



NOTICE OF MEETING

Dear Committee Members

You are requested to attend the following meeting of Council.

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

TO BE HELD ON
TUESDAY, 1 DECEMBER 2020
COMMENCING AT 9.00AM
COUNCIL CHAMBERS, MORANBAH

GARY STEVENSON PSM

Chief Executive Officer

JEFF STEWART-HARRIS

Committee Officer

Director Planning, Environment and
Community Services

Committee Members:

Cr Kelly Vea Vea (Chair)

Mayor Anne Baker

Cr Gina Lacey

Cr Jane Pickels

Cr Viv Coleman

LOCAL GOVERNMENT ACT 2009

Local Government Regulation 2012

Chapter 8, Part 2 Local Government Meetings and Committees

Division 1A, Requirements for Local Government Meetings Generally

Section 254J Closed meetings

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

Conflict of Interest Obligations

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

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

STANDING COMMITTEE MEETING

OF ISAAC REGIONAL COUNCIL

TO BE HELD ON

TUESDAY 1 DECEMBER 2020

COUNCIL CHAMBERS, MORANBAH

1. OPENING OF THE MEETING
2. APOLOGIES
3. DECLARATION OF CONFLICTS OF INTEREST
4. CONFIRMATION OF MINUTES
5. OFFICER REPORTS
6. INFORMATION BULLETIN REPORT
7. GENERAL BUSINESS
8. CONCLUSION

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1. OPENING OF MEETING

2. APOLOGIES

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONFIRMATION OF MINUTES

Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 9.00am on Tuesday, 3 November 2020.

5. OFFICER REPORTS

5.1 CLERMONT SALEYARDS AND SHOWGROUNDS REVITALISATION PROJECT ADVISORY COMMITTEE – MINUTES 2 NOVEMBER 2020

EXECUTIVE SUMMARY

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

5.2 MORANBAH MINERS MEMORIAL SPRING CARNIVAL RACE DAY

EXECUTIVE SUMMARY

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

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5.3 MIDDLEMOUNT RODEO ASSOCIATION INCORPORATED TENURE ARRANGEMENT

EXECUTIVE SUMMARY

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

5.4 COMMUNITY EDUCATION AND COMPLIANCE POLICY

EXECUTIVE SUMMARY

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

5.5 COMPLIANCE STRATEGY FOR THE FOOD ACT 2006

EXECUTIVE SUMMARY

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

5.6 NEBO SHOWGROUNDS MASTER PLAN ENGAGEMENT PROPOSAL

EXECUTIVE SUMMARY

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

5.7 GREG CRUICKSHANK AQUATIC CENTRE WATER PARK STATUS

EXECUTIVE SUMMARY

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

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5.8 MAJOR GRANT APPLICATION – MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION

EXECUTIVE SUMMARY

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

5.9 MCU20/0002 APPLICATION FOR MATERIAL CHANGE OF USE (DEVELOPMENT PERMIT) MOTOR VEHICLE WORKSHOP AND WORKS CAMP (7 BED) AT 160 WALSHS ROAD, NEBO, DESCRIBED AS LOT 63 ON WHS19

EXECUTIVE SUMMARY

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

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

5.10 DRAFT SOCIAL SUSTAINABILITY POLICY

EXECUTIVE SUMMARY

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

5.11 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

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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.

6. INFORMATION BULLETINS

6.1 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES INFORMATION BULLETIN – DECEMBER 2020

EXECUTIVE SUMMARY

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

7. GENERAL BUSINESS

8. CONCLUSION



UNCONFIRMED MINUTES

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

HELD ON
TUESDAY, 3 NOVEMBER 2020

COMMENCING AT 9.00AM

UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 3 NOVEMBER 2020

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ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 3 NOVEMBER 2020 COMMENCING AT 9.00AM

ATTENDEES

Cr Kelly Vea Vea, Division Five (Chair)
Mayor Anne Baker (*by video conference*)
Cr Gina Lacey, Division Three (*by video conference*)
Cr Jane Pickels, Division Seven (*by video conference*)
Cr Viv Coleman, Division Eight
Cr Sandy Moffat, Division Two (Observer)

OFFICERS PRESENT

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

1. OPENING

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

UNCONFIRMED MINUTES

Resolution No.: PECS0574

Moved: Cr Coleman

Seconded: Cr Lacey

That the Planning, Environment and Community Services Standing Committee accepts Mayor Anne Baker, Cr Gina Lacey and Cr Jane Pickels participation by video conference.

Carried

2. APOLOGIES

No apologies this meeting.

3. DECLARATION OF CONFLICTS OF INTEREST

The following declarations were received by the Chief Executive Office and Mayor prior to the meeting or declared at commencement of the meeting.

PREScribed CONFLICT OF INTEREST

The Chair, Cr Kelly Vea Vea declared a prescribed conflict of interest for Report 5.2 Moranbah Highlanders Swimming Club Incorporated Tenure Arrangement as Cr Vea Vea's husband is the President of the Moranbah Highlanders Swimming Club.

PEScribed CONFLICT OF INTEREST

Cr Viv Coleman declared a prescribed conflict of interest for Report 5.7 Requested Council Support – Permit to Occupy Over Land – Lot 1 on CP858261, Clairview as Cr Coleman is a former employee of, and has a personal family friendship with the applicant.

NOTE:

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

4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting held at the Council Chambers, Moranbah on Tuesday 6 October 2020.

Resolution No.: PECS0575

Moved: Cr Pickels

Seconded: Cr Lacey

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 6 October 2020 are confirmed.

Carried

ATTENDANCE

Mayor Anne Baker ended her video conference with the meeting at 9.11am.

Mayor Anne Baker video conferenced into the meeting at 9.12am.

Mr Jeff Stewart-Harris left the meeting room at 9.13am.

5. OFFICERS REPORTS

5.1

Community Drought Support Program Grants

EXECUTIVE SUMMARY

This report seeks Council's endorsement to deliver the Queensland Government funded Community Drought Support Program grants via the existing Isaac Regional Council Community Grants Program and to approve the updated Community Grants application form and guidelines.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the allocation of \$84,000 (ex. GST) in funding provided under the Queensland Government's Community Drought Support Program to support Isaac Region communities in accordance with the approved grant as follows:***

- a. **\$24,000 for 'Check-In and Check-Up' events to be delivered by Council in 12 localities within the drought-declared regions of Isaac.**
 - b. **\$52,500 for drought grants to support delivery of community-led events which activate drought affected Isaac region districts.**
 - c. **\$7,500 for administration and operating costs associated with event delivery and promotion.**
2. **Approves the drought grants component of Council's response be administered collectively via the existing Isaac Regional Council Community Grants Program framework for areas identified as being drought-declared as at 1 July 2020.**
3. **Notes that should additional Isaac Region localities become drought-declared, Council may elect to extend the grants program eligibility area to these localities, subject to approval from the Queensland Government.**
4. **Approves the updated Isaac Regional Council Community Grants Program application form and guidelines to reflect inclusion of drought grants funded under the Community Drought Support Program.**

Resolution No.: PECS0576

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

1. **Notes the allocation of \$84,000 (ex. GST) in funding provided under the Queensland Government's Community Drought Support Program to support Isaac Region communities in accordance with the approved grant as follows:**
 - a. **\$24,000 for 'Check-In and Check-Up' events to be delivered by Council in 12 localities within the drought-declared regions of Isaac.**
 - b. **\$52,500 for drought grants to support delivery of community-led events which activate drought affected Isaac region districts.**
 - c. **\$7,500 for administration and operating costs associated with event delivery and promotion.**
2. **Approves the drought grants component of Council's response be administered collectively via the existing Isaac Regional Council Community Grants Program framework for areas identified as being drought-declared as at 1 July 2020.**
3. **Notes that should additional Isaac Region localities become drought-declared, Council may elect to extend the grants program eligibility area to these localities, subject to approval from the Queensland Government.**

4. Approves the updated Isaac Regional Council Community Grants Program application form and guidelines to reflect inclusion of drought grants funded under the Community Drought Support Program.

Carried

NOTE: The Committee requests that the graphics for the guidelines remain as they were previously, pending an overall review of the guidelines.

PRESCRIBED CONFLICT OF INTEREST

The Chair, Cr Kelly Veve declared a prescribed conflict of interest for Report 5.2 Moranbah Highlanders Swimming Club Incorporated Tenure Arrangement as Cr Veve's husband is the President of the Moranbah Highlanders Swimming Club. Cr Veve left the meeting room at 9.15am and did not participate in the discussions or vote for Report 5.2.

PROCEDURAL MOTION:

Resolution No.: PECS0577

Moved: Mayor Baker

Seconded: Cr Pickels

The Committee appoints Cr Coleman as Chair in the absence of Cr Kelly Veve.

Carried

ATTENDANCE

Mr Jeff Stewart-Harris entered the meeting room at 9.16am.

5.2

Moranbah Highlanders Swimming Club Incorporated Tenure Arrangement

EXECUTIVE SUMMARY

The purpose of this report is to consider the tenure arrangements for the Moranbah Highlanders Swimming Club Incorporated for use of the Greg Cruickshank Aquatic Centre located at 20 Batchelor Parade, Moranbah Qld 4744, with legal description Lot 18 on SP249143.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approves a one-year peppercorn License to Occupy Agreement between Council and the Moranbah Highlanders Swimming Club Incorporated for the use of land occupied by its club house at the Greg Cruickshank Aquatic Centre located at 20 Batchelor Parade, Moranbah Qld 4744, Lot 18 on SP249143.**
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

Resolution No.: PECS0578

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Approves a one-year peppercorn License to Occupy Agreement between Council and the Moranbah Highlanders Swimming Club Incorporated for the use of land occupied by its club house at the Greg Cruickshank Aquatic Centre located at 20 Batchelor Parade, Moranbah Qld 4744, Lot 18 on SP249143.**
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

Carried

ATTENDANCE

Cr Kelly Vea Vea entered the meeting room at 9.20am and assumed the position of Chair on her return to the meeting room.

5.3

Moranbah Race Club Incorporated Tenure Arrangement

EXECUTIVE SUMMARY

The purpose of this report is to consider tenure arrangements for the Moranbah Race Club Incorporated for use of Lot 45 on GV219, 87 Sarchedon Drive, Moranbah Qld 4744.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. Approves to enter into a ten-year lease agreement with Moranbah Race Club Incorporated for use of land at Lot 45 on GV219 the total of which is approximately 41.919 Ha.
 - 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 & Maintenance; and
 - viii. Other outgoings as detailed in the In-Principle Agreement
2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.

Resolution No.: PECS0579

Moved: Cr Lacey

Seconded: Cr Coleman

1. Approves in principle support subject to clarification of clauses required for;
 - Appropriate maintenance of the amenity of the site;
 - The obligations in relation to the ablution block;
 - Use of camera surveillance;
 - Caretaker accommodation and standards;To enter into a ten-year lease agreement with Moranbah Race Club Incorporated for use of land at Lot 45 on GV219 the total of which is approximately 41.919 Ha.
 - a. Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.
 - b. All outgoings will be at the expense of the Trustee Lessee.
 - i. Rates
 - ii. Electricity
 - iii. Telephone/Internet
 - iv. Water

- v. Cleaning
- vi. Garbage/Waste
- vii. Repairs and Maintenance; and
- viii. Other outgoings as detailed in the In-Principle Agreement

2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.

Carried

5.4

Domestic Dog Advisory Committee Meeting Minutes – Tuesday 27 October 2020

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Domestic Dog Advisory Committee Meeting held on Tuesday 27 October 2020.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the minutes of the Domestic Dog Advisory Committee held on 27 October 2020.*
2. *Adopts the recommendations of the Domestic Dog Advisory Committee held on 27 October 2020 in particular, that Council;*
 - i. *Considers and adopts the Domestic Dog Desexing Voucher Policy PECS-POL-112.*
 - ii. *Consider and endorse issuing of Microchipping Vouchers to eligible dog owners of the Isaac Regional Council area in Carmila, Clairview, Flaggy Rock, St Lawrence, Notch Point, Greenhill and Ilbilbie to have their pet microchipped by visiting a supporting veterinary practice.*
 - iii. *Note the Domestic Dog Lifetime Dog Identification Tags report*
 - iv. *Investigates opportunities for electronic delivery of dog registration renewal notices and confirmations with the option for dog owners to nominate to receive their notices via email.*
 - v. *Note the Close Out Report for the Follow My Lead Campaign.*
 - vi. *Investigates opportunities for electronic delivery of dog registration renewal notices and confirmations with the option for dog owners to nominate to receive their notices via email.*

Resolution No.: PECS0580

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee recommends that Council:

- 1. Receives and notes the minutes of the Domestic Dog Advisory Committee held on 27 October 2020.**
- 2. Adopts the recommendations of the Domestic Dog Advisory Committee held on 27 October 2020 in particular, that Council;**
 - i. Considers and adopts the Domestic Dog Desexing Voucher Policy PECS-POL-112.**
 - ii. Considers and endorses issuing of Microchipping Vouchers to eligible dog owners of the Isaac Regional Council area in Carmila, Clairview, Flaggy Rock, St Lawrence, Notch Point, Greenhill and Ilbilbie to have their pet microchipped by visiting a supporting veterinary practice.**
 - iii. Notes the Domestic Dog Lifetime Dog Identification Tags report.**
 - iv. Investigates opportunities for electronic delivery of dog registration renewal notices and confirmations with the option for dog owners to nominate to receive their notices via email.**
 - v. Notes the Close Out Report for the Follow My Lead Campaign.**

Carried

Mayor Anne Baker, Cr Sandy Moffat and Cr Gina Lacey as Council's appointed Directors on the Isaac Affordable Housing Trust (IAHT) participated in the discussions at this meeting understanding that under new provisions of the *Local Government Act 2009*, as they are not required declare a conflict of interest.

5.5 Request for Discount or Waiver of Infrastructure Charges Associated with Development Application MCU20/0021 Mills Avenue, Moranbah

EXECUTIVE SUMMARY

This report requests Council consideration of a request by Economic Development Queensland (EDQ) for a discount or waiver of infrastructure charges for a development application for a material change of use for a Multiple Dwelling comprising 16 dwelling units at 121 Mills Avenue Moranbah (MCU20/0021) described as Lot 13 on SP301946.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Approves a 50% discount of infrastructure charges associated with a development application for a Multiple Dwelling (16 dwelling units) at 121 Mills Avenue, Moranbah (MCU20/0021) described as Lot 13 on SP301946 on the grounds that:***
 - i. ***the project is intended to deliver permanent affordable housing for low to middle income families in Moranbah;***
 - ii. ***the project will likely be delivered in partnership with a local community housing provider;***
 - iii. ***reduction in the project cost base will make securing funding for the project easier;***
 - iv. ***affordable housing is a vital community resource which has proved essential to maintain a non-mining related workforce during times of increased mining activity, and;***
 - v. ***the project will support local construction trades and associated retail trade employment.***

Resolution No.: PECS0581

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

1. **Approves a 50% discount of infrastructure charges associated with a development application for a Multiple Dwelling (16 dwelling units) at 121 Mills Avenue, Moranbah (MCU20/0021) described as Lot 13 on SP301946 subject to the project delivering permanent affordable housing for low to middle income earners in Moranbah, failing which no discount applies.**
2. **Notes that Council's reasons for this decision are as follows:**
 - i. **the project is intended to deliver permanent affordable housing for low to middle income earners in Moranbah;**
 - ii. **the project will likely be delivered in partnership with a local community housing provider;**
 - iii. **reduction in the project cost base will make securing funding for the project easier;**
 - iv. **affordable housing is a vital community resource which has proved essential to maintain a non-mining related workforce during times of increased mining activity, and;**

- v. the project will support local construction trades and associated retail trade employment.

Carried

5.6

2020-2021 Reef Guardian Councils Action Plan

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the draft Isaac Regional Council 2020-2021 Reef Guardian Councils Action Plan.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Approve the Isaac Regional Council 2020-2021 Reef Guardian Council Action Plan.**
2. **Authorise the Chief Executive Officer to issue correspondence to the Great Barrier Reef Marine Park Authority, notifying them of Council's decision.**

Resolution No.: PECS0582

Moved: Cr Coleman

Seconded: Cr Lacey

That the Committee recommends that Council:

1. **Approves the Isaac Regional Council 2020-2021 Reef Guardian Council Action Plan.**
2. **Authorise the Chief Executive Officer to issue correspondence to the Great Barrier Reef Marine Park Authority, notifying them of Council's decision.**

Carried

NOTE: Further clarity required for the budget/resource commitments.

PESCRIBED CONFLICT OF INTEREST

Cr Viv Coleman declared a prescribed conflict of interest for Report 5.7 Requested Council Support – Permit to Occupy Over Land – Lot 1 on CP858261, Clairview as Cr Coleman is a former employee and has a personal family friendship with the applicant. Cr Coleman left the meeting room at 10.20am and did not participate in the discussions or vote for Report 5.7.

ATTENDANCE

Mr Jeff Stewart-Harris left the meeting room at 10.22am and returned at 10.23am
Mr Jim Hutchinson left the meeting room at 10.33am and returned at 10.34am.
Ms Carenda Jenkin left the meeting room at 10.34am and returned at 10.36am.
Ms Barbara Franklin left the meeting room at 10.38am and returned at 10.41am.
Mr Bruce Wright left the meeting room at 10.41am.

5.7

Requested Council Support – Permit to Occupy Over Land – Lot 1 on CP858261, Clairview

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's consideration of a request from an adjoining landowner (the Applicant) to the Department of Natural Resources, Mines and Energy for a Permit to Occupy over Lot 1 on CP858261.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Offers no objection should be made to the Applicant seeking a Permit to Occupy over Lot 1 on CP858261 from the Department of Natural Resources, Mines and Energy.***
- 2. Advises the Applicant that Council will not be making the application on the Applicant's behalf.***
- 3. Authorises correspondence to be issued under delegation to the Applicant notifying them of Council's decision and advising them of the requirements under the Land Act 1994 regarding requirements for Permit to Occupy approvals.***
- 4. Note that the Department of Natural Resources, Mines and Energy is required to undertake further consultation with Council on the request.***

Resolution No.: PECS0583

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Declines to offer an opinion about the appropriateness of a Permit to Occupy over Lot 1 on CP858261 at this time pending the outcomes of the QCoast2100 Program on the Isaac Coast in relation to future community needs.**

UNCONFIRMED MINUTES

2. Advises the Applicant that Council will not be making the application on the Applicant's behalf.
3. Authorises correspondence to be issued under delegation to the Applicant notifying them of Council's decision and advising them of the requirements under the *Land Act 1994* regarding requirements for Permit to Occupy approvals.
4. Notes that the Department of Natural Resources, Mines and Energy is required to undertake further consultation with Council if an application for Permit to Occupy is made.

Carried

ATTENDANCE

Cr Viv Coleman returned to the meeting room at 10.48am.

PROCEDURAL MOTION:

Resolution No.: PECS0584

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee adjourns the meeting for morning tea at 10.49am.

Carried

PROCEDURAL MOTION:

Resolution No.: PECS0585

Moved: Cr Coleman

Seconded: Mayor Baker

That the Committee resumes the meeting at 11.10am.

Carried

ATTENDANCE

Mr Bruce Wright was in the meeting room at the resumption of the meeting.

Cr Jane Pickels was not on video conference at the resumption of the meeting.

Cr Jane Pickels video conferenced into the meeting at 11.24am.

6. INFORMATION BULLETIN REPORTS

6.1 Planning, Environment and Community Services Information Bulletin – November 2020

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee:

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

Resolution No.: PECS0586

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee:

- 1. Notes the Planning, Environment and Community Services Directorate Information Bulletin for October 2020.**

Carried

7. GENERAL BUSINESS

No general business this meeting.

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 12.16pm.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 1 December 2020 in Moranbah.

.....
CHAIR

..... / /
DATE

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee
	Tuesday 1 December 2020
AUTHOR	Shane Brandenburg
AUTHOR POSITION	Manager Economy and Prosperity

5.1 CLERMONT SALEYARDS AND SHOWGROUNDS REVITALISATION PROJECT ADVISORY COMMITTEE – MINUTES 2 NOVEMBER 2020

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

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

BACKGROUND

The Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee (CSSRPAC) Terms of Reference were endorsed by Council at its meeting held 27 February 2018 (Resolution No.5269) and subsequently updated at the meeting held 22 October 2020 (Resolution No. 6297).

The overall purpose of the CSSRPAC is to provide advice to Council in relation to the community engagement for, component project identification and scoping within and the broad delivery of the Clermont Saleyards and Showgrounds Revitalisation Project (*Revitalisation Project*).

The Revitalisation Project arose from Council's advocacy efforts directed to the 2017 State elections, resulting in an election commitment of \$1 million funding to revitalise the Clermont Saleyards and Showgrounds precinct.

The CSSRPAC met on 2 November 2020. The minutes of this meeting are attached for Councillor's consideration of recommendations.

IMPLICATIONS

The funding committed by the State is a positive financial implication for Council. It also provides an opportunity to address a number of current or latent reputational and asset risks within the broader precinct.

The CSSRPAC assists Council to engage and manage a range of disparate and potentially competing interests in the scoping of the Revitalisation Project.

The Advisory Committee has been diligent to ensure that best value can be achieved from the current funding opportunity and that current planning activities facilitate timely applications for future funding opportunities for projects that are beyond the scope of the current revitalisation project.

CONSULTATION

Internal

Division Six Councillor

Division One Councillor

Director Planning Environment and Community Services

Manager Economy and Prosperity

Manager Saleyards and Showground

Capital and Projects Program Manager

External

Clermont Saleyards and Showgrounds Revitalisation Advisory Committee

Clermont Saleyards and Showgrounds Revitalisation Advisory Committee Master Plan Working Group

Clermont Saleyards Advisory Committee

Clermont Rodeo and Show Society

BASIS FOR RECOMMENDATION

Consideration and adoption of Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee Minutes as per Terms of Reference and legislative requirements.

ACTION ACCOUNTABILITY

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

Report prepared by:	Report authorised by:
SHANE BRANDENBURG	JEFF STEWART-HARRIS
Manager Economy and Prosperity	Director Planning Environment and Community Services
Date: 17 November 2020	Date: 19 November 2020

ATTACHMENTS

- Attachment 1 - CSSRPAC - Minutes – 2 November 2020

REFERENCE DOCUMENT

- Clermont Saleyards and Showgrounds Revitalisation\Master Plan DRAFT 20190116 Draft Masterplan Report
- Isaac Regional Council - Advisory Committee Administrative Guidelines

**UNCONFIRMED MINUTES OF THE
MEETING OF
CLERMONT SALEYARDS AND SHOWGROUNDS
REVITALISATION PROJECT ADVISORY COMMITTEE
OF
ISAAC REGIONAL COUNCIL
HELD
MONDAY, 2 NOVEMBER 2020
AT
OLD LIBRARY BUILDING, CLERMONT**

MEETING MINUTES

Monday, 2 November 2020

SPECIAL MEETING OF
CLERMONT SALEYARDS AND SHOWGROUNDS REVITALISATION PROJECT
ADVISORY COMMITTEE OF
ISAAC REGIONAL COUNCIL
HELD ON MONDAY 2 NOVEMBER 2020
OLD LIBRARY BUILDING, CLERMONT

1. OPENING MEETING

The Chairperson declared the meeting open, the time being 12:28pm and welcomed all in attendance.

2. ATTENDANCE

ADVISORY COMMITTEE

Cr Greg Austen, Division One Councillor
Jeff Stewart-Harris, Director Planning, Environment & Community Services (Chair)
Shane Brandenburg, Manager Economy and Prosperity
Andrew Eaton, Business Manager Saleyards and Showgrounds
Mark Davey, Capital & Project Program Manager
Doug Burnett, Representative of the Clermont Rodeo and Show Society

ATTENDEES/CONTRIBUTORS

Sonja Swanton, Co-Ordinator Economy and Prosperity

3. APOLOGIES

The Special Meeting of Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee accepted apologies from:

Resolution No.: CSSR036

Moved: Doug Burnett

Seconded: Andrew Eaton

That the Special Meeting of the Clermont Saleyards and Showground Revitalisation Project Advisory Committee accepts the apologies received from:

- Cr Lynette Jones – Isaac Regional Council
- Scott Hensley - Representative of the Clermont Saleyards Committee
- Andrea Moller - Representative of the Clermont Saleyards Committee
- Simon Fraser - Representative of the Clermont Saleyards Committee
- Jake Kennedy - Elders

MEETING MINUTES

Monday, 2 November 2020

- **Tony Hoch – Hoch and Wilkinson**

Carried

The Chair noted that even with Andrea Moller's vacancy, there are still only 5 members in attendance which is one short of a majority. In accordance with their advisory committee's terms of reference the Chair determined for the meeting to proceed due to the continuing nature of the business items and the need for some certainty around the future of some capital works.

4. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared.

The Chair provided the meeting with a brief update of the new legislative arrangements for managing and declaring conflicts of interest.

5. CONFIRMATION OF MINUTES

- 5.1 Receipt and confirmation of minutes from the Clermont Saleyards and Showground Revitalisation Project Advisory Committee meeting held on Tuesday 17 August 2020, at the Old Library Building, Clermont.

Resolution No.: CSSR037

Moved: Doug Burnett

Seconded: Greg Austen

The Clermont Saleyards and Showground Revitalisation Project Advisory Committee confirmed the Minutes of the Isaac Regional Council Clermont Saleyards and Showground Revitalisation Project Advisory Committee meeting held on Tuesday, 17 August 2020, at the Old Library Building, Clermont by consensus.

Carried

- 5.2 Receipt and confirmation of minutes from the Clermont Saleyards and Showground Revitalisation Project Advisory Committee meeting held on Tuesday 1 September 2020, at the Old Library Building, Clermont.

MEETING MINUTES

Monday, 2 November 2020

Resolution No.: CSSR038

Moved: Doug Burnett

Seconded: Greg Austin

The CSSRPAC confirmed the Minutes of the Isaac Regional Council Clermont Saleyards and Showground Revitalisation Project Advisory Committee meeting held on Tuesday, 1 September 2020, at the Old Library Building, Clermont by consensus.

Carried

6. OFFICER DISCUSSIONS/PRESENTATIONS

6.1

RESIGNATION OF A CLERMONT SALEYARDS AND SHOWGROUND REVITALISATION PROJECT ADVISORY COMMITTEE REPRESENTATIVE

EXECUTIVE SUMMARY

The purpose of this report is to inform on the status of the makeup of the committee and to nominate on a replacement committee member.

OFFICER'S RECOMMENDATION

That the Committee:

- 1. Note the resignation of a Committee member and request that Clermont Rodeo & Show Society endorse a replacement to be a Committee member for the Clermont Saleyards & Showgrounds Revitalisation Advisory Committee.*
- 2. Acknowledge its appreciation and thank the departing member for the role they have played in the development of the Clermont Saleyards & Showgrounds Revitalisation Project Master plan and ensuing delivery.*

MEETING MINUTES

Monday, 2 November 2020

Resolution No.: CSSR039

Moved: Cr Greg Austen

Seconded: Doug Burnett

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the resignation of Mrs Andrea Moller and requests that Clermont Rodeo & Show Society nominate a replacement to be a Committee member for the Clermont Saleyards & Showgrounds Revitalisation Project Advisory Committee.*
- 2. Acknowledges its appreciation for and thanked Mrs Moller for her contribution to the role she has played in the development of the Clermont Saleyards & Showgrounds Revitalisation Project Master plan and ensuing its delivery.*

Carried

6.2 PROJECTS UPDATE – CLERMONT SALEYARDS & SHOWGROUNDS

EXECUTIVE SUMMARY

The purpose of this report is to inform on the status of the current projects that are in progress at the Clermont Saleyards & Showgrounds.

OFFICER'S RECOMMENDATION

That the Committee:

- Receive and note the status of the current projects that are in progress at the Clermont Saleyards & Showgrounds.*

Resolution No.: CSSR040

Moved: Andrew Eaton

Seconded: Dough Burnett

That the Committee recommends that Council:

- Receives and notes the status of the current projects that are in progress at the Clermont Saleyards & Showgrounds.*

Carried

MEETING MINUTES

Monday, 2 November 2020

6.3

STAGE 2 REVITALISATION ADVOCACY PROJECTS

EXECUTIVE SUMMARY

The purpose of this report is to finalise the projects for endorsement as Stage 2 of the Clermont Saleyards & Showground Revitalisation project master plan for inclusion in Councils advocacy project.

OFFICER'S RECOMMENDATION

That the Committee:

1. Receives and notes the report and endorses the fifth and final project to be included in the Stage 2 project listing in Council's 2020 advocacy program comprising a total value of \$2.95million, in line with the Master Plan to be;

a. Refurbishment of the Southern Show Pavilion to create all weather, airconditioned multiple user space for private, community, industry and government events and functions.

2. Request 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.

Resolution No.: CSSR041

Moved: Andrew Eaton

Seconded: Doug Burnett

That the Committee recommends that Council:

1. Receives and notes the report and endorses the fifth and final project to be included in the Stage 2 project listing in Council's 2020 advocacy program comprising a total value of \$2.95million, in line with the Master Plan to be;

a. Pavilion Refurbishment (to create all weather, airconditioned multiple user space for private, community, industry and government events and functions) with design taking into account the future new entrance and the carpark, and to create connection and outlook into the arena area.

2. 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.

MEETING MINUTES

Monday, 2 November 2020

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

Carried

7. GENERAL BUSINESS

7.1 Nil

8. NEXT MEETING

Next meeting date to be advised

9. CLOSE

There being no further business the Chair declared the meeting closed at 1:49pm.

.....

CHAIR

DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

..... / /

DATE

ATTENDANCE

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Shane Brandenburg

AUTHOR POSITION

Manager Economy and Prosperity

5.2

MORANBAH MINERS MEMORIAL SPRING CARNIVAL RACE DAY

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

Council as per resolution no. 5261, resolved to provide \$10,000 per year as a major grant to the Moranbah Race club for 2018, 2019 and 2020 Spring Carnival Race day. In the development of the 2019 Moranbah Miners Memorial event, Isaac Regional Council and the Miners Memorial Committee identified the weekend of the November Moranbah Races as the preferred timing to hold the annual Memorial Ceremony.

This was given the suitability and benefit of the ensuing Moranbah Race Day and the opportunity to create a significant social and economic calendar weekend event. The Economy and Prosperity department has continued to be involved with both events as both events promote economic development and align to Council's Tourism Strategy and Covid-19 Strategic Recovery plan.

The 2019 Moranbah Miners Memorial ceremony unveiling and ceremony itself was primarily delivered by Isaac Regional Council with financial support and collaborative planning of both events. It was noted in the development of the original unveiling weekend event a reputational risk to Council and the Moranbah Race Club's ability to deliver a suitably amenable event, so Council engaged with the club closely and assisted with co-ordination of the presentation of Council's sponsored area.

The development of the race day event and engagement with the club was twofold, not only to build a weekend long program of events, but also to directly engage and work with a community organisation assist them to build its capacity and resilience.

Race club meetings are a major contributor to any local economy through attendance numbers and has a significant value add to the local economy contribution in spend on fashion, hair and beauty, food and accommodation etc.

The Economy and Prosperity Department has continued to engage and be involved in both events to continue to build and strengthen relationships with intended goal of the sustained major calendar weekend. Below is the declaration of expenditure and in-kind support that was provided by Council for the Race Club's 2020 event, noting the decreased role in 2020.

- It should be noted that the Economy and Prosperity Department intended to decrease the level of assistance with event preparation and presentation compared to 2019. The overall impact of the Covid pandemic and as the event neared, the Race club experienced difficulties in managing changing elements of delivering a Covid safe event which affected the level of assistance provided by Council.
- Some items purchased for use at the event were bought with the intention that the Economy and Prosperity team will continue to utilise them for its other event programmes, in particular the St Lawrence Wetlands, as for use at trade displays (i.e. Clermont Show, Beef Expo, Queensland Mining Expo, Developing Northern Australia Conference etc) as well as being made available for use by other departments within for events.

Council's Race Day Expenditure	
Item	Cost
Direct expenditure for this event only	
Table Cards	\$126
In kind support for this event only	
Table cloths – 45	\$450
Chair covers - 20	\$20
Labour – (set up Economy and Prosperity - 3 x 8 hrs @ approx. \$40)	\$960
Labour – set up Trades (3 x 3hrs @ \$45)	\$405
Total ALL items for this event use only	\$1961
Economy and Prosperity expenditure for continued event use	
Bunting	\$210
Hessian	\$224
Picket fencing - materials	\$350
Total	\$784
In kind support for continued event use	
In kind Labour to build picket fencing (2 x 8hrs)	\$720
Total cost all items	\$3,465

Further items to note that were part of the event presentation on top of Councils race day expenditure list below.

- The Moranbah Miners Memorial Committee provided the Race club the chairs that were used at the ceremony, marquees and corflutes referencing the Miners Memorial for display as was the case in 2019.
- Moranbah Blooms provided 10 high bars and 45 small flower boxes for the tables. Moranbah Blooms expressed their interest by providing in kind donations in support of Council rather than the Race Club.

Economy and Prosperity accepted the support of both organisations and seek to declare this in this report; unfortunately, this is advised retrospectively.

In summary of the 2020 event and Economy and Prosperity's role the following is the completion of activities proposed;

- Provide feedback to the Moranbah Race Club on the event delivery, regarding the manner of engagement from members of the club, failure to conduct the acknowledgement speeches by Council as the major sponsor, general expectation of delivery of an amenable event as a major sponsor and the club's role to lead the event moving forward.
- Further advice that Council's three-year sponsorship of the November race day event has concluded, and any continued sponsorship would be pending a new successful community grant application.
- The Economy and Prosperity team engage further and prepare a report for Council on the actions in the endorsed Covid-19 Strategic Recovery plan regarding an Events strategy and create an interim signature event listing.

IMPLICATIONS

Reputational

There is a range of risks in Council supporting development of a signature event weekend, being positive in the economic and social benefit outcomes for the region, but also being mindful in supporting individual groups or entities. Further risk lies in Council as a major sponsor of any event which has a level of association to the event and this can be seen favourably or not depending on the success of the event.

Financial

There was minimal direct financial contribution and a larger in-kind contribution to support the event development for two years with the intention this to further decrease that contribution for future events and lessen the impact to Council. There is and would be a direct financial benefit to the local economy from delivery of significant calendar events.

Resourcing

There has been a resourcing impact primarily to the Economy and Prosperity team, but this does align to its Tourism, Business Support and Economic Development functions and strategies and this level of impact is also proposed to decrease further.

CONSULTATION

Division Three Councillor

Director Planning Environment and Communities

Economy and Prosperity Team

BASIS FOR RECOMMENDATION

The development of a long-standing signature calendar weekend event will deliver major economic and social benefit to the region. The long-term sustainability of any event is to build the capacity of groups to stand alone with minimal impact to Council in resourcing and financial contribution.

ACTION ACCOUNTABILITY

The Economy and Prosperity team to meet with the Moranbah Race Club to provide feedback on the 2020 event and engage with Council further on its Event Strategy actions in the endorsed Strategic Recovery Plan.

KEY MESSAGES

Economic and social community benefits derived need to be balanced with considered accountability of Council funds or resources.

Report prepared by:

SHANE BRANDENBURG
Manager Economy and Prosperity

Date: 17 November 2020

Report authorised by:

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

Date: 19 November 2020

ATTACHMENTS

- Attachment 1 – Funding Agreement Moranbah Race Club _ Redacted

REFERENCE DOCUMENT

- Nil

Major Grant Funding Agreement

Particulars

Approved Applicant: Moranbah Race Club

Project Description: Moranbah Race Club to host the annual Spring Race Days.
Three year funding agreement 2018, 2019, 2020.

Total Commitment: \$10,000.00 per year (GST exclusive)
2018- \$10,000.00
2019- \$10,000.00
2020- \$10,000.00

Council Reference: Resolution 5261

Your Reference: ICG:Major:Res5261:R7:3562430:CF:dw

Parties

President

Moranbah Race Club

Gary Stevenson PSM

Chief Executive Officer

Isaac Regional Council

PO Box 97

MORANBAH QLD 4744

This Funding Agreement comprises the following parts:

- Standard Conditions of Approval
- Acknowledgement Requirements
- Acquittal Requirements
- Payment Schedule
- Execution of Agreement

Standard Conditions of Approval

Through the execution of this agreement, the Moranbah Race Club agrees to the following standard conditions:

- Major Grant recipients are required to include the Isaac Regional Council logo on any advertising materials (flyers/posters/Facebook posts). This logo has been provided for use; however approval is required from Council before distribution. Please contact your Program Manager- Stakeholder Engagement & Communities, Clare Foley via email to arrange these approvals or to discuss other acknowledgement opportunities: clare.foley@isaac.qld.gov.au or phone 0427 757 828.
- The approved grant must be used for the purpose as per those specified in the Project Description above.
- Should the event/project be cancelled for any reason the funding will be required to be re-paid to Isaac Regional Council.
- Council is not responsible for any loss or expense in relation to the event
- Upon agreeing to the terms and condition within this Funding Agreement, please forward a full signed copy by email to communitygrants@isaac.qld.gov.au.

Acknowledgement Requirements

As a condition of funding, successful applicants are required to actively and publicly acknowledge Isaac Regional Council's support. The level of acknowledgement required is outlined below:

- IRC logo on flyer/poster/Facebook post.
- Where possible, naming rights for a minor activity associated with the funded project or event.
- Where logo is not suitable on Facebook, written acknowledgement is to be provided.
- Written or verbal acknowledgement in all written media and advertising materials including media releases.
- If speaking opportunities are available, invitations to be sent to Councillor or Mayor to make a short speech.
- Photo opportunity made available with Council representative/s.
- Onsite banner/s display.
- Mention of sponsorship in MC script or voice overs.

Acquittal Requirements

The acquittal report template included with this document is due to be completed and submitted to Council via email: communitygrants@isaac.qld.gov.au

- Acquittal Report Due: 24 January 2018

Feb 2019 JF!

Payment Schedule

The initial payment will be released to the applicant within 10 business days of Council receiving the signed copy of this Funding Agreement.

The signed funding agreement is to be sent via email to: communitygrants@isaac.qld.gov.au

Execution of Agreement

Both parties, by signature below, acknowledge their respective authority to execute the Conditions of Approval and Reporting Schedule of this Funding Agreement:

SIGNED for Moranbah Race Club:

Name

Position Title:

Signature

Date:

SIGNED for Isaac Regional Council:

Signature:

SIGNED by CLARE FOLEY

Program Manager - Stakeholder Engagement & Communities

(on behalf of Gary Stevenson PSM, Chief Executive Officer)

Date:

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee
	Tuesday 1 December 2020
AUTHOR	Bruce Wright
AUTHOR POSITION	Manager Community Facilities

5.3 MIDDLEMOUNT RODEO ASSOCIATION INCORPORATED TENURE ARRANGEMENT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

The existing ten-year lease to Middlemount Rodeo Association Incorporated expired 30 June 2020. A leasing meeting was held 25 August 2020 and a signed In Principle Agreement was received from the club 9 November 2020.

Leasing Process Followed

- Expressions of Interest for Land Tenure received
- Meeting of Internal Stakeholders, including divisional Councillors

- Meeting of all Stakeholders
- In Principle Agreement prepared, presented and signed
- Report written for Standing Committee Meeting

Building Inspection

A building inspection was conducted by Council's former Senior Building Surveyor. All structures on the land are club assets and were assessed as compliant and safe.

IMPLICATIONS

Preparation of tenure to be completed internally by the Senior Community Leasing Officer eliminating legal costs by not outsourcing.

Lease fees and conditions in accordance with Tenures Policy for Council Owned and/or Controlled Facilities (IRC/ADMIN – 034).

Size of leased area is approximately 191,911m² therefore falls in the > 50,000m² annual rent/usage fee \$900.00 ex GST.

CONSULTATION

Internal

Division Seven Councillor

Works Administration Officer

Community Relations Officer

Senior Community Leasing Officer

External

President, Middlemount Rodeo Association Incorporated

Secretary, Middlemount Rodeo Association Incorporated

Treasurer, Middlemount Rodeo Association Incorporated

BASIS FOR RECOMMENDATION

To recognise a long-term tenant that provides valuable access to activities to the Middlemount and surrounding community.

ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation with the Middlemount Rodeo Association Incorporated.

KEY MESSAGES

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

Report prepared by:

BRUCE WRIGHT
Manager Community Facilities

Date: 17 November 2020

Report authorised by:

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

Date: 19 November 2020

ATTACHMENTS

- Attachment 1 - In Principle Agreement Redacted

REFERENCE DOCUMENT

- Tenures Policy for Council Owned and/or Controlled Facilities

IN PRINCIPLE AGREEMENT

SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

Type of Tenure: 10 year lease

Address of Premises: 6223 Middlemount Road, Middlemount

Lot on Plan Description: Lot 5 on RP614391

Areas (Subject to Survey): 19.1911 Hectares

Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Attention: [REDACTED]

Telephone: [REDACTED]

Facsimile: [REDACTED]

Email: records@isaac.qld.gov.au

Lessee: Middlemount Rodeo Association Inc

Incorporation #: IA02496

ABN: 83 391 092 994

Contact for Lessee:

Attention: [REDACTED]

Telephone: [REDACTED]

Email: middlemountrodeoassociation@gmail.com

TENURE

Commencement Date: 01/07/2020

Term: 10 years

Expiry Date: 30/06/2030

RENTAL

Gross Rental: \$900.00 ex GST per annum

Rent Review: Annual adjustment proportionate with CPI movement each anniversary of the Commencement Date

Outgoings:

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

*Rates
Electricity
Gas
Telephone/Internet
Water
Cleaning
Garbage/Waste*

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

Maintenance:

The community group will remain responsible for all repairs and maintenance to their own assets.
Council will maintain Base Building for Isaac Regional Council assets.
Refer to the tables below for clarification of Inclusions and Exclusions under Base Building.

Base Building INCLUSIONS	Examples
Council will perform maintenance and renewals on the structural building envelope (on structures built or provided by the Lessor)	i.e. Roof, foundations, slabs, stumps, external walls, window framing, structural flooring, external doors, access/egress elements stairs, balustrades, decks.
Council will perform maintenance and renewals on the external Hydraulic (water/sewer) services from the boundary point of the allotment to the point of connection. Note: "Point of connection" being to the fitting with the fitting being the tenants responsibility i.e. repair/replace toilet is the tenants responsibility repair leaking behind wall of toilet is base building	i.e. existing plumbing fixture services (hot water systems), external stormwater drainage and connections, external and internal sewer to the fitting, site drainage, all water supply pipework and connections to the point of connection (fitting)
Council will perform maintenance and renewals to the Electrical Services from the boundary to the point of connection. Note: "Point of connection" being to the electrical fittings i.e. - GPO/light switch/light fitting/bulbs are tenants responsibility	i.e. inclusive of electrical main feed line to the building, point of attachment, all distribution/switch boards, and cabling to the fixture/fittings
Council will provide Statutory compliance for Building & Fire safety at start of lease only for structures under lease that are built/provided by the Lessor Note: The ongoing maintenance of Fire and life safety systems is the tenants responsibility	Provision of start of lease BCA statutory compliance requirements in building fire safety installations including portable extinguishers, fire hose reels, emergency & exit lighting, detection systems, hydrants, access/egress for structures built or provided by Lessor at the start of Lease

Base Building EXCLUSIONS	Examples
Maintenance/Renewal/Upgrade of any building structure or additions/alterations not built/provided by the Lessor	i.e. additional new structures, extensions, alteration of partitions, refurbishment of tenant's fitout. i.e. roof repair/renewal on an extension built by Lessee
Provision of and maintenance/renewal and upgrade of Statutory building compliance requirements for any building addition/alteration or structure not built or provided by the Lessor	Building & Fire compliance requirements for any alteration or addition by the Lessee. i.e. new internal partitions trigger a requirement for additional exit lighting – tenants responsibility
Maintenance/renewal/upgrade to the non-structural building elements (tenancy fitout) of the building, inclusive of fixtures and fittings	i.e. internal wall linings, floor coverings, internal ceilings, kitchen, bathrooms, lighting, benches, cupboards, shelving, racks, fixed & loose furnishings
Maintenance/renewal/upgrade of the internal of the building hydraulic services fixtures and fittings.	i.e. all plumbing hardware/ fixtures/fittings being toilets, hand basins, taps, water dispensers, vanities, sinks, wet areas etc.
Maintenance/renewal/upgrade of Mechanical Services –Air conditioning, Heating	i.e. repairs/maintenance/servicing of air conditioning units in place at time of tenancy, as well as replacement or upgrades for air conditioning/heating
Maintenance/renewal/upgrade of the internal of the building Electrical fixtures/fittings	i.e. Lighting - bulbs & fittings, GPO's (power points), switches, stoves, fans and other electrical goods e.g. fridges, microwave etc.
Proactive maintenance & servicing of each the building systems including Mechanical, Hydraulic, and Electrical, Air conditioning and termite barrier protection	i.e. rodent/vermin/termite inspections and treatment, gutter & downpipe cleaning, servicing air conditioning units/systems, Electrical earth leakage testing – (RCD's tests)
Maintenance of building systems statutory compliance requirements i.e. Fire protection and life safety systems.	Maintenance of statutory compliance systems i.e. Inspection and testing programs for Electrical test & tag/RCD testing and fire safety installations as in portable fire equipment fire extinguishers/fire blankets, fire hose reels, fire panels, emergency & exit lighting servicing and electrical items.
Maintenance & renewal of external & internal painting	Maintenance & renewal of internal & external painting

SPECIAL CONDITIONS

Intended Use:	Rural pursuits
Use of Premises:	The Lessee must not permit anybody to use the premises for residential purposes. Any required signage must be approved by Lessor
Signage:	If Camera Surveillance is utilised – appropriate signage placed in a visible area shall state – WARNING - this area is under constant video surveillance

Tenure Documentation:	Form 7 Form 20 (712389121)	Lease Document Isaac Regional Council Standard Terms Document
Legal Fees:	Each party to pay their own	
Keys:	Lost keys may result in the requirement for the facility to be rekeyed at the lessee's expense. Replacement of lost keys will be at the lessee's cost.	
Goods & Services Tax:	Consideration for a Taxable Supply under the Lease is GST Exclusive	

INSURANCE	Refer Part 10: Lessee Insurance of the Standard Terms Document	
Public Liability Insurance:	\$20,000,000	
Certificate of Currency:	To be supplied by applicant prior to commencement of Tenure with a copy of the receipt showing payment	
Damage Policy:	Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items	
Workers Compensation:	Insure under the Workers Compensation Act, all persons it employs to work upon the Premises	
Make Good Clause:	Return the premises to the lessor in the same or better condition as was at the lease commencement date. Make good works, as specified by the lessor, shall include but not be limited to: <ul style="list-style-type: none">• removal of any structures erected by the lessee;• commercial cleaning of the premises;	

- removal of any fittings and fixtures installed by the lessee;
- repair of any surface damaged or altered by the lessee; and
- any other rectification works as directed by the lessor.

The lessee agrees to submit to the lessor for approval a complete scope of works prior to installation for any fit-out works.

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

Information Update:

The Lessee must provide annually a copy of Annual General Meeting Minutes and Certificate of Currency for all policies held.

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

For & on behalf of:

Middlemount Rodeo Association Inc

Name:

Signature:

Date:

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Nishu Ellawala

AUTHOR POSITION

Manager Community Education and Compliance

5.4

COMMUNITY EDUCATION AND COMPLIANCE POLICY

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council

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

BACKGROUND

The proposed Community Education and Compliance Policy (this Policy) outlines the Isaac Regional Council's risk and outcome based graduated and proportionate approach and priority setting process for compliance and enforcement. This Policy aims to discharge the Council's regulatory responsibilities under the applicable legislation in a fair, transparent and equitable manner in the interest of public health, safety and amenity.

This Policy framework includes measures to promote voluntary compliance. It will also identify the compliance measures that will be utilised and the circumstances in which these measures will be applied when compliance has not been achieved.

This Policy will enable Council to make:

- a) informed choices regarding the education, compliance and enforcement activity enhancing the efficiency and consistency of the compliance and the enforcement program;
- b) tailor the education, compliance and enforcement activities so that they commensurate with the relevant risks;
- c) enhance consistency in decision-making because Council response will be dictated by the relative level of risk;
- d) maximise efficiency by allocating resources to areas of highest risk;
- e) increase compliance by focusing on areas where the compliance risk is greatest;
- f) reduce the compliance burden by minimising regulatory intervention where the risks are relatively low; and
- g) less red tape for regulated entities.

IMPLICATIONS

Requires ongoing internal liaison and consultation with all stakeholders to ensure the most efficient use of regulatory resources.

CONSULTATION

Mayor

Divisional Councillors

Executive Leadership Team

Manager Community Education and Compliance

Manager Governance

Community Education and Compliance Department

BASIS FOR RECOMMENDATION

The recommendation provides an agreed position for Council and officers on the delivery of the policy.

ACTION ACCOUNTABILITY

Manager Community Education and Compliance to ensure appropriate governance procedure and implementation of this Policy is carried out as required.

KEY MESSAGES

Council is committed to be an open, fair, consistent and transparent regulator.

Report prepared by:

NISHU ELLAWALA

Manager Community Education and Compliance

Date: 17 November 2020

Report authorised by:

JEFF STEWART-HARRIS

**Director Planning Environment and
Community Services**

Date: 19 November 2020

ATTACHMENTS

- Attachment 1 – Community Education and Compliance Policy PECS-POL-113 (Draft)

REFERENCE DOCUMENT

- Community Education and Compliance Procedure PECS-PRO-101 (Draft)

COMMUNITY EDUCATION & COMPLIANCE POLICY

APPROVALS

POLICY NUMBER PECS-POL-113

DOC.ID

4692890

CATEGORY Statutory

POLICY OWNER Community Education & Compliance

APPROVAL DATE Insert

**RESOLUTION
NUMBER**

Insert

DRAFT

OBJECTIVE

The Community Education and Compliance Policy (this 'Policy') outlines Isaac Regional Council's risk and outcome-based approach to, and priority setting process for, compliance and enforcement.

It is intended to:

- Create opportunities to educate and assist the community to comply with legislative obligations.
- Encourage voluntary compliance with the law.
- Provide a framework to facilitate a responsive and risk and outcome-based approach to proactive and reactive compliance and enforcement matters.
- Inform strategic decision-making in prioritising investigations and allocating resources based on a "risk-based assessment".
- Facilitate the use of resolution options which are appropriate and proportionate to the seriousness of the compliance matters under investigation.
- Explain the approach to our communities and businesses, including how and why Council conduct compliance activities.

SCOPE

This policy applies to Isaac Regional Council (IRC) staff with responsibility for managing and investigating compliance matters and unlawful activities associated with:

- Animal management
- Building and pool safety compliance
- Development compliance
- Plumbing and drainage compliance
- Local Law compliance
- Public health and safety
- Food safety compliance
- Environmental health
- Waste and water
- Air, noise and water pollution

DEFINITIONS

TERM / ACRONYM	MEANING
Compliance and enforcement	The actions undertaken by Council in ensuring a person is reasonably complying with, or is taking appropriate steps towards reasonable compliance with, relevant laws, regulations, approvals, standards and/or policies.
Council or IRC	Isaac Regional Council.
Report alleged unlawful activity	An expression of concern or a request for service about an alleged unlawful activity where a response or resolution is explicitly or implicitly expected or legally required.
Unlawful activity	Unlawful activity means any regulatory requirement, activity or work that has been or is being carried out: <ul style="list-style-type: none"> • contrary to a requirement of an Act, Regulation, Local Law or associated provision regulating a particular activity, work or matter; • without a required development consent, approval, permit, certificate or licence; and/or • contrary to the conditions or requirements of a development approval, approval, permit, certificate or licence.
Recommended compliance response option	Recommended compliance response option as outlined in the Community Education & Compliance Procedure and supporting strategy(s) for respective compliance areas.

POLICY STATEMENT

This policy applies to Isaac Regional Council (IRC) staff with responsibility for managing and investigating compliance issues within the Isaac Regional Council Local Government area. IRC takes a risk and outcomes-based approach to compliance and enforcement focusing on risks associated with non-compliance with legal rules, rather than the legal rules themselves. The purpose of this approach is not to eliminate risk to regulatory outcomes. The purpose is to:

- use a **risk-based approach (impact or risk of impact)** to prioritise efforts in assisting compliance and identifying and enforcing instances of non-compliance.

- use an **outcomes-based approach** to assess both the efficiency and effectiveness of regulatory actions and outcomes respectively.

This enables Council to tailor its regulatory responses to balance individual and community interests, considering risk to the community in all matters and appropriately allocate resources to issues that present the highest risk to regulatory compliance.

Council commits to:

- a. Act in accordance with the principles of natural justice and procedural fairness
- b. Focus on changing behaviours to assist achieving acceptable compliance outcomes
- c. Emphasis will be placed on the objectives outlined in the applicable legislation
- d. Apply a risk and outcome based, graduated and proportionate approach to inform the strategic decision making and prioritise investigations and the allocation of resources accordingly.

THE GUIDING PRINCIPLES

Council aims to undertake its compliance role in a clear and responsive manner. The compliance actions are guided by the following principles:

- **Risk-based** - compliance and enforcement activities are focussed on operational activities that are based on the likelihood of harm towards the community & environment.
- **Outcomes-focused** - compliance and enforcement activities are focussed on the desired result that a regulation intends to achieve.
- **Proportionate and graduated** - ensuring the level of compliance and enforcement action match the level of harm, the risk (impact) posed to the community and the environment, the seriousness of the non-compliance and the culpability of the offender.
- **Transparent** - engaging better with the community, stakeholders and regulated parties. This includes compliance and enforcement activities that are based on documented evidence, being open and transparent about the compliance approach and the limitations and constraints on what action Council can take. Ensures meaningful reasons for decisions are given to all relevant parties, particularly when there is a departure from this policy.
- **Safe** - ensure that compliance activities are undertaken in a manner that is safe for our staff and the community.
- **Consistent** - compliance and enforcement activities are clearly outlined, and staff receive ongoing training to ensure a consistent approach. This ensures the public and regulated community know what to expect when a breach occurs, and that breaches of similar significance result in similar responses.

COMPLIANCE MODEL – RISK AND OUTCOME BASED COMPLIANCE APPROACH

Council compliance officers undertake two main forms of compliance:

- **Proactive** – to promote compliant behaviour and detect non-compliance through proactive auditing, monitoring, inspection and educational compliance activities.
- **Reactive** – in response to unforeseen incidents or reports alleging non-compliance from members of the public, information from other agencies, regulators and private certifiers.

Prioritisation of investigations

Council will prioritise both its reactive and proactive compliance based on the risk posed by the alleged offending (level of significance of the breach). In this context, specific priority is afforded to alleged compliance matters that impact public health, wellbeing, safety or the environment. Council will be transparent about its compliance priorities and prioritisation decisions.

Compliance and Enforcement Response

Compliance and enforcement responses are designed to achieve one or more of these outcomes:

- raise awareness of the law
- stop the non-compliant activity
- restrain or remedy a breach
- remedy/address environmental or public health impacts
- prevent and provide a deterrent to potential future breaches
- build community confidence that development projects and business/community activities are appropriately regulated

The level of significance of the breach guides Council's approach and the response necessary to remedy the breach. In determining the risk (impact or risk of impact) and the level of significance of the breach, Council will consider:

- **Consequence** – This is the level of harm or potential harm (severity) likely to be caused to human health, the economy, the community and the environment as a result of the non-compliance. It also considers the scale and duration of any harm or impact.
- **Likelihood** – the relative chance of a non-compliance, offence or incident occurring or recurring. This takes into account the culpability of the alleged offender such as compliance history, financial benefit, the timeframe of the non-compliance, whether the harm is still occurring or has been reduced, foreseeability and intention. It also considers the frequency of similar non-compliance in a particular industry or area.

These factors are independent of each other, however when assessed together provide a 'recommended compliance response option'. Council officers will apply the 'recommended compliance response option' to achieve compliance. If an officer believes that an alternative compliance option is more suitable than the 'recommended enforcement response option', the officer must provide evidence to their supervisor outlining the reason for this decision. If the Supervisor agrees, then the 'recommended enforcement option' may be replaced with a more appropriate option.

Council responses can be divided into the following categories:

- Information, education, and advice
- Directing, and requiring follow-up action to fix or remedy non-compliance
- Penalties and sanctions initiated to deter non-compliance

Council can determine whether to take informal or formal action in response to an issue. As a general guide, Council will consider a 'sliding scale' of appropriate enforcement action, escalated according to the significance of the breach and the appropriate outcome. The nature and significance of a breach and desired compliance outcome will drive the decision on which tools and measures are used.

Roles, responsibilities, accountabilities and consequences related to delivery of the policy

The Community Education and Compliance Policy will be implemented and monitored by Manager Community Education and Compliance.

Compliance and enforcement action to be undertaken is in accordance with the Community Education & Compliance Procedure.

Authorised Persons

Only employees who are deemed competent through training, qualification and/or experience will be appointed by the CEO to undertake enforcement actions. Such employees must ensure currency of any relevant training/qualifications to maintain this authorisation.

Delegations for Compliance Enforcement Action

Various Council positions delegated to initiate various levels of compliance and enforcement action are set out in the Administration (Signing) Delegation Register.

LEGISLATIONS AND RELATED GUIDELINES

- *Building Act 1975*
- *Environmental Protection Act 1994*
- *Local Government Act 2009*
- *Food Act 2006*
- *Planning Act 2016*
- *Plumbing and Drainage Act 2018*
- *Public Health Act 2005*

REFERENCES

ID	NAME
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PECS-PRO-101	Community Education and Compliance Procedure
PECS-MISC-115	Community Education and Compliance Strategy for the Food Act 2006

DRAFT

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Nishu Ellawala

AUTHOR POSITION

Manager Community Education and Compliance

5.5

COMPLIANCE STRATEGY FOR THE FOOD ACT 2006

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

The proposed Community Education and Compliance Strategy for the Food Act 2006 (the 'Strategy') outlines the Isaac Regional Council's risk and outcome based graduated and proportionate approach and priority setting process for compliance and enforcement in relation to *Food Act 2006* compliance. The Strategy is designed to guide the Environmental Health Services team decision-making so that the compliance activities and actions are responsive, effective, efficient, transparent, collaborative and consistent.

The *Food Act 2006* (the Act) is the primary food safety legislation in Queensland and applies to all Queensland food businesses. The objectives of the Act are to:

- ensure food for sale is safe and suitable for human consumption;
- prevent misleading conduct in relation to the sale of food; and
- apply the Australia New Zealand Food Standards Code.

Enforcement of the Act is a joint responsibility of Queensland Health and Local Government.

The role of Isaac Regional Council as a designated enforcement agency in relation to achieving the purposes of the Act by:

- licensing food businesses and accrediting food safety programs;
- inspecting food businesses for compliance with the Act and Chapter 3 of the Code;
- undertaking investigations relating to complaints regarding licenced food businesses, including single cases of foodborne illness; and
- education of food businesses and the general public in relation to key food safety matters.

The Strategy

The Strategy provides risk and outcomes-based approach to compliance and enforcement focusing on risks associated with non-compliance with legal rules, rather than the legal rules themselves. The 'Food Act 2006 Enforcement Matrix' provides officers with a recommended compliance option based on a risk assessment of the investigation. The enforcement matrix considers two key matters:

- the risk to human health as a result of the noncompliance; and
- the likelihood of the business operator resolving the non-compliance in a reasonable timeframe.

These factors are independent of each other, however, when assessed together in the Enforcement Matrix, provide a 'recommended enforcement option'. It is then expected that officers will adopt the 'recommended enforcement option' in regard to securing compliance. If, however, an officer believes that an alternative enforcement option is more suitable than the 'recommended enforcement option', the officer must provide an evidence brief to their supervisor outlining the reason for this decision. If agreed, then the 'recommended enforcement option' may be replaced with a more appropriate option.

The Compliance Principals That Underpin the Strategy

Environmental Health Services are guided by the following principals:

- 1) Risk-based - compliance and enforcement activities are focussed on operational activities that, based on the likelihood of harm towards the community and environment.
- 2) Outcomes-focused - compliance and enforcement activities are focussed on the desired result that a regulation intends to achieve.
- 3) Proportionate and graduated - ensuring the level of compliance and enforcement action match the level of harm, the risk (impact) posed to the community and the environment, the seriousness of the non-compliance and the culpability of the offender.
- 4) Transparent - engaging better with the community, stakeholders and regulated parties. This includes compliance and enforcement activities are based on documented evidence, being open and transparent about the compliance approach and the limitations and constraints on what action Council can take. Ensuring meaningful reasons for decisions are given to all relevant parties, particularly when there is a departure from this Policy.
- 5) Safe - ensure that compliance activities are undertaken in a manner that is safe for staff and the community.
- 6) Consistent - compliance and enforcement activities are clearly outlined, and staff receive ongoing training to ensure a consistent approach. This ensures the public and regulated community know what to expect when a breach occurs, and that breaches of similar significance result in similar responses

Compliance Responses - Level of Action

Compliance responses are designed to achieve one or more of these outcomes:

- control or remedy a breach;
- remedy/address public health risk;
- prevent and provide a deterrent to potential future breaches; and or
- build community confidence so that business and community activities are appropriately regulated.

The compliance response is escalated according to the significance of a breach and the likelihood of compliance in an appropriate time. The applicability of, and weight given, to each factor depends on the facts of each case. The severity of the breach and the culpability of the offender are determined by the evidence collected during the inspection/investigation.

The Compliance Tools

The Act establishes enforcement pathways and statutory tools in the form of letters or notices to achieve compliance. As a general guide, officers should consider a 'sliding scale' of appropriate and/or proportionate compliance action.

IMPLICATIONS

Nil

CONSULTATION

Mayor

Divisional Councillors

Executive Leadership Team

Manager Community Education and Compliance

Manager Governance

Environmental Health Unit Community Education and Compliance

Department Administration Community Education and Compliance

Community Education and Compliance Department

BASIS FOR RECOMMENDATION

The recommendation provides an agreed position for council and officers on the delivery of the policy.

ACTION ACCOUNTABILITY

Manager Community Education and Compliance to ensure appropriate governance procedure and implementation of the Strategy is carried out as required.

KEY MESSAGES

Council Environmental Health Services identified consistency in decision making, and in particular the adoption of appropriate enforcement tools to ensure they are an open, fair and transparent regulator.

Report prepared by:	Report authorised by:
NISHU ELLAWALA	JEFF STEWART-HARRIS
Manager Community Education and Compliance	Director Planning Environment and Community Services
Date: Tuesday 17 November 2020	Date: 19 November 2020

ATTACHMENTS

- Attachment 1 - Community Education and Compliance Strategy for the Food Act 2006, PECS-MISC-115 (Draft)

REFERENCE DOCUMENT

- Community Education and Compliance Policy PECS-POL-113 (Draft)
- Community Education and Compliance Procedure PECS-PRO-101 (Draft)

COMMUNITY EDUCATION & COMPLIANCE STRATEGY - THE FOOD ACT 2006

(Draft V11)

Current as at 19.11.2020

Presented by

Community Education and Compliance

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DRAFT

1. SCOPE

The Community Education & Compliance Strategy for the Food Act 2006 (this 'Strategy') outlines Isaac Regional Council's risk-based, graduated and proportionate approach, and priority setting process for compliance and enforcement. This Strategy is designed to guide the Environmental Health Services team decision-making so that the compliance activities and actions are responsive, effective, efficient, transparent and collaborative.

It is intended to:

- guide compliance outcomes that are credible, understandable, and consistently applied;
- explain this approach to our communities and businesses, including how and why we conduct compliance activities; and
- ensure the use of resolution options which are appropriate and proportionate to the seriousness of the compliance matter/s under investigation.

2. PURPOSE

The main purposes of the *Food Act 2006* (the Act) are to:

- ensure food for sale is safe and suitable for human consumption;
- prevent misleading conduct relating to the sale of food; and
- apply the Australia New Zealand Food Standards Code (the Code).

The role of Isaac Regional Council in achieving the purposes of the Act is:

- license food businesses and accredit food safety programs;
- inspect food businesses for compliance with the Act and Chapter 3 of the Code;
- undertake investigations relating to complaints regarding licenced food businesses, including single cases of foodborne illness; and
- education of food businesses and the general public relating to key food safety matters.

The Act is also administered in part by the Department of Health. The Department of Health investigates and enforces the following issues:

- false descriptions of food;
- misleading conduct;
- sale of unfit equipment, packaging or labelling material;
- labelling and composition of food as detailed in the Code;
- approval of auditors, conducting check audits;
- food recalls and emergency powers;
- foodborne illness and foreign matter;
- notification of prescribed contaminants; and
- suspected intentional contamination.

In addition to the Act, Safe Food Production Queensland (SFPQ) administers the Food Production (Safety) Act 2000, which relates only to the primary production of food and does not limit the provisions of the Food

Act 2006. The combination of the two Acts and the Code ensure that food safety risks are managed on a through-chain approach from agriculture to consumers.

3. COMPLIANCE OBJECTIVES FOR ENVIRONMENTAL HEALTH SERVICES

The Environmental Health (EH) Services team is responsible for the effective implementation and administration of the Act on behalf of the Issacs Regional Council community.

The objectives of the Environmental Health Services are

- to prevent, control and reduce risks to public health associated with the sale of food;
- to ensure that businesses are regulated in a fair and effective manner; and
- to provide business operators and consumers with relevant information relating to food safety.

The Environmental Health Services will work alongside other regulators and policymakers (i.e. Queensland Health, Safe Food Production Queensland (SFPQ), Food Standards Australia New Zealand, etc) to ensure the objectives of the Act are achieved.

4. STRATEGY FOR COMPLIANCE ACTIVITIES

To effectively achieve the compliance objectives the EH Services Team will:

- establish and adequately resource inspection Service Levels;
- be guided by established Compliance Principles;
- establish and utilise defined Compliance Tools; and
- escalate enforcement action consistent with an Enforcement Matrix.

This ensures an outcomes-based approach to compliance, balancing individual and community interests, and considering the risk to the community in all matters.

5. SERVICE LEVELS

Environmental Health Officers will undertake service delivery in the following forms:

(a) Proactive: Routine Inspection of Licensed Food Businesses

The EH Services team will undertake routine inspections of licensed food businesses under the *Food Act 2006* and the Food Safety Standards. Officers will identify any legislative non-compliances during the inspection and thereafter work with the food business operator to ensure food is safe and suitable.

(b) Reactive: Investigation of Customer Requests

The EH Services team investigates complaints relating to the general operation of food businesses, and sale of food for human consumption. Issues investigated include improper food handling, pest issues, suspected contamination of food, cleanliness of premises, etc. Officers will investigate the Customer Service Request to assess the validity of the complaint and take appropriate action to ensure any non-compliances identified are resolved in a suitable timeframe.

(c) Investigation and Management of Foodborne Illness

The EH Services team investigates single cases of foodborne illness. This is where there is one known single incident of illness. Where there are multiple incidents that require investigation, the lead is taken by Queensland Health with the support of Council.

These investigations aim to limit the potential risks to public health, identify the source(s)/cause(s), implement appropriate remedial action and develop strategies to prevent recurrence in the future.

6. COMPLIANCE PRINCIPLES

Environmental Health Services will be guided by the following principles:

- **Risk-based** - compliance and enforcement activities are focussed on operational activities that, based on the likelihood of harm towards the community & environment.
- **Outcomes-focused** - compliance and enforcement activities are focussed on the desired result that a regulation intends to achieve.
- **Proportionate and graduated** - ensuring the level of compliance and enforcement action match the level of harm, the risk (impact) posed to the community and the environment, the seriousness of the non-compliance and the culpability of the offender.
- **Transparent** - engaging better with the community, stakeholders and regulated parties. This includes compliance and enforcement activities are based on documented evidence, being open and transparent about the compliance approach and the limitations and constraints on what action Council can take. Ensuring meaningful reasons for decisions are given to all relevant parties, particularly when there is a departure from this Policy.
- **Safe** - ensure that compliance activities are undertaken in a manner that is safe for staff and the community.
- **Consistent** - compliance and enforcement activities are clearly outlined, and staff receive ongoing training to ensure a consistent approach. This ensures the public and regulated community know what to expect when a breach occurs, and that breaches of similar significance result in similar responses

7. REGULATORY RESPONSES - LEVEL OF ACTION

Regulatory responses are designed to achieve one or more of these outcomes:

- control or remedy a breach;
- remedy/address public health risk;
- prevent and provide a deterrent to potential future breaches; and or
- build community confidence so that business and community activities are appropriately regulated.

The regulatory response is escalated according to the significance of a breach and the appropriate outcome. The applicability of, and weight given, to each factor depends on the facts of each case. The severity of the breach and the culpability of the offender is determined by the evidence collected during the inspection/investigation.

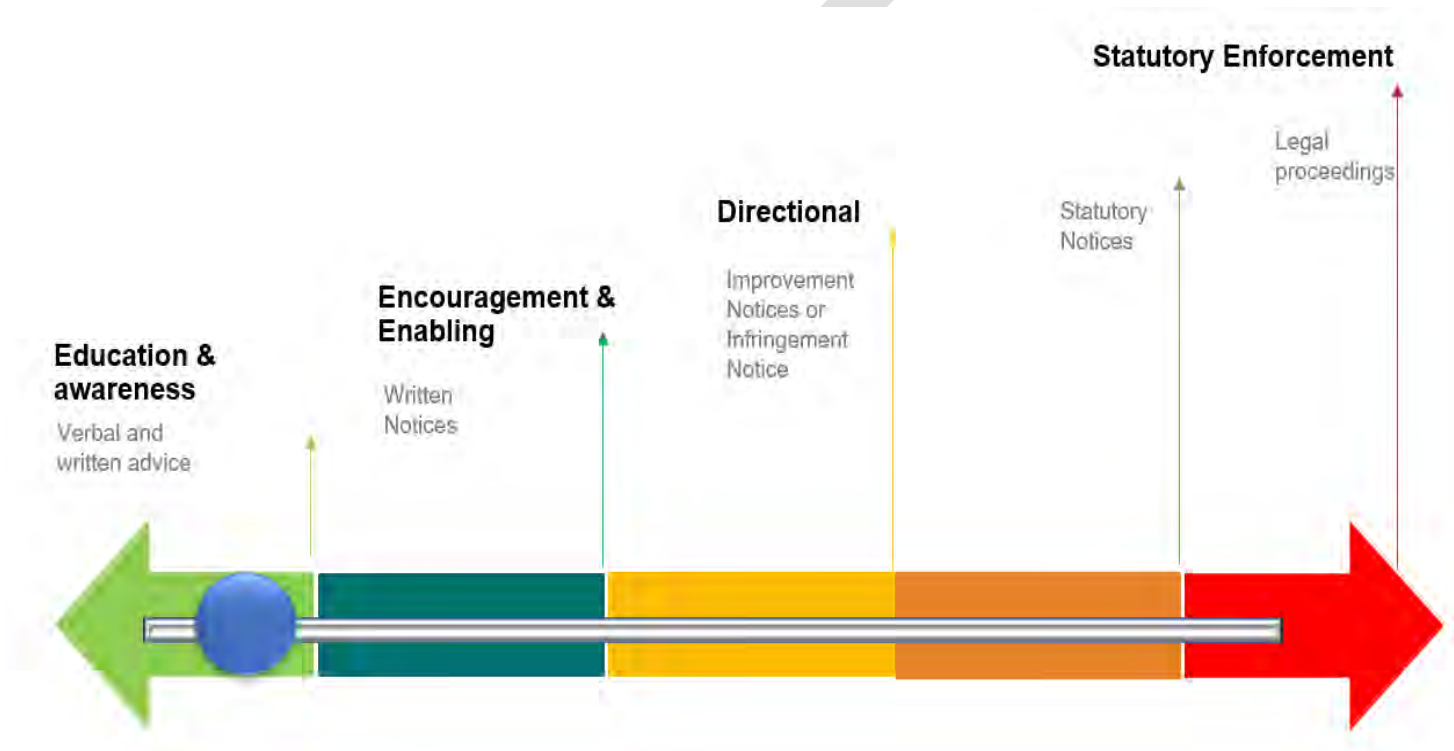
Environmental Health Services acts within the confines of its code of conduct. Environmental Health Services apply the principles of natural justice, also known as procedural fairness, when discharging its regulatory duties. These include:

- **Provide a fair hearing** – allowing a complainant or a proponent whose interest may be adversely affected by a breach or a decision to present their case, except in circumstances where this is not appropriate (for example: when action is taken in an emergency)

- **Impartiality in the decision-making process** – officers are to be unbiased and not hold a conflict of interest in the outcome of an investigation or regulatory response
- **Decisions based on evidence** – decisions must be based on the evidence provided and not on irrelevant issues, and there must be a rational basis on which the decision-maker has decided to accept the evidence as credible
- **Acting in good faith** – at all times officers are to act in good faith.

8. COMPLIANCE TOOLS

The Act establishes enforcement pathways and statutory tools in the form of letters or notices to achieve compliance. As a general guide, officers should consider a 'sliding scale' of appropriate and/or proportionate compliance action, as follows:



The compliance tools applied include:

Educational/Encourage/Enabling:

Educational action is taken where minor compliance issue that is expected to have a high level of compliance; and/or unlikely to result in any imminent human health risk. Informal action to achieve compliance with legislation may include:

- Offering verbal or written advice;
- Verbal requests for action; and/or
- Written notices, requests or reminders.

The circumstances in which informal action may be appropriate include:

- The act or omission is not serious enough to warrant formal action;
- The duty holder's history reasonably suggests that informal action will secure compliance;

- Confidence in the individual/other body is high;
- The consequences of non-compliance will not pose a significant risk;
- Where it may prove more effective than a formal approach; and
- Timeframe set up for follow-up actions.

Directional:

- **Improvement Notice:** Where there is a moderate to high non-compliance and where there is a likelihood of the business to comply with the notice and/or may ultimately result in a serious human health risk if not resolved.
- **Infringement Notice:** Where there is evidence of previous, current and/or ongoing serious non-compliance indicating a low likelihood of compliance; and/or wilful non-compliance; and/or serious risk to human health if not resolved swiftly.

Statutory Enforcement:

- **Show Cause Notice:** Where there is evidence of previous, current and/or ongoing serious non-compliance; and/or wilful non-compliance
- inviting submissions concerning the matter;
- ordering a person to do or refrain from doing a thing under specified circumstances; and
- issuing directions specifying how the statutory notice may be complied with.

A Show Cause Notice may take one of two forms:

- A proposed suspension or cancellation of licence. This allows the business time to remedy non-compliances with closure for a predetermined amount of time being the result if non-compliances are not resolved adequately within a proposed timeframe.
- An immediate suspension or cancellation of licence. This occurs when there is an imminent risk to health and when it is in the public interest for the business to be closed immediately. This action occurs when there are critical non-compliances which threaten human health to the degree that the business should not be allowed to remain open until those threats have been eliminated or otherwise adequately resolved.

Prosecution:

A critical imminent risk to human health; and/or known or expected ongoing legislative non-compliance.

Failure to achieve compliance using other enforcement options/tools.

9. NON-COMPLIANCE

The non-compliance of premises is categorised into three areas:

- **Administrative** – Food safety records available to Authorised officer.
- **Operational** – Australia New Zealand Food Standards Code - Standard 3.2.2 Food Safety Practices & General Requirements
- **Structural** – Australia New Zealand Food Standards Code - Standard 3.2.3 Food Premises & Equipment

10. THE FOOD ACT 2006 ENFORCEMENT MATRIX

The **Food Act 2006 Enforcement Matrix** provides officers with a recommended enforcement option based on a risk assessment of the investigation. The enforcement matrix considers 2 key matters:

- the risk to human health as a result of the non-compliance; and
- the likelihood of the business operator resolving the non-compliance in a reasonable timeframe.

These factors are independent of each other, however, when assessed together in the **Enforcement Matrix**, provide a '**recommended enforcement option**'. It is then expected that officers will adopt the 'recommended enforcement option' to secure compliance. If, however, an officer believes that an alternative enforcement option is more suitable than the 'recommended enforcement option', the officer must provide an evidence brief to their supervisor outlining the reason for this decision. If the evidence brief provides clear evidence that another enforcement option would better secure compliance, then the 'recommended enforcement option' may be replaced with a more appropriate option.

Regardless of the compliance action that may be required, the officer will always discuss the issues with the business operator / alleged offender. For some lower risk, first time offences, the officer may only provide verbal advice on site. However, if escalated and statutory enforcement action is recommended, the officers will explain this prior to it occurring.

11. CATEGORIES OF LIKELIHOOD OF COMPLIANCE

Likelihood of meeting the standards in the Food Act considering the history and ability of the operator to achieve the required standards.

LIKELIHOOD OF COMPLIANCE	EXAMPLES
CATEGORY A Almost Certain	<ul style="list-style-type: none">• Indications of future and ongoing compliance are high;• No known occurrences of historic and/or current ongoing serious non-compliance;• Shows demonstrated awareness of, and/or capacity to meet the standards; and• Reasonable and cooperative attitude.
CATEGORY B Likely	<ul style="list-style-type: none">• Indications of future and ongoing compliance are likely;• Few known occurrences of historic and/or current ongoing non-compliance; and• Questionable awareness of, and/or capacity to meet the regulatory requirement.
CATEGORY C Low Likelihood	<ul style="list-style-type: none">• Indications of future and ongoing compliance are low;• Numerous known occurrences of historic and/or current ongoing non-compliance; and/or• Low awareness of, and/or capacity to meet the regulatory requirement.
CATEGORY D Unlikely	<ul style="list-style-type: none">• No indication of future and ongoing compliance (High Risk);• Historic and/or current wilful violation of regulatory requirement; and/or• Little or no demonstrated willingness, or capacity to meet the regulatory requirement.

12. CATEGORIES OF NON-COMPLIANCE - HUMAN HEALTH RISK

Consideration of the risk to human health from the situation being investigated.

Human Health Risk	Examples
<p>MINOR NON-COMPLIANCES are those items which pose little risk and can be resolved immediately.</p> <ul style="list-style-type: none"> Legislative non-compliance which have the potential to result in a minor, temporary threat to human health. Minor non-compliances can be easily rectified during the normal course of business. Minor administrative non-compliances. 	<ul style="list-style-type: none"> Probe thermometer was not in an easily accessible location. Minor cleaning issues e.g. small section of unclean flooring, unclean interior to microwave, etc. Failing to update details with Council.
<p>MODERATE NON-COMPLIANCES are those items which may pose risk if they are not managed.</p> <ul style="list-style-type: none"> Operational non-compliance can be resolved immediately or within a few days. Structural non-compliance requiring long-term management. 	<ul style="list-style-type: none"> A small number of broken/damaged utensils and/or equipment in the premises. Discolouration around ventilation canopy, indicating an inadequate level of ventilation.
<p>SERIOUS NON-COMPLIANCES are those items which require priority action and may pose a serious risk if not resolved by the business within the designated timeframe.</p> <ul style="list-style-type: none"> Businesses may not be able to fix serious breaches during the normal course of business. Serious administrative breaches 	<ul style="list-style-type: none"> No food safety supervisor currently nominated by the business. Private water supply not tested and confirmed to be potable. Potentially hazardous foods; such as cooked chicken stored for extended periods outside of temperature control, without an alternative means of compliance.
<p>CRITICAL NON-COMPLIANCES are those items which require immediate action as they pose an immediate and significant risk if not remedied by the business immediately.</p> <ul style="list-style-type: none"> Critical breaches show a breakdown of food safety requiring immediate action. 	<ul style="list-style-type: none"> A significant pest infestation of the business, including food preparation and storage areas: Food that is being sold is unsafe and/or unsuitable and posing an immediate risk to health. Significant issues regarding employee hygiene such as open wounds on hands, unclean hands, ect

APPENDIX A - THE FOOD ACT 2006 ENFORCEMENT MATRIX

Complaints and Non-Compliance Response/Action

Food Act 2006 Enforcement Matrix					
LIKELIHOOD OF COMPLIANCE (COMPLIANCE HISTORY/WILLINGNESS AND CAPACITY TO COMPLY)	Likelihood of Compliance	Administrative, Operational, Structural Non-compliance Level Enforcement Options			
		MINIOR NON-COMPLIANCES	MODERATE NON-COMPLIANCES	SERIOUS NON-COMPLIANCES	CRITICAL NON-COMPLIANCES
	CATEGORY A (almost certain)	Education Verbal/written advice	Verbal/ written notice with dates	Written inspection breaches notice with dates to comply	Improvement Notice Infringement Notice
	CATEGORY B (Likely)	Verbal/ written notice with dates	Written inspection breaches notice with dates to comply	Improvement Notice Infringement Notice	Infringement Notice Improvement Notice
	CATEGORY C (low likelihood)	Written inspection breaches notice with dates to comply	Infringement Notice Improvement Notice	Infringement Notice Improvement Notice	Infringement Notice Show Cause Notice Prosecution
	CATEGORY D (unlikely)	Infringement Notice Improvement Notice	Infringement Notice Improvement Notice	Infringement Notice Show Cause Notice Prosecution	Infringement Notice Show Cause Notice Prosecution

Notes to Food Act 2006 Enforcement Matrix

For a repeat offender (two or three inspections of investigations within a 12-month period), enforcement will commence at the second or third non-compliance step. No enforcement action will be taken where a service request or complaint is considered frivolous or trivial in nature.

Note 1: Enforcement should be undertaken in accordance with the enforcement matrix and unless approval is obtained from the officer's line manager.

Note 2: Officers must always discuss the identified issues / offences and proposed actions with the business operator / alleged offender prior to any documentation / notices being delivered.

Note 3: Officers must always refer to the relevant legislation to determine whether a particular enforcement option (e.g. Infringement Notice/ Improvement Notice/Show Cause) is permitted for a particular offence.

Note 4: If deviating from the above default enforcement options, the decision must be clearly documented and validated.

Note 5: It should be noted that in cases where immediate action is required to address significant risk, verbal and written advice will be provided, which will then be followed up with an Improvement Notice / Infringement Notice / Show Cause Notice.

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Shane Brandenburg

AUTHOR POSITION

Manager Economy and Prosperity

5.6 NEBO SHOWGROUNDS MASTER PLAN ENGAGEMENT PROPOSAL

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

Nebo Showgrounds are one of Councils most utilised recreational facilities with a number of local community user groups and other regular facility hirers accessing the facility, currently approximately 80 days of the year with approx. 20,000 visitors to the onsite activities annually, which would estimate a return of approx. \$1.2m to the local economy.

The facility hosts the largest one-day rodeo in Australia and is renowned for its bush sport events and facilities as well as social gatherings. The facilities location makes it accessible to attract visitation from the broader Greater Whitsunday area and there is a lot of potential for increased growth in existing activities as well as attraction for a number of other activities. Therein the need for strategic 20 year plan to maximise the potential but also to enable best management of the existing facility needs and renewal.

The Economy and Prosperity through its Business Plan, Annual Operational Plan and the Strategic Recovery Plan have endorsed delivery of the Nebo Showgrounds Master Plan project to complete. The below is an overview of the engagement plan of the Project for Councils information.

As part of adopted Councils Strategic Recovery Plan an additional funding source of \$15,000 from recovery funding source was approved to add to the \$10,000 existing operational budget for the project delivery. This will enable engagement of external sources to assist in the engagement and delivery of the Master Plan and this engagement is progressing.

The Master Plan is proposed to follow a similar path to the Clermont Saleyards and Showgrounds Revitalisation Project and below is an overview of the proposed engagement plan and estimated timelines. An important part of the plan will be engagement of a working group of relevant stakeholders to support the project development and this is proposed to not be a formal advisory committee.

Attached to this report is the Project Brief for delivery of the Project which informs of the elements of the project, engagement steps, stakeholders and risks.

IMPLICATIONS

Appropriate best asset management practices of Councils assets dictate strategic planning to manage proposed projects and existing renewal of assets, a master plan will aid that management, and also maximise the potential of the facility to benefit the Nebo and broader region community.

A reputational risk lies in appropriate management of this asset and the stakeholders in development and delivery of the project. there will be increased opportunity to seek external of organisation funding opportunities from the delivery of the Master plan.

The Economy and Prosperity team and at times other internal departments will be required in the delivery of the project.

CONSULTATION

Division Eight Councillor

Director Planning Environment and Communities

Economy and Prosperity Team

BASIS FOR RECOMMENDATION

The Nebo Master Plan has been endorsed as part of the Economy and Prosperity's Business Plan, Annual Operational Plan and Councils Strategic Recovery Plan.

ACTION ACCOUNTABILITY

The Economy and Prosperity team are to lead the development and delivery of the Master Plan with engagement of internal and external stakeholders as required to support the project.

KEY MESSAGES

Economic and social community benefits derived need to be balanced with considered accountability of Council funds or resources.

Report prepared by: SHANE BRANDENBURG Manager Economy and Prosperity Date: 17 November 2020	Report authorised by: JEFF STEWART HARRIS Director Planning Environment and Community Services Date: 19 November 2020
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ATTACHMENTS

- Attachment 1 – Nebo Showgrounds Master Plan – Project Brief

REFERENCE DOCUMENT

- Nil

NEBO SHOWGROUNDS MASTER PLAN PROJECT BRIEF

Current as at 18.11.2020

Presented by Manager Economy and Prosperity



PROJECT BRIEF

PROJECT BRIEF TITLE	Nebo Showgrounds
PROJECT CUSTODIAN	Manager Economy and Prosperity
DATE PROJECT COMMENCEMENT	November 2020
DATE PROJECT COMPLETION	July 2021
PROJECT LEADER	Manager Economy and Prosperity
PROJECT TEAM MEMBERS	Manager Economy and Prosperity, Economy and Prosperity Business Manager Saleyards and Showgrounds, Economy and Prosperity Departmental Coordinator, Economy and Prosperity Economic Development & Tourism Officer Nebo, Community Relations Officer Nebo Director Planning Environment and Community Services and Local Divisional Councillor (informed members)

1. PROJECT INTRODUCTION & DEFINITION

The Economy and Prosperity (E&P) through its Business Plan, Annual Operational Plan and the Strategic Recovery Plan have endorsed delivery of the Nebo showgrounds Master plan project to complete. The below is an overview of the project and engagement plan. The Master plan is proposed to follow a similar path to the Clermont Saleyards and Showgrounds Revitalisation Project.

Nebo Showgrounds are one of Councils most utilised recreational facilities with a number of local community user groups and other regular facility hirers accessing the facility, currently approximately 80 days of the year with approx. 20,000 visitors to the onsite activities annually, which would estimate a return of approx. \$1,2m to the local economy.

The facility hosts the largest one-day rodeo in Australia and is renowned for its bush sport events and facilities as well as social gatherings. The facility is location makes it accessible to attract visitation from the broader greater Whitsunday area and there is a lot of potential for increased growth in existing activities as well as attraction for a number of other activities and therein the need for strategic 20 year plan to maximise the potential but also to enable management of the existing facility needs and renewal.

SCOPE:	<ul style="list-style-type: none">To deliver a strategic 20 year plan for the Nebo showgrounds facility
Project Objectives:	<ul style="list-style-type: none">Deliver a Master Plan to guide the development of the Nebo Showgrounds Precinct over the next 20+ years;To ensure the Master Plan articulates adaptive pathways for economic, social and community development for Nebo, its surrounding districts and the region and State as a whole;To identify priority signature revitalisation projects for the Showgrounds; andTo identify priority projects beyond the scope and timeframe of Master Plan project, consistent with Objective 2, to be “shovel ready” for future funding opportunities.
Project Outcomes:	<ul style="list-style-type: none">Endorsed Master planStrategic vision

	<ul style="list-style-type: none"> • Priority projects to support external funding submissions • Social and Economic benefit to Nebo and broader community
DEPENDENCIES AND ASSOCIATED INITIATIVES:	<ul style="list-style-type: none"> • Councils strategic recovery plan • Clermont Saleyards & showgrounds revitalisation project • Recreation & Open Space Strategy

CONSTRAINTS:

Financial	<ul style="list-style-type: none"> • Budget for the project has been enhanced through the Strategic recovery plan (\$25k)
Resources	<ul style="list-style-type: none"> • The E&P team will have a project team with Mgr E&P and Departmental coordinator leading the project delivery • External consultancy will be engaged to assist delivery
Technical	<ul style="list-style-type: none"> • Internal departments will be consulted for relevant needs • External consultancy as required
Time	<ul style="list-style-type: none"> • November 2020 – July 2021
Other:	<ul style="list-style-type: none"> • Management of external stakeholders expectations and individual goals

STAKEHOLDERS

Internal	<ul style="list-style-type: none"> • Elected officials (Mayor & Divisional Councillors) • Office of the CEO • Director PECS • Economy & Prosperity • Other internal departments, Engaged Communities, Brand, Media & Communications, E&I (P&G)
External	<ul style="list-style-type: none"> • Engaged consultant to aid project delivery • Local Community User Groups • Nebo Bushman's Carnival Inc. (including Rodeo, Campdraft, Cutting and Ball committees) • Nebo Pony Club • Nebo Polocrosse Club • Nebo Community Fitness Inc. • Regular hirer user groups • National Barrel Horse Assoc District 8 • CQ Campdraft Inc. • CRCA The Central rodeo Cowboy Association • Nebo State School P&C • Valkyrie State School P&C • Brigalow Sports (Nebo SS, Clarke Creek SS, Valkyrie SS, Coppabella SS) • QCWA Nebo- Sarina range branch • Zone 10 Pony Club (Mackay) • Nutrien (Bull Sales) • Australian Stock Horse Campdraft • Nebo and broader region communities

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. MEDIUM	<ul style="list-style-type: none"> Master plan does not achieve objectives or expectations 	Strong consultative engagement, clear study framework and roles and responsibilities of stakeholders, previous experience in Clm master plan development
2. MEDIUM	<ul style="list-style-type: none"> Stakeholders not aligning 	Existing relationship building & continued strong consultative engagement Clear roles & responsibilities and decision tree informed (Council asset and ultimate determinant)
3. MEDIUM	<ul style="list-style-type: none"> Budget overruns 	Clear scope of works in engagement of consultant, additional budget allocated from recovery to take total budget to \$25k, E&P internal resources to support master plan development and reduce consultant engagement
4. MEDIUM	<ul style="list-style-type: none"> Time delay in delivery 	Remote/virtual meeting ability, existing E&P resources dedicated to project, planned elements and timeframes

3. PROJECT ACTIVITIES

Engagement Plan

The below activities are proposed engagement actions and are subject to change as the project progresses.

No.	Task Description or Milestone	Who	Start Date	End Date or Milestone
1	Preliminary engagement meetings with user groups	Project team	Nov 19	Nov 20
2	Engagement of consultant	E&P	Dec 20	Dec 20
3	Planning, Research and development	E&P/consultant	Dec 20	Feb 21
4	Master plan open invitation meeting with all User groups	E&P/consultant	Feb 21	Feb 21
5	Invitation from all user groups and community for submissions on the Nebo Showgrounds	E&P/BMC	Feb 21	Feb 21
6	Appoint Master Plan working group;	E&P	Feb 21	Feb 21
7	Complete Master plan stages - 2.0 Precinct Site Analysis and context	E&P/consultant	Mar 21	Apr 21
8	Working group meeting/s	E&P/consultant	Mar 21	Apr 21
9	Draft Masterplan developed	E&P/consultant	May 21	May 21

10	Feedback on Draft masterplan	E&P	May 21	June 21
11	Final draft prepared	E&P/consultant	June 21	July 21

NEBO SHOWGROUND MASTER PLAN ELEMENTS

1. Study Framework	<ul style="list-style-type: none"> 1.1 Purpose 1.2 Team and Process 1.3 Master Plan Objectives
2. Precinct Site Analysis and Context	<ul style="list-style-type: none"> 2.1 Overview and Ownership* 2.2 User Groups 2.3 Site History 2.4 Existing facilities and operational performance (Audit) 2.5 High level of public safety and wellbeing 2.6 Compliance with statutory and relevant advisory standards 2.7 Vision and Key principles
3. Social, Community and Economic Benefit and Trend Analysis	<ul style="list-style-type: none"> 3.1 Background research and literature review 3.2 Current trends in Showgrounds & facilities
4. Development of Masterplan**	<ul style="list-style-type: none"> 4.1 Develop Masterplan in line with objectives and expectations 4.2 Good Planning and Urban Design Principles 4.3 Financial, social and economic sustainability
5. Development of priority future Projects Plan	<ul style="list-style-type: none"> 5.1 Project Plan and Scope for Future Project Plans 5.2 Priorities Timeframe and Schedule 5.3 Project Plans and Scope for projects which deliver level returns of social, community and economic development outcomes for future funding opportunities
6. Community Engagement	<ul style="list-style-type: none"> 4.1 User Groups and Stakeholders 4.2 Community consultation
7. Master Plan	<ul style="list-style-type: none"> 5.1 Overview and Vision 5.2 Guiding Principles 5.3 Access and Circulation
8. Action Plan	<ul style="list-style-type: none"> 6.1 Priorities 6.2 Timeframe and Schedule

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Bruce Wright

AUTHOR POSITION

Manager Community Facilities

5.7

GREG CRUICKSHANK AQUATIC CENTRE WATER PARK STATUS

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

The Greg Cruickshank Aquatic Centre (GCAC) originally opened in 1972 as a six lane, fifty metre pool and amenities. A 2002 re-development saw the addition of the six lanes, twenty-five metre heated pool and a toddler pool in what is now the grassed area forward of the Moranbah Highlanders Swimming Club rooms. All pools at larger centres throughout the region are equipped with a toddler pool.

During 2007 a Master Plan was developed for the GCAC which, among other things, earmarked the supply and installation of a "Splashdeck". During 2011-2012 a series of donor funded, and donor managed pool renovations were undertaken. The works included the decommissioning of the toddler pool and the installation of the existing water park. Interestingly and as an aside, pool user surveying conducted in 2017 identified up to ten requests for the return of a toddler pool to the GCAC.

The water park has provided for an outdoor aquatic play space that has met and exceeded the contemporary design and technology available at the time of installation. The facility is not dissimilar to many installed at swimming pools throughout Regional Queensland from 2010 onwards.

At the time of installation, critical whole of life operating and maintenance cost consequences were not considered. The prevailing climatic conditions, the wet and dry environment and chemical interactions have significantly influenced the condition and life cycle of the water park asset. Ongoing maintenance of the asset has been both reactive and scheduled and has included the replacement of the soft fall surface during 2018.

A proposal to undertake additional maintenance and safety upgrades was approved during the 2020-2021 Project Accountability Gateway (PAG) process. A subsequent Request for Quotation that was circulated to five industry specific suppliers failed to attract any submissions. Anecdotal information suggests that the reluctance to bid arises from the condition of the asset, the type of work required and an inability to warranty any works undertaken.

For the most significant part of 2020, the water park (and pool) have been closed and inactive. A number of physical hazards have been identified throughout the park and were included within the scope of works under the Capital Works programming. These include but are not limited to substantial soft fall surface cracking has emerged at various positions throughout the water park – two interventions have failed to abate the spread of the cracking. The surface is now considered as being non-compliant and presenting a significant trip hazard. The water jets attached to the “hoops” located at the southern edge of the park have significantly deteriorated and now present a laceration hazard to users.

As a matter of comparative reference, during 2014 the Gladstone Council installed a water park not dissimilar to that at the GCAC. The Council has recently tendered for the refurbishment of the park or an alternate proposal. The Gladstone asset has experienced similar degradation to that at the GCAC water park. Our inquiries have identified multiple and similar examples of asset deterioration, replacement and/or refurbishment throughout Queensland (including Mackay and Cairns) – developing a clear and comparative pattern that has required significant contingency to safely and cost effectively remediate.

In the absence of a cost-effective capacity to repair, the overall condition of the park and with no identifiable cost benefit being available to support the repair of the park; the GCAC water park is considered as being at the end of its useful and safe life.

At this time, a wide variety of water park technologies, materials, designs and options are available to support an alternate to the GCAC water park. In consideration of an alternate, key factors include, but are not limited to:

- **User Demographics** – It is understood that the intent of the GCAC water park was to provide children up to ten years of age a safe aquatic play area. At this time a significant disparity exists for children of ages 0-5 years or those with limited swimming capacity are restricted to utilisation of access ramps in both the fifty and twenty-five metre pools;
- **Existing infrastructure** – The GCAC water park is equipped with extensive subterranean piping infrastructure, filtration system and chlorinator that are independent of the fifty and twenty-five metre pool systems. Consultants have been retained to assess the capacity of the system and to develop a scope of capability to determine *what* type of asset can safely and efficiently be attached;
- **Design Alternatives** – The GCAC water park occupies a parcel of land to the south western corner of the pool lot. Multiple design alternatives may be achieved and include, but are not limited to a zero-entry splash pad with waterspouts and an independent toddler pool; a beach entry toddler pool and system of waterspouts;
- **Whole of Life Costs** – A more simplistic asset is considered as being the most pragmatic and cost-effective opportunity to extend the replacement asset life cycle. This will in turn realise significant efficiencies in whole of life costs including operation, maintenance and care;

- **Engagement** – At this time, significant public interest has been given to the GCAC water park. In many cases, feedback has identified a sound understanding and appreciation of the challenges presented and the current condition of the asset. A staged consultation process is proposed and outlined further within the body of this report.

To understand community and user group needs and to develop a clear pathway forward, a six-stage engagement process is proposed and includes:

Stage	Description	Outcome	Indicative Timeline
One	Collection and collation of specific data relating to: <ul style="list-style-type: none"> • The asset age and condition; • Current and historical operating costs of the asset; • Current and historical Capital Works expenditure against the asset; • Identification of current and emerging technologies and equipment; • Collection and collation of past community engagements and surveying. 	Development of an asset life history Current market intelligence Quantitative data drawn from past engagements and surveying.	Commenced and scheduled for completion on or before 1 December 2020.
Two	<ul style="list-style-type: none"> • Retention of a suitably qualified and experienced consultant to provide high level technical specification of the existing infrastructure and its capacity. • Development of alternative assets to replace the existing water park 	Design specifications Modelling and design concepts for presentation to the wider community	Commenced and scheduled for completion on or before 21 December 2020
Three	<ul style="list-style-type: none"> • Development of a comprehensive historical and commercial background of the asset. • Distribution of a community survey to collect and collate user group inputs; prefaced by the asset background documentation. 	Collection and collation of community user (and other) group opinion. Activation of design concepts and alternatives.	Release of the survey on or before 1 December 2020 for a period of four-six weeks across the holiday period. Completed on or before 14 January 2021 Collation of data to be completed on or before 1 February 2021
Four	<ul style="list-style-type: none"> • Convening of a Town Hall meeting to expand on the current issues at the water park, survey results and the introduction of design concepts. 	Personalised community and user group engagement and participation. Introduction of alternatives and design models	Early February 2021

		Development of an in-principle agreement on the pathway forward.	
Five	<ul style="list-style-type: none"> • Collation of all data and the compilation of a proposal for replacement (or otherwise) for further community and user group review and commentary 	Development of a design concept considerate of all inputs and engagements.	To be completed by on or before 1 March 2021
Six	<ul style="list-style-type: none"> • Convening of a community meeting at the GCAC to present the design concept, respond to feedback and conduct a site tour to "conceptualise" the design proposal. 	<p>Further personalised community and user group engagement and participation.</p> <p>Introduction of the proposed concept and design.</p> <p>Interactive appreciation of the concept and design.</p>	<p>Scheduled for mid-March 2021</p> <p>Residual modification, consultation and circulation to be completed on or before 1 April 2021.</p>

Current investigations are underway to identify the potential for a reduced capacity and compliant operation of the water park to support the remainder of summer.

IMPLICATIONS

Risk

The current condition of the GCAC water park presents a number of physical hazards and risk to patrons. This includes, but is not limited to trips and falls, lacerations and equipment failure. The soft fall platform is not considered as being compliant and for these reasons, the park has been closed.

CONSULTATION

Director Planning Environment and Community Services

BASIS FOR RECOMMENDATION

To ensure Council provide a sustainable and fit for purpose facility.

ACTION ACCOUNTABILITY

Manager Community Facilities to undertake further investigation to ensure Council are positioned to provide a more sustainable and fit for purpose facility.

KEY MESSAGES

- Council is committed to providing its constituents with safe, functional and reliable operation of Community Facilities;
- Council is committed to ensuring the ongoing access to high quality and contemporary facilities for individuals, clubs and groups throughout the region;
- Council is taking a considered and logical approach to the long-term life cycle of the Region's Community Facilities

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

Report prepared by:

BRUCE WRIGHT
Manager Community Facilities

Date: 25 November 2020

Report authorised by:

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

Date: 25 November 2020

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.8

MAJOR GRANT APPLICATION – MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

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

BACKGROUND

Middlemount Community Sports Association (MCSA), incorporated association IA39708, has made application under Council's Community Grants program for \$5,000 (excluding GST) in financial assistance as a co-contribution towards improvements to the MCSA tennis clubhouse to establish the venue as "home of community sport in Middlemount". MCSA presently auspices and facilitates a range of community-based sports under its umbrella. The MCSA clubhouse upgrade is part of an ongoing plan to improve its facilities and encourage community participation in active recreation, but also to provide a venue for social activities and gatherings. The upgraded facility will be made available for use by other community groups, such as the local playgroup, and also for general community hire for events and meetings. In addition to the grant request from Council, the organisation has also secured funding via the Gambling Community Benefit Fund, a Sport and Recreation COVID Recovery Infrastructure Grant and corporate support to help deliver the project.

IMPLICATIONS

The major grant application for \$5,000 (excluding GST) will be funded from the Division 7 Community Grants Operational Budget. The table below outlines FY20-21 Community Grants expenditure and commitments against budget as at 23 November 2020.

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

Division	Allocation	YTD Actuals Major	YTD Actuals Minor	Multi Year Commitments	Out of Round Grants	Current Proposals	Total Spend	Budget Remaining
One	42,000.00	-	2,800.00	12,500.00	2,500.00		17,800.00	24,200.00
Two	42,000.00	-	3,250.00	-	-		3,250.00	38,750.00
Three	42,000.00	5,340.26	416.66	7,333.32	4,166.66		17,256.90	24,743.10
Four	42,000.00	5,340.26	416.66	7,333.33	4,166.66		17,256.91	24,743.09
Five	42,000.00	5,340.28	416.67	7,333.35	4,166.68		17,256.98	24,743.02
Six	42,000.00	3,000.00	4,700.00	7,500.00	2,500.00		17,700.00	24,300.00
Seven	42,000.00	14,775.85	11,210.35	1,500.00	2,500.00	5,000.00	34,986.20	7,013.80
Eight	42,000.00	5,000.00	2,600.00	-	-		7,600.00	34,400.00
TOTAL	336,000.00	23,796.65	25,810.34	43,500.00	20,000.00		133,106.99	202,893.01

CONSULTATION

Director Planning, Environment and Community Services

Manager Community Engagement Programs and Events

Community Relations Officer Middlemount

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and builds capacity of local sporting organisations.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:

JIM HUTCHINSON

Manager Engaged Communities

Date: 23 November 2020

Report authorised by:

JEFF STEWART-HARRIS

Director Planning, Environment and
Community Services

Date: 24 November 2020

ATTACHMENTS

- Attachment 1 – Major Grant application Middlemount Community Sports Association _ Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MINOR OR MAJOR GRANTS 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*.

INTRODUCTION

Isaac's Minor and Major grant program assists local not-for-profit community groups and organisations undertaking innovative projects or activities which benefit the community across the following categories:

- Community Development
- Community Events
- Community Facilities
- Sport, Recreation and Healthy Living
- Cultural Development - refer to Regional Arts Development Funding (RADF) program

PLEASE INDICATE WHICH GRANT YOU ARE APPLYING FOR:

<input type="checkbox"/> MINOR GRANT (Maximum \$1,000) This application category remains open year round	<input type="checkbox"/> Community Development <input type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living
<input checked="" type="checkbox"/> MAJOR GRANT (Maximum \$5,000) This application category has set funding rounds through the year. Out of round applications are also considered on a case by case basis.	<input type="checkbox"/> Community Development <input checked="" type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input checked="" type="checkbox"/> Sport, Recreation and Healthy Living NOTE: Applications in this category seeking a multi-year funding agreement or requesting amounts over \$5,000 must first contact council's communities administration officer prior to completing an application.

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION INC
ADDRESS	PO BOX 119 MIDDLEMOUNT QLD 4746
PHONE	
EMAIL	mcsa@middlesmountsports.com.au
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: IA39708 <input type="checkbox"/> No- You will need a sponsoring body that is incorporated to Proceed with this application (proceed to Section 2). <input type="checkbox"/> No – Exempt from incorporation under legislation (i.e. P&C Associations)

MINOR OR MAJOR GRANTS APPLICATION FORM

DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 132229128978 <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
WILL YOUR GROUP/ORGANISATION COVER THE PUBLIC LIABILITY FOR THIS PROJECT OR ACTIVITY?	<input checked="" type="checkbox"/> Yes - Please provide a copy of the current policy. <input type="checkbox"/> No

SECTION 2 – AUSPICING GROUP/ORGANISATION DETAILS (if applicable)

NOTE: If this application is being auspiced by another group/organisation, please provide their details below

NAME	
ADDRESS	
PHONE	
EMAIL	
INCORPORATION NUMBER:	
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input type="checkbox"/> Yes - ABN Number: <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No
WILL YOUR GROUP/ORGANISATION COVER THE PUBLIC LIABILITY FOR THIS PROJECT OR ACTIVITY?	<input type="checkbox"/> Yes – Please provide a copy of the current policy. <input type="checkbox"/> No

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	[REDACTED]
POSITION TITLE	PRESIDENT
PHONE	[REDACTED]
EMAIL	mcsa@middlemountsports.com.au
SIGNATURE	[REDACTED]

SECTION 4 – PROJECT OR ACTIVITY SNAPSHOT

NOTE: For all applications related to a Community Event, an Event Plan must accompany your application. An Event Plan template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

PROJECT/ACTIVITY NAME	MCSA CLUBHOUSE UPGRADE - Stage 3 Kitchen Fitout
PROJECT/ACTIVITY LOCATION	MCSA Clubhouse (old tennis clubhouse) Ovals Complex Middlemount
PROJECT/ACTIVITY DATE/S	Proposed start January 2021, Completion by June 2021
DESCRIPTION OF YOUR PROPOSAL:	<p>Please see attached Clubhouse Upgrade Plan</p> <p>We are in the process of upgrading our old tennis clubhouse to become the MCSA Clubhouse - the home of Community Sports in Middlemount.</p> <p>We have funds to replace the louvres and roller doors with sliding windows and security shutters from the GCBF grant, and new Appliances through the Sport and Recreation Covid Recovery Infrastructure Grant.</p> <p>Our next stage is to install new kitchen cupboards and workbenches to ensure our kitchen is compliant, and the facility is able to be used to host events and fixtures once again</p> <p>For Community Events, an Event Plan must accompany your application please refer to Event Plan template on the Council website: http://www.isaac.qld.gov.au/isaac-community-grants</p>
FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET):	\$5000
Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	

MINOR OR MAJOR GRANTS APPLICATION FORM

MINIMUM CO-FUNDING REQUIREMENT (%):	
CO-FUNDING AMOUNT CONTRIBUTED BY YOUR, OR OTHER GROUPS/ORGANISATIONS OR FUNDING BODIES (these figures must match budget): Please provide evidence of co-Funding contributions.	Cash contribution: \$10,250 In-kind: Volunteer labour: \$5000 Grants: \$10,000 Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	\$31,250
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	Install new cupboards, sinks and walls
PLEASE INDICATE THE PRIORITIES OF YOUR PROPOSAL: (TICK ALL THAT APPLY)	<input type="checkbox"/> Contribute towards positive engagement of the aged <input type="checkbox"/> Enhance mental health awareness <input type="checkbox"/> Engage Aboriginal and Torres Strait Islander peoples <input checked="" type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input checked="" type="checkbox"/> Promote access and inclusion <input checked="" type="checkbox"/> Enhance community safety
HAVE YOU DISCUSSED YOUR PROPOSAL WITH A COUNCILLOR OR ANY OTHER COUNCIL OFFICERS?	<input checked="" type="checkbox"/> Yes - please indicate who: Jane Pickels - MCSA member Date: Ongoing <input type="checkbox"/> No

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SECTION 5 – APPLICATION CATEGORY

CATEGORY Which of the following categories does your project or activity most align with? (tick one)	CATEGORY OUTCOMES Which category outcomes will your project or activity deliver? (tick all that apply)
COMMUNITY DEVELOPMENT	<input type="checkbox"/> Promote social inclusion <input type="checkbox"/> Enhance cultural awareness and diversity <input type="checkbox"/> Enhance cultural awareness and diversity <input type="checkbox"/> Enhance community safety <input type="checkbox"/> Encourage community engagement, participation and volunteerism <input type="checkbox"/> Engage with the community to encourage sustainability within the Isaac region
COMMUNITY EVENTS	<input type="checkbox"/> Supporting and building capacity of local event management talent and suppliers <input type="checkbox"/> Contribute to local economy by planning events which attract a broad range of patrons and participants <input type="checkbox"/> Demonstrate sound event management principles and planning <input type="checkbox"/> Promoting a vibrant, diverse and fun place to live and visit <input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active <input type="checkbox"/> Demonstrate a commitment to the development of local creative skills and cultural pursuits <input type="checkbox"/> Increase access and engagement with cultural heritage, including aboriginal culture <input type="checkbox"/> Demonstrate a commitment to sound environmental practices and the promotion and protection of our natural environment <input type="checkbox"/> Celebrate and contribute to our lifestyle, diversity and culture
COMMUNITY FACILITIES	<input checked="" type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input checked="" type="checkbox"/> Promote the principles of access and equity <input checked="" type="checkbox"/> Address issues of risk management or compliance with Australian standards <input checked="" type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input checked="" type="checkbox"/> Contribute to building healthy and active communities <input checked="" type="checkbox"/> Contribute to building healthy and active communities <input checked="" type="checkbox"/> Improve the sustainability of sport and recreation clubs

MINOR OR MAJOR GRANTS APPLICATION FORM

- ☒ Encourage healthy eating and the availability of fresh, healthy foods
- ☒ Engage a broad spectrum of the community
- ☐ Provide access for all abilities
- ☒ Provide benefit to multiple user groups

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

As the largest community sport association in Middlemount, we facilitate various sports for this community, as well as surrounding communities, to provide the opportunity for active recreation that benefits both physical and mental health

The MCSA Clubhouse Upgrade is part of an ongoing plan to improve our facilities, to encourage participation in active recreation, and to provide a safe and compliant venue for social activities.

Following the upgrade of the Tennis Courts, and the upcoming repair and upgrade of lights and switchboards, undertaken by Council through the Works for Queensland program, we will soon be able to reintroduce tennis and other sports at the complex, and are working to ensure the clubhouse is upgraded to expand our offering to MCSA members and the general community.

This facility will also be available to other community groups such as playgroup, and to the general community for hire for events such as birthdays, social days as well as a meeting venue.

IS YOUR PROJECT OR ACTIVITY SUPPORTED BY THE BROADER COMMUNITY AND/OR REGION?

(Please provide letters of
support or registration on
interested individuals /
parties)

The overall project has been supported by representatives of Tennis Queensland, Anglo American, Middlemount South, Mulligrubs Playgroup, and Daniel Bright our regional advisor with the Department on Sport and Recreation.

Successful Sport and Recreation and GCBF grant funding indicates support from higher level organisations.

MINOR OR MAJOR GRANTS APPLICATION FORM

HOW WILL YOUR PROJECT OR ACTIVITY BENEFIT THE PEOPLE AND COMMUNITY OF THE ISAAC REGION?

The clubhouse upgrade will:

- * Provide a safe compliant space for users of the facility;
- * Will help MCSA encourage participation in Tennis and other sports by hosting social tennis, fixtures, come-and-try days, and tournaments;
- * Will provide a great community space to host birthday parties, and other celebrations, playgroup discos and meetings;
- * Provide a venue for our local schools to host inter-school carnivals and Sporting trials, as they have done in the past;
- * Become the "Home of Community Sport in Middlemount";
- * support local builders, by engaging them to undertake the works

SECTION 7 – PROJECT OR ACTIVITY PERMITS/APPROVALS

NOTE: Funds for successful applicants will not be released without proof of lodgement (receipts) for all relevant local and state government permits/approvals

WILL YOUR PROJECT OR ACTIVITY INVOLVE THE PREPARATION, SERVING OR SELLING OF FOOD OR REFRESHMENTS?

☐ Yes – Food licence is required.

Please provide a copy or proof of lodgement (receipt)

☒ No - To verify requirement please refer to the following link:

<https://publications.qld.gov.au/dataset/food-safety-for-non-profit-organisations/resource/f9bafd7c-1d28-4a8a-b009-eb08e177aaed>

WILL YOUR PROJECT OR ACTIVITY INVOLVE THE SERVING OF SELLING OF ALCOHOLIC BEVERAGES?

☐ Yes – Liquor licence required.

Please provide a copy or proof of lodgement (receipt)

☒ No - To verify requirement please refer to the following link:

https://publications.qld.gov.au/dataset/charitable-and-non-profit-gaming-forms-and-resources/resource/312c57ab-a11a-4168-86f9-5ddee55775e1?inner_span=True

MINOR OR MAJOR GRANTS APPLICATION FORM

**DOES YOUR PROJECT
OR ACTIVITY HAVE THE
NECESSARY LOCAL
AND STATE PLANNING
OR BUILDING
PERMITS/APPROVALS?**

- ☒ Yes – please provide a copy or proof of lodgement (receipt)
☐ No

SECTION 8 – FINANCIAL MANAGEMENT

As Council's Community Grants program is funded by public funds Council requires evidence of your group/organisation's financial prudence and compliance. Your group/organisation is required to present its latest audited financial report and a budget is mandatory for your project or activity.

**ARE YOU ABLE TO
PROVIDE YOUR GROUP
/ORGANISATIONS MOST
RECENT AUDITED
FINANCIAL REPORT?**

- ☒ Yes – Please provide a copy
☐ No - Please provide an explanation:

NOTE: Your group / organisations audited financial report will have been adopted at your most recent Annual General Meeting and presented to the Office of Fair Trading as part of your Annual Return (Form 32).

**ARE YOU ABLE TO
PROVIDE A BUDGET FOR
YOUR
PROJECT/EVENT/ACTIVITY?**

- ☒ Yes – Please provide a copy.
On the following page is an example budget template.
☐ No – This application is not eligible

NOTE:

1. Please indicate in your budget the level of co-funding contributed by applicant and/or others towards the project (e.g.grants from other funding bodies, sponsorship or in-kind support).
2. Please specify in your budget which expenditure item/s you would like Council to fund by placing an asterisk (*) beside the item/s in your project/event/activity budget.
 - For items valued below \$1,500 it will be advantageous to include at least one written quote.
 - For items valued over \$1,500 two written quotes are required.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 9 – SUPPLIER REQUEST DETAILS (REQUIRED FOR PAYMENT TO GROUP / ORGANISATIONS)

NOTE: *Electronic Funds Transfer (EFT) is Isaac Regional Council's preferred method of payment. To ensure that payments are made to the correct bank account, please provide a copy of your Bank Deposit Slip or top portion of the statement of the EFT on business letterhead.*

GROUP/ORGANISATION NAME	MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION INC
TRADING NAME	
ABN	132229128978
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	Treasurer
ADDRESS	PO Box 119 Middlemount Q 4746
PHONE	
FAX	
EMAIL	treasurer@middlemountsports.com.au
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	Middlemount Community Sports Association
BANK	
BSB (6 DIGITS)	
ACCOUNT NUMBER	

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATION

I declare the supplier details information provided is true and correct.

SUPPLIER	Signature	[Redacted]	DATE	19/11/2020
	Print Name	[Redacted]		

SECTION 10- APPLICATION CHECKLIST

ANSWER THE FOLLOWING QUESTIONS IN RELATION TO YOUR GROUP/ ORGANISATION	YES	NO	N/A
Does your group/organisation operate within the Isaac Regional Council local area?	✓		
Is your group/organisation free of debt with Isaac Regional Council?	✓		
Have you acquitted any previous grants obtained from Isaac Regional Council?	✓		
Have you provided a valid public liability certificate? (Section 1)			
Have you provided an Event Plan? (Section 4)		✗	✓
Have you met the minimum co-funding requirements? (Section 4)	✓		
Have you provided evidence of confirmed co-funding contributions? (Section 4)	✓		
Have you provided letters of support or registration of interested parties? (Section 6)	✓		
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)			✓
Have you provided the most recent audited financial report? (Section 8) <i>Previously provided</i>	✓		
Have you completed a Budget? (mandatory) (Section 8)	✓		
Have you provided written quotes? (Section 8)	✓		
Have you provided a copy of banking verification? (Section 9) <i>Previously Provided</i>	✓		

PLEASE PROVIDE AN EXPLANATION IF YOU HAVE TICKED NO OR N/A TO ANY OF THE ABOVE

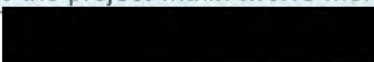
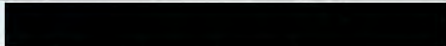
Only one written quote as Dapco is the only available local builder able to undertake the work. if successful, he will combine these works with stage 2 works funded under Gambling Community Benefit Fund to provide financial savings, reduce duplication and reduce impact to facility users

No approval needed, but Council permission was granted at the beginning of the year to undertake the upgrade works

* *Waiting on most recent Certificate of Currency to be sent from Tennis Queensland*

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATIONS

I AM AUTHORISED BY MY GROUP / ORGANISATION TO COMPLETE THIS FORM AND I AGREE THAT:	<input checked="" type="checkbox"/> The statements made in this application are true.
	<input checked="" type="checkbox"/> All necessary permits/approvals will be obtained prior to the beginning of the project.
	<input checked="" type="checkbox"/> The project will be covered by appropriate insurance.
	<input checked="" type="checkbox"/> All relevant health and safety standards will be met.
	<input checked="" type="checkbox"/> I acknowledge that Council does not accept any liability or responsibility for the project.
IF MY APPLICATION IS SUCCESSFUL, I WILL:	<input checked="" type="checkbox"/> Ensure that acquittal requirements are met within 12 weeks of the project completion date.
	<input checked="" type="checkbox"/> Accept the terms of the community grant in accordance with Council requirements.
	<input checked="" type="checkbox"/> Provide proof of other successful co-funding (if unconfirmed) within six months of notification.
	<input checked="" type="checkbox"/> Complete the project within twelve months of receiving Council funding.
AUTHORISED PERSON	Signature 
	Print Name 
	Position Title <i>PRESIDENT</i>
	DATE <i>19.11.20</i>

Once completed please send form and any attachment 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 _____	

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Nicole Hartney

AUTHOR POSITION

Town Planner

5.9

MCU20/0002 APPLICATION FOR MATERIAL CHANGE OF USE (DEVELOPMENT PERMIT) MOTOR VEHICLE WORKSHOP AND WORKS CAMP (7 BED) AT 160 WALSHS ROAD, NEBO, DESCRIBED AS LOT 63 ON WHS19

EXECUTIVE SUMMARY

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

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

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

2. GENERAL

- 2.1. Costs of all development works including any necessary alteration, relocation of services, public utility mains or installations must be met by the developer. The developer is responsible to accurately locate all existing services before any development works commence to satisfy this condition.**
- 2.2. If required, all utility service connections are to be wholly contained within the Lot they are servicing, unless contained within an appropriate easement.**
- 2.3. The Applicant must conduct the development implementation in accordance with this approval to ensure no transmission or spreading of declared weeds or pests.**
- 2.4. All private sanitary drainage and water supply works which require Council's permit and private stormwater drainage works must be carried out in strict accordance with AS/NZS 3500, Plumbing and Drainage Act 2002 and Plumbing and Drainage Regulations to the complete satisfaction of the Plumbing and Drainage Inspector.**
- 2.5. Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately to Council's satisfaction and at no cost to Council.**
- 2.6. The applicant is required to ensure all building and structures obtain relevant building approvals.**

3. CONSTRUCTION ACTIVITY AND NOISE

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

4. STORMWATER DRAINAGE

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

5. PROVISION OF UTILITIES

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

6. WATER SUPPLY – POTABLE AND FIRE FIGHTING

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

7. ON-SITE SEWERAGE TREATMENT AND DISPOSAL

- 7.1. *All sewage generated from the development must be treated and disposed of using on-site methods. The on-site treatment and disposal must comply with AS1547:2012 On-Site Domestic Wastewater Management and the Queensland Plumbing and Wastewater Code 2011.*
- 7.2. *Plans and details of the existing on-site treatment and disposal systems are to be the subject of a Plumbing and Drainage application which must be submitted to Council for approval within 3 months from the date of this decision. The system must be designed in compliance with a "Site and Soil Evaluation Report", which is to be undertaken by a suitably qualified and experienced geotechnical engineer and submitted as part of the application for a Development Permit for Plumbing and Drainage Works.*
8. **EARTHWORKS (INCLUDING EROSION & SEDIMENT CONTROL)**
- 8.1. *If earthworks are required as part of the proposed development, all works must be designed and constructed in accordance with the Capricorn Municipal Design Guidelines (CMDG), Australian Standards, best practice guidelines.*
- 8.2. *Prepare an Erosion and Sediment Control Plan (ESCP) for site disturbance greater than 250m² and submit to Council as part of Operational Works application.*
9. **ROADWORKS/ACCESS**
- 9.1. *A development permit for Operational Works (road works) must be obtained prior to the commencement of any use on the site. The operational works application is to be submitted within 3 months of the date of the decision approving the development.*
- 9.2. *All works must be designed and certified by a Registered Professional Engineer Queensland and be constructed in accordance with the CMDG and relevant Australian Standards.*
- 9.3. *Walshs Road must be upgraded to an 8metre wide gravel surface pavement and formation from the intersection with Peak Downs Highway to the western property boundary of the subject site.*
- 9.4. *The geometric design of all through road elements must be based on a minimum design speed of 80kph*
- 9.5. *All road signage must be in accordance with the Manual of Uniform Control Devices.*
10. **DEVELOPMENT STANDARDS – CAR PARKING and TRAFFIC**
- 10.1. *Provide a defined carparking area to accommodate a minimum of eleven (11) car parking spaces (7 spaces for the Works Camp, 3 for the Motor Vehicle Workshop and 1 disabled parking space).*
- 10.2. *All car parking spaces must be designed and laid out in accordance with AS 2890.1: Part 1: Off-street car parking. All disabled parking spaces must be designed and laid out in accordance with AS2890.6: Part 6: Off-street parking for people with disabilities. Signage or other appropriate marking shall be established to indicate the car parking areas on site. Council will accept a durable all weather surface for the carparking area and access driveway.*
11. **WORKS CAMP**
- 11.1. *This approval allows for seven (7) rooms within the works camp as part of the proposed development.*
- 11.2. *The works camp must cease the use within three (3) years of the decision date of this approval; or when the motor vehicle workshop use ceases, whatever instance comes first. The applicant must notify Council within fourteen (14) days of the use ceasing.*
- 11.3. *The works camp must be removed from site within three (3) months of ceasing the use. An application for building works (demotion) is required to be lodged prior to the removal of the buildings.*

12. FURTHER WORKS and DOCUMENTATION – APPROVAL

- 12.1. The design and construction of all works associated with the proposal and which will revert to Council shall be supervised and certified by a Registered Professional Engineer Queensland (RPEQ).**
- 12.2. In the case of any works that are to revert to Council, an Engineer's Certificate of Construction and As Constructed Certification is to be submitted by a Registered Professional Engineer of Queensland verifying that all works have been carried out in accordance with the Council approved drawings, approval conditions and associated specifications.**

13. OPERATING PROCEDURES

- 13.1. All construction materials, waste, waste skips, machinery and contractors' vehicles must be located and stored or parked within the site. No storage of materials, parking of construction machinery or contractors' vehicles will be permitted in any road reserve.**
- 13.2. Cleaning of plant equipment and vehicles must be carried out in a suitably designed area and where wastewater can be contained so as not to cause contaminants to be released into waterways or overland flow paths.**
- 13.3. All waste storage areas must be kept in a clean, tidy condition in accordance with Environmental Protection (Waste Management) Regulations.**
- 13.4. All waste generated in carrying out the activities associated with the proposed development must be reused, recycled or lawfully disposed of off-site by licensed contractors.**

14. ENVIRONMENTAL HEALTH

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

15. INFRASTRUCTURE CHARGES

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

16. COMPLIANCE

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

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

B. ASSESSMENT MANAGER'S ADVICE

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

Future Development Permit

The following permits are required for future developments:

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

BACKGROUND

The proposal seeks 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.

The proposal includes:

- 2 Motor vehicle workshop sheds;
- Office and administration building; and
- Works camp (7 bed).

The application was properly made on 12 March 2020. An information request was issued on 1 April 2020 with a response provided by the applicant on 7 August 2020. On 4 November 2020 the applicant lodged a minor change to the application.

Assessment benchmarks and relevant matters considered for the assessment of the proposal include:

- Planning Act 2016
- Nebo Shire Plan 2008
- State Planning Policy
- Mackay, Isaac and Whitsunday Regional Plan; and
- Proposed Isaac Regional Planning Scheme v.0.7

IMPLICATIONS

Council will incur legal costs in the event an appeal is lodged.

CONSULTATION

Internal

Manager Liveability and Sustainability

Program Leader – Land Use Planning

Program Leader – Environment and Biodiversity

Departmental Administration Officer – Community Education and Compliance

Process Engineer – Operations and Maintenance

Design and Planning Engineer – Infrastructure Planning and Technical Services

External

McMurtrie Consulting Engineers – Principal Civil Engineer

BASIS FOR RECOMMENDATION

The proposal generally complies with the relevant provisions of the Nebo Shire Plan 2008, State Planning Policy and Mackay, Isaac and Whitsunday Regional Plan or can be conditioned to comply.

ACTION ACCOUNTABILITY

Liveability and Sustainability Department to prepare a Decision Notice under section 22.2 of the Development Assessment Rules within five (5) business days, to reflect Council's decision.

KEY MESSAGES

The application was made due to compliance investigations. The proposed use increases the scale and intensity of the site and will increase the number of vehicles utilising Walshs Road. Conditions have been included to provide upgrades to Walshs Road for a two (2) way carriageway with an 8m wide gravel pavement and formed road. The proposed works camp (7 bed) is for the purpose of fatigue accommodation for the staff of the Maverick businesses operating from the subject site. The works camp will be conditioned to have a life span of 3 years at which point fatigue accommodation more in line with the built form of the area will be assessed.

Report prepared by:

DAN WAGNER
Manager Liveability and Sustainability

Date: 24 November 2020

Report authorised by:

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

Date: 25 November 2020

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Town Planning Report
- Attachment 2 – Response to the Information Request
- Attachment 3 – Powerlink Referral Response
- Attachment 4 – Proposed Plans

REFERENCE DOCUMENT

- Planning Act 2016
- Nebo Shire Plan 2008
- Proposed Isaac Regional Planning Scheme v.0.7
- State Planning Policy
- Mackay, Isaac and Whitsunday Regional Plan

PAGES 108 TO 133 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

28 July 2020

Development Assessment
Isaac Regional Council
PO Box 41
Mackay QLD 4740

Attn: Dan Wagner & Damien Pearson
Via Email: records@isaac.qld.gov.au

Dear Damien,

Re: Response to Council Information Request – Development Permit for Material Change of Use (Motor Vehicle Workshop & Temporary Worker’s Accommodation (7 beds) – 160 Walshs Road, Nebo, Lot 63 on WHS19

Reference is made to Council’s Further Information Request dated 1 April 2020. On behalf of the applicant, Darren Russell, please accept this correspondence as the full response to the Information Request in accordance with section 13.2 of the Development Assessment Rules.

Council Request – DA Form 1 Amendments

Issues

The DA Form 1 submitted with the application has been superseded by a new form effective from 7 February 2020.

The DA Form 1 submitted with the application does not include relevant aspects of the development for which a development permit for a material change of use is being sought, namely the temporary worker’s accommodation facility (7 beds). Further, clarity is required regarding the proposed duration of this aspect of the proposal, to reflect conversations held during pre-lodgement with the Assessment Manager.

The DA Form 1 submitted with the application does not appropriately reflect the nature of the proposed office building. The planning report submitted with the application indicates that the office building component of the proposal is ancillary to other onsite activities, as well as supporting operations of other businesses located offsite. Accordingly, the proposed use should be appropriately reflected in the application material and DA Form 1 as an additional use (not an ancillary use).

Response:

Veris has formally amended the DA Form and provided to Damien Pearson in separate correspondence outside of the RFI response. As discussed with Council, an individual ‘office’ land use is not being applied for as the office is proposed to remain ancillary to existing use, being the dwelling house. This ensures that third party commercial offices cannot lawfully be established within the current office.

Council Request – Assessment Benchmarks

Issue

The following assessment benchmarks have not been satisfactorily addressed in the applicant's planning report or application material to enable impact assessment of the proposal in accordance with section 45 (5) of the *Planning Act 2016*:

- *Nebo Shire Plan 2008*
 - Section 4.2.9, Services to Residential Uses in the Rural Locality
- *Draft Isaac Region Planning Scheme (version 0.3, as publicly notified July 2018)*
 - Strategic Framework, Section 3.3.1.3 - Non-residential workforce accommodation
- *Mackay Isaac Whitsunday Regional Plan 2012-2031 - Part C Desired Regional Outcomes*
 - Principle 8.4.1 – Rural communities benefit from growth and are serviced by appropriate levels of infrastructure and support services, and policies 8.4.2 to 8.4.10
 - Principle 5.5.1 – The long-term viability of resource communities is sustained by enhancing liveability, providing diverse housing and employment options and accommodating the needs of the resource sector, and policies 5.5.2 to 5.5.8
 - Principle 7.4.1 – Housing meets the needs of the community, considering all lifecycle stages, varying demands, and economic circumstances, and policies 7.4.4 to 7.4.8.

Response:

An amended Planning Report is not considered required. Veris to thoroughly address the relevant assessment criteria being the DEO's of the Nebo Shire Plan / Draft Strategic Framework / MIWRP.

Assessment against Nebo Shire Plan 2008

4.2.9 Services to Residential Uses in the Rural Locality

4.2.9.1 Specific Outcome and Probable/Acceptable Solutions

For section 4.2.3.2(j), the specific outcome sought for services to development for a residential use is included in column 1 of Table 4-4, and probable/acceptable solutions in column 2 of Table 4-4.

TABLE 4-4

SPECIFIC OUTCOMES AND PROBABLE/ACCEPTABLE SOLUTIONS FOR SERVICES TO RESIDENTIAL USES IN THE RURAL LOCALITY

Column 1 Specific Outcome	Column 2 Acceptable Solutions for Self-Assessable Development Probable Solutions for Assessable Development
O1 Residential uses are provided with an independent potable water supply that is reliable, and of sufficient capacity to ensure a continuous supply at all times, having regard to the capacity population of the use.	<p>S1.1 Provision of a reticulated town water supply; OR</p> <p>S1.2 Provision of an on-site bore water supply such that: a) a minimum pumping capacity of 0.3 l/s/ET (litres/second/equivalent tenement) is demonstrated by an independently conducted six-hour pump test; and b) the supply is demonstrated by an independent laboratory assessment to be potable and healthy; OR</p> <p>S1.3 Provision of on-site rainwater storage tanks, together with associated plumbing, of sufficient capacity to ensure an adequate supply at all times, having regard to local rainfall data, roof collection area and consumption at capacity population.</p>
O2 Residential uses are provided with independent electricity and telephone services.	S2.1 Dwelling or accommodation units are connected to the electricity and telephone infrastructure provided by Ergon Energy and Telstra, respectively.
O3 Residential uses have safe, all-weather, flood-free vehicle access.	<p>S3.1 Residential uses have direct access, in a safe location having regard to the available sight lines and speed environment, from a local government or a state-controlled road; AND</p> <p>S3.2 Internal access is sealed, or to a gravel standard up to a maximum gradient of 10%.</p>

Response: The overall design aspects of the residential component of the workers quarters meets all assessment benchmarks as stipulated in section 4.2.9 of the Nebo Shire Plan. The building is fully serviced with water tanks, which are suitable for the capacity of the use. All plumbing and sanitary drainage is via an on-site effluent system. The accommodation is serviced with electricity and telecommunications as per normal standards. This land use has appropriate access from Walshs Road. The internal access is a gravel standard which is suitable for the rural zone and nature of the operation. **Compliance is achieved.**

Assessment against Draft Isaac Region Planning Scheme – Strategic Framework

3.3.1.3 Non-residential workforce accommodation

(1) Existing non-resident workers accommodation within the region's urban centres provides substantial accommodation for non-resident workers. These existing facilities are located in the Specialised centre zone. No further development is intended in the Specialised centre zone until this specialised accommodation use ceases.

(2) Non-resident workforce accommodation is provided in response to a legitimate and demonstrated need:¹¹

Regarding the non-resident workers accommodation associated with this proposal, we have determined an operational need for this aspect of the development which is outlined throughout this response.

The staff and employee structure of the applicant includes approximately 70% to 80% are Nebo residences. This includes locals, or staff who have relocated to Nebo. The accommodation is to support other staff where their primary place of residence is outside of Nebo. This

¹¹ 11 Council acknowledges that non-resident workforce accommodation is a housing form which arises in response to the operational needs of industries in the region. Council acknowledges that this form of development will continue to be present in the region in the future. Council supports well designed and suitably located non-resident workforce

<p>(a) where need has been demonstrated as per (i):</p> <p>(i) non-resident workforce accommodation are located in areas that:</p> <p>A. do not result in unacceptable impacts, including cumulative impacts on established towns and communities including:</p> <ul style="list-style-type: none"> • social services; • infrastructure; • built form character; • visual amenity; and • economy; and <p>B. contribute to the regions' economy; and</p> <p>C. avoid conflicts with adjoining or nearby land; and</p> <p>D. are or can be appropriately serviced with the necessary infrastructure; and</p> <p>E. avoid impacts on the planned orderly growth of established communities;</p> <p>(ii) non-resident workforce accommodation are located in areas that:</p> <p>A. is of a scale (size, extent and built form) in keeping with the character of the established community; and</p> <p>B. is designed to meet contemporary urban design standards¹² so as to make a positive contribution to the amenity and character of the established community; and</p> <p>C. provides onsite commercial services and facilities where they do not impact upon the economy of the established community; and</p> <p>D. is serviced by appropriate urban infrastructure; and</p> <p>E. provides a high level of residential amenity for its occupants and achieves best practice emergency site management, water sensitive urban design, crime prevention through environmental design (CPTED) and ecologically sustainable design;</p> <p>(iii) relocatable modular non-resident workforce accommodation buildings that do not meet the</p>	<p>effectively requires them to travel home for DIDO. The accommodation acts as a safe 'stay-over' room for their fleet.</p> <p>Overall, the low scale operation of the 7 room camp does not have considerable size or scale to compete with The following points summarise the response to the workers accommodation:</p> <ol style="list-style-type: none"> 1. The workers accommodation is a 7 person camp that generally operates throughout the year. 2. The occupancy rate of the land use is very rarely at 100% due to the nature of the business and operation; 3. Timing of stay is often an overnight stay which becomes an workplace health and safety matter as some staff live in Mackay and undertake DIDO arrangements to service jobs. Therefore, some of the fleet will use the workers accommodation as a 'base' to stay overnight. 4. The applicant has had theft, damage and foul play to their operational assets (vehicles, tools, machinery, trailers etc) from staying in Motels, camps. This is because there is no secure space to lock up equipment. Thereby, the need for this aspect of the business became very prominent. 5. Most camps and motels do not have adequate parking for trailers, as well as not being secure. 6. The accommodation helps with fatigue management which is part of the operational plan for the applicant; 7. The business has a positive upward projectory of projects in the region and therefore employment locally and from Mackay is paramount to ensure quick site uplift occurs for the business. The accommodation is paramount to assisting this process for the company. 8. The small scale operation and workers accommodation is excessively small (7 person) and therefore the size and built form does not impact upon rural amenity, or any other established communities such as Nebo. 9. Since recent Covid-19 precautions have been implemented, it has become a safety practice for the applicant to ensure the staff of Maverick are safely isolated and not exposed the camp operations. 10. The proposed accommodation will only host ancillary workers/staff given the operation is relatively new to the region. There is opportunities for growth and local employment with Maverick 11. All aspects pertaining design & siting are submitted to be complied. <p>Given this application is Impact Assessable, the Assessment Manager has the ability under the Act to assess any relevant matter. The information above</p>
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accommodation. Council does not support workforce arrangements that reduce a workers choice to live in the region and have their housing needs met by permanent housing options within the region's established communities. Significant amounts of NRW is constructed and approved in the region as indicated on the Strategic Framework Maps in Schedule 2 (SC2.2), new proposals must demonstrate need in the context of this supply.

<p>(iv) specific outcomes in (b) are not located in established communities; non-resident workforce accommodation outside the region's established towns and communities:</p> <p>A. A. is located to avoid natural hazards and other hazards, and impacts upon visual amenity, infrastructure and ecologically sensitive areas; and</p> <p>B. provides a safe and functional living environment for its occupants, including reliable infrastructure to support essential utilities.</p>	<p>provides ample examples of how this proposal has the ability to provide rationale justification that is centred upon the operational need for such land uses.</p> <p>The operation attempts to use local services and keep business from 'going over the hill' to the Mackay region. The applicant still supports the community of Nebo through local services and using local amenities.</p>
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MIW Regional Plan – 8.4 Rural Communities

8.4.1 Rural communities benefit from growth and are serviced by appropriate levels of infrastructure and support services.	Complies Rural communities such as Nebo will not be compromised by the proposed development given the small scale operation of the applicant. Overall, the applicant's business still relies on collaboration with other local business within the township.
8.4.2 Growth is supported by an appropriate mix of land uses and housing types that ensure the viability and liveability of rural towns.	Not Applicable
8.4.3 Development does not detract from the established character and role of rural towns.	Complies The proposal does not detract from the establishment of the role of any rural towns.
8.4.4 Identify, maintain and protect sites and corridors for infrastructure that support the ongoing operation of agricultural activities and rural industries.	Not Applicable
8.4.5 Rural townships incorporate open space, and sport and recreation opportunities that facilitate community interaction and healthy lifestyles.	Not Applicable
8.4.6 Avoid fragmentation of agricultural land in the regional landscape and rural production area to maintain economically viable farm lot sizes.	Not Applicable
8.4.7 Encourage opportunities for value-adding to rural production within the rural communities.	Not Applicable
8.4.8 Reinforce the role of rural towns to provide local and subregional services to the broader rural community.	Not Applicable
8.4.9 Accommodate opportunities for economic growth and diversification in rural towns.	Not Applicable
8.4.10 Rural towns accommodate levels of growth reflective of their function in the region, with consideration of the provision of efficient and supportive infrastructure and the intended roles of the town.	Not Applicable

MIW Regional Plan – 5.5 Strengthening resource communities

5.5.1 The long-term viability of resource communities is sustained by enhancing liveability, providing diverse housing and employment options and accommodating the needs of the resource sector.	Complies The proposed development does not impact on this Principle from the MIW Regional Plan.
5.5.2 Project proponents should identify and respond to cumulative impacts in collaboration with stakeholders, including impacts on regional social infrastructure, arising from multiple projects through Social Impact Assessment and/or Social Impact Management Plan processes.	Not Applicable
5.5.3 Flexible living arrangements are available and are reflected in housing stock diversity, choice, and affordability; including the needs of FIFO and DIDO workers, while ensuring workers are not disadvantaged based on employment status.	Not Applicable Council may consider this policy outcome relevant however it should be reiterated that the proposed accommodation is strictly for the internal use of the applicant. The applicant is not a large scale operator that has the ability to impact upon house stock, choice and affordability. The proposed accommodation is an overnight stay scenario for driver fatigue, security of company assets and numerous other business orientated matters.
5.5.4 Consider existing and planned infrastructure and its capacity in planning for new infrastructure to accommodate workforces.	Not Applicable
5.5.5 Encourage collaborative responses by government, resource companies and the community to the social, economic and environmental pressures associated with large-scale mining and energy resource projects.	Not Applicable
5.5.6 Support sustainable, balanced resource communities through integrated planning and delivery of land uses, infrastructure, economic development, environmental protection and housing provision.	Not Applicable
5.5.7 Planning for workers' accommodation and infrastructure must address the impacts of the site's eventual closure.	Not Applicable
5.5.8 Support local development of economic activities to service resource operations and community members.	Not Applicable

MIW Regional Plan 7.4 Housing choice and affordability

7.4.1 Housing meets the needs of the community, considering all lifecycle stages, varying demands, and economic circumstances.	Not Applicable
7.4.4 Encourage settlement in mining communities by providing sufficient urban land supply and diverse housing stock that can adequately accommodate predicted population growth.	Not Applicable
7.4.5 Provide a mix of dwelling types and sizes to attract long-term residents and a sustainable population in resource communities. This accommodates different family types, dynamics and housing needs.	Not Applicable
7.4.6 Provide housing and accommodation for temporary residents and employees involved in industrial development, mining and construction, and seasonal work.	Complies On a very minor scale, this policy outcome is complied with but it is only relevant for the applicant's business.
7.4.7 Ensure the scale and number of people accommodated by non-resident worker accommodation is compatible with the nearby permanent resident population.	Complies In this instance, the scale and number of people accommodated by the non-residential worker accommodation

	is submitted to be compatible with surrounding permnant residential population. As mentioned in this RFI response,
7.4.8 Facilitate the location of non-resident worker accommodation to ensure access to services and community integration, and social cohesion with the existing community.	Complies

Council Request – Merit, Scale and Intensity of Use

Issue

The application material in its current form does not provide sufficient clarity on the following matters relating to the merits, scale and intensity of the proposed uses:

- Information regarding the nature and scale of the business operations, and merits of supporting the temporary worker's accommodation aspect of the proposal on the site to address specific business needs that are unable to be met by alternative accommodation options
- Information regarding the number of staff that will routinely be accommodated on the premises, including the existing and likely occupancy rates
- Information regarding what percentage of customers drive to and from the site, the type of vehicles repaired on site and the extent to which the applicant currently relies on Peak Downs Highway passing trade.

Information Request Item

3. Please submit an addendum planning report which provides further details on:
 - a. The nature and scale of the business operations, and supporting justification for the temporary worker's accommodation aspect of the proposal in response to specific business needs
 - b. The number of staff that will be routinely accommodated on the premises, including existing and anticipated occupancy rates
 - c. Existing and forecast trade details, including number and type of vehicles repaired on site, and the extent of trade attributed to Peak Downs Highway passing traffic.

Response:

Nature of business

The nature and scale of the business is contracting labour hire to mines and large amounts of plant and equipment serving. The business operation includes rapid breakdown response to clients. Capabilities further include labour hire covering all trades to the fully equipped Light/Medium vehicle workshop (proposal site). The applicant, provides mechanical services to both the local community and mining, civil and agricultural sectors. The applicant is involved in government civil jobs when highway upgrades and repairs are taking place as well. The Nebo location assist the applicant's client base by minimising transport & logistics costs by eliminating the need for equipment to go to Mackay (into another Council's Local Government Area). Further services and skilled labour for the applicant is:

- Diesel fitters
- Boilermakers
- Auto electricians
- HV electricians
- Non-trade labours

Operation

The scale and intensity is outlined as per the table below. The subject site involves mechanics repairing numerous vehicles, plant and equipment on the subject site. The ancillary aspects of workers accommodation is for the fleet crew who live outside of Nebo to stay overnight. It should be noted that little to no reliance is on 'passing trade' along Peak Downs Highway. The turn off is along a 100km/hr speed zone. This makes decision making to attend to a mechanical workshop very unlikely. We note that the applicant has informed us that customer feedback of the site is not based off passing traffic.

Non-Residential Workers accommodation (the dongas)

Dongas are never at full capacity at once as the applicant has staff on rosters to suit standard working arrangements at the mines.

Main customers are Pacific National, Hail Creek and locals. We do quite a few road worthys for locals. 3 cars would be clients and then our staff on top of that. As cars are usually left with us for a number of days. Mining cars are not usually registered, so these are either tilt trayed in or on the car trailer.

Generally speaking, the operation has several staff members that reside outside of Nebo and the Isaac Region. This requires a need for some form of overnight stay, away from camp sites, motels and pubs for driver fatigue, as well as company assets (trailers, tools, welder trailers etc.). Parking these assets in a safe and secure location, as oppose to the side of the road or within a motel carpark is a better outcome for the operation. As the nature of the business is various contracts of various mines, there are numerous fleet crew and equipment throughout the shire.

The owner of the land is also part of the operation, and thereby administration and the like is operated from a 'home office', in the existing dwelling houses. This is not uncommon to have an office at home. The 'office' that is ancillary is for the Maverick Group, which ensures that other administrative items, such as accounts, workshop managerial matters are dealt with in the existing office donga.

Scale of Intensity Table

The table below provides a summary of the general scale of intensity for Council assessment.

Scale and Intensity	Workshop	Workers Accommodation
Operational Hours	<ul style="list-style-type: none"> 6am to 6pm 	
Office Staff	<ul style="list-style-type: none"> 3 staff (mixed between office donga & home) 	
Field Staff	<ul style="list-style-type: none"> 10 Field staff – rotational roster Dongas are never at full capacity due to field staff project/contract requirements 	
Shift workers	<ul style="list-style-type: none"> No more than 2 (workload dependent) 	
Number of Vehicles on site (average)	<ul style="list-style-type: none"> 4 light vehicles 	10 stored light vehicles
Vehicles types	<ul style="list-style-type: none"> Light vehicles Vehicles may vary dependent of clients Tilt tray trucks (carrying mine vehicles that are not registered); Small cattle trucks (MRV) for local farmer's 	
Storage equipment/vehicles	<ul style="list-style-type: none"> General welding trailer/s General compressor trailer/s General car trailer/s General welding fabrication equipment 	Nil
Visitors/Customers	<ul style="list-style-type: none"> Pacific National Hail Creek Locals 	
Frequency of vehicles	<ul style="list-style-type: none"> 3 customer per day maximum (busy) 3 cars would be clients Company vehicles Vehicles are often left with the applicant for a number of days before collection. Minimal 'day to day' trade. Note:- Mining cars are not usually registered, so these are either tilt trayed in or on the car trailer. 	
Deliveries	1 delivery a week (courier)	



Image: Standard Fleet Vehicle & Trailer



Image: Warehouse with trailers

Council Request – Traffic Impact

Issue

Walshs Road is an unsealed rural road with no line markings and minimal improvements. All aspects of the proposed development will likely generate increased traffic on Walshs Road, with subsequent dust and noise impacts potentially sustained to properties along Walshs Road.

Information Request Item

4. IRC requests a Traffic Impact Assessment (TIA) of the section of Walshs Road between the site and the Peak Downs Highway (excluding the intersection at the Peak Downs Highway).

This assessment is to be prepared by a suitably qualified RPEQ with experience in the provision of TIA's and should particularly focus on site traffic generation and justification, inspection of existing infrastructure including any drainage structures, suitability of infrastructure to support development traffic from a road capacity and increased pavement loading perspective as well as recommendations for any infrastructure upgrade to support the development traffic and its safe use of Walshs Road infrastructure.

Response:

Traffic Generation

From a high level, we note that traffic generation rates derived from Traffic Authority of NSW – Policies, Guidelines and Procedures On Traffic Generating Developments and the CMDG imply that there is a rate for Warehouses of 4 trips per square metre of Gross Floor Area (for industrial uses).

Vehicles that are worked on are also kept for a day to 3 days depending on workloads, therefore vehicle counts should not incorporate

The applicant lives in the dwelling house and therefore does not travel to work.

An estimate speaking the vehicle per day rate for this proposal is expected to be approximately:

- 10 to 20 vehicles per day (inclusive of staff movements, clientele, dwelling house operations)

Walshs Road Assessment

- Speed limit: 80km/hr
- Maverick implement a 40km/hr on their vehicles along Walshs Road for dust mitigation measures. Maverick inform clientele of speed limit requirements with a moderate success rate
- Traffic counts to be requested/provided by IRC
- Road Hierarchy = Rural Access which has a capacity of 150vpd
- Walshs road currently services 9 properties
 - 5 of the 9 property has dwellings on them thereby 50 vehicles per day currently
 - 9 properties has provision for an estimated 90 vehicles per day (10 vpd rate per lot)
- In accordance with the Capricorn Municipal Development Guidelines (CMDG), Road Design Guidelines, D1 Issue: No:9 – May 2018, there is a rural road requirement of 150 vehicles per day
- It is noted that McLeod (173 Cemetery Road) and Duncan & Cole (169 Cemetery Road) do not have a current access to Walshs Road and currently have an existing access point to Cemetery Road as per their current home address. This further supports the lack of vehicles using the road.

- Upon review, one could suggest that there are currently 5 active properties that use Walshs Road. There is 9 properties that have legal access to use the road, 2 of which are vacant land and 2 of which that direct their access to Cemetery Road.
- In short, this general review should remove requirements from the applicant having to review road capacity, infrastructure upgrades to support traffic generated development. The road and infrastructure is already safe and generally accords to Council's standard as stipulated within the CMDG road design guideline.

The proposed development does increase traffic marginally, however remains in compliance with the acceptable outcomes of the CMDG Road Design Guidelines. From a network perspective, accumulative vehicle movements remain less than 150 vehicles per day which ultimately indicates there is adequate capacity within the road. It is not reasonable for the Assessment Manager to require upgrades to infrastructure to support the proposed development when the calculations of traffic generated development does not surpass the road capacity.

Therefore we formally respond by provide rationale traffic justification based off the surrounding land uses and properties, and the design criteria stipulated within the CMDG and the fact the applicant's proposal does not exceed the minimum requirements set out in the CMDG. If there are road elements that are non-compliance with the CMDG, it is not reasonable to request the applicant to undertake any upgrades as Walshs Road should already be constructed to Council's minimum standard.

For example, Argicultural Activities within the rural zone is accepted development that does not require any formal application to Council via a Material Change of Use. This land use is highly likely to generate medium to heavy vehicles on a frequent event. This land use can occur on several properties throughout Walshs Road effectviely 'as a right'. Therefore, this would cause more dust due to the nature of vehicle that carry cattle such as medium rigid vehicles or 'truck and dog'. The land is zoned rural & Walshs Road is a Rural Access Road. Dust is inevitable at some point in time. Dust is not uncommon within the locality, and for the nature of rural land uses. Given this proposed land use trigger 'assessable development' does not mean the applicant should be subject to road upgrades, and/or traffic impact assessment reports when the overall capacity of Council's road design is still complied with.

It is understood that IRC did receive a complaint based on dust, and therefore we proposed a condition that has been used in other regional Council's. Suggestred compliance condition:

"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."



Walshs Road – Pavement Type



Walshs Road – Pavement Standard

Current Road Characteristics

It should be noted that the road pavement seal is approximately 4m and is a gravel pavement as picture above. The road is not considered to currently comply with Council's CMDG however the standard is currently suitable for the

As mentioned previously, the current standard of road is suitable for the proposed use and the rural road elements of the CMDG demonstrate there is adequate capacity for the proposed use.

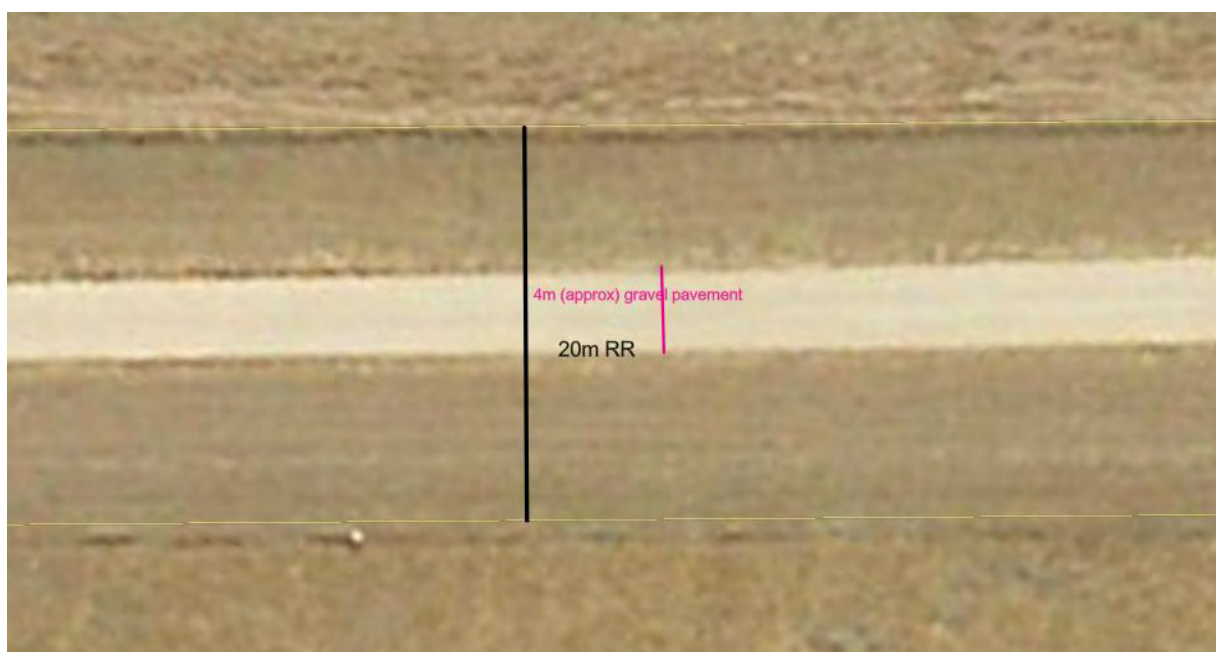


Table D1.27.03 Rural Road Elements for Isaac Regional Council

Traffic Volume or Road Class	<150 VPD (or rural access)	150 – 500 (or rural minor collector)	500 – 3000 (or rural major collector)	>3000 (or arterial)
Road Reserve (flatterrain ≤ 5%)	20m	20m	25m	As per Division 8: Schedule C Sub- Arterial
Road Reserve ** (Undulating/Hilly > 5%)	25m	25m	30m	
Formation	8m	8m	10m	
Pavement Width	8m gravel	8m	10m	
Seal Width ***	8m	8m	10m	
Lane width	2 x 3.5m	2 x 3.5m	2 x 4.0m	
Desirable Speed Environment	100kph	100kph	100kph	
Design Speed for Individual Elements (Minimum)	80kph	80kph	80kph	

Notes:

** In undulating terrain this width shall be increased to enable services to be constructed on accessible flatter land on top and below batters.

*** Where the road is a designated on-road bicycle route (signposted and pavement marked) the shoulder provision needs to conform to the AUSTROADS Traffic Engineering Practice Part 14: Bicycles

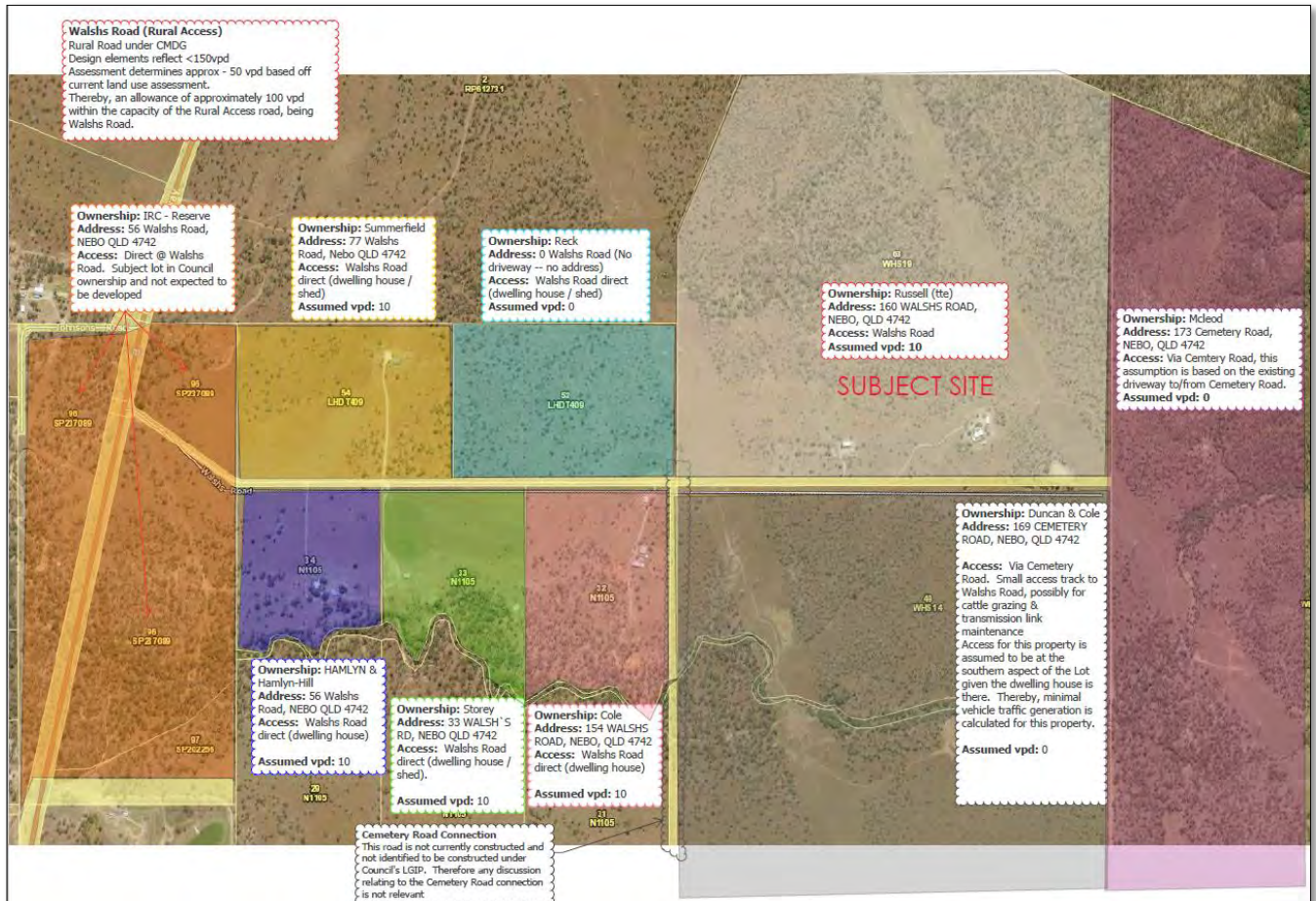


Image: Surrounding Land Uses Assessment & Vehicle per Day generation assessment

We trust Council now has the required information to assess the development application. Should additional information be required, an advice notice should be prepared. However we believe we should wait to determine if there are any submissions relative to this development application.

Our client intends on commencing public notification in due course.

Should you require any additional information, please contact the undersigned on (07) 4951 2911.

Kind regards,

Marcus Fossey
SENIOR PLANNER



31 March 2020

Our Ref: DA3639

Wall Planning & Environmental Consulting
b/half Darren James Russell
PO Box 345
CLERMONT QLD 4721

The Chief Executive Officer
Isaac Regional Council
PO Box 97
MORANBAH QLD 4744

Via Email: renee.wall@wallplanning.com.au

Via Email: liveability.sustainability@isaac.qld.gov.au

Attention: Renee Wall

Attention: Nicole Hartney Ref: AMCU20/0002: NH

Dear Renee,

Referral Agency Response (Advice)

(Given under section 9.2 of the Development Assessment Rules)

Transmission Infrastructure Impacted	
Transmission Corridor	Broadsound-Nebo 275kV Transmission Line Corridor Broadsound-Nebo No. 2 275kV Transmission Line Corridor Nebo-QR Bolingbroke 275kV Transmission Line Corridor Nebo-QR Wandoo 132kV Transmission Line Corridor
Easement ID	Easement A on RP612014 Dealing No. 601610918 Easement Q on SP194922 Dealing No. 710181682 Easement F on SP204921 Dealing No. 711437985 Easement B on RP613845 Dealing No. 601610919
Location Details	
Street address	160 Walshs Road, Nebo
Real property description	Lot 63 on WHS19
Local government area	Isaac Regional Council
Application Details	
Proposed development:	Material Change of Use – (retrospective approval for mechanical workshop, office, accommodation and storage facilities)
Approval sought	Development Permit

We refer to the above referenced development application which has been referred to Powerlink Queensland in accordance with Section 54 of the *Planning Act 2016*.

In accordance with its jurisdiction under Schedule 10 Part 9 Division 2 of the *Planning Regulation 2016*, Powerlink Queensland is a **Referral Agency (Advice)** for the above development application.

Specifically, the application has been triggered for assessment by Powerlink Queensland because:

1. For **material change of use** – all or part of the premises are subject to a transmission entity easement which is part of the transmission supply network (Table 2 1b)

33 Harold Street, Virginia
PO Box 1193, Virginia, Queensland 4014, Australia
Telephone: (07) 3860 2111 Facsimile: (07) 3860 2100
www.powerlink.com.au

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Powerlink Queensland is the registered business name of the
Queensland Electricity Transmission Corporation Limited
ABN 82 078 849 233

PLANS AND REPORTS ASSESSED

The following plans and reports have been reviewed by Powerlink Queensland and form the basis of our assessment. Any variation to these plans and reports may require amendment of our advice.


Table 1: Plans and Reports upon which the assessment is based

Title	Prepared by	Dated	Drawing No.
Location Plan Proposed Building	Design + architecture	December 2019	SK-001-SK004 Rev 2

Powerlink Queensland, acting as a Referral Agency (Advice) under the Planning Regulation 2017 provides its response to the application as attached (**Attachment 1**).

For further information please contact Kerrie Guyatt, Property Services Advisor, on (07) 3866 1313 or via email property@powerlink.com.au who will be pleased to assist.

Yours sincerely



Brandon Kingwill
MANAGER PROPERTY

ATTACHMENT 1 – REFERRAL AGENCY (ADVICE) RESPONSE

Powerlink Queensland **supports** this application subject to the inclusion of the following conditions in the Assessment Manager's Decision Notice.

No.	Condition	Timing	Reason
1	Compliance with the terms and conditions of the easement dealing no. shown in the heading of this letter.	At all times.	To ensure that the existing rights contained in the registered easement dealings are maintained.
2	Compliance with the generic requirements in respect to proposed works in the vicinity of Powerlink Queensland infrastructure as detailed in the enclosed Annexure "A".	At all times.	To ensure that the purpose of the <i>Electrical Safety Act 2002</i> is achieved and electrical safety requirements are met. To ensure the integrity of the easement is maintained.
3	The development must be carried out generally in accordance with the reviewed plans details in Table 1.	At all times.	To ensure that the development is carried out generally in accordance with the plans of development submitted with the application.
4	The statutory clearance set the <i>Electrical Safety Regulation 2013</i> must be maintained during construction and operation. No encroachment within the statutory clearances is permitted.	At all times.	To ensure that the purpose of the <i>Electrical Safety Act 2002</i> is achieved and electrical safety requirements are met.
5	In order for Powerlink Queensland to maintain and operate a safe and reliable supply of electricity, we require unrestricted 24-hour access to our infrastructure and also maintain our current access arrangements.	At all times.	To ensure that the purpose of the <i>Electrical Safety Act 2002</i> is achieved and electrical safety requirements are met. To ensure the integrity of the easement is maintained.

Advice to Council and the Applicant

1. This response **does not** constitute an approval to commence any works within the transmission line corridor. Please note that a separate application will need to be submitted and prior written consent obtained from Powerlink Queensland before any work is undertaken within the easement.

2. In order for Powerlink Queensland to maintain and operate a safe and reliable supply of electricity, we require unrestricted 24-hour access to our infrastructure and access arrangements. Typically such access must be suitable for a 4WD vehicle but to a standard no less than existing, and (as mentioned above) the need for access by a 100-tonne crane must also be considered.
3. We draw your attention to the obligations & requirements of the *Electrical Safety Act 2002* and the safety exclusion zones prescribed by the *Electrical Safety Regulations 2013* based on the voltage of the transmission line.

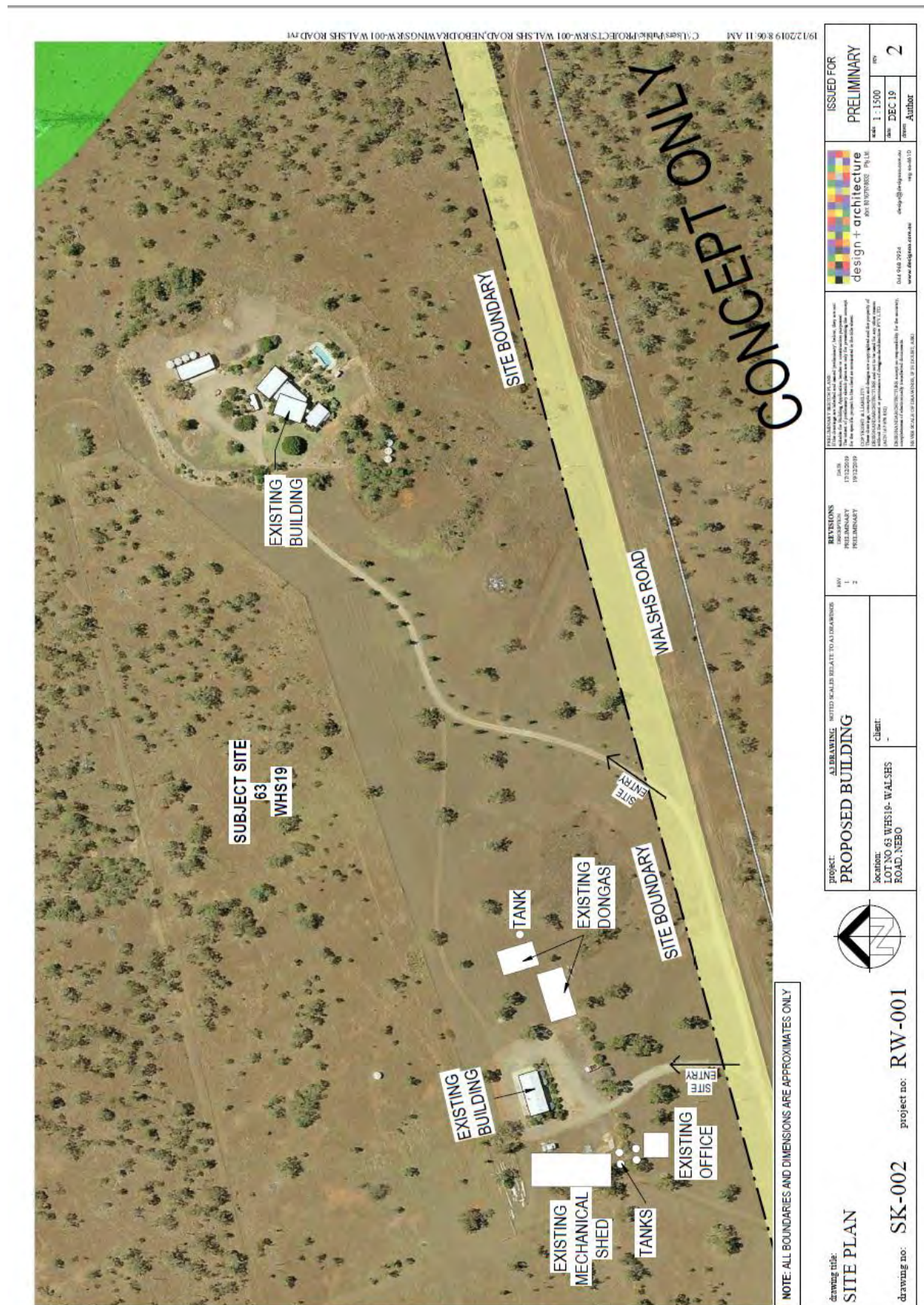
In respect to this application the exclusion zone for untrained persons and for operating plant operated by untrained persons is **6 metres** from the **275,000-volt** wires and **3 metres** from the **132,000-volt** wires and exposed electrical parts.

Should any doubt exist in maintaining the prescribed clearance to the conductors and electrical infrastructure, then the applicant is obliged under this Act to seek advice from Powerlink Queensland.

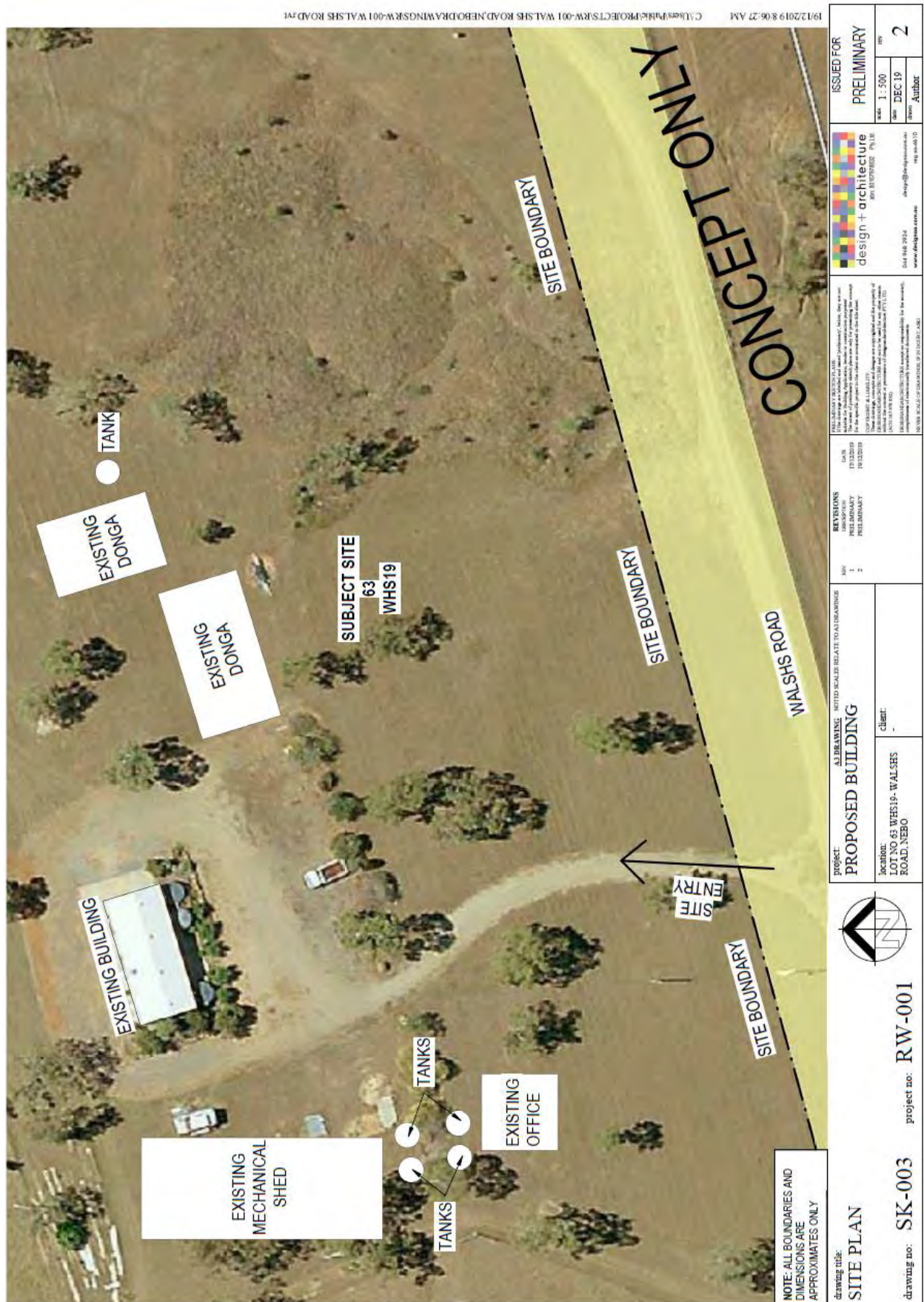
ATTACHMENT 2 – ASSESSED PLANS



ATTACHMENT 2 – ASSESSED PLANS



ATTACHMENT 2 – ASSESSED PLANS



ATTACHMENT 2 – ASSESSED PLANS



ATTACHMENT 3 – ANNEXURE A

ANNEXURE A – GENERIC REQUIREMENTS

The conditions contained in this Annexure have been compiled to assist persons (the applicant) intending to undertake work within the vicinity of high-voltage electrical installations and infrastructure owned or operated by Powerlink. The conditions are supplementary to the provisions of the Electrical Safety Act 2002, Electrical Safety Regulation 2013 and the Terms and Conditions of Registered Easements and other forms of Occupational Agreements hereinafter collectively referred to as the “Easement”. Where any inconsistency exists between this Annexure and the Easement, the Easement shall take precedence.

1. POWERLINK INFRASTRUCTURE

You may not do any act or thing which jeopardises the foundations, ground anchorages, supports, towers or poles, including (without limitation) inundate or place, excavate or remove any soil, sand or gravel within a distance of twenty (20) metres surrounding the base of any tower, pole, foundation, ground anchorage or support.

2. STRUCTURES

No structures should be placed within twenty (20) metres of any part of a tower or structure foundation or within 5m of the conductor shadow area. Any structures on the easement require prior written consent from Powerlink.

3. EXCLUSION ZONES

Exclusion zones for operating plant are defined in Schedule 2 of the Electrical Safety Regulation 2013 for Untrained Persons. All Powerlink infrastructure should be regarded as “electrically live” and therefore potentially dangerous at all times.

In particular your attention is drawn to Schedule 2 of the Electrical Safety Regulation 2013 which defines exclusion zones for untrained persons in charge of operating plant or equipment in the vicinity of electrical facilities. If any doubt exists in meeting the prescribed clearance distances from the conductors, the applicant is obliged under this Act to seek advice from Powerlink.

4. ACCESS AND EGRESS

Powerlink shall at all times retain the right to unobstructed access to and egress from its infrastructure. Typically, access shall be by 4WD vehicle.

5. APPROVALS (ADDITIONAL)

Powerlink's consent to the proposal does not relieve the applicant from obtaining statutory, landowner or shire/local authority approvals.

6. MACHINERY

All mechanical equipment proposed for use within the easement must not infringe the exclusion zones prescribed in Schedule 2 of the Electrical Safety Regulation 2013. All operators of machinery, plant or equipment within the easement must be made aware of the presence of live high-voltage overhead wires. It is recommended that all persons entering the Easement be advised of the presence of the conductors as part of onsite workplace safety inductions. The use of warning signs is also recommended.

ATTACHMENT 3 – ANNEXURE A

7. EASEMENTS

All terms and conditions of the easement are to be observed. Note that the easement takes precedence over all subsequent registered easement documents. Copies of the easement together with the plan of the Easement can be purchased from the Department of Natural Resources Mines & Energy.

8. EXPENDITURE AND COST RECOVERY

Should Powerlink incur costs as a result of the applicant's proposal, all costs shall be recovered from the applicant.

Where Powerlink expects such costs to be in excess of \$10 000.00, advanced payments may be requested.

9. EXPLOSIVES

Blasting within the vicinity (500 metres) of Powerlink infrastructure must comply with AS 2187. Proposed blasting within 100 metres of Powerlink infrastructure must be referred to Powerlink for a detailed assessment.

10. BURNING OFF OR THE LIGHTING OF FIRES

We strongly recommend that fires not be lit or permitted to burn within the transmission line corridor and in the vicinity of any electrical infrastructure placed on the land. Due to safety risks Powerlink's written approval should be sought.

11. GROUND LEVEL VARIATIONS

Overhead Conductors

Changes in ground level must not reduce statutory ground to conductor clearance distances as prescribed by the Electrical Safety Act 2002 and the Electrical Safety Regulation 2013.

Underground Cables

Any change to the ground level above installed underground cable is not permitted without express written agreement of Powerlink.

12. VEGETATION

Vegetation planted within an easement must not exceed 3.5 metres in height when fully matured. Powerlink reserves the right to remove vegetation to ensure the safe operation of the transmission line and, where necessary, to maintain access to infrastructure.

13. INDEMNITY

Any use of the Easement by the applicant in a way which is not permitted under the easement and which is not strictly in accordance with Powerlink's prior written approval is an unauthorised use. Powerlink is not liable for personal injury or death or for property loss or damage resulting from unauthorized use. If other parties make damage claims against Powerlink as a result of unauthorized use then Powerlink reserves the right to recover those damages from the applicant.

ATTACHMENT 3 – ANNEXURE A

14. INTERFERENCE

The applicant's attention is drawn to s.230 of the Electricity Act 1994 (the "Act"), which provides that a person must not wilfully, and unlawfully interfere with an electricity entity's works. "Works" are defined in s.12 (1) of the Act. The maximum penalty for breach of s.230 of the Act is a fine equal to 40 penalty units or up to 6 months imprisonment.

15. REMEDIAL ACTION

Should remedial action be necessary by Powerlink as a result of the proposal, the applicant will be liable for all costs incurred.

16. OWNERS USE OF LAND

The owner may use the easement land for any lawful purpose consistent with the terms of the registered easement; the conditions contained herein, the Electrical Safety Act 2002 and the Electrical Safety Regulation 2013.

17. ELECTRIC AND MAGNETIC FIELDS

Electric and Magnetic Fields (EMF) occur everywhere electricity is used (e.g. in homes and offices) as well as where electricity is transported (electricity networks).

Powerlink recognises that there is community interest about Electric and Magnetic Fields. We rely on expert advice on this matter from recognised health authorities in Australia and around the world. In Australia, the Federal Government agency charged with responsibility for regulation of EMFs is the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). ARPANSA's *Fact Sheet – Magnetic and Electric Fields from Power Lines*, concludes:

"On balance, the scientific evidence does not indicate that exposure to 50Hz EMF's found around the home, the office or near powerlines is a hazard to human health."

Whilst there is no scientifically proven causal link between EMF and human health, Powerlink nevertheless follows an approach of "*prudent avoidance*" in the design and siting of new powerlines. This includes seeking to locate new powerline easements away from houses, schools and other buildings, where it is practical to do so and the added cost is modest.

The level of EMF decreases rapidly with distance from the source. EMF readings at the edge of a typical Powerlink easement are generally similar to those encountered by people in their daily activities at home or at work. And in the case of most Powerlink lines, at about 100 metres from the line, the EMF level is so small that it cannot be measured.

Powerlink is a member of the ENA's EMF Committee that monitors and compiles up-to-date information about EMF on behalf of all electricity network businesses in Australia. This includes subscribing to an international monitoring service that keeps the industry informed about any new developments regarding EMF such as new research studies, literature and research reviews, publications, and conferences.

We encourage community members with an interest in EMF to visit ARPANSA's website:

www.arpansa.gov.au Information on EMF is also available on the ENA's website:

www.ena.asn.au



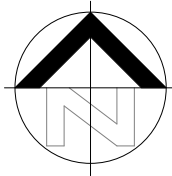
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- THESE DRAWINGS ARE PART OF A TOWN PLANNING APPROVAL APPLICATION AND SHOULD NOT BE USED FOR ANY OTHER REASON
- THESE DRAWINGS ARE APPROXIMATE AND HIGHLY CONCEPTUAL
- TRAFFIC/STORMWATER/OPERATIONAL WORKS: AS PER CIVIL ENGINEER DOCUMENTS AND DRAWINGS IF REQUIRED
- CURRENT LOCATIONS AND BOUNDARY LINE ARE APPROXIMATE, RELEVANT SURVEY TO BE CONDUCTED BEFORE ANY DOCUMENTATION OR CONSTRUCTION
- REFER TO TOWNPLANNING APPLICATION AND OPERATIONAL WORKS DOCUMENTATION WHEN VIEWING THESE PLANS
- THESE DRAWINGS ARE CONCEPTUAL AND DO NOT REFLECT BUILDING APPROVAL, PLUMBING APPROVAL, QFRS APPROVAL OR DISABILITY REQUIREMENTS. CLIENT TO CONFIRM AND GET APPROVAL FROM RELEVANT AUTHORITIES

NOTE: ALL BOUNDARIES AND DIMENSIONS ARE APPROXIMATES ONLY

drawing title:
LOCATION PLAN

drawing no: SK-001 project no: RW-001



project: **A3 DRAWING** NOTED SCALES RELATE TO A3 DRAWINGS
PROPOSED BUILDING

location:
LOT NO 63 WHS19- WALSHS ROAD, NEBO

client:
- Page 160

REV
1
2

REVISIONS
DESCRIPTION
PRELIMINARY
PRELIMINARY

DATE
17/12/2019
19/12/2019

PRELIMINARY SKETCH PLANS:
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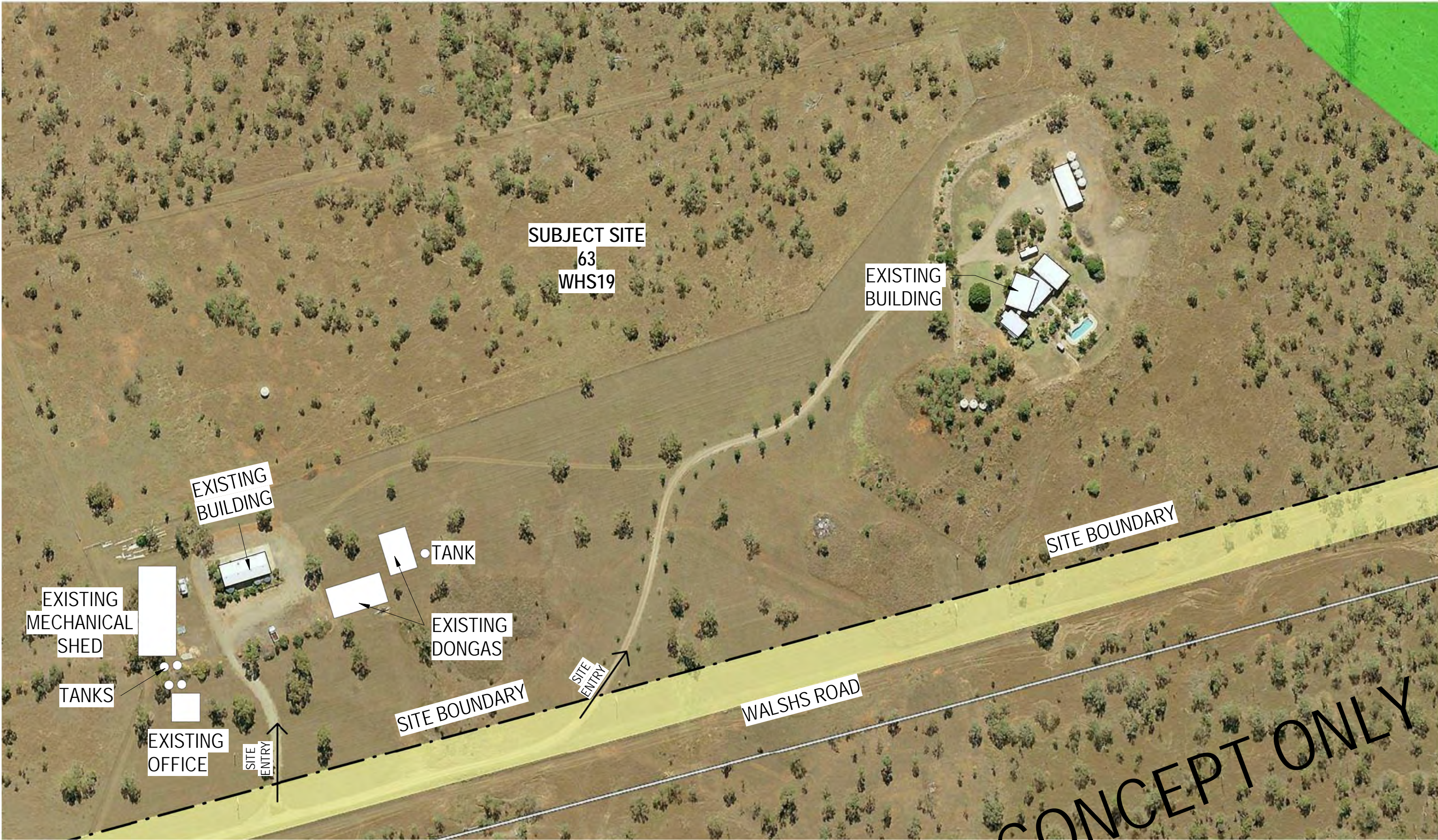


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PRELIMINARY

scale 1 : 10000
date DEC 19
drawn Author

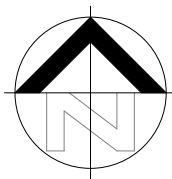
2



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drawing title:
SITE PLAN

drawing no: **SK-002** project no: **RW-001**



project: PROPOSED BUILDING	
location: LOT NO 63 WHS19- WALSHS ROAD, NEBO	client: - Page 161

REV	DESCRIPTION	DATE
1	PRELIMINARY	17/12/2019
2	PRELIMINARY	19/12/2019

REVISIONS

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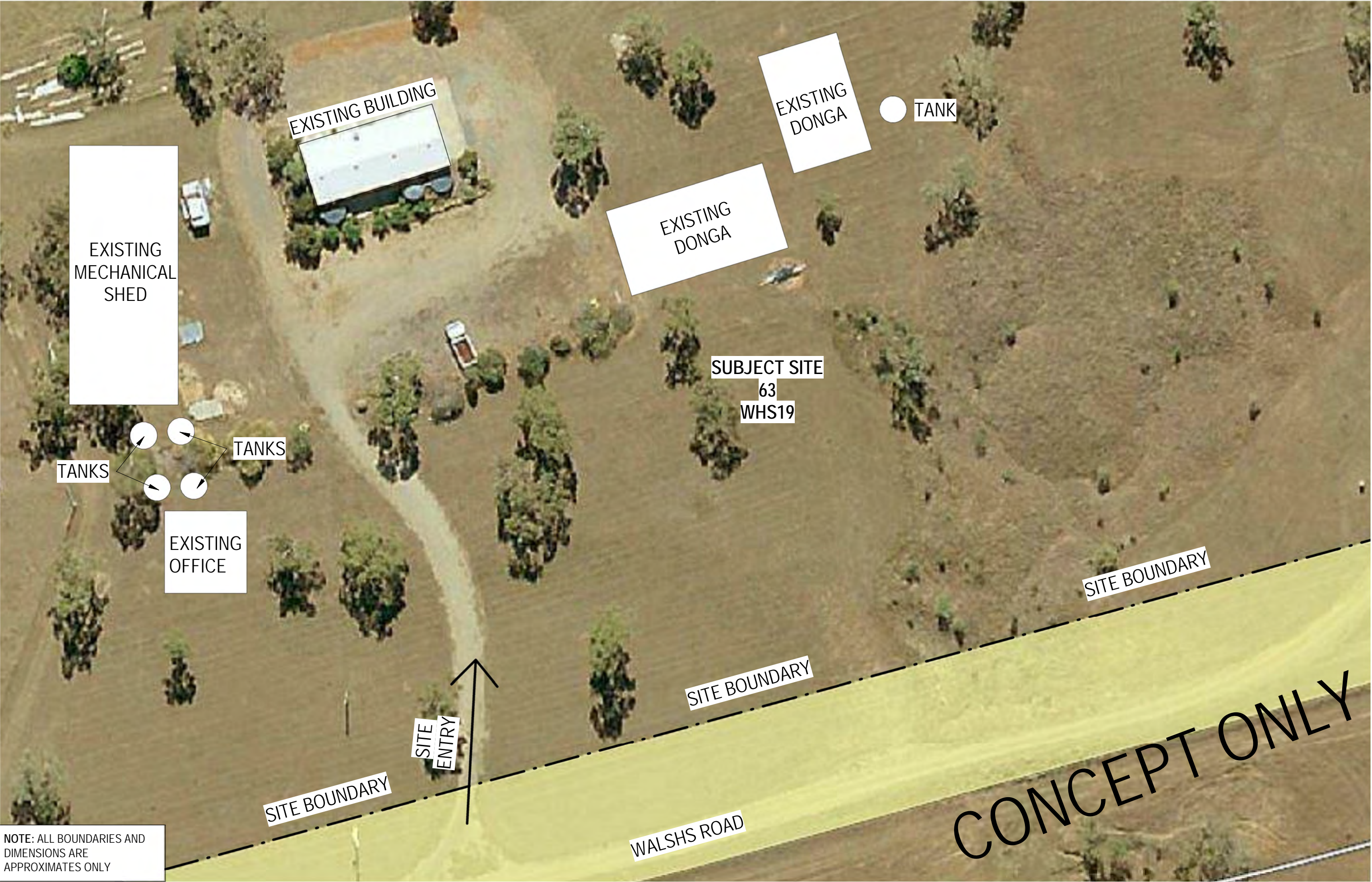
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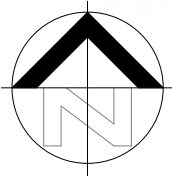
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ISSUED FOR PRELIMINARY	
scale 1 : 1500	rev 2
date DEC 19	Author



drawing title:
SITE PLAN

drawing no: **SK-003** project no: **RW-001**



project: **A3 DRAWING** NOTED SCALES RELATE TO A3 DRAWINGS
PROPOSED BUILDING

location:
LOT NO 63 WHS19- WALSHS ROAD, NEBO

client:
-

Page 162

REV	DESCRIPTION	DATE
1	PRELIMINARY	17/12/2019
2	PRELIMINARY	19/12/2019

REVISIONS

PRELIMINARY SKETCH PLANS:
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scale	1 : 500
date	DEC 19
drawn	Author
rev	2



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drawing title:
SITE PLAN

drawing no: **SK-004**

project no: **RW-001**



project: A3 DRAWING NOTED SCALES RELATE TO A3 DRAWINGS PROPOSED BUILDING	
location: LOT NO 63 WHS19- WALSHS ROAD, NEBO	client: - <div>Page 163</div>

REV	DESCRIPTION	DATE
1	PRELIMINARY	17/12/2019
2	PRELIMINARY	19/12/2019

REVISIONS

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ISSUED FOR PRELIMINARY		
scale	1 : 500	rev
date	DEC 19	2
drawn	Author	

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Maggi Stanley

AUTHOR POSITION

Principal Social Planner

5.10

DRAFT SOCIAL SUSTAINABILITY POLICY

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

Isaac is a region rich in resources punching well above its weight in terms of economic value delivered to the State and national economies. The resources sector has significant influence over the regional economy and brings with it the promise of social development and prosperity through local employment and business opportunities, and piecemeal investment in services and infrastructure. Social impact management plans developed by new proponents as part of the project approvals process, as well as community development initiatives funded by longer-standing operations are the roadmaps and hallmarks of the social development framework as we currently know it.

However, in the face of a range of social challenges and negative social outcomes being experienced by Isaac communities, it has become clear that economic success has not led to sustainable social outcomes. Review and analysis of the shortcomings of the 'business as usual' approach to social development is vital to informing future decision making in the next generation of major project approvals and seeking to genuinely fulfil policy and regulatory goals of social sustainability.

Recognising operational constraints at the organisational level have at times led to somewhat ad hoc or inconsistent responses to SIAs and Social Impact Management Plans (SIMPs) potentially resulting in missed opportunities to leverage SIA for positive sustainable social development, Council has identified the need for a standardised framework and robust methodology to guide the analysis and formulation of the response. Council has also identified a need to establish a more strategic approach to forecasting and planning for trends in demand for services and facilities as desirable and the development of a regional social infrastructure strategy is identified as an output of Council's Annual Operational Plan 2021. Both projects are closely related,

not least because social infrastructure investments are frequently favoured by resource sector operators as a means of achieving compliance, but also in relation to their potential to deliver sustainable social development and improved community wellbeing outcomes for Isaac communities.

Extensive research considering why economic success has not translated to social progress reveals many of the structures, narratives and rhetoric of the regulatory context in which Social Impact Assessments (SIA)s are conducted undermines the potential value of the process. When combined with an industry focus on compliance rather than value and the persistence of outmoded forward planning approaches and simplistic definitions of social infrastructure within local government this sets the scene for unsustainable as opposed to sustainable social development. This policy seeks to establish a position for Council which recognises the limitations of current circumstances and promotes a contemporary position on social sustainability including:

- Adopting best practice definitions, goals and principles of social impact assessment as described by the International Association for Impact Assessment as the global leader in this field.
- Recognising the determinants of social sustainability and community wellbeing extend far beyond the narrow set of concerns prescribed by legislation.
- Prioritising positive sustainable development measures which align with a desired future in preference to negative sustainable development which seeks to just keep things going through negation; reducing the bad effects of previous rounds of development and enabling urban life to continue in a minimal sense.
- Avoiding narrow definitions of social infrastructure which lead to missed opportunities in developing social capital as a determinant of social sustainability.
- Enhancing planning approaches based on demographics and population projections with demand driven principled approaches tailored to the unique characteristics and circumstances of communities.
- Considering normative, felt, expressed and comparative definitions of need in prioritising and forward planning for infrastructure.
- Prioritising measures which address barriers that impact genuine choice for people to permanently reside in the Isaac Region.
- Supporting measures which add value or expand existing local collaborative programs improving social sustainability within the Isaac region in preference to multiple in-silo initiatives.
- Where possible countering political rhetoric which promotes the economic weight of the resource sector and justifies the negative social impacts which arise from the development of major projects.

The policy is also intended to appeal to resource sector proponents as a means to engage in adding value beyond compliance in accordance with industry commentary and trends and align with the needs of the socially conscious investor.

IMPLICATIONS

Financial

No significant financial implications are identified. Incidental costs which may be incurred for printing and promoting the policy if required will be met through existing departmental budget allocation.

Service Levels

The key focus of this policy is to inform the development of Councils SIA Framework and Social Infrastructure strategy however there may be implications for other Council services particularly in relation to needs analysis outcomes and enhanced forward planning approaches.

Risks

No significant risks are identified. While the policy represents a new approach in Queensland local government it is based on extensive peer reviewed research, consultation and the lived experience of Isaac communities. Any changes in organisational reputation are expected to be positive.

Compliance

No compliance implications are identified. The policy is consistent with the Local Government Act and Community engagement undertaken in relation to this policy and outputs is subject to Council's statutory Community Engagement Policy.

Benefits

The benefits of the policy include:

- Achievement of socially sustainable outcomes for the region's communities.
- Enhanced capacity for Council to leverage sustainable social development outcomes from major projects and Council works and services.
- Robust methodology supporting coherent whole of organisation approach to the analysis and formulation of responses to EIS/SIA material received from resource sector proponents.
- Potential for increased collaboration between and with mining companies as an opportunity to deliver value beyond compliance in accordance with industry trends to appeal to the socially conscious investor.
- Enhanced organisational reputation through thought-leadership and delivery of improved social standards and services.

CONSULTATION

Attendance at policy presentation 18 November 2020 (**CONFIDENTIAL - Attachment 2**):

Mayor and Divisional Councillors

Chief Executive Officer

Director Planning Environment and Community Services

Director Corporate Governance and Financial Services

Acting Director Water and Waste

Senior Advisor

Manager Liveability and Sustainability

Manager Strategic and Business Development

Other:

PECS Leadership Team (PECSLT) and PECS Operational Leadership Team (PECSOLT) – on the concepts and inputs to contemporary social planning

Management Leadership Team (MLT) – on contents of the draft report and policy

BASIS FOR RECOMMENDATION

The basis for recommendation is to ensure council's dealings on major project approvals, works and services and forward planning for infrastructure promote and apply a contemporary position on social sustainability to leverage maximum value for the community. The policy will also form the basis of a methodology for the analysis and management of SIAs received from major project proponents for Council's review.

ACTION ACCOUNTABILITY

Liveability and Sustainability Department – Provide subject matter expertise on the policy framework, deliver education program on the policy framework across relevant Council areas, implement policy framework in development of relevant plans, strategies and guidelines and, monitor policy implementation and effectiveness across Council.

Manager Governance and Corporate Services – Ensure policy framework abides by corporate governance standards and protocols.

KEY MESSAGES

The current structures, narratives and rhetoric regarding social sustainability can lead to unsustainable development outcomes, particularly within the legislative and rhetorical context of state and federal government major projects approvals process.

This policy provides the basis of a contemporary and best practice lens through which Council can promote and apply an understanding of social sustainability beyond the narrow set of concerns prescribed by other levels of government.

The definition of social infrastructure in the policy does not disregard forward planning based on demographics and population projections, nor does it seek to exclude traditional definitions of social infrastructure. It seeks to expand traditional definitions and approaches to facilitate innovative service delivery, tailored to the needs of unique community characteristics.

The policy provides a mechanism for resource sector proponents to engage in adding value beyond compliance in accordance with industry commentary and trends.

Report prepared by:

DAN WAGNER
Manager Liveability and Sustainability

Date: 24 November 2020

Report authorised by:

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

Date: 25 November 2020

ATTACHMENTS

- Attachment 1 – Draft Social Sustainability Policy
- CONFIDENTIAL Attachment 2 – Presentation to Councillors 18 November 2020

REFERENCE DOCUMENTS

Legislation and associated guidelines:

- Strong and Sustainable Resource Communities Act 2017
- Environmental Protection Act 1994
- State Development and Public Works Organisation Act 1971
- Environmental Protection and Biodiversity Conservation Act 1999 (Cwth.)
- Local Government Act 2009
- Queensland Government's Social Impact Assessment Guideline 2018
- Queensland Government's EIS Assessment Process Guideline

Research

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SOCIAL SUSTAINABILITY POLICY

APPROVALS

POLICY NUMBER	PECS-POL-116	DOC.ID	4697346
CATEGORY	Community		
POLICY OWNER	Liveability and Sustainability Department		
APPROVAL DATE	Insert	RESOLUTION NUMBER	Insert

DRAFT

OBJECTIVE

To promote and apply a contemporary position on social sustainability in Council's dealings on major projects, regional investment and forward planning and delivery of works, services and infrastructure.

SCOPE

This policy applies to all IRC activities and services including elected members, employees, volunteers, contractors, departments, business units and service delivery units.

DEFINITIONS

TERM / ACRONYM

Social Sustainability

MEANING

The capacity and capability of communities to develop intergenerational net-positive social change and achieve social development objectives that are informed and underpinned by the broad and diverse premises of social equity and capital, wellbeing, and public participation.

This concerns how the region's individuals and communities live with each other and set out to achieve the objectives of development models which they have chosen for themselves, also taking into account the physical boundaries of their places and planet earth as a whole. At a more operational level, social sustainability stems from actions in key thematic areas, encompassing the social realm of individuals and societies, which ranges from capacity building and skills development to environmental and spatial inequalities. In this sense, social sustainability blends traditional social policy areas and principles, such as equity and health, with emerging issues concerning participation, needs, social capital, the economy, the environment, and more recently, with the notions of happiness, wellbeing and quality of life.

Social Equity

Social equity is the economic, legal, environmental, and developmental rights of access to the collective resources of society with an all-encompassing effort by means of equal say and insight of all members of society to ensure the longevity of the collective resources and to enrich the individual lives of community members as indivisible, equal inter-respectively, and as

	mutually comparable pinnacles to the direction of the community and individual members in respect of need and right to access and recognition.
Social Capital	The networks and reciprocal relationships which help people gain access to resources, information and support.
Public Participation (Community Engagement)	Any process that involves the community in problem-solving or decision-making and uses community input to make better decisions and refers to a broad range of practices characterised by two-way communication between council and the community affected by the issue
Environmental Impact Statement (EIS)	<p>An EIS is a tool used by government and regulatory authorities to assess and understand:</p> <ul style="list-style-type: none"> the current environment in the area of a major project potential environmental, economic and social impacts of a major project proponent proposals to avoid, minimise, mitigate and/or offset those potential impacts. <p>An EIS is also used to consider alternative ways to carry out a major project in order to limit its impact. There are two types of EIS assessment processes in Queensland for major projects:</p> <ul style="list-style-type: none"> EIS under the Environmental Protection Act 1994 EIS under the State Development and Public Works Organisation Act 1971.
Social Impact Assessment (SIA)	The process of analysing, (predicting, evaluating, reflecting, monitoring) and managing the intended and intended social consequences, both positive and negative, of planned interventions (policies, programs, plans, projects) and any social change processes invoked by those interventions so as to bring about a more sustainable and equitable biophysical and human environment.
Social Impacts	Any and all issues associated with a planned intervention which affect and are valued by people, directly or indirectly, including, but not limited to, people's way of life, their culture, their community, their political systems, their environment, their health and wellbeing, their personal and property rights and fears and aspirations.

Social Infrastructure	The physical conditions, assets and attributes (built, natural and service based) which enable social capital development within communities and society.
Positive Sustainable Development	Sustainable development which projects a vibrant and living future and supports the ongoing probability of natural and social flourishing, vibrancy, resilience and adaptation.
Negative Sustainable Development	Sustainable development which seeks to just keep things going through negation; reducing the bad effects of previous rounds of development and enabling urban life to continue in a minimal sense.
Community Wellbeing	The combination of social, economic, environmental, cultural, and political conditions identified by individuals and their communities as essential for them to flourish and fulfil their potential.
Normative need	A definition of need postulated by experts, professionals and administrators. Here a desirable standard is laid down and compared with the standard that exists. If an individual or group falls short of this standard they are identified as being in need.
Felt need	Here need is equated with want. When assessing a service, the population is asked if they feel the need for it and the answer used to identify need.
Expressed need	Expressed need or demand is defined as the need of those people who demand a service.
Comparative need	By this definition a measure of need is obtained by studying the characteristics of a population in receipt of a service. If there are people with similar characteristics not in receipt of a service, they are identified as being in need.

POLICY STATEMENT

This policy confirms the commitment of Council to ensure implementation of standards of positive sustainable social development which promote increased wellbeing for the Isaac Region's communities.

Council seeks to address and overcome limitations within the current regulatory social impact assessment framework and apply the provisions of this policy within its own business and in engagement with major project proponents and regional investors to promote genuine sustainable social development within the Isaac Region.

Guiding principles

The following principles apply to both Council's own operations and third-party actions influencing social sustainability within the Isaac Region including, but not limited to, those of major project proponents by way of the Queensland and Commonwealth government's environmental approvals process.

Council seeks to improve social sustainability outcomes for Isaac communities through:

- Adopting best practice definitions, goals and principles of social impact assessment as described by the International Association for Impact Assessment as the global leader in this field.
- Recognising the determinants of social sustainability and community wellbeing extend far beyond the narrow set of concerns prescribed by legislation.
- Prioritising positive sustainable development measures which align with a desired future in preference to negative sustainable development which seeks to just keep things going through negation; reducing the bad effects of previous rounds of development and enabling urban life to continue in a minimal sense.
- Avoiding narrow definitions of social infrastructure which lead to missed opportunities in developing social capital as a determinant of social sustainability.
- Enhancing planning approaches based on demographics and population projections with demand driven principled approaches tailored to the unique characteristics and circumstances of communities.
- Considering normative, felt, expressed and comparative definitions of need in prioritising and forward planning for infrastructure.
- Prioritising measures which address barriers that impact genuine choice for people to permanently reside in the Isaac Region.
- Supporting measures which add value or expand existing local collaborative programs improving social sustainability within the Isaac region in preference to multiple in-silo initiatives.
- Where possible countering political rhetoric which promotes the economic weight of the resource sector and justifies the negative social impacts which arise from the development of major projects.

Actions required to ensure compliance

Development and delivery of an organisational education program on contemporary social development and sustainability, highlighting its broad-reaching effects on Council's activities

Bi-yearly reporting to Council on operational implementation of the policy framework.

Social Sustainability impacts considered in Council strategic planning and decision making.

STAKEHOLDER	ACTION
COUNCILLORS	<ul style="list-style-type: none"> Promote the policy framework and advocate for improved understanding of contemporary social sustainability concepts and practice when engaging with major project proponents, government representatives, social development organisations and peak bodies.
ELT	<ul style="list-style-type: none"> Provide leadership and support to deliver policy outcomes across Council's services and works
LIVEABILITY AND SUSTAINABILITY DEPARTMENT	<ul style="list-style-type: none"> Subject matter expertise on the policy framework Delivery of subsequent plans, strategies and guidelines that deliver policy outcomes in major project assessment (for example – social infrastructure plans, social impact assessment guidelines, land use strategies, biodiversity strategies) Lead internal engagement on policy framework and implementation pathways Implementation and monitoring of policy effectiveness within Council's assessment processes for major projects Monitoring and reporting on Council-wide implementation and effectiveness of the policy
COUNCIL OFFICERS	<ul style="list-style-type: none"> Consider provisions of the policy in operational and capital works planning and delivery Consider social sustainability impacts in development of Council recommendations and decisions Contribute with an informed perspective in assessment processes for major projects

LEGISLATIONS AND RELATED GUIDELINES

- *Strong and Sustainable Resource Communities Act 2017*
- *Environmental Protection Act 1994*
- *State Development and Public Works Organisation Act 1971*
- *Environmental Protection and Biodiversity Conservation Act 1999 (Cwth.)*
- *Local Government Act 2009*
- Queensland Government's Social Impact Assessment Guideline 2018
- Queensland Government's EIS Assessment Process Guideline
- IRC Planning Scheme

REFERENCES

ID	NAME
STAT-POL-058	Community Engagement Policy
DRAFT FRAMEWORK	Social Impact Assessment Framework
DRAFT STRATEGY	Isaac Regional Social Infrastructure Strategy
Definitions	Social Sustainability, adapted from: Calontonio, A., (2008) <i>Measuring Social Sustainability: Best Practice from Urban Renewal in the EU. Traditional and Emerging Prospects in Social Sustainability</i> Oxford Institute for Sustainable Development – International Land Markets Group
Definitions	Social Equity, adapted from: Rhule, J., (2017) <i>What is social equity?</i> Project Human City, https://projecthumancity.com/2017/02/02/what-is-social-equity/
Definitions	Social Capital, adapted from: Klinenberg, E., (2002) <i>Heat Wave: A Social Autopsy of Disaster in Chicago</i>
Definitions	Public Participation, adapted from: International Association for Public Participation (IAP2) https://iap2.org.au/
Definitions	Environmental Impact Assessment, adapted from: Queensland Government (2019) <i>About the EIS Process</i> . https://www.qld.gov.au/environment/pollution/management/eis-process/about-the-eis-process/types-of-eis (accessed 23 November 2020).
Definitions	Social Impact Assessment, adapted from: Vanclay, F., (2003) <i>SIA Principles – International Principles for Social Impact Assessment</i> Impact Assessment and Project Appraisal Vol 21, number 1
Definitions	Social Impacts, adapted from: Vanclay, F., Esteves, A.M., Aucamp, I., & Franks D. (2015) <i>Social Impact Assessment: Guidance for assessing and managing the social impacts of projects</i> . International Association for Impact Assessment
Definitions	Social Infrastructure, adapted from Klinenberg, E., (2018) <i>Palaces for the people – How Social Infrastructure can help fight inequality, polarisation and the decline of civil life</i> .
Definitions	Positive and negative sustainable development, adapted from: James, P., (2015) <i>Advances in Urban Sustainability: Urban Sustainability in Theory and Practice – Circles of Sustainability</i>

Definitions	Community Wellbeing, adapted from: Wiseman, J. & Brasher, K., (2008) <i>Community Wellbeing in an Unwell World: Trends, Challenges and Possibilities</i> Journal of Public Health Policy, 29.
Definitions	Normative, felt, expressed and comparative need, adapted from: Bradshaw, J., (1972) <i>A Taxonomy of Social Need</i> in Cookson, R., Sainsbury, R., and Glendinning, C. <i>Jonathon Bradshaw on Social Policy: Selected writings 1972 - 2011</i>

DRAFT

PAGES 179 TO 204 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 1 December 2020

AUTHOR

Bruce Wright

AUTHOR POSITION

Manager Community Facilities

5.11

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.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

During September 2020, the custodianship of the Glenden Bowls and Golf Clubs was returned to Council in accordance with the provisions of the Property Law Act 1974 following abandonment by the former Lessee. A protracted process to discharge registered security interests over assets at both sites was also successfully completed.

At its Ordinary Meeting on 26 August 2020 Council authorised *the Chief Executive Officer to call non-binding Expressions of Interest for tenures of Community Facilities or parts thereof with the opportunity for Council to negotiate further with shortlisted parties to subsequently invite binding bids (Resolution 6829*

Non-binding Expressions of Interest (EOI) to enter into tenure arrangements at the Glenden Bowls and Golf Clubs and the Glenden Arts and Crafts Centres were circulated on an open source basis. Three Respondents have expressed interest in tenure at the sites with one Respondent registering interest for all sites. Brief details are set out in CONFIDENTIAL Attachment 1.

It is intended that binding Expressions of Interest are now sought from the parties registering interest. The Expression of Interest will be released in accordance with current procedures and existing protocols for sites

on State Reserves. Any and all responses will be the subject of relevant approvals from the Department of Department of Natural Resources, Mines and Energy.

IMPLICATIONS

Risk

The preeminent risk to Council rests with Council owned assets being occupied without the prescribed tenure agreement in place. The risk includes but is not limited to: inadequate insurance coverage for damage and/or third party injury/damage; non-compliant spaces and non-compliant groups maintaining occupancy.

The risks to tenure holders include an inability to seek grants and/or other funding to support their groups.

The acceptance of an EOI will be the subject of approval by the Department.

Financial

The Legal Fees and the costs associated with returning these assets to Council was unbudgeted and is estimated to be in the vicinity of \$10,000.00.

Additional costs attributed to the EOI process and subsequent administration are unbudgeted.

CONSULTATION

Mayor

Division One Councillor

Director Planning, Environment and Community Services

Manager Governance and Corporate Services

Manager Parks and Recreation

Senior Community Leasing Specialist

Community Tenures and Facilities Advisory Committee

Planning, Environment and Community Services Standing Committee

BASIS FOR RECOMMENDATION

To provide community groups access to tenure over Council owned assets in a transparent, fair and equitable manner. To ensure that all Council owned assets (as applicable) are occupied by a duly authorised tenure holder with tenures that are current, compliant and consistently applied across the Region.

ACTION ACCOUNTABILITY

The Director Planning Environment and Community Services and Manager Community Facilities have accountability to progress binding Expression of Interest documentation for all three Glenden facilities, and overseeing the process.

KEY MESSAGES

- Council operates with transparency by providing all community groups access to make application for tenure over community facilities;
- Council is committed to providing its constituents with safe, functional and reliable operation of Community Facilities;
- Council is committed to ensuring the ongoing access to high quality and contemporary facilities for individuals, clubs and groups throughout the region;
- Council is taking a considered and logical approach to the long-term life cycle of the Region's Community Facilities

Report prepared by:

BRUCE WRIGHT
Manager Community Facilities

Date: 18 November 2020

Report authorised by:

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

Date: 19 November 2020

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Glenden Expression of Interest Submissions

REFERENCE DOCUMENT

- Wednesday 26 August 2020, Ordinary Meeting Council Resolution 6829

PAGES 208 TO 217 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

**Planning, Environment and Community Services Standing
Committee Meeting**
Tuesday 1 December 2020

AUTHOR

Jeff Stewart-Harris

AUTHOR POSITION

Director Planning, Environment and Community Services

6.1

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES INFORMATION BULLETIN – DECEMBER 2020

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee:

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

BACKGROUND

The attached Information Bulletin for December 2020 provides an operational update for Committee review on the Planning, Environment and Community Services Directorate.

IMPLICATIONS

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

CONSULTATION

Planning, Environment and Community Services Directorate, Managers and Staff

BASIS FOR RECOMMENDATION

This is an information only report.

ACTION ACCOUNTABILITY

Information only report.

KEY MESSAGES

Operational update to Elected Members.

Report prepared by:

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

Date: 24 November 2020

Report authorised by:

GARY STEVENSON PSM
Chief Executive Officer

Date: 26 November 2020

ATTACHMENTS

- Attachment 1 – Planning, Environment and Community Services Information Bulletin – December 2020

REFERENCE DOCUMENT

- Nil

DATE: December 2020

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

DIRECTORATE HIGHLIGHTS

COVID-19 Strategic Recovery Plan

Selection interviews/follow-ups are currently underway for both the Economic and Business Resilience Coordinator and the Community Resilience Coordinator positions, with contained but well-credentialed pools of applicants for both positions. In the meantime, the Economy and Prosperity and Engaged Communities Teams have been working on a range of strategies from within the Plan.

It is anticipated that the first Quarterly Report in the implementation of the Strategic Recovery Plan will be provided to the February 2020 Planning Environment and Community Services Standing Committee.

Glenden Futures Strategy Project

During September 2020 a scoping document was prepared to seek an appropriate consultant to assist Council in the development of a Tactical Plan for the future of Glenden, initially with the intention of developing a pragmatic set of options to introduce into compulsory mediation sessions in the QCoal planning appeal. After the Request for Quotations failed to produce a response from the targeted market (due to timeframes and workload, not the attractiveness of the brief), further attempts to contact two suitable planning practices resulted in interest from one of them.

The Manager Liveability and Sustainability and the Writer have engaged with that planning practice with the result that they now believe a more robust methodology is warranted, a view which is shared by the Chief Executive Officer.

Quotes are now being sought for the first of a two stage methodology which would see a strategic scoping document for Glenden futures developed first to inform other scenario and other planning to be undertaken as a number of the currently moving parts of the Glenden situation either resolve or otherwise become clearer. It is intended to bring a direct-to-Council report to the December Ordinary Meeting to see this work formally on the public record.

Reforming Arrangements for Agents Conducting Sales at the Clermont Saleyards

A new regime for is being developed to balance the Council's obligations to avoid anti-competitive behaviour with the value that local agents provide to the local economy, local community and the livestock industry. This follows the recent overflow sale from Dalrymple Saleyards that took place at the Clermont Saleyards by non-local agents, to the concern of the local agents.

The local agents are being engaged in the development of the new regime, which is likely to resolve the concerns of the local agents by running a periodic tender process to provide several non-exclusive approvals (for local agents) to run regular sales at the Clermont Saleyards, as well as the ability for ad hoc approvals to be granted for non-local agents to hold no more often than say a quarterly or half yearly sale at a premium set of fees and charges to recognise the value that the local agents create locally.

If the continued engagement establishes some support for this approach, it may be possible to bring a direct-to-Council report to the December Ordinary Meeting to provide clarity from early in 2021.

Manager Strategic and Business Development

Jacki Scott has commenced in the position of Manager Strategic and Business Development in the Office of Director Planning Environment and Community Services and has hit the ground running. She has advanced work on Indigenous Policy and the development of the Reconciliation Action Plan, as well as some early research on how Council might appropriately approach the development of a Climate Change Policy and Strategy and also an Adaption Strategy to complement the work being done on the Coastal Hazards Adaptation Strategy. Both these broad areas will be the subject briefings and engagements with Council on 3 December 2020.

Jacki will also work on the review of the Environment Policy to migrate it from simply supporting the Integrated Management System to a more mature organisation-wide policy.

In 2021, Jacki's work will feature as a separate section in the Information Bulletin.

ANNUAL OPERATING PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C5	Promote programs that celebrate the uniqueness and diversity of our communities including appropriate recognition of our indigenous communities	Indigenous Relations	Adopt Indigenous relations framework	Adopt Indigenous relations policy, Develop MOUs on engagement and Develop a Reconciliation Action Plan	On Target	Broad communication presentation and Project plan presented to and endorsed by ELT on 23 November 2020 for the development of MOUs and the Reconciliation Plan. This is planned for further Council briefing on 3 December 2020.	Office of Director Planning, Environment and Community Services	30-June-2021	5%
EN2	Manage and promote natural resources, including culturally significant sites and coastal environments in a responsible and sustainable manner	Natural Resources	Develop and adopt a Climate Change policy and strategy	30-June-2021	On Target	Initial scoping discussions held between DPECS and MSBD, and subsequently with the ELT with a view to an initial briefing and discussion with Council on 3 December 2020	Office of Director Planning, Environment and Community Services	30-June-2021	15

PECS Capital Works 2020/2021

Complete/On Track



Monitor



Concern



10.85 Percent of Budget Spent - November
(Excluding Commitments)



\$3,998,121 of YTD Budget Remaining - November
(Excluding Commitments)

17.76 Percent of Budget Spent - November
(Including Commitments)



\$3,688,263 of YTD Budget Remaining - November
(Including Commitments)

Carry Forward Budget \$1,264,799.00
\$3,219,732.00

Adopted Budget








Commitments
\$486,410.42

\$309,857.21









Actual Expenditure

Remaining Budget \$3,688,263.37









Project	Budget	YTD	Commitments	Remaining Budget	Risk	Progress Comments
CLM - Theresa Creek Dam Septic Renewal	\$262,706	\$3000	\$1,400	\$258,306		Design finalised, minor delays in EA application, project progressing but delays from the state in approvals require key milestone dates to be reevaluated.
CLM - Spelling yards	\$353,523	\$337,489	\$25,857	-\$9,823		Complete, commitments to be cancelled
NBO - Showgrounds Amenities Block - W4Q	\$261,000	\$0.00	\$0.00	\$261,000		Tender currently advertised; multiple parties have expressed interest
CLM - Saleyard Renewal	\$165,000	\$0.00	\$0.00	\$165,000		RFQ written and planned for release prior to November 30
Corp - Tourism signs	\$40,000	\$0.00	\$12,794	\$27,206		Project progressing to schedule. Waverly creek signage committed
Corp - Emergent pool works	\$123,800	\$113,113	\$0	\$10,753		Complete

CLM - Swimming Pool Disability Access	\$25,000	\$16,180	\$0	\$8,820		Project awarded, installation date TBC
NBO – Aquatic Centre Plant and Infrastructure	\$440,000	\$0	\$0	\$440,000		Project progressing slightly behind schedule. Initial concept of fibreglass inserts deemed unsuitable, saltwater option still viable. Implementation schedule for construction under review to minimise operational disruptions.
Corp - Equipotential Bonding	\$100,000	\$0	\$0	\$100,000		Project progressing to schedule. RFQ responses received and under review. Award is imminent.
CLM - Clermont Aquatic Centre Amenities	\$95,000	\$0	\$0	\$95,000		Project re-scheduled to later in financial year to ensure minimal disruption to pool operations.
STL - Cemetery Shade and Memorial Wall - W4Q	\$74,894	\$1,560	\$0	\$73,334		Project progressing ahead of schedule, design complete, RFQ Closed, award imminent.
Corp - IRC Swimming Pools	\$250,000	\$52,320	\$667	\$197,011		Program developed, final projects to be consolidated.
Corp - Hub development	\$318,594	\$6,362	\$8,502	\$303,729		Nebo Community Hub design awarded and nearing completion. Nebo hub construction planned for early 2021
Project	Budget	YTD	Commitments	Remaining Budget	Risk	Progress Comments

INFORMATION BULLETIN

DYS Pool Mech/Elec/Filter	\$132,538	\$10,958	\$45,728	\$75,851		Pump work completed. RFQ for shade structure is out. Pool shade award is imminent.
MBH - Community Centre Construction Ready Design	\$200,000	\$0	\$0	\$200,000		Evaluation nearing completion, 2 responses highly regarded, skype consultations planned with both on the 24th November to clarify and nominate preferred.
MBH - Pool Water Park Refurbishment	\$65,000	\$0	\$12,800	\$52,200		Project currently on Hold for scope assessment.
GLN - Aquatic Centre Foot Valve Replacement	\$15,000	\$0	\$11,447	\$3,552		Project awarded
CLM - Aquatic Centre Dive Block Remediation	\$125,000	\$2,709	\$2,819	\$119,471		GHD provided the solution and drawings. Modified dive blocks to return without backstroke bars - variances to design caused impact of hand and edge of platform / pool.
Corp - Community Centre Facilities Works	\$150,000	\$0	\$0	\$150,000		Works program being formulated.
Coastal - Hall Painting and Miscellaneous Repairs – W4Q	\$97,000	\$0	\$0	\$97,000		RFQ evaluation underway.
DYS - Rec Centre Cladding	\$85,000	\$0	\$0	\$85,000		Scope of works being modified to enable a solution to budget.

INFORMATION BULLETIN

MMT- Hall Structural Renewal	\$213,789	\$21,069	\$18,325	\$174,394		Project progressing to schedule, BCA/DDA investigations nearing completion.
DYS Civic Centre - W4Q	\$249,493	\$104,093	\$33,958	\$111,441		Project progressing to schedule, BCA/DDA investigations nearing completion.
GLN Recreation Centre / Nebo Community Hub - W4Q	\$0	\$18,028	\$18,850	-\$36,878		Overspend due to investigative works prior to project withdrawal. Application made with the state to include these costs in W4Q not IRC operational.
CLM - Civic Centre	\$437,537	\$28,856	\$28,840	\$379,875		Investigations undertaken during air-con design have identified power supply issue to the centre meaning Ergon main feed upgrade will be required. Alternative investigation underway.
MBH - Dog Pound Renewal	\$115,300	\$27,242	\$133,131	-\$45,073		Construction commenced on 26 October. Variations above budget approved and will be reconciled in BR3
CLM - Historical Centre Flood Mitigation	\$66,339	\$68,014	\$0	-\$1,675		Construction complete
CLM - Netball toilet replacement	\$315,000	\$0	\$1,293.56	\$313,706		Tender currently advertised; multiple parties have expressed interest
MBH - AFL Lighting	\$370,000	\$0	\$32,607	\$337,392		Final deliverable design expected by 30 November, Tender planned for release in Jan 2021

PECS Remaining Capital Delivery Program

Black - as per original plan

Green – project moved forward

Red – project pushed back

Project	Procurement	Construction	Completion	Comment
CLM - Theresa Creek Dam Septic Renewal	30 Nov	19 April	31 May	Still to program
CLM – Spelling yards	14 Sep	30 Sep	30 Oct	Complete
NBO - Showgrounds Amenities Block – W4Q	10 Nov	15 Feb	02 March	Procurement moved forward from Q3 to Q2
CLM - Saleyard Renewal	30 Nov	15 March	31 March	Procurement brought forward due to “No tender December”
Corp – Tourism signs	15 Jan	26 Feb	30 March	Initial stages of project brought forward to Q2
Corp – Emergent pool works	31 July	2 Nov	15 Nov	Dates pushed out 2 weeks due to heat pump availability
CLM - Swimming Pool Disability Access	30 Nov	31 Jan	31 March	Project pushed back 6 weeks to allow for completion of design
NBO – Aquatic Centre Plant and Infrastructure	26 Feb	23 April	30 April	Still to program
Corp - Equipotential Bonding	12 Jan	12 March	30 March	Still to program
CLM - Clermont Aquatic Centre Amenities	25 Jan	25 March	31 March	Still to program
STL - Cemetery Shade and Memorial Wall - W4Q	1 Nov	1 Jan	20 Feb	Still to program
Corp - IRC Swimming Pools	19 April	31 May	29 Jun	Final program being finalised
DYS Pool Mech/Elec/Filter	2 Feb	26 Feb	30 March	Still to program
MBH - Community Centre Construction Ready Design	15 Oct	31 Dec	31 Jan	Re-tendered
MBH - Pool Water Park Refurbishment	27 Nov	31 March	29 April	Program and scope to be finalised

INFORMATION BULLETIN

GLN - Aquatic Centre Foot Valve Replacement	4 Dec	18 Dec	31 Dec	Still to program
CLM - Aquatic Centre Dive Block Remediation	31 Dec	15 March	15 April	Project pushed back 6 weeks to allow for completion of design
Corp - Community Centre Facilities Works	19 April	31 May	29 June	Program and scope to be finalised
Coastal - Hall Painting and Miscellaneous Repairs	11 Nov	27 Jan	26 Feb	Still to program
DYS - Rec Centre Cladding	30 Sep	31 Dec	31 Jan	Still to program
MMT- Hall Structural Renewal	1 Feb	19 March	2 April	Still to program
DYS Civic Centre - W4Q	1 Feb	19 March	2 April	Still to program
GLN Recreation Centre - W4Q	1 Feb	19 March	2 April	Project change
CLM - Civic Centre	1 Feb	19 March	2 April	Still to program
MBH - Dog Pound Renewal	15 Sep	30 Nov	31 Dec	Still to program
CLM - Historical Centre Flood Mitigation	7 Oct	18 Dec	28 Jan	Still to program
Corp - Hub development	10 Sep	30 Oct	30 Nov	Still to program
CLM - Netball toilet replacement	10 Nov	15 Feb	02 March	Procurement moved forward from Q3 to Q2
MBH - AFL Lighting	31 Dec	2 April	30 April	Still to program

Overall Comments

The majority of projects are still progressing to schedule. Delays in design and consultancy work will create a minor bottleneck in early 2021 as multiple RFQ's and Tenders will need to be released in a short timeframe. This unfortunately may cause understandable delays through the Procurement department. Completion percentage is below expectations for month 5 of the financial year and is being closely monitored but please note that in BR2 the ALF lighting and Clermont Netball toilets block budgets were transferred into the PECS portal increasing the overall budget by \$685,000 or 13%

LIVEABILITY & SUSTAINABILITY

PREVIOUS MONTH'S ACHIEVEMENTS

Land Use Planning

Development Assessment Activity (as of 20 November 2020)	Number
Development application received (MCU / ROL / OPW)	2
Building works siting concessions received	2
Survey plans received for endorsement	0
Decided developments applications (MCU / ROL / OPW)	2
Decided building works siting concessions	2
Decided survey plans	1
Development applications active with IRC	18
Development applications active with applicant	3
Active change representations / appeals	4
Active development compliance matters	11 (2 new)

MCU19/0015 / Appeal 1480/20 – QCoal proposal for Works Camp at Byerwen Mine. The matter is subject to a mediation conference on 4 December 2020, to be attended by Director Planning Environment and Community Services.

MCU17/0003 – Qworks Pty Ltd – Application for 12 x multiple dwelling units – Dalton Place, Glenden. Applicant has submitted request for a negotiated decision notice to amend plans and conditions relating to stormwater management.

Prelodgement Meetings

20/11/2020 – meeting with BMA and RPS Group to discuss status of application for extension to currency period for 546 room NRWA at Goonyella Road/Curtin Lane/Belyando Avenue, Moranbah. Applicant to consider amending the proposed site plan to reduce the density of NRWA and include potential training and non-accommodation uses, as well as increased connectivity from the site to town centre.

The department recommends that council continue to await outcomes of the plan redesign process prior to making a decision on the extension to currency period.

New Planning Scheme

Planning scheme mapping has been updated by Ethos Urban to reflect the conditions of the Ministerial approval to adopt. Advice to this effect has been provided to the Department of State Development, Planning and Local Government.

The is awaiting Ministerial approval to adopt the draft Local Government Infrastructure Plan.

Infrastructure Charging Framework and Local Government Infrastructure Plan

Awaiting Ministerial approval to adopt, with a view to present the draft scheme and LGIP concurrently for Council resolution to adopt in February 2021.

Adopted infrastructure charges resolution has been prepared by Integran to support commencement of the new LGIP – to be presented concurrently with planning scheme/LGIP package in February 2021.

Land Development Advisory Committee Outcomes

The department is tasked with providing the committee with an update on the forward engagement with stakeholders and ongoing need for a Housing Forum at its next meeting.

Coastal Hazard Adaptation Strategy

Community engagement report for phases 3-4 currently being finalised. Phase 4 report is nearing completion, enabling internal discussions on assets at risk of coastal hazard.

Social Planning

Presentation to Councillors on 18 November 2020 on social planning and sustainability framework.

Policy to be prepared by Department for consideration by Council in December schedule of meetings. Policy will inform future drafting of the SIA framework and social infrastructure plan.

4/11/2020 - Meeting with Stanmore Coal on community engagement and social impact planning for Isaac Downs project.

11/11/2020 - Meeting with Whitehaven Coal on Winchester South project held at Moranbah Community Centre to discuss forthcoming EIS submission and contained SIA/SIMP.

Environment and Biodiversity

Flying fox roost monitoring is ongoing in Moranbah and Clermont.

As of 20 November 2020, approximately 30,000 little red flying foxes are roosting in backyards in Koala Terrace, Moranbah. This is down from approximately 100,000+ animals in the weeks prior.

Approximately 25,000 little red flying foxes are roosting in trees in and near Centenary Park, Clermont. This is down from approximately 120,000 animals in the weeks prior.

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

Land Management

Land Protection Officers travelling to Winton on 25-26 November 2020 for the Shire Rural Land Officers Group meeting to discuss weed and pest management activities.

Ongoing monitoring of weed management works undertaken at Sarchedon Drive, Moranbah.

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

IRC Biosecurity Strategy undergoing internal officer engagement during December 2020, for presentation to Council in early 2021.

EMERGING ISSUES

Resourcing in the planning team is currently constrained with a vacancy in the role of Planner. Advertising to fill the vacancy underway and anticipate onboarding of new staff member in January 2021.

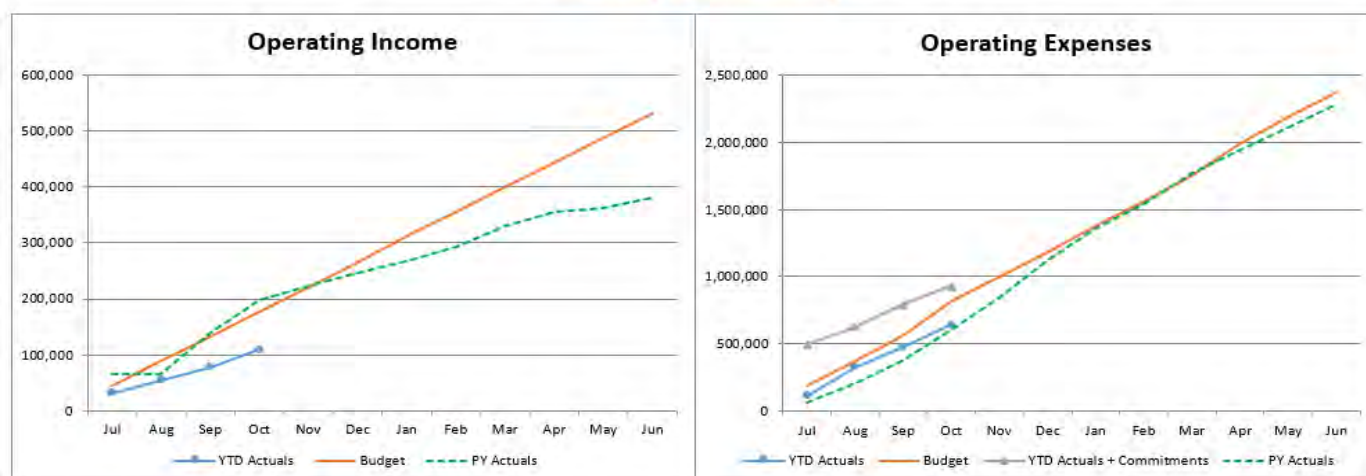
Advertising underway for 2020-21 summer student planner program.

Advertising underway for Biodiversity Officer role, based in Clermont.

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

FINANCIAL REPORT

Operational Result From Period 1 - 4, 2021 Liveability & Sustainability



DEVIATION FROM BUDGET AND POLICY

Legal expenses associated with ongoing planning appeals exceeding budget allocation.

NEXT MONTH'S PROGRAM

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

Pre-lodgement meetings.

Supporting State approvals process for adoption of the draft LGIP.

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

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

Flying fox monitoring and management.

Biosecurity Strategy engagement with internal stakeholders.

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

Social sustainability policy finalisation and embedment into SIA framework and social infrastructure planning activities.

ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C4	Undertake programs to promote liveability (including urban design and affordable housing), health and wellbeing and community safety across the region	Social Infrastructure	Adopt a Social Infrastructure Strategy	30-June-2021	On Target	Social sustainability policy being presented to Council in December 2020, to inform development of strategy.	Liveability & Sustainability	30-June-2021	35%
EN1	Adopt responsible strategic land use planning to balance community, environmental and development outcomes	Land Planning	Finalise and adopt IRC Planning Scheme – including final state interest checks and community consultation	31-October-2020	On Target	Ministerial approval to adopt the planning scheme was provided in September 2020.	Liveability & Sustainability	31-October-2020	100%
			Finalise and adopt the Local Government Infrastructure Plan (LGIP) – including final state interest checks and community consultation	31-January-2021	On Target	Awaiting ministerial approval to adopt the LGIP. Package to be concurrently presented with the planning scheme to Council in February 2021.	Liveability & Sustainability	31-January-2021	85%
		Environmental Land Management	Finalise the Biosecurity Strategy, to implement the Biosecurity Plan 2020-2023	Delivery of the IRC Biosecurity Strategy	Monitor	Internal engagement to be finalised in December 2020. Due to Council meeting schedule, final strategy will be presented to Council in January 2021 for adoption.	Liveability & Sustainability	31-December-2020	70%
		Social Planning	Develop and implement a Social Infrastructure Strategy	Adopt a Social Infrastructure Strategy	On Target	Social sustainability policy being presented to Council in December 2020, to inform development of strategy.	Liveability & Sustainability	30-June-2021	35%
		Wildlife Management	Develop programs to educate community and manage wildlife	Implement Flying Fox Education Program	On Target	Spring De-Fox communications program delivered. Ongoing updates presented to community during increased activity.	Liveability & Sustainability	30-Jun-21	50%
				Undertake Pest Control Activities - two (2) rounds per annum	On Target	1080 baiting program delivered in Q1. Planned program for Q3.	Liveability & Sustainability	30-Jun-21	50%
EN2	Manage and promote natural resources, including culturally significant sites and coastal environments in a responsible and sustainable manner	Integrated Planning	Implement the QCoast 2100 Coastal Hazards Adaption Strategy actions	100% completion of the Isaac Region Coastal Hazard Adaptation Strategy	Monitor	Awaiting finalisation of phase 4-5 to commence development of adaptation options.	Liveability & Sustainability	30-June-2021	40%
		Strategic Policies	Development of a whole of Council Environment and Social Impact Assessment Guideline.	30-June-2021	On Target	Social sustainability policy being presented to Council in December 2020, to inform development of strategy and guidelines for SIA.	Liveability & Sustainability	30-June-2021	35%

ENGAGED COMMUNITIES

PREVIOUS MONTH'S ACHIEVEMENTS

Community Hubs

Isaac Libraries – monthly reporting as at 30 October 2020

New Memberships	67 new residents joined the libraries in October 2020 Of the 67 residents, 11 joined online in October 2020	300 residents joined the libraries in FY2020/21. Of the 300 residents, 30 joined online in FY2020/21 1 institution joined the libraries in FY2020/21
Building communities through engagement	4,824 people visited the libraries October 2020. 17% increase in foot traffic month-on-month	17,789 people visited the libraries for FY2020/21On average, 4,447people visited the library network each month
Building communities through value	6,284 items being borrowed in October 2020 2,520 (40%) of those items were online collections	Total of 24,101 issues in FY2020/21 Of the 24,101 issues, 9,898 were online collections. This equates to 41%
Building communities through value	Collection Utilisation Rate for October 2020 Moranbah 4 items Nebo 4 items Glenden 2 items St Lawrence 2 items Middlemount 4 items Dysart 4 items Clermont 4 items Carmila 7 items	Patrons on average borrowed six items at any one point in October. On average, each issue at Carmila library, the patrons borrowed 7 items On average, each issue at the Moranbah, Dysart, Nebo, Middlemount and Clermont patrons borrowed 4 items On average, each issue at Glenden and St Lawrence libraries, the patrons borrowed 2 items
Building communities through value	Service 579 residents used the public PCs in October 2020 36 less than the previous month Usage Residents spent 387.60 hours on the public PCs in October 2020 3% decrease in hours month-on-month	Service 2,399 residents utilised the public PCs in FY2020/21 Usage Residents expended 1,482.20 hours on the public PCs in FY2020/21 On average, the customer used the public computer for 38 mins per booking in FY2020/21

	On average, the customer used the public computer for 40 mins per booking in October 2020	
Your hub is a focal point where the Isaac communities come to learn, to play, to discover and to seek information	68 activities were delivered in October @ Libraries 907 residents benefited from these activities	142 activities were delivered by your Library Team in FY2020/21 1,799 residents benefited from the 142 activities in FY2020/21
Your hubs are more than bricks and mortar... Building communities through value	31 visits were undertaken to schools, kindgartens and childcare centres in October 659 children benefited from the October visits.	Your Library Team visited 75 schools, kindergartens and childcare centres in FY2020/21 1,384 children benefited from these visits in FY2020/21
Partnerships	28 activities were delivered jointly with community and other organisations in September	75 activities were delivered in FY2020/21
Reference and Information Service	738 Reference and Information Service were provided in October 2020 22% decrease in request for reference and information service month-on-month	3,280 Reference and Information Service were provided in FY2020/21 On average, your Library Team handled 820 reference and information services per month across the network
Building communities through value	72.5 hours invested in conducting and undertaking activities in October 2020	219 hours were expended in the delivery of activities in FY2020/21

Library Programs

In-house library programming including Storytime and Rhymetime sessions, were restored at branch libraries in the week commencing 19 October 2020. Protocols including pre-bookings and capacity limits and social distancing were implemented to ensure COVIDSafe delivery.



Library Wifi

Council offers free public wifi to the residents in the libraries and surrounding areas. This service is available to the residents from 7am to 7pm daily. In September, there were 81 connections to the wifi network. Of the 81 visitors, 59 were unique visitors (not repeat log-ins). Of those connections were 49 new visitors and 31 repeat visitors. Average visit duration is 1 hours 45 minutes.

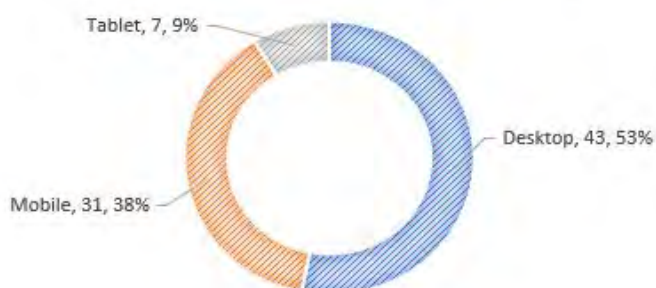
11 more visits compared to September 2020.



Access via Device Types

The month of October seen an increase in visitors using computers to access wifi, 43 compared to 24 in September. There was a slight decline in visitors accessing wifi using mobile phones 31 in October vs 36 in September.

ACCESS VIA DEVICE TYPES



Isaac Museums

As the tourist (winter) season tapers off, the foot traffic at the Clermont Historical Centre and the Nebo Museum has decreased.

Clermont Historical Centre	176 people visited the Clermont Historical Centre in October 2020 41% decrease in foot traffic month-on-month	999 people visited the Centre in FY2020/21
Nebo Museum	22 persons visited the Nebo Museum in October 2020 53% decrease in foot traffic month-on-month	137 people visited the Museum in FY2020/21

Volunteering	Total Volunteer Hour for September 2020 is 64	Our communities invested 267 hours in our Clermont Information Centre in FY2020/21
Visitor information	212 tourists visited the Clermont Visitor Information Centre 36% decrease in visitor month-on-month	1,156 visitors utilised the Clermont Visitor Information Service in FY2020/21

Customer Service

Call Volume	2,764 calls received in October 2020 Almost a 22% increase in call volume month on month	8,655 calls received in FY2020/21 An average of 2,166 calls per month
Abandoned Calls	34 (1%) calls were abandoned in October 2020 Same number calls being abandoned month-on-month	606 (7%) calls were transferred in FY2020/21
Calls Transferred	424 calls were transferred in October 2020	182 (3%) calls were transferred in FY2020/21
Customer Requests	544 CRs were created in October 2020, 49 less than September 366 (67%) CRs were completed in October 2020. 7% improvement in efficiency compared to last month	2,225 CRs were created in FY2020/21 1,418 (64%) CRs were completed in FY2020/21
Transactions	2,566 transactions were completed in October 2020 8% increase month-on-month	10,141 transactions were completed in FY2020/21 On average, 2,535 transactions were undertaken each month

Total Customer Requests created in October

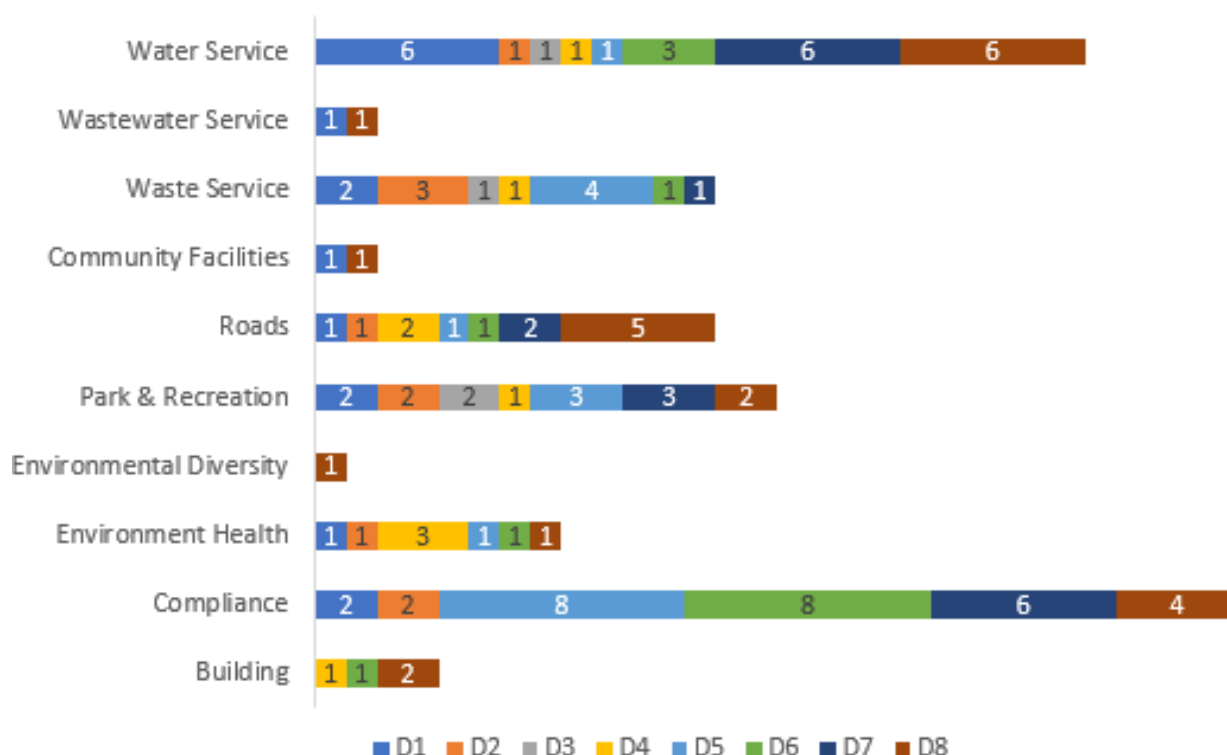
Classifications	Number of Requests
Building	7
Community Facilities	6
Compliance	99
Environmental Diversity	14
Environmental Health	23
Facilities	56
Park and Recreation	25
Roads	46
TV Comms	0
Waste Services	101
Wastewater Services	10
Water Services	157

Number of Current Customer Requests by Division

Division	D1	D2	D3	D4	D5	D6	D7	D8	Total
Building				1		1		2	4
Compliance	2	2			8	8	6	4	30

Environment Health	1	1		3	1	1		1	8
Environmental Diversity								1	1
Park & Recreation	2	2	2	1	3		3	2	15
Roads	1	1		2	1	1	2	5	13
Community Facilities	1							1	2
Waste Service	2	3	1	1	4	1	1		13
Wastewater Service	1							1	2
Water Service	6	1	1	1	1	3	6	6	25
Total	16	10	4	9	18	15	18	23	113

Current Customer Requests by Division



Community Engagement, Programs and Events

- NAIDOC Week activities were delivered in Moranbah, Dysart, Middlemount, Nebo, St Lawrence and Glenden. Of note is the Nebo NAIDOC activities, which for the first time, we're led by Traditional Owners, the Widi People of the Nebo Estate. The CEPE team is continuing to build the relationship with this group.

- The Dig It Isaac! gardening competition wrapped up with 45 entries from across the region. The competition was very well-received and generated significant additional spending at local Isaac businesses.
- The Isaac Young Writers' Group has wrapped up after four successful online sessions with participants from across the region. The group plan to remain active and we're investigating options for future sessions.
- Remembrance Day services were supported by CEPE Officers in Moranbah, Clermont and Nebo.
- The first 'Dry Lands to High Hopes' events, funded by the Queensland Government's Community Drought Support Program were delivered in Glenden, Moranbah and Mackenzie River.
- Christmas Lights competitions are live across the region.
- The Jamie Oliver Ministry of Food course was delivered to 26 participants from across the region via Zoom.
- First5Forever Pop-Ups have migrated to pools for Summer, with a sprinkler party being held in Dysart at Centenary Park. The sessions have been very well attended across the region.
- The Communi-tea Upcycling Crockery workshops were delivered in Nebo and Dysart. The events included informal mental health wellness chats with staff from the Moranbah District Support Service.
- Major community events were supported by Council including the Middlemount Christmas Carnival, the Nebo Town Christmas Party, Clermont Beef Expo, Nebo Halloween Party, Festival of Small Halls in Clermont, Moranbah Miners' Memorial and the Clermont Race Day.
- 13 school bursaries have been awarded to schools across the region.
- Tech and literacy visits were undertaken with Coppabella, Valkyrie and Clarke Creek State Schools.
- The first loan agreements with schools to borrow the EV3 lego robots were put in place with Clarke Creek State School and Moranbah State High School.
- The Safety Circus tour of the Isaac region took place from Monday 2 November to Friday 6 November. It included visits to Clermont State School, St Joseph's Catholic School, Middlemount Community School, Dysart State School, Moranbah East State School, Moranbah State School and Nebo State School. The year 3 students of Carmila State School were invited to attend the show when it visited Koumala State School on 6 November as part of the Mackay tour of the Safety Circus.
- Emily Kennedy has commenced at the Community Relations Officer (Moranbah). We have farewelled Brooke Maisey who is returning to her substantive role as Senior Communications Officer with BMC.

EMERGING ISSUES

Community Hubs

- Occupancy limits in Isaac libraries, museums and galleries were relaxed from 1 person per 4 sqm to 1 person per 2 sqm effective 4pm 17 November, effectively doubling the patron capacity of these venues.
- QR Code system for gathering contact tracing information was rolled out across libraries, museums and galleries from 19 November to supplement paper-based information gathering.
- Nebo Community Hub: Detailed design planning is progressing on our first integrated Community Hub at Nebo. This will involve a reconfiguration of the library and parts of the admin building to create a consolidated frontline service hub. Mark Davey, Capital Program Manager, is leading the delivery of this project. We will be going out to community for consultation in the near future. We are also beginning to pipeline the balance of Hub projects across our communities.
- Frontline Service Officer cross-functional training commenced in early November as an outcome of the PECS Functional Review.

Community Engagement, Programs and Events

- The regular Moranbah markets will resume on 29 November. Support was provided to the Freemasons by way of a minor grant to assist with additional cleaning requirements.
- The Manager CEPE attended the Move It NQ Workshop in Townsville where other Council's presented their Move It NQ programs, developed in conjunction with the North Queensland Sports Foundation (NQSF). Further discussions will be held internally, and with the NQ PHN, to determine viable health and wellness programming for Isaac with a view to submit a proposal for funding to NQSF in February 2021.
- Following community consultation about a potential date change, the Moranbah Triathlon will continue to be held on Australia Day.
- The Moranbah time capsule was extracted from the town clock. Unfortunately, the capsule was damaged, and majority of contents were water-logged so the associated event will not continue as planned.
- The Queensland Art Awards facilitator (Flying Arts) will be offering a free professional development session to the Arts & Cultural Programs Officer and the Community Programs Assistant relating to gallery installation and management.
- The St Lawrence State School P&C have let the Coastal Community Relations Officer know that they are planning a large-scale local event to acknowledge the school's 150th anniversary in 2021.
- We were unsuccessful in receiving an Arrow Energy grant to run a Stop Motion Animation course in January. Unfortunately, the course/program will not be able to go ahead without funding.
- Anglo American and Middlemount Coal have expressed their disappointment following the Middlemount NAIDOC event, given a number of the performers did not attend/present as planned.

NEXT MONTH'S PROGRAM

Community Hubs

N/A

Community Engagement, Programs and Events

- The Queensland Art Awards – State of Diversity Exhibition will run at the Coalface Art Gallery through to 12 January 2021.
- The Zentangles online art tutorial will be rolled out online for the duration of the school holidays. The tutorial is aimed at youth aged 10+.
- The Programs' Team will be delivering some school holiday activities at the Moranbah Youth and Community Centre focusing on tech/robotics.
- Work is underway on an Isaac-based Minecraft challenge.
- The 'Our Isaac in Pictures' exhibition is now on display at the Clermont Library and will remain until the end of January 2021.
- Planning continues for Australia Day events across the region.

FINANCIAL REPORT

Community Hubs

Not available at time of submission

Community Engagement, Programs and Events

Not available at time of submission

INFORMATION BULLETIN

ANNUAL OPERATIONAL PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C1	Provide, operate and maintain venues and community facilities to deliver, safe, efficient and cost and effective services	Library Operations	Provide a modern and engaged library service, including program delivery	100% Attendance at Library Programs	On Target	In-house library programming resumed at branch libraries from W/C 19 October following suspension due to COVID-19 restrictions. 68 activities were delivered in October @ Libraries involving 907 patrons.	Engaged Communities - Community Hubs	30-June-2021	25%
				A well utilised library service	On Target	4,824 people visited the libraries October 2020. A 17% increase in foot traffic month-on-month. 6,284 items were borrowed in October 2020. 2,520 (40%) of those items were online collections	Engaged Communities - Community Hubs	30-June-2021	25%
				50% of population that are library members	On Target	67 new residents joined the libraries in October 2020 Of the 67 residents, 11 joined online in October 2020	Engaged Communities - Community Hubs	30-June-2021	25%
C2	Facilitate a focused range of social, cultural, sporting, recreational, health and education services and programs that build thriving, connected and resilient communities	Museums & Galleries	Facilitate and deliver an calendar of events and programs which celebrate the Isaac Region, its diverse communities and interests	An Annual Calendar of exhibitions	On Target	Museum program confirmed for FY20-21 with new exhibition planned for installation in Q3	Engaged Communities - Community Hubs	30-June-2021	25%
			Provide culturally supportive and historically relevant museum and gallery services at regional venues	30-June-2021	On Target	Work in progress on digitising museum collections at Clermont Historical Centre, 3 collections on target to be ready of OPAC launch in March 2021	Engaged Communities - Community Hubs	30-June-2021	25%
		Cultural development	Collaborate on cultural development through initiatives	Administration of Regional Arts Development Fund Grant - Timely acquittals to Arts Queensland	On Target	Council adopted revised funding rounds at October meeting with first round of grants to be determined in December	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	25%
				Facilitate the bi-annual Queensland Music Festival	On Target	Discussions scheduled with QMF in Q2 for planning and delivery of program in Q4	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	15%
		Youth Services	Undertake Unmet Needs of Isaac Youth Study	30-June-2021	On Target	Study has commenced, led by Greater Whitsunday Communities	Engaged Communities - Community Engagement	30-June-2021	15%
C3	Facilitate and encourage strategic partnerships that enable self-sustainable community associations and volunteer groups to	Community Engagement	Deliver best practice community engagement initiatives	Effectively Support other Isaac Regional Council Business areas to develop and deliver other engagement	On Target	Working with internal stakeholder departments to provide engagement support	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	25%

INFORMATION BULLETIN

C5	pursue their diverse aspirations yet come together to tackle common opportunities and challenges			programs virtually and in community					
		Grant Program	Administer annual Community and Cultural Grants Program	Number of applications received per quarter	On Target	Round 1 completed at end of Q1 Major = \$41,020 Minor = \$4,854.00 Bursaries = \$2,100.00	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	25%
	Promote programs that celebrate the uniqueness and diversity of our communities including appropriate recognition of our Indigenous communities	Supporting Diversity	Develop and deliver programs, events, projects supported by external organisations, groups that celebrate all of our community and cultures facilities etc	30-June-2021	On Target	<p>NAIDOC Week activities were delivered in Moranbah, Dysart, Middlemount, Nebo, St Lawrence and Glenden. Of note is the Nebo NAIDOC activities, which for the first time, we're led by Traditional Owners, the Widi People of the Nebo Estate. The CEPE team is continuing to build the relationship with this group.</p> <p>The Dig It Isaac! gardening competition wrapped up with 45 entries from across the region. The competition was very well-received and generated significant additional spending at local Isaac businesses.</p> <p>The Isaac Young Writers' Group has wrapped up after four successful online sessions with participants from across the region. The group plan to remain active and we're investigating options for future sessions.</p> <p>Remembrance Day services were supported by CEPE Officers in Moranbah, Clermont and Nebo.</p> <p>The first 'Dry Lands to High Hopes' events, funded by the Queensland Government's Community Drought Support Program were delivered in Glenden, Moranbah and Mackenzie River.</p> <p>Christmas Lights competitions are live across the region.</p> <p>The Jamie Oliver Ministry of Food course was delivered to 26 participants from across the region via Zoom.</p> <p>First5Forever Pop-Ups have migrated to pools for Summer, with a sprinkler party being held in Dysart at Centenary Park. The sessions have been very well attended across the region.</p> <p>The Communi-tea Upcycling Crockery workshops were delivered in Nebo and Dysart. The events included informal mental health wellness chats with staff from the Moranbah District Support Service.</p> <p>Major community events were supported by Council including the Middlemount Christmas Carnival, the Nebo Town Christmas Party, Clermont Beef Expo, Nebo Halloween Party, Festival of Small Halls in Clermont, Moranbah Miners' Memorial and the Clermont Race Day.</p> <p>13 school bursaries have been awarded to schools across the region.</p> <p>Tech and literacy visits were undertaken with Coppabella, Valkyrie and Clarke Creek State Schools.</p> <p>The first loan agreements with schools to borrow the EV3 lego robots were put in place with Clarke Creek State School and Moranbah State High School.</p> <p>The Safety Circus tour of the Isaac region took place from Monday 2 November to Friday 6 November. It included visits to Clermont State School, St Joseph's Catholic School, Middlemount Community School, Dysart State School, Moranbah East State School, Moranbah State School and Nebo State School. The year 3 students of Carmila State School were invited to attend the show when it visited Koumala State School on 6 November as part of the Mackay tour of the Safety Circus.</p>	Engaged Communities - Community Engagement, Programs & Events	30-June-2021	25%
		Cultural Heritage	Stage 2 Library Wall Artwork with Barada Barna Corporation	30-October-2020	Completed	Stage 2 artwork installed at end of Q2, to be officially commissioned during NAIDOC event on 25 October 2020	Engaged Communities - Community Engagement,	30-October-2020	100%

INFORMATION BULLETIN

							Programs & Events		
G2	Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness	Customer Service	Review innovative customer service opportunities	Review and develop an updated Customer Service Strategy	On Target	Project to be coordinated by Manager Business and Strategy	Engaged Community - Community Hubs	30-June-2021	15%
G4	Deliver unique customer focused and responsive services that are based upon a program of continuous improvement	Customer Service	Frontline customer service delivery and effective relationship management	30-June-2021	On Target	Working with Systems team to deliver organisation-wide implementation of TechOne CRM	Engaged Communities - Community Hubs	30-June-2021	25%

ECONOMY & PROSPERITY

PREVIOUS MONTH'S ACHIEVEMENTS

The Economy and Prosperity (E&P) team were engaged in the following works;

Economic Development

- Appointment for the Economic & Tourism Advisor role was completed with a starting date in mid-January for the successful applicant. Recruitment for the Economic & Business Resilience officer is progressing to interview stage.
- Economy and Prosperity continued its role in delivery of the Community Chest program.
- Works for LDAC continued with a meeting with Moranbah real estate agents conducted with learnings from that to be reported to the LDAC committee and meetings with the other agents across the region to continue.
- Digital infrastructure works continued with support to Field Solutions Group for the Regional Connectivity fund for a \$1.8m project with connection upgrades from Moranbah to Clermont submitted. Also successful funding received for the BHP's Local connectivity working group & GW3 from the Vital resources fund for digital connectivity upgrades in Moranbah and Dysart and E&P will have a role on the steer committee of that project. Further Round 5a of the Mobile Blackspot funding program opened and closes in January and E&P have engaged with the two above groups in options for funding submissions under that program.
- E&P were onsite with a trade stall at the Developing Northern Australia Conference trade stall in Rockhampton and all the preparation work for that was a major focus, including the development of the Industry profile and tourism brochures, and a review and updating of the Economic Indicators Economic Profile and Industry development document.
- The Community profile or "Welcome Kit" document is now started to continue the suite of external facing liveability/attraction to region/investment attraction documents.
- Ongoing management of a number of investment enquiries for development in line with the Investment Attraction framework
- Participation in LGAQ's Investment attraction program training and also development of a trade and investment profile of Isaac region for LGAQ.
- E&P have been continuing engagement with CHDC on the Ag Frontier 2.0 working group to promote the Beef Tech breakfast and catalyst mission to our region's producers.



Business Support

- Completion of the Small Business month program and review of that project, to consider the May month program, refer attached round up of the month below in this report.
- Shop Isaac program continued with registration of businesses, preparation of the Xmas shopping competition program and engagement with BMC for the supporting media, continued engagement with other industry organisations to engage in the program and finalisation of the approval of the promotional videos.
- Trade display at Clermont Beef Expo was held and networking with producers.
- Continued engagement in works towards progressing an Isaac region Business alliance.
- Works on the doing Business with Council project and Local Preference policy
- The Business Support team has started a project reaching out to our Agribusiness suppliers in the region to develop a database as one done with our regional SME Businesses and this will be a significant piece of work that will allow the E&P team to engage with our regional Agribusiness closer and more often ie. Agritourism development, supply chain mapping etc.

Tourism

- Completion of the redevelopment of the new Tourism Experience Isaac brochure was done for use at DNAC and put into circulation through print and webpage.
- Round two interviews for the Mackay Tourism Development officer role were conducted with an offer made.
- Progress on planning for the St Lawrence wetlands is continuing with Costa Georgiadis & Matt Costa and successful funding of \$10,000 from Tourism and Events Queensland as well.
- Finalisation of the cross regional fishing event funding submission with MRC & WRC and a meeting with Tourism events Qld in Mackay is now to occur to present this event and discuss the regions other event programs.
- E&P's role in supporting the development of the Moranbah Miners memorial weekend through engagement with the Moranbah Race Club and the Moranbah Miners memorial committee continued

with delivery of both events conducted. E&P have completed a report on the outcomes of the Race day event and E&P are working to decrease the level of support to the event, without losing the progressed momentum of this becoming a major calendar event weekend in the Isaac regions calendar.

- Working with P&G department in looking at booking apps for its camp grounds in response to Covid Safe management of bookings and to deliver data that will inform management strategies into the future.
- Engagement in the Reef Catchments Provenance magazine continuing and Agritourism opportunities through GWFN and with development of the Agricultural database/network

Asset Management

- Clermont Saleyards had a cattle sale by an external of region agent, and continued engagement in considering the impacts and benefits of this to the Saleyards and local agents has been occurring. The Clermont Saleyards Advisory Committee meeting was held in the month and this was a topical item and officers are considering management of this type of enquiry into the future.
- The team has been engaged in delivery of the Nebo Showgrounds Master plan
- Works are progressing the Clermont R&SS projects funded under the Federal Agricultural Show grant program are progressing with scoping and quoting progressing on those four projects.
- Works on the E&P PAG proposals are occurring.
- Engagement in review and approval of Covid events is a continued requirement.

EMERGING ISSUES

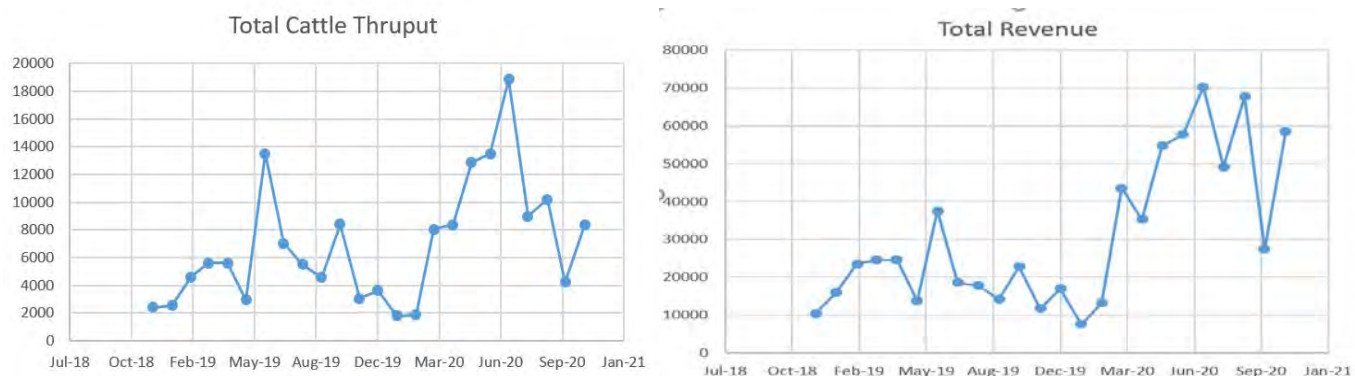
Resourcing is still constrained with the vacancy of the Advisor role recruitment and on boarding of new staff and increased delivery of recovery projects, but requirements are being met.

NEXT MONTH'S PROGRAM

The shortened month, staff leave and Manager E&P filling the Director PECS leave during December will impact the delivery of programs, but the team will be focused on LDAC committee works, PAG bids, Nebo showgrounds Master plan, Shop Isaac Xmas retail program, Fossicking strategy, camping gap analysis and Mbh tourist park projects.

FINANCIAL REPORT

E&P's income revenue is still above budget at the Clermont Saleyards, Aerodrome and Theresa Ck Dam, but with the summer months likely to reduce at the Saleyards and TCD.



DEVIATION FROM BUDGET AND POLICY

The E&P team will conduct a second quarter review on projected revenue on the Clermont Saleyards, Aerodrome & TCD.

INFORMATION BULLETIN

ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C1	Provide, operate and maintain venues and community facilities to deliver, safe, efficient and cost and effective services	Airstrips	Provide efficient and timely solutions to maintenance issues	90% compliance	On Target	On target, maintenance activities being met	Economy & Prosperity	30-June-2021	25%
C6	Facilitate urgent and visible support during times of stress to the community (such as mental health support, crime prevention and assisting those from a lower socio-economic level)	Recovery & Resilience	Maintain and ensure currently and awareness for the Isaac Recovery Plan	Implement Isaac Recovery Plan initiatives	On Target	On target, project planning and delivery program conducted, some projects progressing, recruitment of resilience officer will progress multiple projects.	Economy & Prosperity	30-June-2021	
EC1	Plan, design and provide sustainable infrastructure, facilities and services that encourage and support economic growth and development	Economic Development	Develop and deliver a sub-brand and marketing strategy to promote Isaac as a place to live, work, invest and do business	30-June-2021	On Target	Works progressing and completed on Industry profile, Experience Isaac Tourism brochure and renewal of each of the Economic Indicators reports, with works progressing towards Community profile and Shop Isaac program.	Economy & Prosperity	30-June-2021	25%
		Asset Management	Conduct master planning for Council's Nebo Showgrounds	Plan & Advocacy document completed	On Target	Engagement plan for delivery progressed and project implementation continuing	Economy & Prosperity	30-June-2021	25%
			Deliver the Revitalisation of the Clermont Saleyards & showgrounds	All funded projects delivered on time and to budget +/- 90%	On Target	Stage 1 completed, Capital works project progressing, planning on stage 2 projects continuing.	Economy & Prosperity	30-June-2021	25%
			Effective and efficient asset management of Saleyards, Showgrounds,	90% compliance	On Target	On target, maintenance activities being met, Capital renewal project on Saleyards will address multiple maintenance needs.	Economy & Prosperity	30-June-2021	25%
EC2	Proactively engage with and support all industry sectors, commerce and government to foster constructive partnerships to support and promote ongoing economic vitality	External Relationships	Continue to participate with GW3 and deliver the Isaac Region transformational project	30-June-2021	On Target	Scope of works developed	Economy & Prosperity	30-June-2021	25%
		Local Business Support	Develop, through engagement, the Isaac Region business alliance network	30-June-2021	On Target	Engagement continuing with GW3 & LBF towards project plan for delivery.	Economy & Prosperity	30-June-2021	15%
EC3	Identify opportunities for economic development through strategic analysis	Economic Development	Implement the Economic Development	Action Plan developed and delivered to plan	On Target	Onboarding of Economic & Business resilience officer and Economic Advisor roles will inform the delivery plan for 2020 and beyond and will be delivered to Council after the completion of recruitment.	Economy & Prosperity	30-June-2021	25%

INFORMATION BULLETIN

	of regional resources and the provision of planning and policies that support sustainable economic development		Strategy Framework						
		Small Business Week	Delivery of Small Business Week Activities across region	Development and rollout of Educational Program - with 95% positive feedback	On Target	Completed	Economy & Prosperity	31-May-2021	65%
		Investment Attraction	Develop and adopt: Investment Attraction Policy, Investment Facilitation Guideline and industry-based investment prospectus	30-June-2021	On Target	Investment attraction framework being presented to Council at briefing session in December to workshop before adoption. Supporting marketing collateral continuing to be developed.	Economy & Prosperity	30-June-2021	65%
		Clermont Saleyards	Engage in business development planning for the Clermont Saleyards	30-June-2021	On Target	Standing business item at Clermont Saleyards Advisory Committee meetings and continued engagement with the committee, local agents, and increased revenue and thrupt has been demonstrated outcomes.	Economy & Prosperity	30-June-2021	25%
		Land Development - IRC housing estates	Administer and promote IRC's land sales at Anne St Nebo & Jeffrey St Clermont	30-June-2021	On Target	No enquiries, with onboarding of vacancies and delivery of residential prospectuses will progress this marketing	Economy & Prosperity	30-June-2021	15%
EC4	Undertake Council's commercial businesses with appropriate business and entrepreneurial acumen, as effective participants in the region's economic activity	Land Development	Through the Land Development Advisory Committee identify commercial opportunities	30-June-2021	On Target	Continued delivery of reporting, with highlights the real estate engagement and updating of economic indicator reports.	Economy & Prosperity	30-June-2021	25%
EC5	Promote and advocate for the region and our diverse range of industries, to attract people to live, invest in and visit the region	Tourism	Develop and implement the Tourism Strategy	30-June-2021	On Target	Actions progressing, with renewal of Tourism brochures a highlight	Economy & Prosperity	30-June-2021	25%
			Conduct master planning for Council's Theresa Creek Dam	30-June-2021	On Target	Works on project engagement to commence Q3	Economy & Prosperity	30-June-2021	15%
			Raise the Isaac Regions Tourism profile	30-June-2021	On Target	Continued engagement with Mackay Tourism to promote the region through its channels, and renewal of Tourism brochures to promote through both organisations channels.	Economy & Prosperity	30-June-2021	25%
EC6	Proactively promote and support local businesses within the region	Local Business Support	Implement of Local Business Support Strategy	Implement and promote Isaac businesses through the Shop Isaac, Buy Local Program	On Target	Continued delivery of Shop Isaac program occurring, with proposals for increased exposure to occur for Q3/Q4	Economy & Prosperity	30-June-2021	65%
				Support Isaac region business in	On Target	Continued delivery of Community Chest program and onboarding of Economic & Business resilience officer will lead a reengagement with local businesses to assess need and programs moving forward.	Economy & Prosperity	30-June-2021	25%

		recovery of COVID-19 impacts				
		Host small business week and delivery of education program	30-June-2021	On Target	Completed, October with review of May event to occur.	Economy & Prosperity
						30-June-2021
						65%

COMMUNITY FACILITIES

PREVIOUS MONTH'S ACHIEVEMENTS

Overview:

November has been characterized by:

- The closure of the Greg Cruickshank Aquatic Centre water park;
- Identification and preparation of PAG submissions by all Department staff.
- Preparation of the 2021-2022 OPEX budget and Departmental Business Plans
- Contingency operations to support the Moranbah Community Centre.

People:

- The Moranbah Community Centre Cook role remains vacant. Potential candidates have withdrawn from consideration in pursuit of higher levels of remuneration.
- A number of Lifeguard and Learn to Swim Instructor roles at the GCAC remain unfilled. A renewed recruitment drive will be activated to better position the facility to provide Learn to Swim instruction during 2021.
- A candidate for the Casual Hospitality role in Dysart has been identified and at this time, the various prerequisite P & P processes are being undertaken.
- A full time Pool Coordinator has been recruited for the GCAC. The Coordinator is experienced in pool operations management, scheduling and learn to swim.
- All Department staff are healthy, with no adverse incidents have been reported throughout the month.

Assets:

- The GCAC Water Park has attracted significant attention following the closure of the facility. It is well reported that the facility is not considered as being safe and this has been further exacerbated by a zero response to a maintenance tender by suppliers.
- The GCAC pools are operating and the facility is receiving good patronage.
- Moranbah State School has recently completed five weeks of learn to swim classes and two swimming carnivals.
- An Anglo Moranbah Hospital charity event (lap swimming) was hosted at the pool with the group raising in excess of \$10,000.00.
- The Moranbah Highlanders Carnival was successfully hosted and attracted clubs from both inter and intra region.
- The installation of the 25m pool heat exchanger has been completed and is now fully functional.
- Point of Sale software has been successfully installed and scannable season passes are pending imminent release to existing and new pass holders.
- The MCC is operating without a Cook and service levels are being maintained with the support of all Departmental staff
- The MCC, Dysart and Glenden have successfully hosted school graduations.
- RFQ responses for refurbishment of the Dysart Civic Centre air conditioning and painting of coastal halls have been received and are currently under evaluation. It is anticipated that works will commence at both sites in the very early New Year.
- Reactive maintenance at all sites is being attended to within response criteria and meeting all quality conditions.
- Leased swimming pools and facilities will now be included in the PECS Risk Register.

Leasing:

- Swimming Pool monthly Lessee meetings have commenced. These now incorporate a Queensland Government compliance check list and several minor works have been identified consequently.
- Draft documents for: Community Tenures, the Community Tenures Framework, Shipping Container Guideline, Caretaker Applications and EOI Guidelines have been prepared and will be presented in future CTFAC and Standing Committee meetings.
- Community Group Annual Survey has been completed.
- Moranbah Early Learning Centre and the Moranbah Kart Club leases are being held pending building inspections being undertaken.
- Building inspections remain contingent on the availability of the Corporate Properties Trades Overseer. Alternate arrangements are being investigated including a rudimentary inspection platform that can be managed by the Department with any anomalies referred onwards.
- Meetings with Coastal Groups with a view to entering Management Agreements for Flaggy Rock and St Lawrence Pool have been commenced.

Cemeteries:

- A draft Cemetery Policy is under review.
- Support to the St Lawrence Memorial project is underway with quotations for plaques being sought from multiple suppliers
- The Department Administration Officer / Cemetery Services Officer has undergone various training sessions in inter-Departmental disciplines to support the ongoing administration of the Department.
- Consolidation of Cemetery inventory is 90% completed and will be the subject of separate reporting with a view to reporting under separate cover.

Health and Safety:

- All WHS KPI's met by nominated staff.
- No WHS related incidents have been reported by Departmental staff.
- On 15 November a child sustained a laceration to the eyebrow following an impact with a bench chair at the Clermont Pool. The child is reported to have been running on a grassed area, spun and fell onto the chair. The child was conveyed to hospital by Ambulance.

EMERGING ISSUES

- The GCAC Water Park community consultation and forward planning
- Building Inspection reporting contingency, development of a revised approach

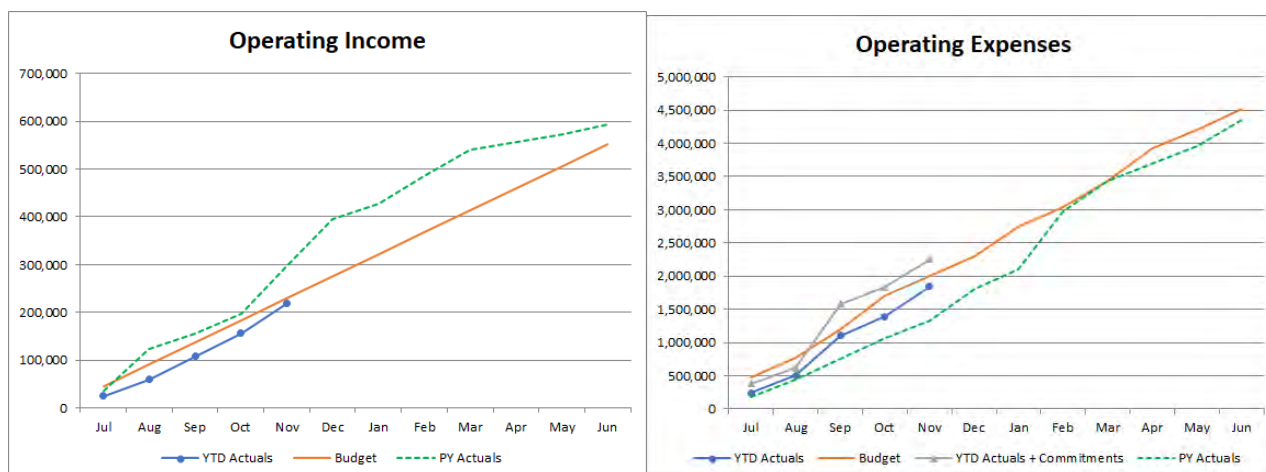
NEXT MONTH'S PROGRAM

- Festive season preparations and social events at Community Facilities
- Preparation of facilities for season holiday closures
- PAG proposal development
- Contingency staff placements to meet holiday and after hour requirements
- Engagement with suppliers to firm up works into the New Year

FINANCIAL REPORT

- Revenues remain consistent at the MCC.
- Event invoicing for the GCAC will realise a corresponding spike in revenue reporting.

- GCAC chemical expenses remain high because of the chlorinator failure and cell replacement scheduling
- Materials and services at the GCAC remain a significant expense to support kiosk and learn to swim requirements
- Commitments are being addressed.



DEVIATION FROM BUDGET AND POLICY

- GCAC labour and operating costs
- GCAC lease administration costs – legal and completion
- Swimming Pool leasing – legal instruction for tenders
- Clermont Kindergarten – legal fees attached to extinguishing native title
- Glende Bowls and Golf Clubs – legal fees attached to lease cancellation and discharging of security registrations over assets. Costs associated with the transfer from Parks to Community Facilities.

INFORMATION BULLETIN

ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C1	Provide, operate and maintain venues an community facilities to deliver, safe, efficient and cost and effective services	IRC Halls & Centres Recreation Halls and Gyms	Provide and operate halls and centres to deliver safe, efficient and cost-effective services	75% overall satisfaction	On Target	Service provision is on a demand basis. All requirements are currently being met.	Community Facilities	30-June-2021	100%
			Provide effective and timely solutions to maintenance issues	90% compliance	On Target	Reactive maintenance is addressed within prescribed time frames.	Community Facilities	30-June-2021	100%
			Deliver annual capital works program	Schedules program delivered by 30 June 2020	On Target	Departmentally administered Capital Works remain on track for completion on or before June 2021 – several work awards are imminent.	Community Facilities	30-June-2021	35%
		IRC Aquatic Centres	Undertake regular audits to ensure an efficiently run and customer service focused environment	4 Inspections/per quarter	On Target	Inspections and audits will be conducted concurrently to monthly leasing meetings.	Community Facilities	30-June-2021	50%
			One (1) x Customer surveys per year	65% + customer satisfaction	On Target	Customer survey under development and scheduled for release during January 2021	Community Facilities	30-June-2021	40%
			Deliver annual capital works program - Maintain sustainable community facilities to deliver safety and efficiency to the community users	Scheduled program delivered by 30 June 2020	On Target	Departmentally administered Capital Works remain on track for completion on or before June 2021 – several work awards are imminent.	Community Facilities	30-June-2021	30%
C7	Improved engagement/partnerships with service providers to improve outcomes for the region	Community Leasing	Deliver the community leasing program to support efficient and effective use of community facilities	Adopt updated Leasing Strategy with associated Policies	On Target	The strategy and associated policies are the subject of regular change and modification. We are nearing a steady state and submissions will be made within the next quarter	Community Facilities	30-June-2021	40%

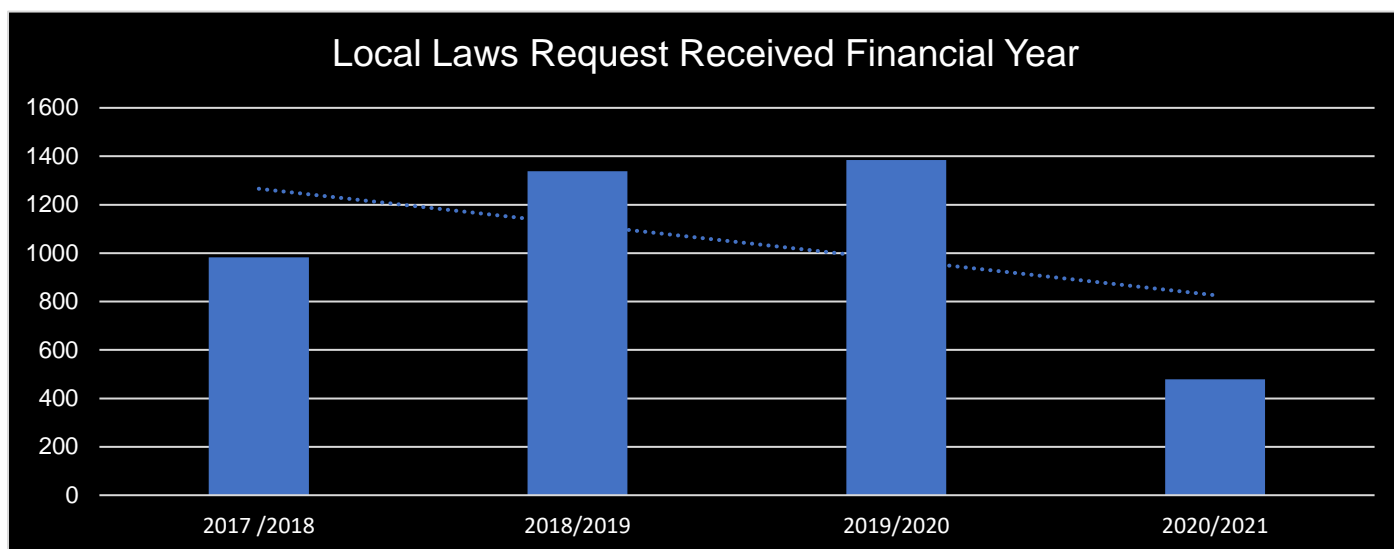
COMMUNITY EDUCATION & COMPLIANCE

PREVIOUS MONTH'S ACHIEVEMENTS

Animal Management - Registered Dogs

Description	September 2020	October 2020	November 2020	Financial YTD
New Dogs Registered	45	47	53	225
Puppy Registrations (included in registration numbers)	15	23	18	85
Dog Registration Renewals	681	43	11	1048
Total Registered				1273
Dog Registration – non renewals				865

Local Laws Compliance Customer Request Activity



The Local Laws unit received 112 requests in November 2020 resolving 92 requests during the period.

Request for animal management, wandering at large and abandoned dog still makes up most of the customer service requests for Compliance Officers.

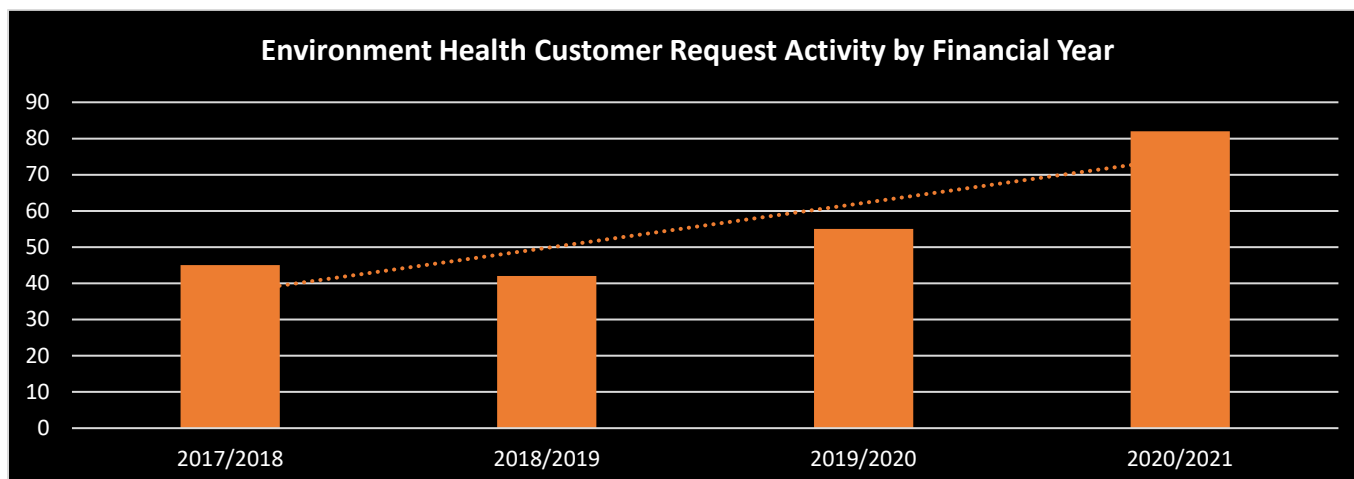
Building Services

Description	September 2020	October 2020	November 2020	Financial YTD
Concurrence Applications	1	1	3	13
Building Works Application	1	1	0	3
Total Received	2	2	3	16
Total Decided	5	2	1	13
Description	September 2020	October 2020	November 2020	Financial YTD
Building Inspections	6	6	1	20
Pool Safety Inspections	0	0	0	0
Building Compliance Inspections - internal leasing	0	0	0	0
Building Property Searches	17	6	12	73
Archiving of private other certifier approvals	11	8	13	60

Plumbing Services

Description	September 2020	October 2020	November 2020	Financial YTD
New Applications	17	7	4	45
Total Decided	16	6	4	43
Description	September 2020	October 2020	November 2020	Financial YTD
Plumbing Inspections	19	24	35	113
Trade Waste Audits	6	14	11	31
Backflow Testing	10	4	4	82

Environmental Health Services



INFORMATION BULLETIN

The Environmental Health Services received 17 requests in November 2020, resolving 14 requests during the period.

The Environmental Health Services section are still receiving and actioning the annual renewal of licenses for food business.

Service Level	Target	November 2020	Current Performance %	Service Level Type
Annual inspection of licensed food businesses undertaken	173 premises	6	27.7%	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	3 premises	0	0	Operational

Applications Received	November 2020
Number of Food Business Licence Applications	2
Number of Short-Term Food Business Licence Applications	1
Number of Mobile Food Business Licence Applications	0
Total Number of Approved Food Business Licences	6
Personal Appearance Service	1
Annual Food Licence Renewals Received	36
Annual Food Renewal Licences Issued	42
Licences/Inspections	Total Annual Inspections
Total Number of Annual Inspections for Food Business Licences undertaken	113

Highlights

The Environmental Health team, along with the Community Education Officer, have been working on the surveillance program development for the Illegal Dumping Pilot Program during November.

Officers also participated in a “*Local Government Illegal Dumping Partnerships Program Surveillance Camera Forum*” gaining insights into the industry-standard on illegal dumping evidenced gathering surveillance techniques.

Administration Team

The administration team undertook Office 365 Training (Intermediate level) to extend the teams knowledge of product offerings under Office 365 and to understand how those products can be used on their own or combined with others as a holistic solution to increase value and gain business efficiencies. The team learned about using teams’ apps, creating forms and workflows and use of the app from Microsoft Office to create and share interactive reports and presentations.

EMERGING ISSUES

Two rather large compliance issues have emerged requiring lengthy investigations and cross department and agency collaboration.

NEXT MONTH'S PROGRAM

In December the team will carry out the last microchipping clinic for 2020. This will be held in Moranbah with the final clinic to be held in Nebo in January 2021.

FINANCIAL REPORT & DEVIATION FROM BUDGET AND POLICY

Moranbah Animal Management Centre maintenance. This will be the subject of further reporting as financial reporting is reconciled and becomes available.

INFORMATION BULLETIN

ANNUAL OPERATION PLAN

Themes	Strategies	Service Area	Description	Measure of Success/Target	Status	Quarterly update on actions/comments toward meeting success	Accountability	Expected Completion	% Completed
C2	Facilitate a focused range of social, cultural, sporting, recreational, health and education services and programs that build thriving, connected and resilient communities	Community Education	Develop and implement a Community Education and Compliance Regime	30-June-2021	On Target	<ul style="list-style-type: none"> Animal Management Education Plan Developed. 	Community Education & Compliance	30-June-2021	40%
		Regulatory Compliance	Approved Inspection program	30-June-2021	Not Proceeding	<ul style="list-style-type: none"> Deferred to frugal budget 	Community Education & Compliance	30-June-2021	
C7	Improved engagement/partnerships with service providers to improve outcomes for the region	Community education	Develop and adopt a Risk & Outcome Based Compliance Policy to support compliance activities with industry (building, environmental health, food, plumbing, etc)	30-June-2021	On Target	<ul style="list-style-type: none"> Reported to the PECS Standing Committee 1 December 2020 	Community Education & Compliance	30-June-2021	80%
EN5	Partner with industry and community to minimise environmental harm through appropriate education and regulation	Compliance	Community compliance education	Develop and adopt a Compliance Policy	On Target	<ul style="list-style-type: none"> Reported to the PECS Standing Committee 1 December 2020 	Community Education & Compliance	30-June-2021	80%
		Compliance	Community compliance education	Develop and implement a community compliance education program	On Target	<ul style="list-style-type: none"> Animal Management Education Plan Developed. 	Community Education & Compliance	30-June-2021	80%
EN6	Through proactive communication and partnering, increase community awareness of the benefits of having a healthy and diverse environment	Community Compliance	Develop and implement engaging education and awareness program to ensure the community is aware of both the rules that apply throughout the Region	30-June-2021	On Target	<ul style="list-style-type: none"> Follow my lead campaign, walking dogs on leash -campaign launched in July 2020 Chip N Check – campaign launched in October with the support of the community vets. 	Community Education & Compliance	30-June-2021	50%
		Environmental Health – Illegal dumping	Reduction of illegal dumping through education campaign	30-June-2021	On Target	<ul style="list-style-type: none"> Illegal dumping pilot plan was approved by Council in August 2020 and the initial community surveying is programmed for November 2020 	Community Education & Compliance	30-June-2021	20%
G2	Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness	Community Compliance	Develop and implement a Risk Based Compliance & Enforcement Strategy	30-June-2021	On Target	<ul style="list-style-type: none"> Reported to the PECS Standing Committee 1 December 2020 	Community Education & Compliance	30-June-2021	80%

Report Authorised By:

JEFF STEWART-HARRIS

**Director Planning, Environment and Community
Services**

Date: 25 November 2020

ATTACHMENTS

- Attachment 1a - Clermont Saleyards Committee Meeting Minutes - 2 November 2020
- Attachment 1b – Small Business Month - October 2020

MEETING MINUTES

2 November 2020

UNCONFIRMED MINUTES OF THE CLERMONT SALEYARDS COMMITTEE MEETING OF ISAAC REGIONAL COUNCIL HELD MONDAY 2 NOVEMBER 2020 OLD LIBRARY BUILDING, CLERMONT

MEETING MINUTES

2 November 2020

**CLERMONT SALEYARDS COMMITTEE MEETING OF
ISAAC REGIONAL COUNCIL
HELD ON MONDAY 2 NOVEMBER 2020
OLD LIBRARY BUILDING, CLERMONT**

1. OPENING MEETING

The Chairperson declared the meeting open, the time being 11:03am and welcomed all in attendance. Attendance/apologies

ATTENDANCE

Cr Greg Austen	Isaac Regional Council
Jeff Stewart-Harris	Isaac Regional Council
Shane Brandenburg	Isaac Regional Council
Andrew Eaton	Isaac Regional Council
John Ilott	Community Representative
Tim Cook	Clermont Rodeo and Show Society
Dale Appleton	Community Representative
Jake Kennedy	Elders

2. APOLOGIES

Moved: Dale Appleton

Seconded: John Ilott

That the Clermont Saleyards Committee accepted the apologies received from:

- Cr Lyn Jones – Isaac Regional Council
- Tony Hoch – Hoch and Wilkinson
- Jake Passfield – Hoch and Wilkinson
- Mick Goodwin – Australian Livestock
- Simon Fraser - JBS

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

No Conflicts of Interest Declared at this meeting.

MEETING MINUTES

2 November 2020

4. CONFIRMATION OF MINUTES

Moved: Cr Greg Austen

Seconded: Shane Brandenburg

The Clermont Saleyards Committee confirmed the Minutes of the Isaac Regional Council Clermont Saleyards Committee meeting held on Monday 17 August 2020, at the Isaac Regional Council, Old Library Building, Daintree Street, Clermont by consensus.

Carried

ATTENDANCE: Jake Kennedy entered the meeting at 11:28am

5. BUSINESS ARISING

No business arising from previous minutes

6. FINANCE REPORT

- 6.1.1 Revenue and Expenditure Report
- 6.1.2 Revenue Breakdown Report
- 6.1.3 Monthly Breakdown Report

Moved: Andrew Eaton

Seconded: Shane Brandenburg

The Clermont Saleyards Committee confirmed the financial reports for Clermont saleyards for the period ending 31 October 2020.

Carried

7. OFFICER REPORTS

7.1

SALEYARDS PROJECTS UPDATE

EXECUTIVE SUMMARY

The intention of this report is to inform the committee on the status of current projects that are in progress in relation to the Clermont Saleyards.

OFFICER'S RECOMMENDATION

That the Committee:

1. *Receive & Note the report.*

MEETING MINUTES

2 November 2020

Moved: Andrew Eaton

Seconded: Dale Appleton

That the Committee:

- 1. Receives & Notes the report on the status of current capital projects at the Clermont Saleyards.***

Carried

7.2

SALEYARDS CATTLE SALE USER BOOKINGS

EXECUTIVE SUMMARY

The intention of this report is to advise the committee, raise awareness of and stimulate discussion around the booking of Councils Saleyard facility for Cattle sales by any user group.

OFFICER'S RECOMMENDATION

That the Committee:

- 1. Note the report and discuss the booking processes for Council's sale yards facility for cattle or other livestock sales by any user.***

Moved: Greg Austen

Seconded: Tim Cook

That the Committee:

- 1. Notes the report and discuss the booking processes for Council's saleyards facility for cattle or other livestock sales by any user.***
- 2. Notes that discussions will continue between Council and Clermont agents and/ or saleyards committee, with a view to properly acknowledging the value that local agents' offices and local employees bring to the local economy and identify changes to the rules for the saleyard use accordingly.***
- 3. Requests that item 2 be acted on as quickly as possible with a view to having a Council resolution to support the future action by the December 2020 Ordinary Meeting.***

Carried

7.3

SALEYARDS BUSINESS DEVELOPMENT

MEETING MINUTES

2 November 2020

EXECUTIVE SUMMARY

Saleyards Business development has been a standing agenda item since late 2019 for the Committee and the intention of this report is to continue discussion on Saleyards business development.

OFFICER'S RECOMMENDATION

That the Committee:

- 1. Receive and note the report.*
- 2. Continue to workshop and document ideas and record actions that will stimulate continued Business development at the Clermont Saleyards.*

Moved: Dale Appleton

Seconded: Andrew Eaton

That the Committee:

- 1. Defers consideration of the report for Business Development until the next meeting with updated statistics to be included at that time.*

Carried

8. OTHER BUSINESS

Mr Dale Appleton confirmed the verbal advice given to the last meeting that he was tendering his resignation from the Saleyards Committee and that this would be his last meeting. He noted that the Saleyards was operating on a much better footing than before and that he did not see a need to continue to be a member of the Committee. The Chair thanked Mr Appleton for his continued support for and guidance to the Committee and himself personally over several years.

Actions	Issued To
None to record	

9. NEXT MEETING

Next meeting to be advised.

10. CONCLUSION

No further business chair closed at 12:23 pm

Small Business Month in Isaac - October 2020




Small Business week has historically been delivered in May with funding provided by State Government grant and the Local Buying Foundation.

The significant geographical spread of the Isaac as well as the clash with the Isaac Region show held normally held in the same week as prior small Business Week proved extremely challenging with attendees. In late 2019 and in consultation with GW3, a decision was made for IRC to apply for funding solely through LBF allowing events to be delivered across the entire month of May 2020.

A change to LBF's Charter early 2020 excluded local government from applying for funding hence GW3 became the applicant for the funding with Isaac Regional Council's Economy & Prosperity team to collaborate in the delivery of events across the region.

Early in 2020 State Government also decided to change small Business Week to Small Business Month and it is hoped that this decision will continue post COVID allowing Isaac Regional Council to once again apply for funding to support our businesses.

2020 Small Business Month Calendar



GREATER WHITSUNDAY ALLIANCE
MACKAY ▶ ISAAC ▶ WHITSUNDAY

Small Business Month Isaac Events Overview

IRC Theme: Promote & Support Local Business

Day/ Date	Time	Event & Presenter	Location	Catering	Organiser
Tues 6 th Oct	6:00pm	Shop Isaac Networking Dinner	Glenden: TBC Cancelled – only 2 bookings IRC - Penny GW3 - Leann	TBC: Dinner	IRC to organise GW3 to assist
Wed 7 th Oct	7am	Business Tendering: Being tender ready Ros Wesche	Webinar	Tea/Coffee Banana Bread/Muffin To be delivered to participants	GW3 to organise
Thurs 8 th Oct	5pm	Business Tendering: Being tender ready Ros Wesche	Webinar	Tea/Coffee GW3/SBM cookies To be delivered to participants	GW3 to organise
Thurs 8 th Oct	9am	Digital Marketing – Building your brand Phil Reece/Rainee – Mackay Tourism	Carmila: Community Hall Cancelled – only 2 bookings IRC - Penny	Morning Tea Carmila Service Station	IRC to organise – GW3 not Attending
Mon 12 th Oct	6pm	Digital Marketing – Unplugged Vicki Smith Concept Consulting	Nebo: Community Hall IRC - Penny & Leann travelling together from Mbh – Leann to stay in Moranbah	Nebo Pub Dinner – individual t/a containers	GW3 to organise IRC to assist
Tues 13 th Oct	5:30pm	Driving Business Performance – HR Workshop	Moranbah: Community Hall IRC - Penny Workspace – Leann MBH	Community Hall: Tea/Coffee GW3/SBM cookies	IRC to Organise GW3 not attending

		Nic Willis Consulting		To be delivered to participants	
Wed 14 th Oct	5:30pm	Driving Business Performance – HR Workshop Nic Willis Consulting	Clermont: Grand Hotel IRC - Penny GW3 – Leann & Jessie LBF	Grand Hotel: Refreshments Individual packs Tea/Coffee	GW3 to organise IRC to assist
Thurs 15 th Oct	5:30pm	Driving Business Performance – HR Workshop Nic Willis Consulting	Dysart Country Roads Motor Inn IRC - Penny GW3 – Leann & Jessie LBF	Country Roads: Refreshments Individual packs Tea/Coffee	GW3/LBF to organise IRC to assist
Fri 16 th Oct	7am	Digital Marketing- Unplugged Vicki Smith Concept Consulting	Middlemount: Hot Rocks IRC - Penny GW3 – Leann & Jessie LBF Penny staying Middlemount night before	Hot Rocks: Tea/Coffee Individual B'fast packs	GW3/LBF to organise IRC to assist
Tues 20 th Oct	11am	Business Tendering: Being tender ready Ros Wesche	Webinar	Tea/Coffee GW3/SBM cookies To be delivered to participants	GW3 to organise
Thurs 22 nd Oct	5:30pm	Digital Marketing – Building your brand Ranee Sheppeson	Moranbah: Community Hall IRC – Shane & Penny	Refreshments Tea/Coffee Individual Packs	IRC to organise GW3 to assist

Wed 28 th Oct	7am	Digital Marketing- Unplugged Vicki Smith Concept Consulting	Dysart: Country Roads Motel IRC - Penny GW3 – Leann & Jessie LBF	Country Roads Tea/Coffee Individual B'fast packs	GW3 to organise IRC to assist
Thurs 29 th Oct	6:00pm 45mins 7:30	Networking Dinner Hosted by Vicki Smith Concept Consulting Theme: Brand Power Panel of guest small business owners Local stories of perseverance, agility, and success	Moranbah: Workers Club Panel of local businesses Zoey – complete Mechanical Mark – Surelift Peter – Adept Contractors Jo Foley – Create a Sign IRC – Penny & Shane	Catering: Workers Club Individual Meals	GW3/LBF to organise IRC to assist
Fri 30 th Oct	12:30	Beef Expo: Guest Speaker Krista Watkins	Clermont Show Grounds Outdoor event under Marquee IRC – Penny, Shane & Kent	BBQ & Drinks supplied by Clermont Agencies CWA to provide afternoon tea using banana flour	Hoch and Wilkinson Clermont Agencies to organise Beef Expo GW3 to organise guest speaker IRC to assist

Minimal bookings for events in Glenden and the Isaac coast sadly forced a decision to cancel however planning is underway to re-engage with both these business communities.

A meeting will be held in St Lawrence on Monday 23 December at 5.30pm with dialogue around the St Lawrence Wetlands planning and to gauge consideration regarding the establishment of an Isaac Region Chamber of Commerce as part of the E&P strategy. Planning for a Glenden event is yet to be considered and will likely be scheduled early in 2021.

Eventual attendance for most events was strong however cajoling was required with dozens of phone calls made to get people registered on the Try Bookings site utilised by GW3. This online platform worked exceptionally well for COVID tracking and catering.

1. HR – Driving Business Performance - Nic Willis Consulting

Locations Moranbah – Clermont - Dysart

<https://www.surveymonkey.com/stories/SM-FQGFRWGY/>

30 attendees across three locations. Very positive feedback on this event around business culture, performance and retention of staff with 77% of attendees reporting that they would recommend it to a friend or colleague.

2. Webinars x 3 – Being Tender Ready – Ros Wesche Dept of State Development, Tourism & Innovation

<https://www.surveymonkey.com/stories/SM-DSK7MWGY/>

Attendance was limited however feedback was positive with 50% of attendees rating the event as excellent.

3. Digital Marketing Unplugged – Vicki Smith Consulting
Locations Middlemount – Clermont - Nebo

<https://www.surveymonkey.com/stories/SM-HDT5TWGY/>

21 attendees across three locations. Very well received regarding the difference between logo and branding with 62% of attendees rating it overall as “excellent” and 71% reporting that they would recommend to others.

4. Digital marketing using social media – Rainee Shepperson – Mackay Tourism

Location Moranbah

<https://www.surveymonkey.com/stories/SM-NTVRTWGY/>

5 attendees in Moranbah. Great content explaining the backend of digital marketing using social media with Rainee delivering her first and well received event. This event should have been well attended as the content was excellent.

5. Networking Dinner – Logo versus Branding – Vicki Smith Consulting

Location Moranbah

<https://www.surveymonkey.com/stories/SM-HDT5TWGY/>

Panel of business operators telling their stories of perseverance, agility and success. Very well supported with in excess of 20 attendees and positive feedback on the night. Vicki Smith Consulting delivered an interest event regarding logo versus branding and facilitated the engagement with the guest speakers.

6. Beef Expo – Speaker Krista Watkins – Natural Evolution

<https://www.naturalevolutionfoods.com.au/story/>

Walkamin-based Natural Evolution Foods converts previously wasted green bananas into nutritious flour, supplements, healing ointments and skincare. The company won the Emerging Exporter Award at the 2019 Premier of Queensland Export Awards.

