants to fund any activities in this project?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, list the other grants that have or will be applied for including the financial amount and whether the outcome is known. I did apply for funding support from Australia Council for the Arts but was unsuccessful.			
<b>1.7 Australian Business Number (ABN) Details</b>			
Will you/your organisation be responsible for the financial management of the grant if this application is successful?	<input checked="" type="checkbox"/> Yes – insert your ABN details below		
	<input type="checkbox"/> No - An auspicing body will be administering any grant that I receive on my/our organisation's behalf. Complete section 1.8 below		
What is your ABN?	[REDACTED]		
In what name is the ABN registered?	Trysett C le Garde		
What is your trading name or professional name (if relevant)?			
Are you registered for GST?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>1.8 Auspiced Application</b>			
<b>Please Note:</b>			
<ul style="list-style-type: none"> <li>All individuals who do not have an ABN, groups/collectives or unincorporated organisations must nominate an individual with an ABN or incorporated organisation to take responsibility for any grant that may be offered.</li> <li>Only complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf who will also be responsible for submitting a financial report at the end of the project.</li> </ul>			



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

Who is your auspicing arrangement with?	<input type="checkbox"/> an incorporated organisation	<input type="checkbox"/> an individual with an ABN
Name of auspicing organisation or individual		
Contact person for auspicing organisation		
Position of contact person (if relevant)		
ABN of auspicing organisation or individual		
Postal address of auspicing organisation or individual		
Telephone	Work	Mobile
Email address		
Please complete certification of auspicing organisation/individual details. Go to 5.2		

## ABOUT THE PROJECT

<b>2.1 Project Artform</b>	
What is the main art form category of your project? Please select one only from the list below.	
<input type="checkbox"/> Community arts and cultural development	<input type="checkbox"/> Dance
<input type="checkbox"/> Heritage	<input type="checkbox"/> Multi-arts
<input type="checkbox"/> Music	<input type="checkbox"/> Theatre
<input type="checkbox"/> Visual arts, craft and design	<input checked="" type="checkbox"/> Writing
<b>2.2 Activities planned for this project.</b>	
Choose from the list below:	Insert the number of activities:
<input type="checkbox"/> Individual artist participating in professional/career development activity	
<input checked="" type="checkbox"/> Creative development of new work	12
<input type="checkbox"/> Performances	
<input type="checkbox"/> Exhibitions/Collections	
<input type="checkbox"/> Publications	
<input type="checkbox"/> Workshops	
<input type="checkbox"/> Events/Festivals	
<input type="checkbox"/> Place making	
<input type="checkbox"/> Cultural tourism	



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<input type="checkbox"/> Community consultation/arts research/policy development	
<input type="checkbox"/> Conferences and training sessions delivered for artists and cultural workers	
<input type="checkbox"/> Heritage protection/promotion	
<input type="checkbox"/> RADF training	
<input type="checkbox"/> RADF promotion	
<input type="checkbox"/> Other (please specify)	

## 2.3 Complete the table below if the applicant is seeking funding for individual development

Through undertaking this individual development opportunity, I will (please tick one or more options that apply):	<input type="checkbox"/> develop new skills and knowledge
	<input type="checkbox"/> explore new directions in my arts or cultural practice
	<input type="checkbox"/> take my career to the next level of professionalism
	<input type="checkbox"/> develop new professional industry networks
	<input type="checkbox"/> develop new audiences or markets
	<input type="checkbox"/> contribute to my local community through sharing what I have learnt with others. Detail how you will do this:
	<input type="checkbox"/> Other benefits expected to flow to the individual applicant. Please specify below:

## 2.4. Does This Application address local Council priorities?

(Tick if one or more applies)	<input checked="" type="checkbox"/> Implementing the Arts and Cultural Policy (CORP-POL-031) and Arts and Cultural Action Plan 2018-2022 (COM-PLN-007)
Goal 2: Celebrate people, places and stories of the region through the arts. Objective 3: support initiatives and new work that tell stories of the region's people, places, events and environments that shape the communities of the Isaac region	<input checked="" type="checkbox"/> Supporting local artists (emerging and established), arts workers and cultural workers by facilitating locally driven community arts and cultural processes
Action 2.3.1: prioritise projects that develop new work that reflects locally relevant themes	<input type="checkbox"/> Creating opportunities for cultural tourism

## 2.5 Does this Application address one or more of the State Government priorities listed in the table below

(Tick if one or more applies)	<input checked="" type="checkbox"/> Encouraging safe and inclusive communities
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# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

<input checked="" type="checkbox"/> Building regions
<input type="checkbox"/> Stimulating economic growth and innovation
<input checked="" type="checkbox"/> Increasing workforce participation
<input checked="" type="checkbox"/> Supporting disadvantaged Queenslanders
<input type="checkbox"/> Conserving heritage
<input type="checkbox"/> Not applicable

## 2.6 Write a brief description of what you want to do with the project

Describe the rationale and objectives of your project. Refer to the relevant category of funding in the RADF Guidelines for Applicants.

Through this project, I will improve my creative writing skills by learning new techniques. This will help me to share my stories with the public via the blog format on my website. My objective is to inspire other budding writers to emerge and express their voices (especially Isaac based ones). I will reach out to Isaac arts organisations such as Moranbah Arts Council, Clermont Artlink and Dysart Arts informing them of my project and asking them to connect me with any of their members who are interested in writing or acting. They will be invited to participate in my online event to be held in June where I will recite some of my stories written during this project. During this event, I will also seek interest in forming an online Isaac writers' group.

## 2.7 Explain why this project should be supported

How will this project benefit you, your community or artists/arts workers or cultural workers? Write a brief description about the results you expect from the project. E.g. Skill development, community access, media coverage for your art form, professional development, innovation, creation of new work, quality of life for the community.

As an emerging writer, I will benefit personally through skill development from working with Dianne Wills of Creative Regions Ltd. Dianne is an accomplished regional writer and producer having collected Grey Nomad stories over six months to build a touring show called "Grey Nomads vs The World". The stories that I write during this project may ultimately form the basis for a theatre work which could then be publicly performed by Moranbah Arts Council's theatre group. In the meantime, by sharing my stories online, and encouraging other likeminded people to connect over an online Isaac writers' group, this may lead to the creation of new written works by others. It will improve locals' access to the arts and their quality of life.

## 2.8 What evidence of genuine community interest and local support is there for this project?

Briefly describe evidence of interest in and support for your project (Not necessary for category 1 applications) Demonstrate the level of support by attaching letters and supporting documents.

I have gathered letters of support from Moranbah Arts Council, Mayor Anne Baker, Rhys Williams and more. There is strong support for this work as I hope that it will be the catalyst for the creation of a play based on my stories to be performed by players from Moranbah Arts Council. Through my project, I also hope to encourage other writers in Isaac to emerge and participating in online activities such as an Isaac writers' group.

## 2.9 Location of project

Where will you undertake your project? <div style="background-color: black; width: 100px; height: 20px;"></div>	Postcode(s) where activity will take place: <div style="background-color: black; width: 100px; height: 20px;"></div>
--	---



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

2.10 Estimated total number of participants and audiences		
Insert estimate of total number of:	From Isaac region:	From outside Isaac region:
Participants (Number of people who actively participate in activities - e.g. attend a class to make something, sing in a choir, participate in a training workshop)	1	1
Attendees (Number of people who attend activities as audience members - e.g. to see an exhibition, watch a performance, listen to a talk, etc.)	15	1
2.11 Have you considered the issues of workplace health and safety, copyright and licences required for your project		
<p>Please outline the steps you have taken to address these issues. For example, identify possible risks with this project and outline the strategies to minimise them. Specify any licences that are required to undertake the activity or if permission from copyright holders is required.</p> <p>As this is new work, copyright is not a consideration. Creative Regions holds the appropriate subscription to Zoom and Microsoft 360 for online sessions.</p>		
2.12 Public liability insurance policy for this project Insert the details of the policy that will cover this project		
Policy Holder Name	[REDACTED]	
Policy No.	Expiry Date:	[REDACTED]
Name of Insurer	[REDACTED]	
Amount of Insurance Coverage	[REDACTED]	
Or, details of other arrangements	N/A	
2.13 How will Audience/Participant/Partner Feedback be Collected for this Project?		
Tick one or more that applies	<input type="checkbox"/> Survey <input type="checkbox"/> Feedback forms <input type="checkbox"/> Interviews <input type="checkbox"/> Stakeholder debrief <input checked="" type="checkbox"/> Other. Please insert details below: Trysett and Di will each complete evaluation at end of June 2021 Feedback will also be collated from comments on Trysett's website and facebook	



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## PROJECT MANAGEMENT

### 3.1 List each stage of the project from start to finish

Write a date in the column beside each stage to indicate when you expect to complete that stage of the project

Project Stage	Date
Planning	September - October 2020
Drafting RADF application	November - December 2020
Outcome expected on RADF application	January 2021
If successful, complete funding acceptance reqs	February 2021
Notify Di Willis of Creative Regions project proceeding	February 2021
Fortnightly online workshops with content shared online at end of each session	March to mid-June 2021
Hold online session open to public to view readings of selected stories created during the project	Before 30 June 2021
Complete the RADF Project Outcome Report (no later than 8 weeks after the finish date)	30/08/2021

### 3.2 Number of Artists, Arts Workers and Volunteers involved in the project

Insert number of people to be employed (on contract or permanent basis) as artists or arts and cultural workers over duration of activity/project	1
Insert number of people employed over duration of activity (on contract or permanent basis) engaged in a role other than an artistic/cultural role one	
Insert number of people to be engaged as volunteers to support delivery of the activity/project	

### 3.3 List the Artists, and Arts/Cultural Workers Involved

You must demonstrate that award rates or industry recommended rates of pay will be made to arts and cultural workers involved in the project. If you are paying only a portion of the recommended rate of pay because the professionals involved are contributing their time as an in-kind contribution, please list the total rate of pay in the table below and then note any in-kind contribution on the income section of the budget (please attach an extra page if necessary).

Please **attach** the following documents from each listed artist or arts worker employed with RADF funding:

- Resume or CV
- Eligibility Checklist for each Professional and Emerging Professional Artist
- Letter of confirmation of availability
- Schedule of fees/quote



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

NB: Insert the relevant amounts in Item A of Budget.

Name	Role or position in project	Rate of pay (\$/hr or \$/wk)	\$ Total fee	Sum to be funded by RADF
Di Willis	Writing mentor	\$80pr hr x 68.75 hrs	\$5,500	\$5,500
Trysett le Garde	Writer	\$42/hr x 72 hrs	\$3,024 (in-kind)	

## 3.4 List any partnerships involved in this project

Insert the relevant amounts in Item I of Budget.

Name of Organisation/ Individual	Description of Contribution	Type of Partnership Financial or In-kind	Value of Sponsorship (whole \$)

## 3.5 Project Budget – Income and Expenses

Complete this budget using this template to account for all costs of your project. You must:

- ensure that the total expenditure equals the total income;
- ensure that your budget estimates are as accurate as possible;
- indicate how much of the RADF grant will be used for each relevant item. Write the breakdown in the column on the right-hand side of the expenditure column;
- enter all other grants for which you have applied and mark approved grants with an asterisk;
- assign a \$ value to in-kind support such as volunteer labour. It is usual to cost volunteer labour at \$20 per hour;
- round all amounts to the nearest dollar (e.g. \$10, not \$9.87 or \$458 not \$458.21).

Note. If you are not GST registered, amounts should be shown as inclusive of GST as this is part of the cost of the project. If you are registered for GST, amounts should be shown as exclusive of GST as Council will pay the amount of the grant plus GST.

Expenditure (Is the total cost of the Project)	Income (Is the money you are generating to cover the total cost of the project. This includes in-kind contribution and the total RADF grant that you are seeking).
--	--

# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

A. Salaries, fees and allowances	Total What is the total cost of each item?	RADF How much RADF funding are you seeking to cover each item?	F. Earned Income e.g. Participant Fees	\$
Creative Regions (Di Wills)	\$5,500	\$5,500		
Trysett le Garde (in-kind)	\$3,024			
Subtotal A	\$ 8,524	\$5,500	Subtotal F	\$
B. Production/program costs			G. Other Grant Income	
Internet fees \$75 per month	\$225			
Subtotal B	\$	\$	Subtotal G	\$
C. Promotion, documentation and marketing costs			H. Your own contribution	
			T le Garde fees(ik)	\$3,024
			Internet fees	\$225
			Survey/Reporting	\$150
Subtotal C	\$	\$	Subtotal H	\$ 3,399
D. Total RADF grant requested		\$ 5,500	I. Sponsorships, fundraising and donations	
E. Administration costs			Creative Regions	\$250
Zoom subscription	\$250			
Survey	\$50			
Reporting/acquittal	\$100			
Subtotal E	\$ 400		Subtotal I	\$
			J. RADF grant (Subtotal D)	\$ 5,500
<b>Total Expenditure (A+B+C+E) Not D</b>	<b>\$ 9,149</b>		<b>Total Income (F+G+H+I+J)</b>	<b>\$ 9,149</b>



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## INFORMATION ABOUT THE APPLICANT

### 4.1 Do you identify with one or more of the following groups?

If you are an individual applicant, do you, yourself, identify as belonging to one or more of these groups? If you are an organisation, does your organisation exist primarily to service one or more of these groups? (Tick which applies)

- ☐ Aboriginal and/or Torres Strait Islander
- ☐ Australian South Sea Islander
- ☐ From a culturally or linguistically diverse background
- ☐ Person with a disability
- ☐ Older person (55 years +)
- ☐ Young person (12 to 25 years)
- ☐ Not applicable

### 4.2 Is your activity directly and specifically targeted at one or more of the following groups listed in the table?

Do not select a response if your activity is open to all members of the community but is not specifically targeted.

- ☐ Aboriginal and/or Torres Strait Islander people
- ☐ Australian South Sea Islander people
- ☐ People from a culturally or linguistically diverse background
- ☐ People with a disability
- ☐ Older people (55 years +)
- ☐ Young people (12 to 25 years)
- ☐ Women
- ☐ Men

If your project does directly target one or more groups, describe how the group(s) will be targeted:

## CERTIFICATION

### 5.1 All Applicants

I, the undersigned certify that:

☒ I have read and will abide by the Regional Arts Development Fund Guidelines for Applicants together with any published revisions which are available at [www.isaac.qld.gov.au/radf](http://www.isaac.qld.gov.au/radf)

☒ The statements in this application are true and correct to the best of my knowledge, information and belief and the supporting material is my own work or the work of the artists named in this application.

# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



<input checked="" type="checkbox"/> I understand that the information provided in this application will be used by Council to process and assess my application and, if successful, to process, pay and administer the grant;		
<input checked="" type="checkbox"/> I give permission for Council to verify grants requested from other funding agencies in support of this project;		
<input checked="" type="checkbox"/> If this application is successful, I consent to Council disclosing the following information about the funded activity ("the Information") to Arts Queensland: <ul style="list-style-type: none"> <li>• the information provided in this application;</li> <li>• the amount of funding that I receive;</li> <li>• the information that I provide in my Project Outcome Report; and</li> <li>• Text and images relating to the funded activity.</li> </ul>		
<input checked="" type="checkbox"/> If this application is approved, I consent to Council and/or Arts Queensland giving the Information to the media and/or Queensland Government Members of Parliament and I understand that I may be contacted by them. I also consent to the Council and/or Arts Queensland publishing information about the funded activity in their Annual Reports or on their websites.		
<input checked="" type="checkbox"/> I give permission for Council and Arts Queensland to use text and images of this funded activity to publicise RADF and to promote funding outcomes for arts and cultural development in Queensland.		
<input checked="" type="checkbox"/> I give permission for Council and Arts Queensland to use the Information for reporting purposes, training, systems testing and process improvement. The Information may be anonymised and used for statistical purposes.		
<b>Signature:</b> If you are under 18 years of age, your legal guardian must also sign this application		<b>Date:</b> 10/12/20
<b>Print Name in Full</b>	Trysett le Garde	
<b>Position in Group/Organisation</b>		

## 5.2 Certification by Auspicing Organisation/Individual

**Please Note:** Both the applicant and the auspicing organisation/individual are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to place further applications to Council and Arts Queensland until all grants have been satisfactorily acquitted.

I/my organisation agree(s) to administer the grant that may be offered to the applicant on their behalf and that the information stated in section 1.8 of this application is true and correct.

<b>Signature:</b>		<b>Date:</b>
<b>Name of auspicing body/individual</b>		
<b>Contact person's name in full</b>		
<b>Position in group or organisation</b>		



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



## APPENDIX SUPPORT MATERIAL

### Eligibility Checklist Professional/Emerging Professional Artists

A separate Eligibility Checklist must be completed by each artist who will be paid a salary, fee or allowance from the RADF grant. They must also supply their artistic resume or CV, a letter or confirmation of availability and a quotation of their fees.

Please make copies of this Checklist as required or download a copy from the RADF page on the Arts Queensland website [www.arts.qld.gov.au](http://www.arts.qld.gov.au)

The purpose of the RADF program is to support professional and emerging professional artists and arts workers (artists) to practice excellent art for and with communities for mutual development. This checklist has been developed to ensure that the status of artists as 'professional' and 'emerging professional' is clearly identified. Your responses to the questions below determine your status as an artist in regard to the RADF Program.

You need to tick any three (3) or more of the artistic merits below to qualify as an artist with a professional or emerging professional status. **If you cannot select a minimum of three (3) of the artistic merits, you do not meet the eligibility requirements as a professional or emerging artist who can be funded by the RADF program.** In this case please contact your local RADF Liaison Officer to discuss alternative funding sources to support your arts activity/project.

Artist or Arts Worker Name Trysett le Garde

Please tick the following artistic merits that apply to you:

☐ I have professional arts and/or cultural qualifications

☒ I have an Australian Business Number ABN

☒ I have devoted significant time to arts practice

☐ I have been recognised as a professional by my peers

☐ I have held public exhibitions or given public performances (not as part of a competition)

☐ I have won important national and/or international prizes or awards

☐ I have held public discussions and/or have had articles written about my work

☒ I have been commissioned or employed on the basis of art skills and/or earning income from sales of art work

☐ I am a member of a professional association (or associations) as a professional artist. List the name(s) of the Association(s)

☐ I am an artist whose artistic or cultural knowledge has been recognised by my professional peers or the cultural community

☐ I am an artist whose artistic or cultural knowledge has developed through oral traditions

Signature:

Print Name:

Date 10/12/20

Doc Number: PECS-FRM-120

Date Effective: 25/02/2020

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Document Owner: Manager, Engaged Communities

Version 2 - ECM 3611431

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# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM

## LAST CHECK BEFORE LODGING

- ☐ Please label all support material with your name and address and tick the relevant boxes to confirm you have provided all requisite support material with your application
- ☐ Have you signed and dated your application?
- ☐ If your application is being auspiced, has the auspicating person/organisation signed and dated it?
- ☐ Have you attached up to three signed letters of support and confirmation from relevant communities and organisations that are partnering with you or participating in the activity?
- ☐ Have you attached an Eligibility Checklist for each professional or emerging professional artist and arts worker involved in your project/activity
- ☐ Have you attached a resume or CV, no longer than one A4 page per person, for each professional or emerging professional artist and arts worker involved in your project/activity?
- ☐ Have you attached written confirmation from the key artists, personnel and venue managers involved in the project (where appropriate), that they are available to do the activity on the proposed date(s)?
- ☐ Have you attached written quotations of the artist(s)' fees and materials for the activity?
- ☐ Have you attached letters of interest from: a publisher, an event organiser, a gallery, a performance venue, a music producer or any other presenting body to support applications for funding the creation of an arts or cultural product?
- ☐ Have you attached a copy of the certificate of currency for the public liability insurance that will cover your project?
- ☐ Have you attached up to three letters from professional artists and/or arts organisations in your area of practice that provide relevant comment in support of your application?

Once completed please send form  
and any attachments to:

records@isaac.qld.gov.au OR

**Isaac Regional Council**

PO Box 97 Moranbah QLD 4744 OR

Deliver in person to your local Isaac Regional Council Office

## DEPARTMENT USE ONLY

**PROCESSED BY**

Signature

Date

Print Name



# REGIONAL ARTS DEVELOPMENT FUND (RADF) APPLICATION FORM



## APPENDIX SUPPORT MATERIAL

### Eligibility Checklist Professional/Emerging Professional Artists

A separate Eligibility Checklist must be completed by each artist who will be paid a salary, fee or allowance from the RADF grant. They must also supply their artistic resume or CV, a letter or confirmation of availability and a quotation of their fees. Please make copies of this Checklist as required or download a copy from the RADF page on the Arts Queensland website [www.arts.qld.gov.au](http://www.arts.qld.gov.au)

The purpose of the RADF program is to support professional and emerging professional artists and arts workers (artists) to practice excellent art for and with communities for mutual development. This checklist has been developed to ensure that the status of artists as 'professional' and 'emerging professional' is clearly identified. Your responses to the questions below determine your status as an artist in regard to the RADF Program.

You need to tick any three (3) or more of the artistic merits below to qualify as an artist with a professional or emerging professional status. **If you cannot select a minimum of three (3) of the artistic merits, you do not meet the eligibility requirements as a professional or emerging artist who can be funded by the RADF program.** In this case please contact your local RADF Liaison Officer to discuss alternative funding sources to support your arts activity/project.

Artist or Arts Worker Name	Dianne Wills - Creative Regions
----------------------------	---------------------------------

Please tick the following artistic merits that apply to you:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> I have professional arts and/or cultural qualifications  |  |
| <input checked="" type="checkbox"/> I have an Australian Business Number   | ABN 48 130 604 732                     |
| <input checked="" type="checkbox"/> I have devoted significant time to arts practice   |  |
| <input checked="" type="checkbox"/> I have been recognised as a professional by my peers   |  |
| <input checked="" type="checkbox"/> I have held public exhibitions or given public performances (not as part of a competition)                                 |  |
| <input type="checkbox"/> I have won important national and/or international prizes or awards   |  |
| <input checked="" type="checkbox"/> I have held public discussions and/or have had articles written about my work  |  |
| <input checked="" type="checkbox"/> I have been commissioned or employed on the basis of art skills and/or earning income from sales of art work               |  |
| <input type="checkbox"/> I am a member of a professional association (or associations) as a professional artist  | List the name(s) of the Association(s) |
| <input checked="" type="checkbox"/> I am an artist whose artistic or cultural knowledge has been recognised by my professional peers or the cultural community |  |
| <input checked="" type="checkbox"/> I am an artist whose artistic or cultural knowledge has developed through oral traditions                                  |  |

Signature:



Print Name: Dianne Wills

Date 16 Sept 20

11 Dec 20

Doc Number: PECS-FRM-129  
Date Effective: 25.09.2018  
Document is uncontrolled when printed

Document Owner: Arts and Cultural Services  
Version 1  
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ISAAC REGIONAL COUNCIL ABN 26 574 542 806

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2020

## AUTHOR

Shane Brandenburg

## AUTHOR POSITION

Manager Economy and Prosperity

## 10.12

## INVESTMENT ATTRACTION FRAMEWORK

### EXECUTIVE SUMMARY

An Investment Attraction Framework was identified through Council's adopted Economic Development Framework and in its Annual Operational Plan as a strategic element required to give guidance to the attraction and management of investment in the Isaac region. This report provides an overview of the intent, scope and overview on the workings of the framework.

### OFFICER'S RECOMMENDATION

#### *That Council:*

- 1. Endorses the Draft Investment Attraction Framework.**
- 2. Notes the continued development of the associated marketing collateral and supplementary documents listed within the Investment Attraction Framework.**

### BACKGROUND

As per Councils Economic Development Framework adopted in March 2019 Section 4.0 Strong Regional Identity it listed the following related actions;

- 4.3 Draft an investment attraction framework and investment management Guideline,
- 4.4 Develop a coordinated investment enquiry protocol and;
- 4.5 Develop and maintain easily accessible industry-based investment prospectus'.

This action was also endorsed as an Annual Operational Plan task and attached is the Framework that supports those strategic items.

Council through its strategic documents, has identified the Investment Attraction Framework as a necessary tool to deliver a consistent and formalised structure for the attraction and management of investment in the Region as quality delivery of investment information and best practice management of enquiry will lead to a higher rate of conversion.

The suite of Investment Attraction documents provides a strategic platform to guide all investment attraction activities from a whole-of-region perspective and it is intended this will promote jobs growth and sustainable economic development through support and encouragement of private investment.

Businesses and potential investors will be attracted and encouraged to invest in the Isaac region through a range of informative sources that promote the regions strengths and opportunities; with the incentive of a dedicated first point of contact within Council to provide facilitative services and work with project proponents



to access project suitability, facilitate access to the relevant areas of Council, calculate the economic benefits and look to support from project inception to completion.

The Investment Attraction framework has three main function areas;

- The Investment Management Guideline being the internal/external management processes that outline how investment enquiries are dealt with once Council receives the enquiry.
- The investment Attraction Marketing collateral, being the supporting marketing information that informs investors on the Region and its strengths and opportunities.
- Investment incentivisation Policy/s, being Council policy's that may be developed and in place at differing points in time to incentivise differing development opportunities or needs in the Region i.e. the current development fee reduction policy that Council adopted for 2020/21 in response to COVID-19 pandemic and to encourage economic investment and stimulus.

It is important to note that the Framework and accompanying documents apply to enquiries received by Isaac Regional Council relating to private investment within the Region, the Framework and accompanying documents do not currently incorporate a scope to encompass;

- Council's advocacy programs
- Council's grant funding submissions/programs

These programs are not included in the current scope of the Framework, but this could be considered further as the initial framework is implemented and matures. It is noted the informative communication documents referenced in the framework do support these programs.

The Framework expands on the role of Council, the scope of the framework, the structure, the definition of the documentation, stakeholder roles and responsibilities, triggers that elevate an enquiry and the process of management of enquiry.

## IMPLICATIONS

### Financial

Development of the marketing collateral will require internal/external engagement and funding through the Economy and Prosperity operational budget.

Increased investment in the Region will provide economic benefit to Council and the Regions communities.

### Reputational

Given the Region's economic output and its standing amongst other LGA's much of the investment attraction framework and supporting material and promotion of such is external facing and therefore this greatly impacts the perception of the region and organisation.

### Resourcing

The Economy and Prosperity team will be accountable for the development and promotion the marketing material and primary management of investment enquiries and this will have a resourcing impact to the team. Brand, Media and Communications team will also have resourcing input in development and or promotion of the marketing material.

## CONSULTATION

Executive Leadership Team

Senior Advisor

Manager Liveability and Sustainability

Economy and Prosperity Team

## BASIS FOR RECOMMENDATION

The project aligns with Council's strategic direction identified in the Economic Development Framework and Annual Operational Plan and a formalised Investment Attraction Framework will enable a consistent and structured approach to the attraction and management of investment in the Region as quality delivery of investment information and best practice management of enquiry will lead to a higher rate of conversion.

## ACTION ACCOUNTABILITY

Economy and Prosperity Team to formalise the endorsement and continue to develop and present the associated marketing material and supplementary investment enquiry management documentation referenced and to directly manage enquiry and promotion of the Region's investment opportunities.

## KEY MESSAGES

Best practice promotion and attraction of the region will increase the investment in the region, which will provide economic benefit to Council and its communities.

### Report prepared by:

SHANE BRANDENBURG  
Manager Economy and Prosperity

Date: 4 January 2021

### Report authorised by:

JEFF STEWART-HARRIS  
Director Planning Environment and Community  
Services

Date: 12 January 2021

## ATTACHMENTS

- Attachment 1 – Draft Investment Attraction Framework
- Attachment 2 – Investment Facilitation Guideline – External Draft

## REFERENCE DOCUMENT

- <https://www.isaac.qld.gov.au/about-our-region/social-and-economic-data>
- Economic Indicators report – Industry and Development
- Economic Indicators report – Population and Demographics
- Economic Indicators Report – Real Estate and Housing
- Industry Profile
- Experience Isaac – Visitor Guide



# INVESTMENT ATTRACTION FRAMEWORK

Presented by: **Economy and Prosperity**

Approval/Adoption/Endorsement Date: <Insert date> - <Insert resolution no.>





## OVERVIEW/BACKGROUND

The purpose of the Investment Attraction Framework (the Framework) is to provide a framework for attracting investment within the Isaac region. It is intended this will promote jobs growth and sustainable economic development through support and encouragement of private investment. As outlined above; the role of Council in Economic Development is to advocate, facilitate, regulate, plan, provide and collaborate.

The suite of Investment Attraction documents provides a strategic platform to guide investment attraction activities from a whole-of-region perspective. Businesses and investors will be informed and encouraged to invest in the Isaac region; with incentives of a dedicated first point of contact within Council to provide facilitative services and work with project proponents to access project suitability, facilitate access to the relevant areas of Council, calculate the economic benefits and look to support from project inception to completion.

Further services provided will include trade and investment delegations or arranging meetings with relevant stakeholders. Customised site selection assistance will also be available (should land/appropriate site be available), as well as data provision and facilitation to development application assistance.

## SCOPE

The Framework and accompanying documents apply to informing potential investors and management of enquiries received by Isaac Regional Council relating to investment within the region.

Whilst the associated marketing documents do inform and support public and private investment attraction through;

- Council's advocacy programs
- Council's grant funding submissions/programs

The targeted marketing and management of investment attraction through those programs is not within the Framework scope.

## THE ROLE OF LOCAL GOVERNMENT ECONOMIC DEVELOPMENT





## THE ROLE OF LOCAL GOVERNMENT ECONOMIC DEVELOPMENT

### Advocate

- Council is a community leader who can successfully engage with the community, other local, state and federal leaders to develop commitment, energy and attitude towards economic development. Actions undertaken by council should be based on and informed by the community's desired outcomes.
- Lobbying for specific action, resources or change at a higher level can provide new opportunities for local communities to utilise their resources and capability.

### Facilitate

- Depending on circumstances and resources, council may pursue a range of individual or joint venture commercial activities such as land development that may serve as a catalyst to further economic development.
- Incentives (e.g. rates, holidays, relocation expenses and use of council facilities) are a positive motivational force on behaviour and provide greater encouragement for business and consumers to act in a particular way, or locate in a local area.
- Information flow between business and consumers is vital in generating demand for locally produced products and services.
- Council can use its resources for local promotional activities such as the production of an investment prospectus for specific sectors or opportunities, developing tourism attractions and producing business directories. Customer service is a critical part of council's promotional activities.

### Regulate

- Local laws provide council with a mechanism to regulate certain activities in the community, and influence economic activity.

### Plan

- The linking of economic development outcomes through the Community Plan, Corporate Plan and Operational Plan with their strategic and resourced operational and project activities will ensure continued actioning of economic development initiatives.
- Requirements of the planning scheme and the current land zoning influence the availability of land for development opportunities and the ease of industry and business development. The planning scheme can have both a positive and negative influence.

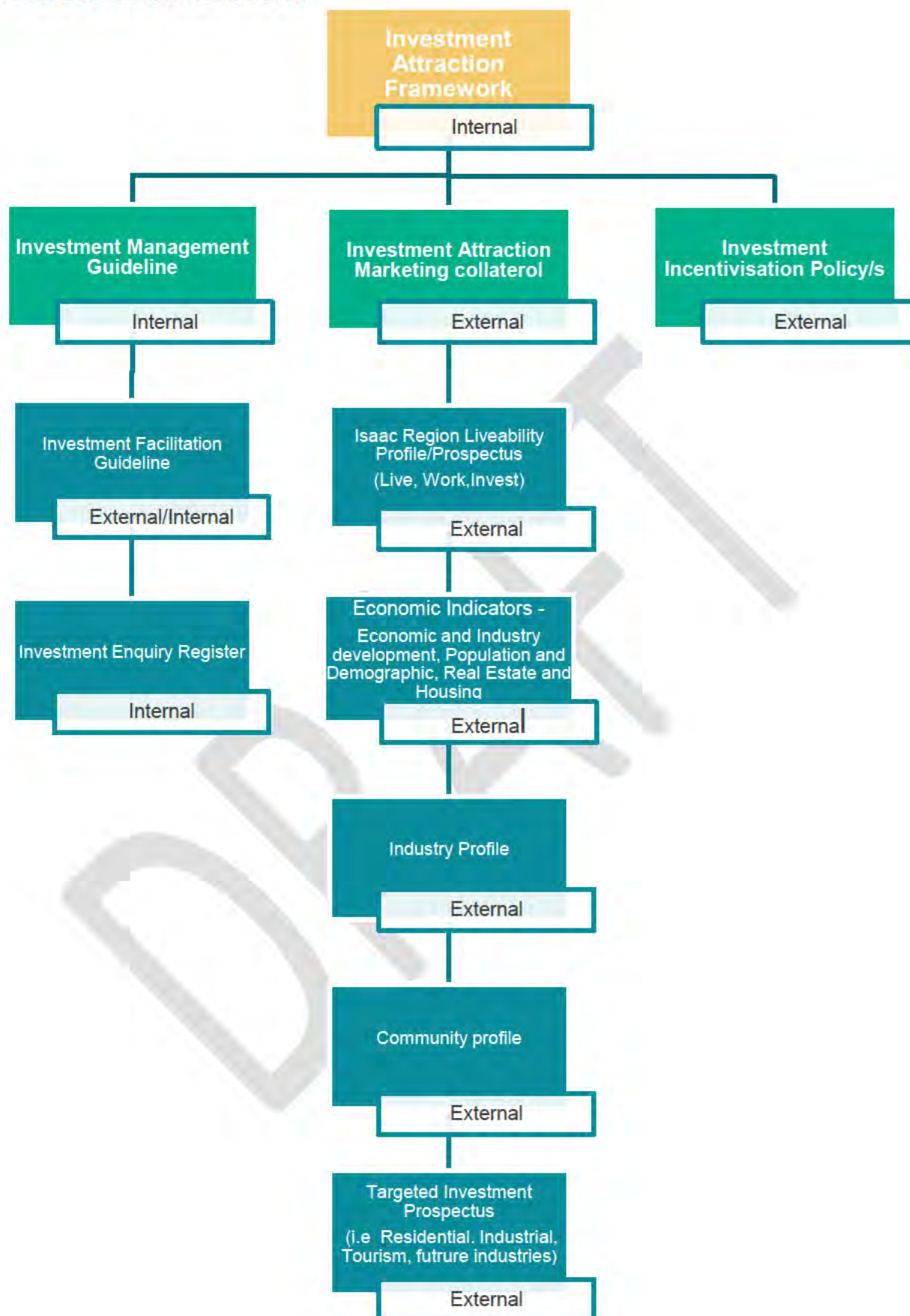
### Provide services

- Service provision and access is one of the major functions of local government. A reliable supply of traditional and newly required services can support development opportunities.

### Collaborate

- Public-private partnerships are an extremely effective means of delivering mutually beneficial initiatives that require the different capabilities of private and government sectors.

## STRATEGIC FRAMEWORK





## OUR STRATEGIC DIRECTION/KEY DELIVERABLES

### INVESTMENT MANAGEMENT GUIDELINE (INTERNAL)

#### PURPOSE

The Investment Management Guideline is an internal document aimed to outline how investment enquiries are dealt with once Council receives the enquiry. Historically, an investor could speak with a different person each time, deal with multiple teams individually and have no clear outline as to timeframes or what 'goes on behind the scenes'. This has led to frustrations, misunderstandings of processes and a perceived lack of accountability within Council.

#### ACCOUNTABILITY

This document will outline a clear process from beginning to end (or continuous) for Council staff. There will be a 'step by step' listing that will also be included within the Investment Facilitation Guideline; however, this will include further detail regarding internal aspects.

### INVESTMENT FACILITATION GUIDELINE (EXTERNAL)

#### PURPOSE

The Investment Facilitation Guideline is the external version of the Investment Management Policy. The intent of this document is to give potential investors an overview of what processes will take place within Council whilst their enquiry is being dealt with. This is typically a case by case basis; however, it will give indication as to what teams they may have to talk to and why.

#### ACCOUNTABILITY

The key accountability here lies with the Economy and Prosperity Team as the 'facilitation' leads. Once the enquiry is received; Economy and Prosperity will essentially do the 'running around' within Council to ensure the customer service value is upheld. All relevant teams will still be made accountable for their respective part. However, Economy and Prosperity will be the main point of contact for the potential investors and will be given the accountability to follow up with timeframes and progress internally. The intent is to provide surety to the potential investors.

### INVESTMENT INCENTIVISATION POLICY/S (EXTERNAL)

#### PURPOSE

Investment Incentives Policy/s would be drafted and made active should Council deem it appropriate, these would be relevant to identified advocacy positions within Council. Incentivised Policies would be at the discretion of the Council, as to if and when they may be adopted.

#### ACCOUNTABILITY

The accountability will lie with the Policy custodian, should the Investment Incentives Policy proceed or be in place.

### INVESTMENT ATTRACTION MARKETING (INTERNAL/EXTERNAL)

#### PURPOSE

The Investment Attraction Marketing and Communication material identified in this Framework informs a standard base range of documents to inform and promote investment within the region. The list of marketing material may be adapted to further promote investment attraction in individual industries/policy/advocation positions deemed by appropriate by Council

## **ACCOUNTABILITY**

The accountability will lie with the Economy and Prosperity team as content creators of the marketing documents. There will be engagement and collaboration with the Brand, Media and Communications team. Other stakeholders and subject matter experts will be engaged when and where deemed appropriate.

## **THE FOLLOWING SUITE OF MARKETING MATERIAL ARE TO SUPPORT THE INVESTMENT ATTRACTION MARKETING AND ENGAGEMENT**

### **ISAAC REGION LIVEABILITY PROFILE (LIVE, WORK, INVEST)**

#### **PURPOSE**

The Isaac region Liveability Profile/Prospectus will be created to showcase the Isaac Region and all it has to offer. It will provide an overview of what the region has to offer in relation Live, work and invest. With particular regard to its economic strength, industry diversification, population, workforce, education, businesses, property and lifestyle.

### **ISAAC REGION ECONOMIC INDICATORS REPORTS**

#### **PURPOSE**

The Economic Indicators reports demonstrate a current 'snapshot' of what the state of the region is within the three reports, being Industry and Development, Population and Demographics and Real Estate and Housing. These reports give real-time information on all things Isaac and demonstrate any trends or up-and-coming issues that we may need to be aware of.

### **ISAAC REGION INDUSTRY PROFILE**

#### **PURPOSE**

The Industry Profile will be created to showcase and detail the Isaac Region's Industry and Economic strengths, it will highlight the diversification of industry in the region and be an important tool to support private investment attraction, advocacy for public investment and trade and investment promotion. It will provide an overview of the regions Industries, economic output and opportunities.

### **ISAAC REGION COMMUNITY PROFILE**

#### **PURPOSE**

The Community Profile will be created to showcase the Isaac Region's liveability, lifestyle and all it has to offer. It will provide an overview of what the region has to offer in relation to community and social services and give insight into what each of our localities looks like in terms of lifestyle, community health and wellbeing services, community and sporting organisations, education and training, culture, events and more.

### **TARGETED INVESTMENT PROSPECTUS**

#### **PURPOSE**

Targeted Investment prospectus will be developed individually to support Councils advocacy, investment opportunities and regional economic and social requirements, they may relate to a singular investment/development opportunity or be a broad industry-based prospectus. Potential prospectuses would be related to the likes of Industrial development, Residential development, Commercial development, Future and Trending industry development, Tourism development and Community and Social services development.



## STAKEHOLDER ROLES AND RESPONSIBILITIES

### INTERNAL

POSITION	ROLE/RESPONBILITY	LEVEL OF RESPONSIBILITY
Mayor and Elected Officials	ADVOCATE AND INFORMED STAKEHOLDER	HIGH
Executive leadership Team	RESPONSIBLE MANAGEMENT AND INFORMED STAKEHOLDER	HIGH
Economy and Prosperity	FRAMEWORK CUSTODIAN AND REPORTING DEPARTMENT	HIGH
Investment Facilitation Officer (IFO)	INVESTMENT ENQUIRY MANAGER	HIGH
Liveability and Sustainability	SUBJECT MATTER PROVISION AND DEVELOPMENT ASSESSMENT PROCESSING	HIGH
Engineering and Infrastructure	SUBJECT MATTER PROVISION	MEDIUM
Community Education and Compliance	SUBJECT MATTER PROVISION AND LICENCING AND BUILDING APPROVAL PROCESSING	MEDIUM
Manager Brand, Media and Communications	MARKETING AND COMMUNICATION SUPPORT	MEDIUM
Senior Advisor	INFORMED STAKEHOLDER	MEDIUM

### EXTERNAL

ORGANISATION	ROLE/RESPONBILITY	LEVEL OF RESPONSIBILITY
Trade and Investment Queensland (TIQ)	ADVOCATE AND INFORMED STAKEHOLDER	MEDIUM
Greater Whitsunday Alliance (GW3)	ADVOCATE AND INFORMED STAKEHOLDER	MEDIUM
Qld Govt. State Development (DSDILG&P)	ADVOCATE, INFORMED STAKEHOLDER, SUBJECT MATTER AND DEVELOPMENT ASSESSMENT PROCESSING	MEDIUM
Regional Development Australia (RDAMIW)	ADVOCATE AND INFORMED STAKEHOLDER	MEDIUM
Industry Network Groups	ADVOCATE AND INFORMED STAKEHOLDER	MEDIUM



## INTERNAL DOCUMENT: ISAAC REGION INVESTMENT FACILITATION GUIDELINE (THE GUIDELINE)

The Isaac region is a powerhouse region that feeds, powers and builds communities, Council's vision statement is "*helping to energise the world*". Council is committed to living our values which includes professionalism, continuous improvement, excellence, procedural consistency and customer focus.

The following guideline is an internal document intended to outline the process for investment facilitation within Isaac Regional Council. The purpose of the guideline is to provide Isaac Regional Council staff with a standard process that can be followed each time an 'investment type' enquiry is received. This not only provides certainty and accountability within Council; but defines a standard level of service to potential investors.

This document is intended to be read internally in conjunction with the *Isaac Region Investment Facilitation Guideline (External document)* and to recognise the supplementary documents.

### FRAMEWORK AND SUPPLEMENTARY DOCUMENTS

The Isaac Region Investment Attraction Framework (*The Framework*) is the core document that outlines all relevant documentation associated with and relevant to investment attraction and facilitation within the Isaac Region. In addition to the documents outlined within *The Framework*; the following documentation (but not limited to) may be used concurrently with *The Guideline* should the responsible team deem appropriate;

- Investment enquiry questionnaire
- Initial investment enquiry reporting template
- Investment enquiry register

### TRIGGERS

Examples of triggers that require delegation to the Director/CEO may include (but are not limited to)

Enquiries that are of a nature to provide services in a field or industry that has been identified as required for the regions improved social and economic benefit through Council's; Advocacy programs, Land Development Advisory Committee workings and Council's Social infrastructure planning i.e.;

- Residential development enquiries of more than one dwelling
- Childcare development
- Mining Proponent development
- Major industrial development
- Future and trending industry developments (i.e. waste to energy etc)
- Digital infrastructure developments

A trigger workflow document will be developed to include relevant triggers that will instigate an informing briefing note to the relevant internal area.



## INVESTMENT FACILITATION PROCESS

### • Enquiry recieved

- Any enquiry that is for potential investment, or new or expanded development is registered in a Investment/development enquiry register and referred to relevant department (EandP or LandS) and a dedicated investment facilitation officer (IFO) is determined and appointed to remain the primary point for continued contact with the enquirer

### • Initial Engagement with Investment Facilitation Officer (IFO) (within 3 business days)

- Formal engagement occurs with the enquirer and the IFO completes enquiry assessment matrix and questionnaire and updates Investment/development enquiry register

### • Delegation to internal stakeholders

- Enquiries that require additional input from other internal departments will receive a briefing note with a request for input and return communications will be provided to the enquirer, through the IFO

### • Trigger enquiries

- Briefing note to Director PECS/Relevant committee/Council
- Enquiries in a relevant field/industry that attains to a Council advocacy position or of a significant nature may require escalation for further advice internally.

### • Investment facilitation service delivery

- IFO monitors and updates investment enquiry register and facilitates outcomes with relevant internal departments as required.



## ISAAC REGION INVESTMENT FACILITATION GUIDELINE

*The Isaac region is a powerhouse region that feeds, powers and builds communities, Councils vision statement is "helping to energise the world". Council is committed to living our values which includes professionalism, continuous improvement, excellence, procedural consistency and customer focus..*

Why invest in Isaac? We'll let our region do the talking, check out Councils informative resources;

<https://www.isaac.qld.gov.au/about-council/vision-mission-and-values>

<https://www.isaac.qld.gov.au/about-our-region/social-and-economic-data>

The purpose of the Investment Facilitation Guideline is to outline what the process is within Council from start to finish, for potential investors. The flowchart below demonstrates this:



For further information on this guideline or to start the process, contact the Economy & Prosperity Team – [business.support@isaac.qld.gov.au](mailto:business.support@isaac.qld.gov.au) or call 1300 ISAACS (1300 472 227) and ask to speak to the team.



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Jana Hesketh

## AUTHOR POSITION

Manager Community Engagement, Programs and Events

10.13

## ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE – MINUTES – 16 JULY 2020

## 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 seeks adoption of Minutes from the IACAC meeting held on 16 July 2020.

## OFFICER'S RECOMMENDATION

### *That Council:*

1. *Receive the meeting minutes of the Isaac Arts and Cultural Advisory Committee held on Thursday 16 July 2020.*

## 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 provide strategic direction and advice to Council on the development and delivery of the Regional Arts Development Fund (RADF).

As per the committee's current Terms of Reference, meeting minutes must go to Council. Minutes accepted by the committee presented with this report are;

- Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes 16 July 2020 (Attachment 1)

## IMPLICATIONS

### Compliance

The Isaac Arts and Cultural Advisory Committee is compliant with Division 2 – Committees and requirements for committee meetings as per *Local Government Regulation 2012*.

## CONSULTATION

### Internal

Division Two Councillor

Division Four Councillor

Division Seven Councillor

Division Eight Councillor  
Manager Engaged Communities  
Manager Governance and Corporate Services  
Arts and Cultural Programs Officer  
External

Jasmine Pearce, President Dysart Arts and member of Isaac Arts and Cultural Advisory Committee  
Amanda Raymond, President Moranbah Arts and member of Isaac Arts and Cultural Advisory Committee  
Reverend Luke Collings, Reverend at Moranbah Anglican Church and member of Isaac Arts and Cultural Advisory Committee  
Tania Gillies, President of Clermont Artslink and member of Isaac Arts and Cultural Advisory Committee

## **BASIS FOR RECOMMENDATION**

Recommendations have been based on advice from the Isaac Arts and Cultural Advisory Committee. See attached minutes of meeting held on Thursday 16 July 2020.

## **ACTION ACCOUNTABILITY**

Manager Engaged Communities is responsible for management of the Regional Arts Development Fund and is a member of the Isaac Arts and Cultural Advisory Committee.

## **KEY MESSAGES**

Isaac Regional Council is committed to arts and cultural development in the Isaac region.

<b>Report prepared by:</b> JIM HUTCHINSON <b>Manager Engaged Communities</b>  Date: 11 January 2021	<b>Report authorised by:</b> JEFF STEWART-HARRIS <b>Director Planning, Environment and Community Services</b>  Date: 12 January 2021
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## **ATTACHMENTS**

- Attachment 1 - Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes 16 July 2020

## **REFERENCE DOCUMENT**

- IACAC Terms of Reference 2018





# UNCONFIRMED MINUTES

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ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING  
OF  
ISAAC REGIONAL COUNCIL

HELD ON  
THURSDAY, 16 JULY 2020

COMMENCING AT 9.00 AM

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING**  
**HELD AT COUNCIL CHAMBERS, GROSVENOR COMPLEX, MORANBAH**  
**ON THURSDAY, 16 JULY 2020**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING**  
**HELD AT COUNCIL CHAMBERS, GROSVENOR COMPLEX, MORANBAH**  
**ON THURSDAY, 16 JULY 2020**

**ATTENDEES**

Councillor Jane Pickels  
Councillor Simon West  
Councillor Sandy Moffat  
Councillor Viv Coleman  
Jim Hutchinson  
Jasmine Pearce  
Amanda Raymond  
Tania Gillies  
Reverend Luke Collings  
Anne-Marie Loeskow

**OFFICERS PRESENT**

Jana Hesketh

**MINUTE TAKER**

Anne-Marie Loeskow

<b>1. OPENING</b>
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Councillor Jane Pickels opened the meeting and acknowledged the Barada People, the Traditional Custodians of the land on which this meeting is taking place and offered her respects to their elders, past and present. She also acknowledged those whose ongoing effort to protect and promote Aboriginal and Torres Strait Islander cultures will leave a lasting legacy for future Elders and leaders.

<b>2. APOLOGIES</b>
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There were no apologies.

### 3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest were declared.

### 4. CONFIRMATION OF MINUTES

Confirmation of minutes from Isaac Arts and Cultural Advisory Committee Meeting held via Skype on Monday, 18 May 2020.

#### Resolution No.: IACAC0001

Moved: Anne-Marie Loeskow Seconded: Jasmine Pearce

That the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held via Skype on Monday, 18 May 2020 be confirmed.

Carried

### 5. BUSINESS ARISING

There was no business arising.

### 6. DISCUSSIONS/PRESENTATIONS

#### i. Welcome new committee members (Councillors West, Moffat and Coleman)

Councillor Simon West, Councillor Sandy Moffat and Councillor Viv Coleman were welcomed as new members of the committee.

#### Resolution No.: IACAC0002

Moved: Jane Pickels Seconded: Anne-Marie Loeskow

That Councillor Simon West, Councillor Sandy Moffat and Councillor Viv Coleman be welcomed as new members of the Isaac Arts and Cultural Advisory Committee.



Carried

## ii. Discuss impact of COVID-19 pandemic on Isaac arts and cultural scene

Discussion about the negative impacts of COVID-19 on the Isaac arts and cultural scene:

- Workshops and projects having to be cancelled;
- Difficulties of planning new initiatives given changing restrictions on gathering and the general uncertainty over when the virus will be under control;
- Community groups not being able to hold events and the resulting loss of income
- People feeling isolated and losing their creative energy;
- Need to focus on activities that support community recovery;
- A positive has been thinking outside the square and planning activities such as the "Isocreate" children's art project that delivered the kit to their homes, and the use of online platforms to hold workshops and meetings.

## iii. Review Council's application for RADF 2020-2021 funding and its status

Committee members were briefed on Council's application for RADF Funding for 2020-2021 and were advised that notification from Arts Queensland regarding its outcome is expected in August 2020.

## iv. Review draft Terms of Reference of Isaac Arts And Cultural Advisory Committee

Discussion about the draft Terms of Reference document for the Isaac Arts And Cultural Advisory Committee with suggestions made for amendments.

### Resolution No.: IACAC0003

Moved: Anne-Marie Loeskow Seconded: Jim Hutchinson

That the draft Terms of Reference document for the Isaac Arts And Cultural Advisory Committee be further amended with those changes to be reviewed by Governance and then brought back to the committee for further consideration.

Carried

Councillor West left the meeting at 11.15am.

## v. **Discuss current arts funding opportunities**

The committee members were briefed regarding current grants funding available from Arts Queensland open to artists and community groups for arts and cultural activities.

## **7. GENERAL BUSINESS**

- i. Discussion about status of action item 3.1.3 in Arts And Cultural Action Plan to develop an accessible online database of practicing and emerging local artists, arts workers, and arts organisations.
- ii. Discussion about ideas for arts and cultural activities to connect Isaac's historical communities, facilitate community recovery and encourage traditional owners of the region to share their culture through stories using their languages.

## **8. CONCLUSION**

There being no further business, the Chair declared the meeting closed at 11.44 am.

.....  
CHAIR

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



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Mark Davey

## AUTHOR POSITION

Capital and Project Program Manager

10.14

## AUTHORISATION FOR AWARD DELEGATION TO THE CHIEF EXECUTIVE OFFICER FOR NEBO PROJECTS AND MORANBAH AFL PLAYING LIGHTS

## EXECUTIVE SUMMARY

This report seeks Council's authority for the Chief Executive Officer to negotiate, execute and vary the contracts for the Nebo Pool and Nebo Community Hub and the, Moranbah Australian Football League (AFL) Lighting Project.

## OFFICER'S RECOMMENDATION

### *That Council:*

1. ***Authorises the Chief Executive Officer to negotiate, execute and vary the contracts for the Nebo Pool Upgrades, the Nebo Community Hub and the Moranbah AFL Lighting, within allocated capital budget amounts; with an additional endorsement that includes:***
  - i. ***All tender evaluation reports are provided to all Councillors at the same time that the Chief Executive Officer is considering the report,***
  - ii. ***Should any Councillor (free of any declarable conflict of interest or prescribed conflict of interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Planning Environment and Community Services Standing Committee Meeting or Council Meeting.***

## BACKGROUND

As per the Planning, Environment and Community Services (PECS) Capital works delivery plan, the Moranbah AFL Lighting project is currently advertised for tender, the Nebo Pool Upgrades and the Nebo Community Hub projects are due to be advertised in late January / Early February.

The tenders for the three identified projects are anticipated to close in mid to late February at the earliest. In order to successfully enable the construction of these projects, award delegation is sought for the Chief Executive Officer without the requirement (unless an approval condition is enacted) to return to the March Ordinary meeting for approval, meaning the projects can be completed within the required timeframes.

## IMPLICATIONS

### Financial

The applicable tenders will be advertised on a separable portion basis and this report seeks delegation to award as per approved budget allocations for the following projects:

- The Moranbah AFL lighting project is funded through the 2020-21 COVID W4Q program – CW212876.
- The Nebo Community Hub project is funded the 2019-21 W4Q program – CW212890
- The Nebo pool project is funded through the Isaac Regional Council's 2020-21 Capital Budget – CW212905

### Deliverable

Due to the increased number of projects Queensland wide, both due to the COVID W4Q program and the State Governments renewed commitment to infrastructure upgrades, the ability to meet delivery timeframes by our normal contractors is inhibited by the vast number of projects currently advertised or awarded.

## CONSULTATION

Director Planning, Environment and Community Services

Acting Director Planning, Environment and Community Services

Manager Economy and Prosperity

Senior Procurement and Contracts Administrator

## BASIS FOR RECOMMENDATION

To enable the successful delivery of 3 key capital projects within the required time.

## ACTION ACCOUNTABILITY

Director PECS, Capital and Project Program Manager, Procurement and the Chief Executive Officer to complete procurement process to negotiate, execute and vary the contract as required.

## KEY MESSAGES

Delivery of Councils Capital project is a critical element of organisational and reputational business and appropriate planning and accounting for impacts will enable delivery targets to be met.

<b>Report prepared by:</b> MARK DAVEY <b>Capital and Project Program Manager</b>  Date: 7 January 2021	<b>Report authorised by:</b> JEFF STEWART-HARRIS <b>Director Planning, Environment and Community Services</b>  Date: 12 January 2021
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## ATTACHMENTS

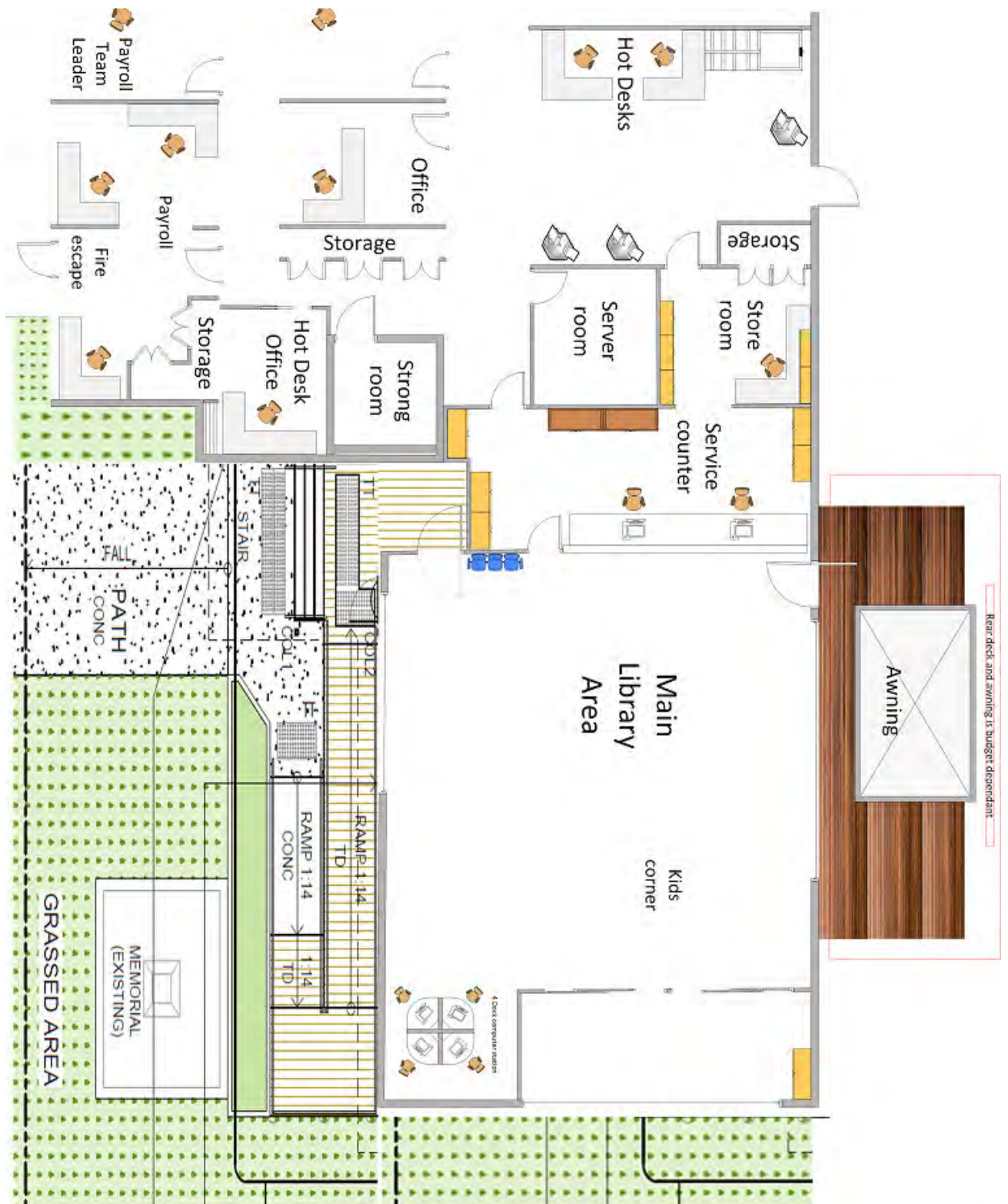
- Attachment 1 - Proposed Nebo Community Hub and Administration Floor Plan
- Attachment 2 - Scope of works for the Nebo Pool, Plant and Infrastructure Upgrade



## REFERENCE DOCUMENT

- Nil

## Attachment 1. Proposed Nebo Community Hub and Administration Floor Plan





## **Attachment 2. Scope of works for the Nebo Pool, Plant and Infrastructure Upgrade**

### **Design and construct – scope of works**

This project will be offered on a separable portion basis and selected items will be awarded up to the allocated budget amount.

Isaac Regional Council have undertaken extensive consultations with experts in the field and are offering this separable portion, design and construct contract to undertake the following:

#### **1. Install surface water draw off.**

The return pipe work, from the pool to the plant room, is to be reconfigured from the existing core holed drainage to a new skimmer box return system, allowing for surface water draw off. The proposed skimmer box and drainage must be designed to enable compliant water circulation and pool water turnover rate. An engineered and warranted design of the skimmer box is a requirement due to the necessity of penetrating the pool shell installation.

#### **2. Line the current pool shell**

Isaac Regional Council would prefer a complete, warranted, spray fibreglass lining of the existing concrete pool shell to extend the life and protect the concrete surface, but this or any other options proposed by respondents, will be evaluated based on design, longevity of life, warranty periods and surface suitability when factoring in the disinfectant solutions in the new plantroom.

#### **3. Replace the current filter and disinfectant systems with saltwater chlorinators**

Due to the relatively small population base in the township of Nebo, Isaac Regional Council are requesting a designed solution to replace the current water disinfection systems and filters to turn the pool from chemical based to a saltwater solution. The saltwater chlorinators and filter sizing must be designed for the usage numbers outlined above.

#### **4. Replace all required pipe work and pool pumps**

#### **5. Replace the current plant room shed**

The current plantroom shed is to be fully replaced during this project. The replacement shed must be fit for purpose, an engineered design and be built to all required building codes. Building approvals and certification will be the responsibility of the successful contractor. The supplied design of the replacement shed will be evaluated based on its suitability and design enhancements to increase life expectancy.

#### **6. Replace the electrical boards and connections in the plant room**

All plant room electrical services, connections, cabling and the plant room sub board are to be replaced during this project.

#### **7. Replace the solar water heating systems**

The current roof top solar water heating system on the various buildings within the facility has reached end of life and requires full removal and replacement. Replacement of like for like will be acceptable but Isaac Regional Council will evaluate favourably a viable, cost effective alternative as the current system has the capacity to damage the roof sheets and structure when leaks occur.

#### **8. Replace the current shade sails**

## **Attachment 2.** Scope of works for the Nebo Pool, Plant and Infrastructure Upgrade

There are currently, 2 large and 3 small shade sails within the boundary fence, but these don't provide an adequate level of shade to the water surface meaning local patrons are at risk due to sun exposure. Design solutions to maximise the shaded swim area will be evaluated favourably.

### **Nebo Pool - Current condition**

The Nebo pool has consistent patronage of approximately 350 persons per month with peak usage times outside of school hours. The design solutions that are to be provided must factor in a 10-20% increase in usage rates and allow for compliant water quality and disinfectant rates.

#### **Pool Shell**



#### **Pump Shed**





## Attachment 2. Scope of works for the Nebo Pool, Plant and Infrastructure Upgrade



Current bulk chlorine store/tank





## MEETING DETAILS

**Ordinary Meeting**  
Wednesday 27 January 2021

## AUTHOR

Shane Brandenburg

## AUTHOR POSITION

Manager Economy and Prosperity

10.15

## SHOP ISAAC 2021 INCENTIVISED CAMPAIGNS

## EXECUTIVE SUMMARY

This report seeks endorsement for continuation of Shop Isaac incentivised campaigns and endorsement of engagement with industry and businesses for greater participation in the campaigns.

## OFFICER'S RECOMMENDATION

That Council:

1. *Endorse continued delivery of Shop Isaac incentivised campaigns for 2021.*
2. *Endorse the development of a Shop Isaac campaign prospectus targeted to business and industry to participate as contributing supporters of the campaigns and prize pool.*
3. *Note that Council will continue to engage in development of the finalised concepts for the campaigns and updates will be provided through the monthly information bulletin and communication plans.*

## BACKGROUND

The Shop Isaac program was delivered as part of Council's Business Support Strategy, Pandemic and Recession Strategic and Tactical Response Framework, and the continued leveraging of the program was also endorsed in Council's Strategic Recovery Plan. The momentum of the program is continuing with the below status to report as at the end of December 2020;

Date	Detail	Qty / Value
24/12/2020	Total card value loaded	\$81,542.50
24/12/2020	Total redeemed	\$37,005.49
24/12/2020	IRC contributed card value	approx. \$53,000
24/12/2020	Total number cards purchased	6087
24/12/2020	Number of redeeming businesses registered	112
Major supporters @ 500 cards purchased	Anglo American, Stanmore Coal, Moranbah Discount Tyres Note: Dyno Nobel are in the process of set up of their card order	4
July 2020	Total entries – Shop Isaac Competition	137
August 2020	Total entries – Shop Isaac Competition	338



The Shop Isaac campaigns in 2020 showed increasing growth in numbers with the December program being delivered in a shortened period from 1 to 16 December, to enable winners to be drawn and announced from the major supporter program is continuing to grow steadily with discussions continuing with a number of major providers in ordering the 500 cards.

The incentivised shopping campaigns, gift cards and other initiatives are all intended to ensure the program awareness is maintained and there is a variety of ways for industry, business and consumers to support and engage in and continue the “Buy Local” message.

It should be considered that the role Council is playing in this case in delivering Buy Local campaigns to champion local business is something that occurs more commonly in regional areas and in the absence of a Business Chamber or strong business groups.

Working towards developing a regional business group is one of the intended outcomes of the Shop Isaac program, using it as one of the major building blocks to build relationships with the business community. A consideration would be delivering Buy Local campaigns and the Shop Isaac program itself would be in part one of the tools of that group and this longer-term focus for the program will be subject to further consideration and development of a framework as the development of a regional business group evolves.

The Economy and Prosperity team seeks endorsement for engagement with industry and businesses to be supporters of the campaigns through direct financial contribution to incentivised campaigns and an ability to provide in store gift vouchers for hamper style prizes or “voucher books”.

This is intended not to reduce the financial impact to Council but to give increased involvement and ownership to the organisations/businesses, which will lead to increased outcomes rather than just Council led/funded programs.

In ensuring no favour to individual organisations or businesses it is proposed that a prospectus be developed and approved through the Officer of the CEO and Mayor that is an open invitation to any organisation or business to participate. Ensuring clear understanding of the use of any funds or vouchers and return acknowledgement. The Economy and Prosperity team will be putting a maximum value contribution element to the supporting packages and is intending to not seek significant contributions, but more maximise the number of supporters.

The following two campaigns drafted below are the considerations in development.

## **Campaign 1. Incentivised shopping campaign “Win Shop Isaac shopping EOFY gift voucher book” and “Win a Christmas gift hamper”**

The intention of this concept is similar to the original shopping competitions with an extended opportunity for local businesses to participate with the following basic guides proposed;

- Draw - Two competition draws at the end of the EOFY and Christmas periods being one or two draws for each of the two periods - May/June and November/December.
- Entry conditions; Spend \$20 or more at **any** Isaac region business (with a possible option to create a special judged category i.e. submit a 20 second video or 50 words or less message on why you love local businesses or something similar).
- Proposed Prize Pool;

- 5 x \$1000 Shop Isaac cards per draw from all the entries across the entire region for EOFY and Christmas and;
- 7 x each town local gift voucher shopping hampers being gift vouchers from **any** Isaac region business for services to a value between \$20 - \$500 (one draw per town with winners drawn from entries from that town only or this could be the special judged category)

## **Campaign 2. Shop Isaac Fashions of the Field “Buy Local” division**

This concept would be to sponsor a “Buy Local” category at one race event at the Moranbah, Middlesbrough and Clermont Horse Race days.

- Draw; one category at one of the meetings in each town
- Entry; Must be wearing at least two or more items purchased locally from **any** Isaac region business (judging conditions to be developed to clarify proof of purchase and enable greater weighting to those entrants with more than two and may include - outfits, hair and beauty)
- Proposed Prize Pool; \$1000 Shop Isaac gift card per race meeting

## **IMPLICATIONS**

### Financial

The major financial contribution is externally provided with the above concepts for industry support being \$13,000 - \$23,000. Similarly, any gift vouchers by an individual business would be proposed from \$20 - 500 maximum. Also, the Economy and Prosperity has put forward for Shop Isaac operational budget for \$20,000 for delivery of the program in 2021/22 that could also support if required.

### Reputational

The Shop Isaac program and successful delivery in championing local business and creating direct economic stimulus will continue the positive reputational view of Council from consumers, industry and local business.

### Resourcing

The proposed campaigns would have a direct resourcing impact with Economy and Prosperity directly leading and providing the major workload, with the BMC team also required to have a major contribution and engagement with and consideration of the workloads of them and other internal departments will be a forethought in prioritising Economy and Prosperity projects that further require other departmental support.

## **CONSULTATION**

Director Planning, Environment and Community Services

Acting Manager Brand, Media and Communications

Manager Governance and Corporate Services

Economy and Prosperity Team

## **BASIS FOR RECOMMENDATION**

The Shop Isaac project aligns with Council's strategic direction, the continued differential programs will continue to deliver and raise awareness of the program and the Buy Local message and the campaigns and the program itself will work as a direct stimulus recovery tool from the COVID-19 pandemic and recession.



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## ACTION ACCOUNTABILITY

Economy and Prosperity to continue to engage in finalisation of the campaign details and development of the prospectus with Brand, Media and Communications and attain approval through Office of the CEO and Mayor. Economy and Prosperity to continue to inform Council of the development of the concepts and lead delivery of the campaigns.

## KEY MESSAGES

Continued delivery of Councils strategic directions and delivering COVID-19 pandemic recovery programs that will aid stimulus for local business will have a positive impact on the local businesses and community as well as the organisation reputationally.

<b>Report prepared by:</b>	<b>Report authorised by:</b>
SHANE BRANDENBURG	JEFF STEWART-HARRIS
<b>Manager Economy and Prosperity</b>	<b>Director Planning Environment and Community Services</b>
Date: 6 January 2021	Date: 13 January 2021

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Business Support Strategy 2019-2024
- Pandemic and Tactical Response Framework
- Strategic Recovery Plan

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<b>MEETING DETAILS</b>	<b>Ordinary Meeting</b> Wednesday 27 January 2020
<b>AUTHOR</b>	Shane Brandenburg
<b>AUTHOR POSITION</b>	Manager Economy and Prosperity

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10.16

REGIONAL RECOVERY PARTNERSHIPS FUND

## EXECUTIVE SUMMARY

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Endorse Stage 2 of the Clermont Saleyards and Showgrounds Revitalisation Master plan for \$3.279 million to be Isaac Regional Council's project sought to be funded under Regional Recovery Partnerships funding.***

## BACKGROUND

The Australian Government has committed \$100 million over two years to fund Regional Recovery Partnerships. The Partnerships will coordinate investments with other levels of government to support recovery and growth in 10 investment regions across Australia of which Mackay, Isaac, Whitsundays (MIW) is one of the identified regions.

Internal engagement has occurred with the three regional Councils to shortlist proposed projects that align with the investment criteria focus with a MIW Regional Recovery Partnership Workshop proposed for third week of February.

Respective Greater Whitsunday Council of Mayors (GWCOM) Chief Executive Officer's and agencies were required to ID their desired project or area of investment priority and have key criteria of outputs validated for the investment focus by mid-January, in review of projects aligned to the criteria the Stage 2 Clermont Saleyards and Showgrounds Revitalisation Master Plan project was proposed and endorsement by Council is sought.

The \$3.279m for Stage 2 Clermont Saleyards and Showgrounds Revitalisation Master plan projects was proposed as the Master plan was developed with strong community and industry engagement and complimented by earlier stage investment by Council the community and other grants.

It is felt true to the objectives and requirements of the Regional Recovery Partnerships and will be an investment with short and long term economic social and environmental benefits. With Clermont Mine closure scheduled in the next few years, investment into the core of Clermont and the region's agricultural base will be appropriate



Background information and evidence of community and industry engagement can be found at;  
<https://www.wallplanning.com.au/wp-content/uploads/2019/06/v5.-CLERMONT-SALEYARDS-AND-SHOWGROUNDS-REVITALISATION-PROJECT-MASTER-PLAN-A3-2PP-9-1.pdf>

The project is consistent with Council's Economic Development Framework and is also acknowledged as a regional priority by GW3 at;

<https://static1.squarespace.com/static/5e4ce5c91e5a64752b65c169/t/5f3f4dc374190155be41553c/1597984236864/GW3+-+Regional+Strategic+Priorities+2020+%5B1371%5D+Final+Low+res.pdf>

Included in the proposal for \$3.279m is the five \$2.95m Stage 2 Master plan projects that have been endorsed by the Saleyards and Showgrounds Revitalisation Project Advisory committee and Council.

Further included in Councils proposal is \$329,000 being Stage 2 of the Saleyards long term development plan priority delivery which has also been endorsed by Council and is also an endorsed project in the Master plan. Noting stage 1 of \$165,000 was funded in 2020/21 through the PAG program and the \$329,000 for Stage 2 priority works is the subject of a current PAG bid for 2021/22.

In collaboration with Mackay Regional Council, Whitsunday Regional Council, GW3, RDA and DSDILGP, the Clermont Showgrounds and Saleyards Project will be accompanied by the following projects which when integrated are likely to add significant skills and technology development outcomes to the capital project outcomes;

- Bio-Commodities Renewables Plan – Stage 2 Upgrade,
- Agriculture and Aquaculture Future Skills Partnership.

Further detail on the scope of these projects will be presented to Council at the earliest possible opportunity.

## IMPLICATIONS

Funding of the project will not have any direct financial impact to Council and the proposed project aligns with Councils strategic direction, has been subject to Councils advocacy program and is acknowledged as a GW3 regional priority. There will be a resourcing impact in the delivery of the project that is achievable within existing resourcing.

## CONSULTATION

Executive Leadership Team

Senior Advisor

Capital Project and Program Manager

Economy and Prosperity Team

## BASIS FOR RECOMMENDATION

The project is aligned with Councils strategic economic development framework, the master plan is endorsed and part of Councils advocacy program and aligns with the investment criteria and readiness. With the impending mine closure of Clermont Coal investment into the core of Clermont and the region's agricultural base will be appropriate

## ACTION ACCOUNTABILITY

The Chief Executive Officer to put forward the project through the GWCOM's CEO's and at the MIW Regional Recovery Partnership Workshop and Councils officers to complete any supporting information requirements.

## KEY MESSAGES

Strategically aligned investment in Council assets that deliver economic, social and environmental benefit will deliver lasting sustainable outcomes to the Region.

### Report prepared by:

SHANE BRANDENBURG  
**Manager Economy and Prosperity**

Date: 9 January 2021

### Report authorised by:

JEFF STEWART HARRIS  
**Director Planning, Environment & Community  
Services**

Date: 12 January 2021

## ATTACHMENTS

- Attachment 1 – Regional Recovery Partnership Funding Clermont Saleyards and Showgrounds Revitalisation Project Stage 2
- Attachment 2 – Clermont Saleyards and Showgrounds Revitalisation Project Stage 2 Presentation
- Attachment 3 – Clermont Saleyards Long Term Development 10 Year Plan

## REFERENCE DOCUMENT

- Clermont Saleyards and Showgrounds Master Plan March 2019



## **Regional Recovery Partnerships Program Proposed Project;**

### **\$3,279,000 - Clermont Saleyards & Showgrounds Master Plan Stage 2 (including a stage of the Saleyards Long term development plan renewal) being;**

- \$2.95m – Stage 2 five projects endorsed by Council and the Advisory Committee being;
  - Replacement of the Rodeo Ring with a multipurpose facility along with new holding yards and loading ramps to improve efficiency of the saleyards and connections between the Rodeo Ring and Saleyards.
  - Refurbishment of the Southern Show Pavilion to create all weather, airconditioned multiple user space for private, community, industry and government events and functions.
  - Creation of new Showgrounds entrance and new carparking to create a safer pedestrian environment by separating the entrance from the working cattle transport entrance and other heavy vehicle 'back of house' functions, by acquisition and development of adjacent vacant Aurizon land.
  - Development of the public open space throughout the precinct to include, shelter, shade, low maintenance landscaping, lighting, seating, BBQs, signage and wayfinding.
  - Phase 2 of Relocation of Stud Cattle Ring and Horse Stalls to separate stallions and improve safety for the current movement of horses through mainstream show pedestrian areas as well as animal welfare.
- \$329,000 (or \$658,000) – Being Stage 2 of the Saleyards Long Term Renewal of the existing Saleyards, it is recommended to include at least one stage of this plan in the project reason being;
  - It is an identified project in the Master plan and the long term development plan (10yr) was developed and endorsed by Council in line with the master plan
  - Stage 1 totalling \$165,000 was funded under Council's PAG capital program 2020/21 program
  - For 2021/22 a PAG bid has been submitted for a 3 yr program at \$329,000 each year to deliver high risk need replacement works based on the aged and unsafe condition of the yards, the increased throughput in recent years is increasing the wear and tear on the yards and the risk, the increasing economic benefit of saleyards

### **Background;**

The Clermont Saleyards and Showgrounds Master Plan (the Master Plan) provides a vision, principles and projects for the precinct to guide development and use of these facilities over the next 20+ years.

Clermont Saleyards & Showgrounds Precinct Clermont is home to one of Queensland's oldest Agricultural Shows and the only Show hosted in the Isaac Region. The precinct is 64.254 hectares in area. The Clermont Show was first held in 1868, and in 2018 celebrated its 150th anniversary.

Stage 1 of the Revitalisation Project has been funded and delivered through \$1million funded under the Jobs for Regional Growth fund program being Water, Power and ICT upgrades, replacement Horse stables and additional spelling yards. Also funded under W4Q was the Announcers box and an additional ablution through Councils capital program.

The current Clermont Saleyards complex was built in 1982. The Saleyards on average sell approx. 12,000 head of cattle per annum (pa) and 75,000 head of transit cattle (pa), with a continued upward trend in total throughput and revenue for the last three years with over 100,000 head of cattle in the 2020 calendar year.



This has been achieved through Council and the communities shared vision, increased investment and business development practices. Continuing investment in the Saleyard and Showground complex will continue to deliver increased economic and social benefit.

Continued growth in the total cattle thru put is predicted for 2021 with Stage 1 of the Revitalisation project Master plan recent completion of the additional 6 spelling yards which will increase the yards capacity and also Cattle sale bookings have been increased from a monthly to twice monthly sale for 2021.

The Showgrounds precinct creates tangible economic and social benefits for the Isaac community including, ensuring strong connections to the local community

#### Investment criteria;

#### Regional Recovery Partnerships funding - Criteria for investment focus consideration

- Regional Influence toward
  - Output – Gross revenue generates by the investment
  - Employment - FTE jobs created
  - Local sales - Value of goods and services that might be produced in the MIW region
  - Salaries and Wages – Estimated based on employment FTE and likely total remuneration generated - this can be used to assume a level of local spend
  - Depending on the project other criteria may include
    - Regional Export Value
    - Population – retention and attraction capability and projected numbers
    - Diversification growth - is the investment growing a new sector or service or set of skills
    - Sustainability Values

#### Economic overview of project;

The Agricultural industry of which the Clermont Showgrounds and Saleyards is a significant part make contribution to the Region's economy;

#### Summary Total region

Summary	Output \$M	Employment Jobs	Wages and Salaries \$M	Local Sales \$M	Regional Exports \$M	Local Expenditure \$M	Regional Imports \$M	Value-Added \$M
Sheep, Grains, Beef & Dairy Cattle	\$277.114 1.4%	1,022 4.8%	\$18.007 0.8%	\$14.964 0.9%	\$258.817 1.5%	\$46.630 2.9%	\$106.697 1.7%	\$123.786 1.0%

Clermont Saleyards Cattle gross output	> \$12,000,000
Clermont Saleyards Direct Council revenue 2020/21	> \$400,000
Clermont Saleyards local economy value add	> \$1,800,000
Clermont Showgrounds visitation economic spend	>\$500,000

The investment in the projects identified will further increase the economic and social benefit to the community through the facility in;

- The all-weather multi use pavilion facility development will enable greater use of the facilities and increase the events delivered
- The Rodeo ring redesign will enable increased capacity and multi use with extra capacity of spelling pens for the Saleyards and better function of the loading dock facilities which will aid growth in Saleyard



business. The Clermont Rodeo will be supported for growth in noting that the regions Nebo rodeo at 6000 is the largest one day Rodeo in Australia and the Clermont development will enable the event to move towards that increased market, with the design to incorporate the ability for the development to become an undercover arena.

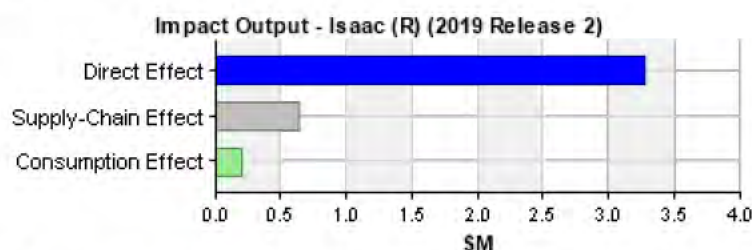
- The Saleyards replacement program will assist in the management of the increasing thru put of cattle that is occurring as well as attract increased utilisation and output.

## Economic Impact Report for the project investment;

### IMPACT SUMMARY

Impact Summary	Direct Effect	Supply-Chain Effect	Consumption Effect	Total Effect	Type 1 Multiplier	Type 2 Multiplier
Output (\$M)	\$3.270	\$0.633	\$0.198	\$4.100	1.194	1.254
Employment (Jobs)	11	2	1	14	1.182	1.273
Wages and Salaries (\$M)	\$0.244	\$0.108	\$0.038	\$0.391	1.443	1.599
Value-added (\$M)	\$1.457	\$0.267	\$0.119	\$1.842	1.183	1.264

### IMPACT ON OUTPUT



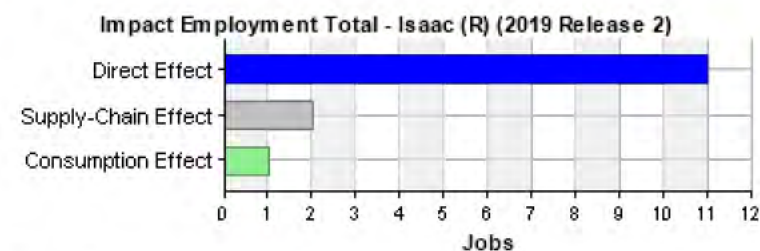
From a direct increase in output of \$3.270 million it is estimated that the demand for intermediate goods and services would rise by \$0.633 million. This represents a Type 1 Output multiplier of 1.194. These supply-chain effects include multiple rounds of flow-on effects, as servicing sectors increase their own output and demand for local goods and services in response to the direct change to the economy.

The increases in direct and indirect output would typically correspond to the creation of jobs in the economy. Corresponding to this change in employment would be an increase in the total of wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under this scenario are estimated at \$0.198 million.

Total output, including all direct, supply-chain and consumption effects is estimated to increase by up to \$4.100 million. This represents a Type 2 Output multiplier of 1.254.



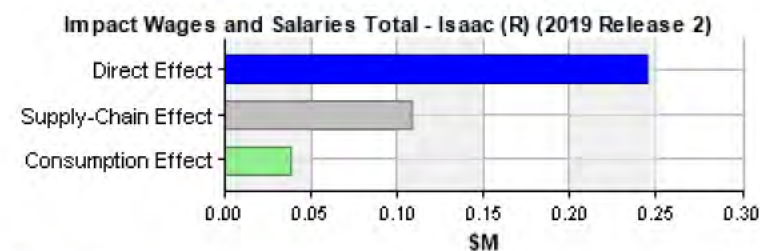
## IMPACT ON EMPLOYMENT



From a direct increase in output of \$3.270 million the corresponding creation of direct jobs is estimated at 11 jobs. From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in the gain of a further 2 jobs. This represents a Type 1 Employment multiplier of 1.182.

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under this scenario are estimated to further boost employment by 1 job. Total employment, including all direct, supply-chain and consumption effects is estimated to increase by up to 14 jobs. This represents a Type 2 Employment multiplier of 1.273.

## IMPACT ON WAGES AND SALARIES



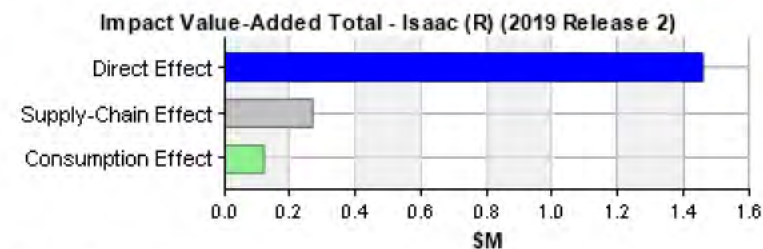
From a direct increase in output of \$3.270 million it is estimated that direct wages and salaries would increase by \$0.244 million. From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in the gain of a further 2 jobs and a further increase in wages and salaries of \$0.108 million. This represents a Type 1 Wages and Salaries multiplier of 1.443.

The increase in direct and indirect output and the corresponding creation of jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under this scenario are expected to further boost employment in sectors such as retail therefore further increasing wages and salaries by \$0.038 million.

Total wages and salaries, including all direct, supply-chain and consumption effects is estimated to increase by up to \$0.391 million. This represents a Type 2 Wages and Salaries multiplier of 1.599.



## IMPACT ON VALUE-ADDED



From a direct increase in output of \$3.270 million the corresponding increase in direct value-added is estimated at \$1.457 million. From this direct expansion in the economy, flow-on supply-chain effects in terms of local purchases of goods and services are anticipated, and it is estimated that these indirect impacts would result in a further increase to value-added of \$0.267 million. This represents a Type 1 Value-added multiplier of 1.183.

The increase in direct and indirect output and the corresponding boost to jobs in the economy are expected to result in an increase in the wages and salaries paid to employees. A proportion of these wages and salaries are typically spent on consumption and a proportion of this expenditure is captured in the local economy. The consumption effects under this scenario are expected to further boost value-added by \$0.119 million.

Total value-added, including all direct, supply-chain and consumption effects is estimated to increase by up to \$1.842 million. This represents a Type 2 Value-added multiplier of 1.264.





# CLERMONT

## SALEYARDS & SHOWGROUNDS

STAGE 2 REVITALISATION

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## **MASTER-PLANNED PROJECT PACKAGE – STAGE 2**

### **Priority Stage 2 projects include:**

- Replacement of the Rodeo Ring with a multipurpose facility along with new holding yards and loading ramps to improve efficiency of the saleyards and connections between the Rodeo Ring and Saleyards.
- Refurbishment of the Southern Show Pavilion to create all weather, airconditioned multiple user space for private, community, industry and government events and functions.
- Creation of new Showgrounds entrance and new carparking to create a safer pedestrian environment by separating the entrance from the working cattle transport entrance and other heavy vehicle 'back of house' functions, by acquisition and development of adjacent vacant Aurizon land.
- Development of the public open space throughout the precinct to include, shelter, shade, low maintenance landscaping, lighting, seating, BBQs, signage and wayfinding.
- Phase 2 of Relocation of Stud Cattle Ring and Horse Stalls to separate stallions and improve safety for the current movement of horses through mainstream show pedestrian areas as well as animal welfare.



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# CLERMONT RODEO

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# Existing:

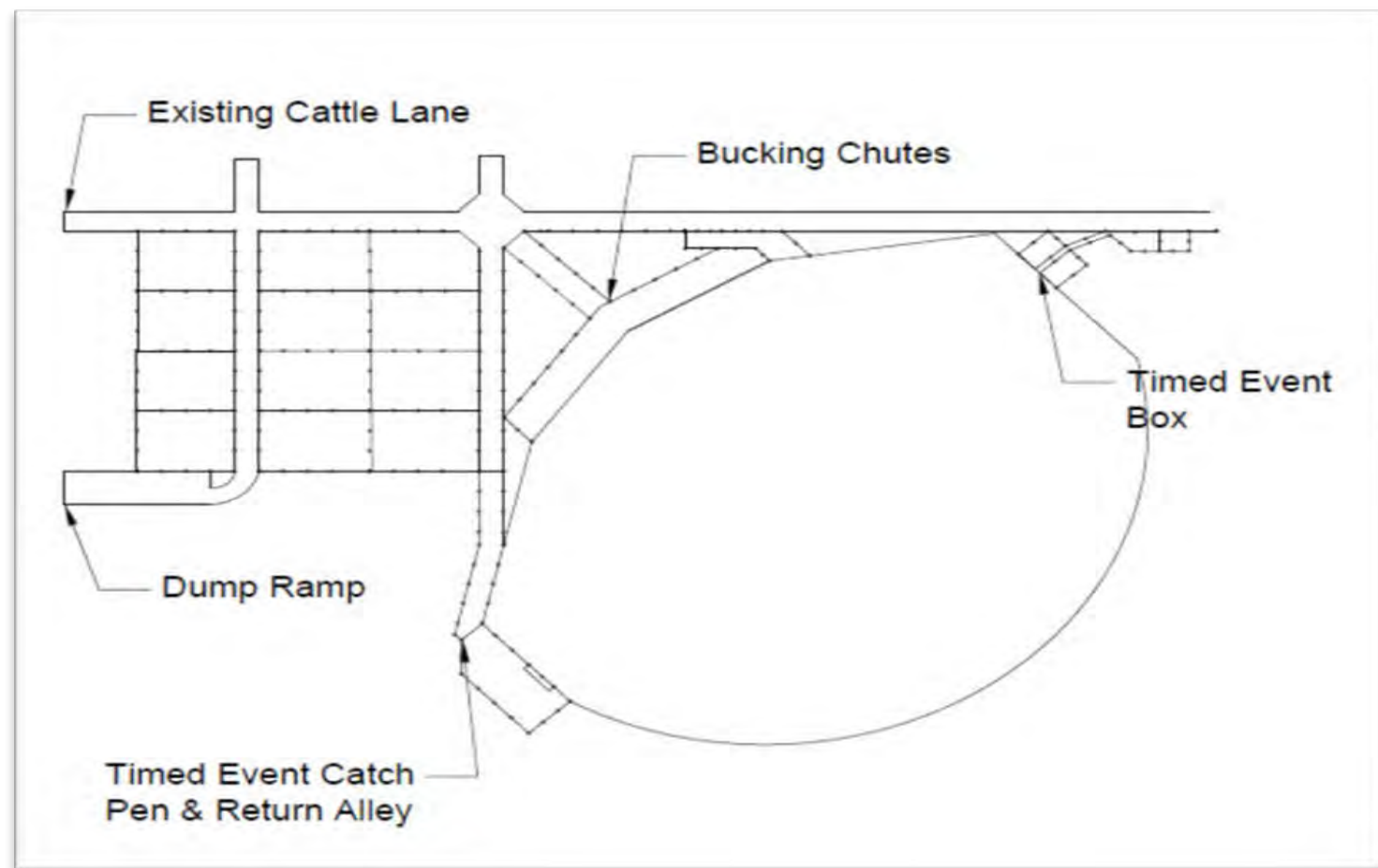
- Aged facility
- No designated loading ramp
- Limited holding pens
- Limited animal safety management systems





## Proposed:

- Complete replacement
- Designated loading ramp
- High level of animal safety standards
- Industry leading participant safety protections



# CLERMONT RODEO - BUDGET ESTIMATE

CLERMONT RODEO ARENA		
No.	Item	Price estimate
1	Demolition of existing	\$ 25,000.00
2	Rails	Included below
3	Posts	Included below
4	Gates	Included below
5	Post footings	Included below
6	Bucking & Unsaddle chutes	Included below
7	Timed event & stripping chute	Included below
8	Double deck loading ramp	Included below
	Estimate on hand for items 2 - 8	\$ 664,000.00
10	Elevated viewing and seating	\$ 25,000.00
11	Electrical upgrade	\$ 75,000.00
12	Project Management	\$ 11,000.00
	<b>Total</b>	<b>\$ 800,000.00</b>



# SOUTHERN SHOW PAVILION

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# Southern Show Pavilion - Existing





# Southern Show Pavilion - Existing



# Southern Show Pavilion – Proposed Internal





# Southern Show Pavilion – Proposed Internal





# Southern Show Pavilion – Proposed Internal





# Southern Show Pavilion – Proposed Internal



# Southern Show Pavilion – Proposed External





# Southern Show Pavilion – Proposed External



# Southern Show Pavilion – Proposed External





# SOUTHERN SHOW PAVILION - BUDGET ESTIMATE

SOUTHERN SHOW PAVILLION		
No.	Item	Price estimate
1	Electrical (switch Board)	\$ 80,000.00
2	Mechanical	\$ 155,000.00
3	Fire Compliance	\$ 55,000.00
4	Trusses (cladding and paint)	\$ 35,000.00
5	Internal cladding and insulation	\$ 120,000.00
6	Doors and Access	\$ 50,000.00
7	Flooring	\$ 85,000.00
8	Electrical (fit-out)	\$ 65,000.00
9	Stage	\$ 35,000.00
10	Furniture	\$ 70,000.00
11	Kitchen Additions	\$ 50,000.00
12	Undercover area	\$ 140,000.00
13	Project Management	\$ 35,000.00
		<b>\$ 970,000.00</b>

# CARPARK AND ENTRANCE STATEMENT

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# Carpark – Proposed





# Entrance Statement – Proposed

**Entrance Arch Concept**  
*(for illustration purposes only)*





# Entrance Statement – Proposed

**Entrance Fence Concept**  
*(for illustration purposes only)*



# CARPARK AND ENTRANCE STATEMENT - BUDGET ESTIMATE

CARPARKING AND ENTRANCE		
No.	Item	Price estimate
1	Acquisition of identified land (current valuation)	\$ 250,000.00
2	Legal expenses for acquisition	\$ 25,000.00
3	Earthworks	\$ 35,000.00
4	Drainage works	\$ 25,000.00
5	Carpark delineation and gravel drive-paths	\$ 25,000.00
6	Entrance arch	\$ 35,000.00
7	Entrance fence	\$ 40,000.00
8	Entry path - all abilities access	\$ 55,000.00
12	Project Management	\$ 10,000.00
		<b>\$ 500,000.00</b>



# PUBLIC OPEN SPACE INCLUSIONS

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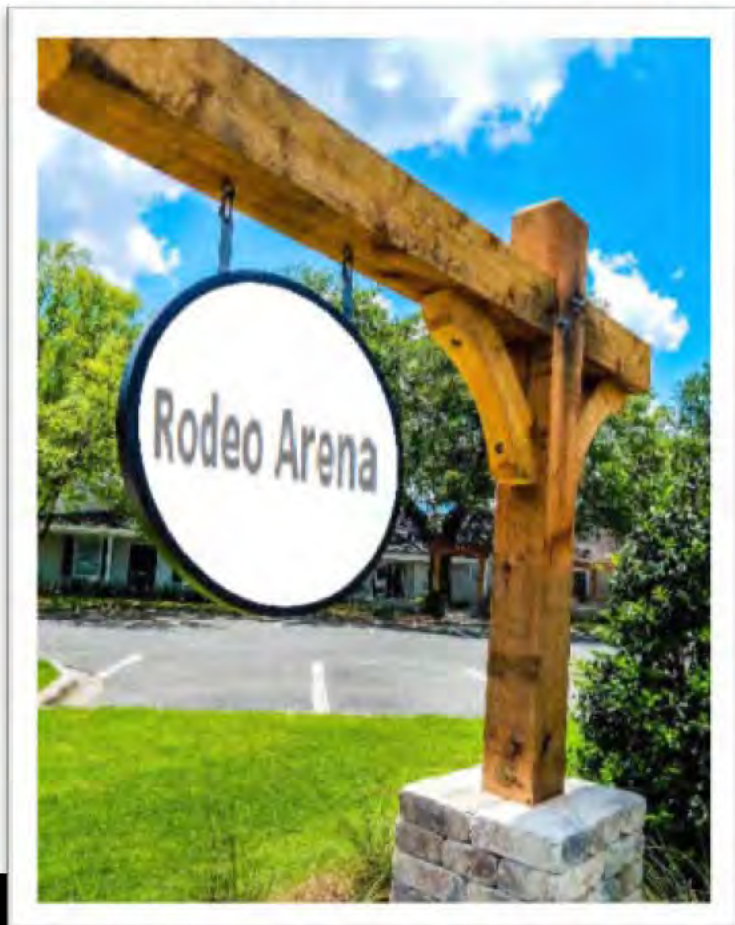


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# Directional and Informative Signage

*Signage Concept (for illustration purposes only)*





# Shade Structures

*Concept (for illustration purposes only)*



# PUBLIC OPEN SPACE - BUDGET ESTIMATE

PUBLIC OPEN SPACE INCLUSIONS		
No.	Item	Price estimate
1	Directional Signage (price per each, allowance for 10)	\$ 52,500.00
1.1	Footings - each	\$ 2,000.00
1.2	Timber Frames/Stands - each	\$ 2,500.00
1.3	Laser-cut steel hanging signs - each	\$ 750.00
2	Shade Structure (price per each, allowance for 3)	\$ 153,000.00
2.1	Pre-construction (Slab and footings) - each	\$ 13,500.00
2.2	Supply of Structure kit - each	\$ 25,000.00
2.3	Delivery - each	\$ 3,000.00
2.4	Construction/Erection - each	\$ 9,500.00
3	BBQ's (price per each, allowance for 3)	\$ 86,400.00
3.1	Electrical connection - each	\$ 16,500.00
3.2	BBQ supply - each	\$ 7,800.00
3.3	BBQ installation and commissioning - each	\$ 2,000.00
3.4	Allowance for custom top - each	\$ 2,500.00
4	Landscaping and Gardens	\$ 25,000.00
5	Project Management	\$ 13,100.00
		<b>\$ 330,000.00</b>



# STUD CATTLE RING AND STALLION STABLE

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# Stud cattle ring

While this facility has undergone recent upgrades to the turf and barrier, allowance has been included for additional seating and shade.





# Stallion Stables - Proposed



# Stallion Stables - Proposed





# STUD CATTLE AND STALLION STABLE- BUDGET ESTIMATE

STUD CATTLE RING AND STALLION STABLE		
No.	Item	Price estimate
1	Stud Cattle Ring Seating and Shade	\$ 33,000.00
2	Stallion Stables	\$ 190,000.00
3	Earthworks	\$ 30,000.00
4	Separation Fence	\$ 32,500.00
12	Project Management	\$ 14,500.00
		<b>\$ 300,000.00</b>

# STAGE 2 REVITALISATION – OVERALL PROJECT COSTINGS

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# STAGE 2 REVITALISATION – OVERALL BUDGET ESTIMATE

STAGE 2 REVITALISATION – OVERALL PROJECT COSTINGS		
No.	Item	Price estimate
1	CLERMONT RODEO ARENA	\$ 800,000.00
2	SOUTHERN SHOW PAVILLION	\$ 970,000.00
3	CARPARKING AND ENTRANCE	\$ 500,000.00
4	PUBLIC OPEN SPACE INCLUSIONS	\$ 330,000.00
5	STUD CATTLE RING AND STALLION STABLE	\$ 300,000.00
		<b>\$ 2,900,000.00</b>

# QUESTIONS AND DISCUSSION

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# CLERMONT SALE-YARDS CAPITAL INVESTMENT 10 YEAR STRATEGY ISAAC REGIONAL COUNCIL

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Current as at 15.12.2020

Presented by **Mark Davey**



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## 1.0 INTRODUCTION

In March 2019, Isaac Regional Council presented the completed Masterplan report – Clermont Saleyards & Showgrounds revitalisation Project. This document (attached below) outlines the requirements, this Capital Investment, 10-year strategy, aims to set out an achievable, cost based, 10-year renewal plan.

The Clermont Saleyards are a high yield, high throughput, multifunctional facility servicing the agricultural community of Clermont as well as the broader region. The facility was built 1982 and has had several extensions added to increase capacity. Due to budgetary restraints and high usage throughout the year, large scale renewal/replacement hasn't occurred since original construction.

This plan provides a need's based 10-year Capital Renewal / Replacement / Upgrade Program for the facility 2019 – 2029.



Finalised Clermont  
Saleyards and Show



## 2.0 CURRENT STATE OF PLAY

### 2.1 INCREASED THRUPUT AND IMPACT TO SALEYARDS

In line with the expected outcomes of the concerted efforts of council in developing the Clermont Saleyards business and in return throughput from a manner of services at the Clermont Saleyards, the return on investment is increasing. These returns are through.

- Saleyards Advisory Committee engagement and advocacy
- Employment of a dedicated Business Manager Saleyards & Showgrounds
- Clermont Saleyards & Showgrounds Revitalisation project Master plan development
- PECS Functional review and restructure of Economy & Prosperity to facilitate management of direct economic stimulus assets.
- Delivery of Stage 1. Master plan projects and 2020/21 PAG Capital works
- Increased and better service provision through the Saleyards operational team and the tick clearing certification accreditation through the facility

Sale Cattle and thru put numbers particularly since 2015/16 have shown a continued year on year growth excepting Sale cattle in 2020 wherein Covid-19 impacted delivery and cancellation of some sales.

In the calendar year of 2020 this has been the greatest number of throughput at the Saleyards since amalgamation records were taken in 2008 with in excess of 100,000 and this was done primarily without the utilisation of the additional 6 spelling yards which came online in October 2020, so expectation is for continued growth.

What this means is increased revenue but also increasing wear and tear on the facility and the increased risk of customer dissatisfaction, and health and safety impacts to livestock and facility users.

The current state of the yards, as highlighted in the pictures below, has degraded to a situation that puts operators, staff and cattle at risk of serious injury or damage.

#### Saleyards Profit and loss

Year	Expenses	Revenue
2018/19	\$ 384,941	\$ 283,145
2019/20	\$ 459,537	\$ 317,711
2020/21	\$ 450,000 (predicted)	\$ 450,000 (predicted)

## Thru Put cattle



## Sale Cattle





## 2.2 SALE AND HOLDING PEN – CURRENT CONDITION









### 3.0 CLERMONT SALEYARDS LONG TERM DEVELOPMENT PLAN

In late 2017 the Saleyards Committee commenced a series of workshops aimed at developing a Showgrounds Master Plan to guide future development of the facility as part of the strong business development approach being pursued.

Separately Isaac Regional Council successfully advocated for state funding for a broader Clermont Saleyards and Showgrounds Revitalisation Project and has now executed a funding agreement for \$1 million for this project. One of the initial requirements of the funding agreement is to undertake a Master Plan for the whole Saleyards and Showgrounds precinct. This work is being advised by a Council-appointed Advisory Committee which has, in turn, identified a smaller working group to prepare a first draft by early December 2018 with the assistance of a consultant.

There has been a need for the Saleyards Committee to quickly focus its attention to the preferred development plan for the Saleyards as a centrepiece of work for incorporation into the broader precinct Master Plan. This document sets out the preferred development plan for the Saleyards which addresses the Master Plan Brief to ultimately cater for sales of 1500 to 2000 head and spelling of upwards of 100,000 head per annum. This preferred development plan was

prepared at a workshop of all Agents regularly using the Saleyards together with Mr John Illott from an earlier version of the document which identified three potential development scenarios.

In addition to the most recent workshop, the authors have drawn heavily from the work done by the Saleyards Committee since late 2017, as well as some relevant best practice opportunities identified from a recent series of field visits by the Saleyards Manager of 10 regional saleyards in Queensland and New South Wales.

This plan will drive the continued business development of the Clermont saleyards. Phasing of the development plan enables work to be broken down to packages of \$100,000 to \$200,000 which will facilitate staged implementation during periods when major funding opportunities are not on offer. While the phases indicate the general order of priority, they will adapt to funding opportunities and the eligibility/funding conditions that attach to same.

Andrew Eaton & Jeff Stewart-Harris

10 December 2018

(version 3 - final)

## 4.1 IDENTIFIED REQUIREMENTS – HOLDING YARDS

The spelling yard renewal plan is costed at \$748.00 per panel ex. GST for the manufacture and installation of the new yards which matches the quoted price supplied for the spelling yard construction.

Removal of the existing yards to allow for replacement is costed at \$110.00 per panel and/or gate excluding GST. This figure covers, dismantle, removal, storage and dumping fees applicable to the project.

Later years in the plan factor in a 3% CPI increased rate per Panel.

### **Stage 2 2021/22 - \$145,695.00**

Stage two, highlighted in orange totals:

451 Lineal Metres or 160 individual panels and gates

Removal - 165 panels and/or gates @ \$113per = \$18,645.00

Replacement - 165 panels and/or gates @ \$770per = \$127,050.00

### **Stage 3 2022/23 - \$175,159.00**

Stage three, highlighted in yellow totals:

308 Lineal Metres or 105 individual panels and gates

Area requires allowance for the rail loading race and ramp = \$25,000

Removal - 165 panels and/or gates @ \$117per = \$19,305.00

Replacement - 165 panels and/or gates at \$793per = \$130,854.00

### **Stage 4 2023/24 - \$154,646.00**

Stage four, highlighted in blue totals:

353 Lineal Metres or 120 individual panels and gates

Removal - 165 panels and/or gates @ \$120.00per = \$19,800.00

Replacement - 165 panels and/or gates @ \$816per = \$134,886.00





## 4.2 IDENTIFIED REQUIREMENTS - SELLING PENS

Recent upgrades to the Central Highlands Regional Council facility in Emerald have been used to quantify cost estimates for this project. This included an upgrade to concrete floored pens, increasing the usability of yards and minimising weather dependency on operations. Cost estimates have also been calculated without the concrete works. These works can only be staged over 3 years, as shown below, due to the configuration of the pens. Price per single pen if re-constructed in staged approach \$22,500.00. Cost estimate CPI indexed at 3% per annum. Noting the planned start date in 2024/25, 5 years from time of report.

A 90 lineal metre section of the elevated walkways was replaced in 2017 at a total cost of \$105,000. There is a total of 500 lineal metres of elevated walkway currently installed in a dilapidated state, but this proposal extends this by 40 lineal metres for ease of circulation through the selling pens at later planned stages.

### Stage 1 2024/25

With Concrete Floor

36 pens @ \$26,860per = \$966,960

Without Concrete floor

36 pens @ \$16,860per = \$606,960

### Stage 2 2025/26

With Concrete Floor

36 pens @ \$27,670per = \$996,120

Without Concrete floor

36 pens @ \$17,670per = \$636,120

### Stage 3 2026/27

With Concrete Floor

36 pens @ \$28,500per = \$1,026,000

Without Concrete floor

36 pens @ 18,500per = \$666,000

### Elevated Walkways

#### Stage 1 2021/22 - \$183,305.00

135 lineal metres @ \$1,355 per metre

#### Stage 2 2022/23 - \$153,841.00

110 lineal metres @ \$1,395 per metre

#### Stage 3 2023/24 - \$174,354.00

121 lineal metres @ \$1,437 per metre

#### Stage 4 2025/26 - \$133,650.00

85 lineal metres @ \$1,524.00

#### Stage 5 2026/27 - \$133,650.00

85 lineal metres @ \$1,570.00



## 4.5 IDENTIFIED REQUIREMENTS - RECONFIGURATION OF DIPPING/SCALE HOUSE INFRASTRUCTURE.

Reconfiguration of dipping/scale house area to improve circulation and clearing efficiency. Included in this should be a review of the 4 northern bull sale pens, to maximise opportunities in this area

This project would include the demolition of the existing scale house and installation of a new purpose-built facility on the southern side of the current scale corridor. The included demolition cost estimate is based off the building only demolition at 40 lime street Clermont, procured in 2020.

The new facility would include staff toilets and shower amenities, lunchroom, increased connectivity capacity and large viewing windows to give coverage to whole of sale yard complex.

In order to fully maximise inclusions without affecting other operation of the area, a two-story structure mirroring the recent installation serving as Camp Drafting announcers' box would be suitable.

The announcers box project, delivered in 2019 was procured for \$215,000.00

The new scale house would need additional fit-out, estimated at \$100,000 including service connections.

This project has been identified as phase 6, with a delivery date projected between 2025 – 2029 so a 3% CPI increase over 8 years has been factored in the below costings.

Demolition and disconnection	\$ 75,000.00
Replacement/reconfiguration of 4 northern bull sale pens	\$ 70,680.00
Two story structure, including installation	\$ 272,352.00
Fit-out	\$ 12,667.00
Contingency and locality allowance of 20%	\$ 57,004.00
<b>Total calculated cost estimate</b>	<b>\$ 487,703.00</b>



## 5 10 YEAR CAPITAL INVESTMENT

Item	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	TOTAL
Holding Yards	\$165,000.00	\$145,695.00	\$175,159.00	\$154,646.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$655,550.00
Selling pens	\$0.00	\$0.00	\$0.00	\$0.00	\$606,960.00	\$636,120.00	\$666,000.00	\$0.00	\$0.00	\$1,909,080.00
Hard stand (concrete) floor for selling pens	\$0.00	\$0.00	\$0.00	\$0.00	\$360,000.00	\$360,000.00	\$360,000.00	\$0.00	\$0.00	\$1,080,000.00
Elevated walkway		\$183,305.00	\$153,841.00	\$174,354.00	\$0.00	\$133,650.00	\$133,650.00			\$778,782.00
Dipping/scale house reconfiguration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$342,023.00	\$145,680.00	\$0	\$487,703.00
Total Investment										\$4,911,115.00

## 6 3 YEAR EMERGENT NEED CAPITAL INVESTMENT PLAN

Officers have identified the current holding pens and the elevated walkways as areas of high to extreme risk to the operation of the facility as well as to the cattle, staff and user groups.

Identified in **2.1 INCREASED THRUPUT AND IMPACT TO SALEYARDS** the number of cattle passing through the yards for the various services provided is increasing year on year. This additional throughput is placing pressure on the aging infrastructure and increasing the need to expediate the replacement of the areas of highest risk.

This is also supported by the photographic evidence in **2.2 SALE AND HOLDING PEN – CURRENT CONDITION** of this report. The elevated walkways show visible signs of extensive rusting, these walkways provide access and viewing for the public during sales. The holding pens stage 1 2020\_21 was approved through the IRC PAG process, but the wire rails are deteriorating at a faster rate than anticipated, so the remaining 4 years of the holding pen replacement has been modified and is planned for completion as part of this 3 year emergent needs plan.

Item	2021-2022	2022-2023	2023-2024	TOTAL
Holding Yards	\$145,695.00	\$175,159.00	\$154,646.00	\$475,500.00
Elevated walkway	\$183,305.00	\$153,841.00	\$174,354.00	\$511,500.00
Yearly Total	\$329,000.00	\$329,000.00	\$329,000.00	Total Capital Investment 2021-2024 \$987,000.00



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Jim Hutchinson

## AUTHOR POSITION

Manager Engaged Communities

10.17

## BANG THE TABLE/SPEAK UP ISAAC SERVICE AGREEMENT EXTENSION

## EXECUTIVE SUMMARY

This report seeks Council's approval to deviate from the Procurement and Disposals Policy to allow a continuation of the present supplier arrangement with Bang the Table for an interim period of no more than three months for the provision of the Speak Up Isaac online engagement platform.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Approves an exception to the Procurement and Disposals Policy to extend Council's present supplier arrangement with Bang the Table for a period of three months from 30 January 2021 to 30 April 2021.***
- 2. Approves the exception in Point 1 in accordance with the provisions of Chapter 6, Part 3, Division 3, Section 235(b) the Local Government Regulation that because of the specialised or confidential nature of the services sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.***
- 3. Notes this interim measure is for the purpose of maintaining continuity of service delivery of online community engagement services whilst a formal procurement process is undertaken to identify potential service providers and deploy a long-term software solution.***

## BACKGROUND

In March 2020, the Speak Up Isaac community engagement platform was deployed by Isaac Regional Council as a response to the COVID-19 pandemic to provide a means for council and the community to connect and consult in an online environment. The platform is presently made available via Bang the Table's Engagement HQ software. Speak Up Isaac has been delivered via a 12-month contract with Bang the Table, due to expire on 30 January 2021.

Since deployment, Speak Up Isaac has allowed Council to increase the reach of engagement initiatives and has been well-received by community. As at 4 January 2021, 403 individuals have registered Speak Up Isaac accounts, and there has been a total of 8,740 visits to the site. The platform has been vital in continuing meaningful community engagement throughout the COVID-19 pandemic, allowing for ongoing community consultation in times when face-to-face methods were limited or not feasible.

Given the success of Council's foray into online community engagement during 2020, it is recommended that Council invite quotations from suitably qualified providers to deliver a long-term solution to the organisation.

However, to ensure continuity of service delivery to the community during the procurement process an exception to Council's Procurement and Disposals Policy is sought to extend the engagement of the present service provider for three months whilst procurement is undertaken to establish a long-term contractual arrangement with a preferred supplier and to deploy the identified solution.

The alternative to this would be to cease utilisation of the present online solution until the long-term solution was procured and deployed, which would be impractical and unnecessarily disruptive to the community.

## IMPLICATIONS

### Financial

Provision of an online community engagement solution is funded in the Engaged Communities FY20-21 Budget.

## CONSULTATION

### Internal

Director Planning, Environment and Community Services

Manager Community Engagement Programs and Events

## BASIS FOR RECOMMENDATION

Procurement process will enable Council to identify an online community engagement platform which meets the organisation's requirements.

## ACTION ACCOUNTABILITY

Manager Engaged Communities will facilitate a procurement process in accordance with Council's policies and procedures.

## KEY MESSAGES

Isaac Regional Council is committed to meaningful community engagement with the residents and stakeholders of the Region.

### **Report prepared by:**

**JIM HUTCHINSON**  
**Manager Engaged Communities**

Date: 18 January 2021

### **Report authorised by:**

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

Date: 21 January 2021

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Isaac Regional Council Community Engagement Framework and Toolkit as adopted 23 April 2019.



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Robert Perna

## AUTHOR POSITION

Director Engineering and Infrastructure

10.19

## ENGINEERING AND INFRASTRUCTURE 2020/2021 CAPITAL PROJECTS PROGRESS REPORT

## EXECUTIVE SUMMARY

This report is to provide an update to Council of the progress in delivery of the Engineering and Infrastructure 2020/2021 Capital Works Program.

## OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receive and notes the monthly Engineering and Infrastructure 2020/2021 Capital Projects Progress Report.***
2. ***Receive and notes works awarded under the 2020/2021 Engineering and Infrastructure Procurement Plan.***
3. ***Receive and notes the 2020/2021 Engineering and Infrastructure Procurement Plan Report (detailing local contractor content).***

## BACKGROUND

Progressive updates of the financial and physical position of projects in the 2020/2021 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.

Engineering and Infrastructure has undertaken to report local content in contracts awarded through the Procurement plan.

## IMPLICATIONS

The attached Engineering and Infrastructure 2020/2021 Capital Projects Progress Summary spreadsheet identifies the financial and physical position of all projects. A red flag indicates either a time or budget issue, yellow indicates the projects is of concern and green indicates no issues. Commentary is provided to briefly explain the position of projects. Where the risk is considered low or of insignificant impact to council or community no additional commentary is provided. Where risks are significant separate commentary is provided in the Engineering and Infrastructure Issues Report.

## Compliance

To ensure that the Engineering and Infrastructure 2020/2021 Capital Works Program is achieved within the identified timeframes of the 2020/2021 financial year.

Per Resolution number 6763 (2020/2021 Engineering and Infrastructure Strategic Procurement Plan), the activities of the previous month's Procurement Plan under the Chief Executive Officer's delegation will be noted in this report.

## Benefits

Council can see a monthly progress report detailing progress of projects in the Engineering and Infrastructure 2020/2021 Capital Program. This report communicates risks/failure/delays that have been identified within the Engineering and Infrastructure 2020/2021 Capital Works program.

## CONSULTATION

- Director Engineering and Infrastructure
- Manager Infrastructure Planning and Technical Services
- Manager Corporate Properties and Fleet
- Manager Infrastructure, Parks and Recreation
- Manager Galilee and Bowen Basin Operations
- 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 2020/2021 Capital Projects Progress Summary spreadsheet. Furthermore, that the appropriate Managers and the Director of Engineering and Infrastructure are held accountable for the delivery of these project stages are completed within the identified timeframes.

## KEY MESSAGES

That Council has open communication, oversight and transparency of the Engineering and Infrastructure 2020/2021 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  
**Engineering and Infrastructure**

Date: 13 January 2021

### Report authorised by:

GARY STEVENSON PSM  
**Chief Executive Officer**

Date: 14 January 2021



## **ATTACHMENTS**

- CONFIDENTIAL Attachment 1 – 2020/2021 Capital Project Progress Summary Spreadsheet
- CONFIDENTIAL Attachment 2 – Subcontractor Utilisation Report

## **REFERENCE DOCUMENT**

- Nil

PAGES 364 TO 372 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Richard Madden

## AUTHOR POSITION

Manager Infrastructure Planning and Technical Services

10.19

## UPDATE ON GRAVEL PIT MANAGEMENT – MINING AND QUARRYING SAFETY AND HEALTH ACT 1999

## EXECUTIVE SUMMARY

This report provides an update on the gravel pit operations compliance situation and changes to extraction processes within Council owned pits.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Note the update to gravel pit operations with the introduction of compliance under the Mining and Quarrying Safety and Health Act 1999 (MQSH Act) while crushing at various sites.***

## BACKGROUND

During February 2020 Ordinary Meeting, Council endorsed the Overarching Gravel Pit Management Plan (OGPMP) in relation to Council owned gravel pits to manage environmental liabilities and operation aspects to meet compliance and service levels. The OGPMP provides details for the operation and extraction of material from council managed gravel pits. It also aims to meet legislative requirements. It is to be reviewed at least every two years.

During a review on safety requirements prior to engaging contractors for the 2020/21 Capital works requirements, it became evident that Council is non-compliant with the *Mining and Quarrying Safety and Health Act 1999* (MQSH Act) specifically with the meaning of a "quarry" in relation to pits where crushing plant is required. Council's interpretations of the MQSH Act during presentation of the OGPMP was that the act of crushing would be exempt due to the pits being used for road building material for use as a construction site at a place, or that adjoins, is adjacent to, or contiguous with the place.

Council obtained legal advice into this exemption and although arguable in some cases it is in Council's best interest to work with the Queensland Mines Inspectorate (Resources Safety and Health QLD (RSHQ)) and apply the MQSH Act to any Council gravel pits where crushing works are undertaken.

Local Government Association of Queensland (LGAQ) has worked with Queensland Mines Inspectorate (the Department) to clarify important compliance features. This includes the following:

- Gravel extraction not involving crushing or blasting was not a quarry and not caught by the MQSH Act.
- Where applicable, a health and safety plan under the MQSH Act may simply build on existing Council WH&S Management System documentation.

- The Department will view a Local Government Area as a single project so that appointment of a single Senior Site Executive (SSE) is adequate.
- In terms of SSE vocational competencies, small scale operations (less than 5 persons) will necessitate only basic online training.

Council's obligations under the MQSH Act do not fundamentally differ from Work Health and Safety (WHS) Act however, it has been established that there is a need for Council to appoint an SSE for all sites classified as a quarry.

### Impact on current operations

Of Council's 74 gravel pits in the region approximately 10 sites will require crushing of material and subsequently the appointment of SSE. Fortunately access to these pits is not required for the scheduled resheeting works in the coming year.

Until Council nominates a qualified SSE all crushing works within Council pits have been deferred with a slight impact to the program. Gravel sources nominated for the program supply have been reassessed and the extraction method have been changed to replace the operation of utilising a crushing plant.

Alternative methods included:

- Winning raw material only by dozer or excavator,
- Screening of raw material only to remove oversize rock,
- Utilisation of tractor driven stone crusher on raw material laid out on road, or
- Replacing source to commercial supply of material.

### Internal staff obtaining SSE Accreditation

The minimum SSE requirements for a quarry that employs five or less personnel include 4 awareness units: Risk Assessment, Incident Investigation, Electrical Awareness and Safety and Health Management Systems.

These online units are available from (Safety In Mines Testing and Research Station (SIMTARS) – recognised training by Mining Safety and Health Advisory Committee.

The course length is self-paced and estimated that it takes 6 months to complete. Fee is \$500 ex GST.

As a first step Coordinator Natural Resources has nominated herself to undertake this training. Additional staff will be needed to complete the training as well for acting duties and support roles in monitoring sites.

### Contractor Crushing

Further to Council having an internal SSE it has been accepted by RSHQ that the contractor appointed for crushing works can nominate their own SSE provided Council assess and approve their safety system. Once crushing operations are complete (timeframe to be determined) the SSE will revert to Council's SSE to continue with the regular inspections of the pit until made inactive and removed off register.



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## IMPLICATIONS

The intent of the Overarching Quarry Management Plan is to enable more efficient and reliable extraction of quarry materials while meeting our legislated responsibilities. The *Mining and Quarrying Safety and Health Act 1999* applies to any pits where crushing operations are performed. For Council to continue to access and extract at pits using this method a Senior Site Executive must be appointed and all obligations under the MQSH Act met.

There is a financial implication for the provision of training. This will be incorporated into the existing and future Engineering and Infrastructure Training budget.

## CONSULTATION

- Director Engineering and Infrastructure
- Manager of Infrastructure Planning and Technical Services
- Inspector of Mines – Resources Safety and Health Queensland
- Manager Organisational Safety

## BASIS FOR RECOMMENDATION

Extractive and quarrying activities play a critical role in Council's ability to provide effective service to the unsealed road network for the Isaac community. Increasing pressure from State Authorities regarding the compliance of IRC managed gravel pits has resulted at length action to address the requirements through OQMP on associated permits and legislative requirements.

## ACTION ACCOUNTABILITY

- Manager Infrastructure Planning and Technical Services – Ensure progress and update of Overarching Quarry Management Plan.
- Coordinator Natural Resources – obtain SSE accreditation. Continue WHS Management to all gravel pit operations.

## KEY MESSAGE

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

The *Mining and Quarrying Safety and Health Act 1999* applies to any pits where crushing operations are performed. For Council to continue to access and extract at pits using this method a Senior Site Executive must be appointed and all obligations under the MQSH Act met.

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

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**Report prepared by:**

RICHARD MADDEN

**Manager Infrastructure Planning and Technical  
Services**

Date: 13 January 2021

**Report authorised by:**

ROBERT PERNA

**Director Engineering and Infrastructure**

Date: 13 January 2021

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- *Mining and Quarrying Safety and Health Act 1999*
- *Mining and Quarrying Safety and Health Regulations 2001*



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Linda Roberts

## AUTHOR POSITION

Manager Planning and Projects

10.20

## WATER AND WASTE 2020/2021 CAPITAL PROJECTS STRATEGIC PROCUREMENT PLAN PROGRESS REPORT

## EXECUTIVE SUMMARY

This report is to provide an update to Council of any action taken by the Chief Executive Officer (CEO) under delegation as per the Water and Waste Strategic Procurement Plan.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Receive and notes works awarded under the 2020/2021 Water and Waste Procurement Plan, in particular the awarding of IRCQ2053-0820-801 for three (3) Project Management Resources to three (3) individual successful tenderers.***

## BACKGROUND

At the 21 October 2020 Council Meeting, Resolution 6926 was approved allowing for the delegation to the Chief Executive Officer (CEO) as per the Strategic Procurement Plan. During the last month there was one action executing the award of the Sewerage Pump Station Renewals contract. This procurement followed the process as per Council Resolution 6926. Of the seven projects identified under the Strategic Procurement Plan there are six remaining. The table below shows the projects covered by the Procurement Plan.

PROJECT	UPDATE AS OF 4 JANUARY 2021	DATE AWARDED
CW212862 and 857 Retaining Walls at Greenhills (\$150K) and Carmila (\$150K) Waste transfer sites	Anticipated tender documents release January 2021	
CW212864 Sewer Relining	Tenders closed currently being evaluated	
CW212866 SPS renewals	Awarded	November 2020
CW212936 Manhole Rehabilitation	Anticipated tender documents release January 2021	
CW202807 TCD desilting contract	Tenders closed currently being evaluated	

3 x Project Managers	Awarded	December 2020
Inspector role	No award of contract	Finalised – no award

## IMPLICATIONS

### Compliance

Per Resolution 6926 (2020/2021 Water and Waste Strategic Procurement Plan), the activities of the previous month's Procurement Plan under the CEO's delegation will be noted in this report.

### Benefits

Council can see a monthly progress report detailing actions taken as per the Strategic Procurement Plan.

## CONSULTATION

Manager Operations and Maintenance

Manager Contracts and Procurement

Director Water and Waste

Manager Galilee and Bowen Basin Operations

## BASIS FOR RECOMMENDATION

To improve business processes within Council's Water and Waste 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 as well as action taken.

## ACTION ACCOUNTABILITY

That the Manager Planning and Projects continues to report on the delegation actions by the CEO in relation to the Strategic Procurement Plan.

## KEY MESSAGES

That Council has open communication, oversight and transparency of the Water and Waste 2020/2021 Capital Works program, to ensure Isaac will have effective and sustainable infrastructure that supports the needs of the region's communities and economic sectors.

<b>Report prepared by:</b> LINDA ROBERTS <b>Manager Planning and Projects</b> Date: 4 January 2021	<b>Report authorised by:</b> GARY MURPHY <b>Director Water and Waste</b> Date: 6 January 2021
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## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Nil



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Lisa Tonkin

## AUTHOR POSITION

Manager Business Services

## 10.21

## SEWERAGE UTILITY CHARGES

## EXECUTIVE SUMMARY

The purpose of this report is to confirm the upcoming review of Sewerage Utility Charges including the intended standardisation of charges across all localities and predicted timeframes for implementation.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Resolve to review Sewerage Utility Charges for all rating categories and standardise charges across each locality.***
- 2. Resolve to begin the review February 2021 with the intention of implementing changes by July 2022.***

## BACKGROUND

In accordance with Sections 92 and 94(1)(b) of the *Local Government Act 2009*, Isaac Regional Council (Council) makes and levies a sewerage charge on each property, both vacant and occupied, that Council has or is able to provide with sewerage services.

As per the Isaac Regional Council Revenue Statement 2020/2021, Council currently has a separate charge for Dysart, Middlemount, Clermont, Moranbah, Glenden and Nebo as follows:

- Residential properties which contain a single dwelling, including individual lots which form part of a body corporate under the *Body Corporate and Community Management Act 1997* and *Building Units and Group Titles Act 1980*, are charged a single pedestal charge for the first pedestal installed and then the appropriate charge for each additional pedestal as per the table below. Residential properties which contain multiple dwellings on a single title, not including individual lots which form part of a body corporate under the *Body Corporate and Community Management Act 1997* and *Building Units and Group Titles Act 1980*, are, for each dwelling, charged one pedestal charge for the first pedestal installed and then the appropriate charge for each additional pedestal as per the table below.
- Caravan parks, workers accommodation and motels, providing single room accommodation (that has capacity to house one individual only) are charged one pedestal charge for every three pedestals installed in individual rooms for workers accommodation (excluding properties in Nebo and Glenden, where one pedestal charge is charged for each pedestal installed), and one pedestal charge for each individual pedestal for caravan parks and motels.
- Commercial properties, excluding caravan parks, motels and workers accommodation, but including individual lots which form part of a body corporate under the *Body Corporate and Community Management*

*Act 1997 and Building Units and Group Titles Act 1980*, are charged the applicable pedestal charge for each pedestal that is connected to the sewerage system.

- Vacant land, to which the Council provides, or is able to provide, sewerage services is charged the appropriate charges as per the table below.
- Where sewerage services are provided to the common property of scheme land within the meaning of the *Body Corporate and Community Management Act 1997*, the body corporate is levied a charge on each pedestal. Normal charges will apply for pedestals and urinals in all amenity block complex(s) and public toilets.

Sewerage Utility Charges Table as per the Isaac Regional Council Revenue Statement 2020/2021:

Category	Dysart	Middlemount	Clermont	Moranbah	Nebo	Glenden
Single Dwelling	\$731.20	\$691.56	\$862.16	\$674.84	\$549.40	\$579.60
Commercial & Other Premises	\$731.20	\$691.56	\$862.16	\$674.84	\$549.40	\$579.60
Caravan Parks, Quarters, Barracks & Motels	\$731.20	\$691.56	\$211.64	\$130.88	\$137.36	\$144.92
Additional Pedestal - residential	\$365.60	\$345.76	\$547.88	\$386.60	\$549.40	\$579.60
Additional Pedestal - commercial	\$731.20	\$691.56	\$547.88	\$386.60	\$549.40	\$579.60
Vacant Land	\$365.60	\$345.76	\$589.20	\$358.80	\$274.72	\$289.80
Garbage Disposal Unit - Commercial	N/A	N/A	\$673.68	\$494.76	N/A	N/A
Garbage Disposal Unit - Dwellings	N/A	N/A	\$275.72	\$217.24	N/A	N/A

As per the Water and Waste Annual Performance Plan 2020/2021 and the Isaac Regional Council Annual Operational Plan 2020/2021, it was resolved for the Water and Waste Directorate to review the charging methodology for sewerage charging with a view to develop a Five (5) Year Price Path for Sewerage Utility Charges.

Following a review of customer feedback, it was apparent that community concerns relate to the disparity of charging amounts and methodologies across each locality and a desire for consistency. This is the primary guiding principle to be considered during the review.

The Guiding Principles to be applied are as follows:

- Standardise charges across all towns and categories
- Consistent categories and rationale for all towns
- Avoid price shock
- Remove immaterial charges
- Ensure any new system is easy to understand
- Maintain overall yield for Wastewater income
- A manageable transition plan which may include concessions
- A contemporary approach in line with industry best practice



To successfully undertake a review, access appropriate methodologies and ensure community consultation on significant changes, it is recommended minimal changes be implemented in the 2021/2022 financial year with any significant changes being implemented by July 2022. A communications strategy will be required.

## IMPLICATIONS

The review will consider current revenue across each locality and as a whole for Sewerage Utility Charges, and the effects and requirements for each year considered within the price path to continue to meet our short- and long-term obligations and operational needs. Other considerations will include the effect on existing customers, the Strategic Asset Management Plan and the 10 Year Capital Works Program.

A consultant may be required to assist with the proposed review and modelling with funds available in the 20/21 operational budget and proposed in the 21/22 operational budget. If a timeframe of less than 18 months is considered, a greater reliance on external resources will be required.

## CONSULTATION

Director Corporate, Governance and Financial Services

Manager Financial Services

Director Water and Waste

Executive Leadership Team

## BASIS FOR RECOMMENDATION

A review of sewerage charging methodology was requested in the Water and Waste Annual Performance Plan 2020/2021 and the Isaac Regional Council Annual Operational Plan 2020/2021. To ensure the review is undertaken effectively, it is requested that the above direction to focus the review on standardising charges across localities be confirmed as well as the recommended timeframe of 18 months for implementation to be managed and consulted appropriately.

## ACTION ACCOUNTABILITY

Manager Business Services and Director Water and Waste to coordinate actions which arise from this report in consultation with the Manager Financial Services and Director Corporate, Governance and Financial Services.

## KEY MESSAGES

Following community feedback, Isaac Regional Council is undertaking a review of Sewerage Utility Charges to ensure their current methods are cost effective, equitable and fair.

### Report prepared by:

LISA TONKIN

**Manager Business Services**

Date: 24 December 2020

### Report authorised by:

GARY MURPHY

**Director Water and Waste**

Date: 6 January 2021

## ATTACHMENTS

- Nil

## REFERENCE DOCUMENT

- Nil



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Liza Perrett

## AUTHOR POSITION

Governance and Corporate Services

10.22

## BARCADDINE REGIONAL COUNCIL BOUNDARY REALIGNMENT PROPOSAL

## EXECUTIVE SUMMARY

Over the last few years, Barcaldine Regional Council has been reviewing its boundaries and canvassing stakeholders on their views of a realignment of the Barcaldine local government area. This report seeks to obtain Council's position to the proposal to realign twelve (12) property boundaries so that they are either wholly within the Barcaldine or Isaac Region.

## OFFICER'S RECOMMENDATION

### *That Council:*

1. ***Support the position, and offers no objection, of the proposed boundary realignment on the basis that the following properties wholly reside in the Barcaldine local government area:***
  - ***L3 DR26***
  - ***L3 BE57***
  - ***L4 BE57***
  - ***L2 SP253479***
  - ***L1 BF51***
2. ***Support the position, and offers no objection, of the proposed boundary realignment on the basis that the following properties wholly reside in the Isaac local government area:***
  - ***L3 DR20***
  - ***L5110 PH604***
  - ***L7 BE164***
  - ***L8 BE164***
  - ***L4 DR21***
  - ***L2093 PH1883***
  - ***L681 PH406***
3. ***That the Chief Executive Officer is delegated to respond and advise the Department of State Development, Infrastructure, Local Government and Planning and Barcaldine Regional Council of clauses 1 and 2 above.***

## BACKGROUND

Barcaldine Regional Council (BRC) originally wrote to Council in December 2018 of its intention to seek permission from the Local Government Change Commission to conduct a whole of Council boundary realignment.

During their review it was identified that 24 landowners had properties that are split between BRC and a neighbouring local government area. Eleven (11) of these properties were identified as of interest for the Isaac Regional Council (IRC) (Attachment 1 and 2).

There were three options that BRC identified:

1. Realign landholding wholly within BRC; or
2. Realign landholding wholly within IRC; or
3. Make no changes.

The preferred option of BRC is to realign its boundaries to match the landholder boundaries so that each property is wholly in one local government area.

Council received further correspondence (Attachment 2) early 2019 that provided the outcome of the engagement with the property owners. Results as follows:

- Preference to be wholly BRC = four
- Preference to be wholly IRC = six
- Preference for no change = one\*

In Mid-2020, BRC provided advice on their final proposal (Attachment 3). It is noted that BRC based their final submission (proposal) on feedback from the landholders and was as follows:

Wholly in BRC	Wholly in IRC	Wholly in IRC (not listed in formal correspondence)
L3 DR26* L3 BE57 L4 BE57 L2 SP253479 L1 BF51	L3 DR20 L5110 PH604 L7 BE164 L8 BE164 L4 DR21 L681 PH406	L2093 PH1883

It is evident that BRC have done the necessary due diligence and communicated with the necessary parties. In addition, this seems to be a practical approach to providing the opportunity for properties to be wholly in one local government area.

## Planning

The Manager Liveability and Sustainability has advised that there are no planning issues and that the proposed boundaries are logical and reflect the relevant communities of interest.

From a practical sense, it is noted that the road access for these properties goes to Barcaldine not Clermont.



Liveability and Sustainability is investigating the assessment processes for development that may occur on land transferred to IRC not regulated by the Belyando or draft Isaac Region planning schemes. The impacts of this will be largely administrative as the likelihood of development on the transferred land is low.

## Financial

From a financial perspective there are no objections. Council would be forfeiting approximately \$65,000 in General Rates revenue with the change, noting that the proposed changes include properties transferring to IRC.

It is proposed to support the BRC boundary realignment that has been submitted to the Department of State Development, Infrastructure, Local Government and Planning (formerly at the time of submission the Local Government, Racing and Multicultural Affairs).

## **IMPLICATIONS**

### Budget

From a rating perspective, Council would be forfeiting approximately \$65,000 in general rates revenue should the boundary realignment be approved, and these eleven properties come with the Barcaldine local government area.

### Community

BRC consulted with the landowners and has demonstrated that they have based their final proposal on this feedback.

### Planning/Develop Assessment

Transferring areas to Isaac may be subject to a planning scheme not regulated by Belyando or draft Isaac Region planning schemes. Likelihood is low

### Other utilities and services

As the areas are remote, there is no or minimum impact on social or economic infrastructure, utility services, road maintenance, etc

## **CONSULTATION**

- Chief Executive Officer
- Director Corporate, Governance & Financial Services
- Director Planning, Environment & Community Services
- Manager Liveability & Sustainability
- Manager Financial Services

## **BASIS FOR RECOMMENDATION**

- To practically reside properties wholly in one local government area to ensure a seamless application of transparent governance and management as per BRC's letter dated 29 May 2020.

## ACTION ACCOUNTABILITY

- Chief Executive Officer to respond to relevant parties on Councils support for Barcaldine Regional Council's proposal for boundary realignment.
- Chief Executive Officer to request Barcaldine Regional Council to communicate the proposal and outcome to all relevant stakeholders

## KEY MESSAGES

Council is committed to transparent decision making.

### Report prepared by:

LIZA PERRETT  
Governance and Corporate Services

Date: 21 January 2021

### Report authorised by:

DARREN FETTEL  
Director Corporate, Governance and Financial Services

Date: 21 January 2021

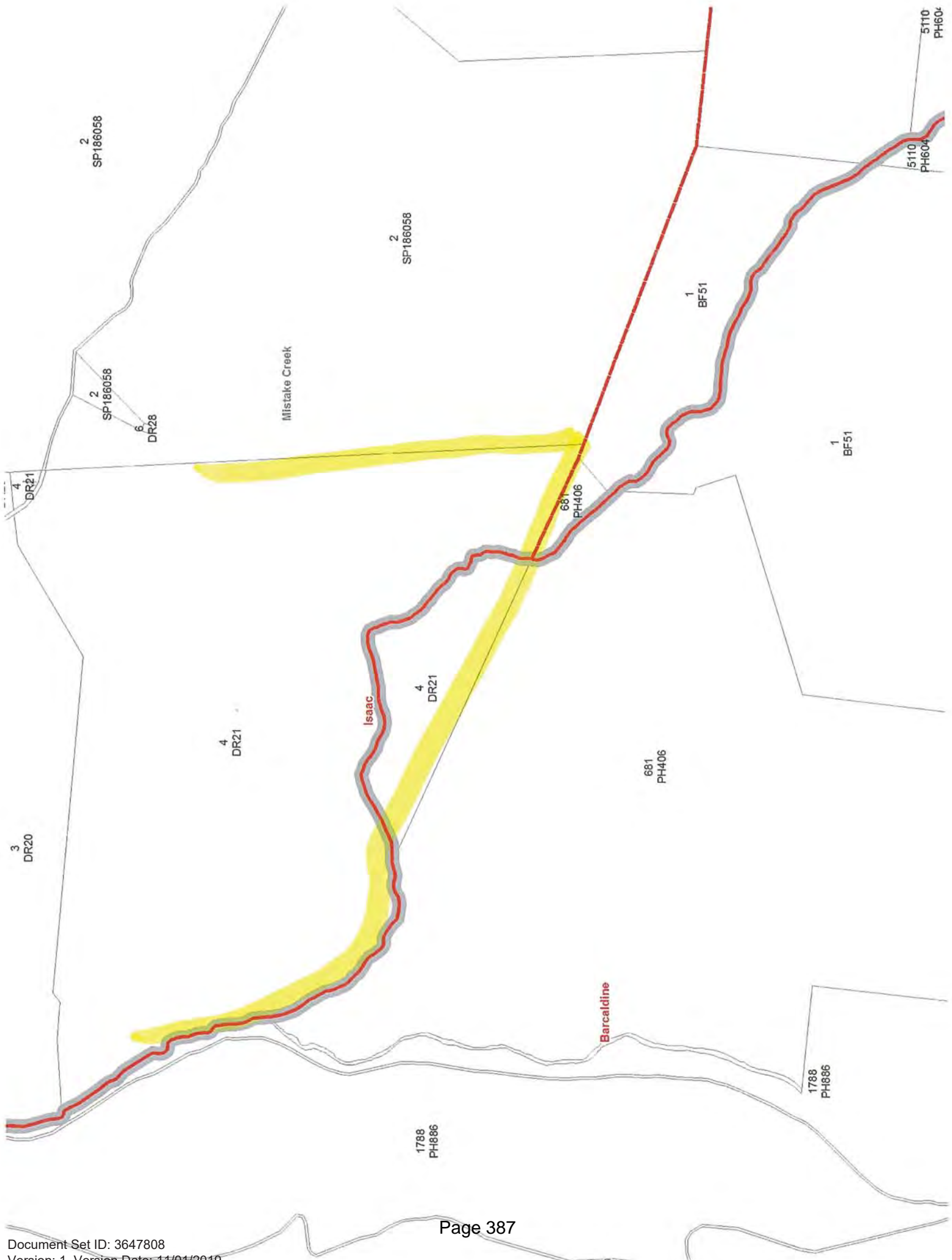
## ATTACHMENTS

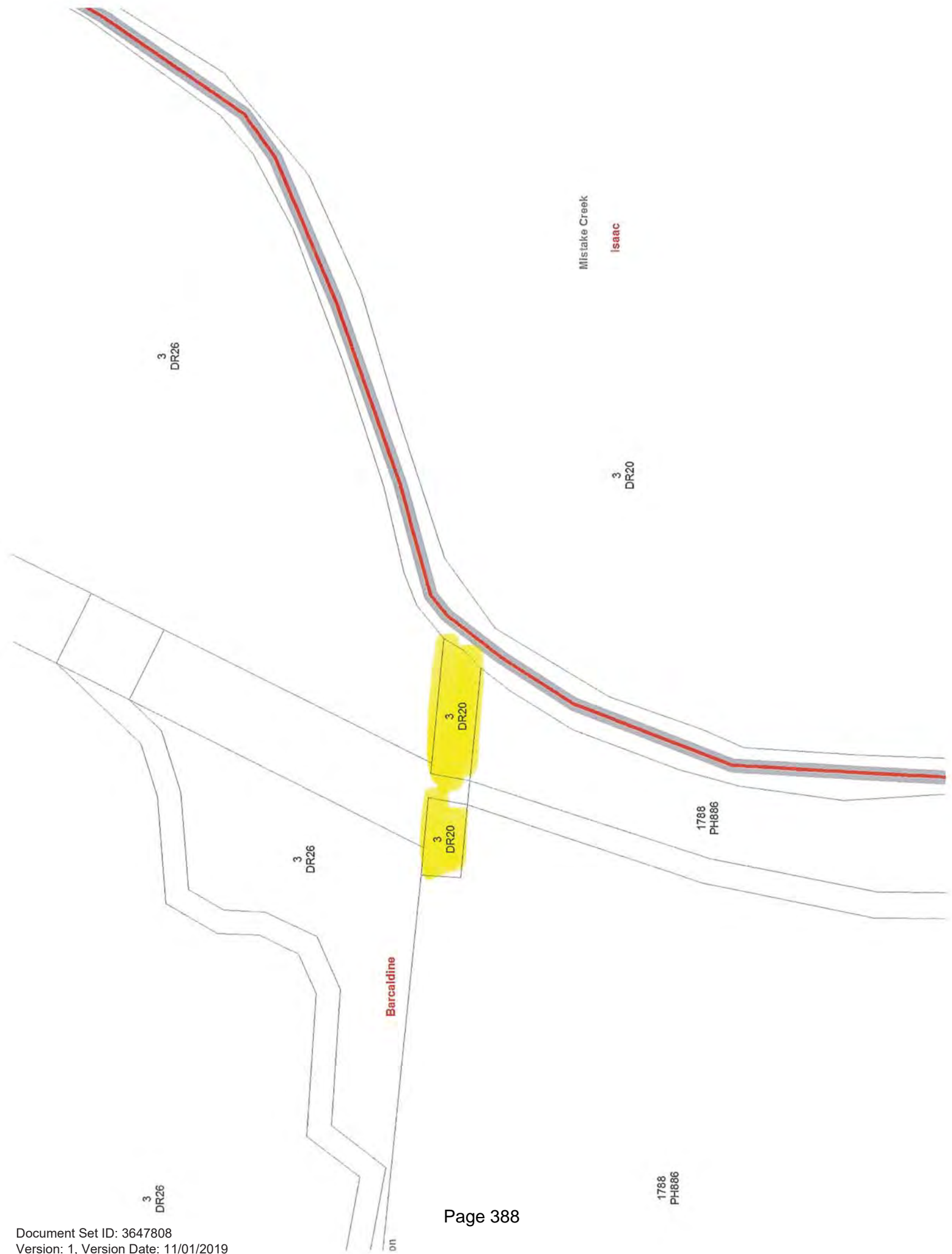
- Attachment 1- Current Maps demonstrating the properties that traverse the Barcaldine Regional Council and Isaac Regional Council boundaries
- Attachment 2 - Notification of outcomes from landholder consultation
- Attachment 3 – Notification - Submission of Boundary Realignment Proposal - Barcaldine Regional Council - 2 June 2020

## REFERENCE DOCUMENT

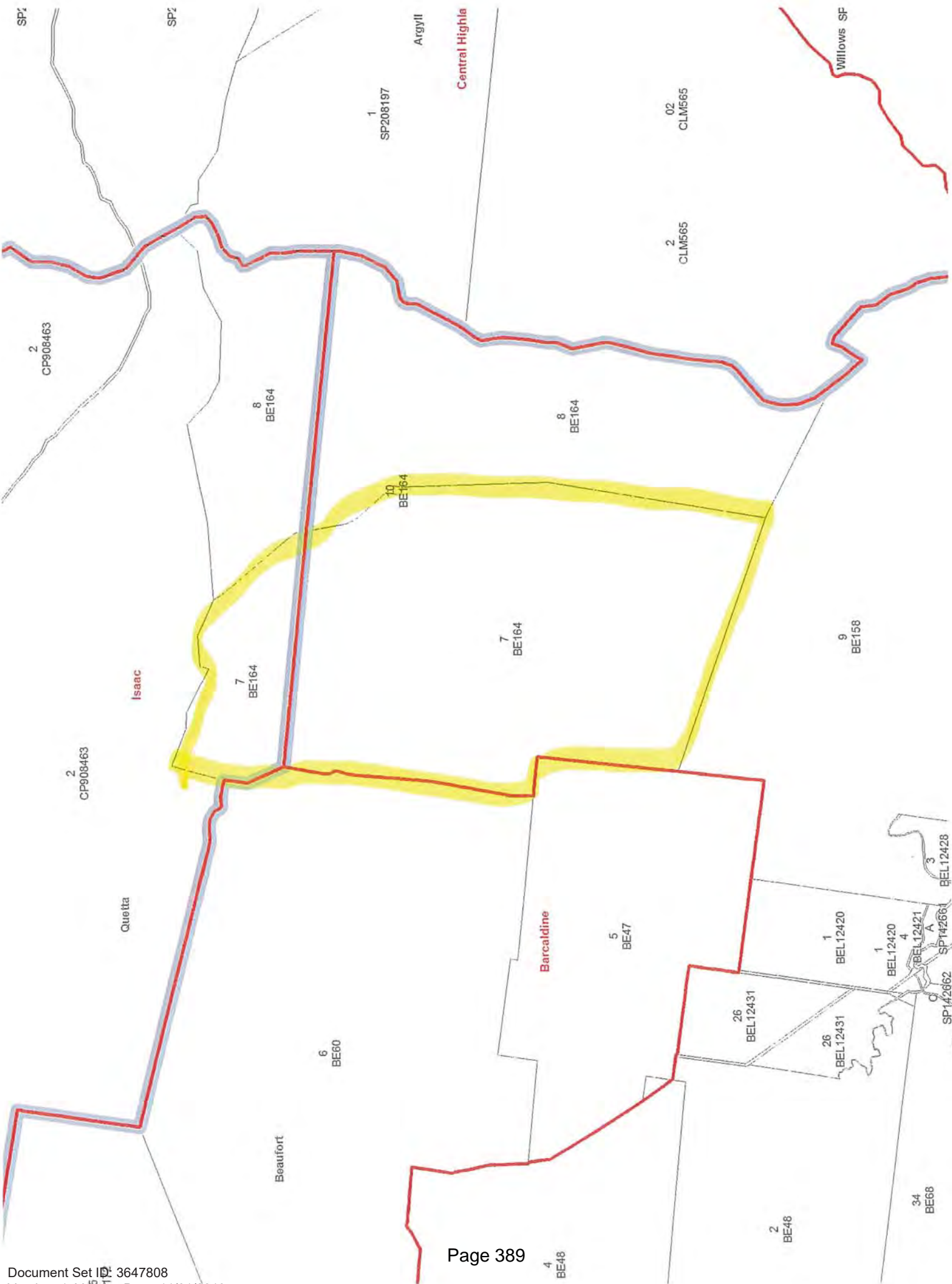
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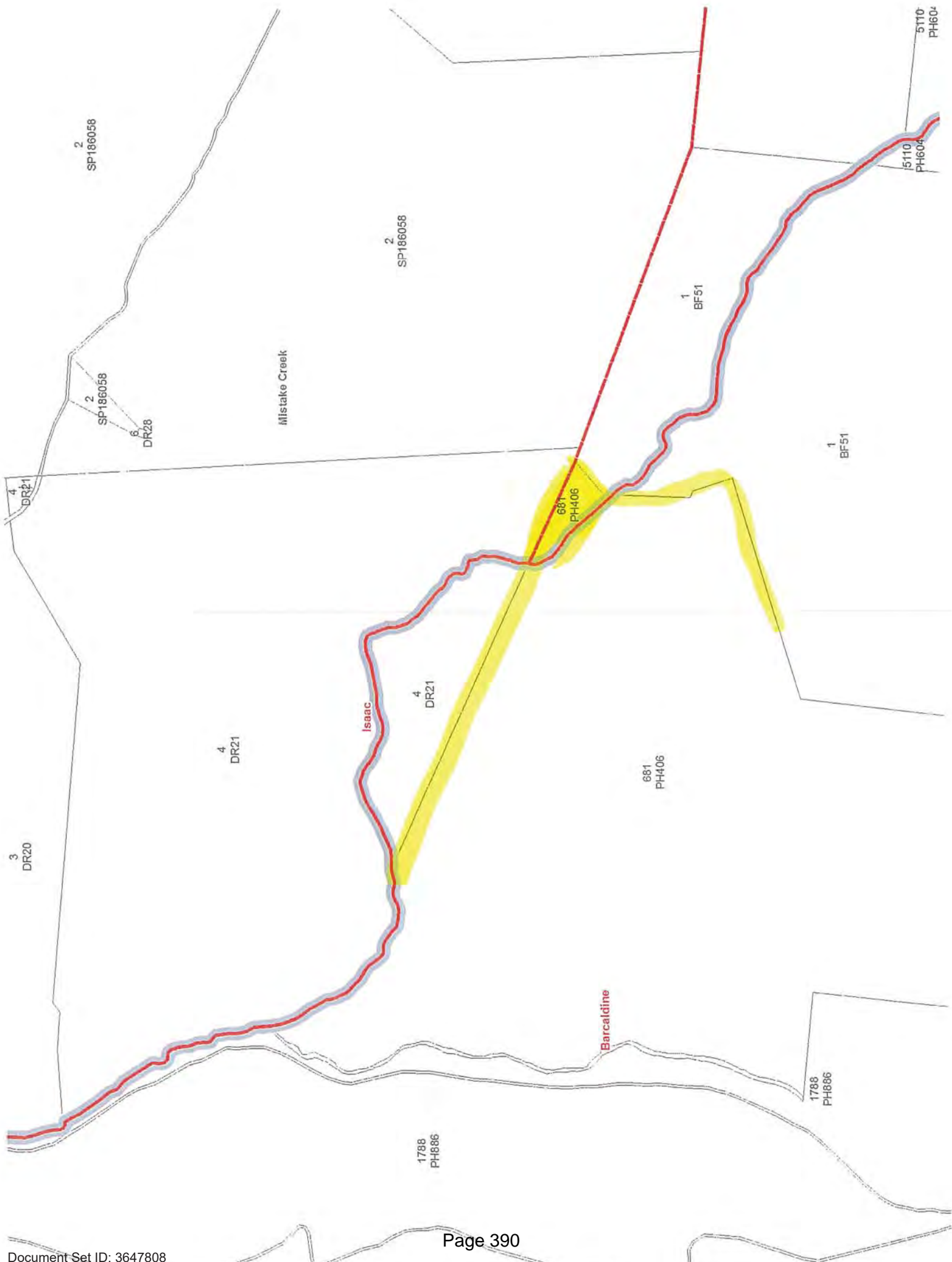




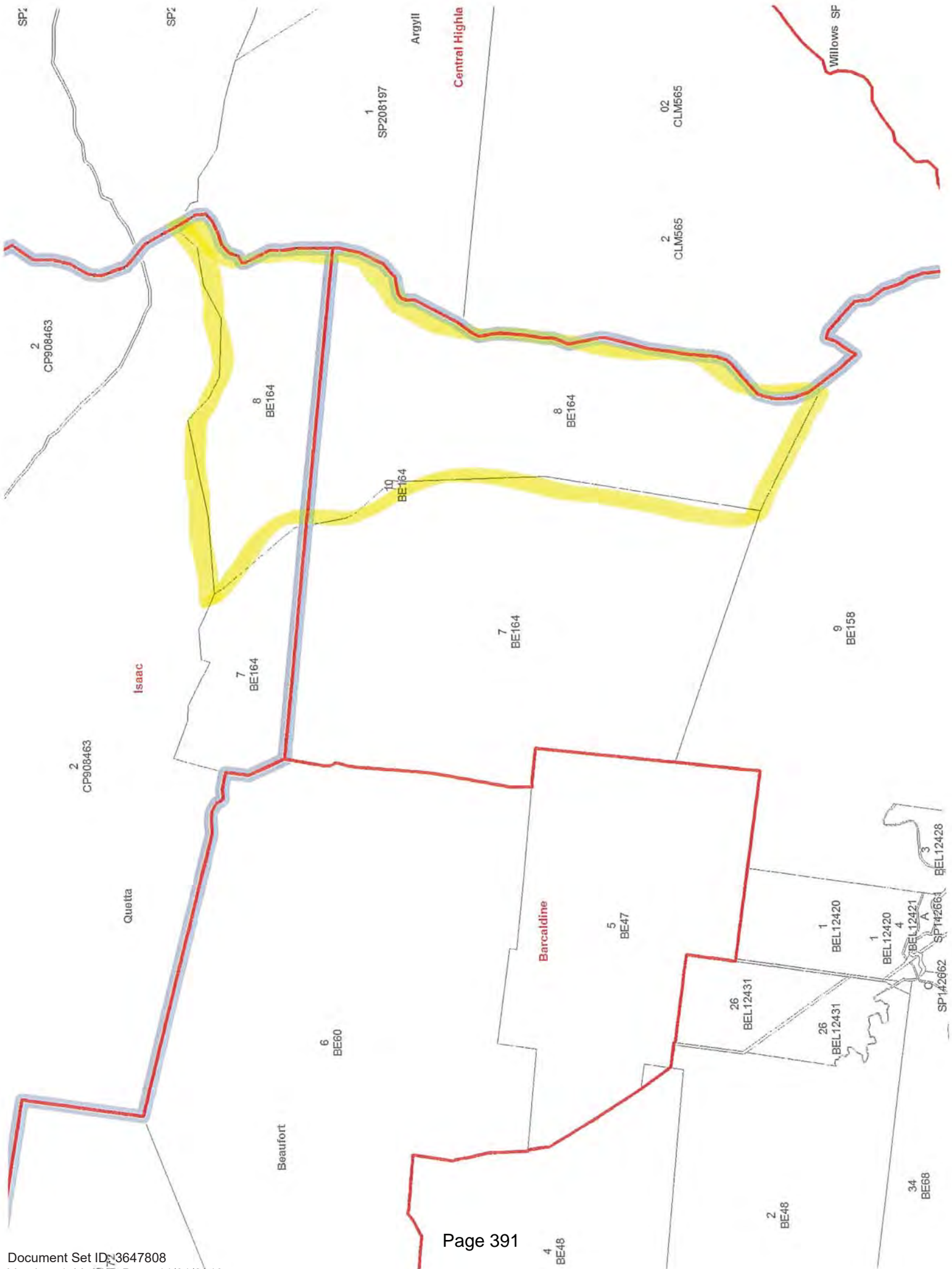


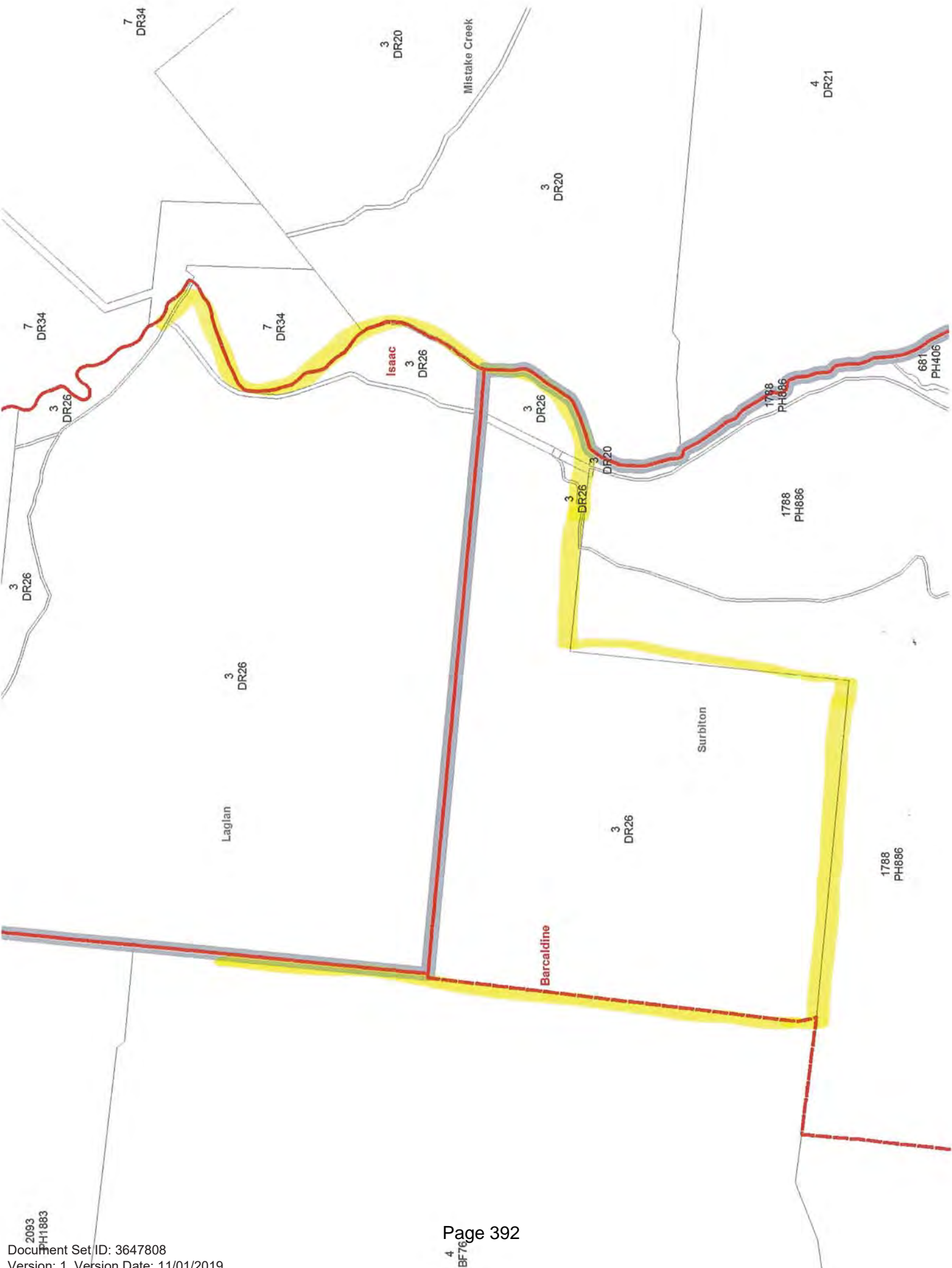




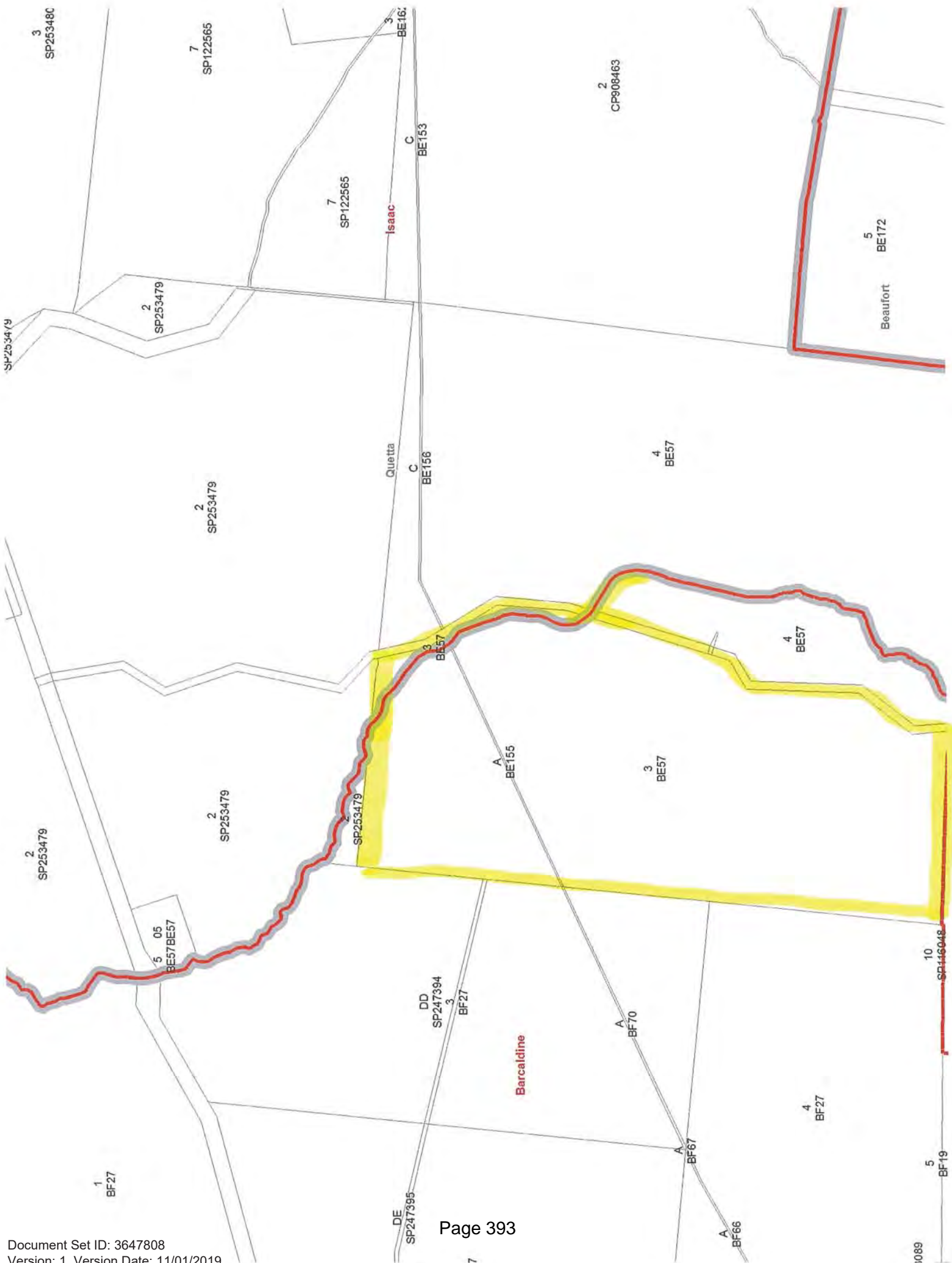


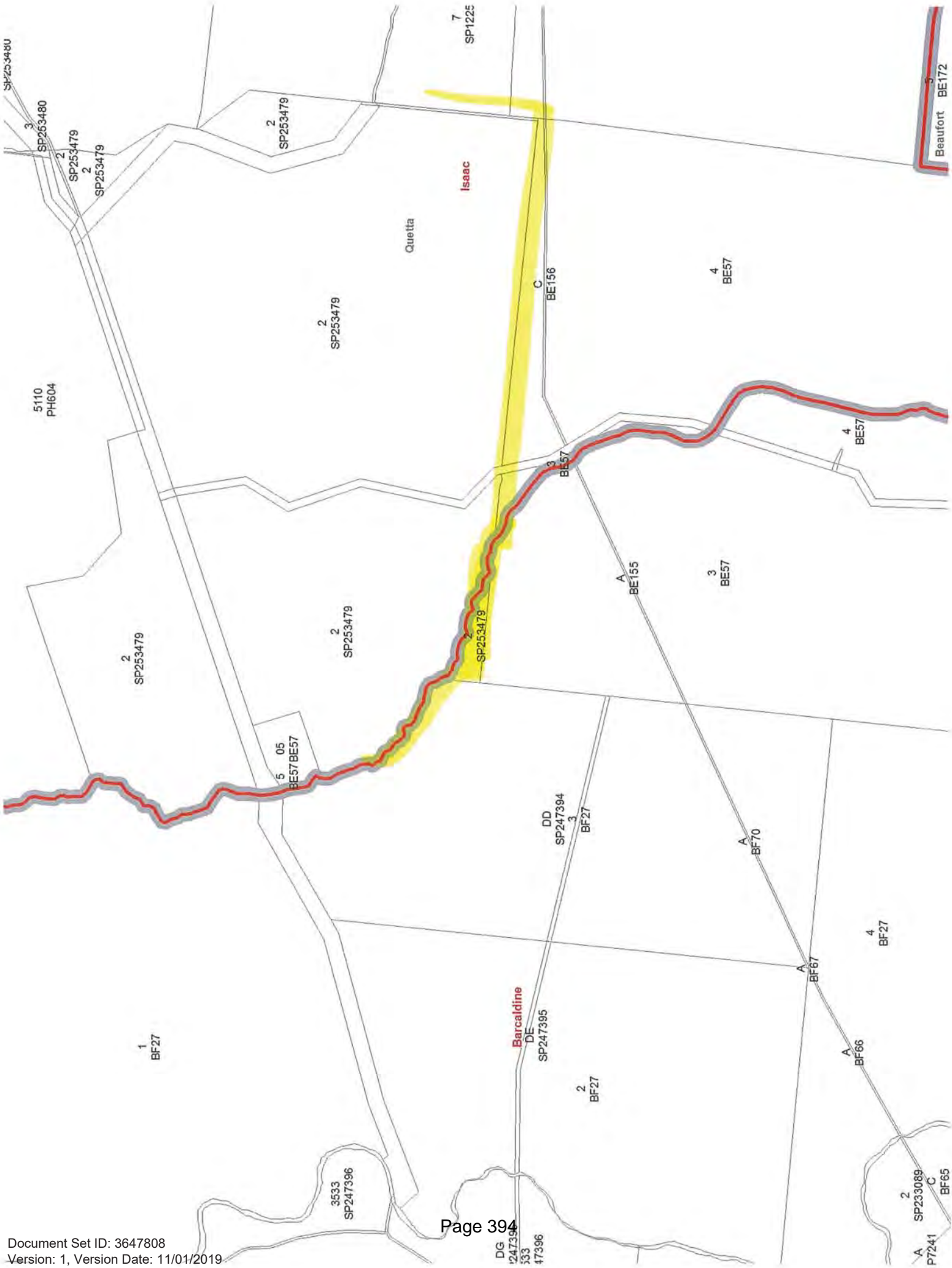










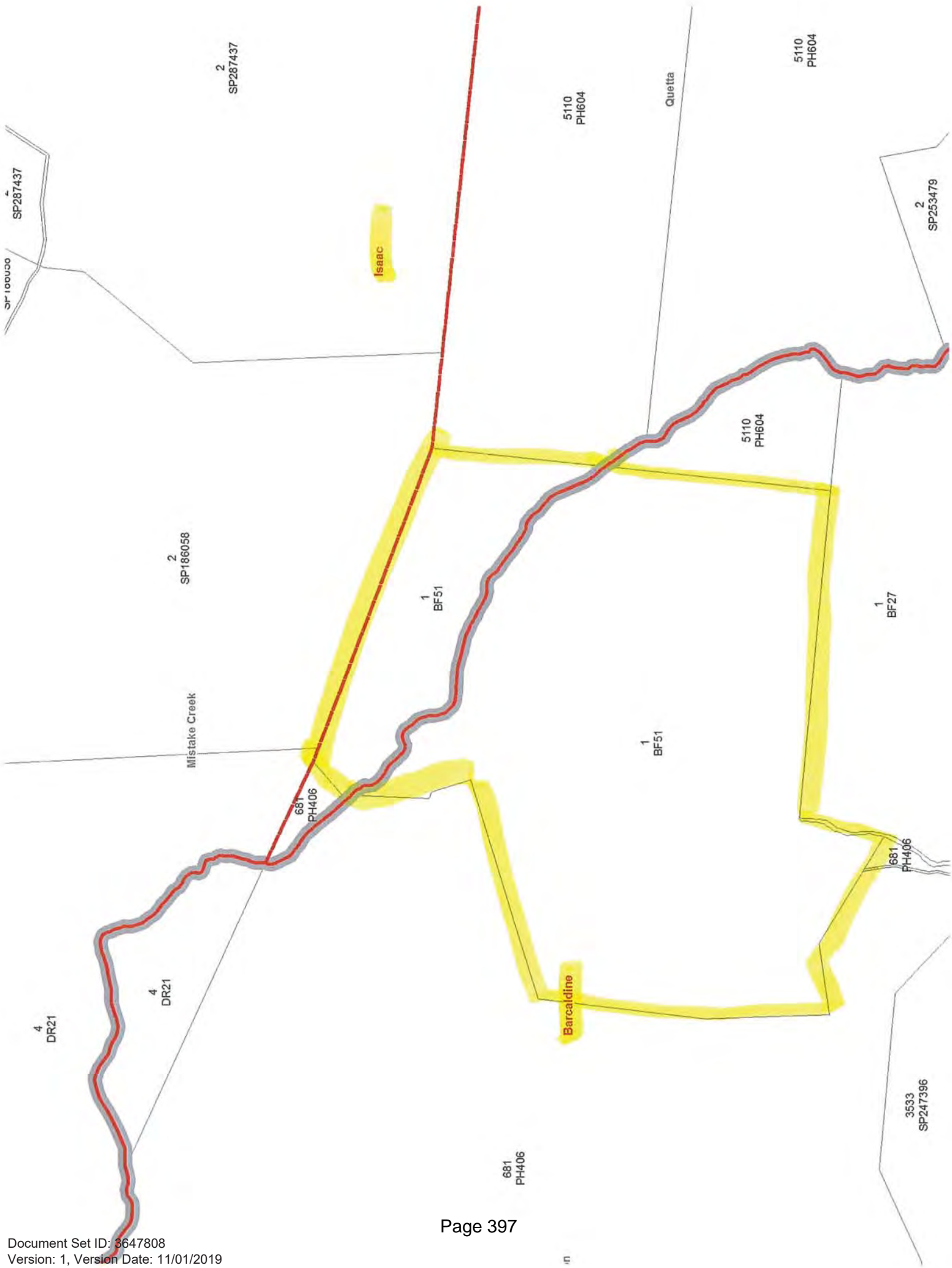


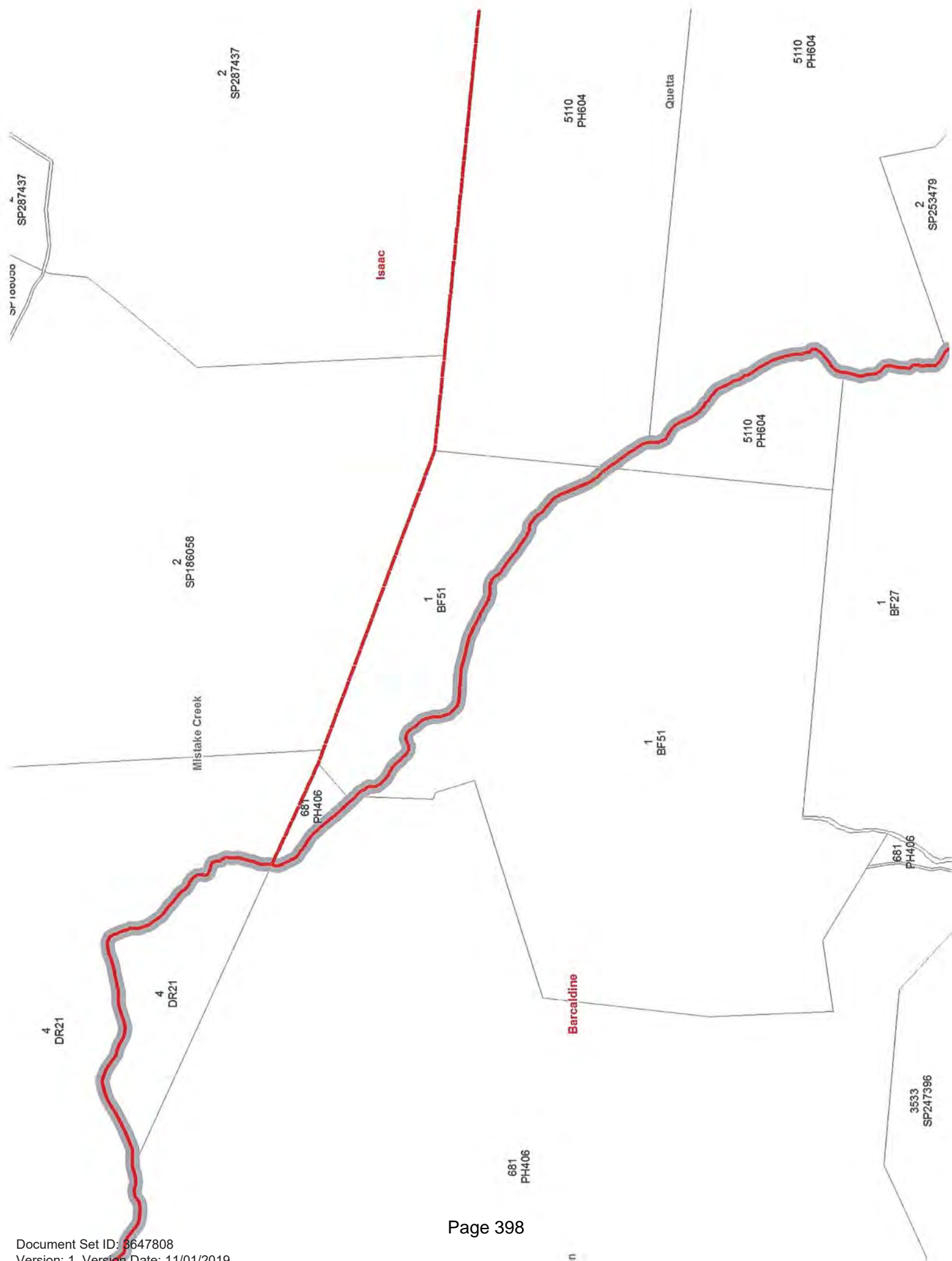


















BW: HW

11 March 2019

The Chief Executive Officer  
Isaac Regional Council  
PO Box 97  
Moranbah Qld 4744

Dear Gary

**RE: Barcaldine Regional Council Boundary Realignment Proposal**

As advised in our previous correspondence Barcaldine Regional Council is proposing to write to the Local Government Change Commission for permission to conduct a whole of Council boundary realignment.

There are 24 landholders whose properties are split between Barcaldine Regional Council and a neighbouring Council. Of these 24 properties, the below 11 parcels are located between our boundaries.

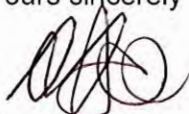
Barcaldine Regional Council has written to each effected landholder and asked for their opinion on the proposal. As a result the following responses were received:

Parcel	Wholly BRC	Wholly IRC	No Change
L3 DR26			✓
L3 BE57	✓		
L4 BE57	✓		
L2 SP253479	✓		
L3 DR20		✓	
L5110 PH604		✓	
L7 BE164		✓	
L681 PH406		✓	
L1 BF51	✓		
L8 BE164		✓	
L4 DR21		✓	

Taking into consideration the above responses, Council is now seeking your views on the proposal.

If you have any further questions or queries regarding this matter, please contact the Deputy Chief Executive Officer, Brett Walsh on (07) 4651 5600.

Yours sincerely



Steven Boxall  
Chief Executive Officer



BW: HW

29 May 2020

The Chief Executive Officer  
Isaac Regional Council  
PO Box 97  
Moranbah Qld 4744

Dear Gary

**Re: Barcaldine Regional Council Boundary Realignment Proposal**

This is to notify you that Barcaldine Regional Council has now submitted its boundary alignment proposal to the Minister for Local Government, Racing and Multicultural Affairs.

The following properties, partly in Isaac Regional Council, will be affected if the proposal is accepted by the Local Government Change Commission:

L3 DR26 proposed to be wholly within Barcaldine Regional Council  
L3 BE57 proposed to be wholly within Barcaldine Regional Council  
L4 BE57 proposed to be wholly within Barcaldine Regional Council  
L2 SP253479 proposed to be wholly within Barcaldine Regional Council  
L1 BF51 proposed to be wholly within Barcaldine Regional Council  
L3 DR20 proposed to be wholly within Isaac Regional Council  
L5110 PH604 proposed to be wholly within Isaac Regional Council  
L7 BE164 proposed to be wholly within Isaac Regional Council  
L8 BE164 proposed to be wholly within Isaac Regional Council  
L4 DR21 proposed to be wholly within Isaac Regional Council  
L2093 PH1883 proposed to be wholly within Isaac Regional Council  
L681 PH406 proposed to be wholly within Isaac Regional Council

If you have any further queries regarding this matter, please contact the Deputy Chief Executive Officer, Brett Walsh on 0407 981 776.

Yours sincerely



Steven Boxall  
**Chief Executive Officer**



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<b>MEETING DETAILS</b>	<b>Ordinary Meeting</b> Wednesday 27 January 2021
<b>AUTHOR</b>	Mary-Anne Uren
<b>AUTHOR POSITION</b>	Senior Advisor

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<b>10.23</b>	<b>ISAAC REGIONAL COUNCIL STRATEGIC ADVOCACY FRAMEWORK</b>
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## EXECUTIVE SUMMARY

This report is provided for discussion on process of the continued development of a Strategic Advocacy Framework and Rolling Advocacy Plan for Council as a flexible guide for development of key advocacy for Isaac region.

## OFFICER'S RECOMMENDATION

*That Council endorses the following process in relation to continued development of a Strategic Advocacy Framework as follows:*

- 1. Chief Executive Officer to facilitate workshops for Councillors and Senior Officers to generate ideas and initiatives for advocacy campaigns as required.*
- 2. Delegates to the Mayor in consultation primarily with the Deputy Mayor and Councillors \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_, (the Advocacy Working Group) to be convened at the discretion of the Mayor, to develop draft priorities and assist with key tasks under the Strategic Advocacy Framework, with assistance of the Chief Executive Officer and relevant officers.*
- 3. The Chief Executive Officer reports back to Council with proposed draft advocacy priorities for endorsement as required.*

## BACKGROUND

In order to maximise advocacy opportunities, it is important that Council has a Strategic Advocacy Framework that:

- Is flexible;
- Focuses on opportunities to ensure services and amenities are available to meet full time equivalent regional population, business and visitor needs now and to accommodate future growth;
- Provides a path for Local, State and Federal Government and Industry Stakeholders and community to work together to deliver an innovative, sustainable future for Isaac region; and
- Provides a clear message on behalf of its communities.

The Strategic Framework will seek to:

- Align with Council Corporate Planning including Recovery Plans and Investment Attraction Frameworks. Further it will be mapped to the latest State and Federal Government Planning Instruments to ensure alignment of objectives, i.e. Australian Infrastructure Plan, Mackay Isaac

Whitsunday Regional Plan, Queensland Government's Economic Recovery Planning. More recently the Federal Government Australian Infrastructure Plan priorities for Productive Regions and Infrastructure beyond COVID-19 Interim Report released in December 2020.

- Utilise the Federal Government Infrastructure Australia interim report identifying unique opportunities that arise from the COVID-19 pandemic that the Australian Government should consider in policy, planning and investment. Of significance, is the identified opportunity for Regional Renaissance, highlighted through regional population growth due to less severe COVID-19 impacts. The interim report provides for strengthened regional cities, hub-and-spoke service models and improvements to liveability and affordability focussing on regional investment.
- Incorporate advocacy on recommendations and responses of the State and Federal Government to Inquiries and Research conducted into regional Queensland and regional Australia issues of inequity to maximise advocacy campaigns and opportunities.

An overarching Strategic Advocacy Framework with a rolling catalogue of advocacy priorities to be maintained and endorsed by Council is proposed to maximise Council's advocacy outcomes.

## IMPLICATIONS

A strategic advocacy framework provides a platform for Isaac Regional Council to advocate for its region and its communities. A strong clear message on what is important to the Isaac region will be important for opportunities leading into any advocacy campaign or targeted advocacy opportunities.

## CONSULTATION

The purpose of this report is to set out a process for rolling advocacy and key stakeholder engagement and to have a flexible guideline for developing key advocacy priorities.

## BASIS FOR RECOMMENDATION

A structured and supported process will yield the best outcome.

## ACTION ACCOUNTABILITY

The Chief Executive Officer and Senior Advisor are accountable to facilitate the process.

## KEY MESSAGES

Council's position will be consistent and clearly communicated to ensure all advocacy opportunities are maximised.

### Report Prepared By:

MARY-ANNE UREN  
Senior Advisor

Date: 21 January 2021

### Report Authorised By:

GARY STEVENSON PSM  
Chief Executive Officer

Date: 22 January 2021

## **ATTACHMENTS**

- Nil

## **REFERENCE DOCUMENT**

- Draft Strategic Advocacy Framework



## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Jim Hutchinson

## AUTHOR POSITION

Manager Engaged Communities

10.24

## REVIEW OF PUBLIC LIBRARY GRANT AND FIRST 5 FOREVER FUNDING PROGRAMS BY STATE LIBRARY OF QUEENSLAND

## EXECUTIVE SUMMARY

This report seeks Council's endorsement to provide an organisational response to the Review of the Public Library Grant and First 5 Forever Methodologies by the State Library of Queensland.

## OFFICER'S RECOMMENDATION

### *That Council:*

- 1. Authorise the Chief Executive Officer to provide an organisational response to the Review of the Public Library Grant and First 5 Forever Methodologies by the State Library of Queensland reflective of the responses detailed in Attachment 2 of this report via a Survey Monkey portal by 5 February 2021.***

## BACKGROUND

State Library of Queensland (SLQ) is seeking feedback on the methodologies applied for distributing the Public Library Grant and First 5 Forever (F5F) funding to participating local governments in Queensland. A consultation paper has been distributed by SLQ providing background on present funding arrangements and giving consideration to the potential application of new data sets to calculate and distribute future funding.

The Public Library Grant funds the annual acquisition of library collections and can also be utilised, in part, to deliver library priority projects (subject to approval), whilst the First 5 Forever initiative is designed to provide early literacy foundations for Queensland children aged 0-5 years. The present funding methodologies for each have been in place since 2011 and 2015 respectively.

Council's present service level agreements and funding arrangements for the annual Public Library Grant and First 5 Forever program expire on 30 June 2021 and the outcomes of this review are expected to form the basis of funding methodologies for subsequent arrangements. As per the table below, Council will receive a total of \$170,320 (exc. GST) in funding assistance from the Queensland Government via State Library of Queensland in FY2020-21.

One response from each council is requested by Friday 5 February 2021 by way of a Survey Monkey response to the discussion questions outlined in the *Review of the Public Library Grant and First 5 Forever Methodologies by the State Library of Queensland* consultation paper. A series of draft responses to the consultation paper questions, prepared following internal consultation with responsible managers and officers, are outlined in Attachment 2 of this report for consideration. Responses also reflect Council's established

advocacy position regards the inequity for resource sector communities of funding methodologies which rely heavily on permanent population datasets to determine allocations.

## IMPLICATIONS

### Financial

Summary of Queensland Government funding allocations to Isaac Regional Council via State Library of Queensland in FY2020-21

GRANT	VALUE
Public library grant	\$143,642
COVID-19 relief subsidy	\$4361 (to maintain funding at FY19-2020 level)
First 5 Forever	\$22,317

## CONSULTATION

### Internal

Director Planning, Environment and Community Services

Manager Community Hubs

Manager Community, Engagement Programs and Events

Library Circulation Standards Leader

Children's Programs Officer

## BASIS FOR RECOMMENDATION

To provide an organisational response to the Review of the Public Library Grant and First 5 Forever Methodologies by the State Library of Queensland as funding sources for library services in Isaac Region.

## ACTION ACCOUNTABILITY

Manager Engaged Communities will submit a response to the consultation paper via the Survey Monkey portal by 5 February 2021

## KEY MESSAGES

Isaac Regional Council is committed to providing library services to the region through its network of eight branch libraries and online portals.

### **Report prepared by:**

JIM HUTCHINSON

**Manager Engaged Communities**

Date: 18 January 2021

### **Report authorised by:**

JEFF STEWART HARRIS

**Director Planning, Environment and  
Community Services**

Date: 20 January 2021

## **ATTACHMENTS**

- Attachment 1 - SLQ Methodology Review Consultation Paper November 2020
- Attachment 2 - Briefing note – Draft IRC Response to SLQ Consultation Paper

## **REFERENCE DOCUMENT**

- First 5 Forever Service Level Agreement 2019-2021
- Library Board of Queensland Service Level Agreement 2018-2021



A close-up photograph of a man and a young girl with curly hair looking at a book together. The man is smiling and looking down at the book. The girl is also smiling and looking at the book. The background is a colorful, abstract pattern. The SL logo is in the top left corner.

**SL**

## **Review of the Public Library Grant and First 5 Forever Methodologies**

Consultation Paper November 2020

## PURPOSE

State Library of Queensland (State Library) has a strong partnership with local government for the delivery of library services across the state. Funding is provided by the State Government to support collections, services and programs delivered by Queensland public libraries and Indigenous Knowledge Centres through the Public Library Grant and First 5 Forever funding.

State Library seeks feedback on the methodology for the distribution of the Public Library Grant and First 5 Forever funding. This paper provides background on the funding and considers the use of new data sets to calculate and distribute funding equitably across the state.

There are three types of public libraries in Queensland that receive Public Library Grant and First 5 Forever funding: Independent libraries, Rural Libraries Queensland libraries and Indigenous Knowledge Centres.

One response from each council is requested by Friday 5 February 2021. Following a statewide consultation process, State Library will finalise the preferred components of the methodology, considering the feedback received. Further details about the consultation process is at page 12.

Children's collections at North Lakes Library, Moreton Bay Regional Council, 2020. Image by John Nguyen.





## BACKGROUND

### Library services in Queensland

State Library advocates for public libraries and partners with local government to enable a thriving statewide network of more than 320 vibrant library facilities.

The funding and operation of library services in Queensland is the responsibility of local government. The partnership with the State Government includes the provision of the annual Public Library Grant and First 5 Forever funding. In 2020-21, the allocation totals \$30.84 million, comprising Public Library Grant funding of \$25.84 million and First 5 Forever funding of \$5 million.

Since 1975, the State Government, through the Library Board of Queensland (Library Board), has provided funding to local governments in recognition of the vital role of public libraries to Queensland communities. Although the funding model continues to evolve, funding contributes to the cost of library collections and other initiatives supporting the Library Board's legislated role under the [Libraries Act 1988](#), i.e. to contribute to the cultural, social and intellectual development of all Queenslanders.

First 5 Forever began in 2015 as a four-year \$20 million initiative delivered through public libraries and Indigenous Knowledge Centres (IKCs) in partnership with local government. In 2018, the Queensland Government announced ongoing annual funding of \$5million to support the delivery of First 5 Forever and continue the valued role that public libraries and IKCs play in supporting early literacy development through free programs and services.

The [Australian Early Development Census](#) data indicates that a significant number of Queensland children start school weak in the language and cognitive domain. Through First 5 Forever, public libraries and IKCs work with community partners to directly reach and impact on early literacy outcomes for children aged 0-5 years and their families via inclusive, informal education programs. Parents and caregivers exposed to the program gain a higher appreciation for the importance of early childhood literacy and the value of using this as a tool to connect with their child.

The Library Board has agreements in place with the 75 local governments that provide library services and First 5 Forever programs, administering annual funding to support deeply local library services guided by [Realising our potential: A vision for Queensland public libraries](#), a shared and aspirational vision for Queensland library services.

Funding is administered through two Service Level Agreements (SLAs), the Public Library Grant and First 5 Forever Family Literacy Initiative, outlining the obligations of each party and administering the State Government's financial investment.

Providing [Queensland Public Library Standards and Guidelines](#) to encourage the continued development of public library services in Queensland is a Library Board obligation in the SLAs. In turn, local governments are obligated to have management and operational practices which strive to meet or exceed the standards. The latest edition, published on 1 July 2020, features four standards, with service delivery targets for Operations, Collections, Facilities and Usage.



## Key issues impacting Queensland communities

Public libraries and Indigenous Knowledge Centres contribute to [Our Future State: Advancing Queensland's Priorities](#) both now and into the future by giving all our children a great start, supporting education, training and work, and keeping Queenslanders engaged in safe and healthy communities. They also directly support local responses to [Unite & Recover, Queensland's Economic Recovery Plan](#), by:

- building community resilience
- increasing skills and capability
- bridging the digital divide
- enabling digital learning and skills
- creating pathways for young people.

Funding to public libraries supports the achievement of the [Queensland Plan](#), a shared and aspirational vision that sets out a road map for the state's long-term growth and prosperity, including improved outcomes for Aboriginal and Torres Strait Islander Queenslanders in alignment with [Closing the Gap](#).

Queensland is an expansive state with a highly diverse range of climates and geographical features. With a population exceeding 5.1 million people, our communities are varied and diverse with rich histories and cultural heritages.

Urban, regional and remote communities make up the fabric of our state with a range of issues impacting the growth and development of our towns and cities, big and small, including:

- services for an ageing population
- health and wellbeing

- developing our regions
- digital connectivity and digital inclusion
- access to education and life-long learning
- supporting early childhood development
- demonstrating and encouraging diversity and social cohesion
- inclusive participation and Indigenous opportunity
- building resilient and sustainable communities
- environmental and disaster management
- innovation, jobs and economic development.

The impact of COVID-19 on Queensland communities is unprecedented and the recovery is a long-term challenge that requires a long-term response. Priorities for Queensland's economic recovery from COVID-19 include:

- safeguarding our health and jobs
- helping small business, the backbone of our economy, thrive in a changing environment
- growing manufacturing across traditional and new industries, making new products in new ways and creating new jobs
- driving investment in the infrastructure that supports our recovery, resilience and future prosperity
- helping Queensland's regions grow by attracting people, talent and investment, and driving sustainable economic prosperity
- ensuring Queenslanders have the skills they need to find meaningful jobs and set up pathways for the future.

## Key issues impacting public library services

The [Queensland Public Library Standards and Guidelines](#) are an important tool for the advancement and effective operation of public libraries in Queensland with service delivery targets in four key areas – Operations, Collections, Facilities and Usage.

Library services strive to deliver:

- free membership to all members of the community
- a skilled and innovative workforce delivering agile library services
- library facilities designed for efficiency, sustainability, accessibility, functionality, flexibility and visual appeal
- services extended beyond physical library facilities and staffed opening hours
- high-quality library resources in physical and electronic formats including local resources collecting culture and history
- high-quality digital platforms delivering programs and services, showcasing collections and enabling social connection
- free access to technology and the internet supported by digital skills training
- programs that deliver real and significant benefits to individuals and communities including literacy, lifelong learning, social connection, skill building and job readiness
- inclusive and culturally safe spaces for staff and the community where diversity is showcased and celebrated.

Public libraries are also well placed to support the achievement of global frameworks, such as the [United Nations Sustainable Development Goals](#) to create inclusive, equitable and safe communities.

## Review of the methodologies

The Public Library Grant and First 5 Forever Methodologies (the methodologies) determine how funding provided by the State Government is allocated to local government including the formula used to determine direct allocations, competitive grants, and the broader mix of centralised support provided to the network and managed by State Library.

The Public Library Grant methodology was last reviewed in 2017. First 5 Forever commenced as an annually funded project in 2015, moving to ongoing State Government funding in July 2018. This is the first time that local government has been consulted on the First 5 Forever methodology through a formal process.

This review provides an opportunity for local government to consider the methodologies in the context of their planning and the ongoing impact of COVID-19.

It also provides an opportunity to consider how the methodologies can address key issues and opportunities for achievement of the [Queensland Public Library Standards and Guidelines](#).



Languages Other Than English collections at Cairns City Library, Cairns Regional Council, 2019. Image by Sarah Scragg.

## ISSUES FOR CONSULTATION

### 1. Impact of COVID-19 on library service operations

Public libraries and Indigenous Knowledge Centres have been swift to respond to the unique challenges and opportunities presented by the COVID-19 pandemic. It has highlighted how people depend on libraries as one of the few free, safe and inclusive public spaces in their communities fighting social isolation and digital exclusion.



Mackay Regional Council Libraries recording virtual programming during COVID-19, 2020. Image by Mackay Regional Council.

The large-scale adoption of extended loan limits, home delivery, click and collect services, online reference services and virtual programming, along with the high level of engagement on expanded communication channels, demonstrate the depth of need the community has for library services.

The preliminary results from the [Queensland Public Libraries Statistical Bulletin 2019-20](#) and the [Queensland public libraries COVID-19 survey report](#) indicate that digital memberships and the use of electronic collections have shown a strong increase as communities have sought resources for leisure, work, study and children learning at home during isolation.

Library services will continue to play an essential role in Queensland's economic, social and cultural recovery from COVID-19, meeting the training, education, digital inclusion, social and cultural participation needs of individuals and communities.

State Library recognises the impact of COVID-19 on local government budgets and is seeking feedback on implications for future service delivery.

## Discussion Questions

- 1.1 What is the impact of COVID-19 on funding available to support your library service?
- 1.2 What is the impact of COVID-19 on meeting the four standards within the Queensland Public Library Standards and Guidelines (Operations, Collections, Facilities and Usage)?
- 1.3 What opportunities do you see for library services to assist in community and economic recovery?





Deadly Digital Communities program on Mabuaig Island, Torres Strait Island Regional Council, 2017. Image by Josh Kitchens.



Technology support at Oakey Library, Toowoomba Regional Council, 2019. Image by Leif Ekstrom.

## 2. Digital inclusion

The COVID-19 pandemic has underlined the importance of digital inclusion in Queensland. The digital economy, including telehealth, online learning, working from home and ecommerce, have accelerated rapidly at a time when some members of the community still face real barriers to online participation. The gap between digitally included and excluded Queenslanders is substantial and widening for some groups. Addressing barriers to digital inclusion, particularly where geographic isolation and socio-economic disadvantage pose distinct challenges, is essential for ensuring equality of access for all.

The [Australian Digital Inclusion Index 2020](#) indicates significant differences in access, affordability and digital ability for geographical regions across Queensland. For some members of the community, their local public library or Indigenous Knowledge Centre is the only place where they can access the internet and technology and be supported with digital skills training.

## Discussion Questions

- 2.1 What are the challenges in addressing digital inclusion in your community?
- 2.2 What are the barriers to meeting the Standard for Operations – Public Internet Access target within the Queensland Public Library Standards and Guidelines?

### 3. Public Library Grant methodology

In 2020-21, of the total of \$25.84 million, approximately \$21.72 million or 84% of the Public Library Grant is provided directly to local governments. This includes direct grants to Independent libraries, equipment grants to Rural Libraries Queensland (RLQ) libraries and Indigenous Knowledge Centres (IKCs), and a contribution to IKC Coordinator salaries.

\$21.224 million is allocated to local governments operating Independent library services. They receive a direct grant allocated for the purchase of collections; however, up to 50% may be spent on a Library Priority Project to facilitate wider library service improvement if approved following application to State Library.

In addition to direct grants, approximately \$2.312 million is allocated towards collections managed and distributed by State Library on behalf of the network including:

- \$1.14 million for statewide collections containing eresources and specialist materials (e.g. Languages Other Than English collections, technology kits, book club kits) accessed by all Queensland public libraries and IKCs
- \$0.82 million towards an RLQ/IKC collection. In lieu of a direct grant, local governments operating RLQ or IKC services receive a notional allocation which, when pooled together, funds a centralised collection of physical and electronic resources that is shared across the RLQ and IKC network and accessible from a shared library catalogue.

The remaining \$1.525 million is allocated to centralised services for the benefit of the network, including competitive grants, professional development, research, strategic initiatives and the labour costs for positions directly supporting the delivery of services to RLQs and IKCs. See Appendix 1 on page 13 for more information on centralised services.

Allocations to local governments operating library services are calculated according to a population-based formula. The current formula uses basic population figures published by the Australian Bureau of Statistics (ABS) on 31 March of each calendar year, as follows:

- 66% of available grant distributed as an equal per capita component
- 30% of available grant distributed on weightings reflecting population growth rate, proportion of people aged 55 years and over and proportion of people aged 0-14 years
- 4% of available grant distributed relative to proportion of the Aboriginal and Torres Strait Islander population.

This total is then weighted based on a location index (derived from the Queensland Government Grants Commission) and a dispersion index derived from the number of separate library services (including mobile services) and the population density.

In 2020-21, using the formula:

- direct allocations to the 33 councils operating Independent libraries totals approximately \$21.224 million, indexed annually
- notional allocations for the 42 councils operating RLQ and IKC libraries totals \$0.82 million. These allocations are calculated according to 2017-18 ABS population data and are fixed to offset any potential reduction in the grant due to population movements away from rural and remote communities
- three Queensland councils are without a library service and receive no funding.

The current formula has been in place since 2011.



Some of the issues with the formula include:

- it doesn't consider councils with more financial need, which may be due to higher costs to deliver services, a more uncertain and fluctuating revenue base, or complex community needs and disadvantage
- it doesn't consider Culturally and Linguistically Diverse communities, people with English as a second language, or indicators for lower socio-economic populations
- the demographic component of the calculation favours the 0-14 and 55+ age groups as they are considered to use the service more, which focuses on current library users, rather than non-users, or people who may have difficulty accessing the service
- some of the existing data elements do not align with the intent of the methodology, e.g. using the 5-14 age group data as a component of the First 5 Forever program which is focused on the 0-5 age group.

## Discussion Questions

- 3.1 What are the benefits and limitations of the current population-based formula for calculating direct allocations to councils?
- 3.2 What other services, including professional development programs, can State Library provide to support achievement of the four standards within the Queensland Public Library Standards and Guidelines (Operations, Collections, Facilities and Usage)? See Appendix 1 on page 13 for more information on centralised services.
- 3.3 State Library undertakes a variety of advocacy initiatives each year on behalf of the public library network. Can you identify any statewide advocacy activities that would benefit your library service (e.g. a statewide marketing campaign promoting the benefits of libraries)?
- 3.4 Both the Public Library Grant and First 5 Forever methodologies include annual competitive grant pools. What are the benefits and limitations of this model? Would you support another model such as grants alternated year on year (e.g. Strategic Priorities one year and First 5 Forever Innovation the following year, providing you with more time to implement and acquit projects)?
- 3.5 Do you support the ability to use some funding tied to collections for other priority areas that assist you to meet the standards for Operations, Facilities and Usage, such as is currently available to Independent Libraries for Priority Projects?  
If so, what aspects of your library service require additional support?



## 4. First 5 Forever methodology

Direct allocations to local government to fund First 5 Forever programming is calculated using the same formula as the Public Library Grant and is fixed per annum with additional weightings for the proportion of the target demographic 0-4 and 5-14 years of age, according to Australian Bureau of Statistics data.

Funding provides strong early literacy foundations for all Queensland children aged 0-5 years regardless of their location and socio-economic position. First 5 Forever connects families to the information, resources and support they need to build the best foundation for their child's future language and literacy development prior to school.

The [First 5 Forever funding guidelines](#) outline how the funding can be used for items and services that support early literacy development. Currently, the guidelines focus on the delivery of early literacy experiences in the library and at home.

Under the current methodology, funding is administered by State Library, with approximately \$3.4 million or 68% of the grant provided directly to local governments.

The balance is allocated to centralised services, including the delivery of professional development for public library and Indigenous Knowledge Centre staff, the First 5 Forever website for use by libraries, parents and carers, advocacy and external partnerships, statewide marketing and collateral, resources kits, research, strategic programs, and the labour costs for positions that support the delivery of services.

For more detail, see Appendix 2 on page 15.



Exploring a picture book display in The Corner, State Library of Queensland, 2019.  
Image by Joe Ruckli.

## Discussion Questions

- 4.1 What are the benefits and limitations of the current population-based formula for calculating direct allocations to councils for First 5 Forever funding?
- 4.2 What challenges, if any, have you faced in terms of meeting the eligibility requirements of the First 5 Forever funding guidelines?
- 4.3 Public library delivery of First 5 Forever programs has matured since its inception in 2015. Can you suggest any changes to the current methodology to increase innovation or deeply local program delivery, either through changes to direct funding or centralised support?
- 4.4 Does State Library's current offer of centralised early literacy services, including the website, professional development, statewide research, marketing collateral and play based resources, meet your needs? See Appendix 2 on page 15 for more information on centralised services.



## 5. Formula for calculating direct allocations to councils

The current formula to calculate direct Public Library Grant allocations to councils has been in place since 2011 and First 5 Forever since 2015. See page 7 for a breakdown of the Public Library Grant formula.

Since that time, the Queensland community and library services have changed, including:

- continued strong growth in digital information, including electronic collections and government services moving online. This has increased accessibility of information for many Queenslanders, but also resulted in the digital divide, with many unable to access information and services
- the need for more multifunctional spaces in libraries and a workforce with a broader range of skills for onsite and online programming delivery.

While each Australian state and territory is unique in the way it funds public libraries, most other jurisdictions are now using more than population, location and demographic data to calculate allocations for the respective state government funding of public libraries.

The most common dataset included in grant formulae is [Socio-Economic Indexes for Areas](#) (SEIFA), a product developed by the Australian Bureau of Statistics that ranks areas in Australia according to relative socio-economic advantage and disadvantage. The indexes are based on information from the five-yearly Australian Census of Population and Housing.

Some common uses of SEIFA include determining areas that require funding and services, identifying new business opportunities, and for research into the relationship between socio-economic disadvantage and various health and educational outcomes.

Library members using public access computers at Gordonvale Library, Cairns Regional Council, 2019. Image by Sarah Scragg.



A formula that incorporates [Remoteness Areas](#) and SEIFA scores, then applies population size would:

- cater for differences in communities by locality rather than being driven primarily by population
- consider socio-economic disadvantage – regions with lower SEIFA scores will receive higher levels of funding per capita than those with higher scores
- better account for the diversity of Queensland communities, including Culturally and Linguistically Diverse, Aboriginal and Torres Strait Islander and ageing populations, without the need to add complexity to the calculations and inputs required each year
- provide a consistent way to account for regional differences in need and funding
- considers how funding to public libraries can support social and economic inclusion in line with global objectives such as the [United Nations Sustainable Development Goals](#).



Indigenous Knowledge Centre Coordinator Mavis Bani, Ngulaig Meta, Torres Shire Council, 2019. Image by Keiran James.



Yungaburra Library, Tablelands Regional Council, 2019. Image by Sarah Scragg.

## Discussion Questions

- 5.1 What are the benefits and limitations of a model that considers regional remoteness and socio-economic disadvantage, as well as population size?
- 5.2 Are there any other factors that should be considered in the grant formula?
- 5.3 Please provide any further comments on critical issues for public library funding to your council not covered elsewhere in this paper.



## CONSULTATION PROCESS

The consultation process for the review of the methodologies includes communication and consultation with:

- all Queensland councils
- Local Government Association Queensland; Local Government Managers Australia, Queensland; Queensland Public Libraries Association; Australian Library and Information Association; and, the Australian Public Library Alliance
- relevant State Government departments.

Consultation will conclude on 5 February 2021. Following the consultation period, State Library will finalise the methodologies, taking into consideration the feedback received during consultation.

The new methodologies will be submitted for the approval of the Minister for Communities and Housing, Minister for Digital Economy and Minister for the Arts.

The new Public Library Grant and First 5 Forever methodologies will commence from 1 July 2022.

*Thank you for your participation in this review.  
Your feedback is invaluable.*

**One response from each council is requested by Friday 5 February 2021.  
Submissions will be collected using SurveyMonkey.**

Please visit:

[www.surveymonkey.com/r/methodology-review](https://www.surveymonkey.com/r/methodology-review)

to complete your submission or contact State Library at: [lgc@slq.qld.gov.au](mailto:lgc@slq.qld.gov.au)

More information is available at: [www.plconnect.slq.qld.gov.au/methodology-review](https://www.plconnect.slq.qld.gov.au/methodology-review). If you have any questions or would like to discuss the paper in further detail, please contact: Louise Denoon, Executive Director, Public Libraries and Engagement, State Library of Queensland at [Louise.Denoon@slq.qld.gov.au](mailto:Louise.Denoon@slq.qld.gov.au) or phone 07 3842 9156.

Information considered confidential should be clearly identified. Please note that the content of submissions may be accessed under the *Right to Information Act 2009*.

## PUBLIC LIBRARY GRANT METHODOLOGY 2018-21

(with 2020-21 figures, some expenditure areas are indexed each year)

Allocations	Budget per annum	Funding type	Breakdown	Budget per expenditure area	Notes
1. Independent Councils	\$21.224 million	Direct funding	Independent Libraries Allocation	Approximately \$21.224 million <i>indexed annually</i>	As per the current population-based formula which uses ABS data. This funding is allocated for the purchase of collections, however up to 50% may be spent on a Library Priority Project if approved following application to State Library.
2. Rural Libraries Queensland Resource/ Equipment Grant	\$43,000	Direct funding	Resource/ Equipment Grant to Rural Libraries Queensland Councils	\$43,000 fixed <i>per annum</i>	Branches which operate for six hours or more per week receive a cash grant to purchase local resources or equipment. In 2020-21, the cash grant is \$693 per branch.
3. Collections	\$2.312 million	Centralised services	Statewide Collections	\$1.14 million <i>indexed annually</i>	This centrally managed collection contains eresources and specialist material (e.g. LOTE collections, technology kits, book club kits) accessed by all Queensland public libraries and IKCs.
			Rural Libraries Queensland (RLQ) and Indigenous Knowledge Centre (IKC) Collection & Resources	\$820,000 <i>fixed per annum</i>	As per the established population-based formula which uses ABS data. Fixed for the triennium to offset population movement away from rural and remote communities. Funding managed by State Library to develop a collection to share across the RLQ and IKC network.
			Freight	\$350,000 <i>fixed per annum</i>	Costs associated with the movement of collection resources between libraries and IKCs around the state.
4. Strategic Priorities	\$740,000	Centralised services	Public Library Strategic Priorities Grant	\$400,000 <i>fixed per annum</i>	Annual competitive grants are open to all local governments that operate library services.
			Strategic Learning Program	\$100,000 <i>fixed per annum</i>	Managed by State Library to support professional development opportunities for library staff and council community and cultural service leaders across the state.
			Implementation of the Strategic Vision	\$240,000 <i>fixed per annum</i>	Managed by State Library to provide research, or the development of statewide strategic initiatives in line with the Realising our Potential vision.

Allocations	Budget per annum	Funding type	Breakdown	Budget per expenditure area	Notes
5. Aboriginal and Torres Strait Islander Community Support	\$735,000	Direct funding	IKC Coordinator support and Resource Equipment Grant	\$425,000 <i>fixed per annum</i>	Contribution towards the annual salary of 24 IKC Coordinators (\$17,000 per IKC) plus a cash grant to purchase local resources or equipment.  The cash grant is \$1,500 per branch, \$3,000 for up to 5 branches, and \$6,000 for up to 10 branches.
		Centralised services	New IKC fit-out or refurbishment	\$60,000 <i>fixed per annum</i>	Contribution to the costs of establishing one new IKC or refurbish existing IKCs.
			Support to IKCs	\$250,000 <i>fixed per annum</i>	Support provided directly to IKCs including travel, accommodation, supplies and services, and professional development costs.
6. Direct Labour	\$790,000	Centralised services	Direct Labour costs	\$790,000 <i>indexed annually</i>	Funds State Library positions that directly support the delivery of services and resources to Queensland public libraries and IKCs including Indigenous library services program officers; collection dispatch officers and professional support for RLQ services. Staff support the management and distribution of statewide collections, the delivery of rural and remote library and IKC services, and the development of library and IKC staff.
TOTAL	\$25.842 million			\$25.842 million	



## FIRST 5 FOREVER METHODOLOGY 2019-2021

Allocations	1 January – 30 June 2019	2019-20	2020-21	Notes
Direct funding to councils	\$1.8 million	\$3.4 million	\$3.4 million	Calculation includes a minimum funding guarantee of \$1,000 to councils with low populations of 0-5 year olds.
Centralised Services				
Innovation grants	\$500,000	\$500,000	\$500,000	Annual competitive grants and community literacy projects, such as play-based resources, seek to achieve innovation in early literacy programming for Queensland public libraries and IKCs.
Community literacy programs	\$500,000	\$500,000	\$500,000	
Resource kits for libraries	\$500,000			First 5 Forever resource kits are available for loan to all Independent, RLQ and IKC library services to enable program delivery.
Centralised support	\$700,000	\$600,000	\$600,000	Includes the delivery of professional development for public library and IKC staff, First 5 Forever website for use by libraries, parents and carers, statewide marketing and collateral, research, strategic programs, and the labour costs for positions that directly support the delivery of services.
TOTAL	\$3.2 million	\$5 million	\$5 million	



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<b>DATE</b>	Monday 18 January 2021
<b>TO</b>	All Councillors, Executive Leadership Team
<b>FROM</b>	Jim Hutchinson, Manager Engaged Communities
<b>SUBJECT</b>	Discussion paper: Review of the Public Library and First 5 Forever Methodologies

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A draft response to the discussion questions raised in the Review of the Public Library and First 5 Forever Methodologies has been prepared following consultation within the Engaged Communities department which is responsible for the delivery of library services regionwide through a network of eight branches, inclusive of administration of the annual public library and First 5 Forever grants.

## **1.1 What is the impact of COVID-19 on funding available to support your library service?**

- SLQ \$4000 COVID supplement maintained total public library grant for FY20-21 at previous year's level of \$148,000.
- Additional funding opportunities via government and corporate sector program not as readily available, ie no Youth Week grants program in FY20-21
- F5F micro-grant guidelines exclude technology so unable to be utilised for digital/online offerings during lockdown.
- Organisational budget constraints due to pandemic
- Uncertainty about ability to expend successful grants in the event of a second wave of lockdown

## **1.2 What is the impact of COVID-19 on meeting the four standards within the Queensland Public Library Standards and Guidelines (Operations, Collections, Facilities and Usage)?**

- Libraries closed to public March-May by public health directives
- Capacity limits to maintain social distancing
- Inability to use indoor spaces for regular program delivery to community
- Materials unable to be used due to COVID restrictions (cleaning, social distancing).
- Public Internet Access devices available to the community reduced due to social distancing requirements - cannot meet demand.
- Collections: Community unable to borrow hard copy items during shutdown resulted in increased usage of online services and e-resources uptake of which has continued resulting in reduced hardcopy purchasing and increase of the digital/electronic collections - still meeting APL standards and guidelines.
- Facilities: Reduction in number of shelves to create space to meet social distancing measures.
- Usage: In FY19-20 we met recommended standards for visitors to Isaac Libraries, however, due to no in-house programming from July to late October and reduced foot traffic due to capacity limits will probably result in Isaac not meeting the QPL standard for usage this year.
- Online membership applications increased.



## ***1.3 What opportunities do you see for library services to assist in community and economic recovery?***

- Shared spaces for community reactivation – local hubs.
- COVIDSafe spaces to run programming and activities.
- Outreach offerings to upskill community members in digital space.
- Continue building social and business networks to strengthen community cohesion and partnerships
- Regular community analysis to determine changing trends to meet the information, education, recreation and cultural needs of the community and to promote lifelong learning.

## ***2.1 What are the challenges in addressing digital inclusion in your community?***

- Reaching someone who is not digitally included (particularly elderly) even more difficult throughout pandemic.
- Reliability of online connectivity in rural and remote areas.
- Lack of specialised grants programs to support digital literacy projects.
- Need for specialised training and resources to engage with hard to reach groups.
- Budgetary and resourcing constraints.

## ***2.2 What are the barriers to meeting the Standard for Operations – Public Internet Access target within the Queensland Public Library Standards and Guidelines?***

- Training of front of house staff to assist patrons
- Diversity on non-standard technology – device, platform, operating system – and the need to be trained across all
- Renewal of IT resources and software (updates and upgrades)
- Internal IT support for range of systems operated by library service

## ***3.1 What are the benefits and limitations of the current population-based formula for calculating direct allocations to councils?***

- Funding methodologies do not account for the significant non-resident population which accesses physical and virtual library resources in communities such as Isaac Region.
- Mass movement of up to 50,000 persons every fortnight in addition to permanent resident population serviced by eight branch libraries.
- Lag time for population data does not capture significant inflow of residents (workers and families) during upswing in resource operations.
- Disadvantaged due to 30% proportion of grant calculated on age distribution of population as Isaac region median age is 30-39, among lowest in country.

## ***3.2 What other services, including professional development programs, can State Library provide to support achievement of the four standards within the Queensland Public Library Standards and Guidelines (Operations, Collections, Facilities and Usage)?***

- Additional professional development both in person and virtually (live and pre-recorded) to achieve best practice
- SLQ should engage regional outreach staff to visit and deliver programs
- Offer opportunities for facilitated connection w/other practitioners.
- Population model for the classification of libraries services (independent vs rural) and associated standards does not fully appreciate the geographic challenges of regional operations – ie eight branch libraries spread across 58,000sqkm compared to other LGAs with similar population but fewer branches and smaller footprint

**3.3 State Library undertakes a variety of advocacy initiatives each year on behalf of the public library network. Can you identify any statewide advocacy activities that would benefit your library service?**

- Statewide marketing campaign to promote modern libraries which is relevant to all stakeholders with supporting merchandising.
- Advocate to State for specialised grants program to renew public library infrastructure (including mobile services) to reduce burden on local government.

**3.4 Both the Public Library Grant and First 5 Forever methodologies include annual competitive grant pools. What are the benefits and limitations of this model? Would you support another model such as grants alternated year on year (e.g. Strategic Priorities one year and First 5 Forever Innovation the following year, providing you with more time to implement and acquit projects)?**

- Greater flexibility with regard to the expenditure of grants, ie scope of what is considered a strategic priority.
- Longer time window to expend and acquit grants (two years).
- Timing of grant programs to align with budgets of local government to plan for year/s ahead with certainty.
- Tiered grants to allow smaller councils with limited resources ability to compete on level playing field.

**3.5 Do you support the ability to use some funding tied to collections for other priority areas that assist you to meet the standards for Operations, Facilities and Usage, such as is currently available to Independent Libraries for Priority Projects? If so, what aspects of your library service require additional support?**

- Greater flexibility to use grant funding historically tied to collections for other library-related purposes which may not necessarily reach the threshold of a priority, ie supporting technology for e-resource collections not just the collection itself.

**4.1 What are the benefits and limitations of the current population-based formula for calculating direct allocations to councils for First 5 Forever funding?**

- Lag time for population data does not capture significant inflow of residents (workers and families – often young children in F5F catchment) during upswing in resource operations.

## ***4.2 What challenges, if any, have you faced in terms of meeting the eligibility requirements of the First 5 Forever funding guidelines?***

- Staff and resource availability to deliver eligible funded programming within timeframes.
- Greater flexibility for application of grant funds to emergent enrichment programs such as digital literacy and the technology to support this.

## ***4.3 Public library delivery of First 5 Forever programs has matured since its inception in 2015. Can you suggest any changes to the current methodology to increase innovation or deeply local program delivery, either through changes to direct funding or centralised support?***

- Assistance reaching marginalised communities
- Centralised purchasing of materials for initiatives – go back to model where SLQ buys in bulk and we can buy from them. Benefits smaller libraries with no need for large quantities.
- Tighten guidelines to encourage innovation for not regular delivery of library programs

## ***4.4 Does State Library's current offer of centralised early literacy services, including the website, professional development, statewide research, marketing collateral and play based resources, meet your needs?***

- Overall yes. With COVID, training down but online training module will be of benefit. Need facilitated connection to share ideas.
- Yes, particularly during COVID lockdown. Online programs were available on the web in a very timely manner. This benefits regional libraries when marketing department resources are limited and library technology platform is not well established.

## ***5.1 What are the benefits and limitations of a model that considers regional remoteness and socio-economic disadvantage, as well as population size?***

- Isaac Region's SEIFA score of 1017 (FY2017) is skewed by the relatively high incomes associated with resources sector and does not reflect the true socio-economic status and areas of disadvantage in some parts of the community.
- Regional remoteness should be calculated in a more nuanced manner which accounts for the geographic size of a region (ie Isaac Region is approx. the size of Tasmania).
- Isaac region does not have, for example, cinema, book store etc. Public transport is limited to once a day in three (3) of eight (8) towns in the region to access these activities in the nearest provincial centre.

## ***5.2 Are there any other factors that should be considered in the grant formula?***

- Difficulty in attracting and retaining staff with diploma/degree level qualifications in Library and Information Services to areas outside of cities. These subject matter experts tend to be consolidated in major urban areas.
- Potentially a scholarship program to encourage careerists in this field to work in regional areas.



## BRIEFING NOTE

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***5.3 Please provide any further comments on critical issues for public library funding to your council not covered elsewhere in this paper?***

## MEETING DETAILS

### Ordinary Meeting

Wednesday 27 January 2021

## AUTHOR

Richard Madden

## AUTHOR POSITION

Manager Infrastructure Planning and Technical Services

10.25

## ROAD REGISTER

## EXECUTIVE SUMMARY

Under Section 74 of the Local Government Act 2009 and Section 57 of the Local Government Regulation 2012, Council is required to keep up to date and provide on request a Road Register and Map of Road including all the road network within the Isaac Regional Council area. This includes Council, State Controlled and Private roads. The purpose of this report is to seek Council's endorsement of the Road Register and Road Map.

## OFFICER'S RECOMMENDATION

### *That the Council:*

- 1. Endorse the Road Register in accordance with Section 74 of the Local Government Act and Section 57 of the Local Government Regulation.***
- 2. Endorse the Road Map in accordance with Section 74 of the Local Government Act and Section 57 of the Local Government Regulation.***
- 3. Note that the Chief Executive Officer has delegated authority (resolution 6980) to "prepare and keep up to date a map of every road including private roads in the local government area and a register of roads showing the category of every road, the level of every road that has a fixed level and other particulars prescribed under a regulation".***

## BACKGROUND

Under section 74 of Local Government Act 2009 a local government must prepare a register (the Road Register) and keep up to date a map of every road (the Road Map), including private roads in its Local Government Area. The Road Register must show the surface category (e.g. Sealed, Gravel, Formed, Unformed) of every road, the level of every road that has a fixed level and other particulars prescribed under a regulation, such as the following:

- Asset ID
- Road Name and locality
- Road Length
- Road Width
- Asset Ownership and responsibility
- Road Surface Categorisation

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This project has been a work in progress for some time and is now in its final stages of ensuring the information is readily available on our website. Continual review of the Road Register and Road Map will be undertaken to ensure accuracy. All amendments where required will be actioned.

The Road Register and Road Map require review on a routine basis. The Road Register for Council endorsement includes all known sealed, unsealed, formed and unformed road categories as defined in the Local Government Regulation 2012, Clause 57 (3). Interested parties may access this information via Council's website at no charge or from their nearest Customer Service Centre.

The Chief Executive Officer has delegated authority (resolution 6980) to "prepare and keep up to date a map of every road including private roads in the local government area and a register of roads showing the category of every road, the level of every road that has a fixed level and other particulars prescribed under a regulation".

## IMPLICATIONS

If not endorsed, it could be considered as non-compliance with the Local Government Act (2009). The Road Register is used as evidence for the annual Australian Bureau of Statistics reporting with forms a basis for grant funding. An inaccurate register may negatively impact grant funding.

## CONSULTATION

- Director Engineering and Infrastructure
- Acting Manager Infrastructure Planning and Technical Services
- Manager Galilee and Bowen Basin Operations
- Strategic Asset Manger
- Manager Business Applications Solutions/GIS team

## BASIS FOR RECOMMENDATION

Plan and act appropriately to manage road infrastructure in accordance with State legislation.

The Road Register is used as evidence for the annual Australian Bureau of Statistics reporting which forms a basis for grant funding.

## ACTION ACCOUNTABILITY

Manager Infrastructure Planning and Technical Services to regularly review and update Road Register and Road Map in accordance with the delegation of authority.

## KEY MESSAGES

Council has an obligation to release information relating to all State and Council Controlled Roads as well as Private roads.



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**Report prepared by:**

RICHARD MADDEN

**Manager Infrastructure Planning and Technical  
Services**

Date: 21 January 2021

**Report authorised by:**

ROBERT PERNA

**Director, Engineering and Infrastructure**

Date: 21 January 2021

## ATTACHMENTS

- Attachment 1 – Road Register
- Attachment 2 – Road Map

## REFERENCE DOCUMENT

- Local Government Act 2009
- Local Government Regulation 2012

Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
S329	Acacia St	MORANBAH	IRC	0.397	0.397	12.8					
S155	Acton Court	DYSART	IRC	0.093	0.093	8.5					
S177	Adair St	DYSART	IRC	0.304	0.304	12.6					
S105	Adair St	ST LAWRENCE	IRC	0.147	0.147	5					
827	Airport Road	CLERMONT	IRC	0.341	0.341	4					
S249	Airstrip Road	MIDDLEMOUNT	IRC	0.771	0.771	9					
522	Airstrip Road	NEBO	IRC	6.824	6.824	6					
892	Albert Lane	CLERMONT	IRC	0.226			0.226	4			
802	Albro Road	LAGLAN	IRC	28.468			28.468	7			
S233	Alfred Quinn Drive	MIDDLEMOUNT	IRC	1.486	1.486	12					
884	Alinya Road	LAGLAN	IRC	3.301			3.301	6			
857	Alpha Bypass Road	CLERMONT	IRC	5.433	3.44	6.7	1.993	7.8			
P345	Amber Court	MORANBAH	IRC	0.138	0.138	8.5					
S431	Anderson Court	MORANBAH	IRC	0.584	0.584	7.9					
74	Annandale Road	VALKYRIE	IRC	26.508			26.508	7			
S14	Anne St	NEBO	IRC	0.669	0.669	6					
S353	Appleton St	MORANBAH	IRC	0.293	0.293	17.9					
877	Appos Road	CLERMONT	IRC	3.996					3.996	6	
S370	Archer Drive	MORANBAH	IRC	0.723	0.723	10.9					
S354	Arkana Terrace	MORANBAH	IRC	0.77	0.77	10.9					
S186	Armstrong Crescent	DYSART	IRC	0.295	0.295	8.5					
S112	Arthur St	ST LAWRENCE	IRC	0.239	0.239	5					
S23	Atherton Crescent	GLENDEN	IRC	0.564	0.564	10					
S549	Athol Court	CLERMONT	IRC	0.278	0.278	12					
S224	Atkinson St	MIDDLEMOUNT	IRC	0.131	0.131	9					
880	Avalon Road	CLERMONT	IRC	0.847			0.847	5			
813	Avon Road	BELYANDO	IRC	42.909			4.979	4.6	16.346	4.6	21.584
S347	Bacon Lane	MORANBAH	IRC	0.516	0.516	11.7					
S346	Bacon St	MORANBAH	IRC	0.574	0.574	11.2					
S11	Baker St	NEBO	IRC	0.378	0.378	7					
9	Bar Plains Road	ST LAWRENCE	IRC	3.977	0.08	0.187	3.997	4.7			
41	Barbours Road	CARMILA	IRC	0.848					0.848	4	
S331	Barcoo Drive	MORANBAH	IRC	0.301	0.301	10.9					
P021	Barker Road	TURRAWULLA	IRC	0.87							12.03
70	Barmount Road	LOTUS CREEK	IRC	14.48	8.26	3.8	6.22	4.2			
99	Barmount South Road	LOTUS CREEK	IRC	9.973			9.973	5			
S396	Barraclough Crescent	MORANBAH	IRC	0.516	0.516	10.9					
S167	Barrett St	DYSART	IRC	0.198	0.198	8.7					
S360	Barron Court	MORANBAH	IRC	0.362	0.362	8.2					
855	Barrylar Road	WOLFANG	IRC	3.688			3.688	5			
P003	Barton Drive P003	MORANBAH	Private	0.729	0.729						
S344	Barton Drive S344	MORANBAH	IRC	0.092	0.092	8.5					
89	Barwon Park Middlemount Road	MACKENZIE RIVER	IRC	35.882			35.882	6			
S350	Batchelor Parade	MORANBAH	IRC	0.383	0.383	12.7					
893	Bathampton Lane	CLERMONT	IRC	0.622					0.622	5	
S45	Bauhinia St	GLENDEN	IRC	0.297	0.297	12					
S176	Beardmore Crescent	DYSART	IRC	1.49	1.49	12.5					
S130	Beatty Court	DYSART	IRC	0.089	0.089	8.5					

Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
S546	Beatty St	CLERMONT	IRC	0.423	0.423	10					
S423	Beetson St	MORANBAH	IRC	0.15	0.15	7.7					
S21	Bell Place	GLENDEN	IRC	0.555	0.555	14					
S139	Bellarine Court	DYSART	IRC	0.109	0.109	8.6					
S365	Belshore St	MORANBAH	IRC	0.504	0.504	12.7					
S328	Belyando Avenue	MORANBAH	IRC	1.701	1.701	17.9					
S372	Bennett Court	MORANBAH	IRC	0.122	0.122	7.5					
S132	Beresford Crescent	DYSART	IRC	0.946	0.946	12.5					
S414	Bernborough Avenue	MORANBAH	IRC	0.736	0.736	10.4					
889	Betoota Road	WOLFANG	IRC	2.8			2.8	4			
888	Bimbah Road	LAGLAN	IRC	6.344					6.344	6	
905	Bingeringo Access Road	BELYANDO	IRC								8.3
85	Blackspring Road	DYSART	IRC	3.471					3.471	4	
859	Blair Athol Mine Road	CLERMONT	IRC	13.244	13.244	7					
S559	Blair St	CLERMONT	IRC	0.563	0.563	12					
S555	Blamey Court	CLERMONT	IRC	0.063	0.063	12					
S552	Blamey St	CLERMONT	IRC	0.417	0.417	12					
S437	Bligh Court	MORANBAH	IRC	0.085	0.085	6.9					
S127	Blue Mountain Road	BLUE MT	Transport & Main Roads	28.437	28.437						
S457	Boal Lane	MORANBAH	IRC	0.08	0.08	5.4					
88	Booroondarra Capella Road	DYSART	IRC	27.707			27.707	6			
S310	Border Drive	MORANBAH	IRC	0.176	0.176	5.8					
525	Borgs Road	BLUE MT	IRC	0.806			0.806	4			
S10	Bovey St	NEBO	IRC	0.548	0.548	7					
S339	Bowen Court	MORANBAH	IRC	0.189	0.189	10.9					
88B	Bowen Developmental Road	BELYANDO	Transport & Main Roads	17.668	17.668						
S4	Bowen St	NEBO	IRC	0.803	0.803	7					
S524	Box St	CLERMONT	IRC	1.575	1.575	8.2					
ACS01	Boxing Club Access	MORANBAH	IRC	0.044	0.044	6.8					
S410	Boyle Drive	MORANBAH	IRC	0.258	0.258	10.9					
S140	Bradford St	DYSART	IRC	0.234	0.234	11.6					
S390	Bradman St	MORANBAH	IRC	0.697	0.697	10.9					
524	Braeside Road	NEBO	IRC	11.616	11.616	6					
S390	Brahman St	MIDDLEMOUNT	IRC	0.516	0.516	14					
S162	Brennan St	DYSART	IRC	0.291	0.291	8.7					
526	Bridson Road	BLUE MT	IRC	2.599			2.599	6			
873	Brigalow Road	CLERMONT	IRC	6.159					6.159	5	
P004	Broadlea Road	COPPABELLA	IRC	5.649			5.649	8			
S193	Broadsound Avenue	DYSART	IRC	0.624	0.624	9					
S198	Brock Crescent	DYSART	IRC	0.621	0.621	8.5					
S200	Brolga Lane	DYSART	IRC	0.099	0.099	8.5					
S179	Brown St	DYSART	IRC	0.3	0.3	8.5					
47	Browns Road	CARMILA	IRC	1.196	0.49	3.7	0.7	4.1			
10G	Bruce Highway North	CARMILA	Transport & Main Roads	85.364	85.364						
10F	Bruce Highway South	ST LAWRENCE	Transport & Main Roads	28.604	28.604						
812	Bulliwallah Road	BELYANDO	IRC	45.061	3.15	8	41.911	6			
804	Bulls Head Road	CLERMONT	IRC	25.071			25.071	6			
523	Burgess Road	NEBO	IRC	2.611			2.611	5			



Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
S379	Burke Drive	MORANBAH	IRC	0.339	0.339	11					
S228	Burns Court	MIDDLEMOUNT	IRC	0.242	0.242	14					
505	Burrenbring Road	NEBO	IRC	1.602			1.602	6			
P005	Burton Mine Access	BURTON	IRC	5.436	5.436						
2	Burwood Road	ST LAWRENCE	IRC	7.834			7.834	4			
S443	Bushlark Drive	MORANBAH	IRC	0.639	0.639	7					
806	Bygana Road	ELGIN	IRC	39.287			39.287	6			
S163	Caleb Crescent	DYSART	IRC	0.271	0.271	6.7					
S138	Calvert Court	DYSART	IRC	0.09	0.09	8.6					
853	Calveston Road	KILCMN	IRC	11.869			11.869	6			
33	Camerons Road	CARMILA	IRC	1.723					1.723	5	
S169	Campbell St	DYSART	IRC	0.101	0.101	8.5					
51	Campbells Crebers Road	CARMILA	IRC	2.01	2.01	4					
S558	Canis Court	CLERMONT	IRC	0.067	0.067	12					
63	Canning Woods Road	ILBILBIE	IRC	1.357			1.357	5			
S111	Cannon St	ST LAWRENCE	IRC	0.22	0.22	5					
102	Cape Palmerston Road	ILBILBIE	IRC	6.399			6.399	7			
S504	Capella Lane	CLERMONT	IRC	0.528	0.528	7					
S505	Capella St	CLERMONT	IRC	0.835	0.835	22.5					
S503	Capricorn St	CLERMONT	IRC	1.949	1.949	13.6					
S532	Carbine Court	CLERMONT	IRC	0.103	0.103	12.1					
78	Carfax Road	DYSART	IRC	31.77			31.77	7			
S561	Carina Crescent	CLERMONT	IRC	0.46	0.46	12					
8110	Carmichael Road	LAGLAN	IRC	4.825			4.825	7			
30a	Carmila Beach Esplanade	CARMILA	IRC	0.381	0.381	6					
30	Carmila Beach Road	CARMILA	IRC	5.773	5.773	6					
31	Carmila West Road	CARMILA	IRC	16.039	12.39	5.6	3.6436	3.5			
31a	Carmila West Service Road	CARMILA	IRC	0.088	0.088	3					
876	Carrie Downs Road	WOLFANG	IRC	2.247			2.247	4			
S227	Carter Place	MIDDLEMOUNT	IRC	0.208	0.208	9.2					
S341	Casey Court	MORANBAH	IRC	0.194	0.194	10.9					
S15	Cassia Court	NEBO	IRC	0.535	0.535	6					
S126	Caswell St	DYSART	IRC	0.433	0.433	12.5					
S321	Cavanagh Court	MORANBAH	IRC	0.147	0.147	13.1					
S512	Cemetery Road	CLERMONT	IRC	0.804	0.804	6.8					
S519b	Cemetery Road	NEBO	IRC	1.989	1.989	6					
S206	Centenary Drive North	MIDDLEMOUNT	IRC	3.429	3.429	13					
S207	Centenary Drive South	MIDDLEMOUNT	IRC	2.645	2.645	10					
S236	Chappell Street	MIDDLEMOUNT	IRC	0.619	0.619	9					
S241	Charles Randell Crescent	MIDDLEMOUNT	IRC	0.418	0.418	12					
S513	Charles St	CLERMONT	IRC	0.689			0.689	8.5			
834	Cheeseborough Road	CLERMONT	IRC	7.869	3.55	6.1	4.319	6.9			
S391	Chifley Court	MORANBAH	IRC	0.161	0.161	7.5					
S184	Christian St	DYSART	IRC	0.3	0.3	9.5					
S209	Clarence Baker Drive	MIDDLEMOUNT	IRC	1.408	1.408	12					
S43	Clark Court	GLENDEEN	IRC	0.142	0.142	7					
S442	Clements St	MORANBAH	IRC	1.777	1.777	16.4					
552	Clermont Alpha Road	CLERMONT	Transport & Main Roads	102.971	33.187	8	69.784	8			

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					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
551	Clermont Connection Road	CLERMONT	Transport & Main Roads	2.192	2.192	9.2					
S438	Clews Lane	MORANBAH	IRC	0.086	0.086	7.9					
83	Cluen Access Road	DYSART	IRC	14.149			14.149	5			
S369	Cobb Court	MORANBAH	IRC	0.109	0.109	7.5					
531	Cockenzie Road	STRTHFLD	IRC	17.948	5.34	5.4	12.61	5.5			
S175	Coleman St	DYSART	IRC	0.178	0.178	8.7					
64	Collaroy Killarney Road	COLLAROY	IRC	45.674			45.674	5			
66	Collaroy Tierawoomba Road	COLLAROY	IRC	35.44			35.44	11			
S319	Colliery St	MORANBAH	IRC	0.234	0.234	13.1					
S548	Collins St	CLERMONT	IRC	0.778	0.778	12					
5307	Collinsville Elphinstone Road	ELPHINSTONE	Transport & Main Roads	50.066	50.066	4					
29	Colonial Drive	CLAIRVIEW	IRC	4.67	4.67	8					
S40	Comerford Court	GLENDEN	IRC	0.142	0.142	7					
19	Connollys Road	CLAIRVIEW	IRC	2.422	1.162	3.3	1.26	3.9			
S367	Connor Drive	MORANBAH	IRC	0.382	0.382	10.5					
67	Connors River Collaroy Road	LOTUS CREEK	IRC	29.594	1.714	4.2	27.88	4.9			
S136	Connors St	DYSART	IRC	0.389	0.389	8.7					
821	Coobyanga Road	KILCMN	IRC	7.022			7.022	5			
S338	Cook Court	MORANBAH	IRC	0.147	0.147	10.9					
S187	Cook Crescent	DYSART	IRC	0.379	0.379	8.5					
S124	Coral Court	ILBILBIE	IRC	0.071	0.071	7					
S568	Cosgrove Court	CLERMONT	IRC	0.104	0.104	5.7					
82	Cotherstone Capella Road	DYSART	IRC	17.168			17.168	7			
864	Cottonpatch Lane	CLERMONT	IRC	1.301	1.301	7					
S185	Council Chambers St	DYSART	IRC	0.175	0.175	9.3					
S41	Cowan St	GLENDEN	IRC	0.099	0.099	10					
840	Craven Road	QUETTA	IRC	35.684			35.684	7			
S153	Crawford St	DYSART	IRC	0.299	0.299	8.7					
S441	Croker Court	MORANBAH	IRC	0.22	0.22	8.2					
S440	Crompton St	MORANBAH	IRC	0.385	0.385	8.2					
S455	Cunningham Way	MORANBAH	IRC	0.269	0.269	6.9					
866	Curragundi Road	WOLFANG	IRC	2.544			2.544	5			
S327	Curtin St	MORANBAH	IRC	0.203	0.203	18.5					
S408	Cuthbert St	MORANBAH	IRC	0.852	0.852	10.5					
S529	Daintree St	CLERMONT	IRC	1.159	1.102	6.5	0.057	7			
S35	Dalton Place	GLENDEN	IRC	0.467	0.467	12					
74b	Daunia Road	COPPABELLA	IRC	14.168	2.088	6.3	12.08	7.4			
P016	Davidson St	COPPABELLA	IRC	0.157	0.157	6.9					
S250	Davidson St	MIDDLEMOUNT	IRC	0.044	0.044	8.6					
S566	Davis Court	CLERMONT	IRC	0.111	0.111	6.5					
S208	Dawson St	MIDDLEMOUNT	IRC	0.457	0.15	8.5	0.307	5.1			
S413	De Castella Drive	MORANBAH	IRC	0.325	0.325	10.9					
805	Degulla Road	LAGLAN	IRC	10.251					10.251	6	
S5	Denison St	NEBO	IRC	0.396	0.396	7					
S248	Depot Access Road	MIDDLEMOUNT	IRC	0.08	0.08	6.5					
S563	Derrett Court	CLERMONT	IRC	0.074	0.074	12					
S24	Dinang Crescent	GLENDEN	IRC	0.769	0.769	9					
S304	Dittman Drive	MORANBAH	IRC	0.267	0.267	5.8					

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518	Donnellans Road	NEBO	IRC	1.605	1.605	5					
S199	Donovan Crescent	DYSART	IRC	0.537	0.537	8.5					
S363	Donovan St	MORANBAH	IRC	0.1	0.1	7.5					
820	Dooruna Road	PASHA	IRC	26.399			26.399	7			
20	Douglas Road	CARMILA	IRC	2.273	1.51	4.4	0.763	5			
S522	Douglass St	CLERMONT	IRC	0.923	0.923	9					
S165	Downs Court	DYSART	IRC	0.211	0.211	12.7					
S515	Drummond St	CLERMONT	IRC	1.013	1.013	8.7					
815	Durdham Road	FRANKFIELD	IRC	4.637			4.637	6			
79	Dysart Bypass Road	DYSART	IRC	2.824	2.824	6					
81	Dysart Clermont Road	DYSART	IRC	36.943	36.943	7					
519	Dysart Middlemount Road	DYSART	Transport & Main Roads	71.078	71.078	6					
S201	Eagle Lane	DYSART	IRC	0.101	0.101	8.5					
822	Eaglefield Road	PASHA	IRC	29.467			29.467	7			
S197	Eales St	DYSART	IRC	0.3	0.3	12.5					
S528	East Lane	CLERMONT	IRC	0.202	0.202	7.9					
S507	East St	CLERMONT	IRC	0.785	0.785	15					
854	East West Road	KILCMN	IRC	5.722			5.722	6			
S525	Edge St	CLERMONT	IRC	1.182	1.182	7					
S173	Edgerley St	DYSART	IRC	0.773	0.773	13					
18	Elalie Road	CLAIRVIEW	IRC	1.295			1.295	5			
S225	Eldridge Place	MIDDLEMOUNT	IRC	0.296	0.296	9					
809	Elgin Road	FRANKFIELD	IRC	56.089			56.089	7			
P006	Ellensfield Road	BURTON	IRC	19.263	19.263						
S383	Elliot St	MORANBAH	IRC	0.306	0.306	10.9					
S202	Emu Lane	DYSART	IRC	0.098	0.098	9					
S103	Evans St	ST LAWRENCE	IRC	0.713	0.16	7	0.553	7			
S18	Ewan Drive	GLENDEN	IRC	4.127	4.127	8					
S253	Fairway Drive	MIDDLEMOUNT	IRC	0.704	0.704	3.5					
S315	Fenech Court	MORANBAH	IRC	0.191	0.191	5.8					
S446	Finch St	MORANBAH	IRC	0.108	0.108	5.9					
S144	Fisher St	DYSART	IRC	1.806	1.806	12.6					
S270	Fisher St Bypass (unofficial)	DYSART	IRC	0.603	0.603	7.6					
85C	Fitzroy Developmental Road	MACKENZIE RIVER	Transport & Main Roads	158.879	158.879	8					
22	Flaggy Road Rock	CARMILA	IRC	1.004	1.004	8					
23	Flaggy St	CLAIRVIEW	IRC	0.162	0.162	6					
852	Fleurs Lane	CLERMONT	IRC	14.096			14.096	6			
S415	Flight Drive	MORANBAH	IRC	0.401	0.401	10.7					
S382	Flinders Drive	MORANBAH	IRC	0.622	0.622	10.9					
105	Flinders Lane	CLAIRVIEW	IRC	0.091			0.091	3.2			
S398	Flohr Drive	MORANBAH	IRC	0.346	0.346	7.9					
S355	Forrest Drive	MORANBAH	IRC	1.032	1.032	7.5					
103	Foxleigh Road (New)	MACKENZIE RIVER	IRC	5.09			5.09	5			
S533	Francis Court	CLERMONT	IRC	0.06	0.06	5					
S501	Francis St	CLERMONT	IRC	1.298	1.298	9					
814	Frankfield Road	FRANKFIELD	IRC	56.802			10.149	7	46.653	7	
S131	Fraser Court	DYSART	IRC	0.109	0.109	8.5					
832	Fraser Lane	CLERMONT	IRC	0.338			0.338	4			



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S377	Fraser St	MORANBAH	IRC	0.414	0.414	10.9					
108	Frederick Hoare Drive	CARMILA	IRC	0.29	0.29	5					
S538	Frederick St	CLERMONT	IRC	0.249	0.249	16.8					
S364	Freeman St	MORANBAH	IRC	0.213	0.213	8.2					
S542	French Court	CLERMONT	IRC	0.155	0.155	9.1					
S518	French St	CLERMONT	IRC	0.643	0.643	9.5					
S205	Gale St	DYSART	IRC	0.33	0.33	4.8					
S120	Galloway Drive	ILBILBIE	IRC	0.177	0.177	7					
S458	Gardner St	MORANBAH	IRC	0.345	0.345	7.6					
S119	Garnham Court	ILBILBIE	IRC	0.093	0.093	7					
S217	Garnham Court	MIDDLEMOUNT	IRC	0.1	0.1	7					
S149	Garnham Drive	DYSART	Transport & Main Roads	1.28	1.28						
36	Garnhams Road	CARMILA	IRC	4.418	3.4	3.6	1.018	4.5			
54	Gaviglios Road	CARMILA	IRC	1.83			1.83	5			
S240	George Moore Court	MIDDLEMOUNT	IRC	0.12	0.12	9					
S143	Gerrard St	DYSART	IRC	0.228	0.228	8.6					
43	Gibberland Road	CARMILA	IRC	6.636					6.636	4	
S32	Gibbs St	GLENDEN	IRC	0.089	0.089	7					0.39
S20	Gilbert Avenue	GLENDEN	IRC	1.913	1.913	10					
S182	Gilbert Court	DYSART	IRC	0.107	0.107	8.7					
S366	Gilbert Court	MORANBAH	IRC	0.165	0.165	7.5					
S405	Gilchrist Terrace	MORANBAH	IRC	0.246	0.246	10.9					
S36	Gillham Terrace	GLENDEN	IRC	1.02	1.02	10					
53	Gillinbin Creek Road	CARMILA	IRC	5.228			5.228	5			
896	Gittins Road	PEAK VALE	IRC	8.214					8.214	5	
843	Glenavon Road	PASHA	IRC	10.833			10.833	7			
818	Golden Downs Road	KILCMN	IRC	54.042	12.082	7.4	41.96	7.3			
80	Golden Mile Road	DYSART	IRC	35.036	35.036	10					
P009	Goldston St	COPPABELLA	IRC	0.588	0.588						
534	Golf Club Road	GLENDEN	IRC	0.262	0.262	6					
S570	Golf Course Road	CLERMONT	IRC	0.217	0.217						
S239	Goolagong Court	MIDDLEMOUNT	IRC	0.128	0.128	9					
S407	Goolagong Crescent	MORANBAH	IRC	0.553	0.553	10.9					
P900	Goonyella Rd Private	MORANBAH	IRC	20.254	20.254						
900	Goonyella Road	MORANBAH	IRC	3.928	3.928	11.1					
901	Goonyella Service Road	MORANBAH	IRC	0.56	0.56	6.5					
S399	Gordon Terrace	MORANBAH	IRC	0.232	0.232	7.9					
S411	Gould St	MORANBAH	IRC	0.347	0.347	10.9					
100	Grasstree Road	MACKENZIE RIVER	IRC	12.61	12.61	8					
P019	Gray St	COPPABELLA	IRC	0.613	0.613						
57	Greenhill Road	ILBILBIE	IRC	10.581	10.581	7					
98A	Gregory Developmental Road	CLERMONT	Transport & Main Roads	158.048	158.048						
27B	Gregory Highway	CLERMONT	Transport & Main Roads	13.461	13.461						
27C	Gregory Highway	CLERMONT	Transport & Main Roads	14.312	14.312						
871	Gregory Lane	CLERMONT	IRC	0.275	0.275	7					
S349	Griffin St	MORANBAH	IRC	0.384	0.384	17.9					
S302	Grosvenor Drive	MORANBAH	IRC	1.976	1.976	7					
S403	Grout St	MORANBAH	IRC	0.246	0.246	10.9					

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S211	Gunsynd St	MIDDLEMOUNT	IRC	0.349	0.349	9					
S325	Hackett St	MORANBAH	IRC	0.091	0.091	14.5					
S534	Haig St	CLERMONT	IRC	0.661	0.661	18.5					
529	Hamilton Park Road	OXFORD	IRC	1.483			1.483	6			
S151	Hannah Crescent	DYSART	IRC	1.381	1.381	12					
S395	Hannan Drive	MORANBAH	IRC	0.496	0.496	10.9					
S435	Hannay St	MORANBAH	IRC	0.792	0.792	7.9					
S565	Hardacre Court	CLERMONT	IRC	0.125	0.125	12					
S368	Harris Court	MORANBAH	IRC	0.122	0.122	7.5					
S213	Harris St	MIDDLEMOUNT	IRC	0.411	0.411	9					
S394	Hart Court	MORANBAH	IRC	0.07	0.07	8.2					
10	Hausens Road	ST LAWRENCE	IRC	2.891					2.891	6	
S342	Herbert Court	MORANBAH	IRC	0.204	0.204	10.9					
S243	Hereford St	MIDDLEMOUNT	IRC	0.242	0.242	14					
S551	Herring Court	CLERMONT	IRC	0.066	0.066	12					
S530	Herschel St	CLERMONT	IRC	1.206	1.13	11	0.076	9			
S29	Hess Avenue	GLENDEEN	IRC	0.34	0.34	7					0.19
S567	Hetherington St	CLERMONT	IRC	0.245	0.245	13.3					
S567	Hill View Road	CLERMONT	IRC	3.753			3.753	6			
S221	Hindle St	MIDDLEMOUNT	IRC	0.407	0.407	9					
34	Hindles Road	CARMILA	IRC	1.764	0.26	4	1.5	4.3			
S384	Holt Court	MORANBAH	IRC	0.07	0.07	7.5					
S550	Howard Court	CLERMONT	IRC	0.046	0.046	12					
S232	Howard Jones Avenue	MIDDLEMOUNT	IRC	0.595	0.595	18					
11	Howards Road	ST LAWRENCE	IRC	0.618					0.618	6	
58	Howland Road	ILBILBIE	IRC	2.42	0.69	5.2	1.73	5.2			
S39	Hughes Court	GLENDEEN	IRC	0.09	0.09	7					
S172	Hughes St	DYSART	IRC	0.147	0.147	9.5					
833	Huntley Road	CLERMONT	IRC	23.066	23.066	7					
865	Hyde Park Road	BELYANDO	IRC	22.417					22.417	6	
S210	Hyperno St	MIDDLEMOUNT	IRC	0.562	0.562	12					
73	Iffley Connection Road	VALKYRIE	IRC	12.155	2.425	3.9	9.73	6.9			
60	Ilbilbie Road	ILBILBIE	IRC	3.214	3.214	7					
S320	Industrial Avenue	MORANBAH	IRC	0.433	0.433	8.5					
S508	Industrial Road	CLERMONT	IRC	0.259	0.259	13.3					
869	Iron Hut Road	CLERMONT	IRC	5.012					5.012	6	
S164	Isaac Court	DYSART	IRC	0.331	0.331	12.7					
76	Isaac River Road	MAY DOWNS	IRC	12.429			12.429	9			
S303	Isaacs Way	MORANBAH	IRC	0.315	0.315	9.4					
841	Islay Plains Road	QUETTA	IRC	15.12			15.12	6			
S406	Jackson Avenue	MORANBAH	IRC	0.954	0.954	9.8					
35	Jacksons Crossing Road	CARMILA	IRC	0.243			0.243	4			
37	Jacksons Road	CARMILA	IRC	0.841			0.841	5			
S509	Jambina St	CLERMONT	IRC	0.144	0.144	13.3					
S226	James Randell Drive	MIDDLEMOUNT	IRC	1.1	1.1	12					
S303	James Road	CLERMONT	IRC	0.468			0.468	5			
S569	Jeffrey St	CLERMONT	IRC	1.381	1.381	7					
S541	Jellicoe St	CLERMONT	IRC	0.64	0.64	18					

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106	Joe Lodge Road	LOTUS CREEK	IRC	5.634			5.634	5			
513	Johnsons Road	NEBO	IRC	0.625			0.625	9			
S564	Jones St	CLERMONT	IRC	0.159	0.159	12					
92	Junee Road	MACKENZIE RIVER	IRC	27.567			27.567	6			
S526	Jupiter St	CLERMONT	IRC	0.186	0.186	10.5					
17	Kalarka Road	ST LAWRENCE	IRC	0.526			0.526	6			
872	Kallaroo Road	CLERMONT	IRC	0.553			0.553	5			
S356	Kangaroo Drive	MORANBAH	IRC	0.368	0.368	10.9					
891	Karger Lane	CLERMONT	IRC	0.156			0.156	8			
44	Karlool Road	CARMILA	IRC	2.919	2.919	6					
885	Karmoo Road	PEAK VALE	IRC	1.554					1.554	6	
S506	Karmoo St	CLERMONT	IRC	0.756	0.756	9.2					
S409	Kellerman Drive	MORANBAH	IRC	0.339	0.339	11.2					
S128	Kelloway St	DYSART	IRC	0.141	0.141	12.5					
510	Kemmis Creek Road	HAIL CREEK	IRC	16.564			16.564	6			
59	Kemmis St	NEBO	IRC	0.658	0.658	8					
823	Kenlogan Road	CLERMONT	IRC	52.564	43.76	6.6	8.804	7.2			
S334	Kennedy Drive	MORANBAH	IRC	0.64	0.64	10.9					
S309	Kenny Court	MORANBAH	IRC	0.118	0.118	5.3					
S229	Kenny Place	MIDDLEMOUNT	IRC	0.05	0.05	22					
S553	Kepler Court	CLERMONT	IRC	0.076	0.076	7					
5309	Kilcummin Diamond Downs Road	KILCMN	Transport & Main Roads	68.01	68.01						
817	Kilcummin School Road	KILCMN	IRC	2.439			2.439	6			
P014	King St	COPPABELLA	IRC	0.057	0.057						
S444	Kingfisher St	MORANBAH	IRC	0.327	0.327	5.9					
S110	Kinnaird St	ST LAWRENCE	IRC	0.169	0.169	7					
S537	Kitchener St	CLERMONT	IRC	0.413	0.413	9.5					
S357	Koala Terrace	MORANBAH	IRC	0.263	0.263	10.9					
S343	Konrads St	MORANBAH	IRC	0.149	0.149	10.9					
S44	Kurrajong St	GLENDEN	IRC	1.056	1.056	7					0.29
825	Ladies Mile Road	CLERMONT	IRC	3.914					3.914	5	
801	Laglan Road	CLERMONT	IRC	114.639	64.83	6.8	49.809	8.3			
90	Lake Lindsay Road	MACKENZIE RIVER	IRC	1.63			1.63	5			
P080	Lake Vermont Access Road	DYSART	Private	9.78	9.78	5					
202	Lake Vermont Road	DYSART	IRC	8.263			8.263	5			
S436	Lambert Drive	MORANBAH	IRC	0.986	0.986	7.9					
867	Lambing Lagoon Road	KILCMN	IRC	12.355					12.355	6	
61	Landells Road	ILBILBIE	IRC	2.023			2.023	5			
511	Landsborough Road	NEBO	IRC	2.494			2.494	5			
S160	Lane 1	DYSART	IRC	0.081	0.081	8.9					
110	Lane 2	CLAIRVIEW	IRC	0.074	0.074	3.2					
S434	Langford Court	MORANBAH	IRC	0.405	0.405	7.9					
862	Langston Lane	CLERMONT	IRC	0.626	0.626	4					
S547	Lavarack St	CLERMONT	IRC	0.406	0.406	13					
S237	Laver St	MIDDLEMOUNT	IRC	0.517	0.517	9					
S337	Laver St	MORANBAH	IRC	0.326	0.326	12.7					
1	Lavinia Park Road	ST LAWRENCE	IRC	4.522			4.522	4			
S371	Lawrence St	MORANBAH	IRC	0.504	0.504	12.7					



Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
S380	Lawson Drive	MORANBAH	IRC	0.314	0.314	10.5					
S359	Leagues Club Access Road	MORANBAH	IRC	0.11	0.11	5					
P015	Lee St	COPPABELLA	IRC	0.09	0.09						
512b	Leggetts Road	NEBO	IRC	6.199	6.199	6					
32	Leichhardt Creek Road	CARMILA	IRC	1.218					1.218	4	
S231	Leichhardt Drive	MIDDLEMOUNT	IRC	0.488	0.488	15.5					
S333	Leichhardt Drive	MORANBAH	IRC	0.825	0.825	10.5					
S42	Leichhardt Place	GLENDEEN	IRC	0.427	0.427	7					
S188	Lenton St	DYSART	IRC	0.301	0.301	12.5					
847	Leo's Flat Road	CLERMONT	IRC	0.849					0.849	5	
S378	Leslie Drive	MORANBAH	IRC	0.364	0.364	11					
S521	Lester Court	CLERMONT	IRC	0.06	0.06	9					
S454	Lewis St	MORANBAH	IRC	0.247	0.247	6					
S312	Lillee Drive	MORANBAH	IRC	0.319	0.319	5.8					
S517	Lime St	CLERMONT	IRC	0.913	0.913	5.5					
84	Limestone Road	DYSART	IRC	0.78			0.78	5			
899	Lindley Road	CLERMONT	IRC	0.78			0.78	6			
S397	Lindwall Court	MORANBAH	IRC	0.081	0.081	8.1					
868	Littledale Road	WOLFANG	IRC	2.959			2.959	5			
502	Lizzie Creek Road	TURRAWULLA	IRC	6.981			6.981	6			
48	Loadsman Road	CARMILA	IRC	3.844	2.775	3.8	1.069	3.7			
S452	Lockyer Drive	MORANBAH	IRC	0.125	0.125	6.9					
S152	Long Crescent	DYSART	IRC	0.686	0.686	12.7					
881	Long Pocket Road	MORANBAH	IRC	3.846			3.846	9			
S424	Longman Drive	MORANBAH	IRC	0.302	0.302	8.5					
69	Lotus Creek Road	LOTUS CREEK	IRC	24.85	3.5	4.9	21.35	5.8			
846	Lou Lou Park Road	LAGLAN	IRC	66.443			66.443	7			
4	Lynch Road	ST LAWRENCE	IRC	0.461			0.461	5			
S385	Lyons Court	MORANBAH	IRC	0.066	0.066	7.5					
902	Mabbin Road	MORANBAH	IRC	14.34	4.833	8	9.507	7			
S340	Macarthur St	MORANBAH	IRC	0.319	0.319	12.7					
S101	Macartney St	ST LAWRENCE	Transport & Main Roads	1.42	1.42	13					
S181	MacDonald St	DYSART	IRC	0.303	0.303	9.5					
S389	Mackay St	MORANBAH	IRC	0.411	0.411	7.5					
S332	Mackenzie Drive	MORANBAH	IRC	0.264	0.264	10.9					
91	Mackenzie River Capella Road	MACKENZIE RIVER	IRC	52.583	3.833	4.7	48.75	6.4			
S426	Macpherson St	MORANBAH	IRC	0.389	0.389	10.5					
S419	Maitland St	MORANBAH	IRC	0.42	0.42	7.7					
40	Majors Road	CARMILA	IRC	1.45			1.45	5			
875	Malari Road	WOLFANG	IRC	2.096					2.096	6	
S106	Malcolm St	ST LAWRENCE	IRC	0.76	0.26	5.6	0.5	6.6			
P010	Maloney St	COPPABELLA	IRC	0.303	0.303						
71	Manly Access Road	CLARK CREEK	IRC	15.184			15.184	7			
S108	Margaret St	ST LAWRENCE	IRC	0.08	0.08	7					
56	Marion Settlement Notch Point Road	ILBILBIE	IRC	1.042					1.042	5	
55	Marion Settlement Road	ILBILBIE	IRC	7.42			7.42	7			
512	Marlborough Sarina Road	CLARK CREEK	Transport & Main Roads	162.131	162.131	6					
42	Marrs Road	CARMILA	IRC	0.127					0.127	4	

Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
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S313	Marsh Court	MORANBAH	IRC	0.176	0.176	5.3					
S195	Marshall St	DYSART	IRC	0.115	0.115	7					
S7	Mary St	NEBO	IRC	0.635	0.635	7					
831	Matchett Lane	CLERMONT	IRC	0.217			0.217	4			
S252	Matheson Court	MIDDLEMOUNT	IRC	0.104	0.104	4					
P011	Mathieson St	COPPABELLA	IRC	1.319	1.319						
77	May Downs Carfax Road	MAY DOWNS	IRC	35.861	10	7	25.861	7.2			
5122	May Downs Road	CLARK CREEK	Transport & Main Roads	69.56	23.586	6	45.974	7			
S432	McCallum Court	MORANBAH	IRC	0.055	0.055	8.2					
S178	McCartney St	DYSART	IRC	0.256	0.256	8.7					
S38	McClennan Terrace	GLENDEN	IRC	0.586	0.586	10					
S388	McCool St	MORANBAH	IRC	1.534	1.534	10.9					
S251	McCormack St	MIDDLEMOUNT	IRC	0.047	0.047	6.3					
836	McDonald Flat Road	CLERMONT	IRC	10.831	5.62	7	5.211	6.3			
S422	McDonald St	MORANBAH	IRC	0.088	0.088	7.7					
S223	McKenzie St	MIDDLEMOUNT	IRC	0.069	0.069	9					
S30	McLaughlin Crescent	GLENDEN	IRC	0.689	0.689	10					
S159	McLennan Court	DYSART	IRC	0.112	0.112	8.5					
21	McLeods Road	CARMILA	IRC	2.864	1.49	5.4	1.37	5.9			
894	McMillans Lane	CLERMONT	IRC	0.204	0.204	5					
S190	McMullen Court	DYSART	IRC	0.07	0.07	9					
104	Meatworks Road	ST LAWRENCE	IRC	0.423	0.423	4					
883	Mellaluka Road	LAGLAN	IRC	4.864			4.864	6			
878	Melrose Drive	CLERMONT	IRC	0.77	0.77	6					
S453	Meninga Crescent	MORANBAH	IRC	0.078	0.078	6.2					
S392	Menzies Court	MORANBAH	IRC	0.124	0.124	7.5					
S135	Menzies St	DYSART	IRC	0.465	0.465	12.6					
858b	Miclere Road	KILCMN	IRC	3.651			3.651	6			
P858	Miclere Road	KILCMN	IRC	0.684							0.684
887	Midden Road	MORANBAH	IRC	2.006			2.006	5			
S168	Middle Crescent	DYSART	IRC	0.545	0.545	9.5					
S456	Middleton Lane	MORANBAH	IRC	0.093	0.093	5.2					
P001	Milieu Estate	MIDDLEMOUNT	IRC	0.919	0.919						
P024	Millennium Mine Road (assumed)	COPPABELLA	IRC	6.179	6.179						
S393	Miller Court	MORANBAH	IRC	0.062	0.062	8.2					
S301	Mills Avenue	MORANBAH	IRC	3.336	3.336	20					
S519	Mimosa St	CLERMONT	IRC	0.747	0.747	5.5					
S543	Mistletoe St	CLERMONT	IRC	0.172	0.172	7.7					
S544	Monash Court	CLERMONT	IRC	0.339	0.339	9.1					
S545	Monash St	CLERMONT	IRC	0.64	0.64	9.5					
P002	Moorvale Mine Access	COPPABELLA	IRC	1.412	1.412						
8201	Moranbah Access Road	MORANBAH	IRC	12.016	12.016	8					
P025	Moranbah North Mine Access Road	MORANBAH	Private	2.38	2.38	7					
811	Moray Carmichael Boundary Road	BELYANDO	IRC	54.508			54.508	7			
P012	Moriarty St	COPPABELLA	IRC	0.176	0.176						
504	Mount Addar Road	HAIL CREEK	IRC	16.048			16.048	5			
503	Mount Britton Road	HAIL CREEK	IRC	7.556			7.556	5			
848	Mount Gregory Road	BELYANDO	IRC	23.586			23.586	6			

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856	Mount McLaren Road	CLERMONT	IRC	19.618	19.618	8					
527	Mount Scott Road	OXFORD	IRC	5.145			5.145	5			
65	Mountain View Road	COLLARROY	IRC	12.118			12.118	5			
898	Mt Donald Road	WOLFANG	IRC	2.464			2.464	5			
532	Mt Flora Mine Road	OXFORD	IRC	0.59			0.59	7			
97	Mt Hillary Road	DYSART	IRC	0.739			0.739	4			
16	Mt Olympus Road	ST LAWRENCE	IRC	3.801			3.801	5			
94	Mt Stuart Bedford Weir Road	MACKENZIE RIVER	IRC	41.188	41.188	7					
S335	Munro St	MORANBAH	IRC	0.295	0.295	10.9					
S235	Murphy Crescent	MIDDLEMOUNT	IRC	0.515	0.515	9					
S127	Murphy St	DYSART	IRC	0.653	0.653	12.7					
S27	Murray Court	GLENDEN	IRC	0.135	0.135	7					
P018	Murton St	COPPABELLA	IRC	0.157	0.157						
S114	Music St	CARMILA	IRC	0.687	0.687	21					
S439	Naumann St	MORANBAH	IRC	0.519	0.519	7.9					
536	Needs a Name	GLENDEN	IRC	12.518	1.498	7.2	11.02	8.1			
851	New Corry Road	WOLFANG	IRC	10.086					10.086	7	
S191	Newberry Court	DYSART	IRC	0.09	0.09	9					
S560	Newton Court	CLERMONT	IRC	0.103	0.103	12					
530	Newyard Road	OXFORD	IRC	1.296			1.296	4			
S401	Ney St	MORANBAH	IRC	0.456	0.456	10.5					
S215	Nicholas St	MIDDLEMOUNT	IRC	0.489	0.489	9					
13	Nimmitabel Road	ST LAWRENCE	IRC	3.271			3.271	5			
895	No Name Road	PEAK VALE	IRC	34.694					34.694	5	
S245	Nolan Drive	MIDDLEMOUNT	IRC	1.69	1.69	9					
S203	Nolan St	DYSART	IRC	0.348	0.348	12.5					
S425	Nonette St	MORANBAH	IRC	0.598	0.598	9.3					
24	North Flaggy Rock Road	CARMILA	IRC	1.566	1.566	4					
S428	Norton Court	MORANBAH	IRC	0.301	0.301	10.5					
59	Notch Point Road	ILBILBIE	IRC	8.152	5.32	4.4	2.832	6.4			
S511	Nugget Lane	CLERMONT	IRC	0.209			0.209	6			
S46	Oak St	GLENDEN	IRC	0.233	0.233	12					
S123	Ocean Drive	ILBILBIE	IRC	0.379	0.379	7					
S520	O'Donnell Court	CLERMONT	IRC	0.051	0.051	12					
890	Old Blair Athol Mine	CLERMONT	IRC	5.995	5.995	7					
52	Old Bruce Highway	CARMILA	IRC	0.514	0.514	5					
838	Old School Road	CLERMONT	IRC	6.618			6.618	7			
S514	Old Showgrounds Road	CLERMONT	IRC	1.02	1.02	7					
3	Olives Road	ST LAWRENCE	IRC	2.789			2.789	5			
S323	O'Neill St	MORANBAH	IRC	0.813	0.813	14					
S523	Orion St	CLERMONT	IRC	0.634	0.634	10					
S222	O'Rourke Terrace	MIDDLEMOUNT	IRC	0.226	0.226	9					
S246	Oval Access	MIDDLEMOUNT	IRC	0.161	0.161	5					
S145	Oval Access 1	DYSART	IRC	0.331	0.331	6.5					
S386	Oval Access 1	MORANBAH	IRC	0.05	0.05	6.5					
S146	Oval Access 2	DYSART	IRC	0.461	0.461	5.1					
S387	Oval Access 2	MORANBAH	IRC	0.051	0.051	6.5					
514	Oxford Downs Sarina Road	NEBO	Transport & Main Roads	27.527	27.527	7					



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S1	Oxford St	NEBO	IRC	1.3	1.3	12					
S520	Oxley Drive	MORANBAH	IRC	0.377	0.377	10.5					
S118	Pacific Avenue	ILBILBIE	IRC	0.471	0.471	10					
S433	Paine Court	MORANBAH	IRC	0.055	0.055	8.2					
S562	Palmer Court	CLERMONT	IRC	0.187	0.187	12					
50	Palms Road	CARMILA	IRC	6.455	3.99	5.1	2.465	4			
S352	Parella St	MORANBAH	IRC	0.191	0.191	9.4					
S450	Parry Lane	MORANBAH	IRC	0.111	0.111	5.5					
844	Pasha Road	PASHA	IRC	47.95	47.95	7.5					
S460	Patterson Lane	MORANBAH	IRC	0.088	0.088	7.9					
S157	Patterson St	DYSART	IRC	0.3	0.3	8.5					
S26	Patullo Court	GLENDEN	IRC	0.135	0.135	7					
33B	Peak Downs Highway	NEBO	Transport & Main Roads	46.425	46.425	9					
33A	Peak Downs Highway	WOLFANG	Transport & Main Roads	178.623	178.623	9					
8202	Peak Downs Mine Road	MORANBAH	IRC	25.942	25.942	7					
837	Peakvale Road	CLERMONT	IRC	50.971	7.751	6.2	43.22	7			
860	Percy Albert Drive	CLERMONT	IRC	6.406	6.406	5					
S308	Perkins St	MORANBAH	IRC	0.202	0.202	5.3					
S19	Perry Drive	GLENDEN	IRC	2.167	2.167	9					
S134	Perry St	DYSART	IRC	0.31	0.31	8.5					
S174	Phillips St	DYSART	IRC	0.369	0.369	8.7					
808	Pioneer Road	CLERMONT	IRC	100.2			100.2	7			
26	Platts Road	CARMILA	IRC	2.705	2.705	4					
S535	Playfair St	CLERMONT	IRC	0.228	0.228	9.2					
P363	Poitrel Road	COPPABELLA	IRC	1.271			1.271	9			
S148	Pony Club Road	DYSART	IRC	0.287	0.287	6					
S189	Powell St	DYSART	IRC	0.485	0.485	12					
S536	Powerhouse Lane	CLERMONT	IRC	0.382	0.382	7					
S158	Pownall Court	DYSART	IRC	0.094	0.094	8.2					
S230	Prince Place	MIDDLEMOUNT	IRC	0.144	0.144	8.9					
S326	Pumpstation Driveway	MORANBAH	IRC	0.102	0.102	4.3					
S219	Purcell St	MIDDLEMOUNT	IRC	0.307	0.307	9					
S154	Purvis Court	DYSART	IRC	0.111	0.111	8.7					
S116	Quality St	CARMILA	IRC	0.155	0.155	9					
S125	Queen Elizabeth Drve	DYSART	IRC	2.692	2.692	14.3					
S17	Racecourse Drive	NEBO	IRC	0.135	0.135	11					
863	Racecourse Road	CLERMONT	IRC	1.628	1.628	6					
S115	Railway Parade	CARMILA	IRC	0.177	0.177	8					
S102	Railway Parade	ST LAWRENCE	IRC	0.806	0.806	10					
874	Railway Station Road	MORANBAH	IRC	6.03	6.03	8					
27	Rasmussens Road	CLAIRVIEW	IRC	1.436			1.436	5			
S447	Raven Crescent	MORANBAH	IRC	0.279	0.279	5.9					
849	Red Hill Road	MORANBAH	IRC	17.137	17.137	7					
P007	Red Hill Road	MORANBAH	IRC	15.995	8.03	8.5	7.965	9.1			
107	Red Rock Road	MACKENZIE RIVER	IRC	1.517			1.517	5			
501	Redcliffe Vale Road	TURRAWULLA	IRC	10.141			10.141	4			
S122	Reef Court	ILBILBIE	IRC	0.112	0.112	7					
S375	Reef Drive	MORANBAH	IRC	0.132	0.132	10.5					

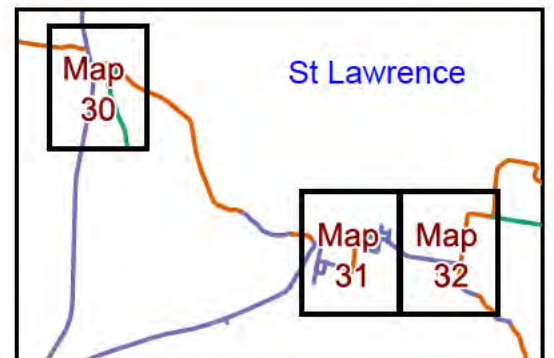
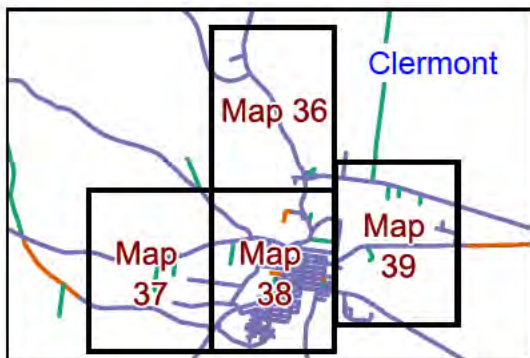
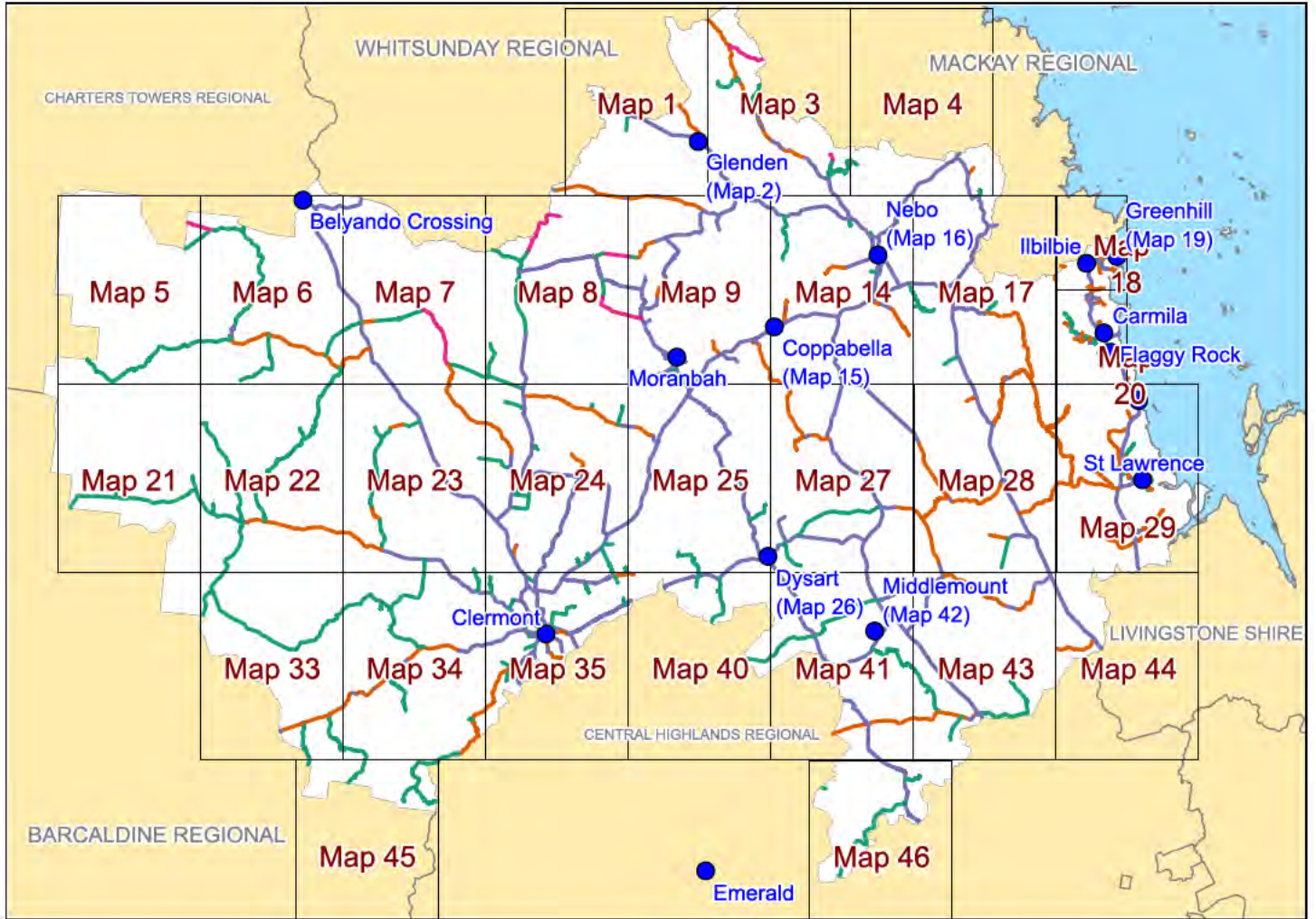
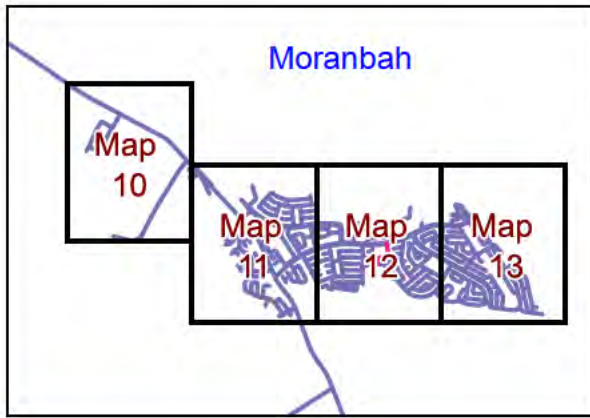
Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
S362	Renier Crescent	MORANBAH	IRC	0.743	0.743	7.4					
S8	Reynolds St	NEBO	IRC	0.69	0.69	11					
S216	Richard Austen Crescent	MIDDLEMOUNT	IRC	0.586	0.586	9					
S214	Rickertt Crescent	MIDDLEMOUNT	IRC	0.663	0.663	12					
S307	Riley St	MORANBAH	IRC	0.131	0.131	5.9					
96	Riley's Crossing Road	MACKENZIE RIVER	IRC	41.557			41.557	6			
S531	Rimfire Court	CLERMONT	IRC	0.151	0.151	12.1					
7	Ripplebrook Road	ST LAWRENCE	IRC	7.659			7.659	5			
S554	Risien St	CLERMONT	IRC	0.225	0.225	12					
P008	Riverside Mine Road	MORANBAH	IRC	8.686	8.686						
S445	Robin St	MORANBAH	IRC	0.116	0.116	5.9					
S33	Robinson St	GLENDEN	IRC	0.091	0.091	10					
S150	Rodney Draper Place	DYSART	IRC	0.2794	0.279	6					
86	Rolfe Creek May Downs Road	MAY DOWNS	IRC	18.557	18.557	7					
S361	Rolfe St	MORANBAH	IRC	0.33	0.33	10.4					
S220	Rolfe's Court	MIDDLEMOUNT	IRC	0.149	0.149	9					
S183	Roper Court	DYSART	IRC	0.124	0.124	8.7					
S330	Rose St	MORANBAH	IRC	0.325	0.325	12.7					
S448	Rosella Court	MORANBAH	IRC	0.322	0.322	5.9					
S404	Rosewall St	MORANBAH	IRC	0.43	0.43	10.9					
S242	Rosewood St	MIDDLEMOUNT	IRC	0.511	0.511	9					
816	Round Road	KILCMN	IRC	16.275			16.275	7			
S25	Rowe Court	GLENDEN	IRC	0.054	0.054	6					
516	Rubbish Dump Road	NEBO	IRC	0.191	0.191	7					
819	Rubyvale Road	CLERMONT	IRC	8.931	8.931	8					
S147	Rugby League Club Access Road	DYSART	IRC	0.226	0.226	7.7					
829	Rugby Road	MORANBAH	IRC	6.37					6.37	6	
S416	Rupert St	MORANBAH	IRC	0.183	0.183	7.4					
S234	Russell Drive	MIDDLEMOUNT	IRC	0.666	0.666	9					
824	Russell Park Road	GEMINI MOUNTAINS	IRC	27.685	27.685	7					
S16	Saleyard Drive	NEBO	IRC	0.319	0.319	11					
S48	Saleyard Lane	NEBO	IRC	0.083	0.083	9					
68	Salt Bush Park Road	LOTUS CREEK	IRC	3.815			3.815	6			
S556	Samson St	CLERMONT	IRC	0.298	0.298	12					
201	Saraji Road	DYSART	IRC	43.11	43.11	9					
845	Sarchedon Drive	MORANBAH	IRC	1.109	1.109	6.7					
S317	Savannah Drive	MORANBAH	IRC	0.449	0.449	6.7					
S306	Saxby Court	MORANBAH	IRC	0.132	0.132	5.3					
S417	Schifcofske Drive	MORANBAH	IRC	0.698	0.698	8.4					
62	Schirmer Road	ILBILBIE	IRC	0.751			0.751	5			
15	Schneiders Road	ST LAWRENCE	IRC	6.363			2.048	5	4.315	5	
S171	Scott St	DYSART	IRC	0.412	0.412	8.5					
S336	Scott St	MORANBAH	IRC	0.101	0.101	10.9					
95	Scrub Creek Road	MACKENZIE RIVER	IRC	5.683					5.683	5	
S142	Seashore St	DYSART	IRC	0.31	0.31	12.7					
S121	Seaview Drive	ILBILBIE	IRC	0.608	0.158	8.5	0.45	5.1			
S402	Sedgman St	MORANBAH	IRC	0.486	0.486	10.9					
8	Settlement Road	ST LAWRENCE	IRC	5.626	2.596	4.2	3.03	5.9			

Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
S459	Sewell Lane	MORANBAH	IRC	0.087	0.087	7					
S141	Sewerage Access Road	DYSART	IRC	0.039	0.039	10.5					
S516	Sewerage Treatment Plant Access	CLERMONT	IRC	0.464			0.464	8			
517	Sewerage Treatment Plant Road	NEBO	IRC	0.406			0.406	7			
S34	Shannon Court	GLENDEN	IRC	0.058	0.058	7					
S180	Shannon Crescent	DYSART	IRC	0.756	0.756	12.6					
S420	Shannon Drive	MORANBAH	IRC	0.705	0.705	10.4					
S451	Shaw St	MORANBAH	IRC	0.53	0.53	6.5					
S161	Short St	DYSART	IRC	0.105	0.105	9.5					
S540	Showgrounds Road	CLERMONT	IRC	0.391	0.391	5					
101	Silver K Road	DYSART	IRC	10.25			10.25	6			
S133	Singleton St	DYSART	IRC	0.567	0.567	8.6					
S374	Sinnott Court	MORANBAH	IRC	0.1	0.1	7.5					
S527	Sirius St	CLERMONT	IRC	1.261	0.99	9	0.271	9			
S449	Sparrow Lane	MORANBAH	IRC	0.102	0.102	5.5					
835	Spoonbill Road	CLERMONT	IRC	8.265	2.95	7.3	5.32	6.4			
533	Spring Creek Road	COPPABELLA	IRC	7.808	0.648	5.4	7.16	5.4			
S170	Spring Crescent	DYSART	IRC	0.561	0.561	8.7					
S557	Spring St	CLERMONT	IRC	0.094	0.094	12					
14	Spring Valley Road	ST LAWRENCE	IRC	19.437			19.437	4			
S348	St Francis Drive	MORANBAH	IRC	0.89	0.89	10.7					
858	St Lawrence Connection Road	ST LAWRENCE	Transport & Main Roads	6.559	6.559	6					
12	St Lawrence North Road	ST LAWRENCE	IRC	6.419	1.14	6.3	5.19	5.7			
S3	St Lawrence St	NEBO	IRC	1.4	1.4	6					
S124	St Lawrence-Croydon	ST LAWRENCE	Transport & Main Roads	44.372	3.53	5	40.842	5			
S104	Standish St	ST LAWRENCE	IRC	0.225	0.225	7					
S166	Stephens St	DYSART	IRC	0.1	0.1	8.7					
Trk10	STL Water Treatment Access	ST LAWRENCE	IRC	1.754					1.754	4	
515	Strathdee Road	NEBO	IRC	1.1			1.1	5			
520	Strathfield Road	STRTHFLD	IRC	18.934	11.08	5.9	7.854	3.4			
39	Streeters Road	CARMILA	IRC	0.537					0.537	4	
S113	Stuart St	ST LAWRENCE	IRC	0.097			0.097	8			
S28	Stuart Terrace	GLENDEN	IRC	0.906	0.906	10					
S117	Student St	CARMILA	IRC	0.18	0.18	4					
S31	Sutherland Court	GLENDEN	IRC	0.119	0.119	7					
82A	Suttor Developmental	NEBO	Transport & Main Roads	121.941	121.941						
S6	Suttor St	NEBO	IRC	0.617	0.617	7					
S129	Talbot Court	DYSART	IRC	0.072	0.072	8.5					
S381	Tallon St	MORANBAH	IRC	0.511	0.511	12.7					
38	Taylors Road	CARMILA	IRC	0.157			0.157	4			
P013	Thallon St	COPPABELLA	IRC	0.966	0.966						
S218	Thomas Court	MIDDLEMOUNT	IRC	0.1	0.1	9					
S324	Thomas Lane	MORANBAH	IRC	0.195	0.195	8					
S204	Thomas St	DYSART	IRC	0.218	0.218	9.2					
S322	Thorpe St	MORANBAH	IRC	0.68	0.68	14					
904	Three Chain Road	MORANBAH	IRC								14.59
S318	Thurston Drive	MORANBAH	IRC	0.377	0.377	8.7					
535	Tierawoomba Road	OXFORD	IRC	12.184	12.184	6					



Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
302	Tieri Road	MIDDLEMOUNT	IRC	3.203	3.203	8					
45	Tinerta Road	CARMILA	IRC	2.048	1.78	4.8	0.268	4.6			
S351	Town Square Avenue	MORANBAH	IRC	0.362	0.362	18.3					
109	Transfer St	ILBILBIE	IRC	0.19	0.19	3.6					
S430	Trenaman St	MORANBAH	IRC	0.298	0.298	7.8					
S12	Trimmer St	NEBO	IRC	0.62	0.62	8					
551b	Tropic St	CLERMONT	Transport & Main Roads	0.904	0.904	12					
S502	Tropic St	CLERMONT	IRC	0.858	0.858	12					
S238	Tucker Court	MIDDLEMOUNT	IRC	0.115	0.115	9					
S212	Tulloch St	MIDDLEMOUNT	IRC	0.242	0.242	9					
842	Tumbarumba Road	ELGIN	IRC	5.04					5.04	6	
S37	Turner Avenue	GLENDEN	IRC	0.133	0.133	10					0.53
S373	Turner Court	MORANBAH	IRC	0.109	0.109	7.5					
S510	Turrama Road	CLERMONT	IRC	0.863	0.52	7.7	0.34	5.9			
506	Turrawulla Road	NEBO	IRC	88.93	37.31	5.8	51.62	6.1			
S418	Turvey Court	MORANBAH	IRC	0.224	0.224	8.5					
810	Twin Hills Road	BELYANDO	IRC	17.736			17.736	6			
906	Unnamed Road	CLERMONT	IRC								1.38
907	Unnamed 2 Road	PASHA	IRC								19.6
25	Upper Flaggy Rock Road	CARMILA	IRC	4.631	2.01	3.9	2.62	4.7			
S22	Usher Terrace	GLENDEN	IRC	0.869	0.869	10					0.63
S429	Utah Drive	MORANBAH	IRC	2.472	2.472	10.5					
S196	Utah St	DYSART	IRC	0.101	0.101	7					
72	Valkyrie Road	VALKYRIE	IRC	54.418	33.432	4.5	20.95	4.2			
897	Venus Road	CLERMONT	IRC	3.305			3.305	7			
75	Vermont Park Road	VALKYRIE	IRC	1.844			1.844	5			
528	Waitara Road	NEBO	IRC	13.22			13.22	6			
S137	Wallace St	DYSART	IRC	0.28	0.28	8.6					
514b	Walshs Road	NEBO	IRC	1.61			1.61	7			
807	Walthum Road	ELGIN	IRC	66.457			66.457	7			
28	Waltons Road	CLAIRVIEW	IRC	0.344					0.344	5	
S314	Warne Court	MORANBAH	IRC	0.034	0.034	5.3					
87	Warwick Park Road	DYSART	IRC	26.711			26.711	6			
S2	Water St	NEBO	IRC	1.29	1.29	8					
P020	Watkins Road	BLUE MT	IRC	3.067					3.067	4	
S358	Watkins St	MORANBAH	IRC	0.274	0.274	10.9					
S539	Wattle Hill Road	CLERMONT	IRC	1.436	1.436	8					
S47	Wattle St	GLENDEN	IRC	0.423	0.423	12					
S311	Waugh Court	MORANBAH	IRC	0.094	0.094	5.3					
S107	Waverley St	ST LAWRENCE	IRC	0.321	0.321	7					
S305	Webb Court	MORANBAH	IRC	0.127	0.127	5.3					
S194	Webley Way	DYSART	IRC	0.603	0.603	7					
830	West Banchory Road	CLERMONT	IRC	2.416					2.416	6	
49	West Hill Road	CARMILA	IRC	0.285	0.285	4					
882	Western Creek Road	CLERMONT	IRC	9.208					9.208	5	
S412	Wickham St	MORANBAH	IRC	0.314	0.314	10.8					
S109	Wilangi St	ST LAWRENCE	IRC	0.397	0.397	7					
S13	Wilkin St	NEBO	IRC	0.367	0.367	6					

Road Number	Road Name	Locality	Road Owner	Road Length (km)	Sealed Road		Gravelled Road		Formed Road		Unformed Road
					Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)	Av Road Width (m)	Road Length (km)
P017	Will St	COPPABELLA	IRC	0.157	0.157						
S400	Williams St	MORANBAH	IRC	0.421	0.421	10.9					
S427	Willis Lane	MORANBAH	IRC	0.087	0.087	8.7					
93	Wilpeena Road	MACKENZIE RIVER	IRC	9.082			9.082	6			
S192	Winterer Crescent	DYSART	IRC	0.905	0.905	8					
828	Wolfgang Access Road	WOLFANG	IRC	25.274	18.57	6.7	6.7	4.9			
509	Wollombi Road	SUTTOR	IRC	5.305			5.305	7			
870	Wondabah Road	KILCMN	IRC	2.905			2.905	5			
S316	Woodforde Court	MORANBAH	IRC	0.105	0.105	5.3					
6	Wumalgi East Road	ST LAWRENCE	IRC	9.595			9.595	5			
5	Wumalgi Road	ST LAWRENCE	IRC	6.157	4.07	3.7	2.09	5.1			
850	Wuthung Road	WINCHESTER	IRC	49.62	8.9	9	40.72	8.2			
886	Wyena Road	MORANBAH	IRC	4.976					4.976	6	
839	Wynyard Road	PEAK VALE	IRC	14.667			14.667	5			
521	Wyoming Road	STRTHFLD	IRC	1.715	1.03	5.3	0.68	5.2			
S156	Yeates Crescent	DYSART	IRC	0.694	0.694	12.7					
S421	Yeates St	MORANBAH	IRC	0.763	0.763	7.4					





Road Name	Map	Map Reference	Road Name	Map	Map Reference
Acacia Street	11	E3	Bauhinia Street	2	C4
Action Court	26	E6	Beardmore Crescent	26	F8
Adair Street (Dysart)	26	F6	Beatty Court (Dysart)	26	D8
Adair Street (St Lawrence)	31	C7	Beatty Street (Clermont)	38	E9
Airport Road (Clermont)	36	B2	Beetson Street	13	B6
Airstrip Road (Middlemount)	42	E4	Bell Place	2	F8
Airstrip Road (Nebo)	14	G5	Bellarine Court	26	D7
Albert Lane	39	E3	Belshore Street	11	H8
Albro Road	33	B1	Belyando Avenue	11	F5
Alfred Quinn Drive	42	C5	Bennett Court	12	B7
Alinya Road	22	A8	Beresford Crescent	26	D8
Alpha Bypass Road	37	B9	Bernborough Avenue	12	H6
Amber Court	11	F7	Betoota Road	35	H1
Anderson Court	13	E9	Bimbah Road	21	D7
Annandale Road	27	B1	Blackspring Road	40	E1
Anne Street	16	E10	Blair Athol Mine Road	35	C3
Appleton Street	12	C5	Blair Street	38	D10
Appos Road	35	C5	Blamey Court	38	C9
Archer Drive	12	C8	Blamey Street	38	D9
Arkana Terrace	12	D5	Bligh Court	13	G10
Armstrong Crescent	26	F8	Bingeringo Access Road	6	A2
Arthur Street	31	G4	Blue Mountain Road	4	G10
Atherton Crescent	2	D8	Boal Lane	13	C5
Athol Court	38	C9	Booroondarra Capella Road	41	A5
Atkinson Street	42	E7	Border Drive	11	D7
Avalon Road	37	E7	Borgs Road	17	D1
Avon Road	7	F7	Bovey Street	16	D8
Bacon Lane	11	G6	Bowen Court (Moranbah)	11	G4
Bacon Street	11	G6	Bowen Developmental Road	7	A1
Baker Street	16	D9	Bowen Street (Nebo)	16	C6
Bar Plains Road	32	H2	Box Street	38	E6
Barbours Road	20	C5	Boxing Club Access	12	D9
Barcoo Drive	11	E4	Boyle Drive	13	B9
Barker Road	3	C3	Bradford Street	26	D8
Barmount Road	28	F9	Bradman Street	12	G7
Barmount South Road	28	F10	Braeside Road	14	G5
Barraclough Crescent	12	G7	Brahman Street	42	C7
Barrett Street	26	F4	Brennan Street	26	E5
Barron Court	13	B4	Bridson Road	4	H11
Barrylar Road	35	F2	Brigalow Road	35	A1
Barton Drive	11	F6	Broadlea Road	9	E10
Barwon Park Middlemount Road	41	G5	Broadsound Avenue	26	G8
Batchelor Parade	12	B6	Brock Crescent	26	G8
Bathampton Lane	35	C3	Brolga Lane	26	G8


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Road Name	Map	Map_Reference		Road Name	Map	Map_Reference	
Brown Street (Dysart)	26	F6		Chappell Street	42	D4	
Browns Road (Carmila)	20	D2		Charles Randell Crescent	42	C3	
Bruce Highway	20	E4		Charles Street	38	H4	
Bulliwallah Road	6	D5		Cheeseborough Road	39	F6	
Bulls Head Road	34	E2		Chifley Court	12	F6	
Burgess Road	14	F5		Christian Street	26	F7	
Burke Drive	12	C8		Clarence Baker Drive	42	E7	
Burns Court	42	E5		Clark Court	2	D5	
Burrenbring Road	14	G3		Clements Street	13	B8	
Burton Mine Access	9	F2		Clermont Alpha Road	35	B5	
Burwood Road	29	D10		Clermont Connection Road	38	G1	
Bushlark Drive	12	D9		Clews Lane	13	F10	
Bygana Road	22	B5		Cluen Access Road	25	D11	
Caleb Crescent	26	F5		Cobb Court	12	A8	
Calvert Court	26	D8		Cockenzie Road	14	G7	
Calveston Road	24	A5		Coleman Street	26	G5	
Camerons Road	20	E6		Collaroy Killarney Road	29	B5	
Campbell Street	26	F4		Collaroy Tierawoomba Road	17	G7	
Campbells Crebers Road	20	D1		Colliery Street	11	A1	
Canis Court	38	D10		Collins Street	38	C9	
Canning Woods Road	17	H5		Collinsville Elphinstone Road	1	F8	
Cannon Street	31	H4		Colonial Drive	29	E1	
Cape Palmerston Road	18	G7		Comerford Court	2	E5	
Capella Lane	38	F6		Connollys Road	20	G8	
Capella Street	38	G6		Connor Drive (Moranbah)	12	B7	
Capricorn Street	38	F7		Connors River Collaroy Road	28	F3	
Carbine Court	38	H7		Connors Street (Dysart)	26	E7	
Carfax Road	27	D8		Coobyanga Road	24	B1	
Carina Crescent	38	D11		Cook Court (Moranbah)	11	G4	
Carmichael Road	5	C10		Cook Crescent (Dysart)	26	F8	
Carmila Beach Esplanade	20	H6		Coral Court	19	E6	
Carmila Beach Road	20	G6		Cosgrove Court	38	D9	
Carmila West Road	20	C5		Cotherstone Capella Road	40	F3	
Carmila West Service Road	20	F6		Cottonpatch Lane	38	B7	
Carrie Downs Road	35	H2		Council Chambers Street	26	F7	
Carter Place	42	E6		Cowan Street	2	E5	
Casey Court	11	H4		Craven Road	33	H10	
Cassia Court	16	D10		Crawford Street	26	E6	
Caswell Street	26	E9		Croker Court	13	E6	
Cavanagh Court	11	A1		Crompton Street	13	E7	
Cemetery Road (Clermont)	38	H3		Cunningham Way	11	G10	
Cemetery Road (Nebo)	16	F7		Curragundi Road	24	F11	
Centenary Drive North	42	F5		Curtin Street	11	D4	
Centenary Drive South	42	D7		Cuthbert Street	13	B8	


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Road Name	Map	Map Reference	Road Name	Map	Map Reference
Daintree Street	38	F7	Finch Street	12	C9
Dalton Place	2	E8	Fisher St Bypass (unofficial)	26	C7
Daunia Road	9	H10	Fisher Street	26	B6
Davidson Street (Coppabella)	15	G4	Fitzroy Developmental Road	27	E4
Davidson Street (Middlemount)	42	C5	Flaggy Rock Road	20	G8
Davis Court	38	E10	Flaggy Street	20	G8
Dawson Street	42	E9	Fleurs Lane	35	E3
De Castella Drive	13	C9	Flight Drive	12	H5
Degulla Road	33	A2	Flinders Drive	12	E8
Denison Street	16	C7	Flinders Lane	29	F2
Depot Access Road	42	B7	Flohr Drive	12	G7
Derrett Court	38	C10	Forrest Drive	12	G4
Dinang Crescent	2	D8	Foxleigh Road	41	H5
Dittman Drive	11	C6	Francis Court	38	E7
Donnellans Road	16	F5	Francis Street	38	E10
Donovan Crescent (Dysart)	26	G8	Frankfield Road	23	C7
Donovan Street (Moranbah)	11	G8	Fraser Court (Dysart)	26	D8
Dooruna Road	7	H11	Fraser Lane (Clermont)	39	D2
Douglas Road (Flaggy Rock)	20	G8	Fraser Street (Moranbah)	12	C7
Douglass Street (Clermont)	38	F6	Frederick Hoare Drive	20	E2
Downs Court	26	E5	Frederick Street	38	H8
Drummond Street	38	G5	Freeman Street	11	G8
Durdham Road	23	C3	French Court	38	D8
Dysart Bypass Road	26	H8	French Street	38	E8
Dysart Clermont Road	25	G11	Gale Street	26	H7
Dysart Middlemount Road	41	B2	Galloway Drive	19	D6
Eagle Lane	26	G8	Gardner Street	13	B4
Eaglefield Road	8	C6	Garnham Court (Greenhill)	19	D6
Eales Street	26	G8	Garnham Court (Middlemount)	42	G7
East Lane	38	H7	Garnham Drive (Dysart)	26	D7
East Street	38	H7	Garnhams Road (Carmila)	20	D6
East West Road	24	B7	Gaviglios Road	18	D11
Edge Street	38	B7	George Moore Court	42	C4
Edgerley Street	26	G5	Gerrard Street	26	D7
Elalie Road	20	I11	Gibberland Road	20	B4
Eldridge Place	42	E6	Gibbs Street	2	D6
Elgin Road	6	E9	Gilbert Avenue (Glenden)	2	E5
Ellensfield Road	9	D3	Gilbert Court (Dysart)	26	F7
Elliot Street	12	E7	Gilbert Court (Moranbah)	11	H7
Emu Lane	26	G7	Gilchrist Terrace	12	H9
Evans Street	31	D7	Gillham Terrace	2	E6
Ewan Drive	2	C3	Gillinbin Creek Road	20	E1
Fairway Drive	41	G4	Gittins Road	45	H3
Fenech Court	11	E7	Glenavon Road	8	B4


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Road Name	Map	Map_Reference		Road Name	Map	Map_Reference	
Golden Downs Road	24	B4		Howards Road (St Lawrence)	29	F7	
Golden Mile Road	27	C10		Howland Road	18	F8	
Goldston Street	15	C6		Hughes Court (Glenden)	2	E5	
Golf Club Road	2	G6		Hughes Street (Dysart)	26	G5	
Golf Course Road	39	A8		Huntley Road	35	F4	
Goolagong Court (Middlemount)	42	D4		Hyde Park Road	6	B2	
Goolagong Crescent (Moranbah)	13	B9		Hyperno Street	42	G8	
Goonyella Road	9	B8		Iffley Connection Road	27	C4	
Goonyella Service Road	11	B1		Ilbilbie Road	18	D8	
Gordon Terrace	12	G7		Industrial Avenue (Moranbah)	11	B2	
Gould Street	13	C9		Industrial Road (Clermont)	36	G11	
Grasstree Road	41	E8		Iron Hut Road	35	B7	
Gray Street	15	D5		Isaac Court (Dysart)	26	E5	
Greenhill Road	18	E8		Isaac River Road	28	B8	
Gregory Developmental Road	23	F5		Isaacs Way (Moranbah)	11	E8	
Gregory Highway	35	D2		Islay Plains Road	33	G10	
Gregory Lane	36	G10		Jackson Avenue (Moranbah)	13	B10	
Griffin Street	11	I6		Jacksons Crossing Road	20	D6	
Grosvenor Drive	11	E9		Jacksons Road (Carmila)	20	D6	
Grout Street	12	H8		Jambina Street	36	G11	
Gunsynd Street	42	F7		James Randell Drive	42	D6	
Hackett Street	10	C5		James Road	37	G6	
Haig Street	38	F8		Jeffrey Street	38	B11	
Hamilton Park Road	17	A7		Jellicoe Street	38	E8	
Hannah Crescent (Dysart)	26	E6		Joe Lodge Road	17	C10	
Hannan Drive (Moranbah)	12	H8		Johnsons Road	16	C1	
Hannay Street	13	F9		Jones Street	38	C11	
Hardacre Court	38	C11		June Road	43	F9	
Harris Court (Moranbah)	12	A8		Jupiter Street	38	H7	
Harris Street (Middlemount)	42	G7		Kalarka Road	29	E2	
Hart Court	12	G8		Kallaroo Road	38	B5	
Hausens Road	32	H3		Kangaroo Drive	12	E6	
Herbert Court	11	H4		Karger Lane	36	G10	
Hereford Street	42	C7		Karlo Road	20	F5	
Herring Court	38	D9		Karmoo Road (Peak Vale)	34	G9	
Herschel Street	38	F7		Karmoo Street (Clermont)	38	G6	
Hess Avenue	2	D7		Kellerman Drive	13	B9	
Hetherington Street	38	D11		Kelloway Street	26	D8	
Hill View Road	35	B6		Kemmis Creek Road	14	B3	
Hindle Street (Middlemount)	42	F7		Kemmis Street	16	D8	
Hindles Road (Carmila)	20	D6		Kenlogan Road	24	E9	
Holt Court	12	E7		Kennedy Drive	11	G3	
Howard Court (Clermont)	38	D9		Kenny Court (Moranbah)	11	D6	
Howard Jones Avenue	42	D5		Kenny Place (Middlemount)	42	E5	


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Road_Name	Map	Map_Reference	Road_Name	Map	Map_Reference
Kepler Court	38	D9	Lindley Road	35	C4
Kilcummin Diamond Downs Road	24	C5	Lindwall Court	12	G6
Kilcummin School Road	24	B7	Littledale Road	24	H10
King Street	15	C6	Lizzie Creek Road	3	C6
Kingfisher Street	12	C9	Loadsmans Road	20	E2
Kinnaird Street	31	F6	Lockyer Drive	11	F10
Kitchener Street	38	F8	Long Crescent	26	E6
Koala Terrace	12	E5	Long Pocket Road	9	C11
Konrads Street	11	H3	Longman Drive	13	C7
Kurrajong Street	2	B4	Lotus Creek Road	28	D7
Ladies Mile Road	35	C1	Lou Lou Park Road	21	E7
Laglan Road	22	E9	Lynch Road	29	F10
Lake Lindsay Road	43	A7	Lyons Court	12	E7
Lake Vermont Mine Access Road	27	B9	Mabbin Road	9	B3
Lake Vermont Road	25	H8	Macarthur Street	11	H4
Lambert Drive	13	F8	Macartney Street	31	D4
Lambing Lagoon Road	8	A10	Mackay Street	12	F8
Landells Road	18	D9	Mackenzie Drive	11	F4
Landsborough Road	14	E2	Mackenzie River Capella Road	43	B9
Lane 1	26	E5	Macpherson Street	13	C8
Lane 2	29	F2	Maitland Street	13	B6
Langford Court	13	G11	Majors Road	20	D6
Langston Lane	39	A1	Malari Road	24	F11
Lavarack Street	38	E9	Malcolm Street	31	E6
Laver Street (Middlemount)	42	D3	Maloney Street	15	I4
Laver Street (Moranbah)	11	G4	Manly Access Road	44	B5
Lavinia Park Road	29	E10	Margaret Street	31	E5
Lawrence Street	12	B7	Marion Settlement Notch Point Road	18	F8
Lawson Drive	12	C8	Marion Settlement Road	18	F9
Leagues Club Access Road	12	H5	Marlborough Sarina Road	28	E5
Lee Street	15	D6	Marrs Road	20	C5
Leggetts Road	14	F3	Marsh Court	11	D8
Leichhardt Creek Road	20	C5	Marshall Street	26	H8
Leichhardt Drive (Middlemount)	42	D5	Mary Street	16	C7
Leichhardt Drive (Moranbah)	11	F3	Matchett Lane	39	F3
Leichhardt Place (Glenden)	2	D5	Matheson Court (Middlemount)	42	E5
Lenton Street	26	F8	Mathieson Street (Coppabella)	15	E4
Leo's Flat Road	35	D4	May Downs Carfax Road	28	B10
Leslie Drive	12	C7	May Downs Road	43	F3
Lester Court	38	G5	McCallum Court	13	D9
Lewis Street	11	G10	McCartney Street	26	F6
Lillee Drive	11	D7	McClennan Terrace	2	E5
Lime Street	38	F5	McCool Street	12	G9
Limestone Road	40	F2	McCormack Street	42	C4



Road_Name	Map	Map_Reference	Road_Name	Map	Map_F
McDonald Flat Road	35	D5	Murphy Crescent (Middlemount)	42	C5
Macdonald Street (Dysart)	26	F7	Murphy Street (Dysart)	26	D8
McDonald Street (Moranbah)	13	B7	Murray Court	2	D8
McKenzie Street	42	E7	Murton Street	15	H4
McLaughlin Crescent	2	D6	Music Street	20	F5
McLennan Court	26	E6	Naumann Street	13	E8
McLeods Road	20	G8	Needs a name (previously Collinsville-Elphinstone Road)	1	H7
McMillans Lane	39	H5	New Corry Road	24	H11
McMullen Court	26	F8	Newberry Court	26	F8
Meatworks Road	32	E8	Newton Court	38	D10
Mellaluka Road	21	H6	Newyard Road	17	A7
Melrose Drive	39	H5	Ney Street	12	G8
Meninga Crescent	11	G11	Nicholas Street	42	G6
Menzies Court (Moranbah)	12	F7	Nimmitabel Road	30	B3
Menzies Street (Dysart)	26	E8	No Name Road	45	G2
Miclere Road	24	B10	Nolan Drive (Middlemount)	42	A7
Midden Road	24	G2	Nolan Street (Dysart)	26	G7
Middle Crescent	26	F5	Nonette Street	13	C7
Middleton Lane	13	D5	North Flaggy Rock Road	20	G8
Milieu Estate	42	F5	Norton Court	13	C7
Millenium Mine Road	9	F10	Notch Point Road	18	F9
Miller Court	12	G7	Nugget Lane	38	G2
Mills Avenue	12	E6	Oak Street	2	B4
Mimosa Street	38	F6	Ocean Drive	19	F7
Mistletoe Street	38	D8	O'Donnell Court	38	G6
Monash Court	38	D9	Old Blair Athol Mine Road	35	C2
Monash Street	38	E9	Old Bruce Highway	20	E6
Moorvale Mine Access	15	A9	Old School Road	35	C4
Moranbah Access Road	9	D11	Old Showgrounds Road	39	A6
Moranbah North Mine Access Road	9	B8	Olives Road	29	E10
Moray Carmichael Boundary Road	5	F10	O'Neill Street	10	B5
Moriarty Street	15	E5	Orion Street	38	D5
Mount Addar Road	3	I10	O'Rourke Terrace	42	F7
Mount Britton Road	3	H9	Oval Access (Middlemount)	42	B6
Mount Gregory Road	6	D11	Oval Access 1 (Dysart)	26	D6
Mount McLaren Road	24	D6	Oval Access 1 (Moranbah)	12	E8
Mount Scott Road	17	E7	Oval Access 2 (Dysart)	26	C6
Mountain View Road	29	A3	Oval Access 2 (Moranbah)	12	F8
Mt Donald Road	35	H1	Oxford Downs Sarina Road	17	B6
Mt Flora Mine Road	14	E9	Oxford Street	16	D8
Mt Hillary Road	25	D11	Oxley Drive	12	C7
Mt Olympus Road	29	E2	Pacific Avenue	19	E7
Mt Stuart Bedford Weir Road	41	G10	Paine Court	13	D9
Munro Street	11	E3	Palmer Court	38	D10



Road_Name	Map	Map_Reference	Road_Name	Map	Map_Reference
Palms Road	20	E2	Rickertt Crescent	42	G7
Parella Street	12	B5	Riley Street	11	D6
Parry Lane	13	D6	Rileys Crossing Road	46	D5
Pasha Road	8	H6	Rimfire Court	38	H7
Patterson Lane (Moranbah)	13	G9	Ripplebrook Road	29	C6
Patterson Street (Dysart)	26	E6	Risien Street	38	D10
Patullo Court	2	C8	Riverside Mine Road	9	B6
Peak Downs Highway	14	B8	Robin Street	12	C9
Peak Downs Mine Road	25	E3	Robinson Street	2	D7
Peakvale Road	35	B7	Rodney Draper Place	26	E7
Percy Albert Drive	35	C7	Rolfe Creek May Downs Road	43	A2
Perkins Street	11	D6	Rolfe Street (Moranbah)	11	G8
Perry Drive (Glenden)	2	G6	Rolfes Court (Middlemount)	42	F6
Perry Street (Dysart)	26	E8	Roper Court	26	G7
Phillips Street	26	G5	Rose Street	11	F4
Pioneer Road	34	B2	Rosella Court	12	B9
Platts Road	20	E8	Rosewall Street	12	H9
Playfair Street	38	E7	Rosewood Street	42	C4
Poitrel Road	9	G9	Round Road	24	C8
Pony Club Road	26	A5	Rowe Court	2	C8
Powell Street	26	F8	Rubbish Dump Road	16	E5
Powerhouse Lane	38	F9	Rubyvale Road	38	B9
Pownall Court	26	E6	Rugby League Club Access Road	26	C6
Prince Place	42	E5	Rugby Road	24	H2
Pumpstation Driveway	10	B5	Rupert Street	13	A5
Purcell Street	42	F6	Russell Drive	42	D5
Purvis Court	26	E6	Russell Park Road	24	H7
Quality Street	20	F5	Saleyard Drive	16	F9
Queen Elizabeth Drive	26	E7	Saleyard Lane	16	F9
Racecourse Drive (Nebo)	16	F8	Salt Bush Park Road	28	D2
Racecourse Road (Clermont)	38	B8	Samson Street	38	C10
Railway Parade (Carmila)	20	F6	Saraji Road	25	G6
Railway Parade (St Lawrence)	31	C7	Sarchedon Drive	10	G7
Railway Station Road	9	C11	Savannah Drive	11	E9
Rasmussens Road	20	F9	Saxby Court	11	C6
Raven Crescent	12	C9	Schifcofske Drive	13	C6
Red Hill Road	9	C5	Schirmer Road	18	B9
Red Rock Road	46	B2	Schneiders Road	29	E4
Redcliffe Vale Road	3	B5	Scott Street (Dysart)	26	F5
Reef Court (Greenhill)	19	E6	Scott Street (Moranbah)	11	G3
Reef Drive (Moranbah)	12	C7	Scrub Creek Road	46	F2
Renier Crescent	11	H8	Seashore Street	26	D7
Reynolds Street	16	D8	Seaview Drive	19	E6
Richard Austen Crescent	42	G6	Sedgman Street	12	H8


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Road_Name	Map	Map_Reference	Road_Name	Map	Map_Reference
Settlement Road	32	B6	Thorpe Street	10	C5
Sewell Lane	13	B4	Three Chain Road	8	H7
Sewerage Access Road (Dysart)	26	C7	Thurston Drive	11	E9
Sewerage Treatment Plant Access (Clermont)	39	C7	Tierawoomba Road	17	D7
Sewerage Treatment Plant Road (Nebo)	16	E5	Tieri Road	41	D6
Shannon Court (Glenden)	2	D7	Tinerta Road	20	E4
Shannon Crescent (Dysart)	26	F7	Town Square Avenue	12	B5
Shannon Drive (Moranbah)	13	B6	Transfer Street	19	B6
Shaw Street	13	D6	Trenaman Street	13	E10
Short Street	26	F6	Trimmer Street	16	D9
Showgrounds Road	39	B11	Tropic Street	38	E9
Silver K Road	27	B10	Tucker Court	42	D4
Singleton Street	26	E8	Tulloch Street	42	G7
Sinnott Court	12	B8	Tumbarumba Road	22	F3
Sirius Street	38	F7	Turner Avenue (Glenden)	2	E6
Sparrow Lane	12	C9	Turner Court (Moranbah)	12	B8
Spoonbill Road	35	E5	Turrama Road	38	F2
Spring Creek Road (Coppabella)	14	A7	Turrawalla Road	3	E9
Spring Crescent (Dysart)	26	F4	Turvey Court	13	B5
Spring Street (Clermont)	38	C10	Twin Hills Road	7	B8
Spring Valley Road	29	D4	Unnamed Road	35	C3
St Francis Drive	11	H6	Unnamed 2 Road	8	D3
St Lawrence Connection Road	29	E6	Upper Flaggy Rock Road	20	F8
St Lawrence Croyden Road	29	C6	Usher Terrace	2	C7
St Lawrence North Road	30	E4	Utah Drive (Moranbah)	13	E8
St Lawrence Street	16	D8	Utah Street (Dysart)	26	G8
Standish Street	31	C7	Valkyrie Road	28	B4
Stephens Street	26	F5	Venus Road	35	B2
Strathdee Road	14	H2	Vermont Park Road	27	B4
Strathfield Road	14	E5	Waitara Road	17	A7
Streeters Road	20	D6	Wallace Street	26	E8
Stuart Street (St Lawrence)	31	F4	Walshs Road	16	F2
Stuart Terrace (Glenden)	2	D7	Walthum Road	22	E5
Student Street	20	E6	Waltons Road	20	E9
Sutherland Court	2	D7	Warne Court	11	D8
Suttor Developmental Road	14	D1	Warwick Park Road	41	E3
Suttor Street	16	C7	Water Street	16	C7
Talbot Court	26	D8	Water Treatment Access (St Lawrence)	30	F7
Tallon Street	12	D7	Watkins Road (Blue Mountain)	4	H10
Taylors Road	20	C6	Watkins Street (Moranbah)	12	F5
Thallon Street	15	B7	Wattle Hill Road	39	C11
Thomas Court (Middlemount)	42	G6	Wattle Street	2	B4
Thomas Lane (Moranbah)	10	C4	Wagh Court	11	D7
Thomas Street (Dysart)	26	H7	Waverley Street	31	E5

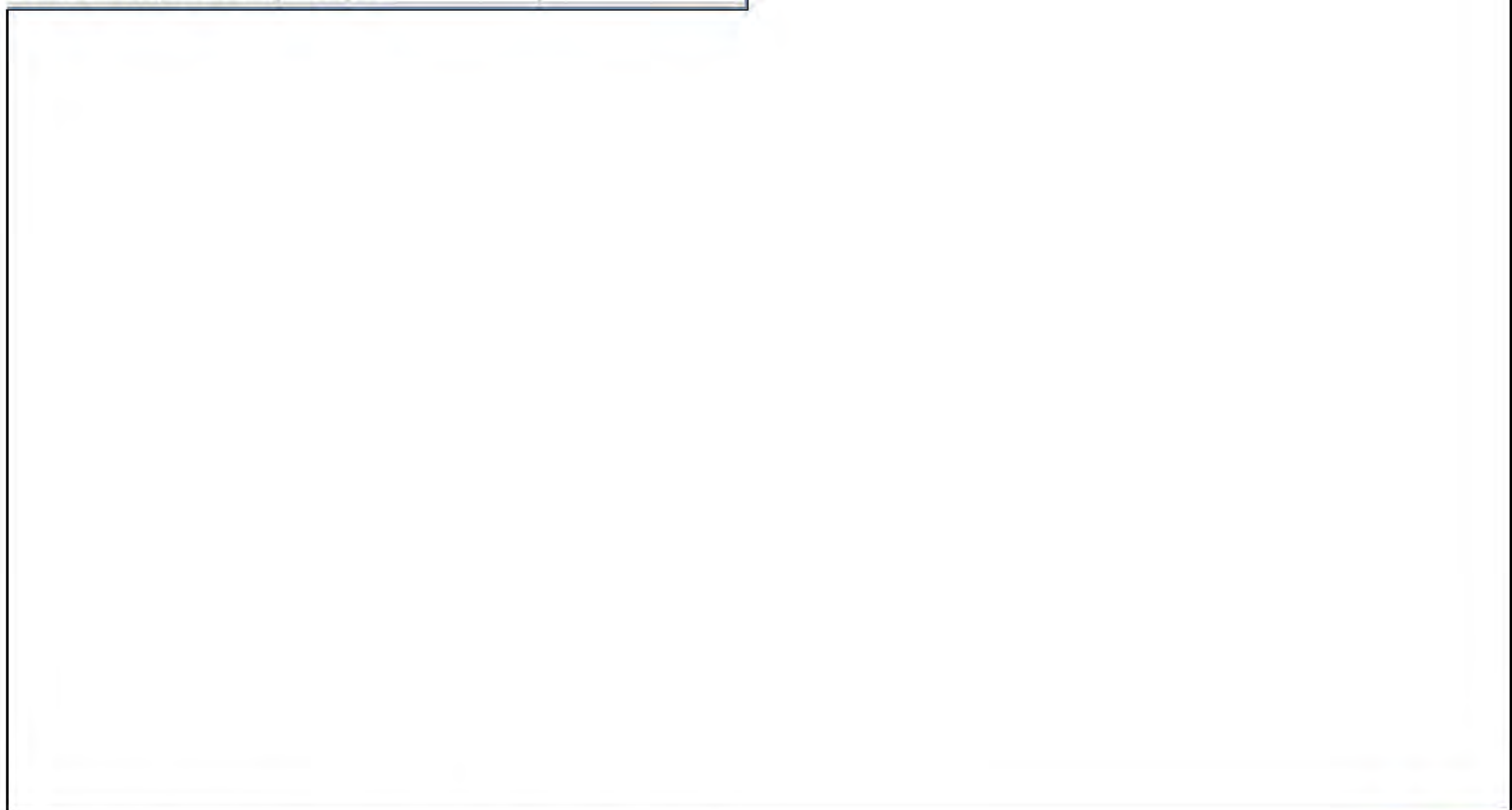

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Road_Name	Map	Map_Reference
Webb Court	11	C6
Webley Way	26	H9
West Banchory Road	34	C3
West Hill Road	20	E2
Western Creek Road	34	H1
Wickham Street	13	C10
Wilangi Street	31	G6
Wilkin Street	16	D9
Will Street	15	H4
Williams Street	12	H8
Willis Lane	13	D8
Wilpeena Road	43	C9
Winterer Crescent	26	G8
Wolfgang Access Road	35	F1
Wollombi Road	1	D7
Wondabah Road	24	C4
Woodforde Court	11	E8
Wumalgi East Road	29	F9
Wumalgi Road	29	E9
Wuthung Road	25	A3
Wyena Road	8	G6
Wynyard Road	34	D7
Wyoming Road	16	B9
Yeates Crescent (Dysart)	26	E6
Yeates Street (Moranbah)	13	B7



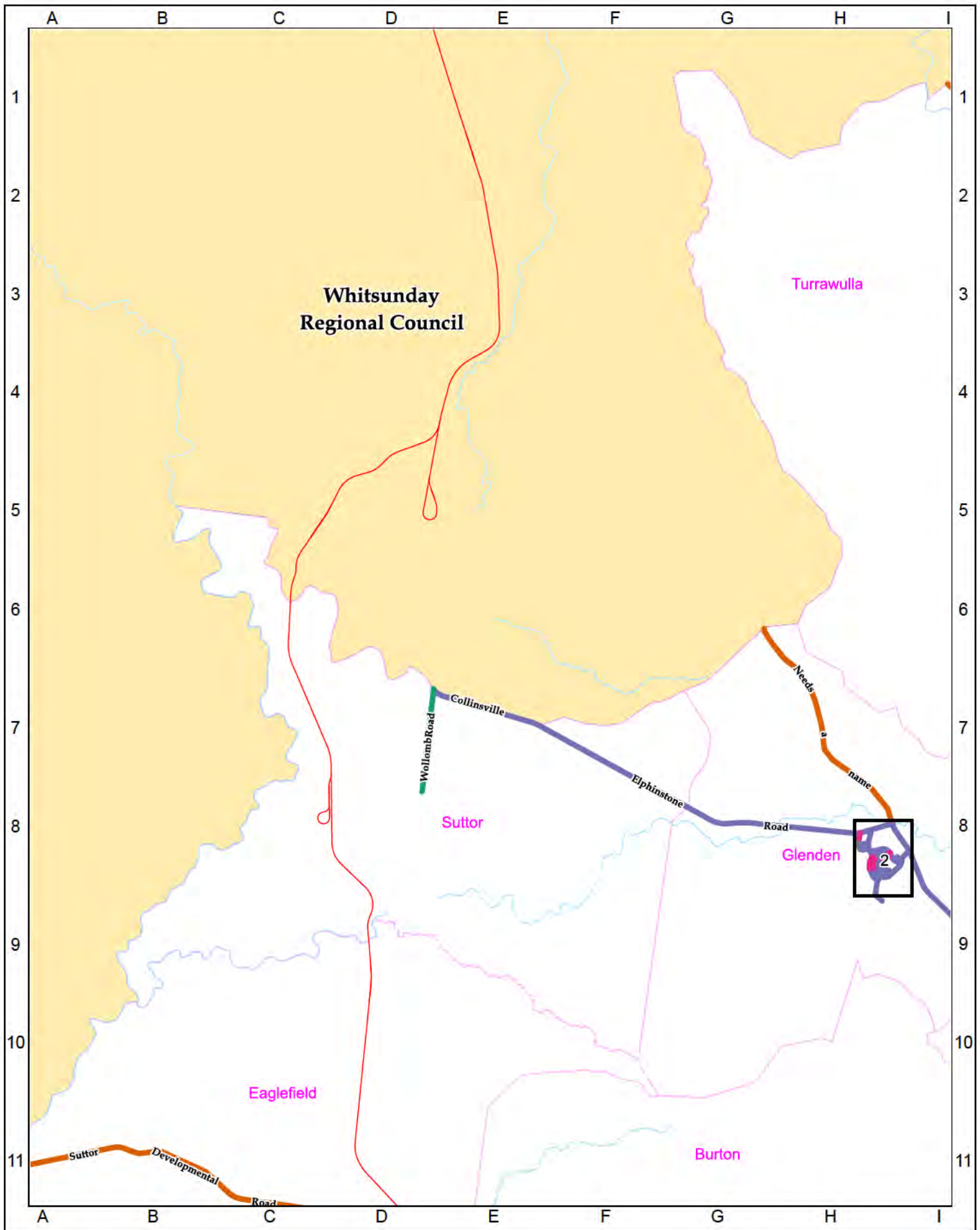

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	1	3
8	9	14

**Title: Suttor & Glenden**

0 10  
kilometres

**Map Number: 1**

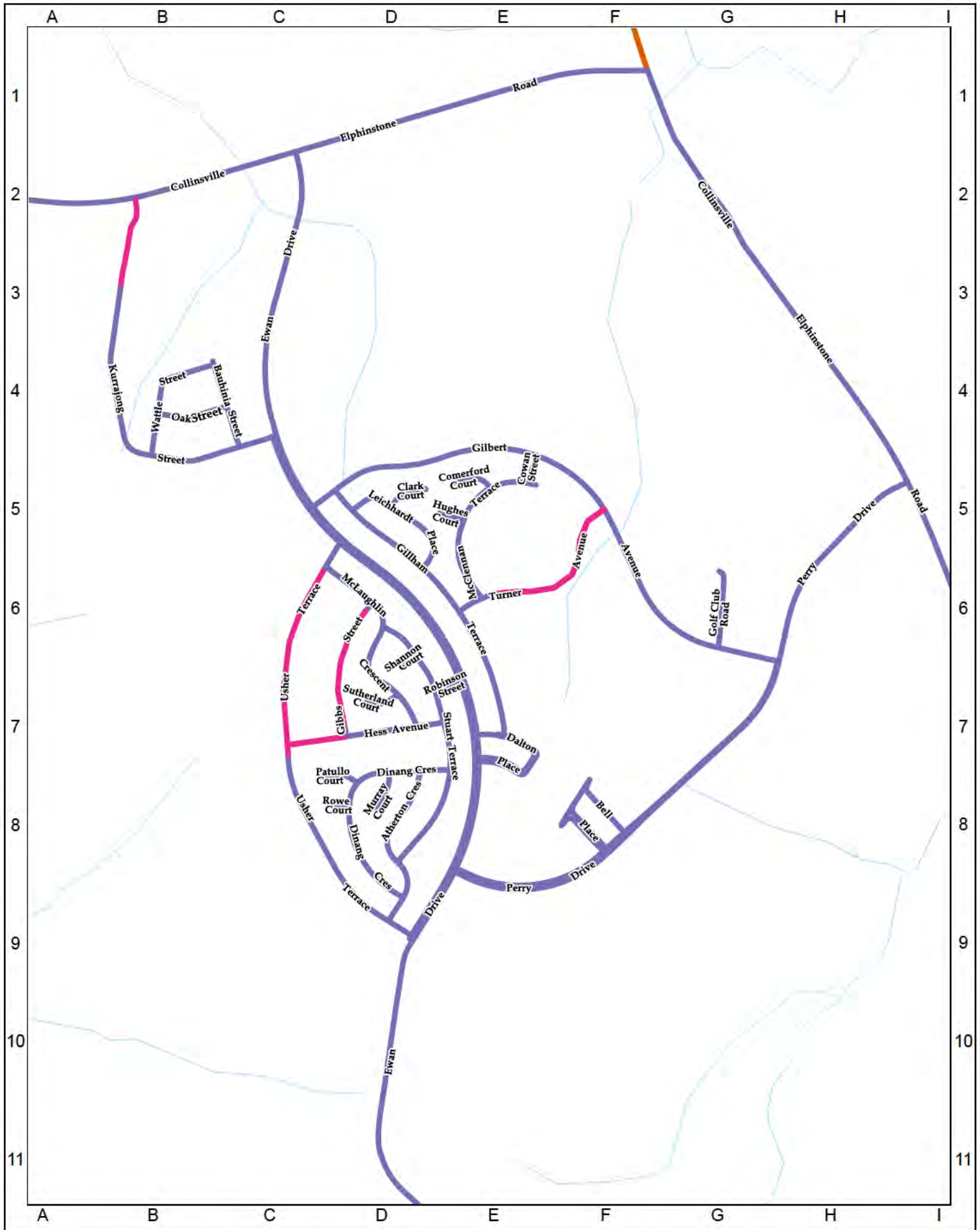
— Formed  
— Gravelled  
— Rail Network  
— Sealed  
— Unformed  
— Watercourse

**ISAAC REGION**

**Date:** 06/01/2021

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1	1	1
1	2	1
1	1	1



Title: Glenden



Formed  
Gravelled  
Waterway

Map Number: 2  
Sealed  
Unformed



Date:  
06/01/2021

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1	3	4
9	14	17

W E

S

## Title: Turrawalla & Hail Creek

Map Number: 3

Formed

Gravelled

Rail Network

Sealed

Unformed

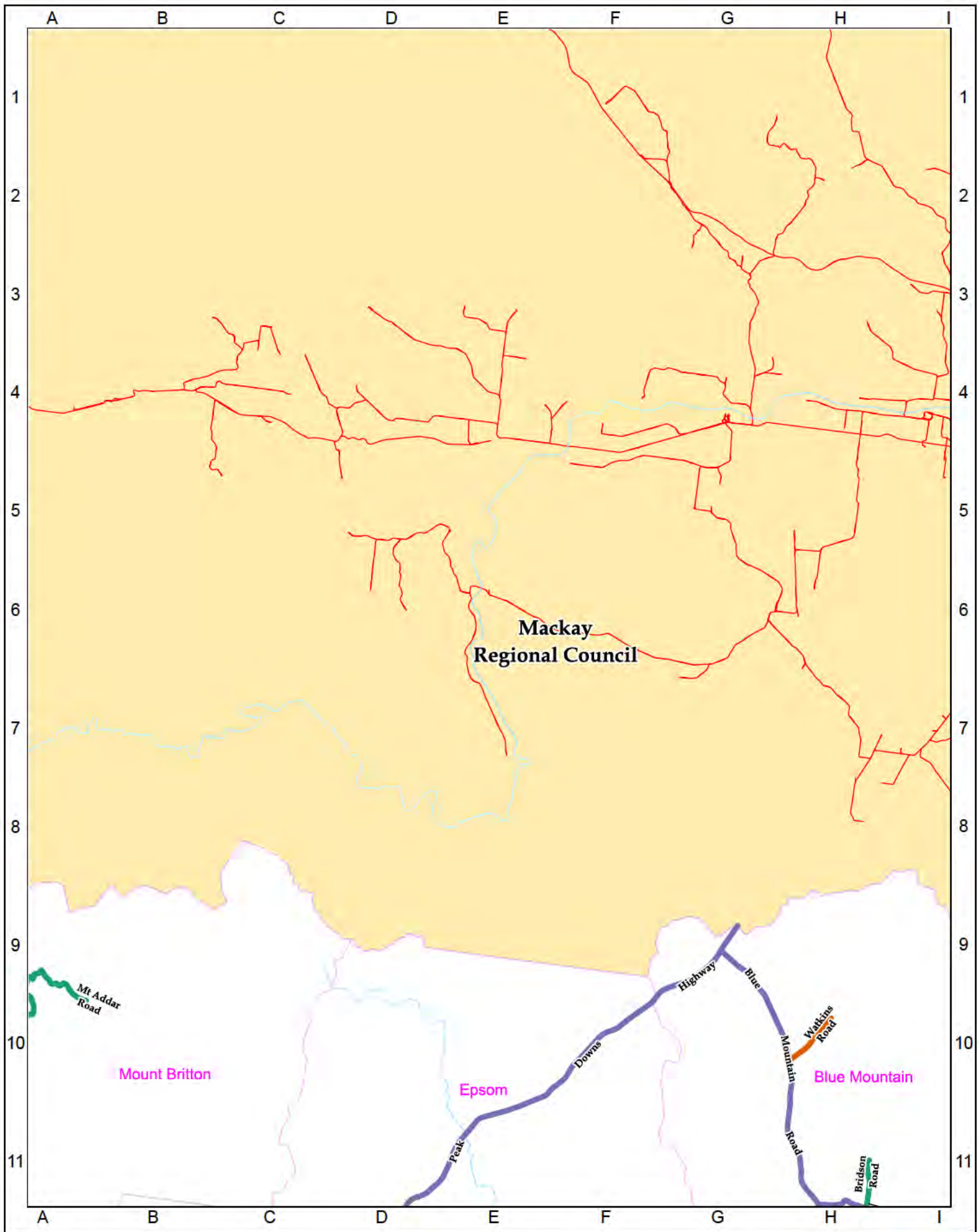
Watercourse

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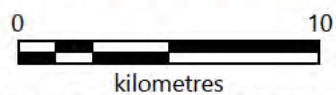




3	4	
14	17	



## Title: Mount Britton & Epsom

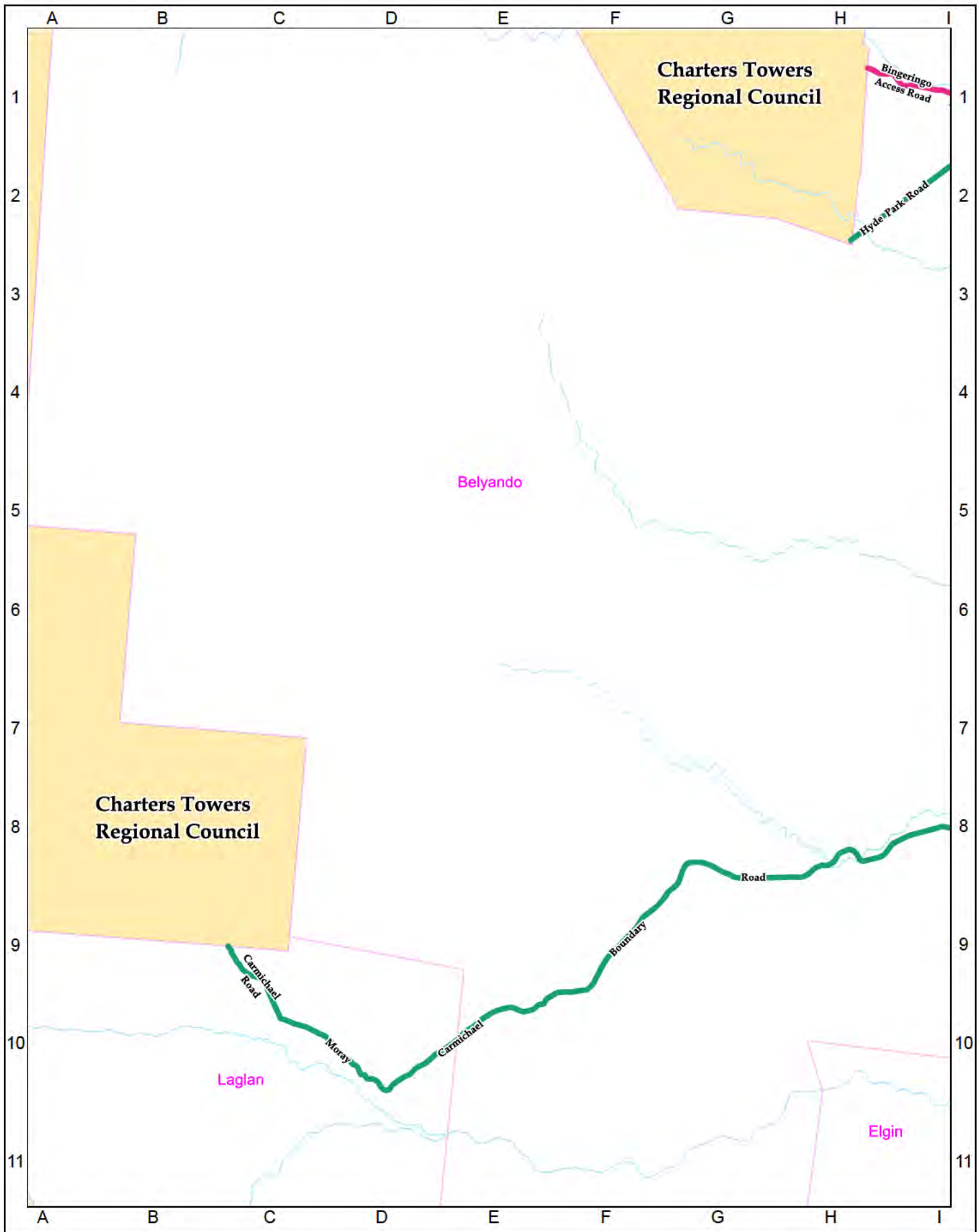


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- Gravelled
- Rail Network
- Sealed
- Unformed
- Watercourse

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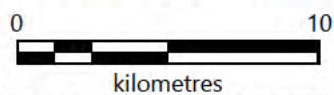




	5	6
21	22	



## Title: Belyando West



Formed  
Gravelled  
Watercourse

Sealed  
Unformed

Map Number: 5

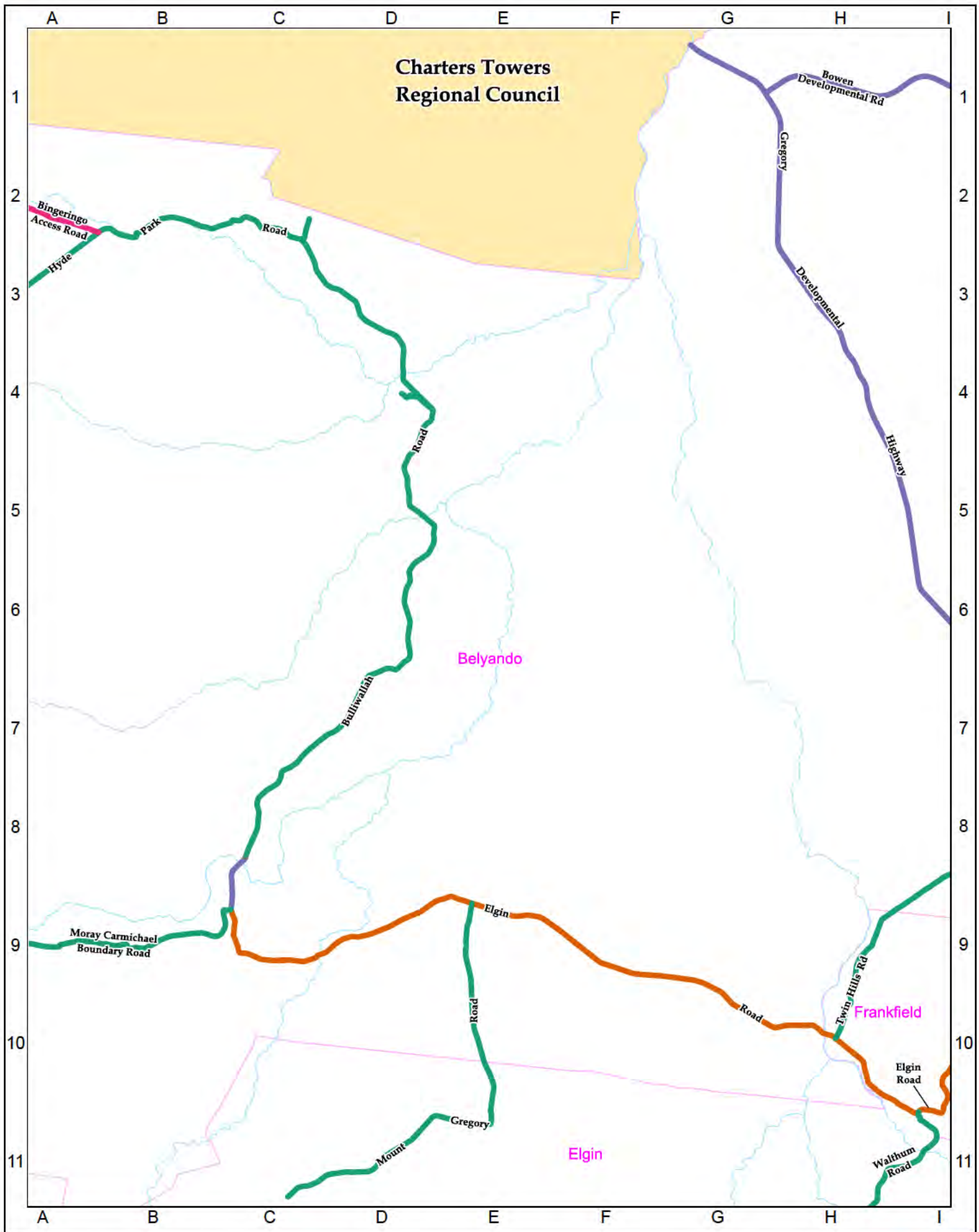


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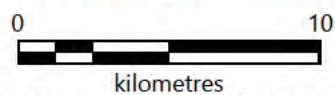




5	6	7
21	22	23



**Title: Belyando East**



Date:  
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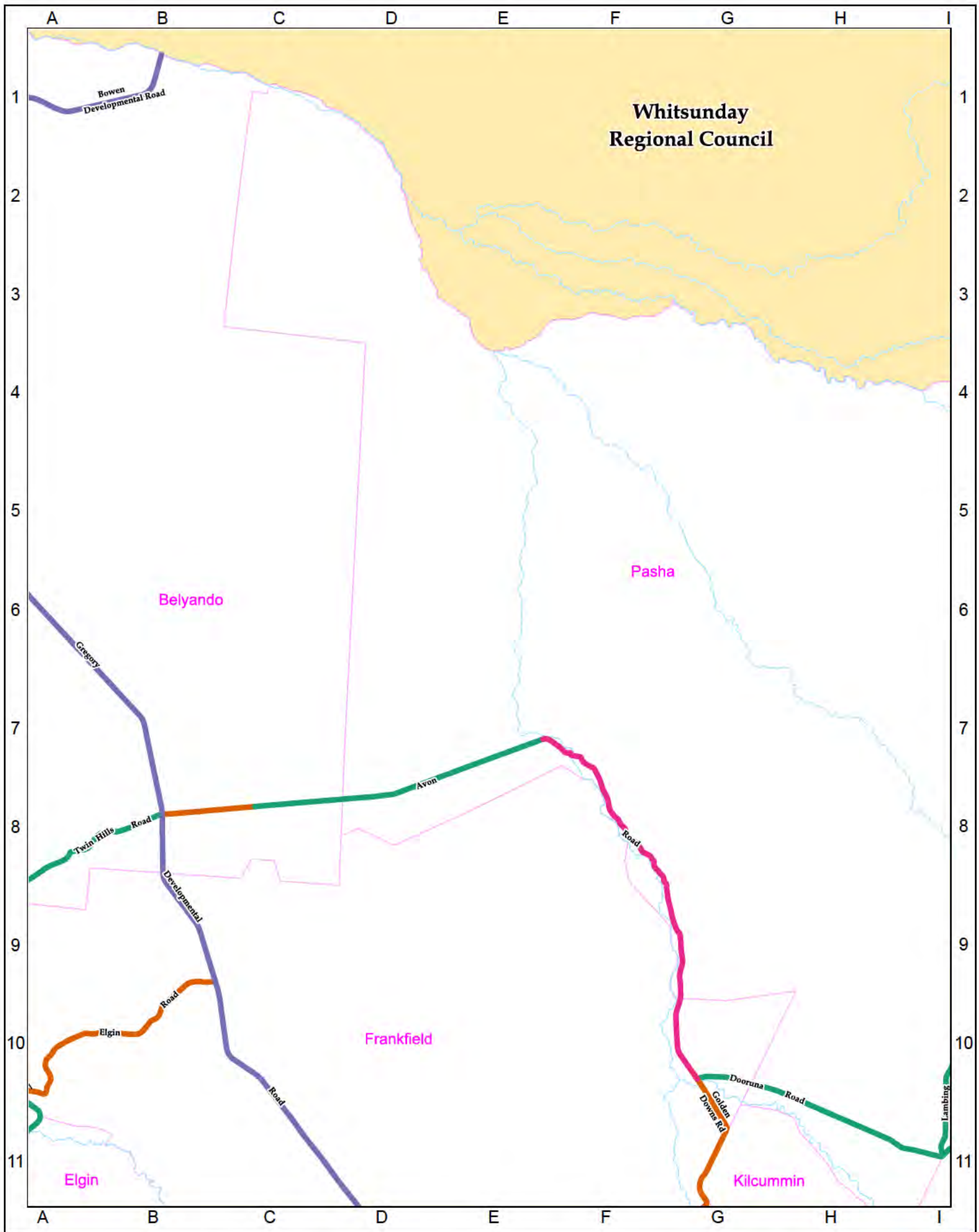
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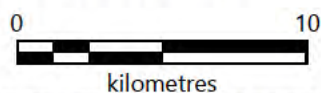




6	7	8
22	23	24



Title: Pasha



Date:  
07/01/2021

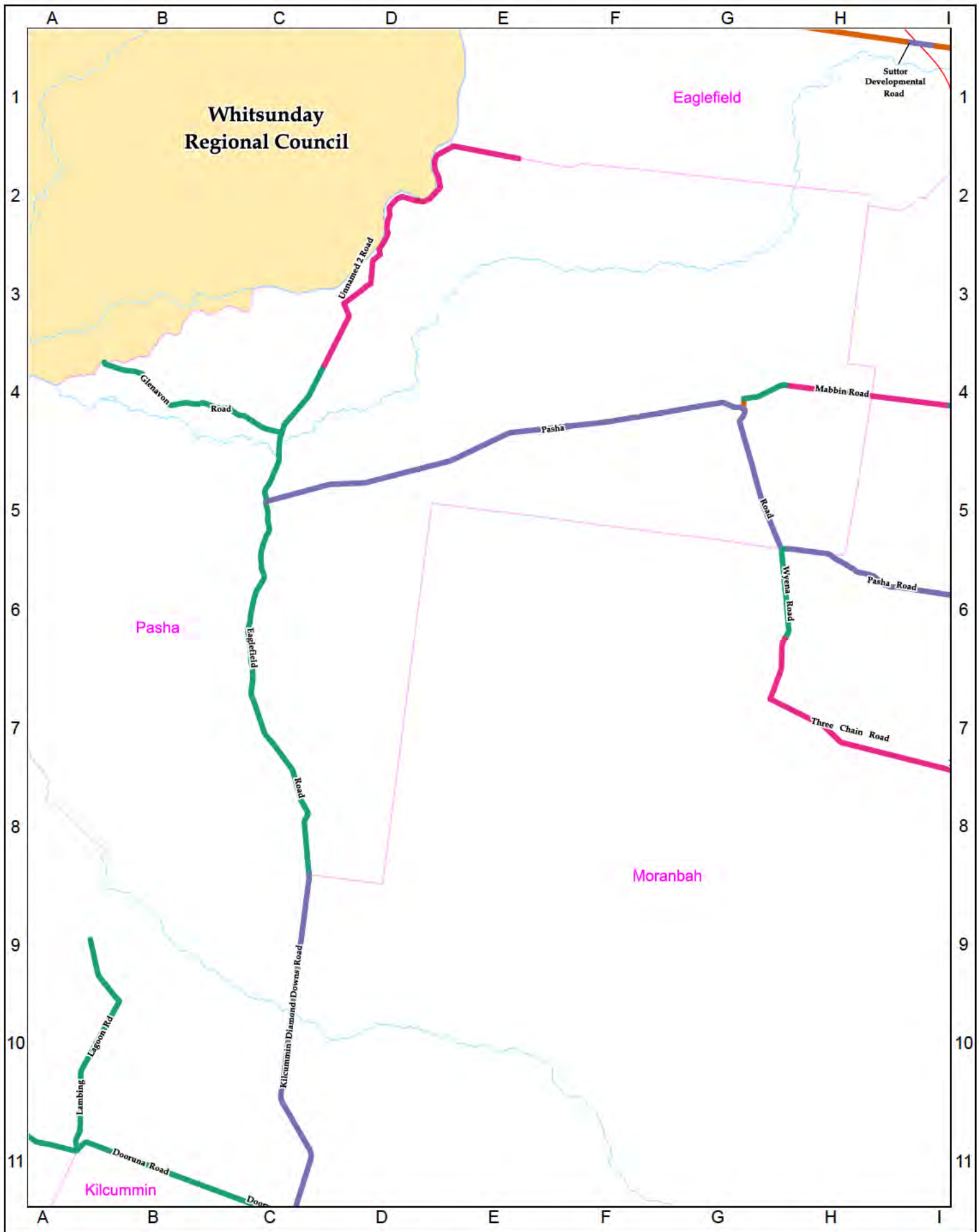
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Formed  
Gravelled  
Watercourse

Sealed  
Unformed

Map Number: 7





		1
7	8	9
23	24	25

**Title: Pasha & Moranbah**

Map Number: 8

0 10  
kilometres

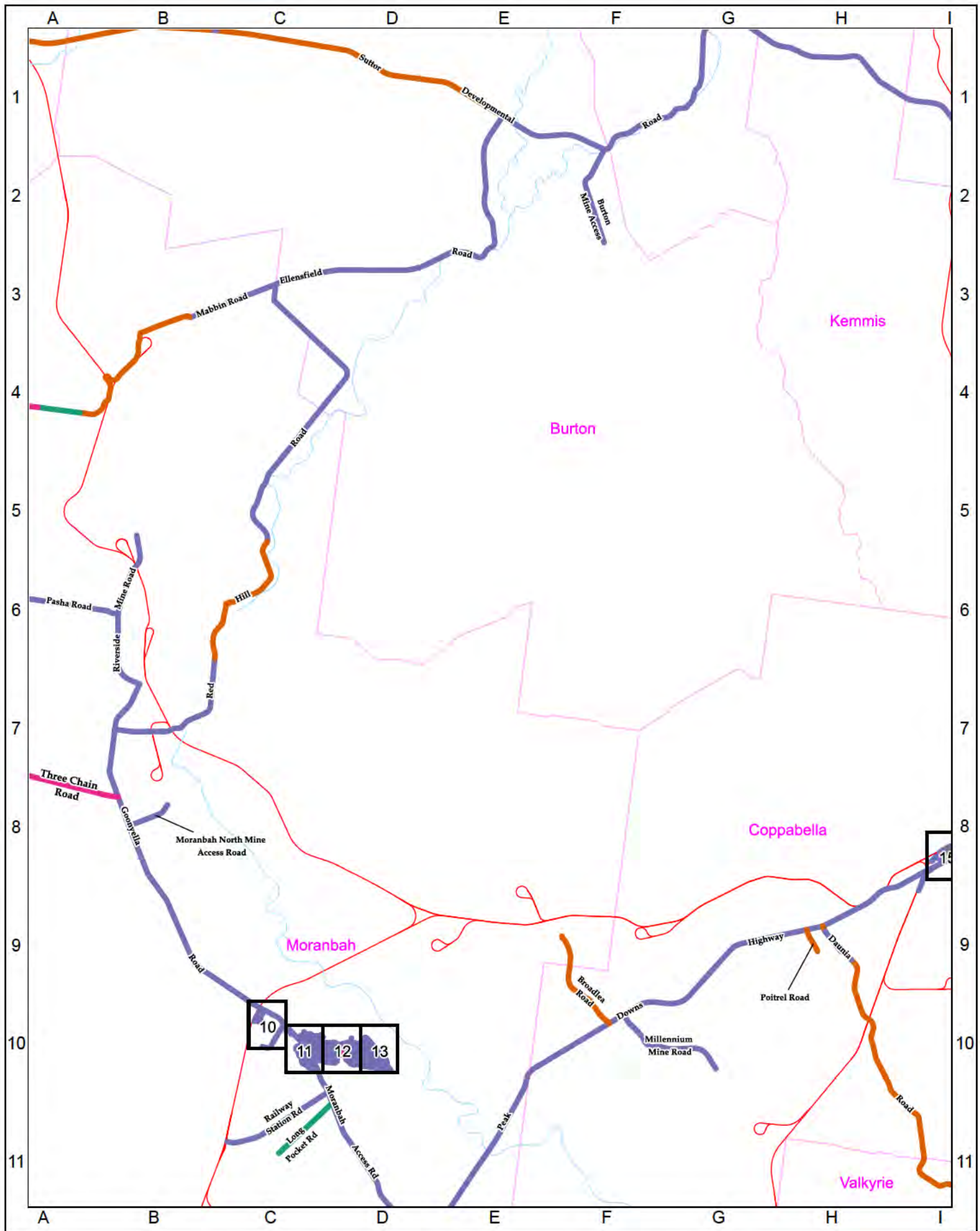
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**Legend:**

- Formed
- Sealed
- Gravelled
- Unformed
- Rail Network
- Watercourse





	1	3
8	9	14
24	25	27

N  
W —+— E  
S

0 10  
kilometres

## Title: Burton, Coppabella & Moranbah

Date: 06/01/2021

Map Number: 9

- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed
- Watercourse

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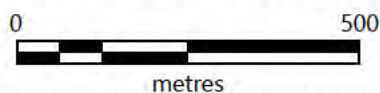




10	9	9
9	11	12
9	9	9



Title: Moranbah West



Date:  
12/01/2021

**Page 4/10**

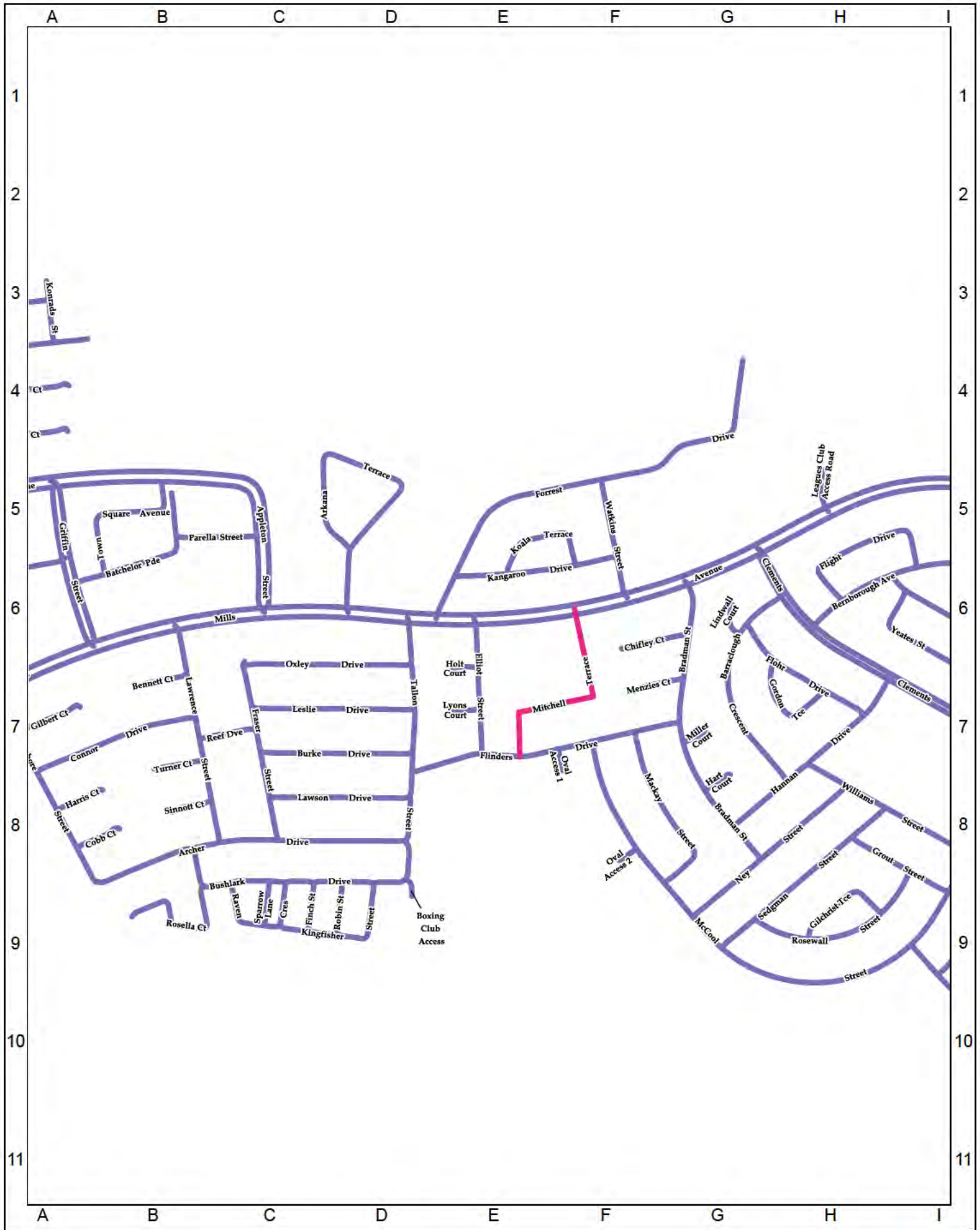
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Map Number: 11







9	9	9
11	12	13
9	9	9



## Title: Moranbah Central



Formed  
Gravelled

Map Number: 12  
Sealed  
Unformed

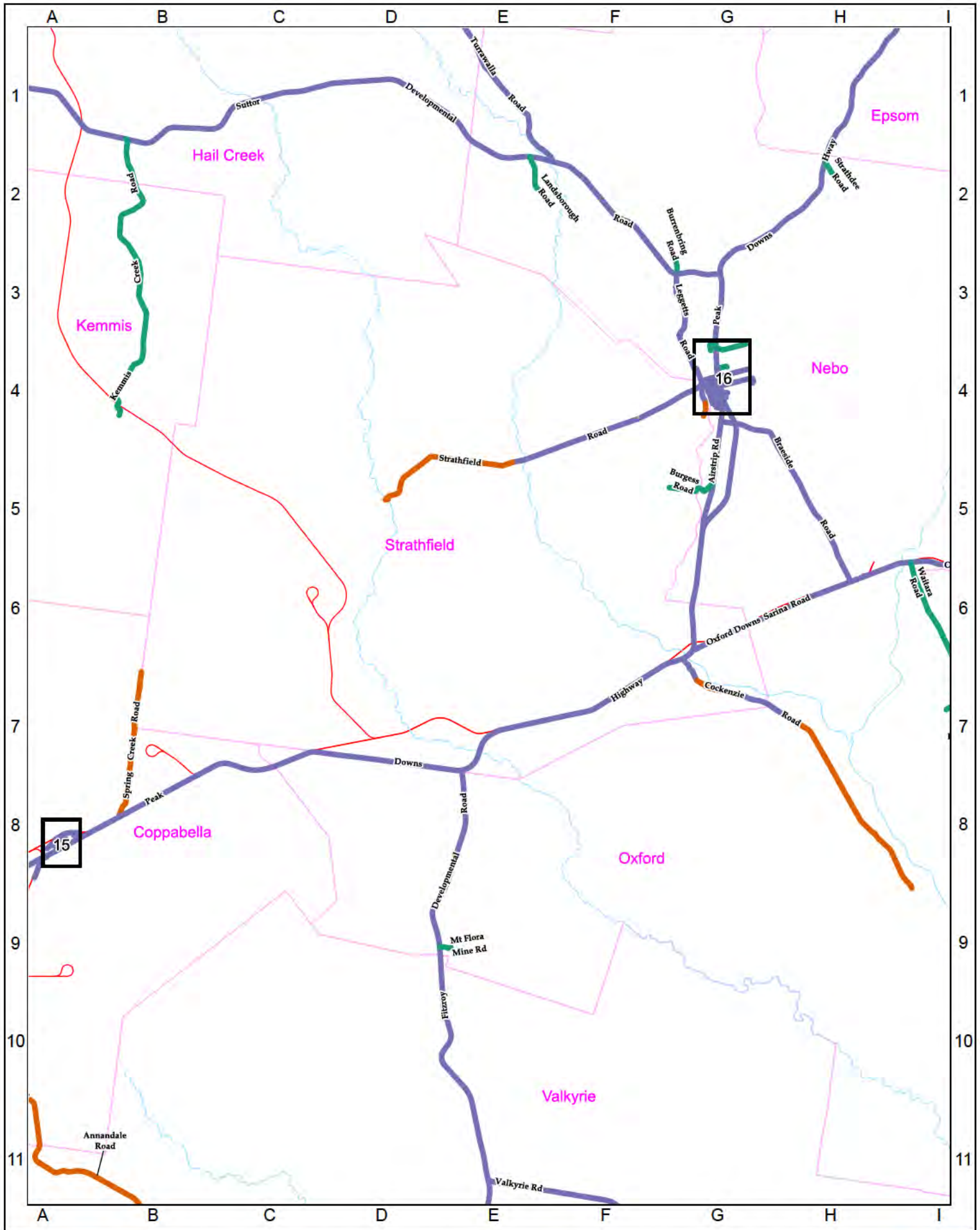


Date:  
07/01/2021

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1	3	4
9	14	17
25	27	28



## Title: Strathfield & Oxford



- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed
- Watercourses

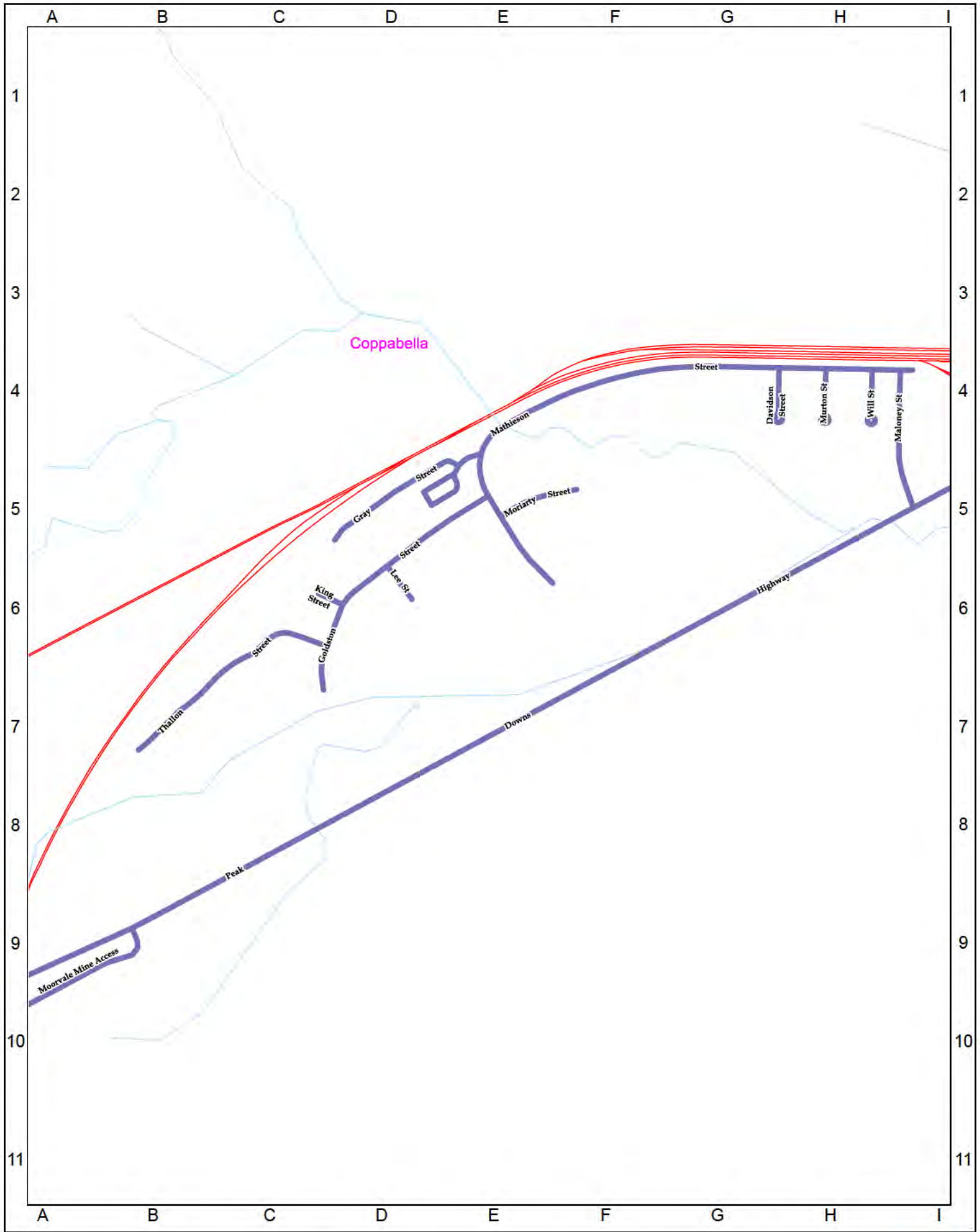
Map Number: 14

Date:  
07/01/2021

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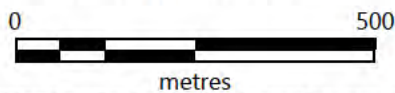




9	14	14
9	15	14
9	14	14



Title: Coppabella



Formed  
Gravelled  
Rail Network

Sealed  
Unformed  
Waterway

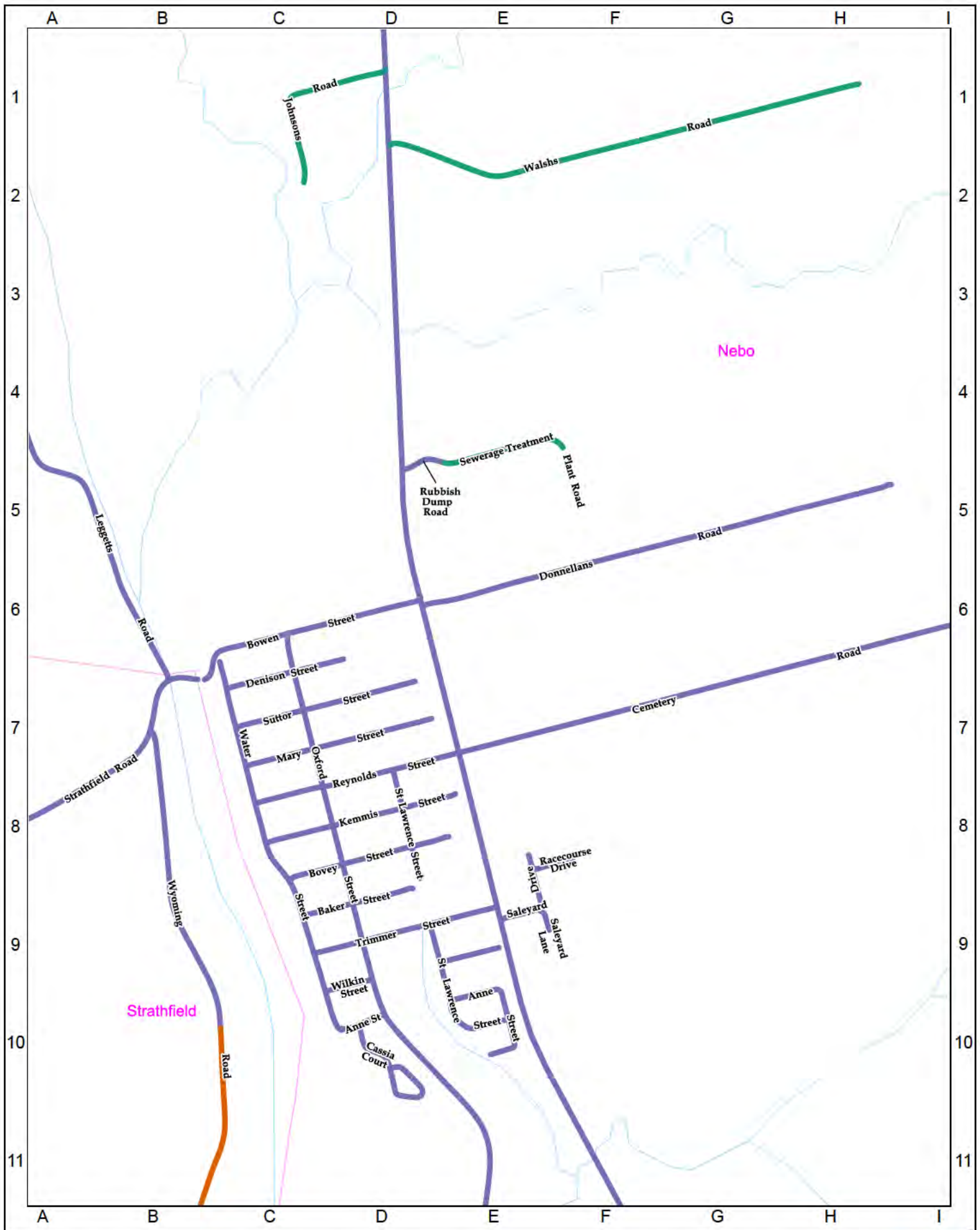
Map Number: 15



Date:  
06/01/2021

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14	14	14
14	16	14
14	14	14



## Title: Nebo



Date:  
12/01/2021

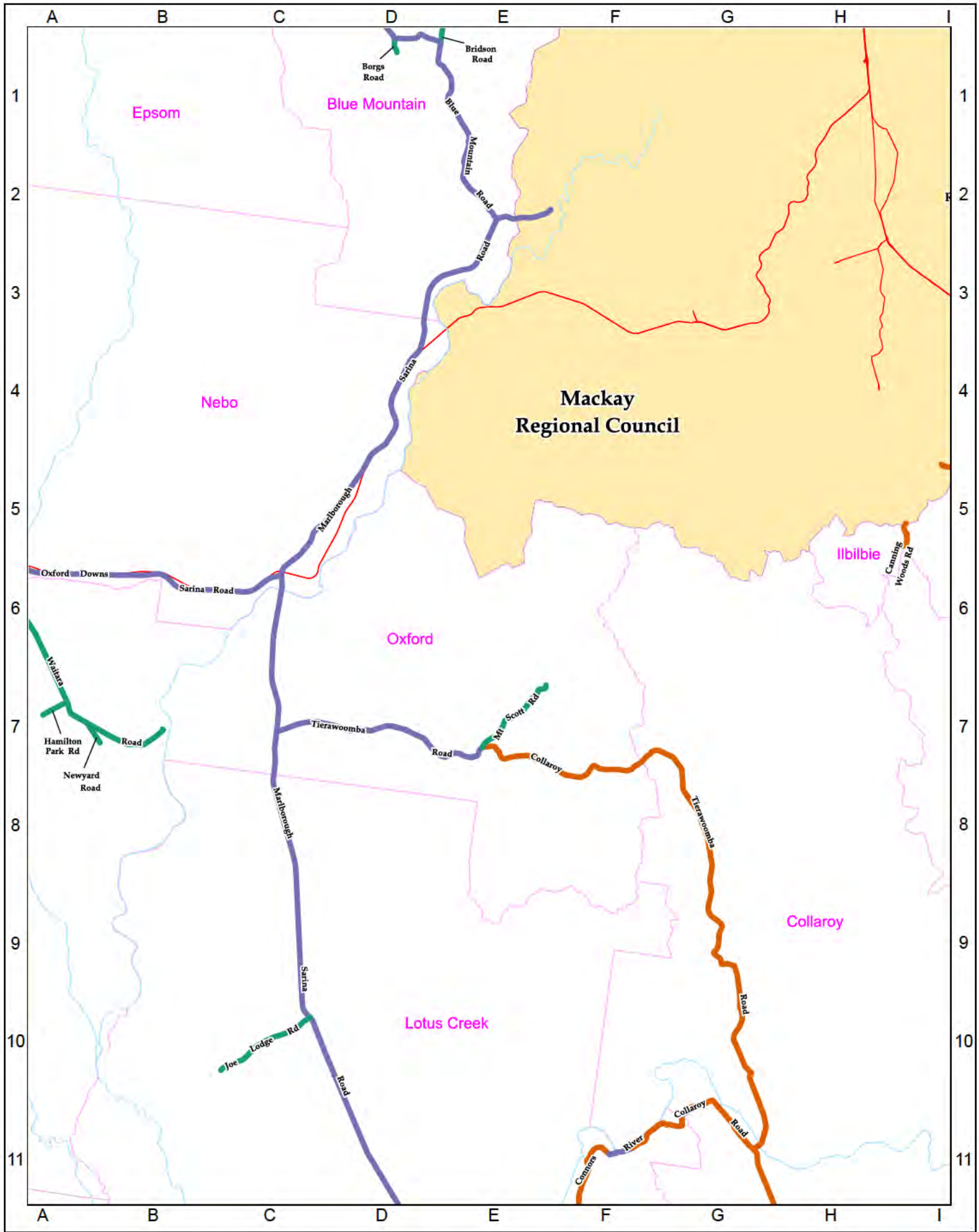
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Map Number: 16

Formed  
Gravelled  
Waterway

Sealed  
Unformed







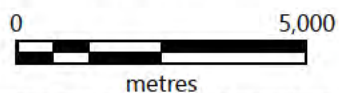
# Mackay Regional Council



17	18	
17	20	



Title: Ilbilbie



Formed  
Gravelled  
Rail Network

Map Number: 18  
Sealed  
Unformed

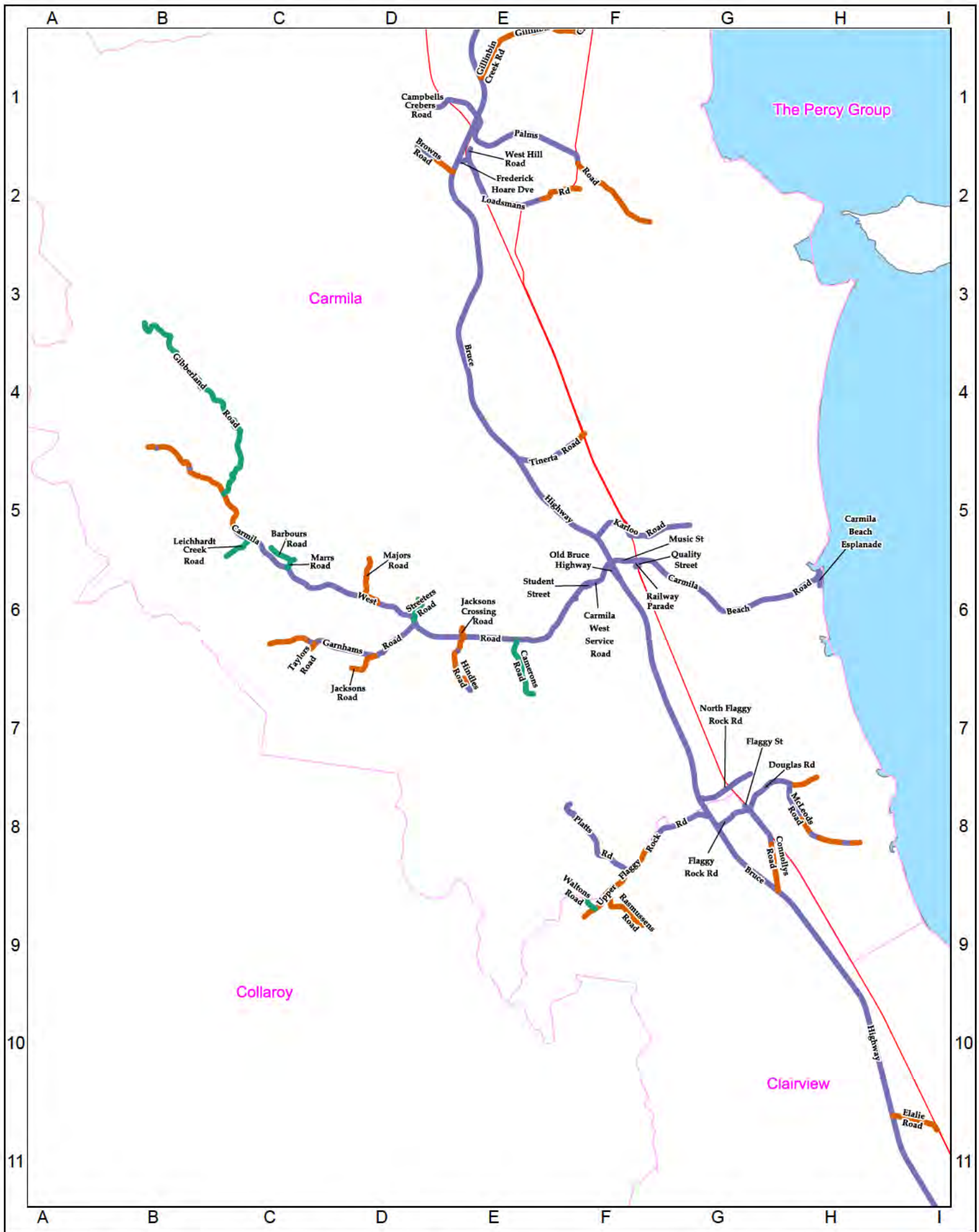


Date:  
07/01/2021

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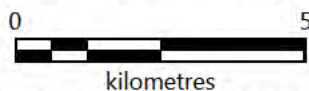




17	18	
17	20	
28	29	29



Title: Carmila & Clairview



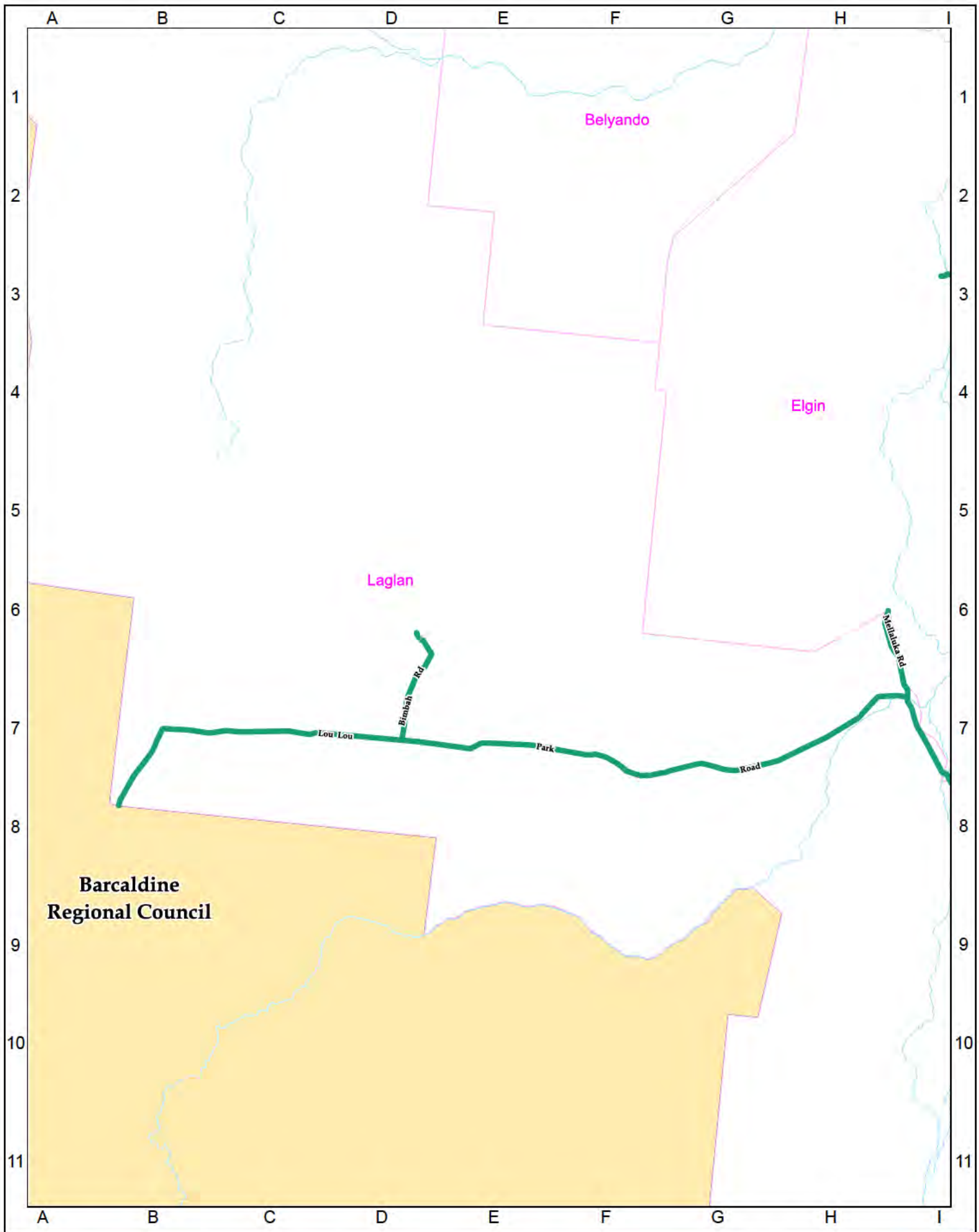
Date:  
12/01/2021

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Map Number: 20

- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed





	5	6
	21	22
		33



Title: Laglan



Formed  
Gravelled  
Watercourses

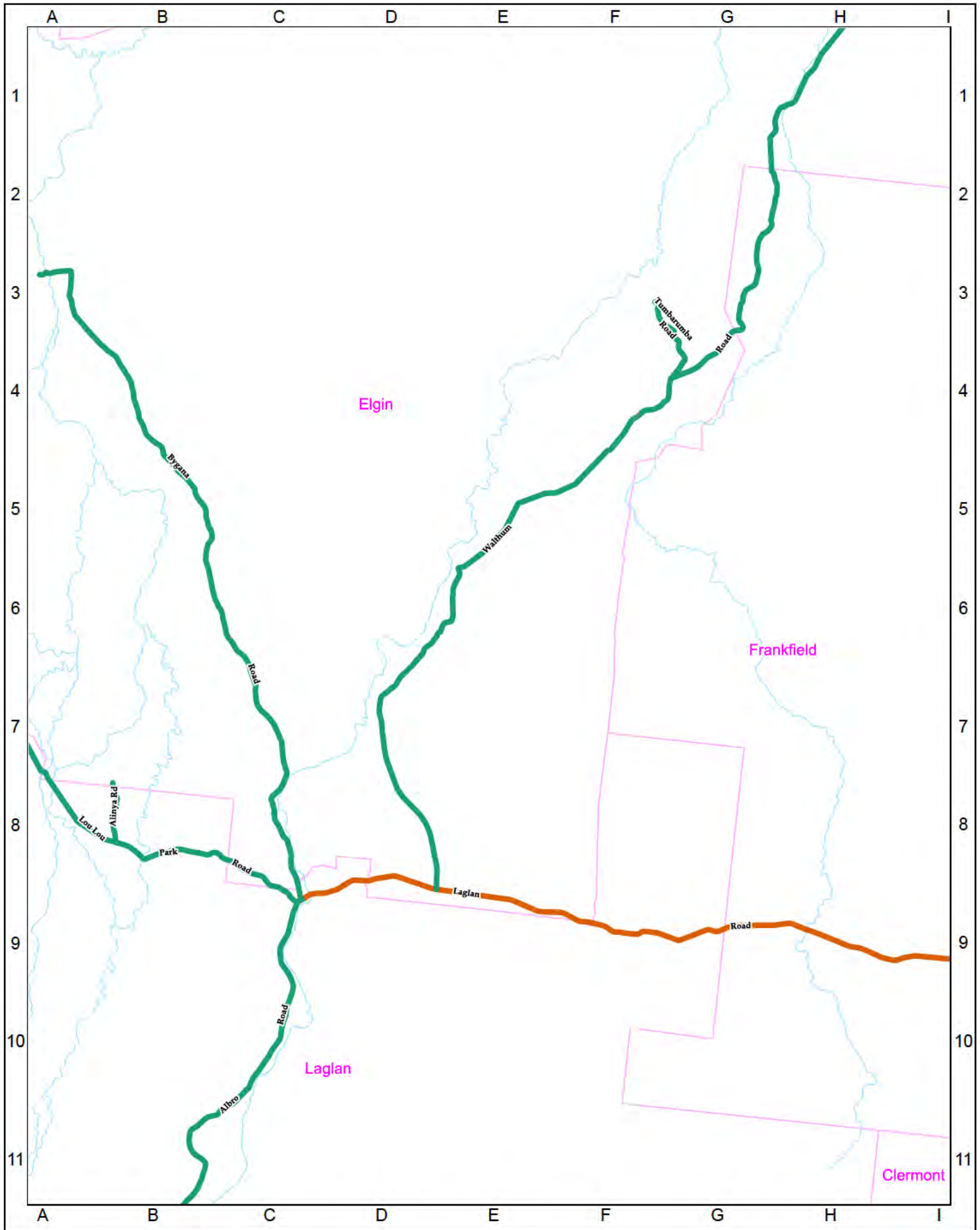
Map Number: 21  
Sealed  
Unformed



Date:  
06/01/2021

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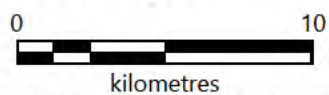




5	6	7
21	22	23
33	34	



**Title: Elgin**

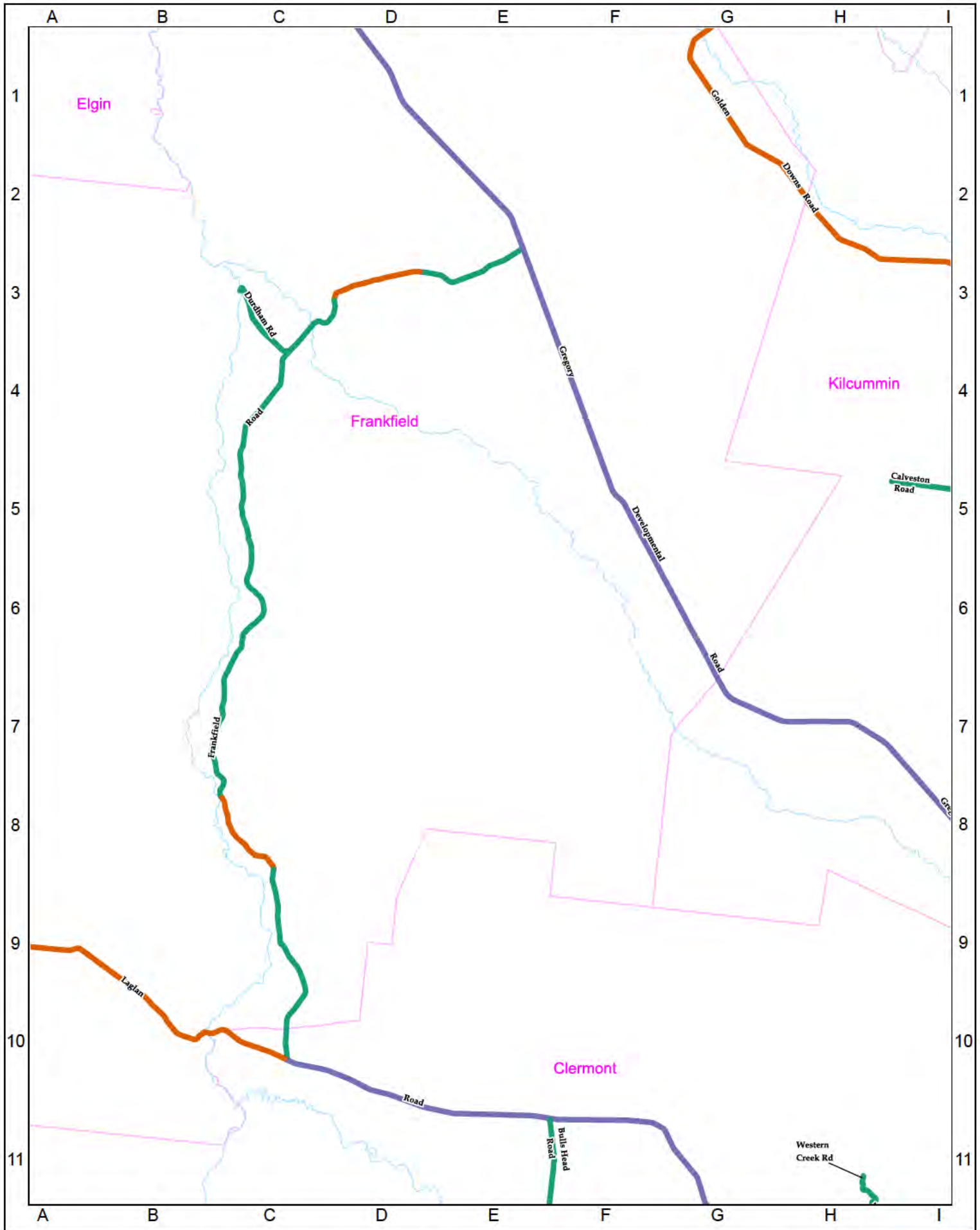


Date:  
06/01/2021

Map Number: 22

- Formed
- Gravelled
- Watercourses
- Sealed
- Unformed

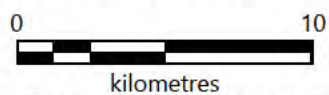




6	7	8
22	23	24
33	34	35



Title: Frankfield



Formed  
Gravelled  
Watercourses

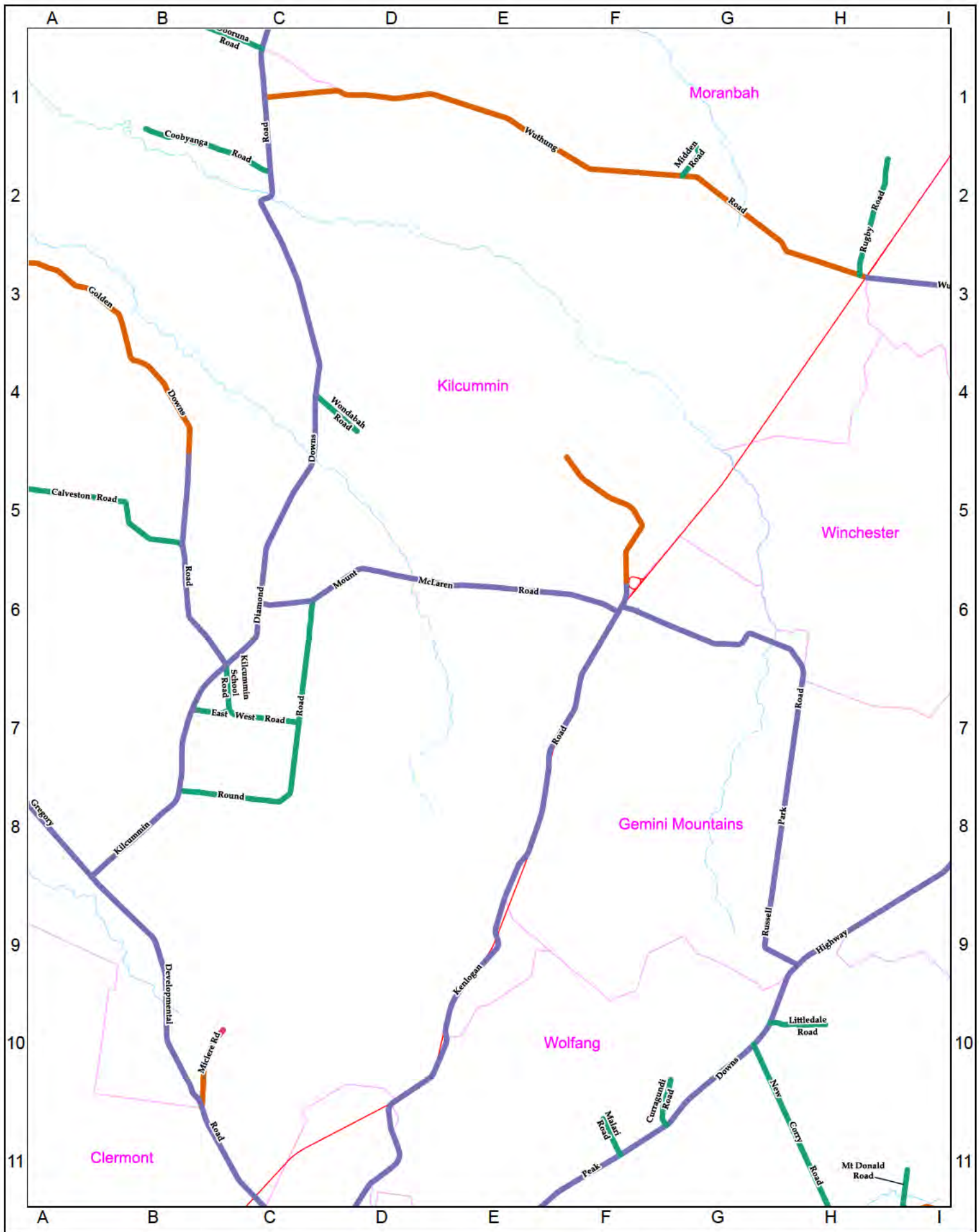
Map Number: 23  
Sealed  
Unformed



Date:  
06/01/2021

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7	8	9
23	24	25
34	35	40



## Title: Kilcummin & Gemini Mountians



- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed
- Watercourses

Date:  
06/01/2021

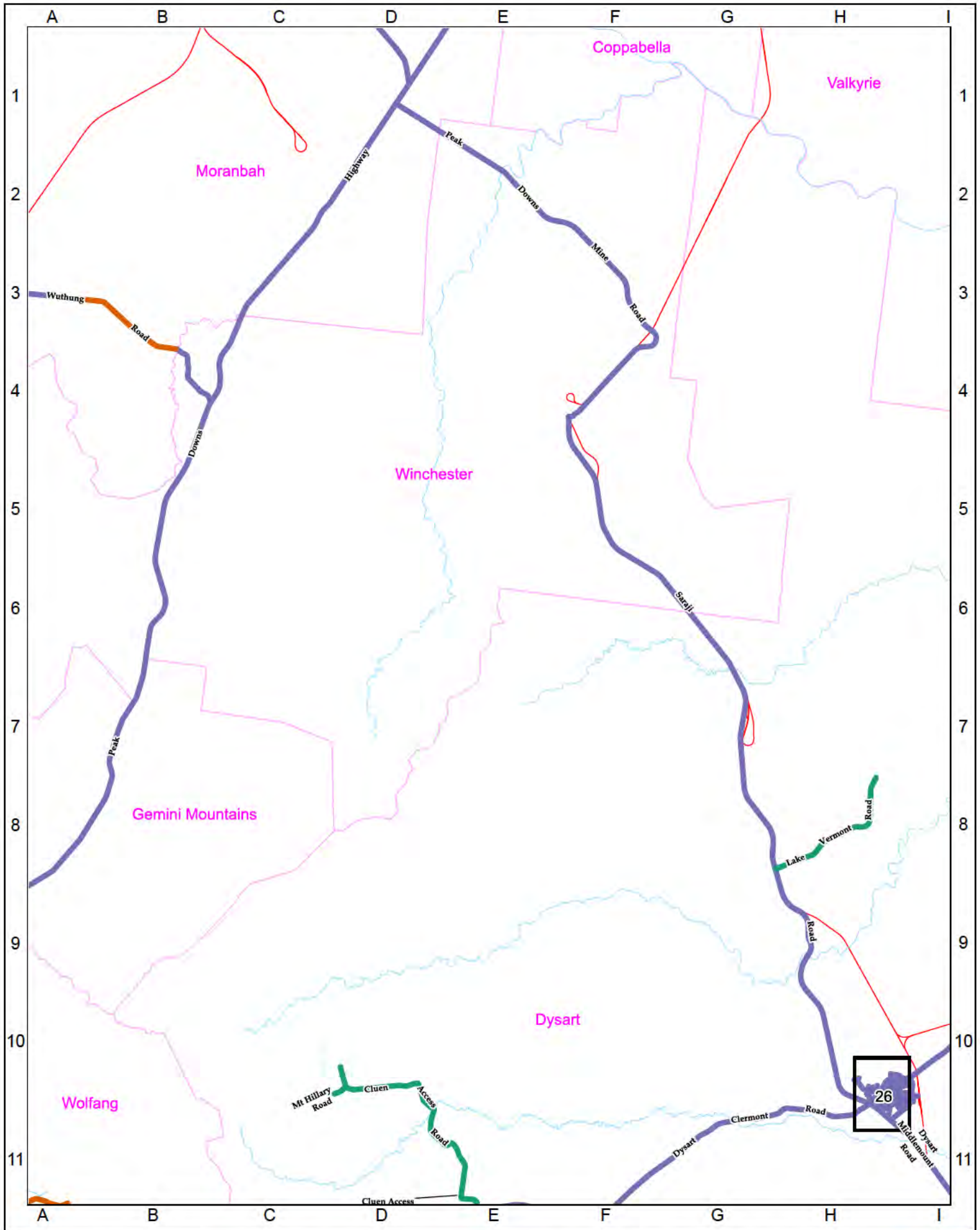
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Map Number: 24



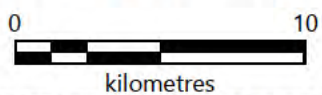




8	9	14
24	25	27
35	40	41



## Title: Winchester & Dysart



Formed  
 Gravelled  
 Rail Network

Map Number: 25  
 Sealed  
 Unformed  
 Watercourses



Date:  
06/01/2021

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25	25	27
25	26	27
25	25	27



Title: Dysart



Date:  
07/01/2021

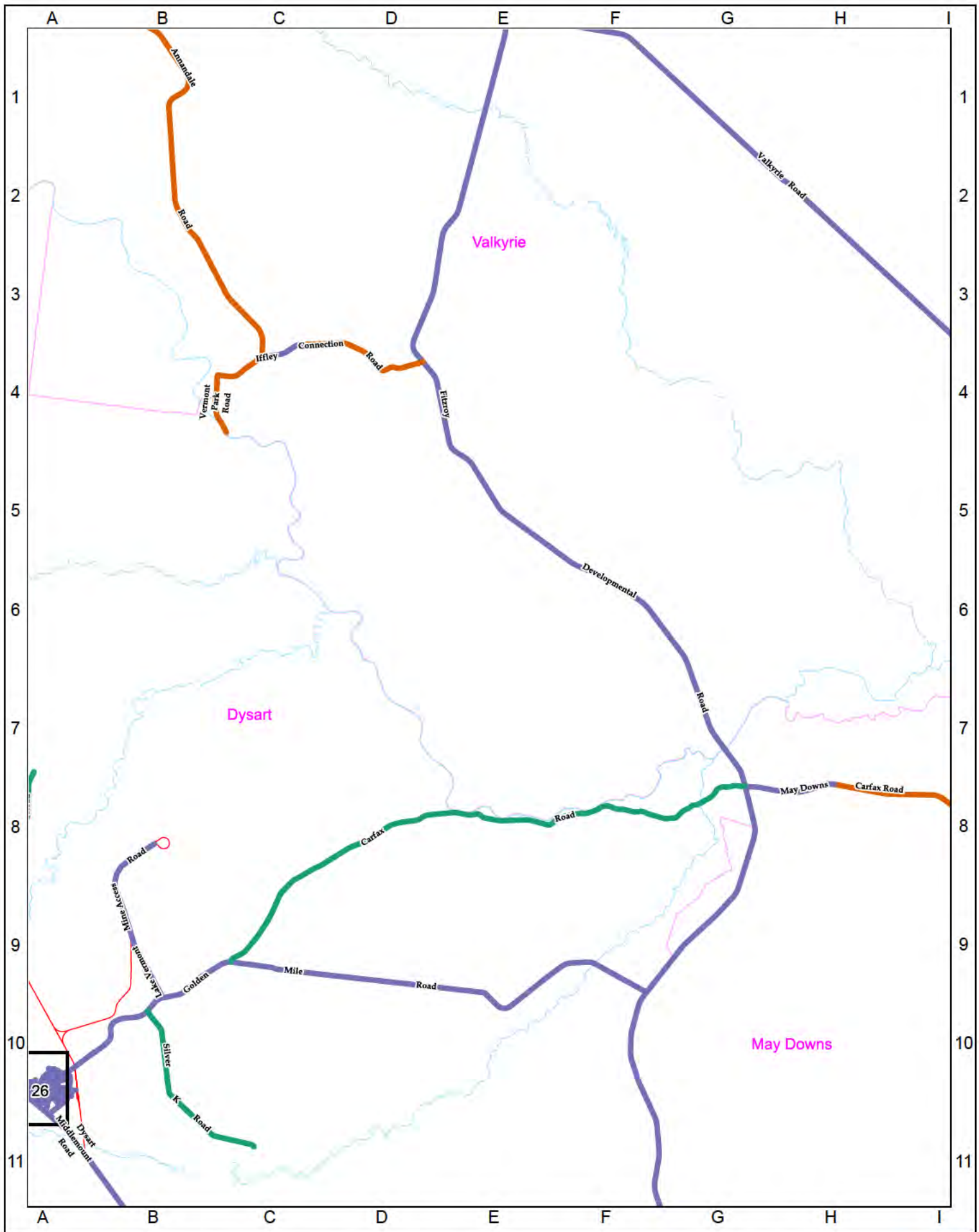
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- |              |           |
|--------------|-----------|
| Formed       | Sealed    |
| Gravelled    | Unformed  |
| Rail Network | Waterways |

Map Number: 26



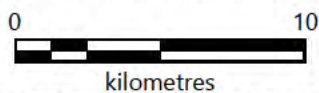




9	14	17
25	27	28
40	41	43



## Title: Valkyrie & Dysart



Formed  
Gravelled  
Rail Network

Sealed  
Unformed  
Watercourses

Map Number: 27

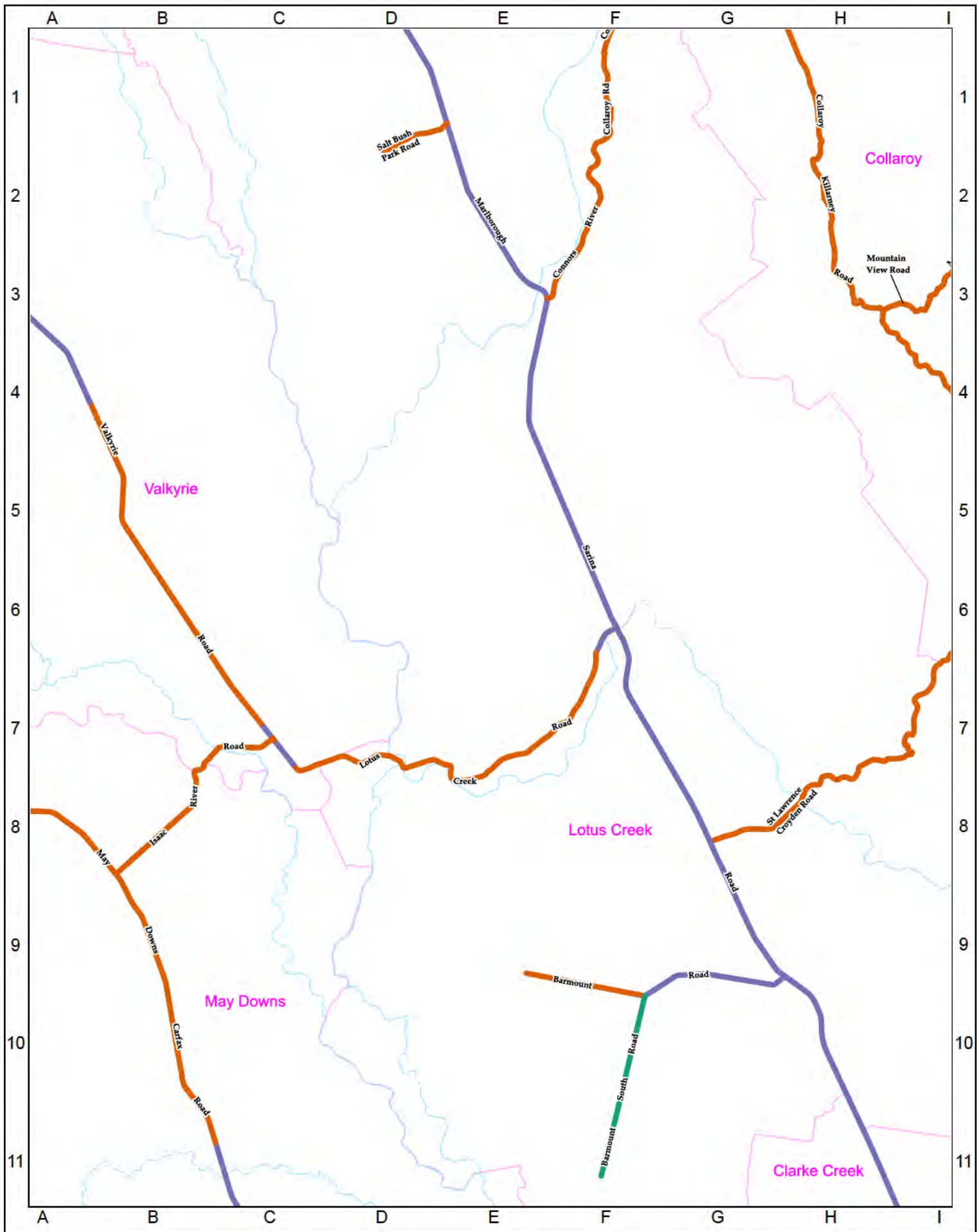


Date:  
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**Page 486**

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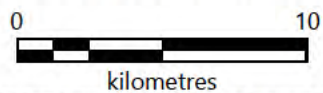




14	17	
27	28	29
41	43	44



## Title: Lotus Creek & May Downs



— Formed  
— Gravelled  
— Watercourses

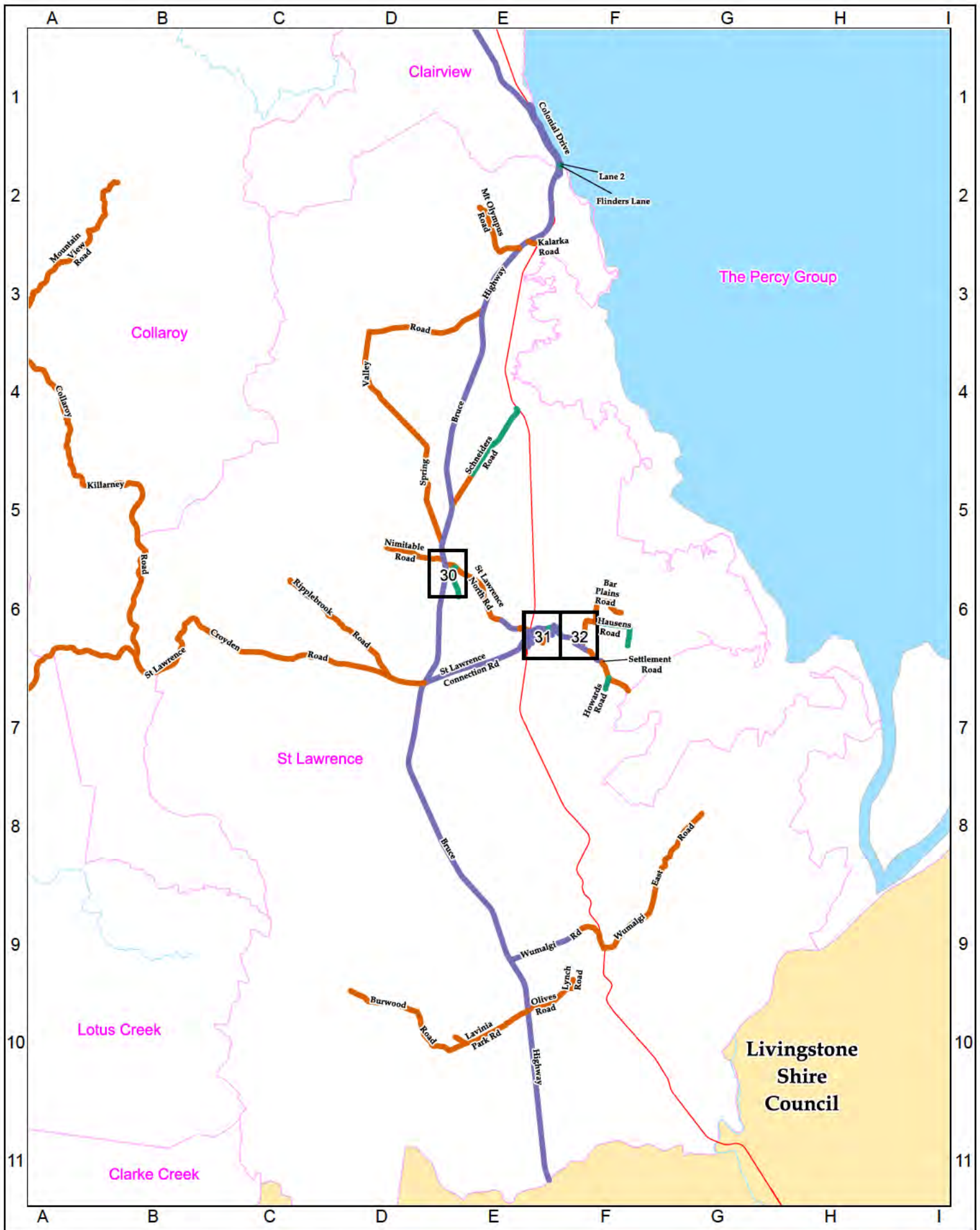
— Sealed  
— Unformed

Map Number: 28

Date:  
06/01/2021

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17	20	
28	29	
43	44	

**Title: Collaroy & St Lawrence**

Map Number: 29

Date: 12/01/2021

0 10

kilometres

— Formed  
— Gravelled  
— Sealed  
— Rail Network  
— Unformed  
— Watercourses

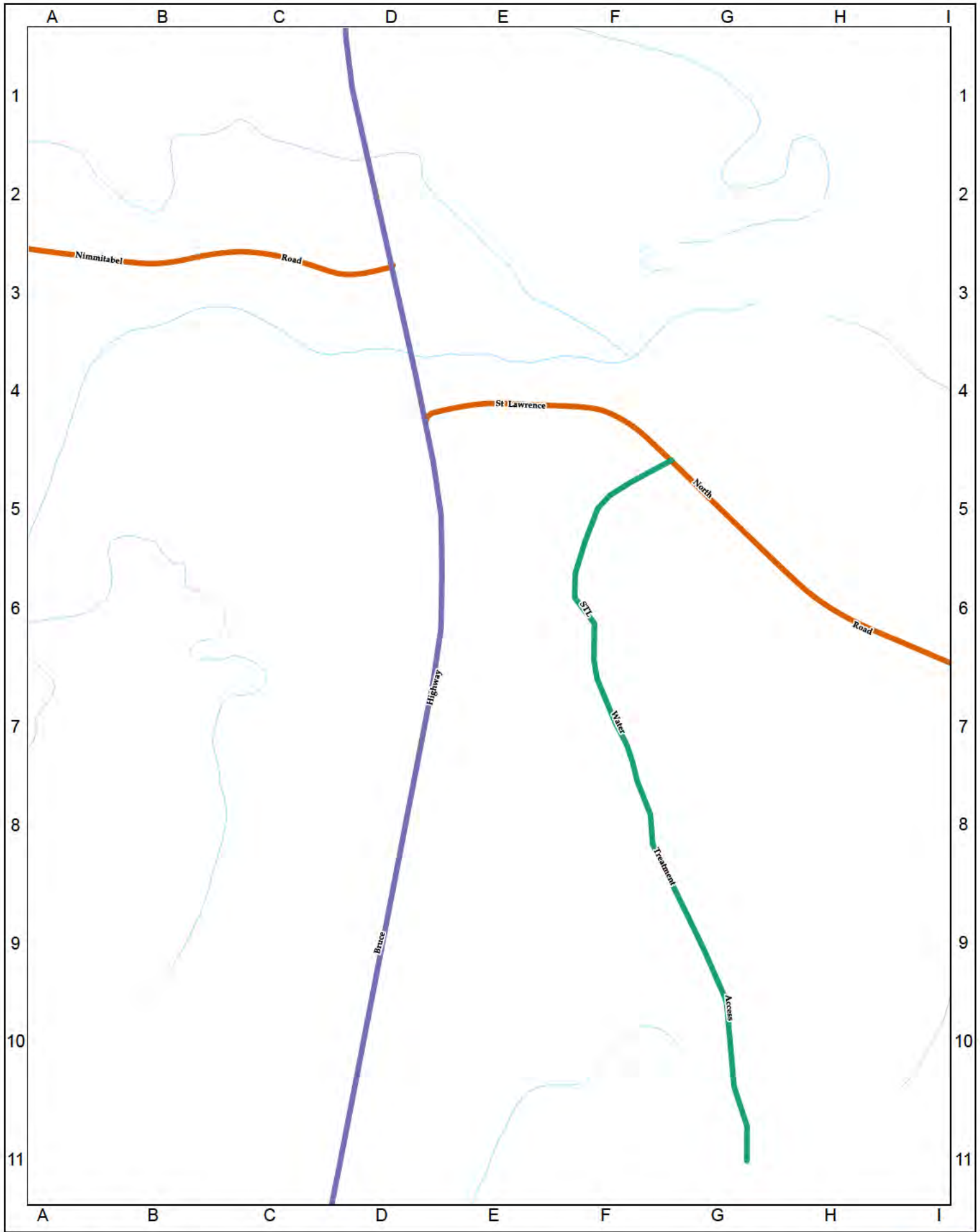
— Formed  
— Gravelled  
— Sealed  
— Rail Network  
— Unformed  
— Watercourses

**ISAAC REGION**

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29	29	29
29	30	29
29	29	29



## Title: St Lawrence West



Formed  
Gravelled  
Waterways

Map Number: 30

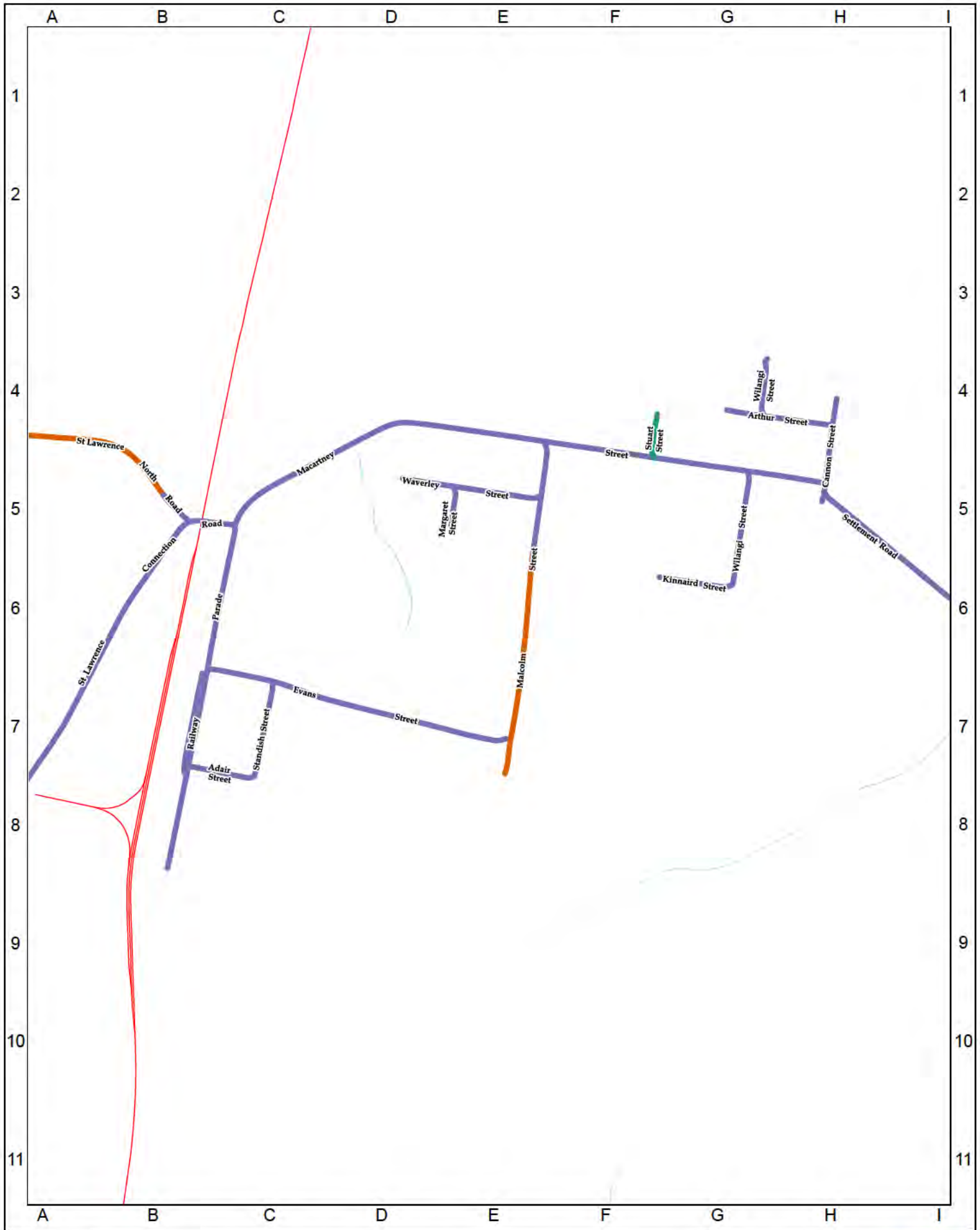
Sealed  
Unformed



Date:  
12/01/2021

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29	29	29
29	31	32
29	29	29



## Title: St Lawrence



Formed  
 Gravelled  
 Rail Network

Sealed  
 Unformed  
 Waterways

Map Number: 31

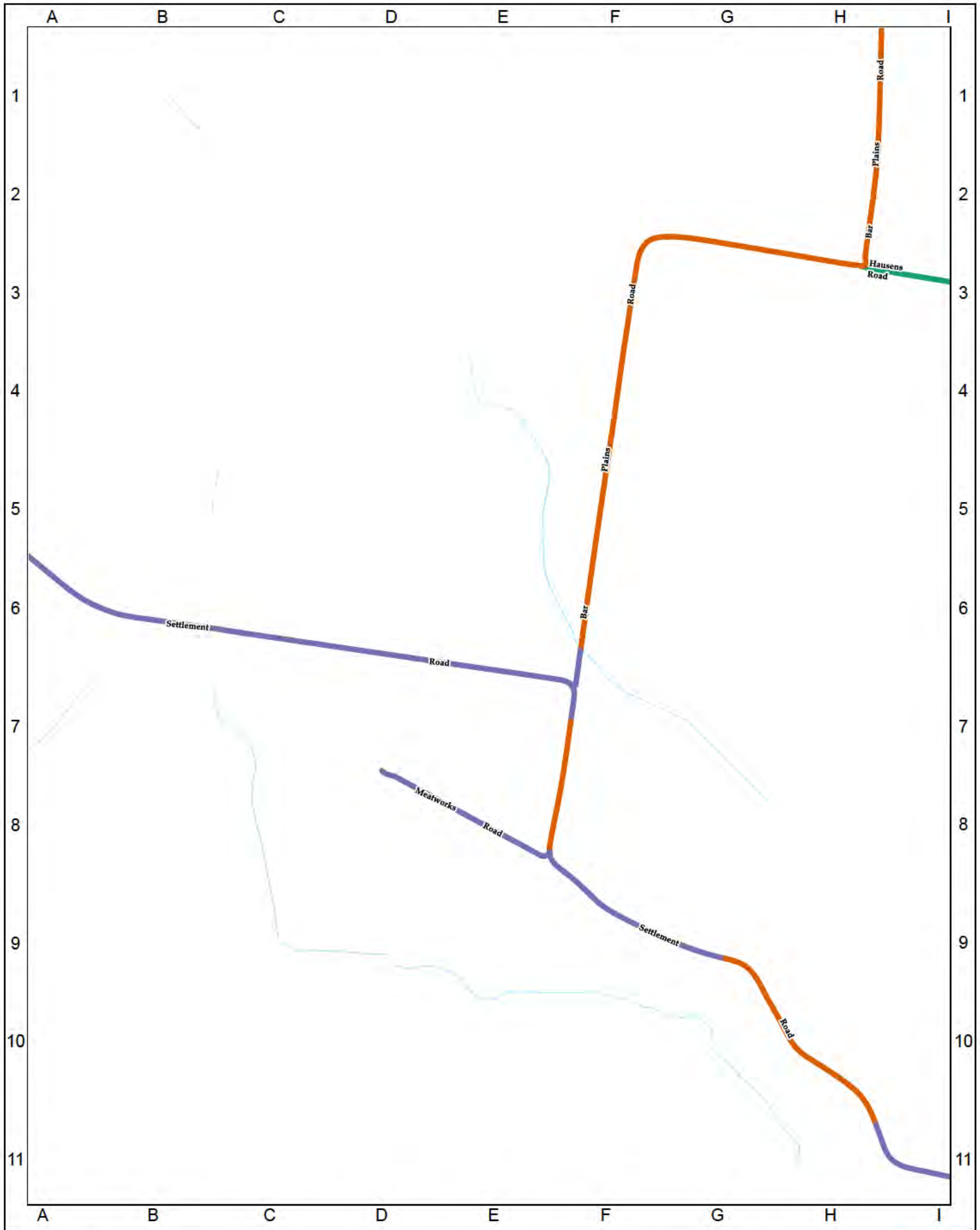


Date:  
07/01/2021

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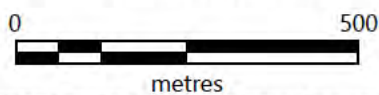
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29	29	29
31	32	29
29	29	29



## Title: St Lawrence East



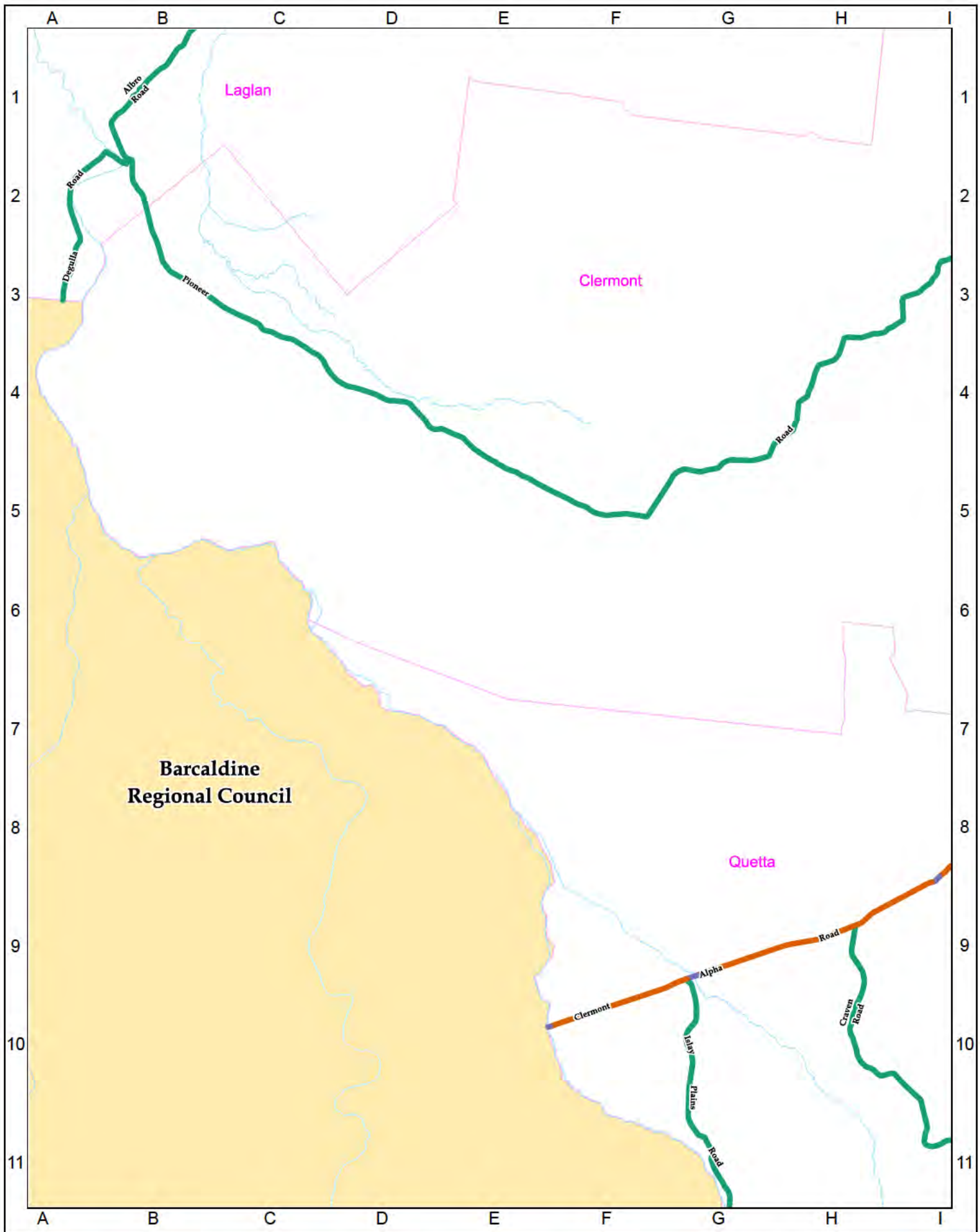
— Formed  
— Gravelled  
— Waterways

Map Number: 32  
— Sealed  
— Unformed



Date:  
07/01/2021

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21	22	23
	33	34
		45



## Title: Laglan, Clermont & Quetta



Formed  
Gravelled

Sealed  
Unformed  
Watercourses

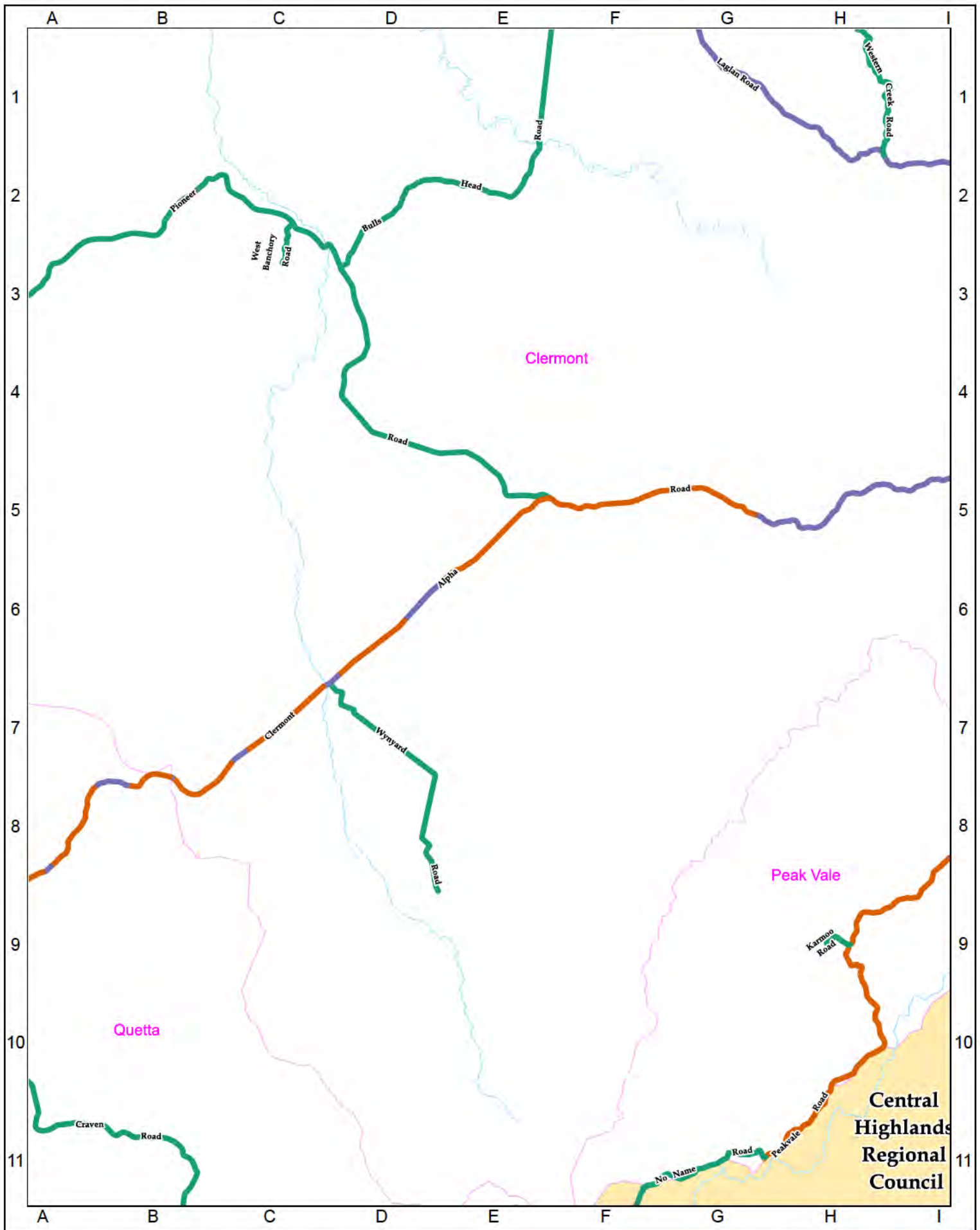
Map Number: 33



Date:  
12/01/2021

**Page 192**  
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22	23	24
33	34	35
45		

W E

S

**Title: Clermont, Peak Vale & Quetta**

0 10

kilometres

**Map Number: 34**

Formed

Gravelled

Rail Network

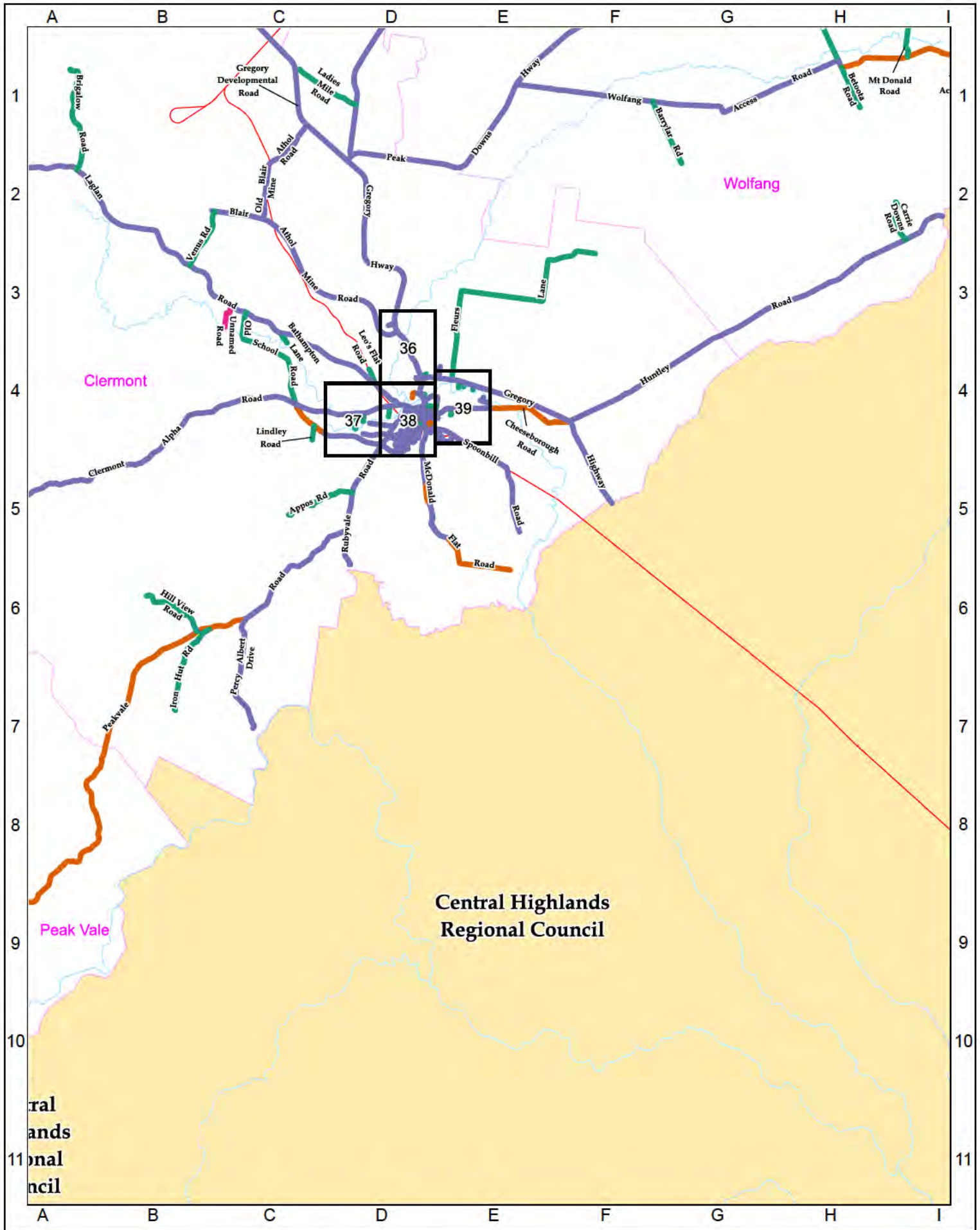
Sealed

Unformed

Watercourses

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23	24	25
34	35	40
45		

**Title: Clermont & Wolfgang**

Map Number: 35

**Legend:**

- Formed (Green line)
- Gravelled (Orange line)
- Rail Network (Red line)
- Sealed (Blue line)
- Unformed (Pink line)
- Watercourses (Light blue line)

**Scale:**

0 to 10 kilometres

**Compass:**

N, S, E, W

**ISAAC REGION**

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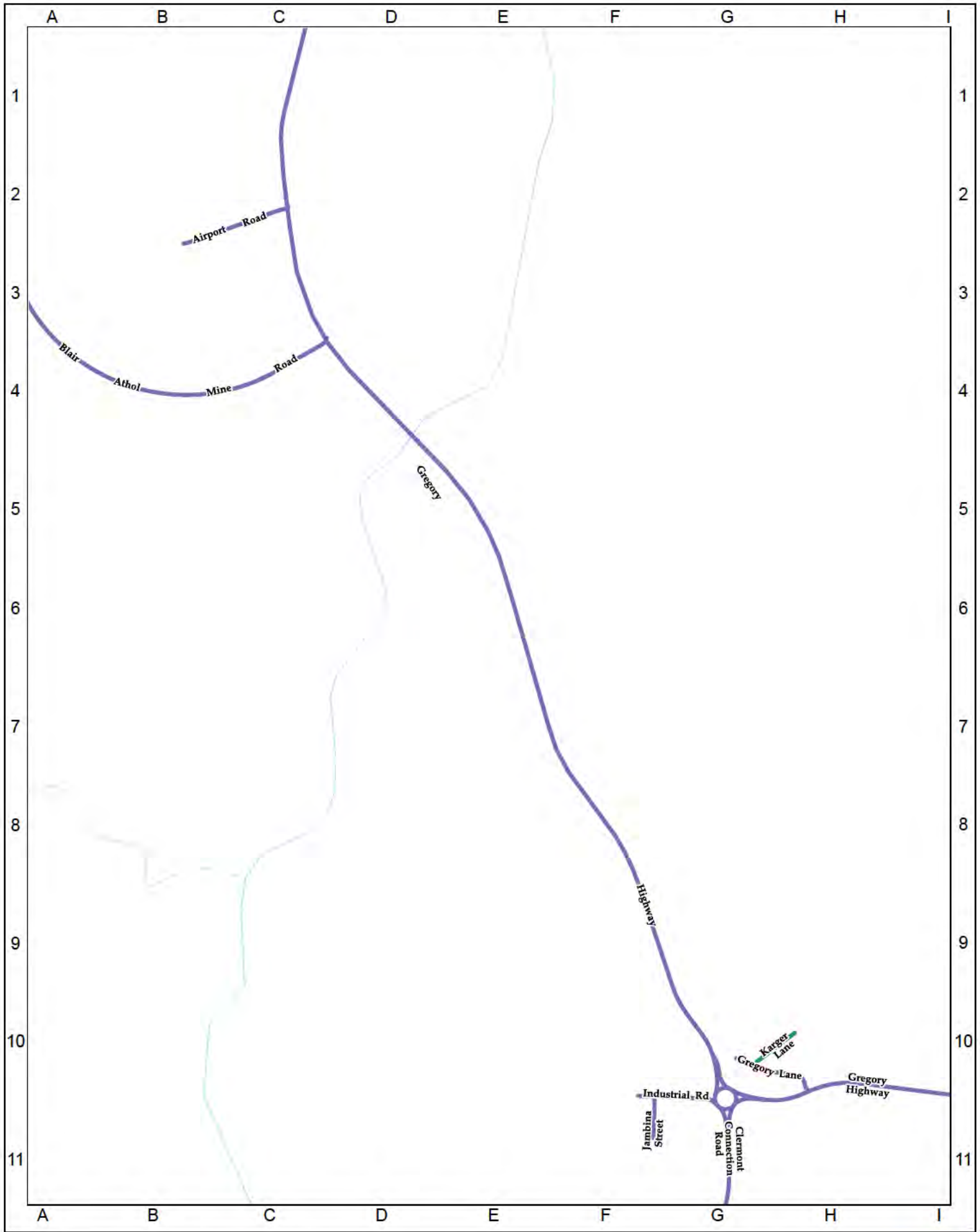
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**Date:**

08/01/2021

**Page:**

194



35	35	35
35	36	35
37	38	39

**Title: Clermont North**

0 500 metres

**Map Number: 36**

**Legend:**

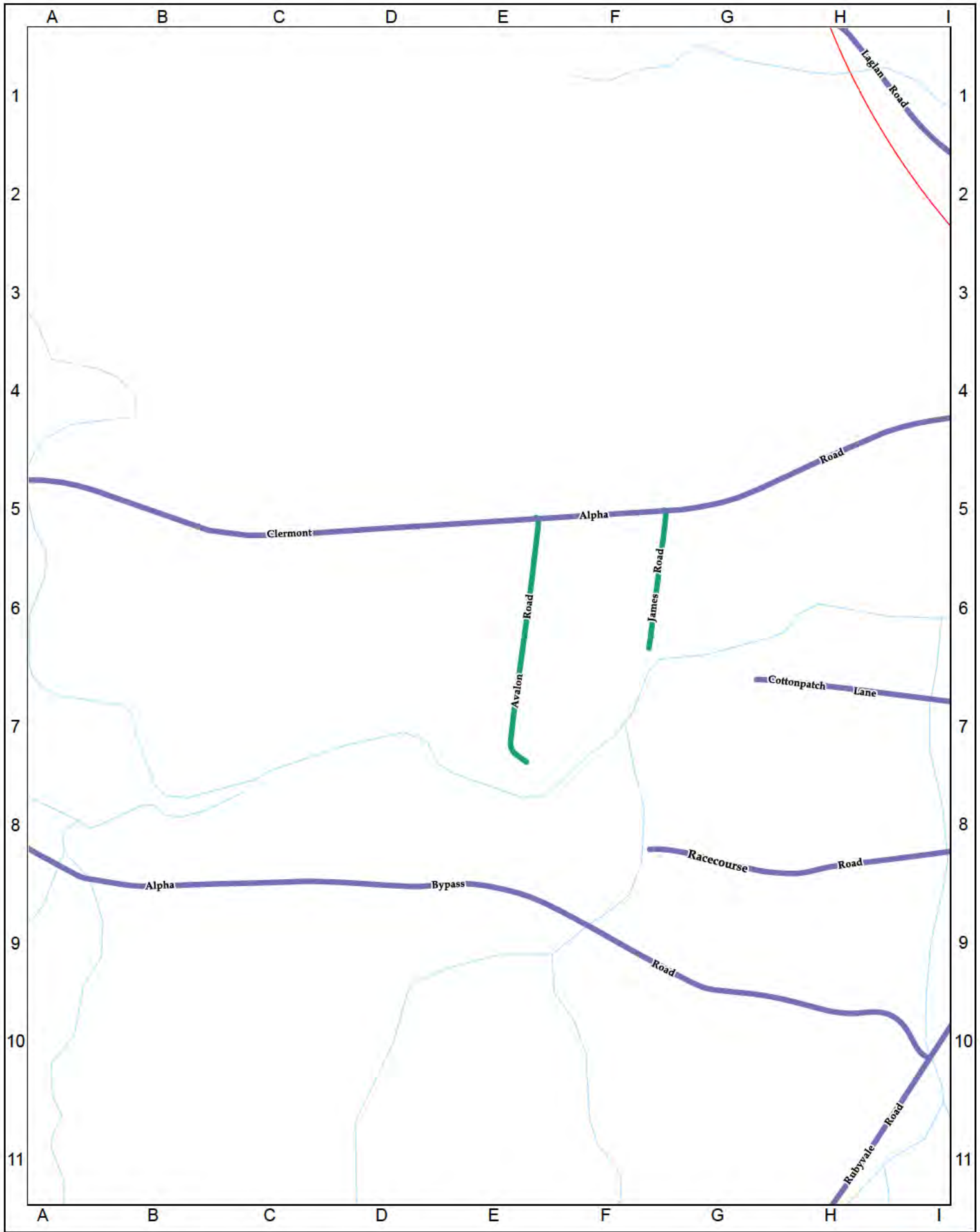
- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed
- Waterways

**Date:** 07/01/2021

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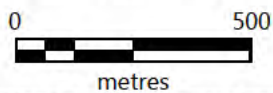




35	35	36
35	37	38
35	35	35



## Title: Clermont West



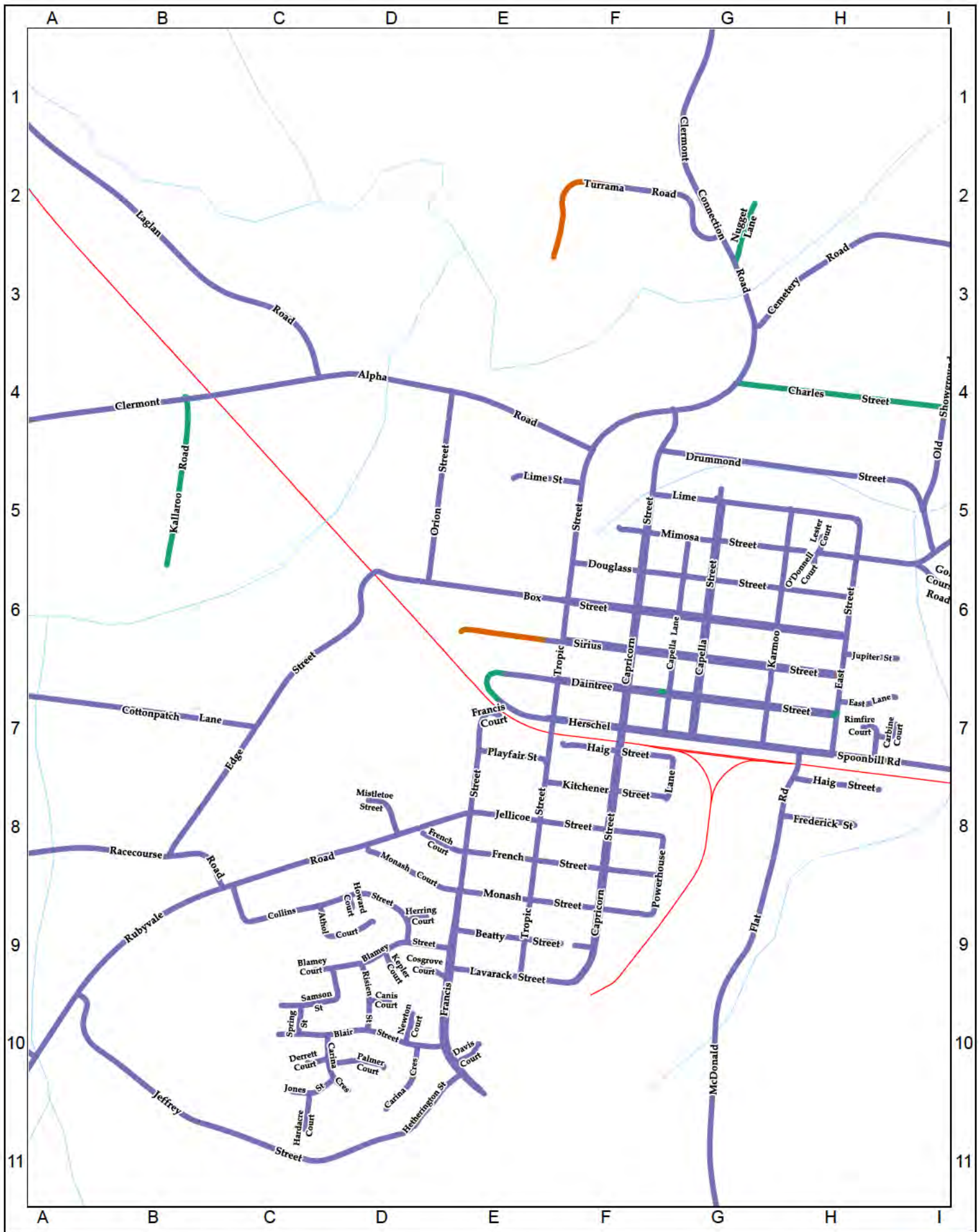
Date:  
07/01/2021

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- |              |           |
|--------------|-----------|
| Formed       | Sealed    |
| Gravelled    | Unformed  |
| Rail Network | Waterways |

Map Number: 37

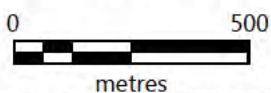




35	36	35
37	38	39
35	35	35



Title: Clermont



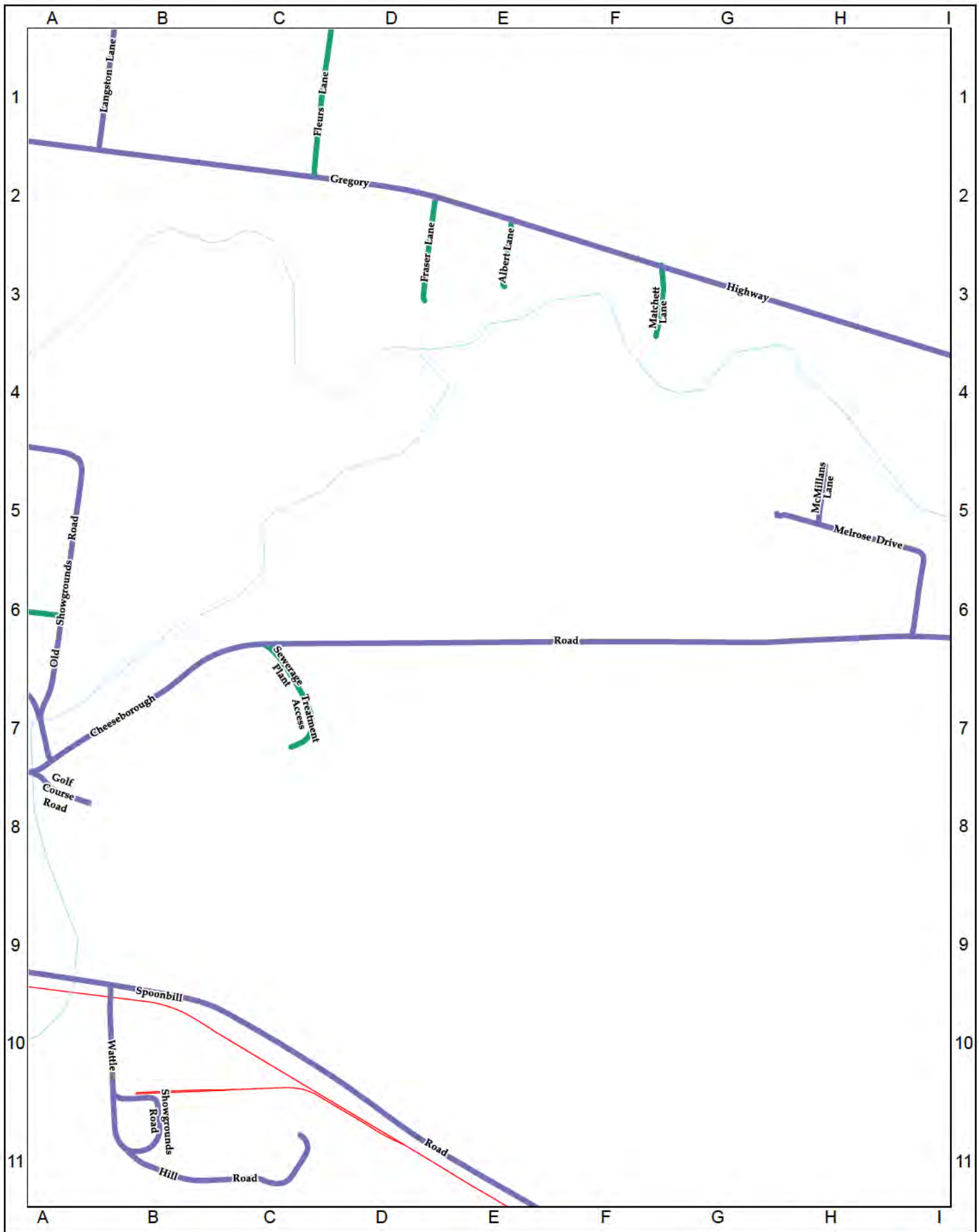
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- Map Number: 38
- Formed
  - Gravelled
  - Rail Network
  - Sealed
  - Unformed
  - Waterways



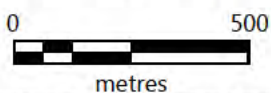




36	35	35
38	39	35
35	35	35



## Title: Clermont East



- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed
- Waterways

Date:  
07/01/2021

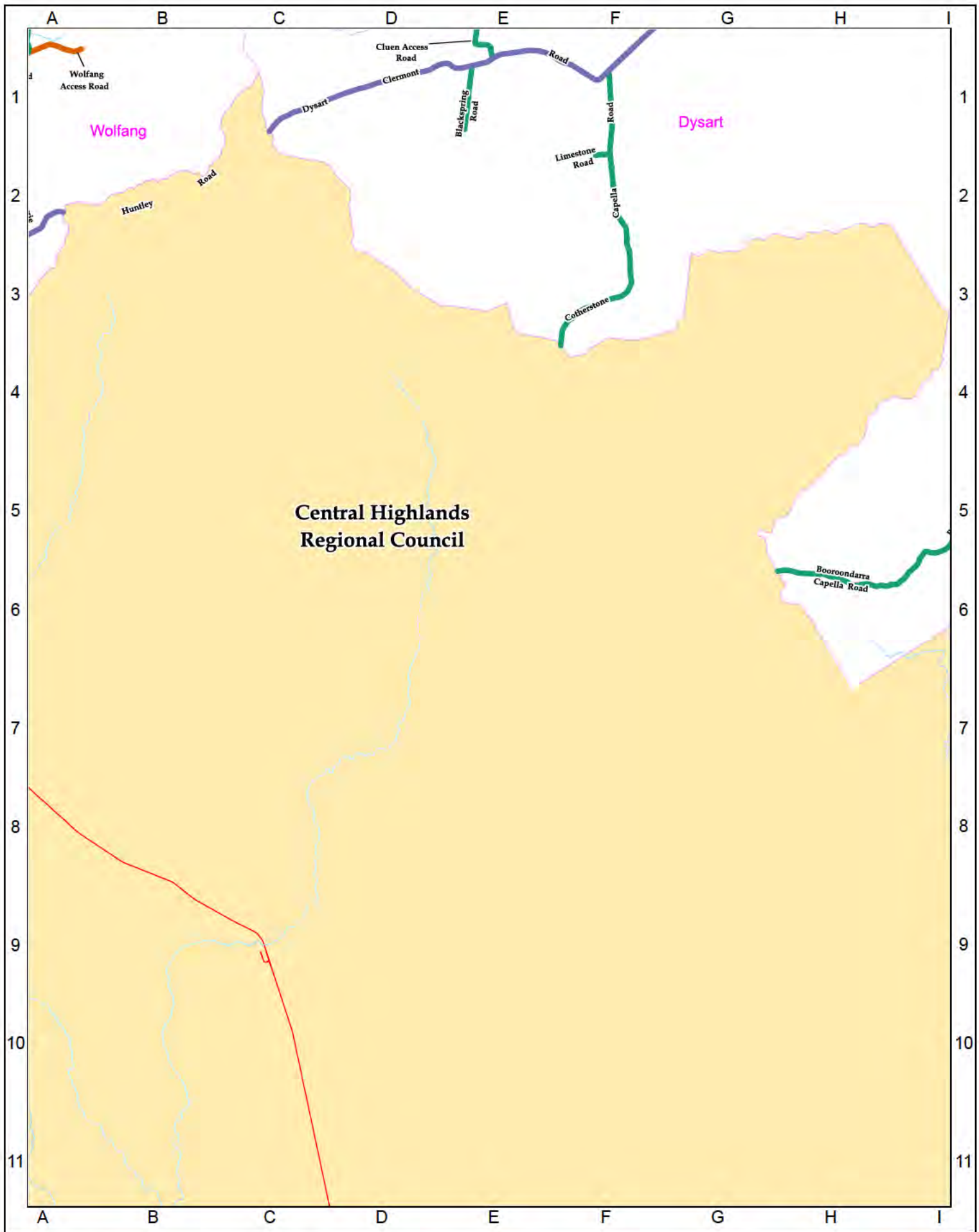
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24	25	26
35	40	41
		46



## Title: Dysart & Wolfgang



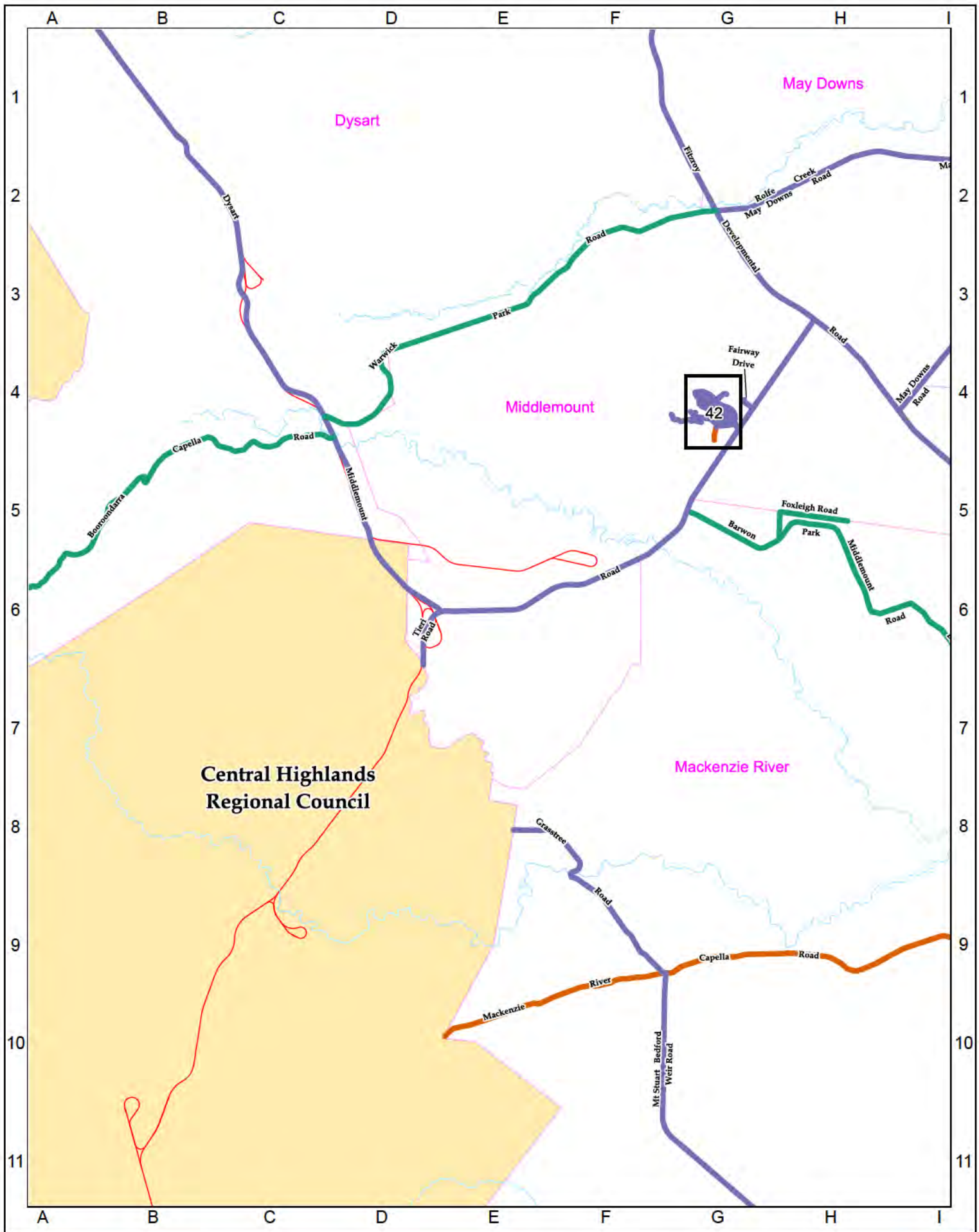
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- |              |              |
|--------------|--------------|
| Formed       | Sealed       |
| Gravelled    | Unformed     |
| Rail Network | Watercourses |

Map Number: 40

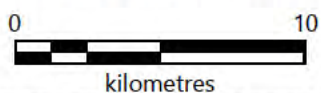




25	26	27
40	41	43
	46	



## Title: Mackenzie River & Middlemount



- Formed
- Gravelled
- Rail Network
- Sealed
- Unformed
- Watercourses

Map Number: 41



Date:  
05/01/2021

**Page 500**

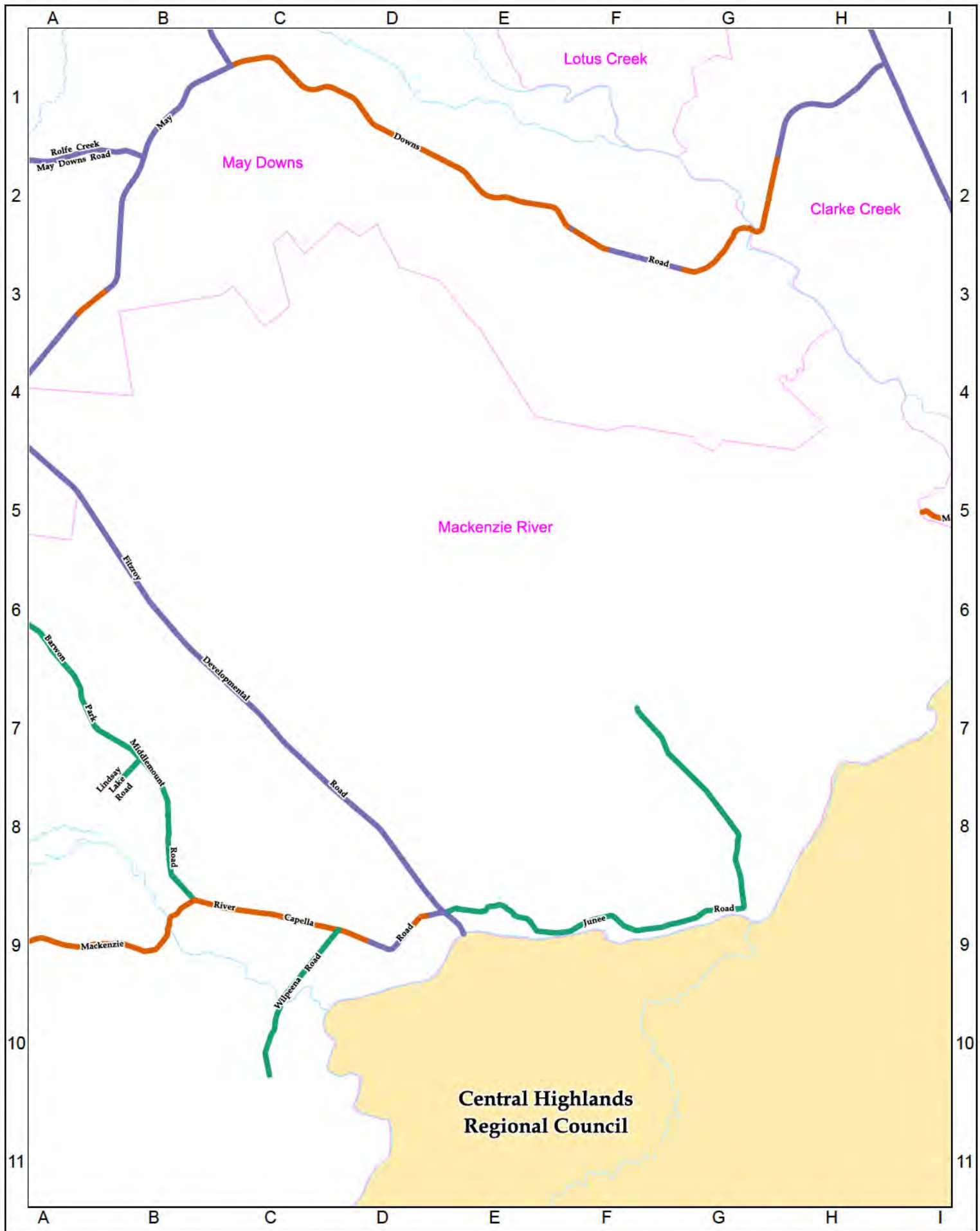
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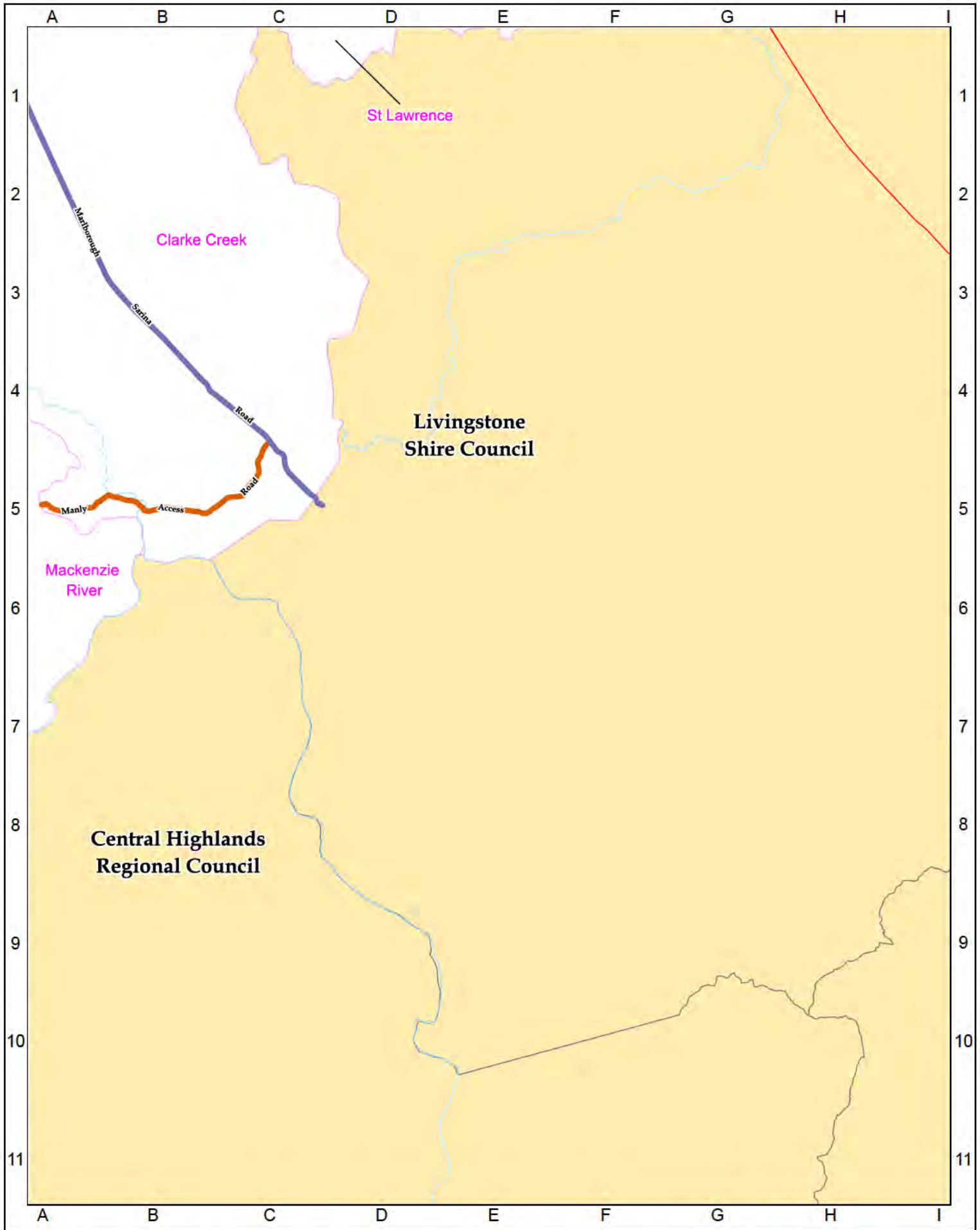
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28	29	
43	44	

**Title: Clarke Creek**

0 10  
kilometres

**Date:**  
05/01/2021

**Map Number: 44**

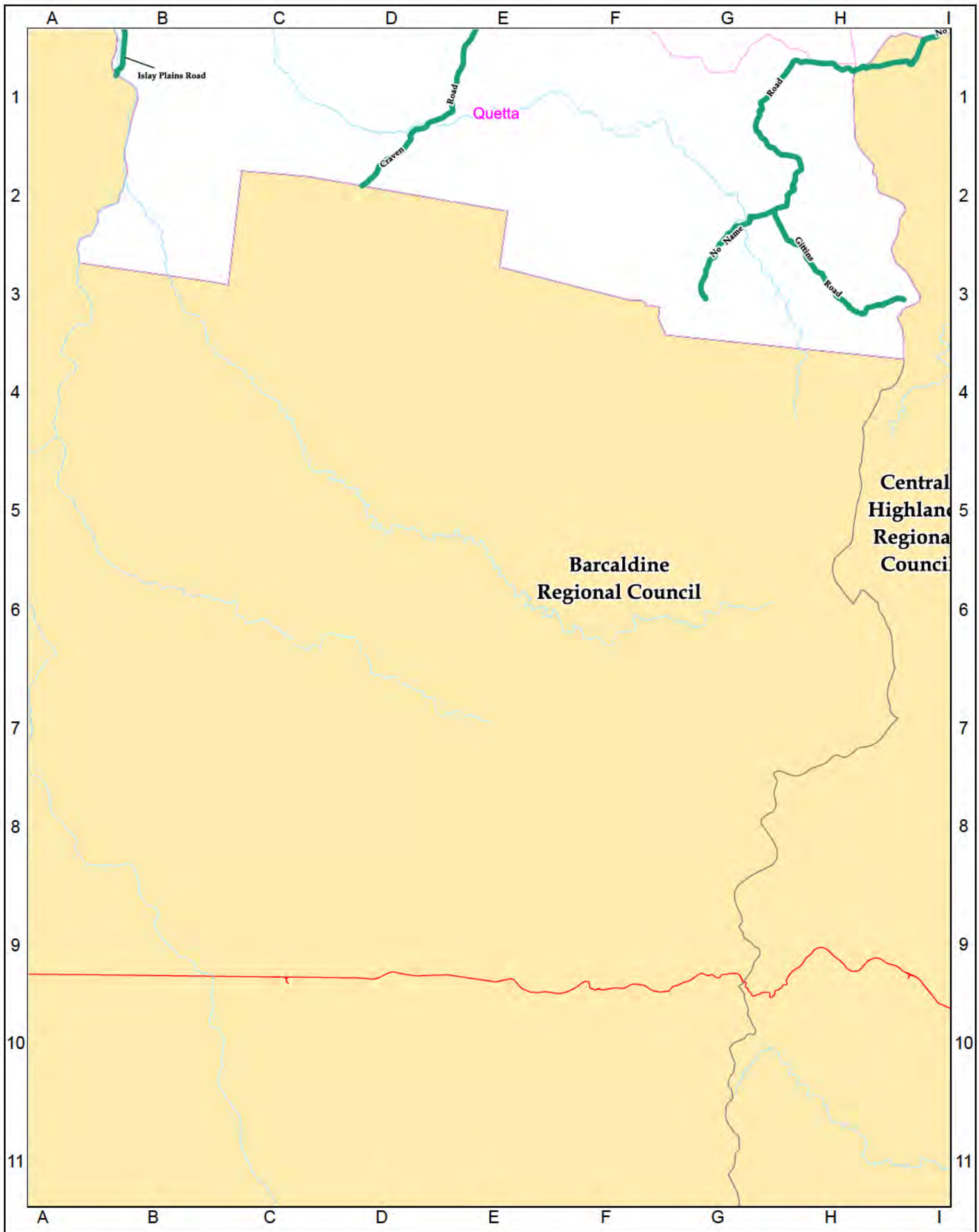
Sealed  
Unformed

Watercourses

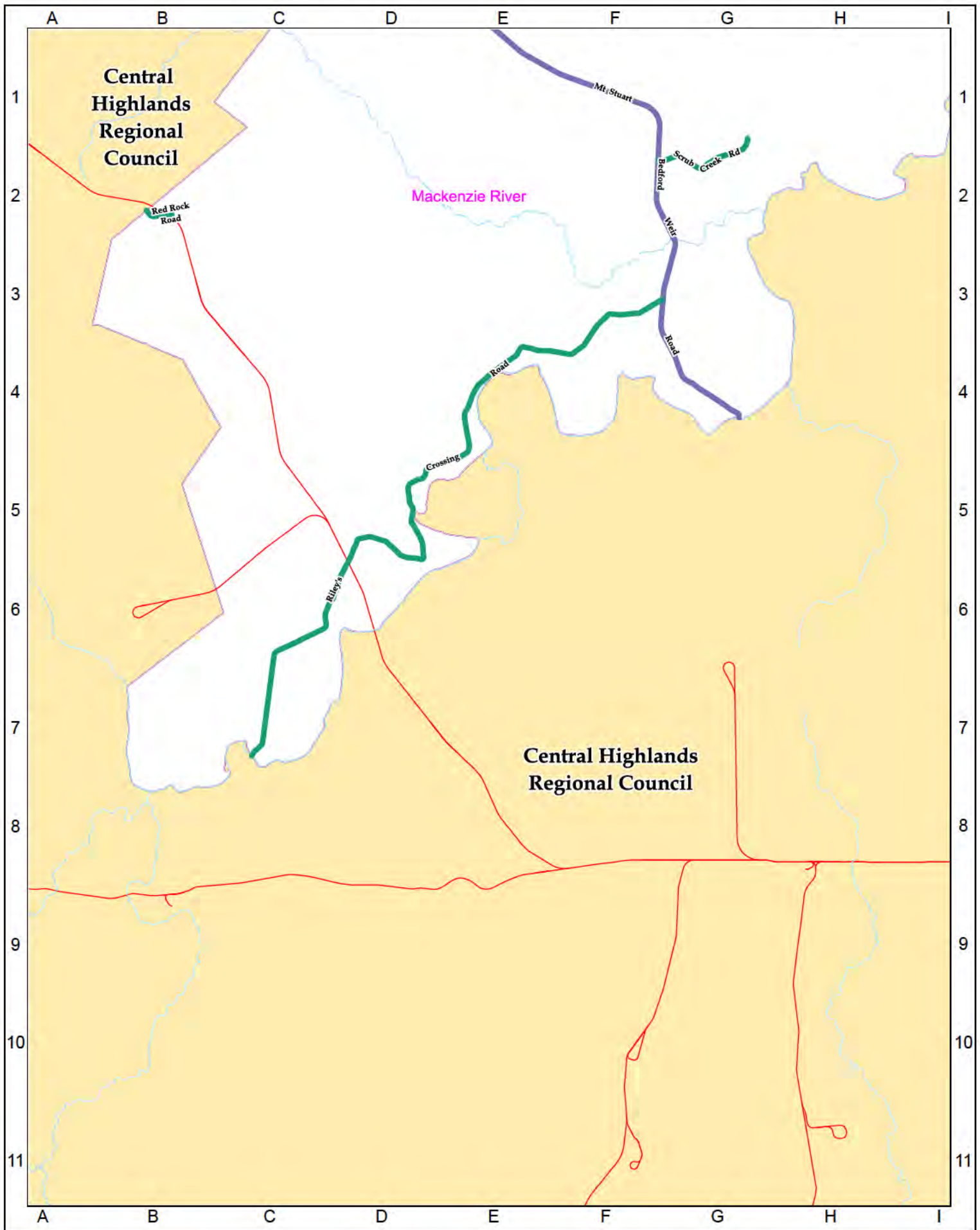
Formed  
Gravelled  
Rail Network

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