



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, 10 AUGUST 2021
COMMENCING AT 9.00AM
COUNCIL CHAMBERS, MORANBAH

JEFF STEWART-HARRIS

Chief Executive Officer

DAN WAGNER

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 10 AUGUST 2021

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

TABLE OF CONTENTS

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 13 July 2021.

5. OFFICER REPORTS

5.1 COMMUNITY GRANTS ROUND 1 FY21-22 - GRANT APPLICATION SUMMARY

EXECUTIVE SUMMARY

This report summaries the budgetary implications for the FY2021-22 Community Grants operational budgets should the recommendations regarding major grant applications submitted for Round 1 of the grants program be adopted.

5.2 MAJOR GRANT APPLICATION – ROAD ACCIDENT ACTION GROUP

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Road Accident Action Group for the purpose of supporting the 'Stock on Roads' community education campaign.

TABLE OF CONTENTS

5.3 MAJOR GRANT APPLICATION – TWIN HILLS RACE CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a multi-year funding application from the Twin Hills Race Club for the Trainer and Jockey Unplaced Starters Incentive, supporting the annual Twin Hills Race Weekend.

5.4 MAJOR GRANT APPLICATION – HOCH AND WILKINSON

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Hoch and Wilkinson Livestock and Property, auspiced by Clermont Rodeo and Show Society, for the purpose of staging the annual Clermont Beef Expo and Trade Display.

5.5 MAJOR GRANT APPLICATION – RUN FOR MI LIFE

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Run For Mi Life for the purpose of staging a community fun run to promote mental health awareness.

5.6 MAJOR GRANT APPLICATION – MORANBAH GYMNASTICS

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Moranbah Gymnastics for the purpose of supporting delivery of a 'casino night' fundraiser.

5.7 MAJOR GRANT APPLICATION – MORANBAH RACE CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Moranbah Race Club to support delivery of the November spring race day and undertake improvements to the amenity of the grounds.

TABLE OF CONTENTS

5.8 MAJOR GRANT APPLICATION – MORANBAH JUNIOR MOTOCROSS CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Moranbah Junior Motocross Club for the purpose of track upgrades.

5.9 MAJOR GRANT APPLICATION – ST MARY'S CHRISTMAS FAIR

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from St Mary's Catholic Church Clermont for the purpose of staging the annual St Mary's Parish Christmas Fair.

5.10 MAJOR GRANT APPLICATION – CLERMONT SENIOR RUGBY LEAGUE CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Clermont Senior Rugby League Club for the purpose of supporting the seventh annual 'Battle of the Mines', a rugby league competition for men and women who work in the mining industry.

5.11 MAJOR GRANT APPLICATION – MIDDLEMOUNT BOXING AND FITNESS

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Middlemount Boxing and Fitness for the purpose of supporting the group's annual Fight Night.

TABLE OF CONTENTS

5.12 MAJOR GRANT APPLICATION – MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Middlemount Community Sports Association, Gymnastics for the purpose of funding a Circus Workshop to be delivered in October 2021.

5.13 MAJOR GRANT APPLICATION – CLARKE CREEK STATE SCHOOL PARENTS AND CITIZENS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from the Clarke Creek State School Parents and Citizens Association (P&C) for the purpose of supporting the school's 50th Anniversary event.

5.14 MAJOR GRANT APPLICATION – CLARKE CREEK BRANCH ISOLATED CHILDRENS PARENTS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Clarke Creek branch of the Isolated Childrens Parents Association (ICPA) for the purpose of delivering a gala ball celebrating the 50th anniversary of the Clarke Creek State School.

5.15 MAJOR GRANT APPLICATION – ST LAWRENCE AND DISTRICT BOWLS CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from the St Lawrence and District Bowls Club for the purpose of purchasing a new mower and roller.

TABLE OF CONTENTS

5.16 MAJOR GRANT APPLICATION – NEBO COMMUNITY SPORTS AND RECREATION CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Nebo Community Sports and Recreation Club for the purpose of supporting the Nebo Community Christmas Fair.

5.17 MAJOR GRANT APPLICATION – COPPABELLA STATE SCHOOL PARENTS AND CITIZENS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Coppabella State School Parents and Citizens Association (P&C) for the purpose of supporting Coppabella State School's 40th anniversary celebrations.

5.18 MAJOR GRANT APPLICATION – QUEENSLAND RAILWAYS INSTITUTE INC. LIFESTYLE

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from QRI Lifestyle (Queensland Railways Institute Inc.) for the purpose of supporting 50th anniversary celebrations in Coppabella.

5.19 HEART OF AUSTRALIA REQUEST FOR SUPPORT

EXECUTIVE SUMMARY

This report seeks Council's consideration of a request for assistance for Heart of Australia for the purpose of supporting continued delivery of specialist cardiac and respiratory care in Moranbah via its mobile service.

5.20 COVID-19 STRATEGIC RECOVERY PLAN – IMPLEMENTATION UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update on the progress towards implementing the COVID-19 Strategic Recovery Plan.

TABLE OF CONTENTS

5.21 DOMESTIC DOG ADVISORY COMMITTEE MINUTES - 29 JUNE 2021

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Domestic Dog Advisory Committee Meeting held on Tuesday, 29 June 2021.

5.22 ST LAWRENCE WETLANDS WEEKEND 2021 – EVALUATION REPORT

EXECUTIVE SUMMARY

The St Lawrence Wetlands Weekend was held over the 11-13 June 2021. This report presents the St Lawrence Wetlands Weekend (SLWW) Evaluation Report for Council's information.

5.23 TRADE WASTE POLICY REVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present the updated Trade Waste Policy for review and Council adoption.

5.24 REVIEW OF COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS AND ROADS POLICY (STAT-POL-005)

EXECUTIVE SUMMARY

The purpose of this report is to present proposed amendments to Commercial Use of Local Government Controlled Areas and Roads Policy (STAT-POL-005).

5.25 REVISED COMMUNITY GRANTS POLICY AND GUIDELINES

EXECUTIVE SUMMARY

This report seeks Council's consideration of a revised Community Grants Policy and supporting Community Grants Program Guidelines.

TABLE OF CONTENTS

5.26 2021-2023 REEF GUARDIAN COUNCILS ACTION PLAN EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the draft Isaac Regional Council 2021-2023 Reef Guardian Councils Action Plan.

5.27 POLICY UPDATE - ENVIRONMENT POLICY

EXECUTIVE SUMMARY

This report outlines the proposed repeal of the existing Environmental Policy, to be replaced with a new whole-of-Council policy that outlines Council's commitment to protection, preservation and enhancement of natural assets and environments for future generations, and commitment to the avoidance, minimisation and management of environmental impacts as part of Council's operations and activities.

5.28 TOURISM SIGNAGE PROGRAM DEVELOPMENT

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update on the Tourism Signage program development project and present the audit and program that identifies the signs proposed for renewal.

5.29 JANGGA CONSULTATIVE MEETING MINUTES - 19 JULY 2021

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Jangga Indigenous Land Use Agreement (ILUA) Consultative Meeting held on 19 July 2021.

TABLE OF CONTENTS

5.30

OUR RESILIENT COAST: ISAAC COASTAL HAZARD ADAPTATION STRATEGY PHASE 6 – OPTIONS ASSESSMENT

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the Phase 6 – Options Assessment report prepared by BMT and Ethos Urban as part of the Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy.

5.31

OUR RESILIENT COAST: ISAAC COASTAL HAZARD ADAPTATION STRATEGY PHASE 7 – COST-BENEFIT ANALYSIS

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the Phase 7 – Cost-Benefit Analysis report prepared by BMT and Ethos Urban as part of the Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy.

6. INFORMATION BULLETINS

6.1

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES INFORMATION BULLETIN – AUGUST 2021

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for August 2021 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, 13 JULY 2021
COMMENCING AT 9.00AM

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 13 JULY 2021

Table of Contents	Page
1. Opening	3
2. Apologies	4
3. Declaration of Conflicts of Interest	4
4. Confirmation of Minutes	4
5. Officer Reports	5
6. Information Bulletin Reports	43
7. General Business	44
8. Conclusion	44

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 13 JULY 2021 COMMENCING AT 9.00AM

ATTENDEES

Cr Kelly Vevea, Division Five (Chair)
Cr Gina Lacey, Division Three
Cr Jane Pickels, Division Seven
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

Mr Dan Wagner, Director Planning, Environment and Community Services
Mr Shane Brandenburg, Manager Economy and Prosperity
Mr Luke Clark, Acting Manager Liveability and Sustainability
Mr Jim Hutchinson, Manager Engaged Communities
Mr Karen Montgomery, Acting Manager Community Facilities
Mr Beau Jackson, Manager Br
Mr Mark Davey, Capital and Program Project Manager
Mrs Jacki Scott, Manager Strategic and Business Development
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.

2. APOLOGIES

The Committee received an apology from Mayor Anne Baker.

Resolution No.: PECS0697

Moved: Cr Pickels

Seconded: Cr Lacey

The Planning, Environment and Community Services Standing Committee accepts the apology received from Mayor Anne Baker.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

PERCEIVED CONFLICT OF INTEREST

Cr Viv Coleman declared a perceived conflict of interest for Report 5.2 Community Tenure and Facilities Advisory Committee Minutes – 17 June 2021 as she is a St Lawrence Public Sportsground Committee Inc Committee Member. However, Cr Coleman was able to remain in the meeting room and participate in the discussion and vote for Report 5.2 as she is not an executive committee.

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 8 June 2021.

Resolution No.: PECS00698

Moved: Cr Coleman

Seconded: Cr Pickels

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 8 June 2021 are confirmed.

Carried

5. OFFICERS REPORTS

5.1

Environmental and Natural Resource Management Group Engagement Activities January – June 2021

EXECUTIVE SUMMARY

This report presents Environmental and Natural Resource Management Group engagement activities during the period January to June 2021 for Council's perusal.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council to:

- 1. Note the Environmental and Natural Resource Management Group engagement activities update for the period January to June 2021.*

Resolution No.: PECS0699

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee recommends to Council to:

- 1. Note the Environmental and Natural Resource Management Group engagement activities update for the period January to June 2021.**

Carried

NOTE:

Request that an invitation be extended to the Koinjmal People to meet with Council and relevant officers to discuss future projects.

PERCEIVED CONFLICT OF INTEREST

Cr Viv Coleman declared a perceived conflict of interest for Report 5.2 Community Tenure and Facilities Advisory Committee Minutes – 17 June 2021 as she is a St Lawrence Public Sportsground Committee Inc Committee Member. However, Cr Coleman was able to remain in the meeting room and participate in the discussion and vote for Report 5.2 as she is not an executive committee.

5.2

Community Tenure and Facilities Advisory Committee Minutes - 17 June 2021

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Community Tenure and Facilities Advisory Committee Meeting held on Tuesday, 17 June 2021.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receives and notes the minutes of the Community Tenure and Facilities Advisory Committee held on 17 June 2021.***
2. ***Adopts the recommendations of the Community Tenure and Facilities Advisory Committee held on 17 June 2021, in particular that Council;***
 - i. ***Note the progress of the Strategic Priority Action Plan and Action List.***
 - ii. ***Notes the status of the leasing program.***
 - iii. ***Undertake a non-binding expression of interest process for a lease over the Copperfield Store and surrounding grounds to formally ascertain community and/or commercial interest in activating the site for heritage tourism purposes.***
 - iv. ***Authorises the St Lawrence Public Sportsground Committee Inc to commence construction of a three-bay shed in the absence of a tenure arrangement at the site;***
 - v. ***Supports the construction subject to the following conditions:***
 - a. ***The St Lawrence Public Sportsground Committee Inc provides written confirmation to Council of their intent to enter into a formal tenure arrangement at the St Lawrence Sportsground;***
 - b. ***The Committee submits the prescribed Application for Works on a Council Owned Site supported by applicable plans and permits as required.***

Resolution No.: PECS0700

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

1. Receives and notes the minutes of the Community Tenure and Facilities Advisory Committee held on 17 June 2021.
2. Adopts the recommendations of the Community Tenure and Facilities Advisory Committee held on 17 June 2021, in particular that Council;
 - i. Note the progress of the Strategic Priority Action Plan and Action List.
 - ii. Notes the status of the leasing program.
 - iii. Undertake a non-binding expression of interest process for a lease over the Copperfield Store and surrounding grounds to formally ascertain community and/or commercial interest in activating the site for heritage tourism purposes.
 - iv. Authorises the St Lawrence Public Sportsground Committee Inc to commence construction of a three-bay shed in the absence of a tenure arrangement at the site;
 - v. Supports the construction subject to the following conditions:
 - a. The St Lawrence Public Sportsground Committee Inc provides written confirmation to Council of their intent to enter into a formal tenure arrangement at the St Lawrence Sportsground;
 - b. The Committee submits the prescribed Application for Works on a Council Owned Site supported by applicable plans and permits as required.

Carried

5.3

Isaac Arts and Cultural Advisory Committee Minutes - 17 June 2021

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report seeks adoption of Minutes from IACAC meeting held on 17 June 2021.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receive and note the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 17 June 2021 in the Council Chambers, Moranbah.*
2. *Adopt the Isaac Regional Council Public Art Guidelines.*
3. *Request the Chief Executive Officer to direct the Engaged Communities Department to draft a Public Art Application Form and Process.*

UNCONFIRMED MINUTES

4. *Delegate authority to the Chief Executive Officer to approve minor administrative corrections to the Isaac Regional Council Public Art Guidelines as required.*
5. *Accept the letter of resignation dated 15 June 2021 from Cr Jane Pickels as Chair of the Isaac Arts and Cultural Advisory Committee.*
6. *Appoint Cr _____ as the Chair of the Isaac Arts and Cultural Advisory Committee.*

Resolution No.: PECS0701

Moved: Cr Pickels

Seconded: Cr Lacey

That the Committee recommends that Council:

1. Receive and note the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 17 June 2021 in the Council Chambers, Moranbah.
2. Adopt the Isaac Regional Council Public Art Guidelines.
3. Request the Chief Executive Officer to direct the Engaged Communities Department to draft a Public Art Application Form and Process.
4. Delegate authority to the Chief Executive Officer to approve minor administrative corrections to the Isaac Regional Council Public Art Guidelines as required.
5. Accept the letter of resignation dated 15 June 2021 from Cr Jane Pickels as Chair of the Isaac Arts and Cultural Advisory Committee.
6. Appoint Cr _____ as the Chair of the Isaac Arts and Cultural Advisory Committee.

Carried

5.4 Major Grant Application - Isolated Children's Parents Association Clermont District

EXECUTIVE SUMMARY

This report seeks Council's consideration of an out-of-round major grant application from the Clermont district branch of the Isolated Children's Parents Association (ICPA) for the purpose of delivering the annual sports camp for rural and remote children.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from the Clermont district branch of the Isolated Childrens Parents Association to the value of \$5,000 (exc. GST) for the purpose of delivering the annual sports camp for rural and remote children, conditional on COVIDSafe event delivery.***
- 2. Approve that the grant be funded from the FY2021-22 Community Grants operational budget for Division 1.***

Resolution No.: PECS0702

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Approve a major grant application from the Clermont district branch of the Isolated Children's Parents Association to the value of \$5,000 (exc. GST) for the purpose of delivering the annual sports camp for rural and remote children, conditional on COVIDSafe event delivery.***
- 2. Approve that the grant be funded from the FY2021-22 Community Grants operational budget for Division 1.***

Carried

5.5

Major Grant Application - Clermont Gold and Coal Festival

EXECUTIVE SUMMARY

This report seeks Council's consideration of an out-of-round major grant application and multi-year funding agreement from Clermont Artslink for the purpose of delivering the annual Clermont Gold and Coal Festival.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a multi-year major grant application from Clermont Artslink to the value of \$5,000 (exc. GST) annually for the purpose of delivering the Clermont Gold and Coal Festival, conditional on COVIDSafe event delivery.***
- 2. Approve that the annual grant be funded equally from the Community Grants operational budgets of Divisions 1 and 6 in FY2021-22, FY2022-23 and FY2023-24 to a total value of \$15,000 (exc. GST) over the duration of the agreement.***

Resolution No.: PECS0703

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

1. Approve a multi-year major grant application from Clermont Artslink to the value of \$5,000 (exc. GST) annually for the purpose of delivering the Clermont Gold and Coal Festival, conditional on COVIDSafe event delivery.
2. Approve that the annual grant be funded equally from the Community Grants operational budgets of Divisions 1 and 6 in FY2021-22, FY2022-23 and FY2023-24 to a total value of \$15,000 (exc. GST) over the duration of the agreement.

Carried

5.6

Major Grant Application - Clarke Creek Campdraft

EXECUTIVE SUMMARY

This report seeks Council's consideration of an out-of-round major grant application from the Clarke Creek Campdraft Association for the purpose of delivering the district's annual three-day campdraft event.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. Approve a major grant application from the Clarke Creek Campdraft Association to the value of \$10,000 (exc. GST) for the purpose of delivering the district's annual three-day campdraft event, conditional on COVIDSafe event delivery.
2. Approve that the grant be funded from the drought support grant budget of the Dry Lands to High Hopes initiative as a drought declared area west of the Marlborough-Sarina Rd.

Resolution No.: PECS0704

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee recommends that Council:

- 1. Approve a major grant application from the Clarke Creek Campdraft Association to the value of \$10,000 (exc. GST) for the purpose of delivering the district's annual three-day campdraft event, conditional on COVIDSafe event delivery.**
- 2. Note that the higher grant of \$10,000 is an exceptional circumstance as a result of the current drought conditions and therefore, approve that the grant be funded from the drought support grant budget of the Dry Lands to High Hopes initiative as a drought declared area west of the Marlborough-Sarina Road.**

Carried

5.7

Major Grant Application - Middlemount Community School 40th Anniversary

EXECUTIVE SUMMARY

This report seeks Council's consideration of an out-of-round major grant application from the Middlemount Community School Parents and Citizens (P&C) Association for the purpose of delivering a 40th anniversary celebration and bush dance.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from the Middlemount Community School P&C Association to a value of \$10,492.95 (exc. GST), inclusive of direct and in-kind support, for the purpose of delivering 40th anniversary school and community celebrations on 3-4 September 2021.***
- 2. Approve that the grant be funded as follows:***
 - a. \$5,000 (exc. GST) from the Community Grants operational budget for Division 7.***
 - b. \$4,900 (exc. GST) from the Middlemount Civic Events operational budget for activities celebrating the town's 40th anniversary.***
 - c. \$502.95 (exc. GST) as an in-kind donation for the hire of the Middlemount Community Hall from 31 August to 5 September, funded internally from the Middlemount Civic Events operational budget for activities celebrating the town's 40th anniversary.***

Resolution No.: PECS0705

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee recommends that Council:

- 1. Approve a major grant application from the Middlemount Community School P&C Association to a value of \$10,492.95 (exc. GST), inclusive of direct and in-kind support, for the purpose of delivering 40th anniversary school and community celebrations on 3 to 4 September 2021.**
- 2. Approve that the grant be funded as follows:**
 - a. \$5,000 (exc. GST) from the Community Grants operational budget for Division 7.**
 - b. \$4,900 (exc. GST) from the Middlemount Civic Events operational budget for activities celebrating the town's 40th anniversary.**
 - c. \$502.95 (exc. GST) as an in-kind donation for the hire of the Middlemount Community Hall from 31 August to 5 September, funded internally from the Middlemount Civic Events operational budget for activities celebrating the town's 40th anniversary.**

Carried

5.8

Major Grant Application Nebo - Cutting Club

EXECUTIVE SUMMARY

This report seeks Council's consideration of an out-of-round major grant application from the Nebo Cutting Club for the purpose of delivering their annual show.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Nebo Cutting Club, a sub-group of Nebo Bushman's Carnival Inc. to the value of \$3000 (exc. GST) for the purpose of staging their annual cutting show, conditional on COVIDSafe event delivery.***
- 2. Approve that the grant be funded from the Community Grants operational budget of Division 8 for FY2021-22.***

Resolution No.: PECS0706

Moved: Cr Coleman

Seconded: Cr Lacey

That the Committee recommends that Council:

1. Approve a major grant application from Nebo Cutting Club, a sub-group of Nebo Bushman's Carnival Inc. to the value of \$3,000 (exc. GST) for the purpose of staging their annual cutting show, conditional on COVIDSafe event delivery.
2. Approve that the grant be funded from the Community Grants operational budget of Division 8 for FY2021-22.

Carried

5.9 **MCU200005 Proposed Works Camp -Additional 291 Single Persons Quarters Over Two Stages**

EXECUTIVE SUMMARY

The applicant QRI Services Pty Ltd has suspended the appeal period for the above application to allow them to make written representations about the Infrastructure Charges Notice issued with the Decision Notice approving the proposed extension to the CoppaVillage Works Camp at Coppabella.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Not agree to the written representations requesting removal of the Infrastructure Charges Notice issued on 12 April 2021 pursuant to condition 5.1 of MCU20/0005.***

Resolution No.: PECS0707

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

1. **Not agree to the written representations requesting removal of the Infrastructure Charges Notice issued on 12 April 2021 pursuant to condition 5.1 of MCU20/0005.**

Carried

5.10

Department of Natural Resources Request for Council Views Regarding Adding an Additional Purpose to Three Term Leases – Lot 799 on PH391, Lot 3161 on PH378 and Lot 4 on KL210

EXECUTIVE SUMMARY

The Department of Natural Resources (DNR) has sought Council's views on any information the department should consider when assessing an application to add an additional purpose (Renewable energy facility-Wind Farm) to three term leases to allow the wind farm proponent to make application for development approval for a wind farm. Council holds a valid sublease (Sublease C on SP268117 in Lot 799 on PH391) which contains a Council telecommunications facility and associated access track at St. Lawrence-Croydon Road.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Advise Department of Natural Resources that Council has no objection to the addition of an additional purpose (renewable energy facility) to term leases Lot 3161 on PH378 and Lot 4 on KL210.***
2. ***Advise Department of Natural Resources, that it has no objection to the addition of an additional purpose (renewable energy facility) to term lease Lot 799 on PH391, subject to the following:***
 - i. ***The sublease is to be replaced by an easement which reflects the terms of the current sublease (Lease C on SP 268117 in Lot799 on PH391;***
 - ii. ***That the necessary development application to create a road access easement and the easement documentation is to be prepared at the applicant's expense for review by Council's solicitors; and***
 - iii. ***The applicant is to consult with Council regarding the location of wind farm infrastructure to ensure no disruption to Council's wide area network (WAN) telecommunications prior to finalising the wind turbine array.***
3. ***Advise Department of Natural Resources that Council is prepared to negotiate an alternative location for its telecommunications facility and associated access with the project proponents, subject to the following:***
 - i. ***The applicant to cover the full cost of replacement of the existing telecommunications facility including alternative site investigations and detailed survey, costs of preparation of sublease and/or easement documentation, preparation of any necessary development application and construction of the new facility and associated road access.***

Resolution No.: PECS0708

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

1. Advise Department of Natural Resources that Council has no objection to the addition of an additional purpose (renewable energy facility) to term leases Lot 3161 on PH378 and Lot 4 on KL210.
2. Advise Department of Natural Resources, that it has no objection to the addition of an additional purpose (renewable energy facility) to term lease Lot 799 on PH391, subject to the following:
 - i. The sublease is to be replaced by an easement which reflects the terms of the current sublease (Lease C on SP 268117 in Lot799 on PH391;
 - ii. That the necessary development application to create a road access easement and the easement documentation is to be prepared at the applicant's expense for review by Council's solicitors; and
 - iii. The applicant is to consult with Council regarding the location of wind farm infrastructure to ensure no disruption to Council's wide area network (WAN) telecommunications prior to finalising the wind turbine array.
3. Advise Department of Natural Resources that Council is prepared to negotiate an alternative location for its telecommunications facility and associated access with the project proponents, subject to the following:
 - i. The applicant to cover the full cost of replacement of the existing telecommunications facility including alternative site investigations and detailed survey, costs of preparation of sublease and/or easement documentation, preparation of any necessary development application and construction of the new facility and associated road access.

Carried

5.11

Proposed Nebo Showgrounds Master Plan Advisory Committee

EXECUTIVE SUMMARY

This report proposes the establishment of an Advisory Committee to assist Council in its engagement, scoping and delivery of the Nebo Showgrounds Master Plan project.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Resolves to establish the Nebo Showgrounds Master Plan Advisory Committee, as an advisory committee under Section 264 of the Local Government Regulation 2012, for an initial period ending 30 June 2022 to assist Council in its engagement, scoping and delivery of the Master Plan Project.*
- 2. Resolves to adopt the attached Terms of Reference for the said Advisory Committee.*
- 3. Appoints Councillor _____ as Chair and Councillor _____ as members of the Advisory Committee, with Councillor _____ appointed as an alternate member of the Advisory Committee in the instance of an elected member absence.*

Resolution No.: PECS0709

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Resolves to establish the Nebo Showgrounds Master Plan Advisory Committee, as an advisory committee under Section 264 of the Local Government Regulation 2012, for an initial period ending 30 June 2022 to assist Council in its engagement, scoping and delivery of the Master Plan Project.**
- 2. Resolves to adopt the attached Terms of Reference for the said Advisory Committee.**
- 3. Appoints Councillor Kelly Vea Vea as Chair and Councillor Viv Coleman as members of the Advisory Committee, with Councillor Greg Austen appointed as an alternate member of the Advisory Committee in the instance of an elected member absence.**

Carried

5.12

Resource Centre of Excellence - LeadIN Transformation is Now Event Series

EXECUTIVE SUMMARY

The Resource Centre of Excellence (RCOE) is seeking Council's support in delivering a series of *LeadIN Transformation is Now* events across the Mackay, Isaac and Whitsunday region. The Moranbah event is proposed for Wednesday 8 September 2021. This report seeks Council's support for this to occur.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Endorse the financial partnership contribution of \$7,500 and additional in-kind support for the delivery of the Resources Centre of Excellence LeadIN Transformation is Now event in Moranbah on Wednesday 8 September 2021.***

Resolution No.: PECS0710

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

1. **Endorse the financial partnership contribution of \$7,500 and additional in-kind support for the delivery of the Resources Centre of Excellence LeadIN Transformation is Now event in Moranbah on Wednesday 8 September 2021.**

Carried

5.13

Original Materials Collection Policy

EXECUTIVE SUMMARY

This report seeks Council's approval to adopt a new Original Materials Collection Policy.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Repeal the Isaac Regional Library Service Original Materials Collection Policy (PECS-058)***
2. ***Adopt the revised Original Materials Collection Policy (PECS-POL-121)***

Resolution No.: PECS0711

Moved: Cr Pickels

Seconded: Cr Lacey

That the Committee recommends that Council:

1. **Repeal the Isaac Regional Library Service Original Materials Collection Policy (PECS-058)**
2. **Adopt the revised Original Materials Collection Policy (PECS-POL-121)**

Carried

5.14

Community Hubs Operating Hours Trial

EXECUTIVE SUMMARY

This report seeks Council's consideration of a temporary change to the operating hours for Community Hubs for a trial period of four months and the normalisation of operating hours for the St Lawrence and Carmila libraries on a permanent basis.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the trial closure of Isaac Regional Council customer service counters and libraries in all communities excepting Moranbah for a period of 30 minutes each business day between 12.30pm and 1.30pm, staggered across communities to ensure continuity of telephone contact centre services, excluding those premises where existing closure practices are in place, for the purpose of providing a relief break to frontline service staff.*
- 2. Approve the trial closure be undertaken for a period of four months, commencing 1 August 2021, with the community provided the opportunity to submit feedback during this period, and a supplemental report on this feedback be provided to the November round of Council meetings.*
- 3. Approve the normalisation of operating hours for the St Lawrence and Carmila libraries to cease evening openings two nights per week, based on lack of community demand and patronage, but maintain total weekly operating hours.*

Resolution No.: PECS0712

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Approve the trial closure of Isaac Regional Council customer service counters and libraries in all communities excepting Moranbah for a period of 30 minutes each business day between 12.30pm and 1.30pm, staggered across communities to ensure continuity of telephone contact centre services, excluding those premises where existing closure practices are in place, for the purpose of providing a relief break to frontline service staff and structured break closure times for community certainty.**
- 2. Approve the trial closure be undertaken for a period of four months, commencing 1 August 2021, with the community provided the opportunity to submit feedback during this period,**

and a supplemental report on this feedback be provided to the November round of Council meetings.

3. Approve the normalisation of operating hours for the St Lawrence and Carmila libraries to cease evening openings two nights per week, based on lack of community demand and patronage, but maintain total weekly operating hours.

Carried

5.15

Authorisation to Tender and Award Delegation to Chief Executive Officer - PECS Capital Works Project

EXECUTIVE SUMMARY

This report seeks authority to tender for, the Clermont Administration Air-Conditioning Installation, Clermont Aerodrome Pavement Surface Reseal, Clermont Saleyards Staged Replacement of Holding Pens, Clermont Showgrounds Stage 2 Revitalisation, Nebo Showgrounds Kitchen Upgrade, and give authorisation to the Chief Executive Officer to negotiate, execute and vary the contracts within the approved Capital budgets.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Delegate authority to the Chief Executive Officer to determine the successful tenderer for the Clermont Administration Air-Conditioning Installation, Clermont Aerodrome Pavement Surface Reseal, Clermont Saleyards Staged Replacement of Holding Pens, Clermont Showgrounds Stage 2 Revitalisation, Nebo Showgrounds Kitchen Upgrade, within allocated capital budget amounts, subject to the following condition:***
 - a. ***All tender evaluation reports be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,***
 - c. ***Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Planning Environment and Community Services Standing Committee Meeting or Council Meeting.***
 - b. ***Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Planning, Environment and Community Services Standing Committee Meeting or Council Meeting,***

2. ***Authorise the Chief Executive Officer to negotiate, execute and vary the contracts as necessary for the Clermont Administration Air-Conditioning Installation, Clermont Aerodrome Pavement Surface Reseal, Clermont Saleyards Staged Replacement of Holding Pens, Clermont Showgrounds Stage 2 Revitalisation, Nebo Showgrounds Kitchen Upgrade, within allocated capital budget amounts.***

Resolution No.: PECS0713

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee recommends that Council:

1. **Delegate authority to the Chief Executive Officer to determine the successful tenderer for the Clermont Civic Centre Air-Conditioning Installation, Clermont Aerodrome Pavement Surface Reseal, Clermont Saleyards Staged Replacement of Holding Pens, Clermont Showgrounds Stage 2 Revitalisation, Nebo Showgrounds Kitchen Upgrade, within allocated capital budget amounts, subject to the following condition:**
 - a. **All tender evaluation reports be provided to all Councillors at the same time that the Chief Executive Officer is considering the report,**
 - d. **Should any Councillor (free of any conflict of interest or material personal interest) notify the Chief Executive Officer that the matter should be escalated for Committee consideration, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Planning Environment and Community Services Standing Committee Meeting or Council Meeting.**
 - b. **Should the Chief Executive Officer consider that the tender evaluation gives rise to extraordinary or potentially contentious issues, the Chief Executive Officer shall not exercise his delegated authority to determine the tender and shall instead arrange for the matter to be included in the agenda for the next available Planning, Environment and Community Services Standing Committee Meeting or Council Meeting,**
2. **Authorise the Chief Executive Officer to negotiate, execute and vary the contracts as necessary for the Clermont Civic Centre Air-Conditioning Installation, Clermont Aerodrome Pavement Surface Reseal, Clermont Saleyards Staged Replacement of Holding Pens, Clermont Showgrounds Stage 2 Revitalisation, Nebo Showgrounds Kitchen Upgrade, within allocated capital budget amounts.**

Carried

NOTE: Council note the administrative error in the report: The Clermont Administration Air-Conditioning Installation should be the Clermont Civic Centre Air-Conditioning Installation.

PROCEDURAL MOTION:

Resolution No.: PECS0714

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee adjourns the meeting for morning tea at 10.22am.

Carried

PROCEDURAL MOTION:

Resolution No.: PECS0715

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee resumes the meeting at 10.45am.

Carried

6. INFORMATION BULLETIN REPORTS

6.1 Planning Environment and Community Services Information Bulletin – July 2021

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for July 2021 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee:

1. *Note the Planning, Environment and Community Services Directorate Information Bulletin for July 2021.*

Resolution No.: PECS0716

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee:

1. **Notes the Planning, Environment and Community Services Directorate Information Bulletin for July 2021.**

Carried

7. GENERAL BUSINESS

7.1 St Lawrence Wetlands Weekend

Cr Gina Lacey congratulated all staff and organisations involved in the St Lawrence Wetlands Weekend. It was a fantastic weekend, and she has received praise from many people across the Region.

7.2 Middle Percy Island Lessee

Cr Coleman mentioned that she has been in contact with the lessee of Middle Percy Island and advised that they are currently in discussions with stakeholders regarding Tourism opportunities.

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 11.20am.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 10 August 2021 in Moranbah.

.....
CHAIR

..... / /
DATE

MEETING DETAILS

Planning, Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.1 COMMUNITY GRANTS ROUND 1 FY21-22 - GRANT APPLICATION SUMMARY

EXECUTIVE SUMMARY

This report summaries the budgetary implications for the FY2021-22 Community Grants operational budgets should the recommendations regarding major grant applications submitted for Round 1 of the grants program be adopted.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Notes the implications to the FY2021-22 Community Grants operational budgets for Divisions 1 to 8 as summarised in this report should the Round 1 Community Grants applications be funded as recommended.***

BACKGROUND

Council received 18 applications for assistance under Round 1 of the FY2021-22 Community Grants program which closed on Friday 13 July 2021. Of these applications, two were consolidated into a single related application.

In total, 17 applications are presented for determination as separate reports. The budgetary implications of funding the recommendations of the major grant applications in FY2021-22 as presented in the agenda are summarised in the Implications section of this report.

It should be noted that Round 1 FY21-22 Proposals, along with current commitments (multi-year grants, minor grants to date and approved out of round grants), represents more than 50 per cent of the total available community grants operational budget. Based on emergent minor grants and likely major grants, a number of divisions are at potentially at risk of exhausting their budgetary provisions at Round 2 in October.

IMPLICATIONS

Community grants are funded in the Engaged Communities operational budget with \$42,000 allocated per division in FY2020-21.

The table below outlines FY2021-22 Community Grants expenditure and commitments against budget (exclusive of nominal in-kind expenditure) reconciled as at 2 August 2021, with the budgetary implications of major grant applications, if approved as recommended, summarised.

Division	Allocation	YTD Actuals (Out of Round)	YTD Actuals Minor	Multi Year Commitments	Round 1 FY21-22 Proposals	Total Spend	Budget Remaining
One	42,000.00	2,500.00	-	8,642.86	13,625.00	24,767.86	17,232.14
Two	42,000.00	-	2,000.00	1,142.86	625.00	3,767.86	38,232.14
Three	42,000.00	-	1,000.00	7,909.51	10,624.97	19,534.48	22,465.52
Four	42,000.00	-	1,000.00	7,909.52	10,624.97	19,534.49	22,465.51
Five	42,000.00	-	1,000.00	7,909.55	10,625.06	19,534.61	22,465.39
Six	42,000.00	2,500.00	1,000.00	3,642.85	12,625.00	19,767.85	22,232.15
Seven	42,000.00	5,000.00	3,100.00	17,142.85	8,018.30	33,261.15	8,738.85
Eight	42,000.00	3000.00	1,100.00	8,000.00	25,625.00	37,725.00	4,275.00
	336,000.00	13,000.00	10,200.00	62,300.00	92,393.30	177,893.30	158,106.70

Excluded from the above table are two grants recommended for funding under the Dry Lands to High Hopes Drought Support Funding initiative. The financial implications of these are:

- Division 8 \$5000 to support Clarke Creek State School P&C - 50th Anniversary celebrations.
- Division 8 \$5000 to support Nebo Community Sport and Recreation Club – town Christmas party.

Dry Lands to High Hopes drought support grant funding

Inclusive of approval of the above two items, total expenditure from the Dry Lands to High Hopes grants budget of \$52,500 will be \$38,000, leaving \$14,500 available for the remainder of the FY2020 calendar year.

Previous grant expenditure is summarised below:

- \$5,000 Clermont District Isolated Childrens and Parents Association
- \$3,000 Kidz Club Extreme, Life Church Clermont
- \$10,000 Clarke Creek Campdraft (FY2021-22 only)
- \$1,000 Clarke Creek Community Reference Group
- \$1,000 Blue Mountain Campdraft
- \$8,000 Nebo Bushman's Carnival (multi-year grant FY2020-21 only)

CONSULTATION

Internal

Director Planning Environment and Community Services

Manager Community Engagement Programs and Events
Engaged Communities Departmental Administration Officer
Engaged Communities Administration Officer
Community Relations Officers

BASIS FOR RECOMMENDATION

To update Council on the budgetary implications for the FY2021-22 Community Grants operational budgets should the recommendations regarding major grant applications submitted for Round 1 of the grants program be adopted.

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: 2 August 2021	Report authorised by: DANIEL WAGNER Director Planning, Environment and Community Services Date: 2 August 2021
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.2 MAJOR GRANT APPLICATION – ROAD ACCIDENT ACTION GROUP

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Road Accident Action Group for the purpose of supporting the 'Stock on Roads' community education campaign.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Road Accident Action Group to the value of \$5000 (exc. GST) for the purpose of supporting the 'Stock on Roads' community education campaign.**
- 2. Approve that the grant be funded equally from Community Grants operational budgets of Divisions 1-8 for FY2021-22 to the value of \$625 per division.**

BACKGROUND

The Road Accident Action Group, of which Isaac Regional Council is a member, has made application under Council's Community Grants program for \$5000 in financial assistance. The funds are requested to assist with the production costs of the 'Stock on Roads' community education campaign. The campaign will run for 4-6 weeks from the beginning of September 2021 and will focus on the Bruce Highway, Peak Downs Highway and associated western arterial roads. The 'Stock on Roads' campaign messaging will provide the course of action a driver (or their passenger) should take in the event they encounter livestock on the roads. Additionally, the education campaign is a strong reminder that there is a real possibility stock may be encountered, and to think about this potential hazard in everyday driving situations in rural areas. On our rural roads, encountering stock is a condition often faced by drivers due to the presence of the agricultural industry. Travelling at high speeds with limited visibility with stock near the road significantly increases the chances of an animal-related accidents. The effects of fatalities and road trauma is wide reaching, effecting more than 100 people for every incident. There were 23 reported animal related crashes in the Mackay policing district last financial year.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budgets of Divisions 1-8 as an initiative of regional significance. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Internal

Mayor and Councillors

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

External

Road Accident Action Group - Admin and Funding Co-ordinator

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and provides education to local and visiting motorists regards the dangers of roaming stock and wildlife.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Road Accident Action Group_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines

Road Accident Action Group just submitted the grant application Community Grants Minor or Major Grants Application Form with the responses below.

Minor Grant (maximum \$1,000)

No Answer

Major Grant (maximum \$5,000)

Community Development

Group/Organisation Name

Road Accident Action Group

Group/Organisation Address

PO Box 3105

Group/Organisation Phone

██████████

Group/Organisation Email

██████████████████

Is your group/organisation incorporated?

Yes - Incorporation No - IA36526

Does your group/organisation have an ABN?

Yes - ABN No - 92438138283

Is your group/organisation registered for GST?

Yes

Will your group/organisation cover the public liability for this project or activity?

Yes - Please provide a copy of the current policy

Upload your current policy

[REDACTED]

Contact Persons Name

[REDACTED]

Contact Persons Position title

Admin and Funding Co-ordinator

Contact Persons Contact Number

[REDACTED]

Contact Persons Email Address

[REDACTED]

Project or activity name/title

Stock on Roads Education

Location

RAAG operates within the footprint on the Bowen Basin, this project would see particular attention to the Bruce Highway, Peak Downs Highway and associated western arterial roads.

Date/s

Campaign will run for 4 - 6 weeks, beginning in September.

Description of your proposal

The aim of the Stock on Road campaign is to alert and educate the community to the dangers of stock/animals on roads. Stock finding their way to roadways is a frequent occurrence throughout the Mackay district. Stock on roads present a real risk to life and property. The Stock on Roads education campaign message will provide the course of action a driver (or their passenger) should take in the event they encounter livestock on the roads. Most importantly, the education campaign is a stronger reminder that there is a real possibility stock maybe encountered, and to think about this potential hazard (stock wandering onto the roadside) in everyday driving situations in rural areas.

Funding amount requested from Isaac Regional Council (this figure must match budget):

5000

Minimum co-funding requirement (%):

30

Cash contribution:

tbc

In-kind:

In kind advertising from radio stations

Volunteer labour:

As this is an advertising campaign, no labour is required

Grants:

None

Sponsorships:

We are in discussion with corporate partners for assistance with this project

Total project or activity cost:

(this figure must match budget)

xxxx tbc

What will the funds requested from Isaac Regional Council specifically be used for?

The \$5000 from Isaac Regional Council will assist with funding the production cost of the advertising campaign.

Have you discussed your proposal with a Councillor or any other Council Officers?

Yes - Please indicate who and the date - [REDACTED] (14 July 2021) We discussed whether to prioritise Stock on Roads or Wide Load education. RAAG have applied for a Road Safety Grant through TMR for Wide Load Education, and expect to hear next month whether we are successful. (which is why we have progressed Stock on Roads Campaign)

Please indicate the priorities of your proposal:

Enhance community safety
Target, include or engage youth

Which of the following categories does your project or activity most align with?

Community Development

Which category outcomes will your project or activity deliver?

Enhance community safety

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:

The aim of this project is to reduce Road Crash Trauma by educating employers, workers, youth and the community on driving to conditions. On our rural roads, encountering stock is a condition often faced by drivers due to the presence of the agricultural industry. Stock on roads present a real risk to life and property. Travelling at high speeds with limited visibility with stock near the road significantly increases the chances of cattle strike and the effects of fatalities and road trauma is wide reaching, affecting more than 100 people for every incident. The cost to the community, individuals and business is enormous. Even when property owners are proactive with fence management, they can't be everywhere all the time. Stock on roads is unfortunately inevitable, there have been 23 reported animal related crashes in the Mackay District last financial year.

Is your project or activity supported by the broader community and/or region?

If so, demonstrate the level of community support

RAAG meet once a month and our members consist of a dedicated volunteer committee with members from a vast array of backgrounds including the mining industry, local government, members of the Qld Police and Fire Services, and the heavy vehicle industry. As a group, road safety is our core challenge. The Stock on Roads education campaign arose after discussion at a RAAG meeting. A unanimous resolution was passed to begin this education campaign. The Nebo regional Police service have agreed to support the roll out of this campaign.

How will your project or activity benefit the people and community of the Isaac region:

There is no question road safety outcomes greatly affect a community. We believe a proactive campaign encouraging drivers to use the road safely and smartly is a step to reducing the increasing road toll. We believe this campaign will raise awareness among both road users, and property owners of the dangers and costs of stock being on the roads. The benefits of this campaign for the Isaac community are immeasurable, if we save even one life, and ensure commuters get home safely to their families.

Please provide letters of support or registration of interested individuals/parties

[REDACTED]

Will your project or activity involve the preparation, serving or selling of food or refreshments?

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?

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

Does your project or activity have the necessary local and state planning or building permits/approvals?

No

Are you able to provide your group/organisations most recent Audited Financial Report?

Yes - Please provide a copy

Please provide a copy

[REDACTED]

Are you able to provide a budget for your project/event/activity?

Yes - Please provide a copy (Example budget template available from Community Grants Toolkit)

Upload Budget

[REDACTED]
[REDACTED]
[REDACTED]

Group/Organisation Name

Road Accident Action Group

Trading Name

Road Accident Action Group Inc

Name

[REDACTED]

Position Title

Admin and Funding Co-ordinator

Address

PO Box 3105 Mackay North 4740

ABN

92438138283

Phone

[REDACTED]

Email

[REDACTED]

Preferred method of remittance to be sent

Email

Account Name

Road Accident Action Group Mackay

Bank

[REDACTED]

BSB (6 digits)

[REDACTED]

Account Number

[REDACTED]

Upload a copy of your Bank Deposit Slip or top portion of the statement of the EFT on business letterhead

[REDACTED]
[REDACTED]
[REDACTED]

Name

[REDACTED]

Signature (typed name sufficient)



Date

160721

Does your group/organisation operate within the Isaac Regional Council local area?

Yes

Is your group/organisation free of debt with Isaac Regional Council?

Yes

Have you acquitted any previous grants obtained from Isaac Regional Council?

Yes

Have you provided a valid public liability certificate? (Section 1)

Yes

Have you provided an Event Plan? (Section 4)

Not required

Have you met the minimum co-funding requirements? (Section 4)

Yes

Have you provided evidence of confirmed co-funding contributions? (Section 4)

N/A

Have you provided letters of support or registration of interested parties? (Section 6)

Yes

Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)

N/A

Have you provided the most recent audited financial report? (Section 8)

Yes

Have you completed a Budget? (mandatory) (Section 8)

Yes

Have you provided written quotes? (Section 8)

No

Have you provided a copy of banking verification? (Section 9)

Yes

Please provide an explanation if you have ticked No or NA to any of the above

No permits required. As discussed with [REDACTED] quote will be provided asap.

I am authorised by my group/organisation to complete this form and I agree that

The statements made in this application are true.

All necessary permits/approvals will be obtained prior to the beginning of the project.

The project will be covered by appropriate insurance.

All relevant health and safety standards will be met.

I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will

Ensure that acquittal requirements are met within 12 weeks of the project completion date.

Accept the terms of the community grant in accordance with Council requirements.

Provide proof of other successful co-funding (if unconfirmed) within six months of notification.

Complete the project within twelve months of receiving Council funding.

Name

[REDACTED]

Position Title

Admin and Funding co-ordinator

Signature (typed name sufficient)

[REDACTED]

Date

16072021

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.3

MAJOR GRANT APPLICATION – TWIN HILLS RACE CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a multi-year funding application from the Twin Hills Race Club for the Trainer and Jockey Unplaced Starters Incentive, supporting the annual Twin Hills Race Weekend.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a three-year funding application from the Twin Hills Race Club to the value of \$8,000 annually (exc. GST) for the purpose of funding the Trainer and Jockey Unplaced Starters Incentives, as part of the annual Twin Hills Races Weekend.**
- 2. Approve that the grant be funded from the Community Grants operational budget of Division 1 for FY2021-22, FY2022-23 and FY2023-24 to a total value of \$24,000 (exc. GST) over the life of the agreement.**

BACKGROUND

Twin Hills Race Club has made application under Council's Community Grants program for a three-year funding agreement to the value of \$8,000 annually for FY2021-22, FY2022-23 and FY2023-24. The funds requested seek to cover the costs of the club's Trainer and Jockey Unplaced Starter Incentives for the annual Twin Hills Races Weekend. The Twin Hills event is a fixture of the region's racing calendar and arguably the most significant annual community event in the rural north-west reaches of the Isaac Region. In the past, the club has struggled to fill racing fields and have enough jockeys for the event. The incentives are designed to ensure strong racing fields and ample jockeys in attendance. For each race, unplaced trainers will receive \$200 and jockeys will receive \$25 for each ride. In addition, the funding requested will support the provision of awards for the most successful trainer (1st place - \$1,200 prize, 2nd place - \$600 prize and 3rd place - \$200 prize) and most successful jockey (1st place - \$600, 2nd place - \$300, 3rd place - \$200). The club has trialled the incentives program and it saw boosted numbers of horse and jockey nominations. The continuation of the Starters Incentive will ensure the event remains a staple on the Isaac calendar.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 1. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 1

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021

Report authorised by:

DAN WAGNER
Director Planning Environment and Community
Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant Application – Twin Hills Race Club_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:

ISAAC REGIONAL COUNCIL
MORANBAH

11 MAY 2021

RECEIVED
ACTION _____

FY _____

Dist _____

File _____

Doc _____

☐ MINOR GRANT

(Maximum \$1,000)

This application category remains open year round

- ☐ Community Development
- ☐ Community Facilities
- ☐ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

☒ 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

- ☐ Community Development
- ☐ Community Facilities
- ☒ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

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.

MINOR OR MAJOR GRANTS APPLICATION FORM



SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	TWIN HILLS RACE CLUB INC
ADDRESS	[REDACTED]
PHONE	[REDACTED]
EMAIL	[REDACTED]
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: IA 13640 <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)
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 24160293365 <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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	[REDACTED]
POSITION TITLE	TREASURER
PHONE	[REDACTED]
EMAIL	[REDACTED]
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	TWIN HILLS TRAINER & JOCKEY UNPLACED STARTERS INCENTIVES 7
PROJECT/ACTIVITY LOCATION	TWIN HILLS RACE CLUB
PROJECT/ACTIVITY DATE/S	FRIDAY 24TH & SATURDAY 25TH SEPTEMBER
DESCRIPTION OF YOUR PROPOSAL:	<p>Prior to this incentive the club struggled to fill racing fields and have enough jockeys. This incentive has ensured strong racing fields and jockeys for this event. Paying the trainers \$200 for every unplaced horse and Jockeys \$25 for every unplaced ride, plus awarding the most successful trainer (1st \$1 200, 2nd \$600 & 3rd \$200) & most successful Jockey (1st \$600, 2nd \$300, 3rd \$100) has boosted the number of horse nominations, and number of jockeys to this isolated event.</p> <p>To date the IRC has generously supported this incentive program by supporting the club for the past 6 years (2 weren't claimed because of event cancellations due to dry weather, and COVID). The committee, trainers and jockeys and wider community have appreciated the IRC support.</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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$8 000/year for the next 3 years In 2019: Unplaced Starters: \$6 800 Unplaced Riders: \$2 600 Total \$9 400
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: \$400 (2019) but may increase due to greater racing fields In-kind: Volunteer labour: 10 volunteers x \$40 x 24hrs = \$9 600 Grants: None to date Sponsorships: [REDACTED] \$1000 for most successful Jockey
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	\$200/unplaced horse \$25/unplaced jockey \$2000 most successful trainer
PLEASE INDICATE THE PRIORITIES OF YOUR PROPOSAL: (TICK ALL THAT APPLY)	<input checked="" type="checkbox"/> Contribute towards positive engagement of the aged <input checked="" type="checkbox"/> Enhance mental health awareness <input checked="" type="checkbox"/> Engage Aboriginal and Torres Strait Islander peoples <input checked="" type="checkbox"/> Target, include or engage youth <input checked="" type="checkbox"/> Multicultural communities <input checked="" type="checkbox"/> Promote access and inclusion <input checked="" type="checkbox"/> Enhance community safety

[REDACTED] has been moved to attend this event. Brochure attached.

MINOR OR MAJOR GRANTS APPLICATION FORM



HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?

☒ Yes - please indicate who: [REDACTED]

Date: 19 April 2021

☐ No

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 checked="" 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 checked="" 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 type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM



	<input 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 type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input checked="" type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

This project is clearly needed because it helps ensure a healthy nomination of horses, and availability of jockeys. Being an isolated bush race track and competing with races held on the same weekend, these incentives are vital to encouraging a maximum supply of horses & jockeys. Quite simply without horses and jockeys this event would not go ahead.

This bush racing event also gives retired thoroughbreds from metropolitan areas an opportunity to race again, and enjoy a longer racing career.

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

Former Jockey & now trainer - [REDACTED] ✓

Community youth- [REDACTED] dated 2019 as I was preparing this application for the 2020 event) ✓

Clermont economy- Clermont Newsagent ✓
- Commercial Hotel

Please also view the included sponsorship list as most sponsors are from the Clermont and local district.

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

The people of the immediate and extended Twin Hills community greatly benefit from this event. Held on the middle weekend of the September School holiday the event attracts up to 1000 patrons, that predominately consist of local grazing families. Many families have 3 generations in attendance, and some 4. In an area with limited social opportunities, the Twin Hills Races, Rodeo and Campdraft weekend, gives everyone an opportunity to socialise and enjoy each other's company. In an area fraught with extreme weather events, high debt, limited education opportunities and mental health issues this allows everyone to relax and momentarily put their anxieties aside.

In 2019 the event took in \$160 000 and paid out \$158 000. Where possible the committee sources their hire equipment, catering, alcohol, signs and supplies from Clermont. They also pay the Clermont Masons to man the gate for both the Friday and Saturday.

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input checked="" type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR
PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity. All amounts include GST		Please list all sources of income for the proposed activity. All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure	\$	Total Income	\$

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	TWIN HILLS RACE CLUB INC
TRADING NAME	TWIN HILLS RACE CLUB INC
ABN	24160293365
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	TREASURER
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	DATE 19 APRIL 2021
	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?	<input checked="" type="checkbox"/>		
Is your group/organisation free of debt with Isaac Regional Council?	<input checked="" type="checkbox"/>		
Have you acquitted any previous grants obtained from Isaac Regional Council?	<input checked="" type="checkbox"/>		
Have you provided a valid public liability certificate? (Section 1)	<input checked="" type="checkbox"/>		
Have you provided an Event Plan? (Section 4)	<input checked="" type="checkbox"/>		
Have you met the minimum co-funding requirements? (Section 4)	<input checked="" type="checkbox"/>		
Have you provided evidence of confirmed co-funding contributions? (Section 4)	<input checked="" type="checkbox"/>		
Have you provided letters of support or registration of interested parties? (Section 6)	<input checked="" type="checkbox"/>		
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)			<input checked="" type="checkbox"/>
Have you provided the most recent audited financial report? (Section 8)	<input checked="" type="checkbox"/>		
Have you completed a Budget? (mandatory) (Section 8)	<input checked="" type="checkbox"/>		
Have you provided written quotes? (Section 8)			<input checked="" type="checkbox"/>
Have you provided a copy of banking verification? (Section 9)	<input checked="" type="checkbox"/>		
<p>PLEASE PROVIDE AN EXPLANATION IF YOU HAVE TICKED NO OR N/A TO ANY OF THE ABOVE</p>			

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	DATE 19 APRIL 21
	Print Name		
	Position Title	TREASURER	

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	

ISAAC COMMUNITY GRANTS EVENT PLAN



HELPING TO ENERGISE THE WORLD
ABN 39 274 142 600

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*.

This Event Plan should accompany any Minor or Major Grant Application under the Community Grants Guideline.

DETAILS OF EVENT

NAME OF EVENT	TWIN HILLS RACES
DATE OF EVENT	24 & 25 SEPTEMBER
TIME OF EVENT	MIDDAY TILL 5PM
LOCATION OF EVENT	TWIN HILLS RECREATIONAL RESERVE
CONTACT PERSON/S	[REDACTED]
PHONE	[REDACTED]
EMAIL	[REDACTED]

DESCRIPTION OF EVENT

WHERE DID THE EVENT IDEA COME FROM AND WHAT HAS LED YOU TO ORGANISE IT?	<p>The event was established by the local community and was first held in 1925. In 2025 the club will have been operating for 100 years.</p> <p>Our small, totally voluntry committee is proud to keep this traditional event going to give the isolated local and extended district a sense of community.</p>
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Doc Number: PECS-PLN-034
Date Effective: 15/07/2020
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Version 1 - ECM 4633745
Page 1 of 3

ISAAC.QLD.GOV.AU

P 1300 472 227 F 07 4941 8666 A PO Box 97 Moranbah QLD 4744

f isaacregionalcouncil isaacregionalcouncil isaaccouncil
ISAAC REGIONAL COUNCIL ABN 39 274 142 600

ISAAC COMMUNITY GRANTS EVENT PLAN

RISK ASSESSMENT

IDENTIFY POSSIBLE RISKS AND DEVELOP STRATEGIES TO MINIMISE THEM? WHAT IS YOUR BACK UP PLAN IN WET WEATHER?	<ul style="list-style-type: none">*Wet weather- gravel roads*Extreme weather the event will be cancelled*Covid- All government protocols will be strictly adhered to
--	--

TIMELINE/PROGRAM FOR EVENT

PROVIDE DETAIL OR ATTACH OFFICIAL PROGRAM IF AVAILABLE	2019 Racing Programme Attached
--	--------------------------------

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 	

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Date Effective: 15/07/2020
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Version 1 - ECM 4633745
Page 3 of 3

Money Paid out to Trainers & Jockeys 2019

Trainer/Jockey	Unplaced Starter/rides	Amount	Trainers/jockeys bonus	Total to pay Bank Account Details	Phone No.
✓ M	Race 1 - Sahara Miss 8th	\$200		J M BSB:	M
	Race 2 - Combattant De Rue 6th	\$200			
	Race 3 - Archie's Son 5th	\$200			
	Race 5 - Deja Doomt 7th	\$200			
	Race 5 - Saturn Ops 6th	\$200			
	Race 2 - Combattant De Rue 5th	\$200			
	Race 3 - Camboomya 5th	\$200			
	Race 4- Calypso Bay 5th	\$200			
			Most Successful Trainer 1st = \$1200	\$2,800 3 oct	
✓ F	Race 1 - Paper Talk 5th	\$200			
	Race 4 - Sixty One Tigers 7th	\$200			
	Race 5 - Clear the Debt 5th	\$200		\$600 RS & AJ V BSB:	M 3 oct
✓ K J M			Most Successful Trainer 3rd = \$200	\$200 H M BSB: a/c	M 3 oct
✓ C	Race 1 - We All Love Lucy 5th	\$200		BSB	M
	Race 3 - Military Prince	\$200			
			Most Successful Trainer 2nd \$600	\$1,000 3 oct	
✓ P	Race 2 - Swiglan 5th	\$200		BSB	M
	Race 2 - The Abyss 6th	\$200		\$400 3 oct	
✓ G E	Race 1 - Military Ghost 6th	\$200		G B BSB A/c	M
	Race 5 - Mono Lad 5th	\$200		\$400 3 oct	
✓ R N	Race 3 - Island Bar 6th	\$200		N N BSB Ac	M
	Race 4 - Island Bar 6th	\$200			
	Race 5 - Magic Glow 6th	\$200		\$600 3 oct	
✓ T K	Race 1 - Some Fairy Song 7th	\$200		\$200 3 oct	
✓ F	Race 4 - Meteor's Man 5th	\$200		\$200 JG P BSB V/C	M 2 oct
✓ F W	Race 4 - Zloto 8th	\$200		\$200 RB W & TA BSB AC	M 2 oct
✓ V	Race 2 - Miss Sminker 7th	\$200		\$200 V H BSB AC	M 2 oct
TOTAL	24 unplaced starters	\$4,800	\$2,000	\$6,800	
✓ M N	5 rides @ \$25/ride	\$125 (2 points)		\$125 N N BSB Ac	M 3 oct
✓ B E	10 rides @ \$25/ride	\$250 2nd = \$300 (14 points)		\$550 H E BSB AC	M 3 oct
✓ M J	9 rides @ \$25/ride	\$225 (6 points)		\$225	M 4 oct
✓ M B	8 rides @ \$25/ride	\$200 1st = \$600 (16 points)		\$800 B T R BSB AC	M 3 oct

✓ M [redacted] S [redacted]	4 rides @ \$25/ride	\$100 (6 points)
✓ M [redacted] P [redacted]	10 rides @ \$25/ride	\$250 (9 points)
✓ R [redacted] O [redacted]	9 rides @ \$25/ride	\$225 3rd = \$100 (10 points)
✓ M [redacted] R [redacted]	5 rides @ \$25/ride	\$125 (5 points)
✓ M [redacted] M [redacted]	1 ride @ \$25/ride	\$25
S [redacted] W [redacted]	3 rides @ \$25/ride	\$75 (2 point)
Total	64 rides	\$1,600

\$1,000

\$100 BSB C [redacted] Ac [redacted] E [redacted] S [redacted]
\$250 H [redacted] P [redacted] BSB [redacted] AC [redacted]
\$325 R [redacted] C [redacted] BSB [redacted] AC [redacted]
\$125 B [redacted] B [redacted] BBS [redacted] AC [redacted]
\$25 M [redacted] M [redacted] BSB [redacted] AC [redacted]
\$75 S [redacted] W [redacted] BSB [redacted] AC [redacted]
\$2,600

M [redacted]	3 Oct
M [redacted]	3 Oct
M [redacted]	3 Oct
M [redacted]	3 Oct
M [redacted]	3 Oct
M [redacted]	3 Oct

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.4

MAJOR GRANT APPLICATION – HOCH AND WILKINSON

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Hoch and Wilkinson Livestock and Property, auspiced by Clermont Rodeo and Show Society, for the purpose of staging the annual Clermont Beef Expo and Trade Display.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Hoch and Wilkinson Livestock and Property, auspiced by Clermont Rodeo and Show Society, to the value of \$10,000 (exc. GST) for the purpose of staging the 2021 Clermont Beef Expo and Trade Display.**
- 2. Approve that the grant be funded equally from Community Grants operational budgets of Divisions 1 and 6 for FY2021-22.**

BACKGROUND

Hoch and Wilkinson Livestock and Property has made application under Council's Community Grants program for \$10,000 in financial assistance to support the staging of the annual Clermont Beef Expo and Trade Display. As the applicant is a commercial business, the proposed grant is to be auspiced by the Clermont Rodeo and Show Society on their behalf. The grant funds will be directed to sponsorship of the Supreme Champion Beast award at the event and to help fund the costs for guest speaker Cyndi O'Meara to travel to and from the Clermont Beef Expo and Trade Display to be held on 29 October 2021. Cyndi O'Meara will deliver her presentation 'You Are What You Eat' which will aim to empower the community with knowledge to eat and live better lives. In conjunction with the guest speaker, the event aims to raise awareness to the community that the region grows and supplies a large variety of green and clean food whilst highlighting the importance of buying locally. The Clermont Beef Expo and Trade Display presents an opportunity for local producers to network at an industry level and to connect with other producers to ensure that Clermont's beef and cattle industry remains at the forefront of Australian agriculture. The event also gives the opportunity for businesses to showcase their services directly to their user groups and provides a forum to exchange ideas.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budgets of Division 1 and 6. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Internal

Mayor

Councillor Division 1

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

External

Director Hoch and Wilkinson

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community whilst also promoting the region's agricultural sector.

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: 28 July 2021

Report authorised by:

DAN WAGNER
Director Planning Environment and Community Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant Application – Hoch and Wilkinson_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:



MINOR GRANT

(Maximum \$1,000)

This application category remains open year round

- ☐ Community Development
- ☐ Community Facilities
- ☐ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*



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.

- ☒ Community Development
- ☐ Community Facilities
- ☒ Community Events
- ☒ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	Hoch & Wilkinson Livestock & Property Pty Ltd
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes - Incorporation No: <input checked="" type="checkbox"/> No- You will need a sponsoring body that is incorporated to Proceed with this application (proceed to Section 2). <input checked="" type="checkbox"/> No – Exempt from incorporation under legislation (i.e. P&C Associations)
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 93 122 872 744 <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	Clermont Rodeo & Show Society Inc
ADDRESS	Clermont
PHONE	
EMAIL	
INCORPORATION NUMBER:	
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 73 870 538 662 <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<input checked="" 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 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	[REDACTED]
POSITION TITLE	Director
PHONE	[REDACTED]
EMAIL	[REDACTED]
SIGNATURE	

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	Clermont Beef Expo & Trade Display
PROJECT/ACTIVITY LOCATION	Clermont Showground & Pavilion
PROJECT/ACTIVITY DATE/S	29th October 2021
DESCRIPTION OF YOUR PROPOSAL:	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

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$10,000
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: In-kind: Volunteer labour: 100hr Grants: Sponsorships: \$141020.90
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	\$6,340 Flights + hire Car from Emerald + accommodation in Clermont
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	Sponsorship for Supreme Champion Beast - \$5,000 To help fund the costs of getting Guest Speaker Cyndi O'Meara - "You Are What You Eat" From Brisbane to Clermont and return.
PLEASE INDICATE THE PRIORITIES OF YOUR PROPOSAL: (TICK ALL THAT APPLY)	<input checked="" 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

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☒ Yes - please indicate who: [REDACTED]

Date: 09/06/2021

☐ No

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 checked="" type="checkbox"/> Promote social inclusion <input checked="" type="checkbox"/> Enhance cultural awareness and diversity <input checked="" type="checkbox"/> Enhance cultural awareness and diversity <input type="checkbox"/> Enhance community safety <input checked="" type="checkbox"/> Encourage community engagement, participation and volunteerism <input checked="" type="checkbox"/> Engage with the community to encourage sustainability within the Isaac region
COMMUNITY EVENTS	<input checked="" type="checkbox"/> Supporting and building capacity of local event management talent and suppliers <input checked="" type="checkbox"/> Contribute to local economy by planning events which attract a broad range of patrons and participants <input checked="" type="checkbox"/> Demonstrate sound event management principles and planning <input checked="" type="checkbox"/> Promoting a vibrant, diverse and fun place to live and visit <input checked="" type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active <input checked="" 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 type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input 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 type="checkbox"/> Improve the sustainability of sport and recreation clubs <input checked="" type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input checked="" type="checkbox"/> Engage a broad spectrum of the community <input checked="" type="checkbox"/> Provide access for all abilities <input checked="" type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

This event has economic advantages to the Producers and the wider community, providing a forum for the exchange of ideas and methods as well as providing a forum for the significant opportunities for vendors to network with Cattle and Beef industry groups. It also provides opportunities for local & away business operators to showcase their business direct to the user groups. There is a considerable social impact from this event; that being the relevant and significant connections renewed, created or restored by participants. Events such as these play a vital role in the ongoing success of the producer and associated contacts - provides both a formal and informal environment for important social and economic connections, as well as networking as a business.

Living and working in regional, rural or remote Australia can be a very rewarding and challenging way of life. The people of Clermont & surrounding regions find it difficult to access professional people like Cyndi O'Meara especially in these extra ordinary times. We would like to be able to offer this presentation on "You are what you eat" which will empower the Clermont Community with knowledge to know better, eat better & live better, as we all deserve to know exactly what we are eating.

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

There are 19 pens, 14 have a \$1,000 price, Sally Taylor Perpetual Trophy \$1,500, Champion pen of Grain fed cattle \$2,500 and the Grand Champion Pen attracting \$5000 in prize monies. All the prize money is donated sponsorships. I have attached the original letter, which outlines the scope and amount of pens and sponsorships. There is significant amount of in-kind sponsorship from cattle producers, Hoch and Wilkinson as well as the Cattle Saleyard users group; this is in addition to works being performed on the day by staff and interested spectators who 'pitch in'. A number of invited participants will also be providing expert advice to local business and producers, as in-kind contributions.

We have the support of Clermont Agencies & GW3 partnering with Belyando Enterprise Network, Clermont Community & Business group & Greater Whitsunday Food Network, who are complimenting our theme with another ICMI speaker - See attached forum.

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

A significant amount of funding is also raised and delivered to local and national charities such as The CQ Rescue Helicopter, Motor Neurone Disease Australia, Care Outreach, Cancer Council, SMARD & Scripture Union Qld.

The Beef Expo presents opportunities to network at an industry level and provides the opportunity to connect with other producers to ensure that Clermont's Beef and Cattle industry, its people and its product remain viable and the forefront of Australian agricultural excellence. With the success of guest speakers over previous years, this year we are aiming to bring more awareness to our community that our region grows & supplies a large variety of food - green & clean. We aim to provide people of all ages with knowledge and strategies to eat, know & live better with good food choices and support our local community by buying local.

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes – Please provide a copy <input checked="" type="checkbox"/> No - Please provide an explanation: Not Applicable 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	<input checked="" type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

**YOUR
PROJECT/EVENT/ACTIVITY?**

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	Clermont Rodeo & Show Society Inc.
TRADING NAME	
ABN	73 870 538 662
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	Clermont Rodeo & Show Society Inc.
POSITION TITLE	
ADDRESS	Clermont, QLD 4721
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	DATE	
	Print Name		

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)			
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)	✓		

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

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 [REDACTED] receiving Council funding.	
AUTHORISED PERSON		Signature	[REDACTED]
	Print Name	[REDACTED]	DATE 9/6/2021
	Position Title	DIRECTOR.	

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		

Hoch & Wilkinson

Beef and Cattle Expo - October 2021

Expenses					Income	
Wages	Unit		AMT			AMT
Organiser JP	hrs		400	45	18000	
Administration -Organisers	Staff no's	5	100	45	22500	
Cas. Staff	Staff no's	6	30	30	5400	
Venue						
Agents Fees	PA fee	1442	8	32	254.88	
Hire of Showgrounds pd	Hire P/day		1	825	825	H & W Contribtion 825
Catering	CWA	800		15	12000	CWA Catering 12000
Insurance & Registrations	PA fee					
Event Co-Ordination - Admin		450		8	3600	Event Co-Ord Admin 3600
Speakers & Presenters		8000		2	10000	In Kind contribution 16000
Sponsorships (Classes)					23500	Sponsorship 23500
Charity donation		500			10000	Charity Donation 12000
Advertising 'The Rag'					441	H & W contribution 441
Gifts and Acknowledgements					2000	H & W Contribution 1000
Trophies					2500	H & W Contribution 1000
Advertising QCL (In Kind)		6000		5	30000	
					141020.9	70366

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.5

MAJOR GRANT APPLICATION – RUN FOR MI LIFE

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Run For Mi Life for the purpose of staging a community fun run to promote mental health awareness.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Run For Mi Life for \$5000 (exc. GST) for the purpose of funding traffic control support for the event, including the costs associated with a traffic management plan, required permits/approvals and suitably qualified road closure contractors, to assist with the delivery of the annual community fun run in Moranbah.**
- 2. Approve that the grant be funded from the Community Grants operational budgets of Divisions 3, 4 and 5 for FY2021-22.**

BACKGROUND

Run For Mi Life, registered Queensland charity CH3125, has made application under Council's Community Grants program for \$5000 in financial assistance to support the delivery of the annual Run For Mi Life community fun run in Moranbah. It is proposed the grant will fund the provision of traffic control support, inclusive of the costs associated with a traffic management plan, required permits/approvals and suitability qualified road closure contractors, to assist with the delivery of the annual event on a route inclusive of Mills Avenue. Run For Mi Life is an inclusive, family-friendly event that encourages people to talk about and be informed about suicide and mental illness in a safe environment without judgement. The event has been operating for several years and is supported by local mental health and suicide prevention groups.

IMPLICATIONS

Financial

The grant will be funded from the FY2021-22 Community Grants operational budget of Divisions 3, 4 and 5. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

Operational

In consultation with internal stakeholders, it was identified that the staff resourcing required to affect the road closures required by the applicant for safe event delivery is beyond the available capacity of the organisation after hours. As such, Council is not in a position to internally fund/deliver this function and the applicant will be required to engage a suitability qualified contractor.

CONSULTATION

Councillor Division 3

Councillor Division 4

Councillor Division 5

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

Director Engineering and Infrastructure

Manager Parks and Recreation

Team Leader Parks and Recreation Moranbah

Team Leader Infrastructure

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:	Report authorised by:
JIM HUTCHINSON	DAN WAGNER
Manager Engaged Communities	Director Planning Environment and Community Services
Date: 28 July 2021	Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant Application – Run For Mi Life_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines

Run For MI Life just submitted the grant application Community Grants Minor or Major Grants Application Form with the responses below.

Major Grant (maximum \$5,000)

Community Events

Group/Organisation Name

Run For MI Life

Group/Organisation Address

[REDACTED]

Group/Organisation Phone

[REDACTED]

Group/Organisation Email

[REDACTED]

Is your group/organisation incorporated?

Yes - Incorporation No - 51611263622

Does your group/organisation have an ABN?

Yes - ABN No - 51611263622

Is your group/organisation registered for GST?

No

Will your group/organisation cover the public liability for this project or activity?

Yes - Please provide a copy of the current policy

Upload your current policy

[REDACTED]
[REDACTED]
[REDACTED]

Contact Persons Name

[REDACTED]

Contact Persons Position title

Director, Sponsorship/Grants Coordinator

Contact Persons Contact Number

[REDACTED]

Contact Persons Email Address

[REDACTED]

Project or activity name/title

Run For MI Life Fun Run - Moranbah

Location

Event starts and finishes at Moranbah Miners Club, Mills Avenue, Moranbah, Queensland

Date/s

17 October 2021

Description of your proposal

Our event is a community fun run. This is an inclusive, family friendly event that encourages people to talk about and be informed about suicide and mental illness in a safe environment without judgement.

Funding amount requested from Isaac Regional Council (this figure must match budget):

\$5,000

Minimum co-funding requirement (%):

Grant funding is 59%, co-funding from other sources is 41%

Cash contribution:

\$625.25

In-kind:

\$1,500

Volunteer labour:

\$1,400

Grants:

0

Sponsorships:

0

Total project or activity cost:

(this figure must match budget)

\$8,525.25

What will the funds requested from Isaac Regional Council specifically be used for?

To provide traffic management for our event

Upload event plan/activity supporting documentation

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Have you discussed your proposal with a Councillor or any other Council Officers?

Yes - Please indicate who and the date - [REDACTED] - June 2021 (by email) [REDACTED] - June 2021 (by email)

Please indicate the priorities of your proposal:

Enhance mental health awareness
Enhance community safety
Encourage Aboriginal and Torres Strait Islander peoples
Target, include or engage youth

Which of the following categories does your project or activity most align with?

Community Events

Which category outcomes will your project or activity deliver?

Demonstrate sound event management principles and planning
Contribute to building strong communities: inclusive, connected, engaged, healthy and active

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:

The primary need for this activity is to reduce the incidence of suicide. Suicide is still very prevalent in our regional communities including those in the Isaac area. The event should be supported because education is the key to reducing suicide. Our event provides education in two ways. The event itself encourages participants to have open discussions about their mental health, and supports them by having local mental health and suicide prevention groups on hand to provide help and advice to anyone who is struggling. Secondly fundraising from our event is used to provide free suicide prevention training to members of the community. This training teaches attendees how to see the signs that someone may be struggling with their mental health, and how to guide that person to a place where they can be given the help and support they need.

Is your project or activity supported by the broader community and/or region?**If so, demonstrate the level of community support**

The event will be supported by local mental health and suicide prevention groups with whom we have a close working relationship. We also have established relationships the venue where our event starts and finishes. Our committee in Moranbah is headed up by staff from Dyno Nobel, who organise the event. In addition to our management committee, we have a large group of volunteers who can be called on to assist and have already expressed interest in becoming involved with our fun run this year. Our fun run in Moranbah has been held for several years and is always well supported by the broader community, with attendance from a wide range of ages, and including groups from local schools.

How will your project or activity benefit the people and community of the Isaac region:

Our project benefits the people and community of the Isaac region in several ways. The event itself is a great way to encourage the Isaac community to get together and show support for reducing the stigma associated with mental health and suicide. By doing this the Isaac community is encouraging people who are struggling to come forward and seek help which has long-term benefits in reducing suicides and improving mental health outcomes. Having suicide prevention and mental health support services on hand at the event also benefits the community by providing information, education and guidance. Our event promotes health and wellbeing for residents of the Isaac region, it is open to all ages and levels of fitness to come along and enjoy a pleasant walk or run in good company. All funds raised by the event will be utilized in the Isaac community for the community, supporting suicide prevention and good mental health initiatives in the region.

Will your project or activity involve the preparation, serving or selling of food or refreshments?

Yes - Food licence required

Will your project or activity involve the serving of selling of alcoholic beverages?

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

Does your project or activity have the necessary local and state planning or building permits/approvals?

No

Are you able to provide your group/organisations most recent Audited Financial Report?

Yes - Please provide a copy

Please provide a copy

[REDACTED]

Are you able to provide a budget for your project/event/activity?

Yes - Please provide a copy (Example budget template available from Community Grants Toolkit)

Upload Budget

[REDACTED]

Group/Organisation Name

Run For MI Life Ltd

Trading Name

Run For MI Life Ltd

Name

[REDACTED]

Position Title

Treasurer

Address

[REDACTED]

ABN

51611263622

Phone

[REDACTED]

Email

[REDACTED]

Preferred method of remittance to be sent

Email

Account Name

[REDACTED]

Bank

[REDACTED]

BSB (6 digits)

[REDACTED]

Account Number

[REDACTED]

Upload a copy of your Bank Deposit Slip or top portion of the statement of the EFT on business letterhead

[REDACTED]
[REDACTED]
[REDACTED]

Name

[REDACTED]

Signature (typed name sufficient)

[REDACTED]

Date

160721

Does your group/organisation operate within the Isaac Regional Council local area?

Yes

Is your group/organisation free of debt with Isaac Regional Council?

Yes

Have you acquitted any previous grants obtained from Isaac Regional Council?

Yes

Have you provided a valid public liability certificate? (Section 1)

No

Have you provided an Event Plan? (Section 4)

Yes

Have you met the minimum co-funding requirements? (Section 4)

Yes

Have you provided evidence of confirmed co-funding contributions? (Section 4)

N/A

Have you provided letters of support or registration of interested parties? (Section 6)

N/A

Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)

No

Have you provided the most recent audited financial report? (Section 8)

Yes

Have you completed a Budget? (mandatory) (Section 8)

Yes

Have you provided written quotes? (Section 8)

N/A

Have you provided a copy of banking verification? (Section 9)

Yes

Please provide an explanation if you have ticked No or NA to any of the above

Insurance - we are in the process of getting this arranged for the current year Confirmed co-funding - cash is from our own funds, volunteer labour and entertainment are in-kind contributions Letters of support - we have verbal support from [REDACTED] for our event Permits - still to make enquiries regarding food license Quote - cannot obtain a quote for traffic management until Council have received our application and calculated likely costs for 2021

I am authorised by my group/organisation to complete this form and I agree that

The statements made in this application are true.

All necessary permits/approvals will be obtained prior to the beginning of the project.

The project will be covered by appropriate insurance.

All relevant health and safety standards will be met.

I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will

Ensure that acquittal requirements are met within 12 weeks of the project completion date.
Accept the terms of the community grant in accordance with Council requirements.
Provide proof of other successful co-funding (if unconfirmed) within six months of notification.
Complete the project within twelve months of receiving Council funding.

Name

[REDACTED]

Position Title

Sponsorship Coordinator/Director

Signature (typed name sufficient)

[REDACTED]

Date

160721

Budget - Moranbah Run

Food (Woolworth pricing) rough cost for food service by 3rd party

Based on 100 heads eating breakfast

Sausages - 5 x 24 sausages @ \$11/pack 24	55.00	Woolworth
Bacon - 5 kg @ \$13/kg	65.00	Woolworth
Eggs - 10 dozen - \$10 for 30, 4 boxes	40.00	Woolworth
Sauces - barbeque and tomato	8.00	Woolworth
Serviettes 3 x 50 packs \$1.50 per pack	4.50	Woolworth
Oil - 2l	6.00	Woolworth
Bread rolls - 10 dozen white - 6 for \$2	40.00	Woolworth
Sandwich bread - 10 loaves @ \$1.30 each	13.00	Woolworth
	231.50	

Council charges - event registration/management

Estimated cost	5,000.00	Estimate
	5,000.00	

Other items

Water	93.75	Woolworth
Fruit (estimated)	100.00	Estimate
Bouncy castle (value of in-kind sponsorship) - 2 castles @ \$750/each	1,500.00	From Bounce Now website
Misc printing, stationery etc.	200.00	Estimate
	1,893.75	

Moranbah volunteers	8.00
Hours attending (5am - 12pm)	7.00
Total	56.00

At \$25/hour	1,400.00
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Total Cost	8,525.25
-------------------	-----------------

Grant Funding	5,000.00	59%
Co-funding	3,525.25	41%

ISAAC COMMUNITY GRANTS EVENT PLAN

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*.

This Event Plan should accompany any Minor or Major Grant Application under the Community Grants Guideline.

DETAILS OF EVENT

NAME OF EVENT	
DATE OF EVENT	
TIME OF EVENT	
LOCATION OF EVENT	
CONTACT PERSON/S	
PHONE	
EMAIL	

DESCRIPTION OF EVENT

WHERE DID THE EVENT IDEA COME FROM AND WHAT HAS LED YOU TO ORGANISE IT?	
---	--

ISAAC COMMUNITY GRANTS EVENT PLAN

COUNCIL REPRESENTATION AT EVENT

WHAT OPPORTUNITIES ARE THERE FOR AN OFFICIAL ROLE AT THE EVENT (e.g. presentation of speech)?	Task:
	Time required:

EVENT OUTCOMES (OBJECTIVES)

WHAT ARE YOU HOPING TO ACHIEVE WITH THIS EVENT?	
--	--

EVENT PROMOTION

HOW WILL YOU PROMOTE YOUR EVENT AND ITS SPONSORS?	<input type="checkbox"/> Local media (newspaper, radio)
	<input type="checkbox"/> TV Advertising
	<input type="checkbox"/> Flyers/posters/letterbox drop
	<input type="checkbox"/> Regional media (Daily Mercury, Rockhampton Bulletin, CQ News, Midweek Miner)
	<input type="checkbox"/> Council's online Events Calendar – refer to https://www.isaac.qld.gov.au/community/community-events-calendar
	<input type="checkbox"/> Facebook/Social Media
	<input type="checkbox"/> Other (please specify):

ISAAC COMMUNITY GRANTS EVENT PLAN

RISK ASSESSMENT

IDENTIFY POSSIBLE
RISKS AND DEVELOP
STRATEGIES TO
MINIMISE THEM? WHAT
IS YOUR BACK UP
PLAN IN WET
WEATHER?

TIMELINE/PROGRAM FOR EVENT

PROVIDE DETAIL OR
ATTACH OFFICIAL
PROGRAM IF
AVAILABLE:

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		

RUN FOR MI LIFE

PROFIT & LOSS STATEMENT 1 JULY 2019 TO 30 JUNE 2020

INCOME

TRADING ACCOUNT:

Merchandise Sales			3,938.00	
Cost of Sales:				
Opening Stock - Mackay	21,763.06			
- Brisbane	<u>8,422.90</u>	30,185.96		
Purchases		<u>300.74</u>		
		30,486.70		
Less Closing Stock - Mackay	20,765.70			
Closing Stock - Brisbane	<u>8,422.90</u>	29,188.60	1,298.10	
				2,639.90
Sponsorships				9,125.00
Registrations				28,529.50
Event Proceeds				7,124.32
Raffles				660.00
Donations - Mackay				13,651.50
Donations - Brisbane				10.00
Interest Received - Mackay Accounts				39.20
Interest Received - Westpac Term Deposit				359.51
Interest Received - Brisbane Accounts				<u>14.53</u>
				62,153.46

EXPENSES

ADMINISTRATION COSTS:

Advertising & Promotion	3,317.43	
Bank Charges	1,064.20	
Depreciation	5,146.26	
Management Fees	4,300.00	
Meeting & Volunteer Costs	741.65	
Office Supplies	140.00	
Subscriptions	686.40	
Telephone	1,541.42	
Trailer Registration & Insurance	494.47	
Website & Internet	<u>2,268.90</u>	19,700.73

EVENT COSTS:

Event Costs	2,487.47	
Insurance	0.00	
Runners' Shirt Purchases	19,522.20	
Fun Run Costs	<u>7,444.50</u>	29,454.17

FUNDING PAID:

Course Trainers & Costs	8,968.31	
Donations	<u>10,000.00</u>	18,968.31
		68,123.21

NET PROFIT

Retained Profits at the beginning of the period	119,728.50
RETAINED PROFITS AT THE END OF THE PERIOD	<u>\$113,758.75</u>

RUN FOR MI LIFE



BALANCE SHEET AS AT 30 JUNE 2020

ASSETS

Westpac Business Account - Mackay	29,891.87	
Westpac Grants Account	707.03	
Westpac Business Account - Brisbane	14,398.44	
Westpac Term Deposit	30,359.51	
Petty Cash - Mackay	178.35	
Petty Cash - Brisbane	0.00	
Float - Mackay	700.00	
Float - Brisbane	0.00	
Trailer	8,888.00	
RFML Marquees	5,411.00	
Laptop	1,267.25	
Stock Storage Boxes	322.46	
Marquees & Banners	7,128.00	
Square Machine	117.00	
Tablet with Cover & 2 Year Warranty (Brisbane)	459.00	
Corflutes & Banners (Brisbane)	1,267.20	
Storage Shelving (Brisbane)	438.00	
15 Chairs	157.20	
Accumulated Depreciation	<u>(17,120.16)</u>	8,334.95
Stock on Hand - Mackay		20,765.70
Stock on Hand - Brisbane		<u>8,422.90</u>
		<u>113,758.75</u>

EQUITY

Retained Profits	<u>\$113,758.75</u>
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Treasurer
Run For MI Life Ltd

Date: 10 January 2021

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jana Hesketh

AUTHOR POSITION

Manager Community Engagement, Programs and Events

5.6

MAJOR GRANT APPLICATION – MORANBAH GYMNASTICS

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Moranbah Gymnastics for the purpose of supporting delivery of a 'casino night' fundraiser.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Moranbah Gymnastics to the value of \$5000 (exc. GST) for the purpose of supporting a 'casino night' fundraiser for the club.**
- 2. Approve that the grant be funded from the Community Grants operational budgets of Divisions 3, 4 and 5 for FY2021-22.**

BACKGROUND

Moranbah Gymnastics, incorporated association IA05562, has made application under Council's Community Grants program for \$5000 in financial assistance to support delivery of a community 'casino night' fundraising event. Moranbah Gymnastics has a membership of more than 200 students and funds raised from the event will support the further development of the club's training facility at Moranbah's Eastern Sporting Fields. The event is being hosted at the Moranbah Arts Centre and will also include live entertainment. Hospitality students from Moranbah State High School are also being engaged to support the event as a developmental pathway for their certificate level qualifications.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Divisions 3, 4 and 5. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 3

Councillor Division 4

Councillor Division 5

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community, particularly 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: JANA HESKETH Manager Community Engagement, Programs and Events Date: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Moranbah Gymnastics_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:



MINOR GRANT

(Maximum \$1,000)

This application category remains open year round

- ☐ Community Development
- ☐ Community Facilities
- ☐ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*



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.

- ☐ Community Development
- ☐ Community Facilities
- ☒ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	Gymnastics Moranbah INC
ADDRESS	Eastern Sports Oval - Recreation Reserve, Moranbah QLD 4744
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: IA05562 <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)
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 30831396844 <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	<input checked="" type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR
GST?

☐ No

WILL YOUR
GROUP/ORGANISATION
COVER THE PUBLIC
LIABILITY FOR THIS
PROJECT OR
ACTIVITY?

☐ Yes – Please provide a copy of the current policy.

☐ No

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME

POSITION TITLE

PHONE

EMAIL

SIGNATURE

Club Manager

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

Casino Night

PROJECT/ACTIVITY
LOCATION

Moranbah Arts Centre, 38 Bacon Street Moranbah QLD 4744

PROJECT/ACTIVITY
DATE/S

16th October 2021

DESCRIPTION OF YOUR
PROPOSAL:

Casino Night fundraiser- roulette, Black jack, Texas hold em poker, Money wheel, & side games (nerf poker, match the bottle and card, jenga, Bottle toss and best dressed.)
FORMAT- final table playoff at a selected time all guests return their chips to be counted, we then announce the top seven chip winners and invite them to play the final table. They will be given 10,000 chips and have 10 hands dealt of blackjack, the person with the most chips after 10 hands is the winner. This format gets everyone involved and cheering for their friends

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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$5000
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: In-kind: \$1695 - MEDIA PACKAGE 4RFM Volunteer labour: Grants: Sponsorships: \$3000 IN TABLE SPONSORS
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	\$18860- \$18200
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	Refreshments and Catering
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 type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input type="checkbox"/> Promote access and inclusion <input type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☐ Yes - please indicate who:

Date:

☒ No

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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> Demonstrate sound event management principles and planning <input checked="" type="checkbox"/> Promoting a vibrant, diverse and fun place to live and visit <input checked="" 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 checked="" type="checkbox"/> Demonstrate a commitment to sound environmental practices and the promotion and protection of our natural environment <input checked="" 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

MINOR OR MAJOR GRANTS APPLICATION FORM

	<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 type="checkbox"/> Contribute to building healthy and active communities <input checked="" type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input checked="" type="checkbox"/> Engage a broad spectrum of the community <input checked="" type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input checked="" type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input checked="" type="checkbox"/> Build community resilience <input checked="" type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

**Clearly demonstrate the
need for the project or
activity**

Our club has 210 members that will benefit from the renovations and expansion to our gymnastics centre.

The expansion will increase members as further programs and capacity become available. Surrounding communities could attend the centre for programs or the use of functions.

The event will assist:

- a number of business that donate gift cards and vouchers, with reciprocal business exposure.
- The Moranbah Arts Centre
- The Moranbah high school catering students
- Mackay Casino Nights- travelling into Moranbah will use other businesses in the community.
- The entertainment/band for the evening
- Pick your pose- photo booth
- People of Moranbah they get a fun event to be apart of- team building- networking.

The casino Night will immediately contribute to our community in several ways. We have involved the Moranbah High School catering as an opportunity for the students to continue working towards their certificates and upskilling for a brighter future when entering the workforce. We have asked local business to support the event through donations and sponsorship. All businesses that support the event will be showcased on the night and on all media platforms leading up to the event. We aim to create partnerships that are mutually beneficial while supporting and enhancing our community.

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

Yes we have provided 2 letters of support please see them attached.

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

Our club has 210 members that will benefit from the renovations and expansion to our gymnastics centre.
The expansion will increase members as further programs and capacity become available.
Surrounding communities could attend the centre for programs or the use of functions.
The event will assist:

- a number of business that donate gift cards and vouchers, with reciprocal business exposure.
- The Moranbah Arts Centre
- The Moranbah high school catering students
- Mackay Casino Nights- travelling into Moranbah will use other businesses in the community.
- The entertainment/band for the evening
- Pick your pose- photo booth
- People of Moranbah they get a fun event to be apart of- team building- networking.

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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-eb08e177aead
WILL YOUR PROJECT OR ACTIVITY INVOLVE THE SERVING OF SELLING OF ALCOHOLIC BEVERAGES?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input checked="" type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	5000
		Co-funding amount contributed by your group / organisation	
Venue hire	500	- Cash contributions	
Other equipment hire	2100	- In-kind	1695
Bar expenses	750	- Volunteer labour	
Catering expenses	\$2200	- Grants	
Promotional materials	200	- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation	400	- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer	750	- Sponsorships	3000
Donations		Ticket sales	14500
Prizes and gifts	5500	Bar sales	6600
Material expenses	1500	Food sales	0
Other expenses	4800	Other income	7700
Total Expenditure:	\$ 18200	Total Income:	\$ 25445

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	Gymnastics Moranbah INC
TRADING NAME	Gymnastics Moranbah
ABN	30331396844
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	[REDACTED]
POSITION TITLE	Club Manager
ADDRESS	PO box 185
PHONE	[REDACTED]
FAX	
EMAIL	[REDACTED]
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	[REDACTED]
BANK	[REDACTED]
BSB (6 DIGITS)	[REDACTED]
ACCOUNT NUMBER	[REDACTED]

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATION

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

SUPPLIER	Signature	[Redacted]	DATE	26.7.21
	Print Name	[Redacted]		

SECTION 10- APPLICATION CHECKLIST

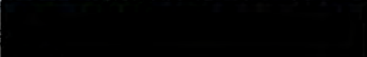
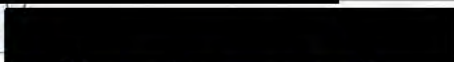
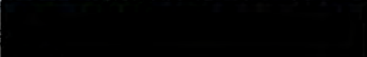
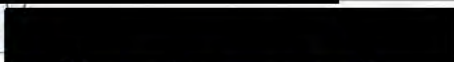
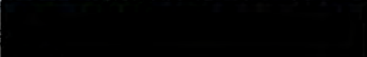
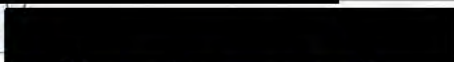
ANSWER THE FOLLOWING QUESTIONS IN RELATION TO YOUR GROUP/ ORGANISATION	YES	NO	N/A
Does your group/organisation operate within the Isaac Regional Council local area?	✓		
Is your group/organisation free of debt with Isaac Regional Council?	✓		
Have you acquitted any previous grants obtained from Isaac 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)	✓		
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)	✓		

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

No Approvals needed from State/Local Government

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 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	<table><tr><td>Signature</td><td></td><td rowspan="3">DATE 26.7.21</td></tr><tr><td>Print Name</td><td></td></tr><tr><td>Position Title</td><td>Club Manager</td></tr></table>	Signature		DATE 26.7.21	Print Name		Position Title	Club Manager
Signature		DATE 26.7.21						
Print Name								
Position Title	Club Manager							

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.7

MAJOR GRANT APPLICATION – MORANBAH RACE CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Moranbah Race Club to support delivery of the November spring race day and undertake improvements to the amenity of the grounds.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Moranbah Race Club to the value of \$15,000 (exc. GST) for the purposes of:**
 - i. \$10,000 for gold level sponsorship of the November race meeting, inclusive of exclusive naming rights for the race day event and the main race on the program. Such naming rights are to be the effect of 'Moranbah Miners' Memorial Race Day presented by Isaac Regional Council' or a variation of same.**
 - ii. \$5000 to undertake improvements to the grounds which enhance the aesthetics of Treasure Park for patrons prior to the November 2021 race meeting.**
- 2. Approve that the grant be funded from the Community Grants operational budgets of Divisions 3, 4 and 5 for FY2021-22.**

BACKGROUND

Moranbah Race Club, incorporated association IA07615, has made two applications under Council's Community Grants program for a total of \$20,000 in financial assistance, being \$10,000 for gold level sponsorship of the November race day and \$10,000 to undertake improvements to the grounds at Treasure Park. As grants are limited to one application per funding round, the two applications have been consolidated as single related application for consideration by Council.

The \$10,000 gold level sponsorship of the November race day is inclusive of naming rights for the event and naming rights for the main race on the program. Consistent with the practice adopted in 2019 and 2020, it is proposed the naming convention reflect the annual observance at the Moranbah Miners' Memorial the evening prior and the event be nominally titled the 'Moranbah Miners' Memorial Race Day presented by Isaac Regional Council'.

A previous three-year sponsorship concluded in 2020 and the applicant has not requested a new multi-year agreement, nor is it recommended to consider the present application as a multi-year agreement at this time. Concerns regards the standard of event delivery against the expectation of Council as a major sponsor

emerged during the course of the previous agreement and Council is continuing to work productively with the present management committee in this regard.

The applicant has also requested a further \$10,000 to undertake aesthetic improvements to the grounds at Treasure Park to improve the racing experience for patrons. It proposed to only to fund this component of the application to the value of \$5000, bringing Council's total commitment under the proposed funding agreement to \$15,000. It is noted that a \$20,000 commitment would well-exceed the annual support provided by Council to other race clubs within the Isaac Region.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Divisions 3, 4 and 5. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 3

Councillor Division 4

Councillor Division 5

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021

Report authorised by:

DAN WAGNER
Director Planning Environment and Community
Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant- Moranbah Race Club- Race Meet_Redacted
- Attachment 2 - Major Grant- Moranbah Race Club- Clean Up_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines

MINOR OR MAJOR GRANTS

Application Form

RECEIVED

Please ensure that the Application Guidelines have been read prior to completing this form
www.isaac.qld.gov.au/isaac-community-grants

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:

☐ **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 |

☐ **MAJOR GRANT (maximum \$5,000)**

This application category has set funding rounds through the year

NOTE: all applications in this category seeking commitment of 1 to 3 years or requesting amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing an application.

- | | |
|--|---|
| <input type="checkbox"/> Community Development | <input type="checkbox"/> Community Facilities |
| <input type="checkbox"/> Community Events | <input type="checkbox"/> Sport, Recreation and Healthy Living |

Council will use any personal information provided for the purpose of processing your grant application and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other local government Acts. Your personal information is only accessed by persons authorised to do so. Please note the information provided on your grant application and in any related documentation/discussions may be provided to members of the assessment panel in order to assist Council in processing your grant application. By submitting an application you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's grant program. Your personal information is handled in accordance with the Information Privacy Act 2009.

Version: 2

Form No: CS-098

Authorised by: Director Planning Environment and Community Services

Maintained by: Community Services

ABN 39 274 142 600 PO Box 97 Moranbah QLD 4744 P 1300 472 227 F (07) 46418 666 www.isaac.qld.gov.au

127

Section 1 – Group / Organisation Details

Group / Organisation Details:	Name	
	Address	
	Phone	
	Email	
Is your group / organisation incorporated?	<input type="checkbox"/> Yes	Incorporation No:
	<input type="checkbox"/> No	You will need a sponsoring body that is incorporated to proceed with this application (proceed to Section 2).
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	

Section 2 – Auspicing Group / Organisation Details (if applicable)

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

Auspicing Group / Organisation Details:	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	

Section 3 – Applicant Details and Authorisation

Contact person and authorisation for this application:	Name	
	Position Title	
	Phone	
	Email	
	Signature	

Selection criteria: 10%

An Event Plan template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Details of project or activity:	Name	
	Location	
	Date/s	

Description of your proposal:

For Community Events, an Event Plan must accompany your application please refer to Event Plan template on the Council website: **www.isaac.qld.gov.au/isaac-community-grants**

<p>Funding amount requested from Isaac Regional Council (this figure must match budget):</p> <p>NOTE: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.</p>	
<p>Minimum co-funding requirement (%):</p>	
<p>Co-funding amount contributed by your, or other groups / organisations or funding bodies (these figures must match budget):</p> <p>Please provide evidence of co-funding contributions.</p>	<p>Cash contribution:</p> <p>In-kind:</p> <p>Volunteer labour:</p> <p>Grants:</p> <p>Sponsorships:</p>
<p>Total project or activity cost:</p> <p>(this figure must match budget)</p>	

What will the funds requested from Isaac Regional Council specifically be used for?

Please indicate the priorities of your proposal: (tick all that apply)	
<input type="checkbox"/> Contribute towards positive engagement of the aged	<input type="checkbox"/> Target, include or engage youth
<input type="checkbox"/> Enhance mental health awareness	<input type="checkbox"/> Multicultural communities
<input type="checkbox"/> Encourage Aboriginal and Torres Strait Islander peoples	<input type="checkbox"/> Promote access and inclusion
	<input type="checkbox"/> Enhance community safety

Have you discussed your proposal with a Councillor or any other Council Officers?

☐ Yes - please indicate who: _____ Date: _____

☐ No

Section 5 – Application Category		Selection Criteria:10%
Category	Category Outcomes	
Which of the following categories does your project or activity most align with? (tick one)	Which category outcomes will your project or activity deliver? (tick all that apply)	
<input type="checkbox"/> 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	
<input type="checkbox"/> 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 Celebrate and contribute to our lifestyle, diversity and culture	
<input type="checkbox"/> Community Facilities	<input type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards <input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities	
<input type="checkbox"/> Sport, Recreation and Healthy Living	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups	

Section 6 – Project or Activity Justification

Selection criteria: 40%

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:

Is your project or activity supported by the broader community and/or region?

If so, demonstrate the level of community support: (Please provide letters of support or registration of interested individuals/parties)

How will your project or activity benefit the people and community of the Isaac region:

Section 7 – Project or Activity Permits/Approvals

Selection criteria: 20%

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?	<input type="checkbox"/> Yes	Food licence required. Please provide a copy or proof of lodgement (receipt).
	<input type="checkbox"/> 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?	<input type="checkbox"/> Yes	Liquor licence required. Please provide a copy or proof of lodgement (receipt).
	<input type="checkbox"/> 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
Does your project or activity have the necessary local and state planning or building permits/approvals?	<input type="checkbox"/> Yes	Please provide a copy or proof of lodgement (receipt).
	<input type="checkbox"/> No	

Section 8 – Financial Management

Selection criteria: 20%

As Council's Community Grants program is funded by public funds Council requires evidence of your group / organisations 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?	<input type="checkbox"/> Yes	Please provide a copy.
	<input type="checkbox"/> 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?	<input type="checkbox"/> Yes	Please provide a copy. On the following page is an example budget template.
	<input type="checkbox"/> No	This application is not eligible.

NOTE:

- 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).
- 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.

Example Budget Template

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

- Clear budget information will allow the panel to better understand your project.
- Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.
- The income should be equal to the expenses.
- Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.
- Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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:			
Trading Name:			
ABN:			
Payment Address Details (for all remittance) Use of personal or business contact details is not recommended			
Name:			
Position title:			
Address:			
Phone:			
Fax:			
Email:			
Preferred method of remittance to be sent: Email <input type="checkbox"/> Fax <input type="checkbox"/>			
Bank Account Details			
Account Name:			
Bank:			
BSB (6 digits):		Account Number:	
Supplier: I declare the Supplier Details Information provided is true and correct.	Name:		
	Signature:		
	Date:		

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)			
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)			
Please provide an explanation if you have ticked No or NA to any of the above:			

Authorisations

I am authorised by my group / organisation to complete this form and I agree that:

- ☐ The statements made in this application are true.
- ☐ All necessary permits/approvals will be obtained prior to the beginning of the project.
- ☐ The project will be covered by appropriate insurance.
- ☐ All relevant health and safety standards will be met.
- ☐ I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will:

- ☐ Ensure that acquittal requirements are met within 12 weeks of the project completion date.
- ☐ Accept the terms of the community grant in accordance with Council requirements.
- ☐ Provide proof of other successful co-funding (if unconfirmed) within six months of notification.
- ☐ Complete the project within twelve months of receiving Council funding.

Authorised person	Name	
	Position Title	
	Signature	
	Date	

Completed applications can be submitted by the following:

Email: communitygrants@isaac.qld.gov.au

In Person: Applications are accepted at all Isaac Regional Council offices

Post: ISAAC REGIONAL COUNCIL
PO Box 97
MORANBAH QLD 4744

ISA
REC

Date: 06/11/2021

[illegible]

\$0

\$0

Please note: The information provided on your grant application and in any related documentation/discussions may be provided to members of the assessment panel in order to assist Council in processing your grant application. By submitting an application you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's grant program.

MINOR OR MAJOR GRANTS

Application Form

RECEIVED

Please ensure that the Application Guidelines have been read prior to completing this form
www.isaac.qld.gov.au/isaac-community-grants

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:

☐ **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 |

☒ **MAJOR GRANT (maximum \$5,000)**

This application category has set funding rounds through the year

NOTE: all applications in this category seeking commitment of 1 to 3 years or requesting amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing an application.

- | | |
|--|---|
| <input type="checkbox"/> Community Development | <input checked="" type="checkbox"/> Community Facilities |
| <input type="checkbox"/> Community Events | <input type="checkbox"/> Sport, Recreation and Healthy Living |

Council will use any personal information provided for the purpose of processing your grant application and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other local government Acts. Your personal information is only accessed by persons authorised to do so. Please note the information provided on your grant application and in any related documentation/discussions may be provided to members of the assessment panel in order to assist Council in processing your grant application. By submitting an application you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's grant program. Your personal information is handled in accordance with the Information Privacy Act 2009.

Version: 2

Form No: CS-098

Authorised by: Director Planning Environment and Community Services

Maintained by: Community Services

ABN 39 274 142 600 PO Box 97 Moranbah QLD 4744 P 1300 472 227 F (07) 49418 666 www.isaac.qld.gov.au

127

Section 1 – Group / Organisation Details

Group / Organisation Details:	Name	Moranbah Race Club
	Address	
	Phone	
	Email	
Is your group / organisation incorporated?	<input type="checkbox"/> Yes	Incorporation No:IA07615
	<input type="checkbox"/> No	You will need a sponsoring body that is incorporated to proceed with this application (proceed to Section 2).
Does your group / organisation have an ABN?	<input type="checkbox"/> Yes	ABN Number: 50921325866
	<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

Auspicing Group / Organisation Details:	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	

Section 3 – Applicant Details and Authorisation

Contact person and authorisation for this application:	Name	
	Position Title	Secretary
	Phone	
	Email	
	Signature	

Section 4 – Project or Activity Snapshot

Selection criteria: 10%

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

Details of project or activity:	Name	Moranbah Race Club Clean up
	Location	12 Scaredon Drive, Moranbah, QLD 4744
	Date/s	

Description of your proposal:

We intend to refurbish the grounds at the track, we want to make the grounds more aesthetic to the overall look of the grounds. We also intend to refurbish the upstairs bar area.

For Community Events, an Event Plan must accompany your application please refer to Event Plan template on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Funding amount requested from Isaac Regional Council (this figure must match budget): NOTE: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$10,000
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: In-kind: Volunteer labour: Grants: Sponsorships:
Total project or activity cost: (this figure must match budget)	

What will the funds requested from Isaac Regional Council specifically be used for?
Earthworks, dumping fees, fencing equipment

Please indicate the priorities of your proposal: (tick all that apply)

- ☐ Contribute towards positive engagement of the aged
☐ Enhance mental health awareness
☐ Encourage Aboriginal and Torres Strait Islander peoples

- ☐ Target, include or engage youth
☐ Multicultural communities
☐ Promote access and inclusion
☒ Enhance community safety

Have you discussed your proposal with a Councillor or any other Council Officers?

- ☒ Yes - please indicate who: _____ Date: _____
☐ No

Section 5 – Application Category		Selection Criteria:10%
Category	Category Outcomes	
Which of the following categories does your project or activity most align with? (tick one)	Which category outcomes will your project or activity deliver? (tick all that apply)	
<input type="checkbox"/> 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	
<input type="checkbox"/> 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 Celebrate and contribute to our lifestyle, diversity and culture	
<input checked="" type="checkbox"/> Community Facilities	<input checked="" type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input checked="" type="checkbox"/> Address issues of risk management or compliance with Australian standards <input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities	
<input type="checkbox"/> Sport, Recreation and Healthy Living	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups	

Section 6 – Project or Activity Justification

Selection criteria: 40%

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:
Our club have been selected to host a qualifier race for the Country Cup which will be held at our Spring Carnival meeting on November 6th. We intend to refurbish the grounds so we can increase our number of patrons and also create a more professional area for our sponsors to attend on the day.

Is your project or activity supported by the broader community and/or region?

If so, demonstrate the level of community support: (Please provide letters of support or registration of interested individuals/parties)

How will your project or activity benefit the people and community of the Isaac region:

We hope that by improving the grounds and facilities we can create a safer and user friendly environment on race day. We also intend to set up the grounds so the community can utilise the grounds for their own personal events and we have the facilities and grounds to offer that to them.

Section 7 – Project or Activity Permits/Approvals

Selection criteria: 20%

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?	<input type="checkbox"/> Yes	Food licence required. Please provide a copy or proof of lodgement (receipt).
	<input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes	Liquor licence required. Please provide a copy or proof of lodgement (receipt).
	<input checked="" type="checkbox"/> 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
Does your project or activity have the necessary local and state planning or building permits/approvals?	<input type="checkbox"/> Yes	Please provide a copy or proof of lodgement (receipt).
	<input type="checkbox"/> No	

Section 8 – Financial Management

Selection criteria: 20%

As Council's Community Grants program is funded by public funds Council requires evidence of your group / organisations 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?	<input type="checkbox"/> Yes	Please provide a copy.
	<input checked="" type="checkbox"/> No	Please provide an explanation: Our club is close to the end of their financial year, last year's financials do not reflect the work the committee have achieved in the past 6 months growing our club from a bank balance of only \$30k to an improved balance of nearly \$100k.

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?	<input checked="" type="checkbox"/> Yes	Please provide a copy. On the following page is an example budget template.
	<input type="checkbox"/> No	This application is not eligible.

NOTE:

- 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).
- 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.

Example Budget Template

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

- Clear budget information will allow the panel to better understand your project.
- Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.
- The income should be equal to the expenses.
- Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.
- Round up each item to the nearest dollar value - do not include cents.

Expenditure

Please list all costs for the proposed activity

All amounts include GST

Income

Please list all sources of income for the proposed activity

All amounts include GST

Expenditure		Income	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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:	Moranbah Race Club Inc		
Trading Name:			
ABN:	50921325866		
Payment Address Details (for all remittance) Use of personal or business contact details is not recommended			
Name:	[REDACTED]		
Position title:	Secretary		
Address:	[REDACTED]		
Phone:	[REDACTED]		
Fax:			
Email:	[REDACTED]		
Preferred method of remittance to be sent: Email <input checked="" type="checkbox"/> Fax <input type="checkbox"/>			
Bank Account Details			
Account Name:	[REDACTED]		
Bank:	[REDACTED]		
BSB (6 digits):	[REDACTED]	Account Number:	[REDACTED]
Supplier: I declare the Supplier Details Information provided is true and correct.	Name:	[REDACTED]	
	Signature:	[REDACTED]	
	Date:	30.05.21	

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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is your group / organisation free of debt with Isaac Regional Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you acquitted any previous grants obtained from Isaac Regional Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a valid public liability certificate? (Section 1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided an Event Plan? (Section 4)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you met the minimum co-funding requirements? (Section 4)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided evidence of confirmed co-funding contributions? (Section 4)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided letters of support or registration of interested parties? (Section 6)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided the most recent audited financial report? (Section 8)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you completed a Budget? (mandatory) (Section 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided written quotes? (Section 8)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have you provided a copy of banking verification? (Section 9)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please provide an explanation if you have ticked No or NA to any of the above:

Our club intends to cover any additional cost to the project. Our financial statements have not been provided as it does not reflect the hard work and progress of the club over the last 6 months. We have increased our cash flow from \$30k in our bank to nearly \$100k. We intend to allocate our own funds as much as we can to support this project. Bank statements can be provided on request.

Authorisations

I am authorised by my group / organisation to complete this form and I agree that:

- ☒ The statements made in this application are true.
- ☒ All necessary permits/approvals will be obtained prior to the beginning of the project.
- ☒ The project will be covered by appropriate insurance.
- ☒ All relevant health and safety standards will be met.
- ☒ I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will:

- ☒ Ensure that acquittal requirements are met within 12 weeks of the project completion date.
- ☒ Accept the terms of the community grant in accordance with Council requirements.
- ☒ Provide proof of other successful co-funding (if unconfirmed) within six months of notification.
- ☒ Complete the project within twelve months of receiving Council funding.

Authorised person	Name	
	Position Title	Secretary
	Signature	
	Date	30.05.21

Completed applications can be submitted by the following:

Email: communitygrants@isaac.qld.gov.au

In Person: Applications are accepted at all Isaac Regional Council offices

Post: ISAAC REGIONAL COUNCIL
PO Box 97
MORANBAH QLD 4744

[illegible]

\$0

\$0

Please note: The information provided on your grant application and in any related documentation/discussions may be provided to members of the assessment panel in order to assist Council in processing your grant application. By submitting an application you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's grant program.

Document Owner: Manager Engaged Communities

Version 1 - ECM 4534952

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.8 MAJOR GRANT APPLICATION – MORANBAH JUNIOR MOTOCROSS CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Moranbah Junior Motocross Club for the purpose of track upgrades.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Approve a major grant application from Moranbah Junior Motocross Club to the value of \$5000 (exc. GST) for the purpose of track upgrades.**
2. **Approve that the grant be funded equally from Community Grants operational budgets of Divisions 3, 4 and 5 for FY2021-22.**

BACKGROUND

Moranbah Junior Motocross Club, incorporated association IA31365, has made application under Council's Community Grants program for \$5000 in financial assistance. The funds are requested for track upgrades as the club is currently unable to hold competitions due to a degraded racetrack. Track upgrades will ensure the track is constructed to meet Motorcycling Australia Track Standards, ensure the safety flag marshal points are constructed with structural integrity, and ensure the club can accommodate practice sessions and high-profile events. Moranbah Junior Motocross Club has been an active club in Moranbah with events dating back to the early 1980s. In the past year, the volunteer base has grown from four active members to 32, and the committee has observed the positive benefits within the club, such as mental health benefits, enhanced teamwork, positive communication and the promotion of friendships. The club has 40 financial members and has had 130 active riders use the track in the past year, with these numbers expected to increase upon completion of the track upgrades. The upgraded track will allow the club to hold multiple races per year, benefiting the community's motocross racers as it has been four years since local Moranbah racers have been able to race in their hometown.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 3, 4 and 5.

The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Internal

Councillor Division 3, 4 and 5

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

External

Moranbah Junior Motocross Club President

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Moranbah Junior Motocross Club_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:

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 type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i>
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 type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living <input type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i> 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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes - Incorporation No: <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)
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

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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	
POSITION TITLE	
PHONE	
EMAIL	
SIGNATURE	

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	
PROJECT/ACTIVITY LOCATION	
PROJECT/ACTIVITY DATE/S	
DESCRIPTION OF YOUR PROPOSAL:	<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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	
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:
	In-kind:
	Volunteer labour:
	Grants:
	Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	
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 type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input type="checkbox"/> Promote access and inclusion <input type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☐ Yes - please indicate who: [REDACTED]

Date:

☐ No

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

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

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	
TRADING NAME	
ABN	
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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		DATE	
	Print Name			

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

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATIONS

I AM AUTHORISED BY MY GROUP / ORGANISATION TO COMPLETE THIS FORM AND I AGREE THAT:	<input type="checkbox"/> The statements made in this application are true. <input type="checkbox"/> All necessary permits/approvals will be obtained prior to the beginning of the project. <input type="checkbox"/> The project will be covered by appropriate insurance. <input type="checkbox"/> All relevant health and safety standards will be met. <input type="checkbox"/> I acknowledge that Council does not accept any liability or responsibility for the project.				
IF MY APPLICATION IS SUCCESSFUL, I WILL:	<input type="checkbox"/> Ensure that acquittal requirements are met within 12 weeks of the project completion date. <input type="checkbox"/> Accept the terms of the community grant in accordance with Council requirements. <input type="checkbox"/> Provide proof of other successful co-funding (if unconfirmed) within six months of notification. <input type="checkbox"/> Complete the project within twelve months of receiving Council funding.				
AUTHORISED PERSON	<table><tr><td>Signature</td><td rowspan="3">DATE</td></tr><tr><td>Print Name</td></tr><tr><td>Position Title</td></tr></table>	Signature	DATE	Print Name	Position Title
Signature	DATE				
Print Name					
Position Title					

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	



QUOTE

Moranbah junior motocross club

Date
14 Jul 2021

Expiry
6 Oct 2021

Quote Number
QU-0009

Reference
Track upgrade

Trackworksdesign@gmail.
com

PH: 04 21 378 186

ABN: 78380351319

Description	Quantity	Unit Price	Amount AUD
Bulldozer, D6k	42.00	90.00	3,780.00
Excavator, PC450 dry hire, day rate	3.00	880.00	2,640.00
Diesel	2026.21	1.45	2,938.00
Subtotal			9,358.00
TOTAL GST 10%			642.00
TOTAL AUD			10,000.00

MEETING DETAILS	Planning Environment and Community Services Standing Committee Tuesday 10 August 2021
AUTHOR	Jim Hutchinson
AUTHOR POSITION	Manager Engaged Communities

5.9 MAJOR GRANT APPLICATION – ST MARY’S CHRISTMAS FAIR

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from St Mary's Catholic Church Clermont for the purpose of staging the annual St Mary's Parish Christmas Fair.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from St Mary's Catholic Church to the value of \$2000.00 (exc. GST) for the purpose of the St Mary's Parish Christmas Fair.**
- 2. Approve that the grant be funded from the Community Grants operational budgets of Division 6 for FY2021-22.**

BACKGROUND

St Mary's Catholic Church Clermont has made application under Council's Community Grants program for \$2000 in financial assistance. The funds are requested to purchase live entertainment and amusement rides for the 50th St Mary's Parish Christmas Fair. The fair is an important fundraiser for the St Mary's parish and also assists the St Joseph's Catholic Primary School. In the past, the money that has been given to the school has purchase much needed choir equipment or resources for classrooms. The Christmas Fair also brings together a range of people of all ages that live in the Clermont community and surrounding towns with approximately 500 people attending the event each year. There will be plenty of stalls at the event and it starts the Christmas cheer in Clermont's tight knit community. It is traditionally a highlight for the town with this year being the 50th year it has been running. The Christmas Fair is proposed to occur on either the 5th or 6th of November 2021 (date still to be confirmed).

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 6. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Internal

Mayor

Councillor Division 1

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

External

St Mary's Christmas Fair Organiser

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
--	---

ATTACHMENTS

- Attachment 1 - Major Grant Application – St Mary's Christmas Fair_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines

██████ just submitted the grant application Community Grants Minor or Major Grants Application Form with the responses below.

Minor Grant (maximum \$1,000)

Community Events

Group/Organisation Name

St Mary's Catholic Church Christmas Fair

Group/Organisation Address

██

Group/Organisation Phone

██████████

Group/Organisation Email

██

Is your group/organisation incorporated?

No - You will need a sponsoring body that is incorporated to proceed with this application (proceed to Section 2)

Contact Persons Name

██████████████

Contact Persons Position title

Christmas Fair Organiser

Contact Persons Contact Number

[REDACTED]

Contact Persons Email Address

[REDACTED]

Project or activity name/title

St Mary's Parish Christmas Fair

Location

St Joseph's Catholic Primary School

Date/s

5th or 6th of November

Description of your proposal

I am writing to you to ask if you would support the St Mary's Parish Christmas Fair that will be held on the first weekend of Novemeber (date still not set). I am seeking your support to purchase big ticket item/items that will attract people to our community event e.g. live music, amusement rides. If successful your grant, will make a huge difference at the Fair. The St Mary's Parish relies on this fair to assist them with the day to day operations of the Parish and to upkeep the Church and the grounds. St Mary's also donates an amount of money back into St Joseph's Catholic Primary School. Our little school is very fortunate to have very strong ties with St Mary's Church and the parishioners and it is through the Christmas Fair that we are able to continue this.

Funding amount requested from Isaac Regional Council (this figure must match budget):

\$2,000

Minimum co-funding requirement (%):

Unsure of this question happy to discuss further.

Cash contribution:

\$350.00

In-kind:

Unsure sorry. Happy to discuss further.

Volunteer labour:

This event is based on volunteer support

Grants:

No grants

Sponsorships:

Unconfirmed sponsorships

Total project or activity cost:

(this figure must match budget)

\$10,000

What will the funds requested from Isaac Regional Council specifically be used for?

If successful the funds that I am requesting from the Isaac Regional Council will be put towards live music and amusement rides.

Have you discussed your proposal with a Councillor or any other Council Officers?

No

Please indicate the priorities of your proposal:

Promote access and inclusion

Which of the following categories does your project or activity most align with?

Community Events

Which category outcomes will your project or activity deliver?

Promoting a vibrant, diverse and fun place to live and visit

Contribute to local economy by planning events which attract a broad range of patrons and participants

Demonstrate a commitment to the development of local creative skills and cultural pursuits

Celebrate and contribute to our lifestyle, diversity and culture

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:

I strongly believe that the Christmas Fair should be support as it directly impacts so many people in the Clermont community. Here are just some examples: It will combine the talents, ideas and connections that the members our School and Parish. Not only will the parishioners that attend St Mary's Church benefit but also the St Joseph's staff, students and families do as well. At St Joseph's we have very strong ties with our Parish and it is through the Fair that we are able to do so and it is also the reason why we have a Church still open. The St Mary's Catholic Church always gives a cash amount to the School. In the past, the money that has been given to the school has purchased much needed Choir equipment, Religious Resources for each classroom or other resources required. The Christmas Fair also brings together a range of people from all ages that live in the Clermont community and surrounding towns as it is a great community event, there is plenty of stalls and starts the Christmas cheer. We would easily have 500 people attend the Christmas Fair. In Clermont's tight nit community, it a highlight in the town and some may say even a Clermont tradition as it has been running for 50 years this year. Local businesses are acknowledged and advertised for their generosity during the event.

Is your project or activity supported by the broader community and/or region?

If so, demonstrate the level of community support

Yes, it is support by some many businesses and family that live in the Clermont community. It also reaches broader communities such as Emerald, Capella and Moranbah as businesses and people donate and visit the Christmas Fair this year.

How will your project or activity benefit the people and community of the Isaac region:

It will not only bring the community together to celebrate Christmas after trying times with COVID but it will impact so many people personally; the Church parishioners and the St Joseph's Catholic Primary School staff, students and families but also will benefit the people and community of the Isaac region as it is a much loved event for all ages. It truly is a wonderful event that showcases the support and generosity of so many people in our region.

Will your project or activity involve the preparation, serving or selling of food or refreshments?

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 or selling of alcoholic beverages?

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

Does your project or activity have the necessary local and state planning or building permits/approvals?

No

Are you able to provide your group/organisations most recent Audited Financial Report?

No - Please provide an explanation - I am unsure as to this question and would have to chase it up if you require an Audited Financial Report from the St Mary's Parish admin

Are you able to provide a budget for your project/event/activity?

Yes - Please provide a copy (Example budget template available from Community Grants Toolkit)

Upload Budget

Group/Organisation Name

Catholic Communities of the CQ Coalfields

Trading Name

St Mary's Catholic Parish of Clermont Queensland

Name

Position Title

Fair Organiser

Address

ABN

50979741889

Phone

Email

[REDACTED]

Preferred method of remittance to be sent

Email

Account Name

St Mary's Clermont - Parish Account

Bank

[REDACTED]

BSB (6 digits)

[REDACTED]

Account Number

[REDACTED]

Upload a copy of your Bank Deposit Slip or top portion of the statement of the EFT on business letterhead

[REDACTED]
[REDACTED]
[REDACTED]

Name

[REDACTED]

Signature (typed name sufficient)

██████████

Date

240621

Does your group/organisation operate within the Isaac Regional Council local area?

Yes

Is your group/organisation free of debt with Isaac Regional Council?

Yes

Have you acquitted any previous grants obtained from Isaac Regional Council?

No

Have you provided a valid public liability certificate? (Section 1)

No

Have you provided an Event Plan? (Section 4)

Not required

Have you met the minimum co-funding requirements? (Section 4)

N/A

Have you provided evidence of confirmed co-funding contributions? (Section 4)

Yes

Have you provided letters of support or registration of interested parties? (Section 6)

N/A

Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)

No

Have you provided the most recent audited financial report? (Section 8)

Yes

Have you completed a Budget? (mandatory) (Section 8)

Yes

Have you provided written quotes? (Section 8)

Yes

Have you provided a copy of banking verification? (Section 9)

Yes

Please provide an explanation if you have ticked No or NA to any of the above

No Answer

I am authorised by my group/organisation to complete this form and I agree that

The statements made in this application are true.

All necessary permits/approvals will be obtained prior to the beginning of the project.

The project will be covered by appropriate insurance.
All relevant health and safety standards will be met.
I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will

Ensure that acquittal requirements are met within 12 weeks of the project completion date.
Accept the terms of the community grant in accordance with Council requirements.
Provide proof of other successful co-funding (if unconfirmed) within six months of notification.
Complete the project within twelve months of receiving Council funding.

Name

██████████

Position Title

Event Organiser

Signature (typed name sufficient)

██████████

Date

24/06/2021

ISAAC COMMUNITY GRANTS - BUDGET TEMPLATE

Name: *(replace with your Project / Event / Activity Name)*

Location:	
-----------	--

Date:	
-------	--

[illegible]

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.10

MAJOR GRANT APPLICATION – CLERMONT SENIOR RUGBY LEAGUE CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Clermont Senior Rugby League Club for the purpose of supporting the seventh annual 'Battle of the Mines', a rugby league competition for men and women who work in the mining industry.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Clermont Senior Rugby League Club to the value of \$5,000 (exc. GST) for the purpose of supporting the annual 'Battle of the Mines' event.**
- 2. Approve that the grant be funded from the Community Grants operational budget of Division 6 for FY2021-22.**

BACKGROUND

Clermont Senior Rugby League has made application under Council's Community Grants program for \$5,000 to support the seventh 'Battle of the Mines' event. The rugby league event is a competition for men and women who work in the mining industry. The funds requested will be specifically used to provide the children activities for the event, including face painting, jumping castle hire, supervision costs and other activities. The 'Battle of the Mines' gives mine workers who might not normally visit Clermont a chance to experience a community event and immerse themselves in the rich Clermont community. It provides workers with a sense of community and has a strong focus on mental health and community capacity building.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 6. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Mayor

Councillor Division 1

Manager Community Engagement, Programs and Events

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

Community Relations Officers
Engaged Communities Departmental Administration Officer
Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Clermont Senior Rugby League Club_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines

██████ just submitted the grant application Community Grants Minor or Major Grants Application Form with the responses below.

Major Grant (maximum \$5,000)

Community Events

Group/Organisation Name

Clermont Senior Rugby League Club

Group/Organisation Address

Clermont Sportsground

Group/Organisation Phone

██████████

Group/Organisation Email

Is your group/organisation incorporated?

Yes - Incorporation No - IA07037

Does your group/organisation have an ABN?

Yes - ABN No - 14 211 326 922

Is your group/organisation registered for GST?

No

Will your group/organisation cover the public liability for this project or activity?

Yes - Please provide a copy of the current policy

Upload your current policy

[REDACTED]
[REDACTED]
[REDACTED]

Contact Persons Name

[REDACTED]

Contact Persons Position title

Treasurer

Contact Persons Contact Number

[REDACTED]

Contact Persons Email Address

[REDACTED]

Project or activity name/title

2021 Battle of the Mines

Location

Clermont

Date/s

September 11, 2021

Description of your proposal

The Battle of the Mines is a rugby league competition for men and women who work in the mining industry. It brings to Clermont people from across the Central Highlands creating community and a great sense of belonging. This is the seventh annual running of this event.

Funding amount requested from Isaac Regional Council (this figure must match budget):

5000

Minimum co-funding requirement (%):

40%

Cash contribution:

The remainder will be contributed by the club - approx \$1000

In-kind:

\$5000 - signage, hire of tables/chairs

Volunteer labour:

\$5000 (inc preparation leading up to the event, setting up and dismantling from the day, as well as the volunteer bar workers, and organisation during the day)

Grants:

WE have applied for grants from Glencore for \$5000, as well as \$5000 from IRC (this application)

Sponsorships:

Sponsorship has been sought for \$40,000 from businesses that support the mining industry

Total project or activity cost:

(this figure must match budget)

Approximately \$70,000

What will the funds requested from Isaac Regional Council specifically be used for?

WE would like Isaac Regional Council to cover the costs of the children's activities. These include face painting, jumping castle hire, kids area supervision costs, Mr Whippy, and other activities that allow families to be involved.

Upload event plan/activity supporting documentation

[REDACTED]

Have you discussed your proposal with a Councillor or any other Council Officers?

No

Please indicate the priorities of your proposal:

Enhance mental health awareness
Promote access and inclusion
Target, include or engage youth

Which of the following categories does your project or activity most align with?

Community Events

Which category outcomes will your project or activity deliver?

Supporting and building capacity of local event management talent and suppliers
Contribute to local economy by planning events which attract a broad range of patrons and participants
Demonstrate sound event management principles and planning
Promoting a vibrant, diverse and fun place to live and visit
Contribute to building strong communities: inclusive, connected, engaged, healthy and active
Celebrate and contribute to our lifestyle, diversity and culture

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:

The mining industry consists of many FIFO employees. This gives these employees the opportunity to experience an event in Clermont and see what the local area has to offer for their families. There is also a need to recognise the isolation that FIFO employees feel when they are away from their families. This event is community building, and creates a sense of belonging based on the industry they work in, assisting with their mental health, and wellbeing. It puts a positive spotlight on an industry that is often vilified and allows the industry participants to feel good about themselves.

Is your project or activity supported by the broader community and/or region?

If so, demonstrate the level of community support

Yes it is supported by the community. This is demonstrated by the continued sponsorship of many businesses over the past 7 years, and the return of many teams year after year.

How will your project or activity benefit the people and community of the Isaac region:

It will highlight Clermont in all it's glory. It will bring people into the community that may not normally get a chance to come this way.

Please provide letters of support or registration of interested individuals/parties

[REDACTED]

[REDACTED]

[REDACTED]

Will your project or activity involve the preparation, serving or selling of food or refreshments?

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

Does your project or activity have the necessary local and state planning or building permits/approvals?

Yes

Are you able to provide your group/organisations most recent Audited Financial Report?

Yes - Please provide a copy

Please provide a copy

[REDACTED]

Are you able to provide a budget for your project/event/activity?

Yes - Please provide a copy (Example budget template available from Community Grants Toolkit)

Upload Budget

[REDACTED]

Group/Organisation Name

Clermont Senior Rugby League Club

Trading Name

Clermont Bears

Name

[REDACTED]

Position Title

Treasurer

Address

PO Box 161, Clermont, QLD. 4721

ABN

14211326922

Phone

[REDACTED]

Email

[REDACTED]

Preferred method of remittance to be sent

Email

Account Name

[REDACTED]

11

██████████

██████████

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

19072021

186

Is your group/organisation free of debt with Isaac Regional Council?

Yes

Have you acquitted any previous grants obtained from Isaac Regional Council?

Yes

Have you provided a valid public liability certificate? (Section 1)

Yes

Have you provided an Event Plan? (Section 4)

Yes

Have you met the minimum co-funding requirements? (Section 4)

Yes

Have you provided evidence of confirmed co-funding contributions? (Section 4)

Yes

Have you provided letters of support or registration of interested parties? (Section 6)

Yes

Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)

Yes

Have you provided the most recent audited financial report? (Section 8)

Yes

Have you completed a Budget? (mandatory) (Section 8)

Yes

Have you provided written quotes? (Section 8)

No

Have you provided a copy of banking verification? (Section 9)

Yes

Please provide an explanation if you have ticked No or NA to any of the above

Quoted costs are based on historic costs

I am authorised by my group/organisation to complete this form and I agree that

The statements made in this application are true.

All necessary permits/approvals will be obtained prior to the beginning of the project.

The project will be covered by appropriate insurance.

All relevant health and safety standards will be met.

I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will

Ensure that acquittal requirements are met within 12 weeks of the project completion date.

Accept the terms of the community grant in accordance with Council requirements.

Provide proof of other successful co-funding (if unconfirmed) within six months of notification.

Complete the project within twelve months of receiving Council funding.

Name

[REDACTED]

Position Title

Treasurer

Signature (typed name sufficient)

[REDACTED]

Date

19/07/2021

Budget	Expenses 2021	Budget	Income 2021
Insurance OAMPS	6000	Sponsorship	40000
Ambulance	3000	Grants	10000
Strapping	2000	Inkind	5000
Referees	2000	Volunteer labour	5000
Male Prize	1000	Sales (shirts)	6000
Female Prize	1000	Cash Cont from Club	1730
Trophies	1000		
Signage	1000		
Medallions	1000		
Playing kit	4000		
Shirts for sale/sponsors	6000		
Ice	1000		
Jumping Castle	1000		
Face Painter	500		
Kids Area Supervision	3000		
Design work	800		
Food for sponsors	1500		
Mr Whippy	800		
VIP tent hire	300		
Vip Tent expenses	2500		
Brent Rents	2000		
Drinks for teams	2160		
Coaches Gifts	670		
Poppy Pete Film	500		
Aution/ Raffle	6000		
Auction Ticket Printing	500		
Paint	500		
Physios	5000		
Walkie Talkies	3000		
Audit Fee	3000		
Labour	5000		
	67730		67730

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.11

MAJOR GRANT APPLICATION – MIDDLEMOUNT BOXING AND FITNESS

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Middlemount Boxing and Fitness for the purpose of supporting the group's annual Fight Night.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Approve a major grant application from Middlemount Boxing and Fitness Inc. to the value of \$5,000 (exc. GST) for the purpose of staging the 2021 Middlemount Fight Night.**
2. **Approve that the grant be funded from the Community Grants operational budget of Division 7 for FY2021-22.**

BACKGROUND

Middlemount Boxing and Fitness, incorporated association IA56819, have made application under Council's Community Grants program for \$5,000 in assistance to support the staging of their annual Fight Night event. The event brings together boxers and clubs from across Queensland to compete in what is anticipated to be a card of 25 bouts in 2021. In 2018, competitors came to Middlemount for the event from Mt Isa, Cairns, Ayr, Mackay, Rockhampton, Brisbane and the broader Isaac region. It allows the club to connect with others in the boxing community all while showcasing the town and region on a larger scale. The funding sought from Council would be used to purchase trophies for competitors and to also support the payment for official representation from Boxing Queensland. Payment of this fee is a requirement to host the event.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 7. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 7

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021

Report authorised by:

DAN WAGNER

Director Planning Environment and Community Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant Application – Middlemount Boxing and Fitness_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:

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 type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i>
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 type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living <input type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i> 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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes - Incorporation No: <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)
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

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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	
POSITION TITLE	
PHONE	
EMAIL	
SIGNATURE	

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	
PROJECT/ACTIVITY LOCATION	
PROJECT/ACTIVITY DATE/S	
DESCRIPTION OF YOUR PROPOSAL:	<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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	
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:
	In-kind:
	Volunteer labour:
	Grants:
	Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	
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 type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input type="checkbox"/> Promote access and inclusion <input type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☐ Yes - please indicate who: [REDACTED]

Date:

☐ No

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

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

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	
TRADING NAME	
ABN	
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	DATE	
	Print Name		

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

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATIONS

I AM AUTHORISED BY MY GROUP / ORGANISATION TO COMPLETE THIS FORM AND I AGREE THAT:	<input type="checkbox"/> The statements made in this application are true. <input type="checkbox"/> All necessary permits/approvals will be obtained prior to the beginning of the project. <input type="checkbox"/> The project will be covered by appropriate insurance. <input type="checkbox"/> All relevant health and safety standards will be met. <input type="checkbox"/> I acknowledge that Council does not accept any liability or responsibility for the project.				
IF MY APPLICATION IS SUCCESSFUL, I WILL:	<input type="checkbox"/> Ensure that acquittal requirements are met within 12 weeks of the project completion date. <input type="checkbox"/> Accept the terms of the community grant in accordance with Council requirements. <input type="checkbox"/> Provide proof of other successful co-funding (if unconfirmed) within six months of notification. <input type="checkbox"/> Complete the project within twelve months of receiving Council funding.				
AUTHORISED PERSON	<table><tr><td>Signature</td><td rowspan="3">DATE</td></tr><tr><td>Print Name</td></tr><tr><td>Position Title</td></tr></table>	Signature	DATE	Print Name	Position Title
Signature	DATE				
Print Name					
Position Title					

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.12

MAJOR GRANT APPLICATION – MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Middlemount Community Sports Association, Gymnastics for the purpose of funding a Circus Workshop to be delivered in October 2021.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approves a major grant application from Middlemount Community Sports Association to the value of \$2,393.30 (exc. GST) for the delivery of a Circus Workshop in Middlemount.**
- 2. Approve that the grant be funded from the Community Grants operational budget of Division 7 for FY2021-22.**

BACKGROUND

Middlemount Community Sports Association (MCSA), Gymnastics have made an application under Council's Community Grants program for \$3,419.00 to cover the costs of presenting a Circus Workshop for all ages in Middlemount on Saturday 18 October 2021. MCSA Gymnastics aim to bring Mackay circus practitioners Sensory Circus Tribe to Middlemount to present an inclusive one-day Circus Workshop that will cater to all experience and fitness levels. The application seeks \$3,419 to cover the practitioner's fees and their accommodation in Middlemount for the night.

The application only identifies estimated profit from ticket sales and does not demonstrate any co-funding contribution from the club. As per the Community Grants guidelines, a project of this value must demonstrate a 30% minimum co-funding contribution. As such, this application is recommended for funding to 70% of the total project cost, being \$2,393.30. There do not appear to be any exceptional circumstances which would otherwise warrant a waiver of the co-contribution requirement.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 7. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 7

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Middlemount Community Sports Association_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:



MINOR GRANT

(Maximum \$1,000)

This application category remains open year round

- ☐ Community Development
- ☐ Community Facilities
- ☐ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*



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.

- ☐ Community Development
- ☐ Community Facilities
- ☒ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	Middlemount Community Sports Association, Gymnastics
ADDRESS	PO BOX 119 Middlemount QLD 4746
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: 397081A <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)
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 13229128978 <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 type="checkbox"/> Yes - Please provide a copy of the current policy. <input checked="" 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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	[REDACTED]
POSITION TITLE	Vice-President
PHONE	[REDACTED]
EMAIL	[REDACTED]
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 GYMNASTICS - Circus Workshop
PROJECT/ACTIVITY LOCATION	Middlemount Community Hall
PROJECT/ACTIVITY DATE/S	Saturday 16th October
DESCRIPTION OF YOUR PROPOSAL:	<p>MCSA Gymnastic is run by a group of volunteers who provide our community with Gymnastics classes every Monday of school term. It is our goal to bring a Circus Workshop from Mackay to be made available to every child in our region. Sensory Circus Tribe have visited our region before, but never to Middlemount and we would like to host this workshop to provide a fun, engaging and active day, and introduce new skills and fitness to the attendees. It will cater for all ages from 2yrs to adults with age specific activities that all levels of fitness can enjoy.</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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	Sensory Circus Tribe - Quote \$3110 1 night accommodation at The Oaks Middlemount in a 2bedroom apartment \$309 TOTAL \$3419
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: AIM: 50 tickets x \$15 per person = \$759 In-kind: Volunteer labour: MCSA Gymnastics will assist with setup/pack up and running the day. Grants: Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	\$3419
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	To pay for accommodation as per budget and workshop fees set by Sensory Circus Tribe Mackay as per quote #1407 attached.
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 type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☒ Yes - please indicate who: [REDACTED]

Date:

☒ No

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 checked="" type="checkbox"/> Promoting a vibrant, diverse and fun place to live and visit <input checked="" type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active <input checked="" 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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
	<input checked="" type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input checked="" type="checkbox"/> Engage a broad spectrum of the community <input checked="" type="checkbox"/> Provide access for all abilities <input checked="" type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

This workshop will not only benefit the Middlemount community it will be open to our surrounding towns and properties in the Isaac region. It is a unique experience and a fun, interactive and encouraging way to engage our children and adults in fitness and skills building activities.

The circus workshop would be normally not available to our region, by MCSA Gymnastics organising this workshop to travel here from Mackay we are encouraging healthy participation in something most people might not ever get a chance to do. We are actively seeking out fun and energising ways to interact, come together, meet new people, try something new and learn skills that will benefit all.

Through our sport and the commitment of our volunteers we are able to offer our athletes, our neighbouring towns and properties a workshop that has never been to Middlemount before and will appeal to many, not just those enrolled in our sport.

MINOR OR MAJOR GRANTS APPLICATION FORM

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 activity is welcomed by our community - we have lots of interest in our facebook advertising, as confirmed by the number of people who are interested in the event. We have also attached letters from our current MSCA families who are very excited and keen to attend this workshop themselves or for their children to attend. By opening this event up to our neighbouring towns we are also widening our *goal of providing fun, active events for all to enjoy.*

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

By providing these activities and opportunities locally, we are building a healthier, energetic community, and a more engaged and livable community, which encourages our young families in particular, to make Isaac their home, and give them a reason to stay.

We are creating a fun and interesting opportunity for many people to get involved, learn something new and give circus skills a try. This workshop will also help provide an alternate form of sport and recreation for our community, and in particular, for the children of our region who may not currently be involved in team sports but would like to still do something active.

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input type="checkbox"/> Yes – Please provide a copy.

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 Communit Sports Association
TRADING NAME	As Above
ABN	13229128978
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 4746
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
BANK	
BSB (6 DIGITS)	
ACCOUNT NUMBER	

MINOR OR MAJOR GRANTS APPLICATION FORM

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	\$3519
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator	\$3110*	- In-kind	
Travel/accommodation	\$309*	- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$3419	Total Income:	\$3419

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATION

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

SUPPLIER	Signature	[Redacted]	DATE 16/7/21
	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)	✓		
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)	✓		

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

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.
IF MY APPLICATION IS SUCCESSFUL, I WILL:	<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.
	<input checked="" type="checkbox"/> Ensure that acquittal requirements are met within 12 weeks of the project completion date.
AUTHORISED PERSON	<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.
	Signature 
	Print Name, 
	Position Title MCSA GYMNASTICS Co-ordinator
	DATE 16/7/21

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.13

MAJOR GRANT APPLICATION – CLARKE CREEK STATE SCHOOL PARENTS AND CITIZENS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from the Clarke Creek State School Parents and Citizens Association (P&C) for the purpose of supporting the school's 50th Anniversary event.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from the Clarke Creek State School Parents and Citizens Association to the value of \$5,000 (exc. GST) for the purpose of supporting the school's 50th anniversary event.***
- 2. Approve that the grant be funded from the Dry Lands to High Hopes drought support budget.***

BACKGROUND

Clarke Creek State School P&C Association has made application under Council's Community Grants program for \$5000 to support the staging of the school's 50th anniversary event in 2021. The community event will celebrate 50 years of education at the school and will include tours, craft, games, activities, live entertainment, local memorabilia, market stalls and more. The day will also feature a Welcome to Country from Traditional Owners. In the evening, the P&C will host a family movie night and barbecue plus camping will be made available on the campgrounds for anyone wanting to avoid travelling after dark.

The funds requested from Council will be used to cover the costs of the live band, promotional materials and merchandise, travel costs for Traditional Owners, the hire of a jumping castle and the purchase of a movie licence. Additional funds will go towards photographer and catering costs.

The Clarke Creek P&C have applied under the Dry Lands to High Hopes drought support category and their application demonstrates that the event will achieve the desired outcomes of contributing to strong communities, fighting social isolation, encouraging mental and physical wellbeing and building community resilience.

There is also a grant separate application for consideration from the Clarke Creek branch of the Isolated Childrens Parents Association (ICPA) for the purpose of delivering a gala ball celebrating the 50th anniversary of the Clarke Creek State School.

IMPLICATIONS

The grant will be funded from the Dry Lands to High Hopes drought support budget. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 8

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program, particularly the Dry Lands to High Hopes drought support category, by contributing to strong communities, fighting social isolation, encouraging mental and physical wellbeing and building community resilience.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Clarke Creek State School Parents and Citizens Association_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:

☐ MINOR GRANT

(Maximum \$1,000)

This application category remains open year round

- ☐ Community Development
- ☐ Community Facilities
- ☐ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☐ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

☒ 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.

- ☐ Community Development
- ☐ Community Facilities
- ☐ Community Events
- ☐ Sport, Recreation and Healthy Living
- ☒ Dry Lands and High Hopes*

In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.

**Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.*

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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	Clarke Creek State School P&C
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes - Incorporation No: <input type="checkbox"/> No- You will need a sponsoring body that is incorporated to Proceed with this application (proceed to Section 2). <input checked="" type="checkbox"/> No – Exempt from incorporation under legislation (i.e. P&C Associations)
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 29361165423 <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input type="checkbox"/> Yes <input checked="" 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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	[REDACTED]
POSITION TITLE	Principal & P&C member - authorised to apply on behalf of P&C
PHONE	[REDACTED]
EMAIL	[REDACTED]
SIGNATURE	

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	Clarke Creek State School 50th Anniversary
PROJECT/ACTIVITY LOCATION	Clarke Creek State School
PROJECT/ACTIVITY DATE/S	September 11, 2021.
DESCRIPTION OF YOUR PROPOSAL:	<p>Community event to celebrate 50 years of education at Clarke Creek State School. The day will include school tours, craft, games, activities, memorabilia, stalls and handicrafts, food, drink, etc and will culminate in a welcome to country, speeches and a photo session between 4.00 and 5.00</p> <p>In the evening we will be having a BBQ and family movie night using the council's outdoor inflatable big screen.</p> <p>We also intend to offer self contained camping on the campdraft grounds for those who are from 'out of town' and don't want to travel back at night.</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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$5000
MINIMUM CO-FUNDING REQUIREMENT (%):	30% - note we will be co-funded by at least 50%.
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: P&C \$5000
	In-kind:
	Volunteer labour: \$1000
	Grants: Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	\$10000 estimated
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	Live band for entertainment, promotional materials, prizes, merchandise, souvenirs. To fund travel and other costs associated with the involvement of local Indigenous groups and individuals, e.g. for the Welcome and to run traditional craft and games for children. Jumping castle and other activities, photographer, catering, other expenses, movie license
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 type="checkbox"/> Target, include or engage youth <input checked="" type="checkbox"/> Multicultural communities <input checked="" type="checkbox"/> Promote access and inclusion <input type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☒ Yes - please indicate who: [REDACTED]

Date:

☐ No

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input checked="" type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input checked="" type="checkbox"/> Fight social isolation <input checked="" type="checkbox"/> Encourage mental and physical wellbeing <input checked="" type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

This is great opportunity for our community to come together to celebrate something that has been a central part of who we are as a community for 50 years. It is a chance for people who have been connected with our school over the past 50 years - staff, students and families - to come together, remember and celebrate the unique role our school has played in their lives.

It's also a great way to invite people from outside our district and region to come in and see what we have to offer as a town and as a region. This event will help us to highlight both the strengths of our rural community, as well as some of our needs and challenges.

Our school is the only constant for many people out here, as we have no shops, town or sporting clubs, and as such, this is a great way to bring everyone together and build community connectedness.

During this difficult time of drought in our district, we want to give our community something positive to look forward to and be involved in.

All of our school families and students will be involved in the planning, preparation and running of the day.

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

Yes.

Our P&C is very excited about being a part of this. We have also had inquiries from people all over Queensland asking about the date, location, options for accommodation and so on.

██████████ and ██████████ have both expressed support for the event and interest in attending.

Our local branch of the ICPA has come on board to run a special celebration dinner in the evening of the event.

Our local council has agreed to donate the use of the outdoor movie screen so we can run a movie night for kids and families not attending the ICPA dinner.

I have attached 2 letters of support to the email with this application.

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

See my 'Why should this project be supported?' response.

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input checked="" type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	5000
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	5000
Other equipment hire	1200	- In-kind	
Bar expenses		- Volunteer labour	1000
Catering expenses	700	- Grants	
Promotional materials	3000	- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator	1000	- In-kind	
Travel/accommodation	700	- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts	500	Bar sales	
Material expenses	900	Food sales	
Other expenses	2000	Other income	
Total Expenditure:	\$ 10000	Total Income:	\$ 10000

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	Clarke Creek State School P&C
TRADING NAME	CLARKE CREEK PRIMARY P&C ASSOCIATION
ABN	29 361 165 423
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	P&C president
ADDRESS	
PHONE	
FAX	NIL
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	DATE
	Print Name	

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)	✓		
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)	✓		

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

No permits required, according to council representative.
We don't have a lot of quotes yet, so most costs are estimated at this stage.

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	<div style="background-color: black; width: 100px; height: 20px;"></div> <div style="background-color: black; width: 100px; height: 20px;"></div> DATE 9/6/21
	Print Name		
	Position Title	PRINCIPAL	

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	

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.14

MAJOR GRANT APPLICATION – CLARKE CREEK BRANCH ISOLATED CHILDRENS PARENTS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Clarke Creek branch of the Isolated Childrens Parents Association (ICPA) for the purpose of delivering a gala ball celebrating the 50th anniversary of the Clarke Creek State School.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from the Clarke Creek branch of the Isolated Childrens Parents Association to the value of \$5000 (exc. GST) for the purpose of delivering a gala ball celebrating the 50th anniversary of the Clarke Creek State School.***
- 2. Approve that the grant be funded from the Community Grants operational budgets of Division 8.***

BACKGROUND

The Clarke Creek branch of ICPA Queensland, incorporated association IA15255, has made application under Council's Community Grants program for \$5800 in financial assistance to assist with delivery of a gala ball celebrating the 50th anniversary of the Clarke Creek State School. Guests will include past students, teachers, community members and those with a connection to the school and local area. The evening event will follow with a separate daytime anniversary celebration being planned by the Clarke Creek State School Parents and Citizens Association. The P&C event is the subject of a separate grant application in this funding round. The ICPA grant application comprises \$5000 as a direct financial contribution for the hire of a marquee for the event and a further \$800 to hire 300 chairs and 50 tables from the Middlemount Community Hall. However, it is proposed to fund the grant to the value of \$5000, inclusive of the equipment hire component.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 8. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 8

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Clarke Creek Isolated Childrens Parents Association_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:

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 type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i>
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 type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living <input type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i> 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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes - Incorporation No: <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)
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

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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	
POSITION TITLE	
PHONE	
EMAIL	
SIGNATURE	

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	
PROJECT/ACTIVITY LOCATION	
PROJECT/ACTIVITY DATE/S	
DESCRIPTION OF YOUR PROPOSAL:	<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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	
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:
	In-kind:
	Volunteer labour:
	Grants:
	Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	
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 type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input type="checkbox"/> Promote access and inclusion <input type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☐ Yes - please indicate who: [REDACTED]

Date:

☐ No

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

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

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	
TRADING NAME	
ABN	
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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 	DATE	
	Print Name 		

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

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATIONS

I AM AUTHORISED BY MY GROUP / ORGANISATION TO COMPLETE THIS FORM AND I AGREE THAT:	<input type="checkbox"/> The statements made in this application are true. <input type="checkbox"/> All necessary permits/approvals will be obtained prior to the beginning of the project. <input type="checkbox"/> The project will be covered by appropriate insurance. <input type="checkbox"/> All relevant health and safety standards will be met. <input type="checkbox"/> I acknowledge that Council does not accept any liability or responsibility for the project.				
IF MY APPLICATION IS SUCCESSFUL, I WILL:	<input type="checkbox"/> Ensure that acquittal requirements are met within 12 weeks of the project completion date. <input type="checkbox"/> Accept the terms of the community grant in accordance with Council requirements. <input type="checkbox"/> Provide proof of other successful co-funding (if unconfirmed) within six months of notification. <input type="checkbox"/> Complete the project within twelve months of receiving Council funding.				
AUTHORISED PERSON	<table><tr><td>Signature</td><td rowspan="3">DATE</td></tr><tr><td>Print Name</td></tr><tr><td>Position Title</td></tr></table>	Signature	DATE	Print Name	Position Title
Signature	DATE				
Print Name					
Position Title					

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	

Clarke Creek ICPA Gala Dinner

BUDGET

Expenses	\$
Catering	14,100
Marquee	9,900
Dance Floor	300
Band	2,000
Glasswear Hire	500
Bar Expenses	5,000
Dec & Promo	1,000
Cleaning	300
Permits	100
Photographer	110

TOTAL \$33 300

Income	\$
Donations	6,000
Volunteer Labour	3,000
In-Kind(Us)	1,000
IRC Grant	5,000
Ticket Sales	27,500
Bar Income	8,000
In-Kind(IRC)	800

TOTAL \$51 300

Budget

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.15

MAJOR GRANT APPLICATION – ST LAWRENCE AND DISTRICT BOWLS CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from the St Lawrence and District Bowls Club for the purpose of purchasing a new mower and roller.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Approve a major grant application from the St Lawrence and District Bowls Club to the value of \$10,000 (exc. GST) for the purpose of purchasing a new mower and roller.**
2. **Approve that the grant be funded from the Community Grants operational budget of Division 8 for FY2021-22.**

BACKGROUND

St Lawrence Bowls Club has made application under Council's Community Grants program for \$10,000 in assistance to support the purchase of a new mower and roller. Due to current equipment failing and/or reaching end of life, the club needs to replace both the mower and roller to ensure they can remain operational by maintaining the greens to a playable standard.

The Bowls Club, co-located with the St Lawrence Centenary Hall in Railway Parade, is an important meeting place for many members of the St Lawrence community, particularly those aged over 65. Bowls club activities contribute to the activation and regular utilisation of the community hall venue. The bowling green and grounds are maintained entirely by volunteers. The purchase of new equipment will allow continued enjoyment from regular users and may have the flow-on effect of attracting players from other areas of the region and beyond.

The quoted cost of the replacement equipment is \$18,100 so the club will be making a financial co-contribution to the purchase from other funding sources of more than 40 per cent of the total project cost.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 8. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 8

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021

Report authorised by:

DAN WAGNER
Director Planning Environment and Community
Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant Application – St Lawrence and District Bowls Club_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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"/> TEAM 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 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	St Lawrence & District Bowls Club Incorporated
ADDRESS	[REDACTED]
PHONE	[REDACTED]
EMAIL	[REDACTED]
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: IA03529 <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: 37 847 382 890 <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input type="checkbox"/> Yes <input checked="" 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	
POSITION TITLE	Secretary
PHONE	
EMAIL	
SIGNATURE	

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	St Lawrence Bowls Club
PROJECT/ACTIVITY LOCATION	St Lawrence
PROJECT/ACTIVITY DATE/S	N/A
DESCRIPTION OF YOUR PROPOSAL:	To purchase a new mower and roller
FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET):	\$10,000

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 (%):	30%
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: In-kind: \$1500 in kind donation, submission writing. Volunteer labour: \$580 weekly \$30,000 annually Grants: n/a Sponsorships: n/a
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	To purchase a new Roller and Lawn mower.
PLEASE INDICATE THE PRIORITIES OF YOUR PROPOSAL: (TICK ALL THAT APPLY)	<input checked="" type="checkbox"/> Contribute towards positive engagement of the aged <input checked="" type="checkbox"/> Enhance mental health awareness <input type="checkbox"/> Engage Aboriginal and Torres Strait Islander peoples <input type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input checked="" type="checkbox"/> Promote access and inclusion <input 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: Viv Coleman Date: <input type="checkbox"/> No

MINOR OR MAJOR GRANTS APPLICATION FORM

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards <input 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

The St Lawrence Bowls Club has been an integral part of the St Lawrence community since its inception in 1988.

The community engagement aspect is equally as important as the Lawn Bowls. The local bowls club has an average attendance of around 15 to 20 people each Sunday. Not all of the attendees play bowls. The average age of attendance is approximately 65 years old. The elderly in the community use the bowls club as a "get together". A time to talk about their week, catch up with friends and have an outing in a small town where that opportunity for that is limited. As St Lawrence has an aging population a place to meet and mingle is not just needed but becomes a necessity. As per the World Health Organisation's data approximately 15% of the worlds population over the age of 60 suffer with a mental health disorder. These numbers are higher than ever at the moment due to COVID-19 and adding to that is the rural location with many of our attendees using this as their weekly outing.
(<https://www.who.int/news-room/fact-sheets/detail/mental-health-of-older-adults>)

To keep the Bowls Club operational it has become necessary to replace the failing, old roller and lawn mower. Some of the equipment is 40 plus years old and the cost of

Please see attached

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

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

MINOR OR MAJOR GRANTS APPLICATION FORM

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

The benefits to the community of St Lawrence and the Isaac Region as a whole will be to support the ongoing attendance and use of the local Bowls Club. Keeping the community engaged together in a sport that promotes health and wellness for all ages.

The on flow benefits from that are better bowling greens for the players. Potentially attracting more local and regional players to the St Lawrence Bowls Club. Injecting more economic growth across all businesses and organisations in the region.

Other benefits are for the volunteers. Their workload will be lowered and they will have safe, easy to use equipment that requires less maintenance. Which could entice new volunteers to share the workload.

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	\$10000
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	\$580 weekly \$31000 annually
Catering expenses		- Grants	0
Promotional materials		- Sponsorships	0
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	St Lawrence & District Bowls Club
TRADING NAME	As Above
ABN	
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	Treasurer/Secretary
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	29/05/2021
	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?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is your group/organisation free of debt with Isaac Regional Council?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you acquitted any previous grants obtained from Isaac Regional Council?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a valid public liability certificate? (Section 1)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided an Event Plan? (Section 4)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you met the minimum co-funding requirements? (Section 4)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided evidence of confirmed co-funding contributions? (Section 4)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided letters of support or registration of interested parties? (Section 6)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided the most recent audited financial report? (Section 8)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you completed a Budget? (mandatory) (Section 8)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided written quotes? (Section 8)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a copy of banking verification? (Section 9)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not required				
PLEASE PROVIDE AN EXPLANATION IF YOU HAVE TICKED NO OR N/A TO ANY OF THE ABOVE				

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 	DATE 20/05/2021
	Print Name 	
	Position Title Secretary/Treasurer	

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.16

MAJOR GRANT APPLICATION – NEBO COMMUNITY SPORTS AND RECREATION CLUB

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Nebo Community Sports and Recreation Club for the purpose of supporting the Nebo Community Christmas Fair.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Approve a major grant application from Nebo Community Sports and Recreation Club to the value of \$5,000 (exc. GST) for the purpose of supporting the Nebo Community Christmas Fair.***
2. ***Approve that the grant be funded from the Dry Lands and High Hopes drought support budget.***

BACKGROUND

Nebo Community Sports and Recreation Club has made application under Council's Community Grants program for \$5,000 in financial assistance. The funds are requested to cover the costs of amusement rides at the Nebo Community Christmas Fair to be held on 5 November 2021. The annual event provides free rides for all that attend, market stalls, food vendors and is an exciting occasion that starts the Christmas cheer in the Nebo community. It is traditionally a highlight for the town having not missed a year since it began. Many who attend are from surrounding rural districts who do not often get the chance to attend many events throughout the year, so the Christmas Fair provides an excellent opportunity to catch up with family and friends. People on the land struggle with various hardships, so by providing free amusement rides patrons do not have to worry about any financial impact of attending. Having market stalls at the event also provides an opportunity for local talents to showcase and sell their work to people from the district. It is proposed to fund the application from the Dry Lands to High Hopes drought support program.

IMPLICATIONS

The grant will be funded from the FY2021-22 Dry Lands and High Hopes drought support budget. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Councillor Division 8

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

External – Sue Rapmund – Nebo Community Sports and Recreation Club

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program, particularly the Dry Lands to High Hopes drought support category, by contributing to strong communities, fighting social isolation, encouraging mental and physical wellbeing and building community resilience.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Nebo Community Sports and Recreation Club_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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

ISAAC REGIONAL COUNCIL
NEBO
16 JUL 2021
RECEIVED
Action _____
FYL _____
Dist _____
File _____
Doc _____

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 type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i>
<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 type="checkbox"/> Community Facilities <input checked="" type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living <input checked="" type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i> 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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	NEBO COMMUNITY SPORTS AND RECREATION CLUB INC
ADDRESS	CNR TRIMMER AND OXFORD STREETS NEBO
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: IA15153 <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)
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input checked="" type="checkbox"/> Yes - ABN Number: 77 344 124 513 <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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	[REDACTED]
POSITION TITLE	TREASURER
PHONE	[REDACTED]
EMAIL	[REDACTED]
SIGNATURE	

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	NEBO COMMUNITY CHRISTMAS FAIR
PROJECT/ACTIVITY LOCATION	NEBO COMMUNITY SPORT AND RECREATION CLUB
PROJECT/ACTIVITY DATE/S	FRIDAY 5TH NOVEMBER
DESCRIPTION OF YOUR PROPOSAL:	<p>The Nebo Community Sport and Recreation Club are once again hosting the Town Annual Christmas Fair. This annual event is one that is looked forward to by not only the surrounding properties but lots of patrons who travel just to attend this event. This event provides free rides for everyone, market stalls and an excellent gathering place for catch up's.</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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$5,000
MINIMUM CO-FUNDING REQUIREMENT (%):	30% Council and 70% Club and sponsorship
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: — In-kind: 3,696- Volunteer labour: — Grants: — Sponsorships: 2,000 Secured 10,000 Expected.
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	\$21,802
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	For the hire of amusement rides
PLEASE INDICATE THE PRIORITIES OF YOUR PROPOSAL: (TICK ALL THAT APPLY)	<input checked="" type="checkbox"/> Contribute towards positive engagement of the aged <input checked="" type="checkbox"/> Enhance mental health awareness <input checked="" type="checkbox"/> Engage Aboriginal and Torres Strait Islander peoples <input checked="" type="checkbox"/> Target, include or engage youth <input checked="" type="checkbox"/> Multicultural communities <input checked="" type="checkbox"/> Promote access and inclusion <input checked="" type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?

☒ Yes - please indicate who: [REDACTED]

Date: multiple dates

☐ No

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 checked="" type="checkbox"/> Supporting and building capacity of local event management talent and suppliers <input checked="" type="checkbox"/> Contribute to local economy by planning events which attract a broad range of patrons and participants <input checked="" type="checkbox"/> Demonstrate sound event management principles and planning <input checked="" type="checkbox"/> Promoting a vibrant, diverse and fun place to live and visit <input checked="" type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active <input checked="" type="checkbox"/> Demonstrate a commitment to the development of local creative skills and cultural pursuits <input checked="" type="checkbox"/> Increase access and engagement with cultural heritage, including aboriginal culture <input checked="" type="checkbox"/> Demonstrate a commitment to sound environmental practices and the promotion and protection of our natural environment <input checked="" type="checkbox"/> Celebrate and contribute to our lifestyle, diversity and culture
COMMUNITY FACILITIES	<input type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

WHY SHOULD THIS PROJECT OR ACTIVITY BE SUPPORTED?

Clearly demonstrate the
need for the project or
activity

The Nebo Community Christmas Fair is an annual event. To date we have not missed one. Many attending patrons travel from surrounding properties and small communities. Nebo is approximately 100km from any major towns, therefore having our own Fair is very important to the community. People on the land struggle with various hardships and this is an excellent way to socialise and catch up with family and friends and try and forget their troubles.

MINOR OR MAJOR GRANTS APPLICATION FORM

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 Christmas Fair is a long running annual event and has the full support of the broader community. Everyone that I speak to looks forward to this free Family event.

I have attached 3 letters of support
Joy Cooper
Anthony Reader
Andrew Perrett

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

The Community Christmas Fair is where the local and surrounding communities can come together with family and friends. For some families this is the only opportunity they have during the year for a catchup.

By having the amusement rides free for patrons, it means no one has to worry about the financial strain that having to pay for rides can cause, leading to mental health issues. EVERYONE can attend.

We support our local businesses by hiring amusement rides and outsourcing local food vendors from local areas. This also gives the food vendors the opportunity to attend other local events.

We also have market stalls in the evening, giving all vendors the opportunity to showcase and sell their own local talents.

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input checked="" type="checkbox"/> Yes – Food licence is required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> No - Please provide an explanation: <p>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).</p>
ARE YOU ABLE TO PROVIDE A BUDGET FOR	<input checked="" type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	5,000
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire	15,706	- In-kind	1,056
Bar expenses	2,000	- Volunteer labour	2640
Catering expenses	/	- Grants	
Promotional materials	100	- Sponsorships	2,000 Secured 10,000 Unsecured
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker	-	- Cash contributions	
Workshop facilitator	-	- In-kind	
Travel/accommodation	-	- Volunteer labour	
Permit/approvals costs	-	- Grants	
Photographer	-	- Sponsorships	
Donations		Ticket sales	
Prizes and gifts	300	Bar sales	4,000
Material expenses		Food sales	
Other expenses		Other income	
In Kind & Labour	3,696 -		
Total Expenditure:	\$21,802 -	Total Income:	\$24,696 -

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	NEBO COMMUNITY SPORTS AND RECREATION CLUB INC
TRADING NAME	NEBO COMMUNITY SPORTS AND RECREATION CLUB INC
ABN	77 344 124 513
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	TREASURER
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	16.7.21.
	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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is your group/organisation free of debt with Isaac Regional Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you acquitted any previous grants obtained from Isaac Regional Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a valid public liability certificate? (Section 1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided an Event Plan? (Section 4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you met the minimum co-funding requirements? (Section 4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided evidence of confirmed co-funding contributions? (Section 4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided letters of support or registration of interested parties? (Section 6)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided the most recent audited financial report? (Section 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you completed a Budget? (mandatory) (Section 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided written quotes? (Section 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a copy of banking verification? (Section 9)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

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	[Redacted]	DATE 16-7-21.
	Print Name	[Redacted]	
	Position Title	Treasurer.	

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.17

MAJOR GRANT APPLICATION – COPPABELLA STATE SCHOOL PARENTS AND CITIZENS ASSOCIATION

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from Coppabella State School Parents and Citizens Association (P&C) for the purpose of supporting Coppabella State School's 40th anniversary celebrations.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from Coppabella State School Parents and Citizens Association to the value of \$5000 (exc. GST) for the purpose of supporting Coppabella State School's 40th anniversary celebrations.**
- 2. Approve that the grant be funded from the Community Grants operational budget of Division 8 for FY2021-22.**

BACKGROUND

Coppabella State School P&C has made application under Council's Community Grants program for \$5000 in financial assistance to support the 40th anniversary celebrations of the school which were postponed in 2020 due to COVID19. The requested funds will support the provision of amusement rides at the school celebration. The 40th anniversary, planned for Saturday 18 September 2021, aims to have people attend from local communities and draw people from outside the Isaac region as well. Past and present students and their families have been invited to visit the school and reminisce, and the school has had over 100 people express that they are interested in the event. The event will consist of a roll call and speeches, market stalls, food vans, amusement rides, an evening dinner and live music entertainment. A separate application from QRI Lifestyle is also included in the agenda for consideration to support delivery of related 50th anniversary celebrations of the Coppabella community, the day prior on Friday 17 September.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 8. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

CONSULTATION

Internal

Councillor Division 8

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

External

Secretary Coppabella State School P&C

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

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: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
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ATTACHMENTS

- Attachment 1 - Major Grant Application – Coppabella State School Parents and Citizens Association_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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"/> TEAM 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 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	St Lawrence & District Bowls Club Incorporated
ADDRESS	[REDACTED]
PHONE	[REDACTED]
EMAIL	[REDACTED]
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input checked="" type="checkbox"/> Yes - Incorporation No: IA03529 <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: 37 847 382 890 <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input type="checkbox"/> Yes <input checked="" 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	
POSITION TITLE	Secretary
PHONE	
EMAIL	
SIGNATURE	

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	St Lawrence Bowls Club
PROJECT/ACTIVITY LOCATION	St Lawrence
PROJECT/ACTIVITY DATE/S	N/A
DESCRIPTION OF YOUR PROPOSAL:	To purchase a new mower and roller
FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET):	\$10,000

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 (%):	30%
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: In-kind: \$1500 in kind donation, submission writing. Volunteer labour: \$580 weekly \$30,000 annually Grants: n/a Sponsorships: n/a
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	To purchase a new Roller and Lawn mower.
PLEASE INDICATE THE PRIORITIES OF YOUR PROPOSAL: (TICK ALL THAT APPLY)	<input checked="" type="checkbox"/> Contribute towards positive engagement of the aged <input checked="" type="checkbox"/> Enhance mental health awareness <input type="checkbox"/> Engage Aboriginal and Torres Strait Islander peoples <input type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input checked="" type="checkbox"/> Promote access and inclusion <input 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: Viv Coleman Date: <input type="checkbox"/> No

MINOR OR MAJOR GRANTS APPLICATION FORM

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards <input 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

The St Lawrence Bowls Club has been an integral part of the St Lawrence community since its inception in 1988.

The community engagement aspect is equally as important as the Lawn Bowls. The local bowls club has an average attendance of around 15 to 20 people each Sunday. Not all of the attendees play bowls. The average age of attendance is approximately 65 years old. The elderly in the community use the bowls club as a "get together". A time to talk about their week, catch up with friends and have an outing in a small town where that opportunity for that is limited. As St Lawrence has an aging population a place to meet and mingle is not just needed but becomes a necessity. As per the World Health Organisation's data approximately 15% of the worlds population over the age of 60 suffer with a mental health disorder. These numbers are higher than ever at the moment due to COVID-19 and adding to that is the rural location with many of our attendees using this as their weekly outing.
(<https://www.who.int/news-room/fact-sheets/detail/mental-health-of-older-adults>)

To keep the Bowls Club operational it has become necessary to replace the failing, old roller and lawn mower. Some of the equipment is 40 plus years old and the cost of

Please see attached

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

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

MINOR OR MAJOR GRANTS APPLICATION FORM

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

The benefits to the community of St Lawrence and the Isaac Region as a whole will be to support the ongoing attendance and use of the local Bowls Club. Keeping the community engaged together in a sport that promotes health and wellness for all ages.

The on flow benefits from that are better bowling greens for the players. Potentially attracting more local and regional players to the St Lawrence Bowls Club. Injecting more economic growth across all businesses and organisations in the region.

Other benefits are for the volunteers. Their workload will be lowered and they will have safe, easy to use equipment that requires less maintenance. Which could entice new volunteers to share the workload.

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	\$10000
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	\$580 weekly \$31000 annually
Catering expenses		- Grants	0
Promotional materials		- Sponsorships	0
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	St Lawrence & District Bowls Club
TRADING NAME	As Above
ABN	
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	Treasurer/Secretary
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	29/05/2021
	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?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is your group/organisation free of debt with Isaac Regional Council?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you acquitted any previous grants obtained from Isaac Regional Council?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a valid public liability certificate? (Section 1)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided an Event Plan? (Section 4)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you met the minimum co-funding requirements? (Section 4)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided evidence of confirmed co-funding contributions? (Section 4)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided letters of support or registration of interested parties? (Section 6)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided the most recent audited financial report? (Section 8)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you completed a Budget? (mandatory) (Section 8)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided written quotes? (Section 8)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a copy of banking verification? (Section 9)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not required				
PLEASE PROVIDE AN EXPLANATION IF YOU HAVE TICKED NO OR N/A TO ANY OF THE ABOVE				

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 	DATE 20/05/2021
	Print Name 	
	Position Title Secretary/Treasurer	

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.18

MAJOR GRANT APPLICATION – QUEENSLAND RAILWAYS INSTITUTE INC. LIFESTYLE

EXECUTIVE SUMMARY

This report seeks Council's consideration of a major grant application from QRI Lifestyle (Queensland Railways Institute Inc.) for the purpose of supporting 50th anniversary celebrations in Coppabella.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a major grant application from QRI Lifestyle (Queensland Railways Institute Inc.) to the value of \$5000 (exc. GST) for the purpose of supporting 50th anniversary celebrations in the community of Coppabella.**
- 2. Approve that the grant be funded from the Community Grants operational budget of Division 8 for FY2021-22.**

BACKGROUND

QRI Lifestyle (Queensland Railways Institute Inc.), incorporated association IA04460, has made application under Council's Community Grants program for \$5000 in financial assistance to support delivery of planned 50th anniversary celebrations in Coppabella on Friday 17 September 2021. A program of events including a charity golf day, dinner, live entertainment and children's activities is planned. Similar to other resource communities in Isaac Region, Coppabella was established in 1971, to enable the opening up of the Bowen Basin to mining. Uniquely to Coppabella, the township was created to support the operations of the Goonyella rail system. The total event budget is \$40,000 with the balance of funding to be provided by QRI Lifestyle and other sponsors. Council's contribution will support the delivery of the anniversary dinner, children's rides and other entertainment. A separate application from Coppabella State School Parents and Citizens Association is also included in the agenda to support delivery of 40th anniversary celebrations of Coppabella State School on Saturday 18 September.

IMPLICATIONS

The grant will be funded from the FY2021-22 Community Grants operational budget of Division 8. The financial implications of this are summarised in the separate covering report *Community Grants Round 1 – Major Grant Application Summary* included in this agenda, reconciled as at 26 July 2021.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

CONSULTATION

Councillor Division 8

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community Grants Program and supports the activation of community.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:	Report authorised by:
JIM HUTCHINSON	DAN WAGNER
Manager Engaged Communities	Director Planning Environment and Community Services
Date: 28 July 2021	Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Major Grant Application – QRI Lifestyle_Redacted

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants 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:

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 type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i>
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 type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living <input type="checkbox"/> Dry Lands and High Hopes* <i>In conjunction with the Queensland Government, we're offering grants to groups who deliver events/activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.</i> <i>*Events/activities targeting areas east of Marlborough-Sarina Road are ineligible.</i> 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.

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 1 – GROUP/ORGANISATION DETAILS

NAME	
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes - Incorporation No: <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)
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

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	<input type="checkbox"/> Yes

MINOR OR MAJOR GRANTS APPLICATION FORM

REGISTERED FOR GST?	<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

SECTION 3 – APPLICANT DETAILS AND AUTHORISATION

NAME	
POSITION TITLE	
PHONE	
EMAIL	
SIGNATURE	

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	
PROJECT/ACTIVITY LOCATION	
PROJECT/ACTIVITY DATE/S	
DESCRIPTION OF YOUR PROPOSAL:	<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>

MINOR OR MAJOR GRANTS APPLICATION FORM

FUNDING AMOUNT REQUESTED FROM ISAAC REGIONAL COUNCIL (THIS FIGURE MUST MATCH BUDGET): Note: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	
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:
	In-kind:
	Volunteer labour:
	Grants:
	Sponsorships:
TOTAL PROJECT OR ACTIVITY COST: (This figure must match budget)	
WHAT WILL THE FUNDS REQUESTED FROM ISAAC REGIONAL COUNCIL SPECIFICALLY BE USED FOR?	
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 type="checkbox"/> Target, include or engage youth <input type="checkbox"/> Multicultural communities <input type="checkbox"/> Promote access and inclusion <input type="checkbox"/> Enhance community safety

MINOR OR MAJOR GRANTS APPLICATION FORM

**HAVE YOU DISCUSSED
YOUR PROPOSAL WITH A
COUNCILLOR OR ANY
OTHER COUNCIL
OFFICERS?**

☐ Yes - please indicate who: [REDACTED]

Date:

☐ No

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 type="checkbox"/> Provide well maintained and accessible community facilities which enable opportunities for social interaction <input type="checkbox"/> Promote the principles of access and equity <input type="checkbox"/> Address issues of risk management or compliance with Australian standards

MINOR OR MAJOR GRANTS APPLICATION FORM

	<input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities
SPORT, RECREATION AND HEALTHY LIVING	<input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Contribute to building healthy and active communities <input type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups
DRY LANDS AND HIGH HOPES COMMUNITY DROUGHT SUPPORT FUNDING	<input type="checkbox"/> Contribute to building strong communities: inclusive, connected, engaged, healthy and active. <input type="checkbox"/> Fight social isolation <input type="checkbox"/> Encourage mental and physical wellbeing <input type="checkbox"/> Build community resilience <input type="checkbox"/> Connect community members to services and support networks

MINOR OR MAJOR GRANTS APPLICATION FORM

SECTION 6 – PROJECT OR ACTIVITY JUSTIFICATION

**WHY SHOULD THIS
PROJECT OR ACTIVITY
BE SUPPORTED?**

Clearly demonstrate the
need for the project or
activity

MINOR OR MAJOR GRANTS APPLICATION FORM

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

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

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

MINOR OR MAJOR GRANTS APPLICATION FORM

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?	<input type="checkbox"/> Yes – Food licence is required. Catering will be outsourced from a catering company. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Liquor licence required. Please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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
DOES YOUR PROJECT OR ACTIVITY HAVE THE NECESSARY LOCAL AND STATE PLANNING OR BUILDING PERMITS/APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> 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?	<input type="checkbox"/> Yes – Please provide a copy <input type="checkbox"/> 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	<input type="checkbox"/> Yes – Please provide a copy.

MINOR OR MAJOR GRANTS APPLICATION FORM

YOUR PROJECT/EVENT/ACTIVITY?

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

EXAMPLE BUDGET TEMPLATE

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Clear budget information will allow the panel to better understand your project.

Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.

The income should be equal to the expenses.

Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.

Round up each item to the nearest dollar value - do not include cents.

Expenditure		Income	
Please list all costs for the proposed activity All amounts include GST		Please list all sources of income for the proposed activity All amounts include GST	
		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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	
TRADING NAME	
ABN	
PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE) Use of personal or business contact details is not recommended	
NAME	
POSITION TITLE	
ADDRESS	
PHONE	
FAX	
EMAIL	
PREFERRED METHOD OF REMITTANCE TO BE SENT	<input type="checkbox"/> Email <input type="checkbox"/> Fax
BANK ACCOUNT DETAILS	
ACCOUNT NAME	
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	
	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)			
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)			

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

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATIONS

I AM AUTHORISED BY MY GROUP / ORGANISATION TO COMPLETE THIS FORM AND I AGREE THAT:	<input type="checkbox"/> ✓ The statements made in this application are true. <input type="checkbox"/> ✓ All necessary permits/approvals will be obtained prior to the beginning of the project. <input type="checkbox"/> ✓ The project will be covered by appropriate insurance. <input type="checkbox"/> ✓ All relevant health and safety standards will be met. <input type="checkbox"/> ✓ I acknowledge that Council does not accept any liability or responsibility for the project.								
IF MY APPLICATION IS SUCCESSFUL, I WILL	<input type="checkbox"/> ✓ Ensure that acquittal requirements are met within 12 weeks of the project completion date. <input type="checkbox"/> ✓ Accept the terms of the community grant in accordance with <input checked="" type="checkbox"/> ✓ Provide proof of other successful co-funding (if unconfirmed) within six months of notification. <input type="checkbox"/> ✓ Complete in twelve months of receiving Council funding.								
AUTHORISED PERSON	<table><tr><td>Signature</td><td></td><td rowspan="3">DATE</td><td rowspan="3">16/07/2021</td></tr><tr><td>Print Name</td><td></td></tr><tr><td>Position Title</td><td>General Manager</td></tr></table>	Signature		DATE	16/07/2021	Print Name		Position Title	General Manager
Signature		DATE	16/07/2021						
Print Name									
Position Title	General Manager								

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 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.19

HEART OF AUSTRALIA REQUEST FOR SUPPORT

EXECUTIVE SUMMARY

This report seeks Council's consideration of a request for assistance for Heart of Australia for the purpose of supporting continued delivery of specialist cardiac and respiratory care in Moranbah via its mobile service.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve a request for support from Heart of Australia to the value of \$15,000 (exc. GST) annually for three years for the purpose of supporting delivery of specialist cardiac and respiratory care in Moranbah via its mobile service.***
- 2. Approve that this support be funded from the FY2021-22 Engaged Communities operational budget and that provision also be made in the FY2022-23 and FY2022-24 Engaged Communities operational budget to fund a commitment to Heart of Australia to a total value of \$45,000 (exc. GST) over the life of the support agreement.***

BACKGROUND

Heart of Australia Pty Ltd has submitted a request for assistance to Isaac Regional Council to support the continuation of its mobile service delivery of cardiac and respiratory care in Moranbah for the next three years.

Council's previous three-year sponsorship of the service, valued at \$15,000 annually, concluded in FY20-21 and Heart of Australia is seeking to renew this agreement on similar terms for a further three years.

The organisation, which undertakes monthly visits to Moranbah, delivers specialist care for local patients referred from their general practitioner via its mobile semi-trailer surgery which operates from Town Square.

The service has been available to the Moranbah community for the past six years and the applicant advises that it continues to be well supported, allowing patients to access specialist care in community, rather than travelling to a major referral centre such as Mackay.

Whilst the request for assistance has been submitted in the form of a community grant application, Council's potential support of this initiative falls outside the scope of the Community Grants Policy and Guidelines as Heart of Australia is a proprietary limited company and not a tax deductible gift recipient.

Noting the expiration of the existing support agreement, provision was made in the FY2021-22 Engaged Communities operational budget (1134 – Stakeholder Engagement Activities) to support a continuation of Council's assistance, subject to a determination by Council.

IMPLICATIONS

The assistance will be funded from the FY2021-22 Engaged Communities operational budget where provision has been made for the continuation of this agreement.

CONSULTATION

Mayor and Councillors

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Request for assistance aligns with the goals of Isaac Regional Council's Community Plan and provides important specialist care for residents in community.

ACTION ACCOUNTABILITY

Manager Engaged Communities is responsible for the administration of the Engaged Communities operational budget.

KEY MESSAGES

Isaac Regional Council support projects and activities which contribute to the health and wellbeing of its residents.

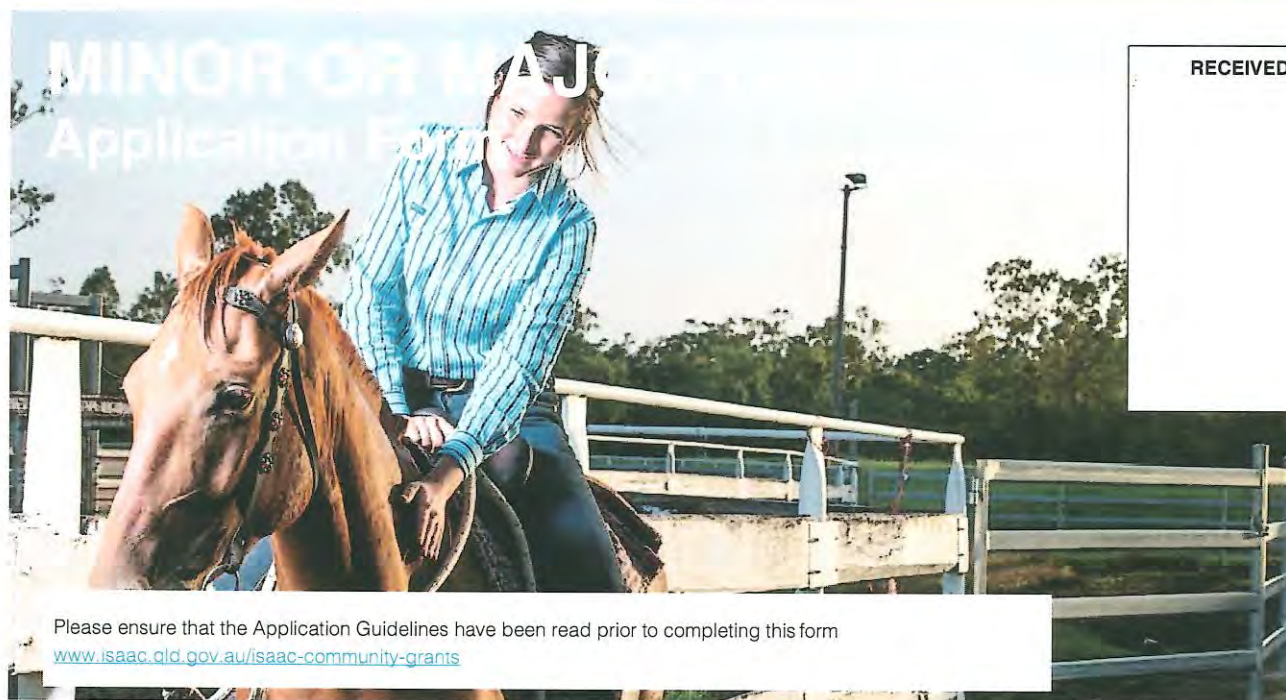
Report prepared by: JIM HUTCHINSON Manager Engaged Communities Date: 28 July 2021	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 28 July 2021
--	---

ATTACHMENTS

- Attachment 1 - Heart of Australia Request for Support Application_Redacted

REFERENCE DOCUMENT

- Nil



RECEIVED

Please ensure that the Application Guidelines have been read prior to completing this form
www.isaac.qld.gov.au/isaac-community-grants

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:

☐ **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 |

☐ **MAJOR GRANT (maximum \$5,000)**

This application category has set funding rounds through the year

NOTE: all applications in this category seeking commitment of 1 to 3 years or requesting amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing an application.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Community Development | <input checked="" type="checkbox"/> Community Facilities |
| <input type="checkbox"/> Community Events | <input type="checkbox"/> Sport, Recreation and Healthy Living |

Council will use any personal information provided for the purpose of processing your grant application and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other local government Acts. Your personal information is only accessed by persons authorised to do so. Please note the information provided on your grant application and in any related documentation/discussions may be provided to members of the assessment panel in order to assist Council in processing your grant application. By submitting an application you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's grant program. Your personal information is handled in accordance with the Information Privacy Act 2009.

Version: 2

Form No: CS-098

Authorised by: Director Planning Environment and Community Services

Maintained by: Community Services

ABN 39 274 142 600 PO Box 97 Moranbah QLD 4744 P 1300 472 227 F (07) 49418 666 www.isaac.qld.gov.au

Isaac... helping to energise the world

Section 1 – Group / Organisation Details		
Group / Organisation Details:	Name	Heart of Australia Pty Ltd
	Address	[REDACTED]
	Phone	[REDACTED]
	Email	[REDACTED]
Is your group / organisation incorporated?	<input checked="" type="checkbox"/> Yes	Incorporation No:
	<input type="checkbox"/> No	You will need a sponsoring body that is incorporated to proceed with this application (proceed to Section 2).
Does your group / organisation have an ABN?	<input checked="" type="checkbox"/> Yes	ABN Number: 79 150 297 288
	<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		
Auspicing Group / Organisation Details:	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	

Section 3 – Applicant Details and Authorisation		
Contact person and authorisation for this application:	Name	[REDACTED]
	Position Title	EA to [REDACTED]
	Phone	[REDACTED]
	Email	[REDACTED]
	Signature	[REDACTED]

Section 4 – Project or Activity Snapshot

Selection criteria: 10%

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

Details of project or activity:	Name	Heart of Australia Mobile Cardiac and Respiratory Clinic
	Location	Moranbah
	Date/s	Monthly

Description of your proposal:

Heart of Australia would be very grateful for continuing funding support from Isaac Regional Council to assist in the monthly provision of the Heart of Australia cardiac and respiratory clinic in Moranbah. Heart of Australia has demonstrated its commitment to the region over the past 6 years and over this time many patients have benefited and some perhaps even lucky to be alive.

For Community Events, an Event Plan must accompany your application please refer to Event Plan template on the Council website: www.isaac.qld.gov.au/isaac-community-grants

Funding amount requested from Isaac Regional Council (this figure must match budget): NOTE: Applicants seeking amounts over \$5,000 must first contact Council's Communities Administration Officer prior to completing this application.	\$15000 (excl GST) per annum recurring
Minimum co-funding requirement (%):	\$105000
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: \$20000 In-kind: Volunteer labour: Grants: \$50000 Sponsorships: \$35000
Total project or activity cost: (this figure must match budget)	\$120000

What will the funds requested from Isaac Regional Council specifically be used for?

Assist in the payment for flights, accommodation, staff wages and maintenance associated with delivering the mobile medical service to Moranbah.

Please indicate the priorities of your proposal: (tick all that apply)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Contribute towards positive engagement of the aged | <input type="checkbox"/> Target, include or engage youth |
| <input checked="" type="checkbox"/> Enhance mental health awareness | <input type="checkbox"/> Multicultural communities |
| <input checked="" type="checkbox"/> Encourage Aboriginal and Torres Strait Islander peoples | <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?

- ☒ Yes - please indicate who: _____ Date: 20/07/21
- ☐ No

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Maintained by: Community Services

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Section 5 – Application Category		Selection Criteria: 10%
Category	Category Outcomes	
Which of the following categories does your project or activity most align with? (tick one)	Which category outcomes will your project or activity deliver? (tick all that apply)	
<input type="checkbox"/> 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 checked="" type="checkbox"/> Enhance community safety <input type="checkbox"/> Encourage community engagement, participation and volunteerism <input checked="" type="checkbox"/> Engage with the community to encourage sustainability within the Isaac region	
<input type="checkbox"/> 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 checked="" 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 Celebrate and contribute to our lifestyle, diversity and culture	
<input type="checkbox"/> 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 type="checkbox"/> Address issues of risk management or compliance with Australian standards <input type="checkbox"/> Encourage a current maintenance schedule and ongoing development of Community-owned facilities	
<input type="checkbox"/> 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 type="checkbox"/> Improve the sustainability of sport and recreation clubs <input type="checkbox"/> Encourage healthy eating and the availability of fresh, healthy foods <input type="checkbox"/> Engage a broad spectrum of the community <input type="checkbox"/> Provide access for all abilities <input type="checkbox"/> Provide benefit to multiple user groups	

Section 6 – Project or Activity Justification

Selection criteria: 40%

Why should this project or activity be supported? Clearly demonstrate the need for the project or activity:

Heart of Australia has a demonstrated track record of delivering cardiac and respiratory specialist services to Moranbah. Over the past 6 years local GPs and patients have appreciated access to locally delivered specialists and tests on board the mobile clinic when it visits monthly in Moranbah. Referrals from GPs continues to remain strong and feedback from patients demonstrates the service is highly appreciated.

Is your project or activity supported by the broader community and/or region?

If so, demonstrate the level of community support: (Please provide letters of support or registration of interested individuals/parties)

Yes. Heart of Australia receives sponsorship and in-kind support from several local businesses including:

Arrow Energy

Anglo American

Hornery Group

Support for the service itself is reflected by the willingness of local GPs to refer to the service.

How will your project or activity benefit the people and community of the Isaac region:

Heart of Australia provides a direct benefit to patients who would otherwise have to travel significant distance to access similar care. For many patients having to travel to access care is a major deterrent and for some even impossible. Making healthcare more accessible improves health outcomes for local patients and also supports local GP practices. In addition having the mobile clinic parked in the center of town raises the conversations around health for many locals who would otherwise not priorities their health.

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Section 7 – Project or Activity Permits/Approvals Selection criteria: 20%

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?	<input type="checkbox"/> Yes	Food licence required. Please provide a copy or proof of lodgement (receipt).
	<input checked="" type="checkbox"/> 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?	<input type="checkbox"/> Yes	Liquor licence required. Please provide a copy or proof of lodgement (receipt).
	<input checked="" type="checkbox"/> 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
Does your project or activity have the necessary local and state planning or building permits/approvals?	<input checked="" type="checkbox"/> Yes	Please provide a copy or proof of lodgement (receipt).
	<input type="checkbox"/> No	

Section 8 – Financial Management Selection criteria: 20%

As Council's Community Grants program is funded by public funds Council requires evidence of your group / organisations 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?	<input type="checkbox"/> Yes	Please provide a copy.
	<input checked="" type="checkbox"/> No	Please provide an explanation: Heart of Australia has previously not required an audit hence this would be a new requirement for us.

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?	<input checked="" type="checkbox"/> Yes	Please provide a copy. On the following page is an example budget template.
	<input type="checkbox"/> No	This application is not eligible.

NOTE:

- 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).
- 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.

Example Budget Template

A Budget template can be found on the Council website: www.isaac.qld.gov.au/isaac-community-grants

- Clear budget information will allow the panel to better understand your project.
- Volunteer in-kind hours should be calculated at the appropriate rate of \$20 per hour.
- The income should be equal to the expenses.
- Please account for all expenses and income; monetary and voluntary. This includes all items listed in the income column, including in-kind, sponsorship and the amount requested from Council.
- Round up each item to the nearest dollar value - do not include cents.

Expenditure

Please list all costs for the proposed activity
All amounts include GST

Income

Please list all sources of income for the proposed activity
All amounts include GST

		Funding amount requested from Council	
		Co-funding amount contributed by your group / organisation	
Venue hire		- Cash contributions	
Other equipment hire		- In-kind	
Bar expenses		- Volunteer labour	
Catering expenses		- Grants	
Promotional materials		- Sponsorships	
		Co-funding amount contributed by other group / organisations or funding bodies	
Guest speaker		- Cash contributions	
Workshop facilitator		- In-kind	
Travel/accommodation		- Volunteer labour	
Permit/approvals costs		- Grants	
Photographer		- Sponsorships	
Donations		Ticket sales	
Prizes and gifts		Bar sales	
Material expenses		Food sales	
Other expenses		Other income	
Total Expenditure:	\$	Total Income:	\$

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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:	Heart of Australia Pty Ltd		
Trading Name:	Heart of Australia		
ABN:	79 150 297 288		
Payment Address Details (for all remittance) Use of personal or business contact details is not recommended			
Name:	[REDACTED]		
Position title:	Director		
Address:	[REDACTED]		
Phone:	[REDACTED]		
Fax:	[REDACTED]		
Email:	[REDACTED]		
Preferred method of remittance to be sent: Email <input checked="" type="checkbox"/> Fax <input type="checkbox"/>			
Bank Account Details			
Account Name:	Heart of Australia		
Bank:	[REDACTED]		
BSB (6 digits):	[REDACTED]	Account Number:	[REDACTED]
Supplier: I declare the Supplier Details Information provided is true and correct.			
Name:		[REDACTED]	
Signature:		[REDACTED]	
Date:		23/07/2021	

Version: 2

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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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is your group / organisation free of debt with Isaac Regional Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you acquitted any previous grants obtained from Isaac Regional Council?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided a valid public liability certificate? (Section 1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided an Event Plan? (Section 4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you met the minimum co-funding requirements? (Section 4)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided evidence of confirmed co-funding contributions? (Section 4)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided letters of support or registration of interested parties? (Section 6)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided proof of required Local or State Govt. permits/approvals? (Section 7)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided the most recent audited financial report? (Section 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you completed a Budget? (mandatory) (Section 8)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided written quotes? (Section 8)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you provided a copy of banking verification? (Section 9)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please provide an explanation if you have ticked No or NA to any of the above:

For items marked N/A Heart of Australia does not believe this is applicable given the nature of our service which council would be familiar with.

Authorisations

I am authorised by my group / organisation to complete this form and I agree that:

- ☒ The statements made in this application are true.
- ☒ All necessary permits/approvals will be obtained prior to the beginning of the project.
- ☒ The project will be covered by appropriate insurance.
- ☒ All relevant health and safety standards will be met.
- ☒ I acknowledge that Council does not accept any liability or responsibility for the project.

If my application is successful, I will:

- ☒ Ensure that acquittal requirements are met within 12 weeks of the project completion date.
- ☒ Accept the terms of the community grant in accordance with Council requirements.
- ☒ Provide proof of other successful co-funding (if unconfirmed) within six months of notification.
- ☒ Complete the project within twelve months of receiving Council funding.

Authorised person	Name	[Redacted]
	Position Title	Director
	Signature	[Redacted]
	Date	23/07/21

Completed applications can be submitted by the following:

Email: communitygrants@isaac.qld.gov.au

In Person: Applications are accepted at all Isaac Regional Council offices

Post: ISAAC REGIONAL COUNCIL

PO Box 97

MORANBAH QLD 4744

ISA
REC

Date: Monthly

\$0

Please note: The information provided on your grant application and in any related documentation/discussions may be provided to members of the assessment panel in order to assist Council in processing your grant application. By submitting an application you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's grant program.

MEETING DETAILS

Planning, Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Michael St Clair

AUTHOR POSITION

Economic and Business Resilience Coordinator

5.20

COVID-19 STRATEGIC RECOVERY PLAN – IMPLEMENTATION UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update on the progress towards implementing the COVID-19 Strategic Recovery Plan.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receive and note the implementation update on the COVID-19 Strategic Recovery Plan.*

BACKGROUND

Council adopted the COVID-19 Strategic Recovery Plan (the Recovery Plan) at its meeting held on 28 October 2020 (resolution number 6945).

The Recovery Plan outlines strategy items that Isaac Regional Council will deliver to support the Isaac Region's long-term recovery from the COVID-19 pandemic and the recessionary impacts experienced, particularly to small and medium businesses.

The Recovery Plan contains 50 separate strategies responding to:

- Business Resilience
- Council Sustainability
- Disaster Recovery
- Community Resilience; and
- Advocacy.

These strategies align with Council's existing five-year Economic Development Framework, and Tourism Strategy and Business Support Strategy and allocate resourcing and funding to deliver the strategy items within an 18 - 24-month period (from November 2020).

This report delivers the first update on the implementation of the Recovery Plan. It is intended that a further review of the Recovery Plan will be undertaken in October 2021 at which time the Recovery Plan will have been in effect for 12-months.

Attached to this report is the COVID-19 Strategic Recovery Plan Status Report, which provides the status and written commentary for each individual Strategy item.

IMPLICATIONS

The Recovery Plan will continue to be delivered through the budget and funding sources identified in the Recovery Plan, including Council's operational budget and Pandemic and Recession Recovery Reserve.

For noting a full Recovery budget reconciliation is proposed to occur at the Strategic Recovery Plan annual review in October that incorporates the review of the recovery plan strategies including the Employment of a targeted tourism Development Resource and funding of Tourism signage to ensure that proposed expenditure is maintained within the original Recovery surplus amount.

CONSULTATION

Executive Leadership Team

Director Planning, Environment and Community Services

Manager Economy and Prosperity

Manager Engaged Communities

Manager Community Education and Compliance

Manager Governance and Corporate Services

Manager Strategic and Business Development

Senior Advisor

Community Resilience Coordinator

BASIS FOR RECOMMENDATION

Operational obligation allowing Council to be provided and review how it is performing against the COVID-19 Strategic Recovery Plan.

ACTION ACCOUNTABILITY

Director Planning, Environment and Community Services to manage continued delivery of COVID-19 Strategic Recovery Plan.

KEY MESSAGES

Council is continuing to support the region's recovery and resilience from the COVID-19 pandemic through the ongoing delivery of the COVID-19 Strategic Recovery Plan.

Council is demonstrating transparency on how it is performing against the COVID-19 Strategic Recovery Plan.

Report prepared by:

MICHAEL ST CLAIR
Economic and Business Resilience
Coordinator

Date: 28 July 2021

Report authorised by:

DAN WAGNER
Director Planning, Environment and
Community Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 – COVID-19 Strategic Recovery Plan Status Report

REFERENCE DOCUMENT

- COVID-19 Strategic Recovery Plan

COVID19 STRATEGIC RECOVERY PLAN

Status Report

Strategic Covid19 Recovery Plan for Business Resilience - Small to Medium Enterprise (SME)							
Strategy	Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
BR1	Employ an Economic and Business Resilience Coordinator for two years	<i>This is a 'Concierge' role - makes connections; is the empathic go-to person within Council for business (particularly at-risk businesses under stress). It will:</i>					
		* Employ an Economic and Business Resilience Coordinator for two years.	Completed	Position filled in February 2021.			
		* Be a connector to Commonwealth, State and Regional programs for funding opportunities, business model advice, R&D, trade assistance, investment partnering, etc	On Target	- Monitoring and sharing of opportunities is ongoing. - Following Council endorsement IRC is now a member of the Small Business Friendly Council Initiative			
		* Undertake targeted research to find vulnerable industries and/or businesses and designing interventions within the scope of Council functions.	On Target	Targeted research is ongoing through business engagement, monitoring of news releases and economic indicators and anecdotal feedback			
		* Facilitate preparation of Community Chest applications for bespoke eligible diversification/innovation proposals arising from the above	Monitor	The Community Chest Fund has been suspended and it's future is currently under review, with a discussion paper developed.	Sustaining Regional business		
		* Engagement with ED networks to ensure gaps are covered and to avoid duplicated effort.	On Target	Engagement is ongoing.	Facilitating renewed business models throughout Region		
		* Development and delivery of (sustainable) mentoring programs. Development of a business start-up program	On Target	No programs currently being developed however ongoing monitoring and promotion of opportunities offered by other organisations (i.e. GW3, State Government and Split Spaces).	Money circulation retained in local economy		
		* Investigate the use of vacant/low occupancy or utilisation Council facilities for pop up or cyclic short term creative or maker spaces or incubator/accelerator spaces for delivering the above	Monitor	Has not been actioned to date however opportunities to further investigate in Q2 2022.	Bring forward of Economic Development Framework and Business Support Strategy delivery		
		* Develop business resilience, capability and digital skills training as well as the broader re-training agenda through facilitation of connections with GW3, DESBT, DITD, DSDMIP, Split spaces etc	On Target	Development of Isaac Region Business Resilience Fund concept is underway.			
		* Facilitate formation of Isaac Region Business Alliance	On Target	Providing project lead (GW3) ongoing support and member of the Project Working Group.			
		* Assist Manager Economy and Prosperity with the bring forward of Economic Development Framework and Business Support Strategy implementation and the delivery of this Strategic Recovery Plan	On Target	Ongoing assistance being provided.			
		<i>This role will report to the Manager Economy and Prosperity and have a collaboration/dotted reporting line to the Director PECS.</i>					

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
BR2	Re-assess Local Preference Policy and weightings	Ongoing re-examination of the effectiveness of the revised 12-month trial current local preference policy settings	Completed	<ul style="list-style-type: none"> - New local preference policy adopted with 20% weighting. - Monitoring of Council's local expenditure ongoing - "Doing Business with Council" initiatives progressed, including internal comms to promote providing local supply opportunities and external forum on how to be a Council supplier. - Refer to item BR4 Shop Isaac program on further local content initiatives 	<p>Curtail leakage of Council procurement spend from the Region, where:</p> <p>*the goods and services are available in acceptable quantities and qualities in the Region; and</p> <p>*Council can transparently demonstrate value for money</p>	<p>Cost of program to be monitored by monthly estimation</p> <p>No separate budget – costs accrue to accounts where goods and services are funded from</p>	Manager Contracts and Procurement	FY2021
BR3	Investment Attraction Plan	Investment Attraction Framework has been developed in house and reviewed by ELT – it is pending briefing to Council	Completed	Investment Attraction Framework adopted by Council.	<p>Grow the Regional economic base</p> <p>*to support existing industry, and;</p> <p>*attract business activities that are needed now, or will support the (IR4) future of work</p>	<p>Framework developed inhouse from existing operational budget</p> <p>Prospectus development requires modest supplementation from the reserve of \$10,000</p>	Manager Economy and Prosperity	Q2 FY2021
		Develop prospectus of investment-ready opportunities in the Region.	On Target	<ul style="list-style-type: none"> - Investment Prospectus is under development. - Investment attraction framework communication and engagement plan is developed and delivery of collateral & engagement processes is underway. 				
		Target key businesses/services that are absent from the Region, for attraction	On Target	Ongoing through Council's First Point of Contact Officer.				
		Pursue grant funding opportunities for public infrastructure which supports existing and targeted business	On Target	A number public infrastructure grant requests have been successful including Regional Recovery partnerships (\$3.2M - Stage 2 Clermont Showgrounds), W4Q, LCIF, and a number of digital connectivity projects.				
BR4	Leverage Shop Isaac Program	Gift card local buying program for the long haul.	On Target	<p>The Shop Isaac Program is achieving ongoing success with the development of 12-month program being progressed to deliver:</p> <ul style="list-style-type: none"> - A logo rebrand and EOFY promotional campaign due to progress in August 21 - Leverage proposed through increased focus on the Shop Isaac brand being attached to promoting greater Local content opportunities and spend with local suppliers, including trade supplier forums/platform etc that will connect local suppliers to major projects - Xmas retail program in concept that may include the above forum and a "pledge or challenge" to industry - Continued engagement with industry on participation in the gift card scheme - Increased participation and engagement with local businesses to occur following the Isaac Business alliance project initial steering committee development to support delivery of the program - Engagement has identified that platforms for B2C communications/directory for the regions SME's and how that could be Shop Isaac aligned. 	<p>Increase turnover through Regional businesses</p> <p>Creates direct consumer behaviour of buying locally</p> <p>Drive high-multiplier spending</p> <p>Leverage Industry and Council spending.</p>	<p>\$20,000 required from reserve to for additional video and other promotion/modifications to cards or wallets/ continued program support</p>	Manager Economy and Prosperity	Q1 FY2021 and ongoing
		Enhance knowledge around the card either (1) by presentation wallet with a website where users can get up to date information on participating businesses, how to re-charge credit balance and other FAQs, or (2) adding a QR code to the cards	On Target					
		Leverage to industry use of the cards to increase money circulated though the program	On Target					

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
BR5	Community Chest	Continue to seek funding into the Community Chest and deliver grants to SMEs while resources allow, and need continues to be present	Monitor	The Community Chest Fund has been suspended and it's future is currently under review.	Continued acute support for SMEs experiencing hardship as a direct result of COVID-19 Opportunities to support SMEs adapt business models to the post - COVID and 4IR environment.	Externally funded	Senior Advisor	Q2 FY2021 and ongoing
		Investigate opportunities for the Community Chest to provide more leverage for progressive and innovative changes to SME's business models and address the 4IR and future of work challenges, and reskilling, particularly through work done by the Economic and Business Resilience Coordinator.	On Target	Repurposing of the remaining funds under the Community Chest Fund for an alternative business support mechanism is currently progressing.				
BR6	Existing Regional Businesses Connectivity and Promotion	Examine the value and potential effectiveness of e-B2B, B2C, B2IN (Industry Network) platform	Completed	- Investigations have been completed with Localised being identified as a preferred platform. - The success of the platform relies on the participation of the business community in order to sustain the platform and ensure its benefits are realised. - Procurement of service has been postponed until completion of the Regional Business Alliance project to ensure that a need is demonstrated and value for money is realised.	High exposure of Regional Business and its capability within and beyond the Region	Subject to ELT approval of an appropriate business case, funds of up to \$25,000 be provided from the reserve for a B2B Platform Other items from existing operational budgets	Manager Economy and Prosperity	Q3 FY2021
		Showcase Regional Businesses	On Target		Maximise Regional turnover			
		Develop a Regional Capability Prospectus	On Target	An Investment Prospectus is currently being developed which will highlight the capabilities of the region and its communities.	Optimise the opportunities for local businesses to support each other for their own business needs by ensuring the best awareness of what is available within the region			
		Presence at Developing Northern Australia Conference	Completed	Council was represented at the Northern Australia Conference.	Similarly, to ensure that the community is aware of the full range of business offerings and services within the region.			
		Presence in regional Provenance publication	Completed	Isaac region was represented in the regional Provenance publication with 14 regional businesses up from 3 in the previous edition				
		Promote connectivity methods and digital platforms to support connectivity amongst business and community across the Region including: * My community directory * Shop Isaac Facebook page * Bang the Table	Completed	Ongoing promotion of the platforms has occurred, with the Shop Isaac facebook developed but on hold at this point from public release.	Support for the Isaac Region Business Alliance			
BR7	Encourage Residential Development to reduce housing affordability issues in an economic upswing	<i>Measures proposed by LDAC to address the imbalance between housing supply and demand, including:</i>			Moderate housing affordability in region throughout economic cycles to present the region as more attractive and liveable	Housing forum \$10,000 from existing operational budget Other items to be funded from other sources yet to be identified	Manager Liveability and Sustainability Director Planning Environment and Community Services	Q2 FY2021
		* Housing forum	Not Proceeding	The delivery of a Housing Forum has been postponed in favour of individual meetings with industry stakeholders (i.e. real estate, financial institutions etc).				
		* Reduction of minimum lot size from 450 to 400 m2	Completed	This is complete with workshoping through initially the LDAC committee and then Council for resolution				
		* Investigation into Council controlled land available to provide affordable housing solutions	Monitor	Ongoing, initially a Council land holdings audit has been conducted and reported through the LDAC committee, with further investigations required. Further noting continued engagement with IAHT on potential developments				
		* Promote infill development as an efficient use of existing trunk infrastructure	On Target	Reduction of minimum lot size completed to support this as well as development of Investment prospectus and other communication methods to further promote this.				
		* Consider incentives that could be realised from Infrastructure charges without impacting on Council's future sustainability	Completed	A Paper to Council that proposed targeted developer incentives has been completed. It is proposed that the options presented are further workshoped with Council.				

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
		* Develop a paper for Council's consideration in October or November 2020 covering an incentive Memorandum of Understanding targeting a specific template Resources	Completed					
BR8	Encourage targeted Industrial Development	* Investigate scope for Industrial development opportunities where industries can provide supply chain enhancements or export replacements regionally. (From an overall resourcing perspective in-house resources will need some consultancy supplementation to complete this)	Monitor	Consideration to be given to amending this item to change its focus to delivering an Industrial/Commercial Land Analysis to investigate the availability of industrial and commercial land throughout the region and to explore priorities for releasing new land and trunk infrastructure requirements (and cost estimates) to achieve.	Promotes greater economic diversity in Region Grow the SME sector	Up to \$15,000 for consultancy support from reserve	Manager Economy and Prosperity	Q3 FY2021
BR9	Reduction of costs and impacts of administrative and compliance functions	12-month program for development application fees for SMEs - 75% discount for change to existing; and 50% discount for start-ups; and 100% for extensions to currency	Completed	- 12-month program has been completed. Discounts provided include: - DA application fee discounts: \$152,444.75 - Community fees - \$59,284, comprised of: - Backflow - \$33,300 - Trade waste - \$25,984 - It is suggested that this program be concluded and investigations in to future development incentives (i.e targeted infrastructure charge discounts) be prioritised in its place.	Encourage and attract business to the region and make it easier for existing small to medium enterprises in the region to expand, diversify, adopt new business models to be prosperous	Anticipated development application fee discounts \$40,000 for FY2021. Other elements being accommodated inhouse.	Manager Liveability and Sustainability/ Manager Economy and Prosperity Manager Community Education and Compliance	Q3 FY2021 Regulatory resdet ongoing to Q2 FY2022
		Improve early communication of requirements to prospective business and keep clear communication channel open through process.	On Target	- Ongoing participation by E&P in the MIW Export Hub is supporting clear communication channels with regional stakeholders. - Industrial enquiries are currently managed by First Point of Contact Officer.				
		Continue with Council's Regulatory Reset project across all 5 areas of compliance/regulation overseen by Council.	Below Target	Regulatory Reset progress has been hindered by staff recruitment delays. Policy work is progressing, however the inspection programs will be delayed until staffing levels return.				
BR10	Develop an Isaac Region Business Alliance	Leverage the COVID-19 and Shop Isaac program to create an Isaac Region Business Alliance (Chamber of Business) with a view to optimising digital/virtual meetings to provide	On Target	Steering committee with GW3 developed and consultants engaged to conduct research and stakeholder engagement to idetnfy an appropriate model to support business connection and collaboration.	Creating a network of likeminded business interests to provide a platform for engaging business needs, creating mutual aid, showcasing regional business capability.	Seeding funding for a standalone alliance group \$5,000 from reserve	Manager Economy and Prosperity	Q3 FY2021 dependent on the progression of the pandemic
BR11	Ag Sector/Saleyards Days	Develop an annual Agricultural Sector Open day/s potentially focussed on Clermont and Nebo (either in conjunction with or at another time of the year from the Beef Expo) to celebrate the grazing and agricultural industries across the Region.	On Target	These items have had initial high level engagement with Clermont Saleyards committee, Clermont R&SS, Clermont Beef expo organisers, Nebo Bushman's carnival & CHDC to consider opportunities for suitable delivery mechanisms.	Creating a greater visibility and positive future for the grazing and agricultural industries and the communities that support them as potential fire starters for diversification in the Region	Event budget of \$30,000 from reserve Also, drought funding may supplement, as may a future engagement budget for the Community /Corporate Plan project	Manager Economy and Prosperity	Q2 FY2022
		This should also leverage the Drought Support Day elements that were deferred earlier.	On Target					
		Consideration should also be given to leverage that can be made from the Agri-futures work that CHDC has been doing, for the Region's benefit	On Target					
		Also, event design should craft these events as key engagement opportunities with the rural/Ag/Beef sectors for Council's upcoming Community Plan and Corporate Plan engagement	On Target					

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
Covid19 Tourism Recovery Strategies								
TR1	Employ a targeted Tourism Development Resource	Following the commencement and consolidation of the Tourism Role in Isaac that MTL has had funded through the Local Buying Foundation, confirm the resource shortfall, including tourism promotion and communications, within the Economy and Prosperity Department to deliver the Tourism Recovery Strategies and recruit a fixed term resource to complete that work.	Not Proceeding	- This Strategy action is proposed to be on hold following onboarding of the Mackay Tourism development Officer and Economic & Business Resilience Coordinator. Further review to be undertaken in future to identify any gaps in delivery program and business needs and recommendation on this item will be proposed to Council for its review. - if this strategy action does not proceed it will result in a cost saving to the Program. - Not considered to impact the delivery of the strategy given the opportunity for action items to be led through the Economic & Business Resilience Coordinator position with support of the broader department's resources (including the recently appointed Mackay Isaac Tourism Development Officer).	Accelerate development of Isaac tourism sector maturity	\$85 – 100K pa salary and oncosts plus \$2,500 equipment in Y1 all funded from reserve	Manager Economy and Prosperity	Q3 FY2021
		Assist the Manger Economy and Prosperity with the bring forward of the Tourism Strategy delivery		Provide diversification to Regional economy	Office and vehicle from existing operational budgets			
		The role will assist the Manager Economy and Prosperity to bring forward Tourism Strategy implementation and the delivery of this Strategic Recovery Plan						
		The role will report to the Manager Economy and Prosperity and have a collaboration/dotted reporting line to the Director PECS.						
TR2	Create additional iconic authentic Isaac events	1.Prepare scope and project plan for the establishment of an annual World Mud Crab Day (potentially building on the Clairview Easter Fishing Competition) based on the Isaac Coast for Council consideration	Not Proceeding	Consideration to be given to removing or postponing this item until delivery of the Isaac Tourism Events Strategy given that the Tourism Events Strategy will likely inform the development of such an event. It is noted that the consideration of this event is captured in the scope of the Tourism Events Strategy below.	Creating new reasons for people to visit the Region and for people within the region to explore its own attractions with a view to keeping money circulating locally Build tourism capability as a means of diversifying the regional economy	Nominal event development budget \$15,000 from reserve Event delivery budget will need to be provided if scope proves up	Manager Economy and Prosperity	Q3 FY2021 for an event in early FY2022 if adopted
		2. Develop an Isaac Tourism Events Strategy: i. to include gap analysis and concept development ii. consider possible new signature events e.g * family-oriented Easter weekend festival at TCD, * Burning Man Mt Britton, * Indigenous cultural festival etc iii. Consider events which would work at Lake Elphinstone, Dysart, Middlemount and Carmila iv. World Mud Crab day potentially in association with the Clairview Fishing Competition v. Incorporate development pathways for the events in the interim Signature and Other Tourism Event Program (TR3) to integrate with the overarching strategies and reach their full potential.	On Target	- Resources have been prioritised on supporting, developing and delivering individual events to support community reactivation post COVID-19. - Recent highlights include the Clermont Show, Nebo Rodeo, Nebo Campdraft, Clermont Campdraft, Clermont Rodeo, St Lawrence Wetlands, Regional Horse Racing events and the Cross Regional Fishing event		\$30,000 from reserve	Manager Economy and Prosperity	Q4 FY2021

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
TR3	Build on existing events – Create interim Signature and Other Event Program	<p>As an interim Priority Tourism Events List, undertake a structured workshop with Council to adopt a 2021 tourism signature event list from amongst: Nebo rodeo, Clermont show, 4U2 Concert, Twin Hills weekend, St Lawrence Wetlands Weekend, Race day circuit, CLM coal and gold, bush sports circuit and suitable others</p> <p><i>(Noting that Easter is the start of the Queensland, look to develop and publish a 2021 Isaac Tourism Calendar)</i></p> <p>In addition, undertake a range of partnering/facilitation activities as follows to confirm a Region-wide program of all tourism events (in addition to the interim signature list prior to adoption of the Tourism Events Strategy):</p> <p>i. Partner with adopted events and MTL to better promote, attract sponsorship, event management training and opportunities</p> <p>ii. Promotion of integration opportunities to upscale existing events - fashions of the field and racing circuit - supporting local business</p> <p>iii. Partner with Engaged Communities for development of arts and crafts, and food events - Eat street, food markets, Festival of small halls, pop up cinema and music festivals</p> <p>iv. Partnering with existing sports-based events to determine feasibility and facilitate leverage to another level - e.g. Local state of origin</p> <p>v. Connect with and engage in attraction of regional events external to Isaac - e.g. Off-road racing, mountain biking, 4WD, Ute muster etc</p>	On Target	<p>Discussions have also commenced with stakeholders regarding the increased attraction of events to the region.</p> <p>Primary focus moving forward is to strategically tie together all the Recovery plan event strategy actions through the below item:</p> <p>Develop an Isaac Tourism Events Strategy:</p> <ul style="list-style-type: none"> * To include gap analysis and concept development to consider possible new signature events and; * Incorporate development pathways for the events in the interim Signature and Other Tourism Event Program (TR3) to integrate with the overarching strategies and reach their full potential <p>The event strategy is intended for delivery in Q2 21/22</p>	<p>Leveraging existing events is often easier and more productive than a start-up, with less overall risk and effort.</p> <p>Otherwise the 'why' for doing this is the same as for creating new events as above</p> <p>Post-COVID it is also about getting communities back into a healthy season</p>	<p>Initially within existing E&P budgets and Community Grants where eligible organisations are running the event/s</p> <p>The additional costs of running COVID-Safe events are eligible for support under CR2</p>	Manager Economy and Prosperity	<p>Council Workshop Q2 FY2021</p> <p>Balance throughout FY2021</p>
TR4	Tourism attraction (to region)	1. Continue to work with MTL as it reviews its business model and seek the inclusion of the word Isaac in its trading name, with a view to positioning Isaac well both for COVID recovery and to extract the greatest value from any potential future consolidation of Regional Tourism Organisations	Completed	Action progressed with investigation and report to Council completed with recommendation for increased financial support to Mackay Tourism for destination marketing services of the region as well to support a request for Mackay Tourism to include "Isaac" in its business name & social media platforms as in "Visit Mackay" pages.	To achieve the appropriate balance of destination marketing to attract visitors to the region by MTL as the Regional Tourism Organisation; as distinct from the attraction and promotion of local tourism offerings to people already within the region	May require a higher level of annual contribution – subject to separate business case at the time	Manager Economy and Prosperity	FY2021
		2. Collaborate with MTL to ensure the appropriate level of on-ground resources in Isaac to support MTL's destination marketing of Isaac	Completed	Onboarding of Mackay Tourism's Isaac Development Officer has been completed which will provide strengthened communication & development pathways for Isaac's tourism product.		<p>Position funded through Local Buying Foundation</p> <p>IRC providing In-kind resources with office accommodation and \$15,000 towards vehicle/travel allowance from existing budget</p>	Manager Economy and Prosperity	Q2 FY2021
		1. Develop video and supporting collateral for the 9 hero Isaac experiences - Indigenous culture, events, coastal region, Peak Ranges, unique wildlife, prospecting, mining tourism, fishing and agritourism	Monitor	Consideration to be given to delaying delivery timeframes to Q1/Q2 of FY2021/22. Initial cost estimates have determined the budget for this project would actually enable delivery of two additional videos if shot together to support the full Investment attraction framework being; Invest Isaac (an economic industry profile) & attraction to region (a lifestyle targeted video)		\$25,000 from reserve	Manager Economy and Prosperity	Q3 FY2021
		2. Scope and seek funding for a mining visitor interpretive centre featuring Virtual Reality or other simulation technology	On Target	Transformational Project concept endorsed by Council for a 'Resources Social and Environmental Excellence Hub' which has the opportunity to include a "mining visitor interpretive centre"		Pursuing external funding	Director Planning Environment and Community Services	Q2 FY2021

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
TR5	Tourism attraction (within region)	3. Undertake domestic marketing campaigns - My Isaac photographic competition of residents/visitors sharing their favourite photo in Isaac. Participate and fund the remaining Mackay Tourism FY2021 campaigns for Visiting Friends and Relatives and Winter Long Haul Drive Market (including Great Inland Way). Also, over time, a range of "see the _____." Campaigns.	On Target	- Funding and delivery of the "Our Isaac" domestic campaign has been completed with a second campaign to be delivered in 2021/22 - High level outcomes below demonstrate the increase in consumer led content development that the campaign supported: * #ourisaac hashtag started with 1802 posts on 16th April and increased to 2328 posts on 15 May. * Growth represented 526 new posts with the #ourisaac hashtag in a 5 week period. * In comparison, between Feb 15 and April 16 (Two months) there was only 57 #ourisaac posts in total.	To create awareness of and motivation to visit key attractions within the Region by residents and visitors alike	\$30,000 from reserve for additional campaign FY2021 A similar commitment will likely apply in FY2022	Manager Economy and Prosperity	Q3 FY2021
		4. Conduct influencer imagery famil and develop collateral from same: i. Peak Ranges ii. Isaac coastal region iii. Great Inland Way	On Target	Delivery underway with further development planned for 2021/22: • Sean Scott Photography https://www.instagram.com/seanscottphotography/?hl=en •Weekender visit https://7weekender.com/how-to-spend-a-week-in-the-mackay-and-isaac-regions/		\$15,000 from reserve	Manager Economy and Prosperity	Q3 FY2021
		5. Run a tourism ambassador campaign in line with golden ticket/best job on earth	On Target	Concept development to occur during Q1/Q2 FY2021/22 for delivery in 2022 calendar year		Existing operational budget FY2021 Potential reserve funding in FY2022	Manager Economy and Prosperity	Scoping in FY2021 Delivery in FY2022
		6. Develop a range of collateral to guide visitors through the region, taking advantage of the digital opportunities of passport 'stamping' through visitor information centres both within and outside the region. Also, this should take up the opportunities provided by geocaching and integration and updating of Isaac's online content. Signage will be	On Target	- Experience Isaac brochure completed and showcased around region and trade shows - Concept for a range of itineraries to support individual tourism experiences to be conducted ie. Town itinerary for Clermont, Nebo, St Lawrence, lookout/hiking trails to be delivered in FY2021/22.		From an overall workload perspective, it is proposed that the existing operational budget of \$10,000 be supplemented with \$10,000 from the reserve to reflect the additional work to be consulted	Manager Economy and Prosperity	Q3 FY2021
		7. Implement major tourism signage strategic review within region:	On Target	- Delivery of E&P 20/21 capex project nearing completion - This is a Priority project for delivery Q1/Q2 FY2021/22. - Preliminary signage audit has commenced. - The broader project including the audit and program of renewal of signs will be undertaken in conjunction with the successful Local Roads & Communities infrastructure (LRCI) funding and will be completed by the end of 2021. -As per Council meeting 24 February 2021 (Report 9.6 and resolution 7103) recommendation 5. Approves funding in the amount of \$100,000 from the COVID Recovery Reserve for Stage 1 Tourism Signage Project to enact a tangible recovery project. -Further to update a Council report is submitted for August 2021 to provide an overview of the identified for the LRCI funding and proposes Council is to recieve a further update on the proposed renewal and or upgrade to Tourism signs from Recovery funding.	To progressively package attractions, trails and networks with a view to creating visitor 'dwell' (i.e. one or more overnight stays) to increase visitor spend and multipliers			
		i. Billboards Nebo, Waverley Ck, Clair view, 2x Bruce Highway, MBH Airport and PDH						
		ii. Plus, tourism locations that require regional directional sign and local region story (e.g. Lake Elphinstone)						
		iii. Installation of Isaac Instagram frames at key tourist locations (e.g. Blue Mt) with appropriate #Isaac hashtag						
		iv. Replacement of deteriorated interpretive signage						
		v. Ensuring all new or repurposed attractions have appropriate directional and interpretive signage incorporate when they are inaugurated, and						
		vi. Undertake an overall signage audit with other asset custodians across Council to support a strategic positioning of signage in addition to the above				Successive budgets have struggled to fund place, directional and interpretive signage to a level consistent with the intention set out in this Recovery Plan. The Strategic review should consider a business plan for a modest level of support from the reserve to help get ahead of the signage backlog, for Council's consideration	Manager Economy and Prosperity	Q4 FY2021 Following the delivery of the signage funded in the FY2021 budget

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
		8. Develop an Isaac tourism resource and training program for IRC's Community Hubs and Engagement Programs and Events staff. Establish tourism information availability at each of the 7 Community Hubs and seek funding for touch screen kiosks for visitor information.	On Target	- Overview tourism information document has been started with intention it will be utilised to inform hub staff/visitors of tourism experiences in region - Working with and training hub staff is a secondary project for progression 2022 as hubs are developed and hub staff completion training of core roles and duties first. - Preliminary investigation into touch screen kiosks has been undertaken however progressing is not currently a priority.		Tourism resource and training delivered inhouse from existing operational budget Develop scopes for external funding for visitor information kiosks across the region	Manager Economy and Prosperity	Q2 and Q3 FY2021 Q4 FY2021
		9. Identify opportunities for development and promotion of all other camping sites (including private camping areas) across the Region through Regional Camping Analysis and Strategy	On Target	- A funding submission under Building Better Regions Fund to deliver an Isaac Tourism Trails strategy was submitted in March 2020. - If successful, this strategy would include an analysis of camping options. - If the funding is not successful, the project scope for a Regional Camping Analysis and Strategy will be reviewed and delivered in 2022. - Regardless of funding outcomes, the analysis of individual camp sites has commenced in some locations (i.e. Theresa Creek Dam, Mt Britton, Peak Ranges). Recommended to consider this strategy item in conjunction with TR9(1) and TR10 as there is an opportunity to incorporate investigations in to a the Regional Camping Analysis and Strategy which would provide a holistic approach to further actions in the RV market and camping sector. For reporting purposes there is an opportunity to consolidate these items in to one consolidated action item.		\$15,000 form reserve	Manager Economy and Prosperity	Q3 FY2021
TR6	Partner with First Peoples of Isaac to identify and develop respectful Indigenous tourism experiences	Develop a Region-wide planned network of indigenous tourism experiences reflecting the significance of country and indigenous cultural heritage, as an adjunct to routine consultative processes and the development of Council's Reconciliation Action Plan	On Target	Development of the planned network is underway and individual engagement and associated project work has progressed to support the the following projects: * Koinjamal (increased first peoples Wetlands weekend activities) & Avoid Island tourism development experience occurring * Peak Ranges – (Gemini & Lords table) first people engagement (Belyando native title claim group #2) on approving Gemini Peaks hiking trail & Lords Table concept for camping) * Barada Barna – Pink Lilly cultural centre * Clarke Creek - Aboriginal Corporation - Koala tours Further engagement to continue following the progress of the RAP engagement framework	To reflect the richness and diversity of First Nations cultural heritage across Isaac Region	Existing operational budget	Manager Strategic and Business Development	Q4 FY2021
TR7	Develop Isaac tourism experiences (short term – including future infrastructure needs)	Continued development of the Peak Ranges experience – initially to develop concepts for infrastructure provision to enable improved consumer experience and increased visitation	On Target	- A funding submission under Building Better Regions Fund to deliver an Isaac Tourism Trails strategy was submitted in March 2020. - Project proposed as part of submission includes infrastructure analysis for the region's hero tourism experiences. - If the funding request is not successful a review of the project delivery will be undertaken and individual projects will continue to be progressed.	To create market ready tourism attractions and product	Existing operational budget	Manager Economy and Prosperity	Q1 FY2022

Strategy	Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
	Infrastructure needs	On Target	<ul style="list-style-type: none"> - A funding submission under Building Better Regions Fund to deliver an Isaac Tourism Trails strategy was submitted in March 2020. - Project proposed as part of submission includes the developemnt of the Isaac coastal experience. - Outcomes of the funding submission will inform further outcomes related to this action item. 		Existing operational budget	Manager Economy and Prosperity	Q4 FY2022
TR8	Develop Isaac tourism experiences (medium to longer term)	On Target	<ul style="list-style-type: none"> - A funding submission under Building Better Regions Fund to deliver an Isaac Tourism Trails strategy was submitted in March 2020. - Project proposed as part of submission includes the developemnt of new tourism experiences. - Outcomes of the funding submission will inform further outcomes related to this action item. 	To create a continuous pipeline of attraction and product development	Existing operational budget	Manager Economy and Prosperity	Q4 FY2022
TR9	Develop enabling infrastructure	On Target	<ul style="list-style-type: none"> - Recommended to consider this strategy item in conjunction with TR5 (9) as there is an opportunity to incorporate investigations in to a the Regional Camping Anaylsis and Strategy which would provide a holistic approach to further actions in the RV market and camping sector. - For reporting purposes there is an opportunity to consolidate these items in to one consolidated action item. - Delivery of item is progressing with completion expected in August FY 2021/22. 	<ul style="list-style-type: none"> To enable tourists to move and stay easily in and around the Region To provide direction to future tourism infrastructure development at key sites 	Dependent on final designs any shortfall from the \$80,000 provided in FY2021 Budget (CW212875), should be funded from the reserve upon Council endorsement of a suitable business case	Capital and Project Program Manager	Q4 FY2021
		On Target	Project has commenced with community engagement and site analysis currently being progressed.		From an overall workload perspective, it is proposed that the existing operational budget of \$10,000 be supplemented with \$15,000 from the reserve to reflect the additional work to be consulted	Manager Economy and Prosperity	Q4 FY2021
		On Target	Engagemnet of a consultant has commenced with project inception currently being progressed.		From an overall workload perspective, it is proposed that the existing operational budget of \$10,000 be supplemented with \$15,000 from the reserve to reflect the additional work to be consulted	Manager Economy and Prosperity	Q4 FY2021
		On Target	<ul style="list-style-type: none"> - A funding submission under Building Better Regions Fund to deliver an Isaac Tourism Trails strategy was submitted in March 2020. - Outcomes of the funding submission will inform further outcomes related to this action item. 		\$150,000 - \$200,000 per location potentially funded from the Resource Communities Infrastructure Fund	Manager Economy and Prosperity	Q3 FY2021

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
TR10	Develop tourism accommodation in key centres	Identify opportunities for tourism accommodation to be established in key areas (as distinct from Non-Resident Worker Accommodation). This could include: i. Small scale Camping/RV parks close to towns like Moranbah, Clermont, Nebo, Dysart, Middlemount and Glenden ii. Homestay/farm stay opportunities near some towns - Initial scoping work to be done	On Target	- Investigative works have progressed on MBH and MMT short term stay caravan options for the townships and Lords Table camping/park site with report to Council proposed for Q2 FY 2021/22. - Concept in development for promotion of homestay/farm opportunities that are presented from the new Regional planning scheme - Action item to be progressed in 2022. - Consideration to be given to combining this strategy item with TR5 (9) as there is an opportunity to incorporate investigations in to a the Regional Camping Analysis and Strategy which would provide a holistic approach to further actions in the RV market and camping sector. - For reporting purposes there is an opportunity to consolidate these items in to one consolidated action item.	To encourage drive visitors to stay in the region for longer (as a destination in itself) rather than just passing through on the way to another destination	Existing operational budget for scoping	Manager Economy and Prosperity	Q1 FY2022
TR11	Collect and promote Isaac narratives	Establish a capture and tell our stories portal to develop online/video/written logs of each town/community (e.g. shearers strike, Coal Utah development, Chinese gold mining, town heritage)	On Target	To progress in 2022.	To create Isaac narrative to support the development of tourism attractions and product as articulated in the Tourism Strategy To become more fluent about 'who Isaac is' as the communication foundation of building the Hero experiences	To be done in conjunction with CR4 with RADF support and a further business case to be considered for reserve funding if necessary	Manager Economy and Prosperity & Manager Engaged Communities	Q2 FY2022
TR12	Overhaul visitor information portals	Conduct audit and assessment of visitor information provision throughout Isaac Region and actively implement the Visitor Information Network Model as proposed in the Tourism Strategy	On Target	- Some works have progressed as per TR5(8) - Full scope of project proposed for 2022	Improved service delivery and consumer experience with intention to grow visitation	Operational budget	Manager Economy and Prosperity	FY2022
TR13	Support and facilitate private tourism development efforts	Proactive pre-lodgement meetings with tourism development proponents, particularly in line with the opportunities presented in the new Regional Planning Scheme	On Target	- Progressing as per Investment Attraction Framework and actioned through Council's First Point of Contact Officer. - Marketing collateral to support the opportunities presented through the new Regional Planning Scheme to be developed.	Increased tourism offerings and services delivered throughout the Region	Existing operational budget	Manager Economy and Prosperity	Throughout FY2021
Strategic Covid19 Recovery Plan for Council Sustainability								
CS1	Continue leadership focussed on innovative approaches to pandemic and recessionary recovery and Council operations in line with the Isaac Vision and in a sustainable manner	Ongoing application of the leadership of the Emergency Management Committee (particularly through the business continuity plans)	On Target	EMC meetings have continued to address emergent issues with agility	Ongoing confidence by the community that Council delivers what it says it will.	Existing operational budgets	Executive Leadership Team and all Isaac leaders	Now and ongoing
		Ongoing disaster management leadership through the LDMG	On Target	LDMG continues to provide strategic oversight of emergent issues and pandemic response				

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
CS2	Continue cultural leadership development to progressively create capability to achieve CS1 above and resilience to adapt to future community and workplace change	Roll out cultural leadership development program across all Directorates	Monitor	Challenges sustained in rollout due to staff changes and emergent priorities. All directorates to be completed by Q1 2022	Continuous improvement of organisational culture to create greater capacity to meet future challenges – pandemic recovery and otherwise	Existing operational budgets	Chief Executive Officer / Manager People and Performance/ Executive Leadership Team	Q3 and 4 FY2021
CS3	Ensure the right infrastructure is in place to support economic and community recovery	Consider the role particular infrastructure project proposals play in either assisting with recovery or the degree to which their absence will be an impediment to recovery, through the PAG planning process for FY2022	On Target	Capital program adopted by Council June 2021	Continuous improvement of organisational culture to create greater capacity to meet future challenges – pandemic recovery and otherwise	Existing and future Capital Budgets	Manager Strategic Asset Management	Q2 and 3 FY2021
		Ensure the question about infrastructure enablement of recovery is specifically canvassed in the periodic reviews of the Recovery Plan	On Target					
CS4	Optimise Council assets and other decision making by applying the impact mitigation hierarchy which applies an avoid, reduce, reuse, repurpose, recycle, offset (or dispose) philosophy	Progressive implementation of the impact mitigation hierarchy in addressing infrastructure, service and operational needs as a foundational way of thinking towards corporate sustainability	On Target	Ongoing	Optimum use of scarce resources Minimisation of overall, adverse and unintended impacts of decisions	Existing operational budgets	Executive Leadership Team	Now and ongoing
CS5	Address contingent liabilities and Legacies	Develop a plan to address a contingent liability relating to a development matter in Clermont and seek Council's endorsement of that plan.	On Target	Plan and process enacted by CEO	Resolution to a current contingent liability to strengthen Council's long-term financial sustainability	Not yet scoped or source identified	Chief Executive Officer	Initially FY2021
		Monitor and plan resolution to any other contingent liabilities and unsustainable legacy issues as they arise	On Target	Ongoing				
CS6	Finalise Strategic Asset Management Plan to refine the completeness and robustness of Council's Long-Term Financial Forecast	Imminent finalisation of the Strategic Asset Management Plan incorporating best asset condition and valuation information across all asset categories	Monitor	Ongoing work being undertaken by CGFS toward completion	Improved reliability of Council's Long-Term Financial Forecast	Existing operational budgets	Director Corporate, Governance and Financial Services	FY2021

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
Strategic Covid19 Recovery Plan for Disaster Recovery								
DR1	Provide governance oversight of the delivery of the Isaac Recovery Plan including transparency in regular progress reporting to both LDMG and IRC.	Formal quarterly implementation reporting to Council to coincide with Annual Operational Plan reporting	Monitor	This is the first report since commencement of the plan, but this establishes a template for future reporting and updates to Council	Formal quarterly implementation reporting to Council to coincide with Annual Operational Plan reporting	Existing operational budgets	Director Planning Environment and Community Services / Recovery Coordinator	Now and for life of plan
		Agency reporting to LDMG in its meeting cycle supplemented by IRC quarterly reports	On Target	Reporting to LDMG is completed as required	Agency reporting to LDMG in its meeting cycle supplemented by IRC quarterly reports			
		Reporting to Council's Emergency Management Committee (EMC) in relation to recovery aspects that either impact on or require commitments by, support from or coordination with the EMC	On Target	Reporting to EMC is completed as required	Reporting to Council's Emergency Management Committee (EMC) in relation to recovery aspects that either impact on or require commitments by, support from or coordination with the EMC			
DR2	Continue the regime of regular meetings of the Isaac Recovery Sub-Group (of the LDMG) on a frequency commensurate with recovery needs and measures at the material time.	Convening regular one to two monthly Recovery Sub-Group meetings with Department of Communities, Treasury (State Development), Queensland Reconstruction Authority, IRC Disaster coordination and recovery personnel	Below Target	Information updates not required as frequently consider reducing to quarterly meeting cycle	Ensuring fidelity to Council's Disaster Management Plan	Existing operational budgets	Director Planning Environment and Community Services / Recovery Coordinator	Now and for life of plan
		Reporting the minutes of these meetings to LDMG	On Target	Minutes reported to LDMG				
DR3	Continue participation in the State led (Greater Whitsunday) Regional Human and Social Recovery Group meetings.	Virtual or in-person attendance at and contributions to these periodic meetings convened by State Department of Communities	On Target	Participation in quarterly regional agency meetings and scenario workshop hosted at Whitsunday Regional Council in June 2021	Continued engagement about recovery intelligence and practice by the State and other Greater Whitsunday Councillors to support Isaac's recovery planning and implementation	Existing operational budgets	Director Planning Environment and Community Services / Recovery Coordinator	Now and for life of plan
DR4	Engage further with the District Disaster Management Group and District level agencies	Engagement at scheduled DDMG meetings, planning workshop and briefings, together with regular engagement directly with District Disaster Coordinator and staff between formal scheduled meetings to support LDMG and local recovery needs as appropriate	Monitor	DPECS to work with DCGFS to ensure continued information sharing on recovery plan progress	Confidence to the Isaac community that the several aspects of the COVID pandemic and its recovery which transcend regional boundaries are managed in an integrated and holistic way	Existing operational budgets	Director Corporate Governance and Financial Services / Disaster Coordinator	Now and for life of plan
DR5	Maintain a centralised contact point for Disaster Management agency information requests	Establish Council's Disaster Management Team as the single point of receiving and tracking information requests from emergency management and disaster management agencies	On Target	DMT has maintained role as central point of contact	Reliable management of information requests Confirmation that the correct source is providing responses in a timely manner	Existing operational budgets	Director Corporate Governance and Financial Services / Disaster Coordinator	Now and for life of plan

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
Strategic Covid19 Recovery Plan For Community Resilience								
CR1	Employ a Community Resilience Officer for two years	<p>Role focussed on reactivating community through events and celebrations in a new normal COVID Safe manner, and through community development practice, both in the community and across the Council organisation.</p> <p>The position will identify and scope community resilience-building activities and projects and maintain a high level of transparency on these functions.</p> <p>The role will report to the Manager Engaged Communities and have a collaboration dotted reporting line to the Director PECS.</p>	Completed	<p>Q2 FY20-21 Recruitment for Community Resilience Coordinator</p> <p>Q3 FY20-21 Community Resilience Coordinator commenced in role January 2021</p> <p>Q4 FY20-21 Milestones document prepared to map timeline of outcomes proposed to achieve Community Resilience objectives by December 2022</p>	<p>Growth in community and social capacity and resilience through community resuming everyday community life activities and events, and through targeted community development activities and projects</p> <p>Events have the flow-on impact of further stimulating business and growing community self-belief</p>	<p>\$85 – 100K pa salary and oncosts plus \$2,500 equipment in Y1 all funded from reserve</p> <p>Office and vehicle from existing operational budgets</p>	Manager Engaged Communities	Recruit Q2 FY2021
CR2	Provide a dedicated funding allocation to support materials and services for reactivation of community events (including cleaning products and sanitisers etc)	<p>An initial amount of \$50,000 (from the reserve) to be ringfenced in the Special Community Grants specifically for applications sponsored by the Community Resilience Officer to the Special Community Grants Program on behalf of community organisations for this purpose.</p> <p>Identified Tourism Events (under TR2 and TR3) are also eligible for support under this item.</p> <p>If these resources are exhausted, a further report will be provided to Council to consider supplementing this budget from the reserve</p>	On Target	<p>Q2 FY20-21 Shop Isaac community event stimulus initiative introduced as per Council resolution 6908. As at 31 May 2021, \$8150 in Shop Isaac cards have been provided.</p> <p>Q3 FY20-21 COVID recovery fund guidelines adopted \$20,000 in assistance provided to Clermont Rodeo and Show Society to support 2021 Clermont Show \$18,500 in assistance provided to Nebo Bushman's Carnival to support 2021 Nebo Rodeo</p> <p>Q4 FY20-21 Clermont Show and Nebo Rodeo successfully delivered in COVIDSafe format in May 2021</p>		\$50,000 from reserve	Manager Engaged Communities	Commence upon exhaustion of existing Special Emergency Grants Program funds
CR3	Don't lose the year 2020 – reactivate COVID Safe Community functions, events and celebrations and get people moving with clubs and organisations getting on with it	<i>In the pursuit of CR1 above, focus on quality events under these circumstances to make them memorable</i>				As per CR1 and CR2 above to supplement existing operational budget	Manager Engaged Communities	Now and ongoing
		Apply a team effort comprising the Community Resilience Officer and the Community Relations Team to develop stronger community development and resilience capabilities in Council's Community Engagement, Programs and Events (CEPE) Team	On Target	<p>Reactivation of major community events including ANZAC Day regionwide (Apr), Moranbah 50th celebration (May), Nebo Rodeo (May) and Clermont Show (May)</p> <p>Q1 FY21-22 Reactivation of major community events including Moranbah Off-Road Championships (July), Middlemount Races (July), NAIDOC Week regionwide (July/August)</p>				
		Within Council, apply focus on how Christmas Celebrations can be safely conducted in the various centres across the Region	Completed	Q2 FY20-21 Provided financial and logistical support to reactivate an array of community events prior to Christmas including Christmas Carols and Community Parties in Nebo, Middlemount and Clermont				
		<i>Celebrate narratives on how we overcame the adversity of the pandemic:</i>				Pursue opportunities		
		* Collect the positive stories we tell ourselves	On Target	Q1 FY21-22 Capture good news stories of community recovery to date and report to Council				
		* Celebrate community pride	On Target	Collection of positive stories from community pride to report to Council				

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
CR4	Enable a strong community belief in itself	* Engage the Arts community to help celebrate a strong sense of community	On Target	Q1 FY21-22 Support participation of local artisans in Creative Recovery Training initiative by CQ Regional Arts Services Network - August 2021		through the RADF program, and existing operational budgets in the first instance with the opportunity to present a business case to Council for future allocation of funds from the reserve	Manager Engaged Communities	Throughout FY2021
		Develop a brief and separate business case for a public art commission to create a lasting symbol of community spirit and grit in the face of adversity	On Target	Q2 FY21-22 Develop business case for public art project				
		Where appropriate, use paid advertising to support this strategy	On Target	In progress to assess where appropriate.				
		Ensure Council's maintenance programs are continued to keep a positive mindset in the community	On Target	Continuing to discuss with community				
CR5	Leverage relationship with 4RFM	Explore assisting in expanding the reach of 4RFM throughout the Region	On Target	Q4 FY20-21 Working with 4RFM on community volunteering initiative to support reactivation of community and sporting groups 2 meetings to date to discuss initiatives and execution of possible programs and funding opportunities	To grow the base, coverage and community 'ownership' of this valuable social infrastructure, as Isaac's own	Pursue opportunities within existing grants programs in the first instance with the opportunity to present a business case for future budget or reserve funding	Manager Engaged Communities	Throughout FY2021
CR6	Ongoing targeted engagement of community organisations to keep abreast of recovery needs	Appropriately scaled and targeted engagement of community organisations with meaningful reporting of intelligence organisationally and to the Disaster Recovery Sub-Group	On Target	Continuing to engage with community organisations on a one on one basis throughout the region	Maintenance of meaningful engagement with community to understand and continue to plan for and respond to recovery needs	Existing operational budgets	Manager Engaged Communities	Now and ongoing
CR7	Identify, scope and implement community resilience projects	Through CR6 and Council's business as usual community engagements, remain vigilant to community resilience projects arising from evidence-based needs or opportunities.	On Target	Q1 FY21-22 & Q1 FY22-23 Deliver Legends of League event, supported by \$30,000 Localised Mental Health Initiatives funding Q2 FY21-22 Expend balance of Drought Support funding on local initiatives and grant assistance Partner with Active Queenslanders Industry Alliance to deliver targeted capacity building workshops to community organisations	Retaining an agile capacity to effectively respond to latent or emergent community resilience needs	Consideration for Council to fund identified community resilience projects from the reserve on the basis of a compelling business case	Manager Engaged Communities	Now and ongoing
		Scope and develop business cases for identified projects	On Target	Currently scoping multiple potential projects to enhance community resilience. Eg. Engagement with High Schools and Community groups to develop a mentoring program between business students and groups to write potential grant applications.				
CR8	Leverage other Community focussed projects and strategies to reinforce COVID Safe community interactions	<i>Factor COVID Safe principles into all community projects including:</i>			Modelling and accepting a COVID-Safe way of life as basic community norms is important to the community's long-term well-being	Existing operational budgets	All Council leaders	Now and ongoing
		* Youth Unmet Needs Study	On Target	Study in final draft for consideration by Council in July/August				
		* Reconciliation Action Plan	On Target	Under development				
		* Customer Service Strategy and Charter	On Target	Working group being formed for Customer Experience project				
		* Community Plan and Corporate Plan engagement and the like	On Target	Recovery initiatives align with objectives of Council's strategic planning framework				

Strategy		Project, Task or Role (What?)	Status	Comments/Update on Actions	Expected Outcome (Why?)	Budget and Funding Source	Accountability	Timeframe
CR9	Where it is within Council's direct capacity, work to reinstate facilities and/or premises that assist maintaining community resilience	Facilitate the reinstatement of the Glenden Bowls and Golf Clubs and Arts and Crafts Centre	Monitor		Optimising utilisation of programs, projects and facilities to support community development and resilience	Existing operational budget	Manager Community Facilities	Q2 FY2021
		Continued work through the Community Tenures and Facilities Advisory Committee	Monitor					
Strategic Covid19 Recovery Plan For Strategic Advocacy								
SA1	Diversification plan for region	Continued advocacy for and conceptual input into the scoping of a diversification plan for Isaac Region in the context of the Greater Whitsunday Region	Monitor	Not commenced	Credible and achievable diversification for Isaac to reduce reliance on the development and operation of metallurgical coal mining in the Region over time	To be funded externally to Council	Director Planning Environment and Community Services	Ongoing
SA2	Moranbah Hospital Upgrades and other health service improvements	Continued advocacy to and support for business planning for upgrades to the Moranbah Hospital and its clinical delivery, through the investment approval process used by Queensland Health	Monitor	Continued monitoring required to ensure government commitments are fulfilled in regard to upgrades to Moranbah Hospital and service delivery standards across the Isaac Region	Improved Moranbah Hospital facilities and services including resident medical staff	To be funded externally to Council	Chief Executive Officer / Director Planning Environment and Community Services	Current and throughout FY2021
SA3	Future of Glenden	Develop credible plans for a sustainable future for Glenden in the face of current mining developments and expected closure to provide a platform for facilitating better futures than are currently presenting without intervention	Monitor	Initial work commenced on development of a Glenden Futures strategy	To avoid the otherwise likely outcome of Glenden's population falling below sustainable thresholds contingent on the closure of Newlands Coal Mine	Existing or amended operational budgets	Director Planning Environment and Community Services	Current and determined by the QCoal NRWA Planning Appeal
SA4	Continue QRC Engagement	Continued engagement with Queensland Resources Council in relation to the continued operation of Mining in a COVID Safe manner and for support for a range of resources communities recovery measures	Monitor	Ongoing representatiosn to QRC to ensure safety of Isaac communities in light of ongoing outbreaks in other parts of Australia.	Industry engagement and support for COVID Safe mining operations to protect Isaac Communities and optimise recovery	Existing operational budget	Chief Executive Officer	Ongoing
SA5	Centre of Excellence for Mines Safety and Rescue and Mines Visitor Interpretive Centre	Developing a deliverable scope and business model and continued advocacy to industry, education and government to partner in its realisation	Monitor	Initial investigations commenced	A campus focussed on social and environmental excellence, bringing together industry, tertiary education, community and visitors	Seeking external funding	Director Planning Environment and Community Services	FY2022 for shovel-ready project
SA6	Support mining rehabilitation opportunities as a mechanism to achieve sustainable futures for the region and resources towns in particular	Developing the concept for re-envisioning the opportunities presented by open-cut mining rehabilitation	Monitor	Initial investigations commenced	Sustainable futures for resources communities beyond operational mine lives created by ongoing centres of enterprise based around mine rehabilitation opportunities	Seeking external funding	Director Planning Environment and Community Services	FY2021 for initial prospectus of triple bottom line feasible options
		Advocacy to industry, education and government to support and partner in the realisation of this concept	Monitor	Conversation on concept as part of RDA regional roadmap workshop				

MEETING DETAILS	Planning Environment and Community Services Standing Committee Tuesday 10 August 2021
AUTHOR	Nishu Ellawala
AUTHOR POSITION	Manager Community Education and Compliance

5.21	DOMESTIC DOG ADVISORY COMMITTEE MINUTES - 29 JUNE 2021
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EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Domestic Dog Advisory Committee Meeting held on Tuesday, 29 June 2021.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the Minutes of the Domestic Dog Advisory Committee held on 29 June 2021.**
- 2. Adopts the recommendations of the Domestic Dog Advisory Committee held on 29 June 2021, in particular;**
 - i. Note the Chip N Check Microchipping Pop Up Clinic Progress Report**
 - ii. Endorse the implementation of annual 'Chip N Check' Microchipping Pop-Up Clinics as an ongoing activity of the "Paws-itive" Blueprint initiative.**
 - iii. Receive and endorse the proposed nuisance barking dog complaint resolution process.**

BACKGROUND

The Domestic Dog Advisory Committee, along with the draft Terms of Reference were endorsed by Council at its meeting held 28 November 2017 (Resolution No.5185) and further updating the Terms of Reference on 26 August 2020 (Resolution No.6796). The purpose of the Domestic Dog Advisory Committee is to oversee the development and implementation of a holistic responsible pet dog ownership program.

The twelfth meeting of the Domestic Dog Advisory Committee was held on 29 June 2021. The minutes of this meeting are attached for Councillor's review and consideration.

IMPLICATIONS

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

CONSULTATION

Director Planning Environment and Community Services
Manager Community Education and Compliance
Manager Compliance and Integration

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

Regulatory Services Officers

BASIS FOR RECOMMENDATION

Consideration and adoption of Domestic Dog 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.

KEY MESSAGES

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

Report prepared by:

NISHU ELLAWALA
Manager Community Education and Compliance

Date: 27 July 2021

Report authorised by:

DANIEL WAGNER
Director Planning Environment and Community Services

Date: 27 July 2021

ATTACHMENTS

- Attachment 1 - Domestic Dog Advisory Committee Minutes – 29 June 2021

REFERENCE DOCUMENT

- Nil

MEETING MINUTES

Tuesday, 29 June 2021

UNCONFIRMED MINUTES OF THE DOMESTIC DOG ADVISORY COMMITTEE MEETING OF ISAAC REGIONAL COUNCIL HELD TUESDAY 29 JUNE 2021 COUNCIL CHAMBERS, MORANBAH

MEETING MINUTES

Tuesday, 29 June 2021

**DOMESTIC DOG ADVISORY COMMITTEE MEETING OF
ISAAC REGIONAL COUNCIL
HELD ON TUESDAY, 29 JUNE 2021
COUNCIL CHAMBERS, MORANBAH**

1. OPENING MEETING

The Chair declared the meeting open at 12.30pm and acknowledged the traditional custodians of the land on which we meet today and paid respects to their Elders past, present and emerging.

2. ATTENDANCE COMMITTEE

Cr Simon West, Division Four (Chair)

Cr Sandy Moffat, Division Two via Teams

Mr Daniel Wagner, Director Planning Environment and Community Services

Ms Nishu Ellawala, Manager Community Education and Compliance

Mr Gert Nel, Manager Compliance and Integration

OBSERVERS

Ashley Robbins – Lead Compliance Officer

MINUTE TAKER

Ms Vicki Hoey, Departmental Administration Officer – Community Education and Compliance

Resolution No.: DDAC0051

Moved: Cr Simon West

Seconded: Mr Daniel Wagner

That the Committee accepts Cr Sandy Moffat participation in the meeting by Video Conference.

Carried

MEETING MINUTES

Tuesday, 29 June 2021

3. APOLOGIES

The Committee received an apology from Cr Jane Pickels

Resolution No.: DDAC0052

Moved: Cr Simon West

Seconded: Mr Daniel Wagner

That the Domestic Dog Advisory Committee accepts an apology received from:

Cr Jane Pickels

Carried

4. DECLARATION OF CONFLICT OF INTEREST

No conflict of interests declared this meeting.

5. CONFIRMATION OF MINUTES

MINUTES OF THE DOMESTIC DOG ADVISORY COMMITTEE HELD ON 27 OCTOBER 2020

Receipt and confirmation of minutes from the Domestic Dog Advisory Committee (DDAC) Meeting held on Tuesday 27 October 2020, at the Council Chambers, Batchelor Parade Moranbah.

Resolution No.: DDAC0053

Action: Minute Secretary

Mover: Cr Moffat

Seconded: Cr West

That the Advisory Committee:

- 1. Confirms the Minutes of the Domestic Dog Advisory Committee held on Tuesday, 27 October 2020.***

Carried

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

7. DISCUSSIONS/PRESENTATIONS

Nil

MEETING MINUTES

Tuesday, 29 June 2021

8. OFFICERS REPORTS

8.1 Chip n Check Microchipping Clinic Progress Report

Resolution No.: DDAC0054

Mover: Cr Sandy Moffat

Seconded: Cr Simon West

That the Committee recommends that Council:

- 1. Note the Chip N Check Microchipping Pop Up Clinic Progress Report***
- 2. Endorse the implementation annual 'Chip N Check' Microchipping Pop-Up Clinics as an ongoing activity of the "Paws-itive" Blueprint initiative.***

Carried

8.2 Proposed Nuisance Barking Dog Complaint Process.

Resolution No.: DDAC0055

Mover: Cr Simon West

Seconded: Cr Sandy Moffatt

That the Committee recommends that Council:

- 1. Receive and endorse the proposed nuisance barking dog complaint resolution process.***

Carried

9. GENERAL BUSINESS

9.1 REGIONAL PATROLS FOR WANDERING DOGS

Cr Moffatt raised the question is there a possibility to do sweeping patrols to address wandering dogs?
Nishu Ellawala – With the limited resources at present it is not possible.

MEETING MINUTES

Tuesday, 29 June 2021

9.2 EDUCATION PROGRAM FOR WANDERING DOGS

Cr Moffatt raised the question around an education program for wandering dogs

Nishu Ellawala – Informed the committee that this was a procedure that was being worked on within our department

10. NEXT MEETING

Next meeting scheduled for 24 August 2021

11. CLOSURE

Chair closed the meeting at 1.20pm

.....
CHAIR

..... / /
DATE

MEETING DETAILS

Planning, Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Shane Brandenburg

AUTHOR POSITION

Manager Economy and Prosperity

5.22

ST LAWRENCE WETLANDS WEEKEND 2021 – EVALUATION REPORT

EXECUTIVE SUMMARY

The St Lawrence Wetlands Weekend was held over the 11-13 June 2021. This report presents the St Lawrence Wetlands Weekend (SLWW) Evaluation Report for Council's information.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receive and note the St Lawrence Wetlands Weekend 2021 Evaluation Report and continue to receive further event planning updates for the 2022 event.***
2. ***Endorse the date for the 2022 St Lawrence Wetlands Weekend event be held 3 - 6 June 2022.***
3. ***Endorse a St Lawrence Wetlands Weekend supporting partner package be developed for the 2022 event.***

BACKGROUND

The St Lawrence Wetlands, as part of the larger Broadsound Wetlands, is noted as wetlands of national significance particularly in relation to migratory birds and presence of the endangered Capricorn Yellow Chat species. Isaac Regional Council held the inaugural St Lawrence Wetlands day in 2008 to raise awareness of the importance of the wetlands to the broader eco-system.

A strategic planning process commenced in 2018 to guide future efforts to grow the event to its full potential over the short term (5 year) and ensure ongoing benefits to the St Lawrence and Coastal area of the Isaac LGA. Following visitation growth from 423 (2018), 724 (2019) and cancellation of 2020 due to the pandemic the goal for 2020 as per the Recovery plan was around community reactivation through events and to sustain the recent growth of the events profile and visitation.

The SLWW event in 2021 achieved continued growth with;

Headline visitation statistics

- Estimated total attendance of 2877 over the 3 day event (based on TEQ data modelling)
- Estimated number of individuals 2094 over the 3 day event (up from 724 in 2019 - 65% increase)
- Ticket sales \$35,246.50 compared with \$23,018.00 in 2019 (35% increase)

- Tourism impact modelling indicates the event generated \$308,523 in 2021 up from \$121,00 in 2019 and \$49,000 in 2018
- Feedback from attendees resulted in an overall net promoter score (NPS) of +78 – a ‘world class’ rating. This is a measure of the degree of advocacy amongst St Lawrence Wetlands attendees.
- 22% of visitors indicated they were motivated to attend to assist the local economy
- 21% came to socialise, taste food and enjoy local produce
- 20% of visitors were primarily motivated to attend by Celebrities Costa Georgiadis’ and Matt Golinski’s appearances.
- 10% of visitors’ principal reason to attend was supporting the environment
- 44% of visitors indicated they were repeat visitors
- 56% of visitors indicated they were first time visitors to the event
- 76% of Primary Purpose visitors stayed over night

The St Lawrence Wetlands Weekend is currently Council's sole dedicated tourism event being with the planning, development and delivery led through Council engagement. The event has developed into a signature event for the region as well as major socio-economic calendar event for St Lawrence and the coastal communities.

With this growth the need to achieve a sustainable delivery model with regard to the financial and resourcing impacts to Council vs the benefits of the event to the economy, community and the spotlight it puts on the regions key themes at the event being Cultural heritage, Environment, Local produce, Arts and Tourism.

Moving forward the event will need to revisit the tourism destination planning that occurred in 2018 and review the learnings from the following years for Council to determine a long-term strategy position on the events delivery.

The attached St Lawrence Wetlands Weekend Evaluation Report and St Lawrence Wetlands Event management framework are presented for Council's perusal.

IMPLICATIONS

Whilst no financial, risk or other implications are associated with this report, the event itself comes at a significant cost and resourcing requirement from Council, the key stakeholders and the St Lawrence community.

The event has shown its ability to deliver reputational benefit to the organisation and region through the economic and social benefit in return and being a powerful event that showcases the regions cultural heritage, environment, local produce, arts and tourism elements.

CONSULTATION

Internal

Director Planning Environment and Community Service
Economy and Prosperity department

Brand, Media and Communications team

Engaged Communities team

External

St Lawrence Recreation Group

St Lawrence SES

St Lawrence Parents and Citizens Association

Greater Whitsunday Food Network

Koinjmal Aboriginal Corporation

Reef Catchments

Mackay Isaac Tourism Limited

BASIS FOR RECOMMENDATION

The basis for recommendation is to ensure Council visibility regarding governance and evaluation outcomes and strategise for the long term sustainable delivery of the event

ACTION ACCOUNTABILITY

Planning, Environment and Community Services Standing Committee for noting and discussion and Manager of Economy and Prosperity to continue to develop the 2022 event and longer term delivery model with input from Council.

KEY MESSAGES

Rigorous event management and evaluation processes and supporting documents were developed for the since the 2018 event and this framework is still utilized to facilitate and measure future development efforts. Continued evaluation and review of the SLWW event will ensure continual improvement and sustainable delivery.

Report prepared by:	Report authorised by:
SHANE BRANDENBURG	DAN WAGNER
Manager Economy and Prosperity	Director Planning, Environment and Community Services`
Date: 26 July 2021	Date: 27 July 2021

ATTACHMENTS

- Attachment 1 - St Lawrence Wetlands Weekend 2021 Evaluation Report
- Attachment 2 – St Lawrence Wetlands Weekend Advertising Report

REFERENCE DOCUMENT

- St Lawrence Wetlands Event management Framework

St Lawrence Wetlands Weekend 2021 – Evaluation report

Executive summary

The annual St Lawrence Wetlands Weekend (SLWW) was held from the 11th, 12th and 13th June 2021. This report provides insights and analysis relating to the events strategy towards continued delivery and details of 2021's attendance, visitor profile, participant satisfaction with event, qualitative indicators of success, effectiveness of marketing campaign, socio-economic impacts.

Quantitative and qualitative datasets and indicators have been drawn from a variety of sources including backend data from Local tickets platform, survey conducted by (tier - focused event thinking) market researchers for TEQ and others involved in the event, web analytics and operational debriefs with project team and event stakeholders.

Event overview

Background

The St Lawrence Wetlands, as part of the larger Broadsound wetlands, is noted as wetlands of national and international significance particularly in relation to migratory birds and presence of the endangered Capricorn Yellow Chat species. Isaac Regional Council held the inaugural St Lawrence Wetlands day in 2008 to raise awareness of the importance of the wetlands to the broader eco-system.

Initially the event focused solely on environmental factors and attracted a small audience. A strategic planning process commenced in 2018 to propose the event be formally recognised as a tourism event (visitor attraction) to grow the event to its full potential. The intent of being a tourism event is to utilise the event to raise awareness and elevate the profile of Isaac region and St Lawrence/Isaac coast as a tourism destination as well as celebrate the regions cultural heritage, environment, arts and cuisine/local produce.

Following the cancellation of the 2020 event due to Covid-19 impacts the 2021 event focus was on ensuring community reactivation through events in alignment with the Strategic Recovery Plan as well as to continue the consolidation of the events growth in profile and visitation numbers of previous years.

Given the learnings of delivering the event since 2018, opportunity exists to revisit the strategy planning that occurred in 2018 and the learnings from the following years events delivery for Council to consider its strategy position on the events delivery moving forward. This is being with particular regard to sustainable options for the events potential and growth that also align with applicable delivery requirements (budget and resourcing).

The report provides recommendations for delivery of the 2022 event with further investigation and strategic positioning for the SLWW event to occur in line with the proposed Events strategy (2022) that has been identified in the Strategic Recovery Plan, that would review the range of options for Councils methods/roles of event delivery on this and other events.

2021 Event Program Overview

The St Lawrence Wetlands Weekend commenced with a Welcome to Wetlands weekend Wine and Cheese Event hosted by the St Lawrence Sports and Recreational Group held at the Recreational grounds on the Friday evening the 11th June. Saturday 12th June was the focal day of the event featuring bird-watching and wetlands tours, bush-tucker and cultural walks with the Koinjmal First People, environmental and gardening presentations by Costa Georgiadis and other leading environmentalists, cooking demonstrations with Nik Flack, horse-drawn carriage rides, Historical town tours, Unveiling of the lost graves at St Lawrence Cemetery, Greater Whitsunday Food Network's Farm to Plate Luncheon, indigenous dance performances, marine debris, macramé, leatherwork, indigenous weaving and painting, kids activities and workshops and a variety of lost trade market stalls and interactive and creative feature stalls.

A Bushman's evening event was held on the Saturday evening with popular Central Queensland Band "Bareback" Luke Geiger and the band. An auction of chainsaw art by "Matt Bird" and other novelty items including a coconut painted with Costa on it provided fun and entertainment. The auction raised \$2,980 at the event which was divided between the three community groups.

The Sunday program included more of the Saturday program's tours and workshops, with cooking demonstrations with celebrity chef Matt Golinski and Nik Flack, concluding with a finale cook off between Matt Golinski and Costa Georgiadis.

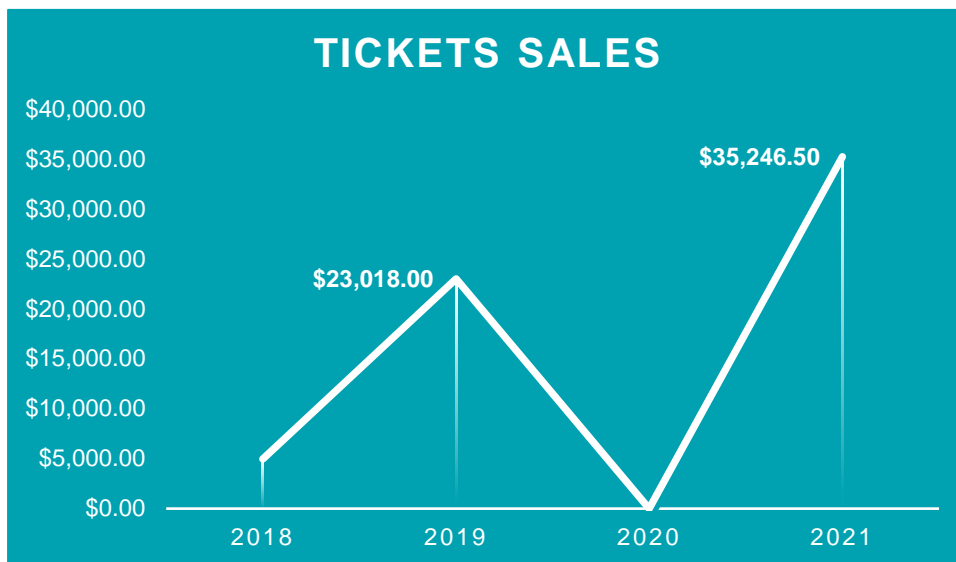
The event has featured local and regional produce and attracted an audience over the 3 days of approximately 2877 people over the weekend with an estimated number of individuals of 2094.

Headline visitation statistics

- Estimated total attendance of 2877 over the 3-day event (based on TEQ data modelling)
- Estimated number of individuals 2094 over the 3-day event (up from 724 in 2019 - 65% increase)
- Ticket sales \$35,246.50 compared with \$23,018.00 in 2019 (35% increase)
- Feedback from attendees resulted in an overall net promoter score (NPS) of +78 – a 'world class' rating. This is a measure of the degree of advocacy amongst St Lawrence Wetlands attendees.
- 22% of visitors indicated they were motivated to attend to assist the local economy
- 21% came to socialise, taste food and enjoy local produce
- 20% of visitors were primarily motivated to attend by Celebrities Costa Georgiadis' and Matt Golinski's appearances.
- 10% of visitors' principal reason to attend was supporting the environment
- 44% of visitors indicated they were repeat visitors
- 56% of visitors indicated they were first time visitors to the event
- 76% of Primary Purpose visitors stayed over night

Sales

Ticketed feature	2017 sales available	2018 sales available	2019 sales available	2020	2021 sales available
Bushman's dinner	80/150	137/150	250/250	Cancelled	423
Welcome to wetlands evening	N/A	N/A	80/80	Cancelled	302
Glamping	N/A	4/5	10/10	Cancelled	20/20
GWFN – Matt Golinski Luncheon	N/A	17/30	100/100	Cancelled	150/150
Bus from Rockhampton	N/A	13/24	23/24	Cancelled	9/24
Bus from Mackay	N/A	16/20	14/20	Cancelled	12/24



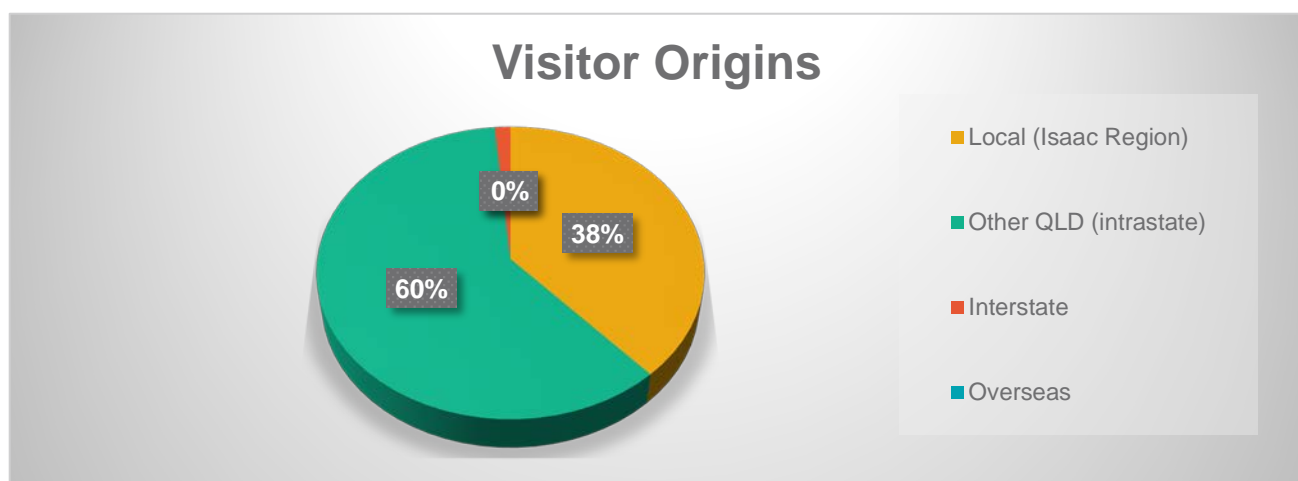
Key event features included the Welcome to Wetlands Evening “Wine and Cheese Night” with Greer Webley had 302 in attendance. Greater Whitsunday Food Network’s Farm to Plate Lunch 150 tickets sold out 2 weeks before the event (50 more than 2019), Bushman’s Evening event had 423 people attend and Glamping all sold out well before the event. Glamping tents increased from 10 to 20 tents.

Tourism Impact Modelling indicates the event generated;

- \$49,000 from the 2018 event.
- \$121,000 in 2019 and
- \$308,523 in 2021 (85% increase since 2018)

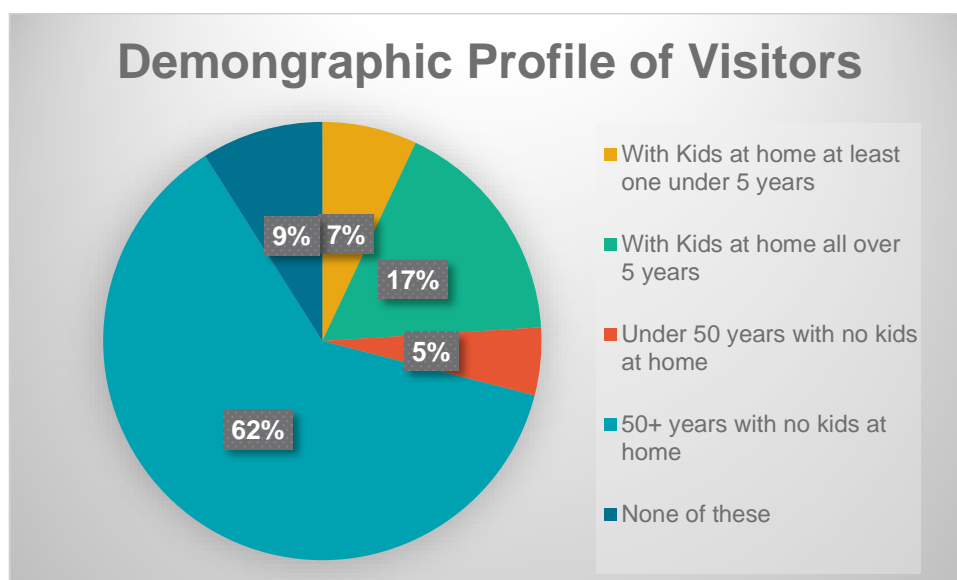
Visitor Profile

St Lawrence is 150 klm north of Rockhampton and 150klms south of Mackay. 38% of attendees were from the Isaac Region with 60% coming from intrastate (outside our region) mainly Mackay, Rockhampton and Gladstone regions with the balance of visitors coming from Whitsundays, Central Highlands, Brisbane South East and Sunshine Coast regions.



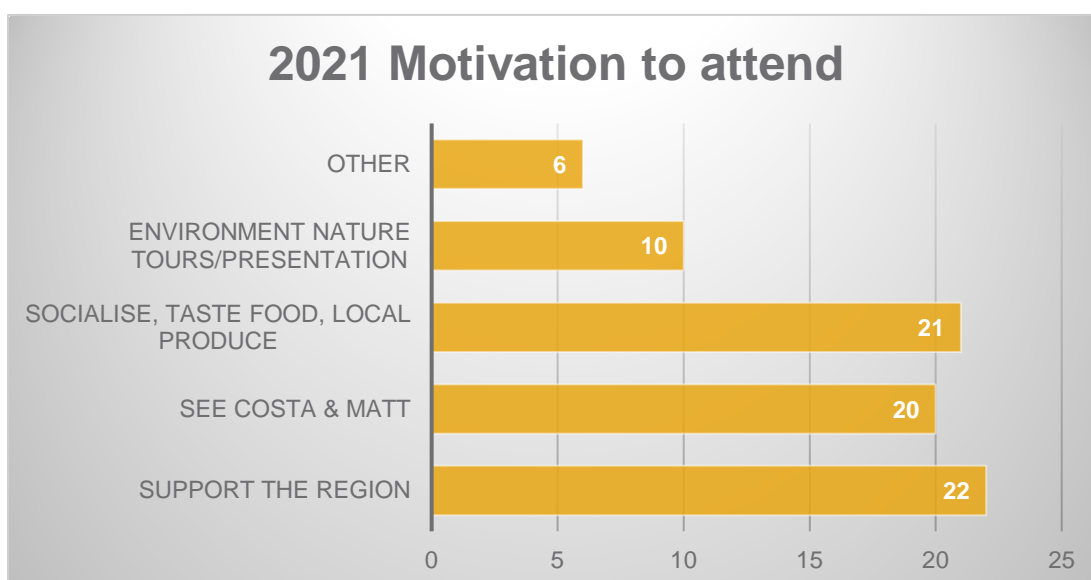
Demographic Profile of Visitor

The largest percentage of visitors were in the 50+ with no children age bracket. 24% were families made up of 17% with kids at home all over 5 years and 7% with children at home with at least one child under 5 years. 2019 Visitor profile suggested a modest shift to a younger audience and 2021 demographic profile of visitors has continued on this trend with a significant increase in the family market from previous years.



Motivation to attend

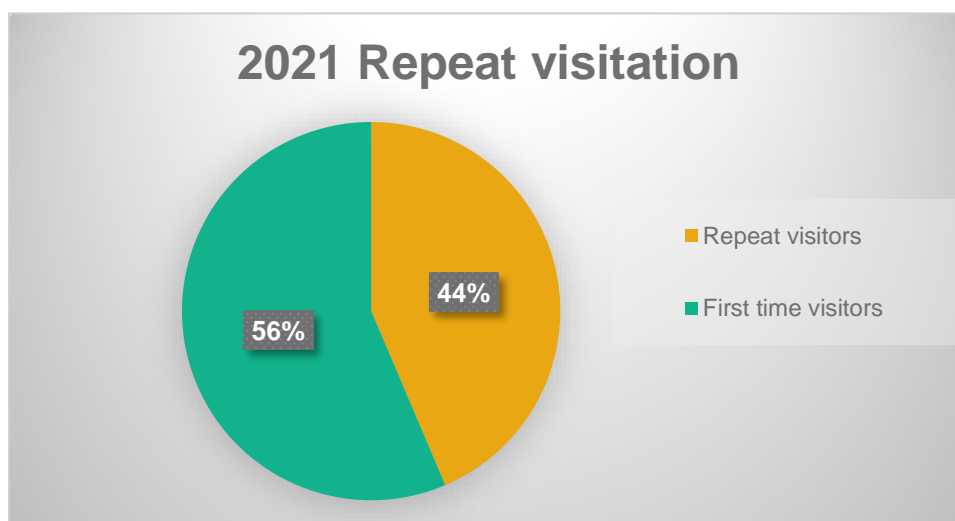
The largest single motivator to attend the event was to support the region at (22%). Socialise, taste food and enjoy local produce was the next most important indicator to attend (21%). Appearances by Costa Georgiadis and Matt Golinski with (20%) of respondents citing this as their primary motivator followed by (10%) environment, nature tours and presentations.



Repeat visitation

2021, (56)% of visitors were attending for the first time, with repeat visitation at (44)%. With these two percentages closing the gap further as our product and brand become more recognised.

In 2019 (73%) were attending for the first time, reflective of the event being in a strong growth phase. This is similar to the 2018 event with (75%) of visitors attending for the first time.



Marketing

IRCs marketing efforts were supported by complementary campaigns by Mackay Tourism and the Greater Whitsunday Food Network

- In support of the overarching goals and objectives for the St Lawrence Wetlands Weekend 2021, marketing objectives included:
- Increase attendance to 1500 people over the weekend.
- Build demand for the 2021 event.
- To attract attendance from the identified nature, food and arts tourism target market segments with a particular focus on self-drive from Gladstone, Rockhampton, Townsville and inland to Emerald.
- To attract "Empty Nesters" travelling the Queensland Coast to stay in our coastal communities of St Lawrence, Clairview, Carmila and Cape Palmerston for longer and enjoy the event.
- To engage the local community and encourage them to invite friends and family to the event (VFR).
- To attract visitation from Isaac's other communities to attend the event.
- To communicate the value of the wetlands for ecology, local fishing industry and tourism to target markets.
- To respond to community concerns regarding perceived lack of adequate advertising in previous years.

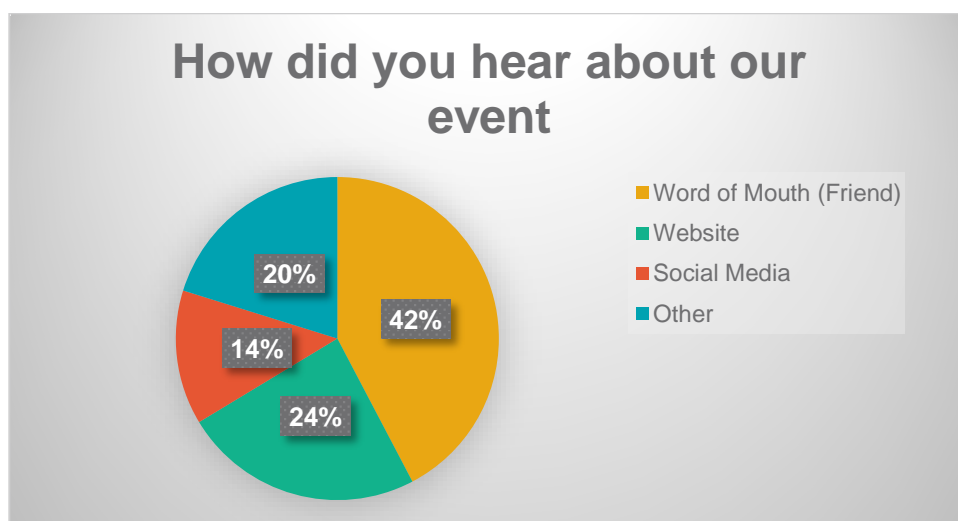
A variety of media channels and platforms were utilised including billboard signage, town digital signage, social media, radio, direct email, local and highway corflute signage, print media, posters at community focal points and further advertising in targeted publications including Caravanning Australia magazines and the Mackay Visitor Guide.

The marketing campaign delivered on the identified objectives with attendance estimated at 2877 people over the 3-day weekend and evidenced by the nature and food tourism market segments particularly from Gladstone, Rockhampton and Mackay to Townsville.

Source of visitor awareness

- 42% of visitors became aware of the event through word of mouth, indicating the campaign successfully creating the 'buzz' necessary to translate awareness into intent to visit.
- 24% of visitors reported they became aware of the event via a Website. Our online presence with ATDW and Isaac Tickets through the local tickets system would have assisted this. 20% found out about the event from other sources (Radio, newspaper, newsletters, poster or flyer) and 14% of visitors became aware of the event via social media channels.

This compared to 2019 - 40% of visitors became aware of the event via social media channels, up from 19% in 2018, and 33% reported they became aware of the event through word of mouth (WoM).



Advertising Report

An advertising report was prepared by our Brand, Media and Communication team on Facebook advertising for the event (Attachment 2 – St Lawrence Wetlands Weekend Advertising Report)

VISITOR satisfaction (ENGAGEMENT) with event COMPONENTS and program.

Visitor satisfaction was measured via Net Promoter Score (NPS). NPS is an established business metric aimed at measuring customer experience and predicting growth. NPS relies on a single question 'How likely is it that you would recommend 'X' to a friend or colleague' with respondents rating likelihood on a scale of 0 (never) to 10 (definitely). Respondents are grouped as follows

Promoters (score 9-10) are loyal enthusiasts who will keep attending and refer others driving growth

Passives (score 7-8) are satisfied but unenthusiastic attendees who are vulnerable to competitive offerings

Detractors (score 0-6) are unhappy attendees who can damage the event's reputation and impede growth through negative word of mouth.

The Net Promoter Score is calculated by subtracting the percentage of Detractors from the percentage of promoters. NPS can range from a low of -100 (if every attendee is a detractor) to a high of 100 (if every attendee is a promoter).

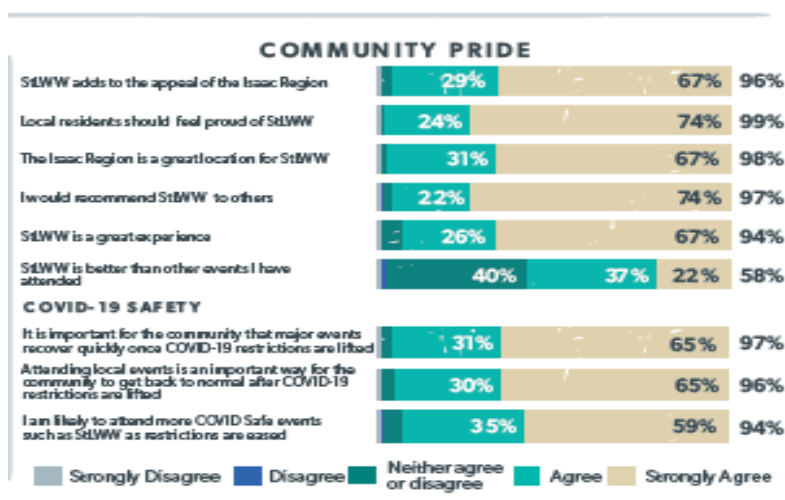
Given the NPS range of -100 to +100, a 'positive' score or NPS above 0 is considered 'good'. Above +20 is considered favourable, above +50 is considered 'Excellent' and above +70 is considered 'World Class'.

The overall NPS for the St Lawrence Wetlands 2021 is +78

Year	Net Promoter Score	Promoters	Passives	Detractor
2020	+78	83%	12%	Np
2019	+64	71%	23%	6%
2018	+93	Np	Np	Np

Np = Data not published due to sample size being too small to be statistically significant

This metric shows that the event continues to have strong prospects for growth through positive word of mouth referrals.



ECONOMIC IMPACTS

Estimated economic and tourism impacts expenditure for Isaac Region

Tourism impact modelling indicates an economic impact of \$308,523 for the event itself. This figure does not include the further economic benefits of the direct supply chain value add from the event expenditure (approx. \$140,000) as well as increased visitation throughout the year as a result of raised awareness of the St Lawrence and Isaac coastal area.

Primary Purpose Visitors

1256 PP Visitors came from outside of the region. 1241 came from intrastate with 307 of them being day trippers and 933 overnight stayers in the region. There were 15 interstate visitors who stayed overnight. Overnight stayers were accommodated at the camp grounds at St Lawrence or other accommodation along the Isaac coast and into the Mackay region.

Expenditure for Queensland

Total direct and incremental expenditure for Queensland was estimated at \$4,595 and overnight visitor expenditure \$283,997.

Please note: Expenditure figures for both the Isaac Region and Queensland have been established using average overnight and day tripper expenditure from a 'big data' set of previous events. (ier – Focused Event Thinking).

Debrief meetings and feedback with community groups and local businesses have indicated the following financial (fundraising) returns:

Group	Service	Estimated Amount raised
St Lawrence Sportsground Committee Inc.	Welcome to Wetlands Weekend – Wine and Cheese, Food and Bar	\$3,993.00
St Lawrence State School P&C	Canteen breakfast and lunch Sat and Sun	\$4,293.00
St Lawrence Recreation Group Inc.	Bar – Bushman's Evening Event (Sat Night)	\$3,960.00
St Lawrence Hotel	Bushman's Evening Event – Food Stall (Sat Night) and Friday Night band at the Hotel	\$2,500.00
Total		\$14,746.00

Year	2018	2019	2020	2021
Amount raised	\$10,650	\$14,938	Cancelled Event	\$14,746

Budget Summary

Below is an overview of the full event delivery (without inclusion of kind support) expenditure with a full budget attached.

Expenditure	\$	Revenue	\$
Event fees and charges (local tickets/GWFN)	18,556.96	Sales Revenue	35,246.50
Marketing IRC social and other media campaign, photography and videography, promotional merchandising (t-shirts, water bottles etc), billboard, other ads	21,942.72	Operational budget and other stakeholder contributions E&P Operational Budget (20/21 - \$43.5k plus expenditure from 2020 cancelled event \$11k), Fitzroy Basin Assoc, Reef Catchments	57,124.50
Event experience expenses Workshops, creative spaces, Entertainment, Guest Celebrities and other fees	56,818.38	Funding Revenue QDEP – TEQ Destination, YOIT Festivals and Events - TEQ RADF Premiers Grant	46,122.00
Event logistics	49,060.99		

Production, Operations and Logistics, Infrastructure and Equipment Hire			
TOTAL EXPENSES	146,379.05	TOTAL REVENUE	138,493.00
Net Loss			-7,886.05
Additional estimated in kind Council resourcing (labour from differing depts)			\$40 - 50k

The long term financial sustainability of the event delivering on its position in marketing the Isaac region and its experiences whilst maximising Council's cost recovery will remain one of the key challenges for the event. Whilst the event has achieved visitation and growth in profile continuing to consolidate this growth but reduce the operational impacts is the target for 2022.

The full budget listing above, does not fully equate to Council's operational budget with costs overlapping years, expenditure from the cancelled event and due to some of the shared or provided infrastructure and services infrastructure between the GWFN luncheon, Reef catchments and Fitzroy basin etc, Councils Operational bottom line budget expenditure for the event was;

- 2019 - \$49k 2021 - \$58k 2022 - \$35k (proposed target)

Whilst Economy and Prosperity (E&P) were able to secure an additional funding (\$46k) for event experiences and marketing, this unfortunately was mostly tailored for increased visitation and experiences and did not support a lot of the increase in logistics costs to manage the increased visitation and Covid compliance of the event.

E&P have proposed a target for 2022 to reduce the bottom-line cost to its operational budget to approx. \$35k, which means finding a differential of approx. \$25k through;

- Continuing to pursue external grant funding programs
- Develop a supporting partner prospectus to provide additional resourcing to also support the events expenditure.
- Review the ticketing costs and subsidisation of activities
- Achieve cost savings from the 2021 event program activities and logistical requirements

Some of the major logistics hurdles that impacted delivery expenditure this year were;

- A 65% increase in visitation numbers, security requirement due to Covid compliance for the first time (\$4k), increased ablution facilities and cleaning of for Covid (\$4k), shortage of availability of logistical equipment from suppliers with additional delivery costs incurred due to difficulties sourcing equipment (\$1.5k), traffic management costs for the first time (\$4k) and accommodation costs (\$9k)

KEY CONSTRAINTS AND OPPORTUNITIES MOVING FORWARD

Debriefs were conducted with the project team, community groups and key stakeholders. The following points are presented as identified and some recommended improvements are listed;

Event Strategy

The event requires its strategy planning to be revisited to enable Council to consolidate a position on the events delivery for the next 3-5yrs, being the 2021 event now providing three years of insights of delivery in its current model as a tourism event (destination attraction) and providing learnings to revisit Councils position moving forward.

Noting that whilst the event in recent years has met its desired outcomes of elevated profile of the event and the regions tourism attractions, as well as significant year on year growth in visitation, balancing that with the

impacts to Council for the events delivery and ensuing economic and social return to its community as well as the spotlight the event places on the regions key themes of the event need to occur.

The investigations into the strategy also need to consider the visitation attraction capacity of the event vs logistics and cost, for 2021 and at this point similarly for 2022, E&P were working towards logistically a 1000-1200 maximum day visitation. Further noting that as a lot of infrastructure is already provided for a base crowd number, attracting greater visitation with limited addition to infrastructure needs may also be a turning point in cost recovery.

Recommendation;

E&P continue to review the 2021 event and plan towards the 2022 event targeting delivering an event that is still in line with 2021 event, being consolidation of with some increased visitation numbers (not excessive increase as such to incur increased logistics costs i.e 1000 day visitation cap) and focusing on cost recovery as listed below in the budget summary.

Further to this E&P to submit an application to QDEP (TEQ) funding for 2022 for \$25,000 to include for Strategic plan development for the event as well Marketing.

Additionally, as part of the proposed Tourism Event strategy delivery from the Recovery plan, that is targeted to inform considerations for Councils broader role in regional event delivery, this will be an opportunity to also inform the SLWW event delivery, the opportunity could be to focus on the Wetlands as a case study review (being currently Councils singular signature tourism event model).

Resourcing

Council incurs a significant resourcing impact from the STLWW to a number of teams and with the direct and in kind support that occurs in planning, preparation, delivery and clean up difficult to truly quantify. Directly the majority of resourcing occurs from the E&P team, BMC, Engaged Communities, P&G as well as in direct support from officers in St Lawrence town particularly the stores area.

For E&P the Economic & Tourism Development officer (E&TD) leads the event delivery with increased support from the remainder of the E&P team ongoing and increasing as the event nears. This resourcing from the E&TD officer would roughly equate to approx. 1/3 of the FTE's time – with the 3 months leading up to the event particularly focused on delivery.

E&P in its review of the 2021 event have proposed that the second E&TD officer that leads the Business support functions will be made available and tasked with an increased role in the logistic management function that in previous years was supported more by the Coastal Communities officer.

This will not be a resourcing saving but will provide greater succession planning and increased support through separation of the roles and increase the oversight of E&P.

It is further noted that the roles played by BMC and the Coastal Communities officer and the support from the remaining E&P team and the preparation of the grounds by P&G is considerable. Further recognition should occur to the time input by internal departments who attend the event as stall holders etc being the Environmental team, Libraries & Disaster.

Whilst there is no direct increase costs to Council budget bottom line excepting overtime if required the event does impact staff resourcing with approx. \$40 – 50k estimated through this in kind support.

It was noted in the event debrief that due to this years event being delivered by officers who had not attended the full event previously that succession planning is a key element that needs to be minded and the E&P team Event Management framework and documentation does support this, but it is an area of continued risk.

The E&P team have been considerate of methods to be able to shift the resourcing requirements to external or other parties but as referenced later community capacity to uptake some of this is limited.

Budget

As referenced in review of the previous two events Council's operational expenditure has continued to rise with the growth in visitation, limitations on site logistics, community reactivation and Covid requirements major factors in 2021.

The E&P team have identified through its review that it is felt to be an achievable target for 2022 of \$35k bottom line contribution from E&P's operational budget but still deliver an event in line with 2021.

This is proposed to be managed through pursuit of external grant funding programs, the development of a supporting partner prospectus, changes to the event logistics and event program and review of the ticketing prices and subsidisation of events and activities ie. \$10 entry with water bottle inclusive, free workshops etc to achieve reduced bottom line impacts

Recommendation;

Council note and support the target for 2022 of \$35k bottom line impact, endorse the development of supporting partner prospectus, and consider as part of the broader event strategy its appetite for funding SLWW and other events at increased or diminished capacity given the benefits that events as in SLWW provide in showcase of the regions products/destinations as well as the social and economic community benefit activities.

SLWW Events - Key Messaging/themes;

The SLWW originated as an environmental information share and has developed to celebrate five key themes with Cultural heritage, environment, Cuisine, Arts and Tourism those aspects. It was identified in the debrief that whilst the profile of the event has grown that ensuring the opportunity to deliver key messaging around those themes is maximised being;

Cultural heritage – the event has grown significantly in this space with close relationship with the Koinjmal TO's and the celebration of the region's cultural heritage and respectful relationships with not only the local but other TO's is a growing opportunity for expansion and potential funding attraction

Environment – the event began through information sharing around the Wetlands and environment and ensuring the Wetlands & Environment remains a key component and the opportunity for Council and other key stakeholders to provide direct and or positive messaging in this space should be taken

Cuisine – the event has achieved some notoriety in celebrating the excellent local and regional produce and ensuring availability of local and appropriate standard of cuisine from all food vendors as well as increased cuisine demonstrations was noted in some of the feedback. Note the GWFN luncheon is being proposed to increase to 200 next year.

Arts - this has been a successful part of the event and feedback has been activities were well received primarily, opportunity for increased indigenous artists was noted

Tourism –being a tourism event attracting and promoting the coastal region, the opportunity to deliver increased messaging around the broader regions experiences exists, as well as building on the Weekend event to include greater extension of activities in the other coastal communities is also identified.

Infrastructure, Logistics and Accommodation

Infrastructure and logistics are a key constraint with the limited accommodation stock in St Lawrence for travelling staff, presenters and contractors one such issue. Available Council accommodation was occupied over the weekend and the St Lawrence hotel also reported strong occupancy. The logistics and cost of preparation of accommodation is significant and other options as in hire of temporary accommodation need to be explored for cost savings and to consider what impact accommodation limitations would provide should there be continued event growth.

Permanent infrastructure at the event venue consisted of one storage shed, one open shed with kitchen and bar area and one amenity block. Additional cold rooms, toilet block, showers and portaloos were hired for the 2021 event. As expected, additional temporary infrastructure such as marquees were hired to accommodate the workshop and creative space areas along with the Greater Whitsunday Food Network tent increase in

capacity to accommodate 150 seated guests. The provision of these major marquees are important as well as they act as the events wet weather contingency.

The existing amenities sewage management system is a point to monitor, with general capacity of the septic disposal and smell at times being monitored. Further constraints were encountered with the need to secure materials from a number of logistics providers due to regional shortages and Covid increased need causing increased cost through transport etc.

Logistical improvements were made to the 2021 event, including gate and traffic management, clearer demarcation of event and camping areas, hire of temporary infrastructure and staff rosters to reduce fatigue. However, the event still struggled to attract volunteers to assist due to many of them already working at the event for community groups.

Options on volunteering increases are being considered with an EOI for volunteering a possible inclusion in ticketing, improvements in this space will reduce staff costs and fatigue. Options on traffic management to use the Rec grounds etc as an overflow and run a small bus are being considered to also reduce costs.

Environmental Impact

The single use plastic water bottle ban introduced in 2019 was continued and again at the 2021 event and was well-received. Community groups and stallholders supported the spirit of the ban by using recyclable and/or compostable consumables wherever possible. Greater Whitsunday Food Network worked with a regional worm farm to collect food scraps from the luncheon significantly reducing the environmental impact of the event. Working closely with Council's waste services team to develop a waste reduction and management plan is recommended prior to the 2022 event, particularly to promote Council's leading sustainable event delivery modelling.

Program Development

Costa Georgiadis' and Matt Golinski's appearance was once again well-received and contributed strongly to growth in attendance in 2021.

The evaluation report in 2019 highlighted that all stakeholders felt continuing to expand the event offerings will serve to retain existing visitation and attract fresh audiences and this has been evident in the 2021 visitation data. The introduction of more hands-on workshops, creative spaces, children's activities and more stallholders expanded the event offering in 2021 increasing demand to attend.

A number of minor changes may be considered as part of the 2022 planning with Wellness identified as an additional theme to expand on which will appeal to the target market segments was a relatively low-cost activity introduced at the 2021 event. Increased opportunity for the event program to support/include the local hotel and store and extend to other communities are being considered.

The event program was overall well received with discussions and opportunities for a greater presence of traditional owner groups and activities part of the early planning for 2022. This is also identified as an opportunity to continue to support external funding opportunities.

Community participation

Community stakeholders continue to be enthused at being involved in future events, but this is a difficult area for the event with the lack of volunteer, operational capacity and also community group expectations requiring management, and the ability for increased community ownership/participation at the event is limited.

The community did primarily report positive feedback on the event and the funding opportunities through the event were well received, also it was noted there was indications of the local communities feeling of pride in the event as well as the social (liveability) benefits it brings.

The St Lawrence Hotel has indicated a desire to host the Friday night function once again and this will be considered but alternative developments at the Wetlands with the traditional owners are also being considered.

Ongoing Tourism Development

The growth of the St Lawrence Wetlands Weekend has taken it from a community event to a renowned tourism event. This event will serve as a catalyst for further tourism development initiatives, particularly in Indigenous, Wildlife (nature), Culture and Heritage along with Agricultural and Food Tourism. There is an opportunity to continue to develop experiences which appeal to these markets and deliver economic returns in partnership with the private sector.

Change of date

Traditionally the St Lawrence Wetlands Weekend is held on the 2nd weekend in June. It is proposed that a new date be set for the first weekend in June 2022. Costa Georgiadis, Matt Golinski and the Greater Whitsunday Food Network have all advised that they would like to continue their partnership with Isaac Regional Council in the delivery of the luncheon and other event activities however the date conflicts with a number of other events that impacts the SLWW.

Further noting discussions have progressed with key stakeholders to consider multi-year commitments with particularly GWFN and Matt Golinski to secure the events major attractions longer term than the risk of planning year on year, with the luncheon in particular a key component of the event that would be difficult to replicate or replace;

The new date would allow the St Lawrence Wetlands Weekend to meet Qld day funding guidelines.

The existing date clashes with the Noosa Wine and Food Festival. Matt has attended Noosa food and wine festival for 15 years (his home town festival) and SLWW for 4 years, the events clashed in 2021 with SLWW was his destination as booking was held over from 2020, this likely will not occur in 2022. Investigation has begun but there are limited suitable alternatives who can deliver this type of event with the limited infrastructure provided.

The existing date clashed with the Finch Hatton Show (GWFN members, food vendors, stallholders attend the show). GWFN indicated that they had very limited resources to deliver our event due to the show and would appreciate the change in date

Rockhampton Show. The existing dates clashed with Rockhampton show holiday and that meant during the days leading up to the event the St Lawrence staff are on leave and impacts greatly on set up and logistics.

A photograph of three Indigenous men in traditional body paint and red headbands, holding spears. The man in the center has a grey beard and is looking to the left. The man on the left is looking forward. The man on the right is looking down. They are all wearing red headbands and have white and orange body paint on their chests and arms. They are holding spears. The background is a clear blue sky.

ST LAWRENCE WETLANDS WEEKEND ADVERTISING REPORT

Candice Harrison, BMC
368

AD #1



Isaac Regional Council

24 March · 🌐

...

This is a 🙌 shout out 🙌 to the movers, the makers and the artisan shakers!

🌿 St Lawrence Wetlands Weekends needs YOU 🙌

Do you have a creative, homemade and sustainable business or hobby and would like to showcase your pieces?

Bring your love of leather crafts, woodworking, sewing and weaving, local foods, art, plants and more! 🌿👤🌿

Head over to the website (below) and fill in the expression of interest form if you'd like to apply to have a stall this June for the biggest and best Wetlands weekend.

Express your interest here 🙌🙌 <https://speakup.isaac.qld.gov.au/st-lawrence-wetlands...>



AD ENGAGEMENT

TOTAL POST ENGAGEMENT

581

TOTAL POST COMMENTS

32

TOTAL POST SHARES

63

MONEY SPENT

TOTAL AD SPEND

\$200

COST PER ENGAGEMENT

\$0.34

AD STRATEGY

More engagement

IMPRESSIONS & REACH

TOTAL REACH

12,410

Reach is the total number of people who saw the competition

TOTAL IMPRESSIONS

33,009

Impressions are the number of times the competition was delivered to someone's feed

DEMOGRAPHICS

AGE & GENDER

Male: 11.8% | Female: 88.2%

HIGHEST AGE GROUP

65+ YEARS OLD

HIGHEST USED PLATFORM

FACEBOOK

mobile app news feed

AD AUDIENCE

LOCATION - LIVING IN:

Australia: Clairview (+80 km), Dingo (+77 km), Emerald (+80 km), Mackay (+80 km), Rockhampton (+80 km), Saint Lawrence (+80 km), Sarina (+80 km), Yeppoon (+80 km), Airlie Beach (+80 km), Clarke Creek (+80 km) Queensland

AD #2

 Isaac Regional Council
Sponsored · 

ROCKY! 🌟 Have you booked your seat on the bus for St Lawrence Wetlands Weekend, 11 - 13 June, 2021? 🚌👉

All bus tickets include general admission into the event! 🍷🍷🍷

The bus is available Saturday 12 June only and departs at 7am sharp from Rockhampton Plaza with stops at Yaamba, Marlborough and then off to St Lawrence.

Buses... See more



Take the bus to St Lawrence
ROCKHAMPTON
wetlandswetland.com

IT'S LIVE! ISAAC REGIONAL COUNCIL ST LAWRENCE WETLANDS WEEKEND ROCKHAMPTON PLAZA

ISAACREGIONALCOUNCIL.COM.AU
Rockhampton bus available

Book Now

AD ENGAGEMENT

TOTAL POST ENGAGEMENT

1691

TOTAL LINK CLICKS

1508

TOTAL POST COMMENTS

23

TOTAL POST SHARES

41

MONEY SPENT

TOTAL AD SPEND

\$596.39

COST PER ENGAGEMENT

\$0.40

AD STRATEGY

More web visitors

IMPRESSIONS & REACH

TOTAL REACH

33,365

Reach is the total number of people who saw the competition

TOTAL IMPRESSIONS

115,619

Impressions are the number of times the competition was delivered to someone's feed

DEMOGRAPHICS

AGE & GENDER

Male: 36.6% | Female: 63.4%

HIGHEST AGE GROUP

55-64 YEARS OLD

HIGHEST USED PLATFORM

FACEBOOK

mobile app news feed

AD AUDIENCE

LOCATION - LIVING IN:

Australia: Rockhampton (+80 km) Queensland



MEETING DETAILS	Planning Environment and Community Services
	Standing Committee
	Tuesday, 10 August 2021
AUTHOR	Nishu Ellawala
AUTHOR POSITION	Manager Community Education and Compliance

5.23

TRADE WASTE POLICY REVIEW

EXECUTIVE SUMMARY

The purpose of this report is to present the updated Trade Waste Policy for review and Council adoption.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

1. Adopt the updated Trade Waste Policy (STAT-POL-041)

BACKGROUND

Under the *Water Supply (Safety and Reliability) Act 2008*, Council is required to regulate trade waste being discharged to Council Infrastructure. Trade waste includes any liquid waste from business, trade, or manufacturing premises other than stormwater. This includes wastewater from restaurants, service stations, spray painters, car washing, butchers, commercial laundries, cafes and shopping centres. This allows Council to protect its sewer infrastructure, treatment plants, staff and the environment and to ensure equitable charging. The current Trade Waste Policy was adopted by Council on the 23 April 2019 (Resolution Number 5987). A review of the policy was undertaken for good governance in consultation with the relevant stakeholders.

The following is a summary of changes:

- Department name change to Community Education and Compliance Department.
- Administrative definitions specifically the "trade waste generator" to include any person, owner, occupier, company or body whose activity produces or has the potential to produce trade waste.
- Legislative changes:
 - The *Plumbing and Drainage Act 2018* replaced the repealed *Plumbing and Drainage Act 2002*
 - The *Plumbing and Drainage Regulation 2019* replaced the *Standard Plumbing and Drainage Regulation 2003* and the *Plumbing and Drainage Regulation 2003*
- Exclude non-biodegradable, potentially harmful substances from Council infrastructure
- Recover the cost of services to commerce and industry including the cost of, transmission, treatment and damage to the sewerage system.

IMPLICATIONS

Trade Waste Policy has been in effect since 2019 with Nil implications.

CONSULTATION

Executive Leadership Team

Manager Community Education and Compliance

Manager Operations and Maintenance Water and Wastewater

Manager Governance and Corporate Services

Acting Manager Business Services Water and Waste

Manager Waste Services

Plumbing Officers

Administration Team - Community Education and Compliance Department

BASIS FOR RECOMMENDATION

To enable Community Education and Compliance Department to continue to manage and enforce the Trade Waste Policy and ensure protection of Council infrastructure.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

Protect Council infrastructure and staff; ensure compliance of businesses discharging trade waste to Council sewerage infrastructure; meet Council's legislative requirements.

Report prepared by:

NISHU ELLAWALA
**Manager Community Education and
Compliance**

Date: 6 July 2021

Report authorised by:

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

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 – Trade Waste Policy STAT-POL-041

REFERENCE DOCUMENT

- Nil

TRADE WASTE POLICY

APPROVALS

POLICY NUMBER	STAT-POL-041	DOC.ID	Insert
CATEGORY	Statutory		
POLICY OWNER	<u>Building Services</u> <u>Community Education and Compliance</u>		
APPROVAL DATE	Insert	RESOLUTION NUMBER	Insert

REVIEW

OBJECTIVE

Businesses throughout the Isaac Region generate and therefore need to dispose of liquid wastes; this discharge must be managed by Isaac Regional Council's [sewerage-wastewater](#) infrastructure and [wastewater](#) treatment facilities. Council must protect its infrastructure and health of its staff by setting guidelines for what can and cannot enter the sewage treatment system. As such businesses must seek approval before discharging wastewater to Council infrastructure or facilities. This policy is to state Council's legislative obligations and Council's position on the matter of trade waste, how the Trade Waste Environmental Management [Plan-Procedure](#) will be upheld and enforced and how this applies to local business' intending to discharge trade wastes to Council infrastructure.

The legislative basis for the implementation of this policy is documented in:

Water Supply (Safety and Reliability) Act 2008

SCOPE

This Policy applies to all business and industry that generate and discharge liquid trade waste to Isaac Regional Council sewer infrastructure, treatment facilities.

This Policy shall commence 1 July 2019 and remain in place until such time that Council adopts a policy that supersedes this policy.

Limitations of this Policy are as per Isaac Regional Council's Trade Waste Environmental Management [Plan Procedure](#) 2019.

DEFINITIONS

TERM / ACRONYM

MEANING

Approval Holder	A person-, owner, occupier, company or body to whom Isaac Regional Council has granted a trade waste approval.
Business	Economics the sale of goods and services for the purpose of making a profit. Commerce a person, partnership, or corporation engaged in business; an established or going enterprise or concern.
Commercial Business Service Industry Business	A company that operates to make a profit.
Service Industry Business	An industry made up of companies that primarily earn revenue where no goods are produced. These invoice the provision of services to businesses as well as final customers; e.g. Accounting, tourism etc.

Council	Isaac Regional Council.
Discharge	To remove, send forth, or get rid of.
Generator / Trade Waste Generator	Someone or something that generates. To bring into existence; give rise to; produce; cause to be. <u>Any person, owner, occupier, company or body whose activity produces or has the potential to produce trade waste.</u>
Policy	The Isaac Regional Council "Policy – Trade Waste".
Pre-treat(ed)	The reduction of the amount of contaminants, the elimination of contaminants, or the alteration of the nature of contaminant properties in trade waste prior to (or in lieu of) introducing such contaminants into Isaac Regional Council's sewerage wastewater infrastructure. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means (except by diluting the concentration of contaminants with water [potable or stormwater]).
Sewer	A pipe, other than for drainage, for carrying sewage from premises.
Sewage	Household and commercial wastewater that contains, or may contain, faecal, urinary or other human waste.
Sewerage	Infrastructure used to receive, transport and treat sewage or effluent, including, for example, sewers, access chambers, vents, engines, pumps, structures, machinery and outfalls.
Trade Waste	Water-borne waste from business, trade, or manufacturing premises, other than: <ul style="list-style-type: none"> a. Waste that is a prohibited substance; or b. Human waste; or c. Stormwater.
Trade Waste Approval	A Trade Waste Control Document issued by Isaac Regional Council allowing the discharge of trade waste into Isaac Regional Council's sewerage wastewater infrastructure.
Wastewater	<u>Infrastructure used to receive, transport and treat sewage or effluent, including, for example, sewers.</u>

access chambers, vents, engines, pumps, structures, machinery and outfalls.

POLICY STATEMENT

This Policy aims to:

- a. Ensure protection and safety of Council personnel, the general public and the environment;
- b. Ensure protection is provided against; structural damage to Council's sewerage wastewater infrastructure, and impact on Council's sewerage wastewater treatment plant micro-organisms;
- c. Ensure regulatory compliance with legislation and Isaac Regional Council's Trade Waste Environmental Management Plan Procedure;
- d. Exclude non-biodegradable, potentially harmful substances that may:
 - i. cause the treatment process to fail;
 - ii. render effluent or sludges unacceptable for reuse or disposal;
 - iii. cause any other detrimental effect to the environment;
- e. Recover the cost of services to commerce and industry including the cost of, transmission, treatment and damage to the sewerage wastewater system.

All commercial and service industry businesses that discharge to sewer are required to apply for and hold a Trade Waste Approval. This approval allows businesses to discharge liquid waste to Isaac Regional Council sewer. There are strict acceptance criteria which all discharge must meet, these requirements are listed within the Trade Waste Environmental Management Plan Procedure. Discharge which does not comply with the Trade Waste Environmental Management Plan Procedure is required to be pre-treated before being discharged. If the Trade Waste Generator fails to pre-treat the discharge or is classed as unacceptable, as per the Trade Waste Environmental Management Plan Procedure, it will trigger compliance action against the waste generator.

Council Trade Waste officers conduct site audit inspections of trade waste approval holders at regular intervals as per Council's Trade Waste Environmental Management Plan Procedure to ensure continued compliance with this plan. Any business found not to be in compliance with the Trade Waste Environmental Management Plan Procedure, will have compliance proceedings commenced against them, this may include the suspension or cancellation of the Trade Waste Approval.

For detailed information on management of trade waste, refer to Council's Trade Waste Environmental Management Plan Procedure.

LEGISLATIONS AND RELATED GUIDELINES

- *Environmental Protection Act 1994*
- *Local Government Act 2009*

- *Plumbing and Drainage Act ~~2002~~/2018*
- *Water Supply (Safety and Reliability) Act 2008*
- *Environmental Protection Regulation 2008*
- *Plumbing and Drainage Regulation ~~2003~~/2019*
- *Public Health Regulation 2005*

REFERENCES

ID	NAME
PLANS	Trade Waste Environmental Management Plan 2019
FORMS	Trade Waste Application or Change of Approval Details Form Trade Waste Cancellation Form
CORP-PRO-054	Trade Waste Environmental Management Procedure 2019
PECS-FRM-135	Trade Waste Application or Change of Approval Details Form
PECS-FRM-110	Trade Waste Cancellation Form

MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Gert Nel

AUTHOR POSITION

Compliance and Integration Manager

5.24

REVIEW OF COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS AND ROADS POLICY (STAT-POL-005)

EXECUTIVE SUMMARY

The purpose of this report is to present proposed amendments to Commercial Use of Local Government Controlled Areas and Roads Policy (STAT-POL-005).

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Adopt the updated Commercial Use of Local Government Controlled Areas and Roads Policy (STAT-POL-005).***

BACKGROUND

On 28 May 2019 Council resolved to adopt the Commercial Use of Local Government Controlled Areas and Roads (STAT-POL-005). The policy is due for a for review in accordance with the Policy Framework.

The key points of this policy are that Commercial Use of Local Government Controlled Areas and Roads have been restricted to:

- designated areas (see attached maps),
- restricted number of vendors per designated area
- the activity must be mobile and temporary.

In the period after May 2019 council received and approved 15 applications. The approval period was for 12 months from the date of the approval. The period following these initial approvals had many vendors cease operating, surrendering approvals and not renewing their approvals. Currently there is two vendors that have approval of which one vendor regularly operates the activity.

The main areas where vendors chose to operate from is the Ted Rolfe Oval designated area. Reports showed that the designated areas in Nebo, Dysart and the other three areas in Moranbah had very little, if any, use.

There was also a tendency where vendors chose to operate from privately owned land and state land, likely without the approval of the owners as these areas was better situated for their business activities. This trend continues today with vendors operating from State land and BMA land on Mills Avenue, the parking lot of the Moranbah Bowls Club, State land on Queen Elizabeth Drive, Dysart and Queensland Rail land in Clermont.

Soon after implementation an issue arose with the Facility Booking process for Ted Rolf Oval where vendors and operators of large events like the Circus, Play Fair as well as food van operators for example Wendy's, Kebabman etc hired the Ted Rolf Oval for an extended period for their operations. Due to the large footprint of these operations there are often not enough clear space for the holders of a Commercial Use of Local Government Controlled Areas and Roads to operate as well. This matter was mitigated with a condition of the approval where when the oval was booked out under the Facility Hire process, council will give notice to the approval holder that the oval will not be available for a fixed period of time and that they may continue to operate from any of the other designated as per their approval.

This caused some concerns with one of the operators that felt there is enough space and that operating the activity from another designated area is not profitable as they are away from their client base. Discussion with council (facilitated by DEPCS and Manager Engaged Communities) resulted in an arrangement to have the various users coexists specifically when the hirer of the facility only occupies a portion of the oval as opposed to hirers like the circus that takes up all the space.

Amendments to better articulate the relationship between users of the designated areas is one of the key amendments that is proposed.

The proposed wording yellow highlighted at Section Heading "Stationary Roadside Vending" of the attachment titled "Commercial Use of Local Government Controlled Areas and Roads Policy STAT-POL-055_proposed amendments" will replace the wording yellow highlighted at Section Heading "Stationary Roadside Vending" of the Attachment titled "ECM_3668209_v4_Commercial Use of Local Government Controlled Areas and Roads Policy STAT-POL-055_current".

Other amendments relate to the addition of the definition for "Hirer" as this word has been introduced into the document.

IMPLICATIONS

Financial

There are no financial implications from the adoption of the policy.

Reputational

Establishes a consistent and transparent approach to the management of Local Government Controlled Areas and Roads, particularly in relation to ensuring mobile vendors have no commercial advantage over fixed premises in Isaac Region.

CONSULTATION

Executive Leadership Team

Manager Parks and Recreation

Manager Community Facilities

Manager Engaged Communities

Community Education and Compliance Department

Divisional Councillors

BASIS FOR RECOMMENDATION

The recommendation supports accountability and good governance in the enforcement of Council's Local Laws.

ACTION ACCOUNTABILITY

The Compliance and Integration Manager will work with Manager Governance and Corporate Services to ensure the Corporate Policy Register is updated, including IRIS and the website.

KEY MESSAGES

The policy provides a guide to best commercial vendor practice activities when operating in Isaac Region.

Responsible enforcement of Local Laws.

Clear and concise direction for business.

Report prepared by:

GERT NEL

Compliance and Integration Manager

Date: 28 July 2021

Report authorised by:

DAN WAGNER

Director Planning Environment and Community Services

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Commercial Use of Local Government Controlled Areas and Roads Policy STAT-POL-055_proposed amendments
- Attachment 2 - Document Reference Number 4349196 Centenary Park Nebo
- Attachment 3 - Document Reference Number 4349194 Ted Rolfe Oval Moranbah
- Attachment 4 - Document Reference Number 4349192 Binda Park Moranbah
- Attachment 5 - Document Reference Number 4349187 Goonyella Road Moranbah
- Attachment 6 - Document Reference Number 4349197 Apex Park Moranbah
- Attachment 7 - Document Reference Number 4349198 Big Belly Park Dysart

REFERENCE DOCUMENT

- Nil

COMMERCIAL USE OF LOCAL GOVERNMENT CONTROLLED AREAS AND ROADS

APPROVALS

POLICY NUMBER	STAT-POL-055	DOC.ID	3668209
CATEGORY	Statutory		
POLICY OWNER	Community Education and Compliance		
APPROVAL DATE	TBD	RESOLUTION NUMBER	TBD

OBJECTIVE

To achieve a balance of interest between the commercial use of local government controlled areas and roads in recognition of the fact that the activities may otherwise enjoy an unfair commercial advantage over competitive activities conducted from fixed premises in the local government area for which rates and other charges are paid and to which planning and other regulatory legislation applies.

Principles to achieve the Objective

1. Services and supply of goods must meet the need of the community.
2. The prescribed activity is temporary in nature and restricted to specific operating times and days.
3. The prescribed activity is temporary in nature and restricted to a moveable/transportable platform that will be removed from the designated area of operation.
4. The prescribed activity must not impact negatively on traffic safety.
5. The prescribed activity must comply with the approval conditions and the relevant Local Government, State and Commonwealth legislation.

SCOPE

This policy applies to vendors that operate the following prescribed activities:

1. Mobile Roadside Vending,
2. Stationary Roadside Vending,
3. Footpath Dining and
4. Display of Goods for Sale on a Footpath.

This policy does not apply to:

1. Themed events.
2. State Controlled Roads

DEFINITIONS

TERM / ACRONYM

MEANING

Mobile Roadside Vending

Means an operator soliciting or carrying on the supply of goods or services (including food or drink) for profit in circumstances where – (a) the operator travels from place to place; and (b) the operator supplies the goods or services to a customer in response to the customer waiving down the operator.

Stationary Roadside Vending	Means an operator soliciting or carrying on the supply of goods or services (including food or drink) for profit in circumstances where – (a) the operator carries on the activity from – (i) a specified place; or (ii) a number of specified places; but (b) the activity is not footpath dining.
Footpath Dining	Means the operation of a prescribed activity which is contiguous to or in the vicinity of a registered café, restaurant, take away food shop which are operated by the approval holder.
Display of Goods for Sale on a Footpath	Means the operation of an prescribed activity which is contiguous to or in the vicinity of a retail premises which are operated by the approval holder.
Local Government Controlled Area(s)	Land, facilities and other infrastructure owned, held in trust or otherwise controlled by the local government, other than a road.
Road	Local Government controlled road
Themed Events	Events for the greater community benefit that is held on no more than twelve (12) days per event per year (for example: Masons Sunday Markets, Sport/Activity Club Days, Eat Street Markets but not limited to these examples)
Similar goods	Means the broad category of goods (for example: furniture, meals, food but not limited to these examples)
Similar services	Means the broad category of services (for example: personal appearance services, but not limited to these examples)
Hirer	Means an entity that hires the Local Government Controlled Areas and Roads in terms of the Hiring of Council Outdoor Space program

POLICY STATEMENT

Mobile Roadside Vending

Approval holders will operate the prescribed activity mainly on roads where the operator will be flagged down by customers.

Stationary Roadside Vending

The approval holder will operate the prescribed activity from a specified or number of specified places where the operator will wait for customers to approach the prescribed activity. The approval holder will operate the prescribed activity at the designated areas.

Due to the limited availability of Local Government Controlled Areas and Roads, the number of users per each designated area will be limited to achieve the Objective and the Principles to achieve the Objective.

When Local Government Controlled Areas and Roads (for example a park, sporting field) can be hired by a commercial entity in terms of the Hiring of Council Outdoor Space program and that Local Government Controlled Areas and Roads is also included in the register for Designated Areas the following principles will apply to ensure that both the hirer and the Commercial Use of Local Government Controlled Areas and Roads approval holder have reasonable access for their activity.

1. When the hirer requires the whole Local Government Controlled Areas and Roads for their event and use, approval holders will not be able to operate the activity at that Designated Area but may in accordance with their approval operate the activity from any of the other Designated Areas.
2. Where the hirer requires and only operate from a portion of the Local Government Controlled Areas and Roads, approval holders may operate the activity at the Designated Area.

Council will maintain a register of Designated Areas where the activity can operate at.

Display of Goods for Sale on a Footpath

The approval holder will operate the prescribed activity at a specified place that is contiguous to or in the vicinity of a retail premises which are operated by the approval holder.

Footpath Dining

The approval holder will operate the prescribed activity at a specified place that is contiguous to or in the vicinity of a registered café, restaurant, take away food shop which are operated by the approval holder.

Legislative Provisions

The proposed and approved prescribed activities must always satisfy and comply with the provisions of Isaac Regional Council Sub-Ordinate Local Law 1.2 (Commercial Use of Local Government Controlled Areas and Roads), all other relevant Local, State and Commonwealth legislation.

Assessment and Decisions

Applications will be assessed against the provisions of the Isaac Regional Council Sub-Ordinate Local Law 1.2 (Commercial Use of Local Government Controlled Areas and Roads) and Resolution PECS0212, (Objective for the Commercial Use of Local Government Controlled Areas and Roads).

All approvals will be issued with conditions that may include standard and/or non-standard conditions.

Applicants have the right to request a review of the decision, whether it is an approval or a refusal as well as the conditions that has been applied to an approval.

Payment of fees

Approval holders will be required to pay application, assessment and annual fees as determined from time to time by Council and published in the "Isaac Regional Council Fees and Charges".

LEGISLATIONS AND RELATED GUIDELINES

- Isaac Regional Council Local Law 1 (Administration)

POLICY

- Isaac Regional Council Sub-Ordinate Local Law 1.2 (Commercial Use of Local Government Controlled Areas and Roads)
- Resolution PECS0212, (Objective for the Commercial Use of Local Government Controlled Areas and Roads)

REFERENCES

TYPE	DOCUMENT ID/NAME
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POLICY	
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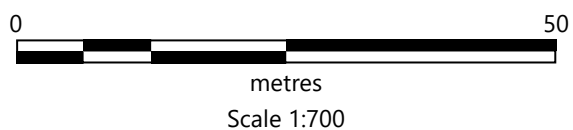
PROCEDURE	
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FORMS	
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TEMPLATES	
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	<p>0 50 metres Scale 1:700</p>	<p>Author: Terese Wilcock Date: 22/05/2019 Projection: Zone 55 Datum: Map Grid of Australia (MGA 94)</p>	<p>Designated Stationary Roadside Vending; Centenary Park, NEBO 406N1101</p>
<p>ISAAC REGION</p>	<p>PO Box 97 Moranbah, QLD 4744 Ph: 1300 ISAACS Fax: (07) 4941 8666</p>	<p>Document Reference Number: 4349196 Map Number: 2127_405N1101</p>	<p>DISCLAIMER: Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the Information and should seek independent professional advice in relation to dealings with property. Despite Department of Natural Resources and Mines (DNRM)'s and Isaac Regional Council (IRC) best efforts, DNRM or IRC make no representations or warranties in relation to the Information, and, to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information. © The State of Queensland (Department of Natural Resources and Mines (DNRM)) and Isaac Regional Council (IRC) 2012.</p>



**Designated Stationary
Roadside Vending;
Ted Rolfe Oval, MORANBAH
20M97351**

**ISAAC
REGION**

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

Author: Terese Wilcock
Date: 22/05/2019

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

Document Reference Number: 4349194

Map Number: 2127_20M97351

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0 50
metres
Scale 1:700



Designated Stationary
Roadside Vending; Binda Park,
MORANBAH
301RP903301

Document Reference Number: 4349192

**ISAAC
REGION**

PO Box 97 Moranbah, QLD 4744
Ph: 1300 ISAACS
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Author: Terese Wilcock
Date: 22/05/2019




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

Map Number: 2127_301RP903301

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	 metres Scale 1:700		<p align="center">Designated Stationary Roadside Vending; Goonyella Road Reserve, MORANBAH</p>	
ISAAC REGION	PO Box 97 Moranbah, QLD 4744 Ph: 1300 ISAACS Fax: (07) 4941 8666	Author: Terese Wilcock Date: 22/05/2019	Projection: Zone 55 Datum: Map Grid of Australia (MGA 94)	Document Reference Number: 4349187 Map Number: 2127_2GV812139
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0 50
metres
Scale 1:700



Designated Stationary
Roadside Vending; Apex Park,
MORANBAH
53GV157

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

Author: Terese Wilcock
Date: 22/05/2019

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

Document Reference Number: 4349197

Map Number: 2127_53GV157

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	<p>metres Scale 1:500</p>		<p>Designated Stationary Roadside Vending; Big Belly Park, DYSART 8SP113228</p>
<p>ISAAC REGION</p>	<p>PO Box 97 Moranbah, QLD 4744 Ph: 1300 ISAACS Fax: (07) 4941 8666</p>	<p>Author: Terese Wilcock Date: 22/05/2019</p>	<p>Projection: Zone 55 Datum: Map Grid of Australia (MGA 94) Document Reference Number: 4349198 Map Number: 2127_8SP113228</p>

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MEETING DETAILS

Planning Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jim Hutchinson

AUTHOR POSITION

Manager Engaged Communities

5.25

REVISED COMMUNITY GRANTS POLICY AND GUIDELINES

EXECUTIVE SUMMARY

This report seeks Council's consideration of a revised Community Grants Policy and supporting Community Grants Program Guidelines.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Rescind Community Grants Policy PECS-075, and adopt the revised Community Grants Policy PECS-POL-126.***
- 2. Adopt the revised Community Grants Program Guidelines.***
- 3. Authorise the Chief Executive Officer to make minor typographical revisions to the Community Grants Program Guidelines as required which do not materially alter the intent and application of the document as adopted.***

BACKGROUND

Council's present Community Grants Policy was adopted in July 2014 (resolution 3713) and is due for periodic review along with the supporting Community Grants Program Guidelines which provide the framework to administer the grants to community in accordance with the parent policy.

Under the provisions of the *Local Government Regulation 2012* (section 195) Council is required to adopt a Community Grants Policy which includes the criteria for a community organisation to be eligible for a grant from local government. Section 194 of the Regulation also requires that grants only be given to community organisations for a purpose in the public interest, if the organisation meets the criteria stated under the policy and only in a way which is consistent Council's Community Grants Policy.

A draft revised Community Grants Policy has been developed which satisfies the requirements of the Regulation and also informs the application of the Community Grants Program Guidelines as the administrative interface of community grants between Council and the community.

The guidelines have also been reviewed to ensure alignment with the revised policy and to further clarify and refine the administration of the grants program to ensure consistency and continuous improvement, maintaining a program which continues to meet community demand.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

IMPLICATIONS

Financial

Community grants are funded via an annual allocation of \$42,000 per division in the Engaged Communities operational budget.

Administrative

Revised policy and guidelines further clarify and refine the administration of the community grants program to ensure consistency and continuous improvement.

CONSULTATION

Mayor and Councillors

Executive Leadership Team

Manager Governance and Corporate Services

Manager Community Engagement, Programs and Events

Community Relations Officers

Engaged Communities Departmental Administration Officer

Engaged Communities Administration Officer

BASIS FOR RECOMMENDATION

Ensures Council meets its statutory obligations under the *Local Government Regulation 2012* and ensures the administration of the Community Grants program continues to meet the expectations of the community.

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 program supports local projects and activities which help develop resilient, adaptive and vibrant communities while contributing to the social wellbeing of its residents, workers and visitors.

Report prepared by:	Report authorised by:
JIM HUTCHINSON	DAN WAGNER
Manager Engaged Communities	Director Planning Environment and Community Services
Date: 28 July 2021	Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Draft Community Grants Policy PECS-POL-126
- Attachment 2 – Rescind - Community Grants Policy PECS-075
- Attachment 3 - Draft Isaac Regional Council Community Grants Guidelines_Mark Up
- Attachment 4 – Final Draft Isaac Regional Council Community Grants Guidelines_Clean Version

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines as adopted 29 March 2021

COMMUNITY GRANTS

APPROVALS

POLICY NUMBER	PECS-POL-126	DOC.ID	Insert
CATEGORY	Statutory		
POLICY OWNER	Manager Engaged Communities		
APPROVAL DATE	Insert	RESOLUTION NUMBER	Insert

DRAFT

OBJECTIVE

To meet the statutory requirement of under the *Local Government Regulation 2012*, Part 5 section 195, and to outline Council's commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region. This policy aims to support the distribution of funds in an equitable, transparent and sustainable manner.

SCOPE

This policy applies to all Councillors, employees and contractors working for Council regardless of whether they are permanent, temporary, full-time, part-time or casual, and in particular staff that administer community grants.

This policy applies to all instances of Council assistance to community organisations including:

- Cash contributions and/or donations.
- Assets given or loaned to community organisations.
- In-kind assistance to community organisations, including:
 - Concessions to community groups and organisations via internal payment or waiver of Council fees and charges.
 - Labour provided by Council staff at no cost to the community organisation.
 - Repairs and maintenance provided by Council staff at no cost to community organisation.
- Specific allocations made by Council in its budget to community groups that may be regional in nature but who make a demonstrable contribution to the quality of life within the Isaac Region.
- Perpetual or longstanding assistance provided to specific community organisations or events.

Application of this policy excludes sponsorship provided by Council or grants/funding from external sources, such as State and Federal agencies, whereby the terms and conditions of these agreements will apply.

DEFINITIONS

TERM / ACRONYM	MEANING
IRC	Isaac Regional Council
Community organisation	As defined in the dictionary schedule of the Local Government Regulation 2012, an entity that carries out activities for a public purpose or an entity whose primary object is not directed at making a profit. This can include clubs and associations.

Donation	Are gifts given in cash or in-kind which are unconditional, voluntary transfers of money or property.
Funding Agreement	Means the agreed terms and conditions of assistance between IRC and the recipient.
Grant	A sum of money given to organisations or individuals for a specific purpose directed at achieving goals and objectives consistent with IRC community plan.
In-kind support	Includes the provision if any service, facility or activity that would normally attract a fee or cost.
Incorporated Association	Means an incorporated entity under the <i>Associations Incorporations Act 2009</i> or other relevant legislation.
Registered Charity	Means a registered charity under the <i>Collections Act 1966</i> .
Exempt from incorporation	Means an entity exempt from incorporation but governed by other statutory arrangements, examples include P&C Associations.
Not for profit or NFP	Recognised by the Australia Taxation Office as a not-for-profit entity.
Project	Refers to an event, service, facility or activity for which an organisation is seeking assistance.
Sponsorship	Is a formal reciprocal arrangement between individuals, groups or companies, which can include both cash and in-kind contributions in return for the right to associate the sponsor's name, product or service with the sponsored organisation's product or service.
Bursary	A grant awarded to school students in recognition of achievement in field of endeavour.
Scholarship	A grant awarded to students to support the cost of their education.

POLICY STATEMENT

Council is committed to assisting community groups and not-for-profit organisations whose activities benefit the public interest of Isaac's communities, particularly those endeavours which help develop resilient, adaptive and vibrant communities while contributing to the social wellbeing of its residents, workers and visitors. Decisions regarding grant assistance will align with the objectives of the Isaac Region Community Plan, reflect the public interest and be made in an equitable manner across the region with integrity, economy and efficiency.

Guiding principles

Procedural information relating to the operational administration of community assistance and grants programs, and specific program eligibility criteria, is detailed in the IRC Community Grants Guidelines and/or other related guidelines, such as those for special purpose grants.

The guidelines, as adopted and reviewed periodically by Council, are informed by the principles of the Community Grants Policy which establishes both the qualifying criteria for a community organisation to be considered eligible for assistance and the forms of assistance which may be provided by Council.

With the exception of specific allocations made by Council in its budget to community organisations that may be regional in nature but which make a demonstrable contribution to quality of life within the Isaac Region, Council will apply the following qualifying criteria to community organisations when considering applications for assistance:

- A not-for-profit entity as recognised by the Australian Taxation Office, inclusive of incorporated associations, registered charities or bodies exempt from incorporation under other legislation; and
- Holds a current public liability insurance certificate with a coverage value of not less than \$20 million; and
- Is located in the Isaac Region and operates to benefit the communities of the region; and
- Undertakes projects in the public interest which align with the objectives of the Isaac Community Plan.

If a community organisation does meet the qualifying criteria to be eligible, an application may be auspiced and administered by a qualifying entity on its behalf. The auspicing organisation will be responsible for fulfilling all requirements of any funding agreement with Council.

Applications for assistance submitted, or auspiced on behalf of, the following types of organisations are not eligible for consideration:

- Not-for-profit community organisations which hold a gaming license under the *Gaming Machine Act 1991* where the application is for facility improvements that are not of direct benefit for sport.
- Government agencies or departments of Local, State or Federal Government.
- Educational, religious or medical organisations and institutions, where the application relates to the organisation's core business.
- Commercial businesses.

Qualifying community organisations may eligible for grant assistance in the following forms:

- Cash contributions and/or donations.
- Bursaries and scholarships.
- Assets given or loaned.
- In-kind assistance, including:
 - Concessions via internal payment or waiver of Council fees and charges.
 - Labour provided by Council staff at no cost.
 - Repairs and maintenance provided by Council staff at no cost.

Exceptions to the qualifying criteria:

In order to administer grants assistance in the form of bursaries and scholarships to Isaac region students or to support Isaac region individuals and teams selected for representative duties, the following entities, which are otherwise ineligible, may make application for assistance for the express purposes above:

- A public or independent school located within the Isaac Region.
- A trust or legal entity created for the exclusive purpose of administering a community-based scholarship.
- An accredited tertiary provider under the Australian Qualifications Framework.
- Individuals or teams undertaking recognised representative duties at the national and international level in their field of endeavour.

Actions required to ensure compliance

Administration of Council assistance to community in accordance with the Community Grants Policy and protocols of the IRC Community Grants Guidelines, as adopted and reviewed periodically by Council.

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

The Community Grants Policy will be implemented and monitored by the Manager Engaged Communities in accordance with the principles and criteria established in the policy and IRC Community Grants Guidelines.

Delegations and authority

Manager Engaged Communities has financial delegated authority to approve minor grants to a maximum value of \$1000 (excluding GST) in consultation with the relevant Divisional Councillor. A report will be presented to Council each month on minor grant approvals considered by the manager. Major grants over \$1000 are managed by way of Council resolution.

LEGISLATIONS AND RELATED GUIDELINES

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Associations Incorporations Act 2009*
- *Collections Act 1966*
- Isaac Regional Council Community Grant Guidelines

REFERENCES

ID	NAME
CORP-GDS-036	Isaac Regional Council Community Grant Guidelines
STAT-POL-040	Conflict of Interest Policy
PECS-GDS-171	Special Emergency Community Grants Guidelines
PECS-FRM-174	Minor or Major Grant Application Form
PECS-FRM-369	Individual or Team Development Grants Application Form
PECS-FRM-175	School Bursaries Grants Application Form
PECS-FRM-375	Emergency Grants Application Form
PECS-FRM-374	Isaac Special Emergency Community Grant Application
N/A	Community Grant Acquittal Form

POLICY TITLE: COMMUNITY GRANTS
POLICY NUMBER: PECS-075
CATEGORY: Council Policy
CLASSIFICATION: Statutory

Approved by Council		Meeting number and date	
22 July 2014		22 July 2014	
		Resolution number	
		3713	
Approved by CEO		22 July 2014	
Effective date		Review date	
31 May 2014		31 May 2016	
Policy Author			
Planning Environment and Community Services			
Endorsed by			
Director Planning Environment and Community Services			
Responsible Position			
Manager Economic Development and Communities			
Current incumbent	Contact number	Email address	
Jessica Dix	4846 3573	jessica.dix@isaac.qld.gov.au	

1. Background and Context

The objectives of this policy are:

- To ensure that grants, donations, and assistance to community organisations is provided in an equitable and accountable manner
- That grants, donations and assistance to community organisations benefit the Isaac Region and its communities
- To ensure legislative compliance via the delivery of a grants process
- To ensure comprehensive reporting that will allow Council to report the monetary value of all grants, assistance and donations, both cash and in-kind

Legal

Under The Local Government Regulation 2012, Part 5 section 195, the local government must prepare and adopt a policy about local government grants to community organisations (a **community grants policy**).

Furthermore, the community grants policy must state –

- *The criteria for a community organisation to be eligible for a grant from the local government*
- *The procedure for approving a grant to a community organisation*
- *The criteria for a councillor to decide how to allocate the councillor's discretionary funds to particular community organisation that have applied for the funds*

Under Part 5 section 194 the local government may give a grant to a community organisation only –

- (a) *If the local government is satisfied –*
 - i. *The grant will be used for a purpose that is in the public interest; and*
 - ii. *The community organisation meets the criteria stated in the in the community grants policy; and*
- (b) *In a way that is consistent with the local government's community grants policy*

Ethical

Council is committed to assisting community groups and not for profit organisations whose activities benefit the public interest of Isaac's communities. In order to fulfil that aim in an equitable manner, a process must be in place to ensure Councillors and staff makes all decisions with integrity, economy and efficiency. Dealing with public money means decision making must be clear and transparent, with full disclosure of any conflict of interest.

Principles

Decisions regarding grants and community assistance must be made in an equitable manner across the Region, and be identified in the Isaac Community Plan. This policy is intended to guide and create the framework for the process of community assistance for Isaac Regional Council.

2. Purpose and Scope

This policy applies to all instances of assistance to community organisations including:

- Cash grants and donations, including those from the Councillor's Discretionary Funds
- Assets given to community organisations
- Loans provided to community organisations
- In kind assistance to community organisations, including
 - i. Concessions to community groups and organisations via rates or other Council fees and charges
 - ii. Labour provided by council staff at no cost to the community organisation
 - iii. Repairs and maintenance provided by council staff at no cost to community organisation
- Specific allocations made by Council in its budget to community groups that may be regional in nature but who make a positive contribution to the quality of life within the Isaac Region (e.g.: CQ Rescue)
- Perpetual or longstanding assistance provided to specific community organisations or events

This policy applies to all directorates in Isaac Regional Council. Financial compliance with reporting for legislation will be delivered via each directorate dedicating a sum for community assistance in their annual budget. Amounts will be dependent upon the level of community service obligation the individual directorate provides annually.

This level of compliance will assist Isaac Regional Council in reflecting accurately the level and cost of community service across the Region.

This policy does not apply to sponsorship provided by Council, or grants from external sources, such as RADF.

Guidelines required to be developed to implement this policy including the following:

- | | |
|--|----------------|
| • Major events/projects grants | Up to \$10,000 |
| • Minor Event/projects grants | Up to \$5,000 |
| • Community assistance donation – in kind/cash | Up to \$500 |
| • Sponsorships | |

Version 3

Policy No: PECS-075

Authorised by: Director Planning Environment and Community Services

Document Maintained by: Economic Development and Communities

Next Review Date: 31 May 2016

10/11/2015

Page 3 of 6

3. Definitions

- Community organisation is an entity that carries out activities for a public purpose or an entity whose primary object is not directed at making a profit. This can include clubs and associations.
- Donations are gifts given in cash or in-kind which are unconditional, voluntary transfers of money or property.
- Funding Agreement means the agreed terms and conditions of assistance
- Grant is a sum of money given to organisations or individuals for a specific purpose directed at achieving goals and objectives consistent with IRC community plan.
- In kind support includes the provision of any service, facility or activity that would normally attract a fee.
- Incorporated means incorporated under the Associations Incorporations Act 2009 or other relevant legislation.
- Not for Profit Organisation is an organisation that does not operate for the profit or gain of its individual members. Any profit made by the organisation goes back into the operation of the organisation to help pursue its goals.
- Project refers to an event, service, facility or activity for which an organisation is seeking assistance.
- Purchase of service refers to a negotiated contractual arrangement to engage the services of an organisation or individual for reward
- Sponsorship is a formal reciprocal arrangement between individuals, groups or companies, which can include both cash and in-kind contributions in return for the right to associate the sponsor's name, product or service with the sponsored organisation's product or service.
- RADF – Regional Arts Developmental Fund

4. Policy Provisions

Criteria for Eligibility

With the exception of specific allocations made by Council in its budget to community groups that may be regional in nature but who make a positive contribution to the quality of life within the Isaac Region (e.g.: CQ Rescue), applicants should be:

A not for profit, incorporated organisation, or a community group or club sponsored by such an organisation

- Hold current public liability insurance certificate
- Be located in the Isaac Region, and benefit the communities of the Isaac Region
- Have projects that align with the objectives of the Isaac Community Plan

Projects that will not be funded include

- Salaries / wages for staff
- Recurrent costs associated with day to day operations
- Projects that do not align with the objectives of the Isaac Community Plan
- Projects or items that fall within the responsibility of a State or Federal government department for delivery
- Repayments of debts or loans
- Funding for individuals
- RADF projects

Assessment Criteria

When assessing applications for assistance, Council will consider the benefits to the community, the organisation's capacity to manage funds and projects, alternatives for income or assistance available for the project and the budget approved for community assistance. The applicant must also demonstrate their ability to meet the objectives of the Isaac Community Plan.

Procedure for approval

The application and approval process are described in the Isaac Regional Council Guidelines for Community Grants, Donations and Assistance.

4.1 Administration

This policy will be administered by Council's Stakeholder Engagement utilising a committee of officers to be appointed by the Chief Executive Officer. The committee will assess all applications in consultation with appropriate Councillors and staff.

For donations up to \$1000.00, the committee will make recommendations to the Chief Executive Officer for a decision. Applications requesting more than \$1,000 the committee will make recommendations to Council for a decision.

4.2 Grant Promotion and Education

The Council commits to inform the community of the availability of its grants program, by undertaking educational activities to assist community members to develop their grant writing skills with a view to ensuring consistency in the provision of information and equity of process.

5. Communication Channels

The Community Grants Policy will be communicated throughout the Council via:

- Announcement on the IRIS intranet
- Online Policy Library

6. References and Related Documents

Local Government Act 2009

Local Government Regulations 2012

Version 3

Policy No: PECS-075

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10/11/2015

Page 6 of 6

ISAAC COMMUNITY GRANTSISAAC COMMUNITY GRANTS GUIDELINES PROGRAM GUIDELINES

Adopted: 29 March 2021 – Resolution Number: 72-9 Draft Version as at [29/03/2021](#)

Presented by Jim Hutchinson, Engaged Communities



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TABLE OF CONTENTS

GRANT TYPES	4
MINOR OR MAJOR GRANTS	5
INDIVIDUAL OR TEAM DEVELOPMENT GRANTS	5
SCHOLASTIC BURSARIES	5
EMERGENCY GRANTS	Error! Bookmark not defined.
MINOR OR MAJOR GRANTS	7
PROGRAM DETAILS	7
PRIORITIES	7
WHO CAN APPLY?	7
WHO CANNOT APPLY?	8
LEVEL OF FINANCIAL ASSISTANCE AVAILABLE	9
APPLICATION ROUNDS AND ASSESSMENT	9
MAJOR GRANT ROUNDS	10
CO-FUNDING	10
CATEGORIES	11
INDIVIDUAL OR TEAM DEVELOPMENT GRANTS	15
PROGRAM DETAILS	15
WHO CAN APPLY?	15
WHO CANNOT APPLY?	15
LEVEL OF FINANCIAL ASSISTANCE AVAILABLE	16
SCHOLASTIC BURSARIES	18
PROGRAM DETAILS	18
WHO CAN APPLY?	18
LEVEL OF FINANCIAL ASSISTANCE AVAILABLE	18
EMERGENCY GRANTS	20
PROGRAM DETAILS	20
WHO CANNOT APPLY?	20
AUTHORISATIONS	22
APPLICATION COMPLIANCE	24

ACKNOWLEDGEMENT	26
ASSESSMENT CRITERIA	27
ACQUITTAL	27
PRIVACY	27
PAYMENT	28
APPLICANT SUPPORT	28



GRANT TYPES

GRANT TYPES

Isaac Regional Council's Community Grants program 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. The program consists of the following ~~four~~ funding ~~types~~categories:

MINOR OR MAJOR GRANTS

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:

- 1.1 Community Development.
- 1.2 Community Events.
- 1.3 Community Facilities.
- 1.4 Sport, Recreation and Healthy Living.
- 1.5 Cultural Development ~~– refer to Regional Arts Development Funding (RADF) program.~~

~~Minor grants to a maximum value of \$1000 (excluding GST) are managed administratively by the Engaged Communities Department in consultation with the relevant Divisional Councillor, a report will be presented to Council each month on the grant applications considered by the Manager. Major grants over \$1000 are managed by way of Council resolution.~~

INDIVIDUAL OR TEAM DEVELOPMENT GRANTS

Funding is available to support Isaac Regional Council local government area residents who are performing, competing or representing the region at national or international competitions or events across the areas of sport, culture, academia, community or environment.

SCHOLASTIC BURSARIES

Scholastic bursaries enable our local school communities to identify the significant contribution of their students during and post-school and serves to recognise and support academic and sporting excellence, outstanding achievement, community spirit and cultural leadership.

SPECIFIC PURPOSE GRANTS

Periodically Council may introduce specific purpose grants programs, funded from the Community Grants budget of other sources to address specific community needs. These grants are administered by way separately adopted guidelines which are broadly based on the principles of the Community Grants Guidelines. Examples include: Special Emergency Community Grants in response to COVID19, Moranbah 50th Anniversary Civic Events Grants and Dry Lands to High Hopes Drought Support Grants.



MINOR OR MAJOR GRANTS

MINOR OR MAJOR GRANTS

PROGRAM DETAILS

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 areas of community development; community events; community facilities, sport, and recreation and healthy living.

NOTE: Fees for Council facility use, equipment hire and other set charges cannot be waived or donated in-kind. These costs to be reflected as expenses in the applicant's budget and included in the funding amount requested. It is the applicant's responsibility to pay Council's Fees and Charges.

~~NOTE: Council facility use, and equipment supply fees and charges will not be covered as in-kind—such items need to be reflected as expenses in the applicant's budget and will be paid upon approval as part of the total funding amount requested. It is the applicant's responsibility to pay Council's Fees and Charges~~

PRIORITIES

Applications need to be submitted prior to the project or activity taking place and need to align with one or more of the following priorities for our region:

- Supports the objectives of the Isaac Community Plan – see www.isaac.qld.gov.au/community-plan
- Activates community and promotes social cohesion
- Encourages healthy and active communities
- Builds resilience and community capacity
- Positively engages with audiences including local youth, the aged, Aboriginal and Torres Strait Islander peoples and multicultural communities.
- Enhances mental health awareness.
- Promotes access, inclusion, diversity and equity for all.
- Promotes community safety.
- ~~Target, include or engage youth.~~
- ~~Contribute towards positive engagement of the aged.~~
- ~~Enhance mental health awareness.~~
- ~~Encourage Aboriginal and Torres Strait Islander peoples.~~
- ~~Foster multicultural communities.~~
- ~~Promote access and inclusion for all.~~
- ~~Enhance community safety.~~

WHO CAN APPLY?

Council will apply the following qualifying criteria to community organisations when considering applications for assistance:

- A not-for-profit entity as recognised by the Australian Taxation Office, inclusive of incorporated associations, registered charities or bodies exempt from incorporation under other legislation; and
- Holds a current public liability insurance certificate with a coverage value of not less than \$20 million; and
- Is located in the Isaac Region and operates to benefit the communities of the region; and
- Undertakes projects in the public interest which align with the objectives of the Isaac Community Plan.

If a community organisation does not meet the qualifying criteria to be eligible, an application may be auspiced and administered by a qualifying entity on its behalf. The auspicing organisation will be responsible for fulfilling all requirements of any funding agreement with Council.

Not-for-profit community organisations who meet all of the following criteria:

- Operate within the Isaac Regional Council local government area or can demonstrate the project or activity will benefit residents of the Isaac Regional Council local government area.
- Have appropriate insurance and adhere to sound workplace health and safety practices.
- School Parent & Citizen Associations are eligible to apply, but funding will not be provided for the following types of projects:
 - Projects that develop/improve or maintain school grounds or infrastructure.
 - Projects that are part of the school curriculum.

NOTE: If a community organisation is not a legal not-for-profit entity or recognised by the Australian Taxation Office as a not-for-profit type, the application must be auspiced and administered by such a group. The auspicing group will receive payment and be responsible for fulfilling acquittal requirements.

WHO CANNOT APPLY?

Applications for assistance submitted, or auspiced on behalf of, the following types of organisations are not eligible for consideration:

Applications cannot be made by:

- Not-for-profit community organisations who hold a gaming license under the Gaming Machine Act 1991 and where the application is for community facility improvements that are not for the direct benefit of the sport.
- **Employees and Councillors of Isaac Regional Council.**
- Government agencies or departments of Local, State or Federal Government.
- Educational, religious or medical organisations, where the application is for the organisation's core business.
- **Commercial** Businesses.

Councillors and/or employees of Isaac Regional Council in their capacity as external office bearers of community organisations are encouraged not to make applications on behalf of an eligible entity. Such applications should be made by an authorised alternate officebearer. However, it is acknowledged that on occasion this may not be practical. In the event, there is no practical alternative but for a Councillor and/or employee to lodge an application on behalf of an organisation, clear evidence of the organisation's governance body authorising the application (eg management committee minutes) needs to be submitted with the application. All council personnel will ensure conflict of interest protocols are adhered to in the processing of all applications.

INELIGIBLE ITEMS

- ~~Ongoing operational or recurrent costs including salaries, rent, fuel, rates, insurance and leasing fees.~~
- Ongoing operational or recurrent costs including, but not limited to:
 - Wages, salaries and other forms of personal compensation including judging fees
 - Rent and leasing fees
 - Fuel and plant consumables.
 - Scheduled maintenance of assets and plant
 - Insurance premiums, excepting irregular payments for specific event coverage

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- Projects / Events / Activities that have already begun prior to submitting a grant application.
- Projects / Events / Activities which do not have the relevant Local or State Government approvals (Food License, Liquor License, Planning or Building Permit).
- The core business of educational, religious or medical organisations.
- Projects that develop improve or maintain school grounds or infrastructure
- Projects that form part of a school's curriculum and participation is a requirement for students
- Development of privately-owned facilities.
- ~~Technology.~~
- Projects covered by insurance
- Payment of debt pertaining to the project, event or activity.
- Items included and/or covered by another Council grant application
- Political projects / events / activities.
- Projects / Events / Activities run solely for commercial profit.
- ~~Items included and/or covered by another grant application.~~
- Projects / Events / Activities without demonstrable community benefit.
- ~~Projects / Events / Activities run solely for fundraising purposes.~~
- ~~Projects / Events / Activities run solely for the benefit of members.~~
- ~~Projects / Events / Activities without broader community benefit.~~
- ~~Judging fees.~~
- Uniforms.

Note: Uniforms are any attire which is gifted to a wearer or held by an organisation for repeat use. Commemorative or single-event clothing which is auctioned off charity or sold for fundraising is excluded.

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

GRANT TYPE	AMOUNT
MINOR GRANT	Up to \$1,000 <u>(excluding GST)</u>
MAJOR GRANT	Up to \$5,000 <u>(excluding GST unless otherwise approved by Council resolution)</u>

NOTE:- Applicants requesting amounts over \$5,000 or seeking commitment for 1–3 years must discuss their application with Council's Community Administration Officer prior to submission.

APPLICATION ROUNDS AND ASSESSMENT

Minor Grant applications are open year-round and ~~are assessed and managed administratively by the Engaged Communities Department in consultation with the relevant Divisional Councillor.~~ A report will be presented to Council each month on the grant applications considered by the Manager. Major grants over \$1000 are managed by way of Council resolution. ~~with the Community Grants Officer, the local Community Relations Officer and local Divisional Councillor/s.~~ Applicants may submit only one Minor Grant application per project/event/activity.

Applications must be received a minimum of four weeks prior to the project/event/activity start date or they will not be considered. Applicants may submit only one Minor Grant application per project/event/activity and the maximum values of minor grants issued per financial year will not exceed \$6000 per applicant to ensure equitable availability of funds to community.

Minor grants to a maximum value of \$1000 (excluding GST) ~~are managed administratively by the Engaged Communities Department in consultation with the relevant Divisional Councillor, a report will be presented to Council each month on the grant applications considered by the Manager. Major grants over \$1000 are managed by way of Council resolution.~~

MINOR GRANTS

APPLICATIONS REMAIN OPEN YEAR-ROUND

~~Applications must be received a minimum of 4 weeks prior to the project / event / activity start date or they will not be considered~~

~~2 weeks following assessment~~

Major Grant applications are assessed in ~~four~~^{three} set rounds through the financial year (July 1 - June 30). ~~Applicants are assessed by the Community Grant Assessment Panel, which includes Council staff specialising in each category, and Divisional Councillor/s who then make recommendations to Council through ordinary meetings for final resolution.~~ Applicants may submit only one Major Grant application per grant round. Applications are assessed for eligibility by a Community Grant Assessment Panel comprising Managers and Officers from the Engaged Communities Department in consultation with Divisional Councillor/s and internal subject matter experts. Recommendations are then made to Council through ordinary meetings for final resolution.

Major Grant rounds are scheduled annually in accordance with the following timetable.

Round 1

Opens 1st Monday in June and closes 3rd Friday in July for determination at August meetings.

Round 2

Opens 1st Monday in August and closes 3rd Friday in September for determination at October meetings.

Round 3

Opens 1st Monday in October and closes 3rd Friday in February for determination at March round of meetings.

Round 4

Opens 1st Monday in March and closes 3rd Friday in April for determination at May meeting.

Council may also elect to consider out-of-round major grant applications where exceptional circumstances warrant.

MAJOR GRANT ROUNDS

~~Updated annually as per Council resolution.~~

~~In some instances, Council may choose to only part-fund minor or major projects / events / activities.~~

CO-FUNDING

Council cannot be the sole funder for every project, event or activity. Depending on the amount requested, funds from other sources may be required. These could include:

- Applicant cash contributions.
- In-kind contribution of volunteer labour
- Grants from other funding bodies.
- Sponsorship.

- Other In-kind support (excludes use/supply of Council facilities or equipment as listed in Fees and Charges).

Co-funding is required for requests over \$1,000. The table below outlines co-funding requirements.

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

Council, at its sole discretion, may elect to lower or waive the requirement for a funding co-contribution where:

- ~~a)~~ Applicants can demonstrate financial hardship which may limit their capacity to make a co-contribution, and/or
- ~~b)~~ Council believes the community benefit derived from fully funding an application warrants special consideration.

* Any waiver will be conditional on terms set out in the Funding Agreement ~~agreement~~offer. ~~This may include, but is not limited to: applicants being excluded from applying for further grants for a period of 12 months or, for applications to support facility improvements on Council-owned premises/land the requirement to formalise a leasing/tenure arrangement, and/or any other terms set by resolution of Council.~~

GRANT CATEGORIES

COMMUNITY DEVELOPMENT

This category funds projects and activities which respond to an identified local need and build more inclusive, engaged, and safer communities.

The goal of this category is to facilitate a focused range of social, cultural, recreational, health and education services and programs to build thriving and resilient communities. It aims to facilitate and encourage strategic partnerships that enable self-sustainable community associations and volunteer groups to pursue their diverse aspirations. ~~To be eligible for funding in this category, services and programs must be scheduled to take place after notification of funding outcomes.~~

Category outcomes

- ~~Promote social inclusion.~~
- ~~Enhance cultural awareness and diversity.~~
- ~~Foster partnerships and collaboration between community groups.~~
- ~~Enhance community safety.~~
- ~~Encourage community engagement, participation and volunteerism.~~
- ~~Engage with the community to encourage sustainability within the Isaac region~~

COMMUNITY EVENTS

~~This category f~~unds projects and activities that support sustainable community and regional events and celebrations that reflect cultural values, diversity and the lifestyle of our communities.

The category's goal is to facilitate events that celebrate the uniqueness and diversity of our communities including appropriate recognition of our Indigenous communities. The category's goal is to facilitate events

that celebrate the uniqueness and diversity of our communities including appropriate recognition of our Indigenous communities. It aims to grow the number of community-based and initiated events that focus on connection to locality and place. To be eligible for funding in this category, events must be scheduled to take place after notification of funding outcomes.

Category outcomes

- Supporting and building capacity of local event management talent and suppliers.
- Contribute to local economy by planning events which attract a broad range of patrons and participants.
- Demonstrate sound event management principles and planning.
- Promoting a vibrant, diverse and fun place to live and visit.
- Contribute to building strong communities: inclusive, connected, engaged, healthy and active.
- Demonstrate a commitment to the development of local creative skills and cultural pursuits.
- Increase access and engagement with cultural heritage, including Aboriginal culture.
- Demonstrate a commitment to sound environmental practices and the promotion and protection of our natural environment.
- Celebrate and contribute to our lifestyle, diversity and culture.

COMMUNITY FACILITIES

Funds projects which improve the amenities provided by groups and organisations for broader benefit of the community and through betterment contributes to the social, cultural and sporting activation of venues.

This category funds projects and activities which involve the development, maintenance or improvement of community-owned infrastructure or land that contributes to providing a safe, accessible and inclusive community facility.

The goal of this category is to provide, operate and maintain venues and community facilities to deliver, safe, efficient and cost-effective services. It aims to encourage accessibility to facilities and services across all community groups and geographic areas within the region. To be eligible for funding in this category, projects and activities must be scheduled to take place after notification of funding outcomes.

Category outcomes

- Provide well maintained and accessible community facilities which enable opportunities for social interaction.
- Promote the principles of access and equity.
- Address issues of risk management or compliance with Australian standards.
- Encourage a current maintenance schedule and ongoing development of community-owned facilities.

NOTE: The necessary local and state government permits / approvals must be obtained prior to beginning the project.

SPORT, RECREATION AND HEALTHY LIVING

This category funds projects and activities which promote community participation in sport and recreational pursuits across the Isaac Regional Council local government area.

The category's goal is to facilitate services and programs to promote liveability (including urban design), health and wellbeing and community safety across the region. It aims to improve the levels of community health and safety against regional, state and national benchmarks. It aims to improve the levels of community health and safety against regional, state and national benchmarks. To be eligible for funding in this category, services and programs must be scheduled to take place after notification of funding outcomes.

Category outcomes

- ~~Contribute to building healthy and active communities.~~
- ~~Provide physical activity initiatives or opportunities.~~
- ~~Improve the sustainability of sport and recreation clubs.~~
- ~~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.~~

~~CULTURAL DEVELOPMENT~~

~~This category funds projects which enable the practical foundations for a range of creative arts and cultural projects and activities. Applications in this category must refer to the Regional Arts Development Fund (RADF) program, and will be assessed under the RADF program guidelines www.isaac.qld.gov.au/radf~~

~~DRY LANDS AND HIGH HOPES — COMMUNITY DROUGHT SUPPORT FUNDING~~

~~This category funds events and activities that enhance community connectedness and/or help participants link with relevant support networks in the face of drought.~~

~~The goal of this category is to offer a chance for drought-affected communities to connect and share through trying times. It aims to promote mental and physical wellbeing and connect individuals and families with service providers and support networks. The Dry Lands and High Hopes grants are a joint initiative between Isaac Regional Council and the Queensland Government. Events and activities funded via this category must be delivered by 31 December 2021. As areas east of Marlborough Sarina Road are not declared drought-affected, events and activities targeting these communities are ineligible under this category.~~

Category outcomes

- Contribute to building strong communities: inclusive, connected, engaged, healthy and active.
- Fight social isolation
- Encourage mental and physical wellbeing
- Build community resilience
- Connect community members to services and support networks



INDIVIDUAL OR TEAM DEVELOPMENT GRANTS



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REGIONAL

INDIVIDUAL OR TEAM DEVELOPMENT GRANTS

PROGRAM DETAILS

Up to \$1,000 is available to support Isaac Regional Council local government area residents who are performing, competing or representing the region at national or international competitions or events in the following categories:

- Sports
- Culture
- Academia
- Community
- Environment

Applications need to be submitted prior to the representation and receipts of expenses will need to be presented to Council within 4 weeks of representation.

Applications are to be submitted by the individual, or organisation (team) with documentation to be submitted to support your application or have an accepted nomination.

Individuals must be selected by a recognised national body. Evidence of level of representation must be provided.

In some instances, Council may choose to only part-fund the project / event / activity. Please refer to the State Government website for further funding / grant opportunities -

<https://www.qld.gov.au/recreation/sports/funding>.

WHO CAN APPLY?

Individuals and teams who meet all of the following criteria:

- Have been a permanent resident of the Isaac Regional Council local government area for at least the preceding 12 months.
- Are representing the region by performing, competing or presenting at national or international competitions or events.
- In addition to the above, applications for sporting events must be:
 - Competing in official national and international championships, recognised by a National Sporting Organisation (NSO) that is endorsed by the Australian Sports Commission.
 - Selected by an official Queensland or Australian team, endorsed by the relevant National Sporting Organisation (NSO).
- For non-sporting applications, the assessment panel will confirm the status of the representation required.

WHO CANNOT APPLY?

Applications must be made by individuals or teams. Applications will not be accepted on their behalf from:

Applications cannot be made by:

- ~~Employees and Councillors of Isaac Regional Council.~~
- Government agencies or departments of Local, State or Federal Government.
- Educational, religious or medical organisations, where the application is for the organisation's core business.
- ~~Commercial~~ Businesses.

- Coaches, team managers, trainers and support crew - in addition to representative level judges, referees or umpires - are not eligible for assistance.

ELIGIBLE ITEMS

- Travel.
- Accommodation.
- Nomination / registration fees.
- Representative-level uniforms

INELIGIBLE ITEMS

- School based competitions / representation.
- Travel insurance.
- ~~Uniforms.~~

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

LEVEL OF REPRESENTATION	TEAM*	INDIVIDUAL
NATIONAL (REPRESENTING QUEENSLAND)	Up to \$500	Up to \$250
INTERNATIONAL (REPRESENTING AUSTRALIA)	Up to \$1,000	Up to \$750

**NOTE: A ~~Team~~ defined by three or more individuals from the same organisation representing the Isaac region by performing, competing or representing at national or international competitions or events.*



SCHOLASTIC BURSARIES

SCHOLASTIC BURSARIES

PROGRAM DETAILS

Scholastic bursaries enable our local school communities to identify the significant contribution of their students during and post-school and serves to recognise and support academic and sporting excellence, outstanding achievement, community spirit and cultural leadership.

All funds awarded are for the sole purpose of the scholastic bursary and applications need to be submitted prior to the award presentation or post-school education or employment taking place.

Should applicants be seeking financial assistance for ceremonies associated with the scholastic bursaries, they should refer to the minor or major grant application process.

In some instances, Council may choose to only part-fund the project / event / activity.

WHO CAN APPLY?

Schools located within the Isaac region are eligible to apply for scholastic bursaries each year to recognise outstanding students. Applicable eOrganisations or institutions in the Isaac region who offer student bursaries / scholarships for post-school education or employment are also eligible to apply for scholastic bursaries annually.

ELIGIBLE ITEMS

Bursaries may be awarded by the receiving institution for the following purposes:

- Academic excellence.
- Sports award.
- Outstanding achievement, including School Dux
- Community spirit.
- Cultural and civic leadership.
- Scholarships.

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

BURSARY	AMOUNT	DETAILS
PRIMARY SCHOOL (PREP – YEAR 6)	Up to \$250	One application per year can be submitted by each primary school in the Isaac region
HIGH SCHOOL (YEAR 7 – YEAR 12)	Up to \$1,000	Two applications per year can be submitted by each high school in the Isaac region
TERTIARY/VOCATIONAL	Up to \$ 7,500 <u>5,000</u>	One application per year can be submitted by applicable organisations in the Isaac region who offer student bursaries / scholarships for post school education or employment



EMERGENCY GRANTS

ISAAC
REGION

EMERGENCY GRANTS

PROGRAM DETAILS

Emergency grants enable local not for profit applicants to apply for funding for situations that have arisen, due to unforeseen circumstances resulting in; (including, but not limited to) failure, damage or loss of essential equipment or infrastructure. Applications for emergency grants can be submitted at any time in either of the following two categories:

1. Failure/Damage or Loss

- Failure, damage or loss of essential equipment or infrastructure due to unforeseen circumstances and deemed to be an emergency or significant health and safety implications for the organisation's and/or service users.

2. Ability to operate

- Significantly impact on the organisation's ability to continue to execute a planned project, event or activity.

Rectification works or repairs may start prior to application, but applicants should be aware that funding is competitive, and Council cannot guarantee that the application will be successful.

The necessary local and state government permits / approvals must be obtained prior to beginning the project.

In some instances, Council may choose to only part fund the project / event / activity.

WHO CANNOT APPLY?

Applications cannot be made by:

- Employees and Councillors of Isaac Regional Council.
- Government agencies or departments of local, state or federal government.
- Educational, religious or medical organisations, where the application is for the organisation's core business.
- Businesses.

INELIGIBLE ITEMS

- Projects that are covered by insurance.

AUTHORISATIONS AND APPLICATION COMPLIANCE

COMPLETING A GRANT APPLICATION

A minor grant application will comprise the following elements:

- A fully completed application submitted either on the correct Isaac Regional Council form available at www.isaac.qld.gov.au or via the online submission portal at speakup.isaac.qld.au. Use of expired application forms and requests for assistance by letter, email or phone will be referred to the above channels.
- A copy of the applicant's Certificate of Currency for Public Liability Insurance of no less than \$20 million

In addition to the above, a major grant application also requires:

- A copy of the applicant's most recently audited financial statements or a copy of their annual return to the Office of Fair Trading
- A budget which illustrates how the grant funds will be spent, including any required funding co-contribution by the applicant
- Written quotes for any individual purchases over \$1500

Applicants should ensure that official organisational contact information is provided (Club Secretary, President, Treasurer) rather than relying on the use of personal or business contact details.

Applicants must be authorised by their group/organisation to complete an application form and agree that:

- The statements made within the application are true.
- Necessary local and state government permits / approvals will be obtained prior to beginning the ~~proj~~
- The project will be covered by appropriate insurance.
- All relevant health and safety standards will be met.
- Acknowledge that Council does not accept any liability or responsibility for the project.

ASSESSMENT CRITERIA

Applications will be assessed using the following criteria:

- Demonstrated need for the project / event / activity.
- Alignment to the specific aims and priorities of the chosen category.
- Evidence the organisation is working towards or maintaining self-sufficiency.
- Benefit to the people and communities of the Isaac Regional Council local government area.
- Evidence of consultation and community partnerships and support.
- Capacity of the applicant to successfully complete the project.
- Balanced, realistic and complete project budget.
- Evidence the organisation has inclusive participation policies and practices.
- Level of funding contributed by the applicant and/or others towards the project.
- Have no debt to Council or have entered into scheduled payment arrangements with Council which are being met.
- Have met acquittal conditions for previous Council grants.

APPROVALS

If a grant application is successful, the organisation will be required to:

- Accept the conditions of the grant in accordance with Council requirements set out in the funding agreement by signing and returning the document
- Expend the approved funds in accordance with the terms of the Funding Agreement
- Provide acknowledgement of Council's financial support in accordance with the terms of the Funding Agreement
- Provide proof of successful co-funding (other grant sources) within six months
- Complete the project within 12 months of receiving Council funding
- Ensure that Acquittal requirements are met
- Should the event/project/activity be cancelled for any reason the funding will be required to be re-paid to Isaac Regional Council.

PAYMENT

Approved grant payments are paid within 10 business days of receiving the signed copy of the Funding Agreement.

Isaac Regional Councils preferred method of payment is via EFT – all applicants are required to complete the IRC Supplier Request section of the Application Form and provide a copy of banking verification, such as the top portion of a recent bank statement (with account balance blacked out) or a blank invoice showing ABN. The details provided will be checked and updated accordingly to ensure prompt payment.

All approved grant funding is GST exclusive.

If the application is being auspiced, payment will be made to the auspicing organisation.

Council fees and charges will not be covered in-kind – the applicant's budget needs to reflect the costs as cash and will be paid as such. It is the applicant's responsibility to pay Council's relevant fees and charges.

GRANT ACQUITTAL REQUIREMENTS

All grant monies must be acquitted no later than twelve weeks after project completion or prior to a subsequent major grant application, whichever is the lesser.

A form will be provided to grant recipients to assist with completing this process.

Organisations will not be considered for a further major grant if an existing major grant-funded project is incomplete, or a completed project has not been acquitted to Council's satisfaction.

Grant recipients with an outstanding major grant acquittal are still able to apply for minor grants, provided it is for an unrelated purpose.

AUTHORISATIONS

Applicants should ensure that official club contact information is provided (e.g. club Secretary, President or Treasurer—use of personal or business contact details is not recommended).

Applicants must be authorised by their group/organisation to complete an application form and agree that:

- The statements made within the application are true.
- The necessary local and state government permits / approvals will be obtained prior to beginning the project.
- The project will be covered by appropriate insurance.
- All relevant health and safety standards will be met.
- Acknowledge that Council does not accept any liability or responsibility for the project.

If your application is successful, you will:

- Accept the conditions of the grant in accordance with Council requirements.
- Provide proof of successful co-funding (other grant sources) within six months.
- Complete the project within twelve months of receiving Council funding.
- Ensure that Acquittal requirements are met within twelve weeks of project completion.

APPLICATION COMPLIANCE

Application forms for Minor, Major, Individual and Team Development, Scholastic Bursaries and Emergency Grants are available on council's website www.isaac.qld.gov.au/isaac-community-grants

- The use of expired application forms, and requests for assistance by letter, email or phone will be redirected to Council's website for completion of the above mentioned application forms.
- Quotes:
 - For items valued below \$1,500 it will be advantageous to include at least one written quote with your application.
 - For items valued over \$1,500 two written quotes are required with your application.
- Budget:
 - Must be submitted for all applications.
 - Refer to Example Budget Template within the application form for assistance.



ACKNOWLEDGEMENT, ASSESSMENT CRITERIA, ACQUITTAL, PAYMENT AND APPLICANT SUPPORT

COUNCIL ACKNOWLEDGEMENT

As a condition of funding, successful applicants are required to actively and publicly acknowledge Isaac Regional Council's financial support for their project/event/activity.

The level of acknowledgement is determined by the amount funded and outlined in the funding program agreement. A failure to appropriately acknowledge Council's support may jeopardise future grant opportunities.

APPROVED FUNDING AMOUNT	ACKNOWLEDGEMENT
UP TO \$1,000	<ul style="list-style-type: none">• IRC logo on flyer/poster/Facebook post.
BETWEEN \$1,001 TO \$2,500	<ul style="list-style-type: none">• IRC logo on flyer/poster/Facebook posts/invitation.• Where possible, naming rights for a minor activity associated with the funded project, event or activity.• 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, invitation for Councillor or Mayor to speak.• Photo opportunity made available with Council representative.• Mention of sponsorship in emcee script or voice overs.
BETWEEN \$2,501 TO \$5,000	<ul style="list-style-type: none">• IRC logo on all promotional materials such as flyer/ poster/Facebook posts/invitation.• Where logo is not suitable on Facebook, written acknowledgement as either 'sponsored by Isaac Regional Council or tag Isaac Regional Council's Facebook page in the post.• Where possible, naming rights for a medium activity associated with the funded project, event or activity• Written or verbal acknowledgement in all written media and advertising materials including media releases.• If speaking opportunities are available, invitations for Councillor or Mayor to make a short speech.• Photo opportunity made available with Council representative.• Onsite banner/s display.• <u>Mention of sponsorship in emcee script or voice overs.</u>• <u>Where the grant is for a large asset or site improvements, valued above \$2500, Council to provide the applicant with a permanent naming plate, sticker or signage acknowledging the financial support provided by Council to be affixed.</u>
AMOUNTS OVER \$5,000	<ul style="list-style-type: none">• IRC logo on all promotional materials such as flyer/ poster/Facebook posts/invitation.

- Where logo is not suitable on Facebook, written acknowledgement as either 'sponsored by Isaac Regional Council or tag Isaac Regional Council's Facebook page in the post.
- Where possible, naming rights for a major activity associated with the funded project, event or activity.
- Written or verbal acknowledgement in all written media and advertising materials including media releases.
- If speaking opportunities are available, invitations for Councillor or Mayor to make a short speech.
- Photo opportunities made available with Council representative/s.
- Arrangements made with Council for a selection of photographs to be taken with appropriate permissions.
- Onsite banner/s display.
- Mention of sponsorship in emcee script or voice overs.

ASSESSMENT CRITERIA

~~Applications will be assessed using the following criteria:~~

- ~~• Demonstrated need for the project / event / activity.~~
- ~~• Alignment to the specific aims and priorities of the chosen category.~~
- ~~• Evidence the organisation is working towards or maintaining self-sufficiency.~~
- ~~• Benefit to the people and communities of the Isaac Regional Council local government area.~~
- ~~• Evidence of consultation and community partnerships and support.~~
- ~~• Capacity of the applicant to successfully complete the project.~~
- ~~• Balanced, realistic and complete project budget.~~
- ~~• Evidence the organisation has inclusive participation policies and practices.~~
- ~~• Level of funding contributed by the applicant and/or others towards the project.~~
- ~~• Have no debt to Council or have entered into scheduled payment arrangements with Council which are being met.~~
- ~~• Have met acquittal conditions for previous Council grants.~~

~~Once the application has been assessed the applicant will be notified of the outcome upon receipt of a Notification Letter from Council. If the application has been supported the correspondence will also include a Funding Agreement which will need to be reviewed, and a signed copy returned to Council. Approved grant payments are paid within 10 business days of receiving the signed copy of the Funding Agreement.~~

ACQUITTAL

~~All grant money must be acquitted within twelve weeks of project completion. Acquittal forms will be provided with your funding agreement.~~

~~NOTE: Organisations will not be considered for further grant funding from Council if previous grant acquittal conditions have not been met.~~

PRIVACY

Your personal information is dealt with in accordance with Council's Privacy Policy.

Council will use any personal information provided for the purpose of processing your grant application and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other local government Acts. Your personal information is only accessed by persons authorised to do so.

Please note the information provided on your grant application and in any related documentation / discussions may be provided to members of the Community Grant assessment panel in order to assist Council in processing your grant application.

~~By submitting an application, you consent to Council publishing the applicant's name, project description and amount funded on our website. This information may also be used for promoting Council's Community Grant program.~~

PAYMENT

~~Isaac Regional Councils preferred method of payment is via EFT—all applicants are required to complete the IRC Supplier Request section of the Application Form and provide a copy of banking verification, such as the top portion of a recent bank statement (with account balance blacked out) or a blank invoice showing ABN. The details provided will be checked and updated accordingly to ensure prompt payment.~~

~~All approved grant funding is GST-exclusive.~~

~~If the application is being auspiced, payment will be made to the auspicing organisation.~~

~~Council fees and charges will not be covered in-kind—the applicant's budget needs to reflect the costs as cash and will be paid as such. It is the applicant's responsibility to pay Council's relevant fees and charges.~~

~~In addition, funding recipients must also ensure that Council's positive reputation is maintained at all times.~~

APPLICANT SUPPORT

For further information or help completing on-line applications, please contact Isaac Regional Council's Communities Team:

1300 ISAACS (1300 472 227)

communitygrants@isaac.qld.gov.au

Council's Community Relations Officers are also available to assist to develop your project and explore other funding opportunities.

NOTE: Office hours are 8.30am – 5.00pm, Monday – Friday (excluding public holidays).

These guidelines should be read with Isaac Regional Council's Community Grants Policy. You can view the policy at www.isaac.qld.gov.au/isaac-community-grants

ISAAC COMMUNITY GRANTS GUIDELINES

PROGRAM GUIDELINES

Current as at 25.08.2021

TABLE OF CONTENTS

GRANT TYPES	3
MINOR OR MAJOR GRANTS	4
INDIVIDUAL OR TEAM DEVELOPMENT GRANTS	4
SCHOLASTIC BURSARIES	4
SPECIAL PURPOSE GRANTS	4
MINOR OR MAJOR GRANTS	5
PROGRAM DETAILS	6
PRIORITIES	6
WHO CAN APPLY?	6
WHO CANNOT APPLY?	6
INELIGIBLE ITEMS	7
LEVEL OF FINANCIAL ASSISTANCE AVAILABLE	8
APPLICATION ROUNDS AND ASSESSMENT	8
MINOR GRANTS	8
MAJOR GRANTS	8
CO-FUNDING	9
GRANT CATEGORIES	9
INDIVIDUAL OR TEAM DEVELOPMENT GRANTS	11
PROGRAM DETAILS	12
WHO CAN APPLY?	12
WHO CANNOT APPLY?	12
ELIGIBLE ITEMS	12
INELIGIBLE ITEMS	12
LEVEL OF FINANCIAL ASSISTANCE AVAILABLE	13
SCHOLASTIC BURSARIES	14
PROGRAM DETAILS	15
WHO CAN APPLY?	15
LEVEL OF FINANCIAL ASSISTANCE AVAILABLE	15
AUTHORISATIONS AND APPLICATION COMPLIANCE	16
COMPLETING A GRANT APPLICATION	17
ASSESSMENT CRITERIA	17
APPROVALS	18
PAYMENT	18
GRANT ACQUITTAL REQUIREMENTS	18
COUNCIL ACKNOWLEDGEMENTS	19
PRIVACY	20
APPLICANT SUPPORT	20



GRANT TYPES

GRANT TYPES

Isaac Regional Council's Community Grants program 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. The program consists of the following funding categories:

MINOR OR MAJOR GRANTS

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

- Community Development.
- Community Events.
- Community Facilities.
- Sport, Recreation and Healthy Living.
- Cultural Development

INDIVIDUAL OR TEAM DEVELOPMENT GRANTS

Funding is available to support Isaac Regional Council local government area residents who are performing, competing or representing the region at national or international competitions or events across the areas of sport, culture, academia, community or environment.

SCHOLASTIC BURSARIES

Scholastic bursaries enable our local school communities to identify the significant contribution of their students during and post-school and serves to recognise and support academic and sporting excellence, outstanding achievement, community spirit and cultural leadership.

SPECIFIC PURPOSE GRANTS

Periodically Council may introduce specific purpose grants programs, funded from the Community Grants budget of other sources to address specific community needs. These grants are administered by way separately adopted guidelines which are broadly based on the principles of the Community Grants Guidelines. Examples include: Special Emergency Community Grants in response to COVID19, Moranbah 50th Anniversary Civic Events Grants and Dry Lands to High Hopes Drought Support Grants.



MINOR OR MAJOR GRANTS

MINOR OR MAJOR GRANTS

PROGRAM DETAILS

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 areas of community development; community events; community facilities, sport, and recreation and healthy living.

NOTE: Fees for Council facility use, equipment hire and other set charges cannot be waived or donated in-kind. These costs to be reflected as expenses in the applicant's budget and included in the funding amount requested. It is the applicant's responsibility to pay Council's Fees and Charges.

PRIORITIES

Applications need to be submitted prior to the project or activity taking place and need to align with one or more of the following priorities for our region:

- Supports the objectives of the Isaac Community Plan – see www.isaac.qld.gov.au/community-plan
- Activates community and promotes social cohesion
- Encourages healthy and active communities
- Builds resilience and community capacity
- Positively engages with audiences including local youth, the aged, Aboriginal and Torres Strait Islander peoples and multicultural communities.
- Enhances mental health awareness.
- Promotes access, inclusion, diversity and equity for all.
- Promotes community safety.

WHO CAN APPLY?

Council will apply the following qualifying criteria to community organisations when considering applications for assistance:

A not-for-profit entity as recognised by the Australian Taxation Office, inclusive of incorporated associations, registered charities or bodies exempt from incorporation under other legislation; and

- Holds a current public liability insurance certificate with a coverage value of not less than \$20 million; and
- Is located in the Isaac Region and operates to benefit the communities of the region; and
- Undertakes projects in the public interest which align with the objectives of the Isaac Community Plan.

If a community organisation does not meet the qualifying criteria to be eligible, an application may be auspiced and administered by a qualifying entity on its behalf. The auspicing organisation will be responsible for fulfilling all requirements of any funding agreement with Council.

WHO CANNOT APPLY?

Applications for assistance submitted, or auspiced on behalf of, the following types of organisations are not eligible for consideration:

- Not-for-profit community organisations who hold a gaming license under the Gaming Machine Act 1991 and where the application is for community facility improvements that are not for the direct benefit of the sport.
- Government agencies or departments of Local, State or Federal Government.
- Educational, religious or medical organisations, where the application is for the organisation's core business.
- Commercial Businesses.

Councillors and/or employees of Isaac Regional Council in their capacity as external office bearers of community organisations are encouraged not to make applications on behalf of an eligible entity. Such applications should be made by an authorised alternate office bearer. However, it is acknowledged that on occasion this may not be practical. In the event, there is no practical alternative but for a Councillor and/or employee to lodge an application on behalf of an organisation, clear evidence of the organisation's governance body authorising the application (e.g. management committee minutes) needs to be submitted with the application. All council personnel will ensure conflict of interest protocols are adhered to in the processing of all applications.

INELIGIBLE ITEMS

- Ongoing operational or recurrent costs including, but not limited to:
 - Wages, salaries and other forms of personal compensation including judging fees
 - Rent and leasing fees
 - Fuel and plant consumables.
 - Scheduled maintenance of assets and plant
 - Insurance premiums, excepting irregular payments for specific event coverage
- Projects / Events / Activities that have already begun prior to submitting a grant application.
- Projects / Events / Activities which do not have the relevant Local or State Government approvals (food license, liquor license, planning or building permit).
- The core business of educational, religious or medical organisations.
- Projects that develop, improve or maintain school grounds or infrastructure.
- Projects that form part of a school's curriculum and participation is a requirement for students.
- Development of privately-owned facilities.
- Projects covered by insurance
- Payment of debt pertaining to the project, event or activity.
- Items included and/or covered by another Council grant application
- Political projects / events / activities.
- Projects / Events / Activities run solely for commercial profit.
- Projects / Events / Activities without demonstrable community benefit.
- Uniforms.

NOTE: Uniforms are any attire which is gifted to a wearer or held by an organisation for repeat use. Commemorative or single-event clothing which is auctioned off charity or sold for fundraising is excluded.

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

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

Applicants requesting amounts over \$5,000 or seeking commitment for 1-3 years must discuss their application with Council's Engaged Communities department prior to submission.

APPLICATION ROUNDS AND ASSESSMENT

MINOR GRANTS

Minor Grant applications are open year-round and are managed administratively by the Engaged Communities department in consultation with the relevant Divisional Councillor.

A report will be presented to Council each month on the grant applications considered by the Manager Engaged Communities. Major grants over \$1000 are managed by way of Council resolution.

Applications MUST be received a minimum of four weeks prior to the project / event / activity start date or they will not be considered.

Applicants may submit only one Minor Grant application per project/event/activity and the maximum values of minor grants issued per financial year will not exceed \$6000 per applicant to ensure equitable availability of funds to community.

MAJOR GRANTS

Major Grant applications are assessed in four set rounds through the financial year (July 1 - June 30). Applicants may submit only one Major Grant application per grant round. Applications are assessed for eligibility by a Community Grants Assessment Panel comprising managers and officers from the Engaged Communities department in consultation with Divisional Councillor/s and internal subject matter experts. Recommendations are then made to Council through ordinary meetings for final resolution.

Major Grant rounds are scheduled annually in accordance with the following timetable.

Round 1

Opens 1st Monday in June and closes 3rd Friday in July for determination at August meetings.

Round 2

Opens 1st Monday in August and closes 3rd Friday in September for determination at October meetings.

Round 3

Opens 1st Monday in October and closes 3rd Friday in February for determination at March round of meetings.

Round 4

Opens 1st Monday in March and closes 3rd Friday in April for determination at May meeting.

Council may also elect to consider out-of-round major grant applications where exceptional circumstances warrant.

CO-FUNDING

Council cannot be the sole funder for every project, event or activity. Depending on the amount requested, funds from other sources may be required. These could include:

- Applicant cash contributions.
- In-kind contribution of volunteer labour
- Grants from other funding bodies.
- Sponsorship.
- Other In-kind support (excludes use/supply of Council facilities or equipment as listed in Fees and Charges).

Co-funding is required for requests over \$1,000. The table below outlines co-funding requirements.

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

Council, at its sole discretion, may elect to lower or waive the requirement for a funding co-contribution where:

- Applicants can demonstrate financial hardship which may limit their capacity to make a co-contribution, and/or
- Council believes the community benefit derived from fully funding an application warrants special consideration.

NOTE: Any waiver will be conditional on terms set out in the Funding Agreement.

GRANT CATEGORIES

COMMUNITY DEVELOPMENT

This category funds projects and activities which respond to an identified local need and build more inclusive, engaged, and safer communities.

The goal of this category is to facilitate a focused range of social, cultural, recreational, health and education services and programs to build thriving and resilient communities. It aims to facilitate and encourage strategic partnerships that enable self-sustainable community associations and volunteer groups to pursue their diverse aspirations.

COMMUNITY EVENTS

Funds projects and activities that support sustainable community and regional events and celebrations that reflect cultural values, diversity and the lifestyle of our communities.

The category's goal is to facilitate events that celebrate the uniqueness and diversity of our communities including appropriate recognition of our Indigenous communities. The category's goal is to facilitate events that celebrate the uniqueness and diversity of our communities including appropriate recognition of our

Indigenous communities. It aims to grow the number of community-based and initiated events that focus on connection to locality and place.

COMMUNITY FACILITIES

Funds projects which improve the amenities provided by groups and organisations for broader benefit of the community and through betterment contributes to the social, cultural and sporting activation of venues.

SPORT, RECREATION AND HEALTHY LIVING

Funds projects and activities which promote community participation in sport and recreational pursuits across the Isaac Regional Council local government area. The category's goal is to facilitate services and programs to promote liveability (including urban design), health and wellbeing and community safety across the region. It aims to improve the levels of community health and safety against regional, state and national benchmarks. It aims to improve the levels of community health and safety against regional, state and national benchmarks.

CULTURAL DEVELOPMENT

Funds projects which enable the practical foundations for a range of creative arts and cultural projects and activities.



INDIVIDUAL OR TEAM DEVELOPMENT GRANTS

INDIVIDUAL OR TEAM DEVELOPMENT GRANTS

PROGRAM DETAILS

Up to \$1,000 is available to support Isaac Regional Council area residents who are performing, competing or representing the region at national or international competitions or events in the following categories:

- Sports
- Culture
- Academia
- Community
- Environment

Applications need to be submitted prior to the representation and receipts of expenses will need to be presented to Council within 4 weeks of representation.

Applications are to be submitted by the individual, or organisation (team) with documentation to be submitted to support your application or have an accepted nomination.

Individuals must be selected by a recognised national body. Evidence of level of representation must be provided.

In some instances, Council may choose to only part-fund the project / event / activity. Please refer to the State Government website for further funding / grant opportunities - <https://www.qld.gov.au/recreation/sports/funding>.

WHO CAN APPLY?

Individuals and teams who meet all of the following criteria:

- Have been a permanent resident of the Isaac Regional Council local government area for at least the preceding 12 months.
- Are representing the region by performing, competing or presenting at national or international competitions or events.
- In addition to the above, applications for sporting events must be:
 - Competing in official national and international championships, recognised by a National Sporting Organisation (NSO) that is endorsed by the Australian Sports Commission.
 - Selected by an official Queensland or Australian team, endorsed by the relevant National Sporting Organisation (NSO).
- For non-sporting applications, the assessment panel will confirm the status of the representation required.

WHO CANNOT APPLY?

Applications must be made by individuals or teams. Applications will not be accepted on their behalf from:

- Government agencies or departments of Local, State or Federal Government.
- Educational, religious or medical organisations, where the application is for the organisation's core business.

- Commercial Businesses.
- Coaches, team managers, trainers and support crew (in addition to representative level judges, referees or umpires) are not eligible for assistance

ELIGIBLE ITEMS

- Travel.
- Accommodation.
- Nomination / registration fees.
- Representative-level uniforms

INELIGIBLE ITEMS

- School based competitions / representation.
- Travel insurance.

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

LEVEL OF REPRESENTATION	TEAM*	INDIVIDUAL
NATIONAL (REPRESENTING QUEENSLAND)	Up to \$500	Up to \$250
INTERNATIONAL (REPRESENTING AUSTRALIA)	Up to \$1,000	Up to \$750

NOTE: A team is defined by three or more individuals from the same organisation representing the Isaac region by performing, competing or representing at national or international competitions or events.



SCHOLASTIC BURSARIES

SCHOLASTIC BURSARIES

PROGRAM DETAILS

Scholastic bursaries enable our local school communities to identify the significant contribution of their students during and post-school and serves to recognise and support academic and sporting excellence, outstanding achievement, community spirit and cultural leadership.

All funds awarded are for the sole purpose of the scholastic bursary and applications need to be submitted prior to the award presentation or post-school education or employment taking place.

Should applicants be seeking financial assistance for ceremonies associated with the scholastic bursaries, they should refer to the minor or major grant application process. In some instances, Council may choose to only part-fund the project / event / activity.

WHO CAN APPLY?

Schools located within the Isaac region are eligible to apply for scholastic bursaries each year to recognise outstanding students. Organisations or institutions which offer student bursaries / scholarships for post-school education or employment are also eligible to apply for scholastic bursaries annually.

ELIGIBLE ITEMS

Bursaries may be awarded by the receiving institution for the following purposes:

- Academic excellence.
- Sports award.
- Outstanding achievement, including School Dux
- Community spirit.
- Cultural and civic leadership.
- Scholarships.

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

BURSARY	AMOUNT	DETAILS
PRIMARY SCHOOL (PREP – YEAR 6)	Up to \$250	One application per year can be submitted by each primary school in the Isaac region
HIGH SCHOOL (YEAR 7 – YEAR 12)	Up to \$1,000	Two applications per year can be submitted by each high school in the Isaac region
TERTIARY/VOCATIONAL	Up to \$7,500	One application per year can be submitted by applicable organisations in the Isaac region who offer student bursaries / scholarships for post school education or employment



AUTHORISATIONS AND APPLICATION COMPLIANCE

COMPLETING A GRANT APPLICATION

A minor grant application will comprise the following elements:

- A fully completed application submitted either on the correct Isaac Regional Council form available at www.isaac.qld.gov.au or via the online submission portal at speakup.isaac.qld.au. Use of expired forms and requests for assistance by letter, email or phone will be referred to the above channels.
- A copy of the applicant's Certificate of Currency for Public Liability Insurance of no less than \$20 million

In addition to the above, a major grant application also requires:

- A copy of the applicant's most recently audited financial statements or a copy of their annual return to the Office of Fair Trading
- A budget which illustrates how the grant funds will be spent, including any required funding co-contribution by the applicant
- Written quotes for any individual purchases over \$1500

Applicants should ensure that official organisational contact information is provided (Club Secretary, President, Treasurer) rather than relying on the use of personal or business contact details.

Applicants must be authorised by their group/organisation to complete an application form and agree that:

- The statements made within the application are true.
- Necessary local and state government permits / approvals will be obtained prior beginning the project.
- The project will be covered by appropriate insurance.
- All relevant health and safety standards will be met.
- Acknowledge that Council does not accept any liability or responsibility for the project.

ASSESSMENT CRITERIA

Applications will be assessed using the following criteria:

- Demonstrated need for the project / event / activity.
- Alignment to the specific aims and priorities of the chosen category.
- Evidence the organisation is working towards or maintaining self-sufficiency.
- Benefit to the people and communities of the Isaac Regional Council local government area.
- Evidence of consultation and community partnerships and support.
- Capacity of the applicant to successfully complete the project.
- Balanced, realistic and complete project budget.
- Evidence the organisation has inclusive participation policies and practices.
- Level of funding contributed by the applicant and/or others towards the project.
- Have no debt to Council or have entered into scheduled payment arrangements with Council which are being met.
- Have met acquittal conditions for previous Council grants.

APPROVALS

If a grant application is successful, the organisation will be required to:

- Accept the conditions of the grant in accordance with Council requirements set out in the funding agreement by signing and returning the document
- Expend the approved funds in accordance with the terms of the Funding Agreement
- Provide acknowledgement of Council's financial support in accordance with the terms of the Funding Agreement
- Provide proof of successful co-funding (other grant sources) within six months
- Complete the project within 12 months of receiving Council funding
- Ensure that Acquittal requirements are met
- Should the event/project/activity be cancelled for any reason the funding will be required to be re-paid to Isaac Regional Council.

PAYMENT

Approved grant payments are paid within 10 business days of receiving the signed copy of the Funding Agreement.

Isaac Regional Council's preferred method of payment is via EFT – all applicants are required to complete the IRC Supplier Request section of the Application Form and provide a copy of banking verification, such as the top portion of a recent bank statement (with account balance blacked out) or a blank invoice showing ABN. The details provided will be checked and updated accordingly to ensure prompt payment.

All approved grant funding is GST exclusive.

If the application is being auspiced, payment will be made to the auspicings organisation.

Council fees and charges will not be covered in-kind – the applicant's budget needs to reflect the costs as cash and will be paid as such. It is the applicant's responsibility to pay Council's relevant fees and charges.

GRANT ACQUITTAL REQUIREMENTS

All grant monies must be acquitted no later than twelve weeks after project completion or prior to a subsequent major grant application, whichever is the lesser.

A form will be provided to grant recipients to assist with completing this process.

Organisations will not be considered for a further major grant if an existing major grant-funded project is incomplete, or a completed project has not been acquitted to Council's satisfaction.

Grant recipients with an outstanding major grant acquittal are still able to apply for minor grants, provided it is for an unrelated purpose.

COUNCIL ACKNOWLEDGEMENT

As a condition of funding, successful applicants are required to actively and publicly acknowledge Isaac Regional Council's financial support for their project/event/activity.

The level of acknowledgement is determined by the amount funded and outlined in the Funding Agreement. A failure to appropriately acknowledge Council's support may jeopardise future grant opportunities.

FUNDING AMOUNT	ACKNOWLEDGEMENT
UP TO \$1,000	<ul style="list-style-type: none">• IRC logo on flyer/poster/Facebook post.
BETWEEN \$1,001 TO \$2,500	<ul style="list-style-type: none">• IRC logo on flyer/poster/Facebook posts/invitation.• Where possible, naming rights for a minor activity associated with the funded project, event or activity.• 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, invitation for Councillor or Mayor to speak.• Photo opportunity made available with Council representative.• Mention of sponsorship in emcee script or voice overs.
BETWEEN \$2,501 TO \$5,000	<ul style="list-style-type: none">• IRC logo on all promotional materials such as flyer/poster/Facebook posts/invitation.• Where logo is not suitable on Facebook, written acknowledgement as either 'sponsored by Isaac Regional Council or tag Isaac Regional Council's Facebook page in the post.• Where possible, naming rights for a medium activity associated with the funded project, event or activity• Written or verbal acknowledgement in all written media and advertising materials including media releases.• If speaking opportunities are available, invitations for Councillor or Mayor to make a short speech.• Photo opportunity made available with Council representative.• Onsite banner/s display.• Mention of sponsorship in emcee script or voice overs.• Where the grant is for a large asset or site improvements, valued above \$2500, Council to provide the applicant with a permanent naming plate, sticker or signage acknowledging the financial support provided by Council to be affixed.

AMOUNTS OVER \$5,000

- IRC logo on all promotional materials such as flyer/poster/Facebook posts/invitation.
- Where logo is not suitable on Facebook, written acknowledgement as either 'sponsored by Isaac Regional Council' or tag Isaac Regional Council's Facebook page in the post.
- Where possible, naming rights for a major activity associated with the funded project, event or activity.
- Written or verbal acknowledgement in all written media and advertising materials including media releases.
- If speaking opportunities are available, invitations for Councillor or Mayor to make a short speech.
- Photo opportunities made available with Council representative/s.
- Arrangements made with Council for a selection of photographs to be taken with appropriate permissions.
- Onsite banner/s display.
- Mention of sponsorship in emcee script or voice overs.

PRIVACY

Your personal information is dealt with in accordance with Council's Privacy Policy.

Council will use any personal information provided for the purpose of processing your grant application and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other local government Acts. Your personal information is only accessed by persons authorised to do so.

Please note the information provided on your grant application and in any related documentation / discussions may be provided to members of the Community Grant assessment panel in order to assist Council in processing your grant application.

APPLICANT SUPPORT

For further information or help completing on-line applications, please contact Isaac Regional Council's Communities Team:

1300 ISAACS (1300 472 227)

communitygrants@isaac.qld.gov.au

Council's Community Relations Officers are also available to assist to develop your project and explore other funding opportunities.

Office hours are 8.30am – 5.00pm, Monday – Friday (excluding public holidays).

These guidelines should be read with Isaac Regional Council's Community Grants Policy. You can view the policy at www.isaac.qld.gov.au/isaac-community-grants

MEETING DETAILS

Planning Environment and Community Services
Standing Committee
Tuesday 10 August 2021

AUTHOR

Luke Clark

AUTHOR POSITION

Acting Manager Liveability and Sustainability

5.26

2021-2023 REEF GUARDIAN COUNCILS ACTION PLAN

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the draft Isaac Regional Council 2021-2023 Reef Guardian Councils Action Plan.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Approve the Isaac Regional Council 2021-2023 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.**

BACKGROUND

The Reef Guardian Council program showcases environmentally sustainable practices undertaken by councils in the Great Barrier Reef catchment. The program recognises the effective management and protection of the Reef requires a coordinated effort from industries, communities and all levels of government.

There are 18 councils between Bundaberg and Cooktown in the Reef Guardian Councils program undertaking a range of projects. This covers a 300,000 square kilometre area and a population of almost over one million people. Isaac Regional Council encompasses almost 14 per cent of the total Great Barrier Reef catchment area.

On 3 July 2020, Council executed a Memorandum of Understanding (MOU) with the Great Barrier Reef Marine Park Authority (GBRMPA), agreeing to a four-year commitment to the Reef Guardian Councils program.

As part of the MOU, council must adopt an action plan which addresses the following key threats to the Great Barrier Reef:

- Climate change
- Coastal development (including head water catchments)
- Land-based run-off
- Direct use
- Heritage values

Council will need to report to GRBMPA biennially on its action plan.

In development of the action plan, the Liveability and Sustainability department has consulted across Council's directorates to understand current and committed activities which align to the reef threats recognised to the program.

IMPLICATIONS

It is not envisaged that any additional cost or policy implications will be incurred by undertaking the activities listed in the draft action plan. Most of the actions listed are already budgeted and costed in Council's 2021-2022 Annual Operating Plan and departmental business plans. With the activities scheduled for 2022-2023 being put into 2022-2023 draft Annual Operating Plan and draft departmental business plans.

The action plan generates a positive contribution to council's future policy work in the areas of environment, biodiversity and climate change.

CONSULTATION

Infrastructure East and West, and Parks and Recreation, Engineering and Infrastructure.

Infrastructure Planning and Technical Services Department, Engineering and Infrastructure

Corporate Properties Department, Engineering and Infrastructure

Planning and Projects Department, Water and Waste

Operations and Maintenance Department, Water and Waste

Business Services Department, Water and Waste

Waste Services Department, Water and Waste

Community Education and Compliance, Planning, Environment and Community Services

Economy and Prosperity, Planning, Environment and Community Services

BASIS FOR RECOMMENDATION

Adoption of an action plan fulfils Council's commitment to the Reef Guardian Councils program.

ACTION ACCOUNTABILITY

Liveability and Sustainability Department to prepare correspondence for Chief Executive Officer approval, notifying GBRMPA of Council's decision.

KEY MESSAGES

Reef Guardians deliver projects to minimise threats to the Reef and educate others about what they can do to support a healthy and resilient Reef.

Reef Guardian Councils are taking a wide range of regulated, voluntary and innovative actions to address key Reef threats and help protect the Reef.

Reef Guardians are a community of schools, councils and fishers working together with partner organisations and community members across Queensland.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

The Reef remains one of the best-managed marine ecosystems in the world and science is central to our management.

The Isaac Region encompasses nearly 14 per cent of the entire Great Barrier Reef catchment area.

Report prepared by:

LUKE CLARK

Acting Manager Liveability and Sustainability

Date: 28 July 2021

Report authorised by:

DAN WAGNER

**Director Planning, Environment and
Community Services**

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 – Draft 2021-2023 Reef Guardian Council Action Plan
- Attachment 2 – RGAP Matrix of Council-Wide Actions 2021-2023
- Attachment 3 – IRC Reef Guardian Action Plan Highlights Report 2020-2021

REFERENCE DOCUMENT

- MOU – Reef Guardian Councils Program – ECM #4842669

REEF GUARDIAN COUNCIL ACTION PLAN

Reef Guardian Council program

The Reef Guardian Council program (RGC program) is a collaborative stewardship arrangement between local government in the Great Barrier Reef catchment and the Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

The RGC program was first launched in 2007 and in 2020 has grown to include 18 member councils covering an area of 300 000 square kilometres and a population of more than one million people.

Whether Reef Guardian Councils and their communities are large or small, they are making continuous improvements to help the Reef.

Action plans

This Action Plan records the diversity of council actions and projects that contribute to Reef health. It aligns with Queensland and Australian Government objectives to improve the long-term outlook for the Reef.

Actions are scalable reflecting each council's financial and technical capacities. To be a member, councils with a population of less than 50,000 residents must commit to at least one action for each item (climate change, coastal development, land-based run-off, direct use, heritage values), while councils with greater than 50,000 residents must commit to at least three actions per item. Examples of actions are provided in Table 1 of the Reef Guardian Council program Terms of Reference, however, the program empowers councils to drive change and deliver innovative solutions to help the Reef by identifying other actions beyond those provided.

Endorsement

The council recognises the importance of the Reef Guardian partnership and values the contributions made by staff and the community 'working together today for a healthier Reef tomorrow'.

Period of Action Plan: July 2021 – June 2023

Endorsed: /..... /.....

Council signatory



Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Electronics recycling	Provision and promotion of 'Mobile Muster' collection points at Council Community Hubs.	Council budget	Mobile Muster	Liveability & Sustainability	On-going
Social Sustainability Policy	Council endorsed the Isaac Regional Council Social Sustainability Policy in December 2020.	Council Budget		Liveability & Sustainability	Completed
Social Sustainability Action Plan	Social Sustainability Action Plan is currently under development.	Council Budget		Liveability & Sustainability	On-going
Community Resilience and Corporate Sustainability Policy and Action Plan Drafted		Council Budget	Liveability & Sustainability	Director of Planning Environment and Community Services	On-going
QCoast2100 CHAS	Phases 1-5 complete, currently undertaking phases 6-8 for completion in September.	External Funding	LGAQ	Liveability & Sustainability	On-going
Become a member of Queensland Climate Resilient Councils program	Council resolved to join the Queensland Climate Resilient Councils Program.	Council Budget	Local Government Association of Queensland. Department of Environment and Science.	Directorate of Planning, Environment and Community Services.	Completed
Collaborate with the Whitsunday Climate Change Innovation Hub.	Identify potential projects to collaborate with the Whitsunday Climate Change Innovation Hub.	Council Budget	Whitsunday Regional Council and Mackay Regional Council	Director of Planning Environment and Community Services	Under investigation
LG Sherlock Carbon Calculation Plan	Pending the finalization of a resourcing strategy	Council Budget	LGAQ	Water & Waste	On-going

Future projects wish list

Project Name	Description	Financial / Resource Requirements
Fleet efficiency and emissions review	Consideration of emissions and efficiency improvements for Council fleet policy framework	Budget impacts to be evaluated
Implementation of CHAS outcomes	Implementation of recommendations and actions outlined in <i>Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy</i>	Budget and policy impacts to be evaluated upon completion of the strategy
Implementation of Climate Change Policy	Commencement of activities outlined in forthcoming climate change policy and action plan.	Budget and policy impacts to be evaluated upon completion of the framework

Coastal development

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Hoods Lagoon water monitoring.	Building a water testing regime to understand and help mitigate the urban pressures on Hoods Lagoon.	Council Budget	Mackay Regional Council-Laboratory Services	Liveability & Sustainability	On-going
Isaac Regional Council Planning Scheme 2021	Endorsement of the Isaac Regional Council Planning Scheme	Council Budget		Liveability & Sustainability	Completed
Illegal dumping management and intervention plan (Pilot) 2020-2022	Provides a framework to set goals and actions that address illegal dumping motivators to deal with the root causes rather than the results of illegal dumping.	Council Budget	Parks and Recreation and Waste services.	Community Education and Compliance	On-going
Roadside vegetation management Strategy	Development of a roadside vegetation management framework	Council budget		Infrastructure Planning & Technical Services	In development
Feral pig control program	Continuation of aerial shooting and 1080 baiting of feral pig management programs throughout Isaac	Council Budget and External Funding	Whitsunday Regional Council and	Environment & Biodiversity	On-going

Carmila Beach Project	Sarina Landcare Catchment Management Association Inc. are undertaking 15 days of targeted weed control and revegetation (100 plants) within the Carmila Beach reserve.	Communities Environment Program Funding.	Sarina Landcare Catchment Management Association Inc., Communities Environment Program-Department of Agriculture, Water and the Environment.	Environment & Biodiversity	Commenced
Water usage monitoring	Implementation of MiWater Program to educate on residential water use.	Council budget		Business Services, Water and Waste	On-going
LG Sherlock Carbon Calculation Plan	Pending the finalization of a resourcing strategy	Council Budget	LGAQ	Water & Waste	On-going

Future projects wish list

Project Name		Description	Financial / Resource Requirements
Climate change policy		Undertake actions relating to coastal development and impacts on biodiversity value as outlined in Council's forthcoming climate change policy and action plan	Budget and policy impacts to be evaluated upon completion of the framework
Local Biodiversity Plan		Development of a local biodiversity plan to improve localized understanding of biodiversity values and threats	Project requires in-house project management and/or financial commitment to obtain relevant consultant expertise in delivery.

Land-based run-off

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Recycled water use	Use of recycled water on council parklands and recreation facilities	Council budget		Infrastructure, Parks & Recreation Operations & Maintenance - Water Services Liveability & Sustainability	Commenced
Hoods Lagoon water monitoring.	Building a water testing regime to understand and help mitigate the urban pressures on Hoods Lagoon.	Council Budget	Mackay Regional Council-Laboratory Services	Liveability & Sustainability	On-going
Internal Biosecurity education campaign	Educating all council staff the environmental and economic impacts of pests and weeds on the region and its communities, and their obligations under the <i>Biosecurity Act 2014</i> .	Council Budget		Liveability & Sustainability	Completed
Internal Erosion and Sediment control education campaign	Educating all council staff the impacts of poor erosion and sediment control on the regions liveability and sustainability, and their obligations under the <i>Environmental Protection Act 1994</i> .	Council Budget		Liveability & Sustainability	Material is currently being developed for rollout.
Development compliance	Establishment of Council's development compliance framework to monitor and address matters of pollution, sediment and nutrient runoff.	Council budget		Community Education & Compliance Liveability & Sustainability Bowen and Galilee Basin Operations	In development

Gravel pit management plans	Development of unique site-based management plans for gravel pits to manage environmental impacts	Council budget		Engineering & Infrastructure directorate	5 developed last year, 12 being developed this year
Theresa Creek Reservoir Dredging	Increasing storage capacity by removing silt from the dam. This allow for more sediment to be captured whilst it is in transit to the GBRL.	Council Budget External Funding	Department of State Development, Infrastructure, Local Government and Planning.	Water and Waste	On-going
Membership of Mackay-Whitsunday-Isaac Healthy Rivers to Reef Partnership	Council is an active member of the Mackay-Whitsunday-Isaac Healthy Rivers to Reef Partnership.	Council Budget and IRC In-Kind.	Mackay Whitsunday Isaac Healthy Rivers to Reef	Liveability & Sustainability	On-going
Environmental Clearances and Environmental Management Plans for major infrastructure projects.	Having qualified staff from the Environment & Biodiversity team perform site clearances before works are undertaken.	Council Budget	Liveability & Sustainability	Engineering & Infrastructure	On-going
Council Gravel Pit Management	Site based management plans developed for 3 gravel pits, previous year was 12. Site rehabilitation on 2 other sites.	Council Budget		Engineering & Infrastructure	On-going
Illegal dumping management and intervention plan (Pilot) 2020-2022	Provides a framework to set goals and actions that address illegal dumping motivators to deal with the root causes rather than the results of illegal dumping.	Council Budget	Parks and Recreation and Waste services.	Community Education and Compliance	On-going

Future projects wish list

Project Name		Description	Financial / Resource Requirements
Development compliance	Development of audit schedules for civil works activities to monitor pollution risks		Resource implications need to be evaluated prior to pursuing

Direct use

Project Name	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
Isaac Regional Council Planning Scheme 2021	Endorsement of the Isaac Regional Council Planning Scheme	Council Budget		Liveability & Sustainability	Completed
St Lawrence Wetlands Hymenachne asset protection.	Targeted asset-based protection program aiming to eradicate Olive Hymenachne from the St Lawrence Wetlands to fish nurseries and animal habitat is protected.	Council Budget		Liveability & Sustainability	On-going
Wetland information signage	Development of educational signage of tailor wetland information to be installed at St Lawrence Wetlands, Hoods Lagoon Clermont and Lake Elphinstone.	Council Budget & investigating external funding sources.		Liveability & Sustainability	Not started

Future projects wish list

Project Name	Description	Financial / Resource Requirements
Invasive species management	Investigate additional opportunities for invasive species management in coastal environments	Resource impacts need to be evaluated prior to committing to new programs.
Wildlife monitoring	Investigate additional opportunities for wildlife monitoring in Isaac's coastal environment	Resource impacts need to be evaluated prior to committing to new programs.

Reef heritage and social values

Action	Description	Financial/Resource Commitment	Partnerships	Responsible department/position	Project Status
2021 St Lawrence Wetlands Weekend	Council hosted the 2021 St Lawrence Wetlands Weekend from the 11 to the 13 th of June. The event incorporates relevant environmental and community groups as well as businesses from the wider region.	Council Budget and External Funding	Minister for Seniors and Disabilities Services Aboriginal and Torres Strait Islander Partnerships, Tourism and Events Queensland (QDEP Round 6) and YOIT Festivals and Event Fund.	Economy and Prosperity	Completed
2022 St Lawrence Wetlands Weekend	Delivery of the 2022 St Lawrence Wetlands Weekend	Council Budget and External Funding		Economy and Prosperity	Project manager engagement commenced
Reconciliation Action Plan	Development of a Council-wide reconciliation action plan to build and foster relationships with Traditional Owner groups.	Council budget		Planning, Environment & Community Services directorate	Commenced
QCoast2100 CHAS	Phases 1-5 complete, currently undertaking phases 6-8 for completion in September.	External Funding	LGAQ	Liveability & Sustainability	On-going
Social Sustainability Policy	Council endorsed the Isaac Regional Council Social Sustainability Policy in December 2020.	Council Budget		Liveability & Sustainability	Completed

Future projects wish list

Project Name	Description	Financial / Resource Requirements

2021-2022 ISAAC REGIONAL COUNCIL REEF GUARDIAN ACTION PLAN

MATRIX OF COUNCIL-LED ACTIVITIES MANAGING PRIORITY REEF RISKS

Risk Priority Areas	Planning Environment and Community Services	Engineering and Infrastructure	Water and Waste	Corporate Governance and Financial Services	Reef Guardian Council TOR model actions/projects
Climate Change	<ul style="list-style-type: none"> Electronics recycling Social Sustainability Policy Social Sustainability Action Plan Community Resilience and Corporate Sustainability Policy and Action Plan drafted QCoast2100 CHAS Become a member of Queensland Climate Resilient Councils Program Collaborate with the Whitsunday Climate Change Innovation Hub. 		<ul style="list-style-type: none"> LG Sherlock Carbon Calculation Plan 		<ul style="list-style-type: none"> Adopt a climate change policy and / or emissions reduction target Corporate emissions profile / reporting Increased renewable energy generation Buildings / facilities emissions reduction Fleet emissions reduction Landfill management emissions reduction Emissions offsets Climate Change adaptation / resilience planning Circular economy initiatives – innovative waste diversion and re-use Climate change mitigations and / or adaptation initiatives for wider community
Coastal Development	<ul style="list-style-type: none"> Hoods Lagoon water monitoring Isaac Regional Council Planning Scheme 2021 Illegal dumping management and intervention plan (Pilot) 2020-2022 Feral pig control program Sarina Landcare Catchment Management Association Carmilla Beach Project 	<ul style="list-style-type: none"> Illegal dumping management and intervention plan (Pilot) 2020-2022 Roadside vegetation management strategy. 	<ul style="list-style-type: none"> Illegal dumping management and intervention plan (Pilot) 2020-2022 Water usage monitoring LG Sherlock Carbon Calculation Plan 		<ul style="list-style-type: none"> Positive net environmental benefit development (e.g., vegetation offsets) No further loss of habitat connectivity Remove artificial barriers to water flow Manage acid sulphate soils Monitor water quality in urban waterways Mitigation measures for artificial light and noise pollution Offer water / energy saving incentives Install cycle / walkways to promote active transport options Waste and recycling initiatives /education program. Adopt single-use plastic free policy for all council events and venues

Land-based run-off	<ul style="list-style-type: none"> • Hoods Lagoon water monitoring. • Internal Biosecurity education campaign • Internal Erosion and Sediment control education campaign • Development compliance • Membership of Mackay-Whitsunday-Isaac Healthy Rivers to Reef Partnership • Environmental Clearances and Environmental Management Plans for major infrastructure projects. • Illegal dumping management and intervention plan (Pilot) 2020-2022 • Illegal dumping management and intervention plan (Pilot) 2020-2022. 	<ul style="list-style-type: none"> • Recycled Water Use • Development Compliance • Environmental Clearances and Environmental Management Plans for major infrastructure projects. • Gravel pit management plans. • Site based management plans developed for 3 gravel pits, previous year was 12. Site rehabilitation on 2 other sites. • Illegal dumping management and intervention plan (Pilot) 2020-2022. 	<ul style="list-style-type: none"> • Recycled Water Use • Theresa Creek Reservoir Dredging 		<ul style="list-style-type: none"> • Minimise the impact of discharge from council infrastructure • Reduce land-based contribution to marine debris • Council regulatory services investigate water pollution incidents • Development approvals, Operational Works Permit do not authorise increased sediment runoff, nutrient, and pesticide runoff. • Council capital and operational work programs do not increase sediment runoff, nutrient and pesticide runoff • Monitor developments for compliance • Council's road network is continuously improved to reduce sediment and nutrient runoff, and litter over time • Public education programs for water conservation and catchment awareness • Support community marine debris clean-ups and source reduction workshops • Water Sensitive Urban Design
Direct use	<ul style="list-style-type: none"> • Isaac Regional Council Planning Scheme 2021 • St Lawrence Wetlands Hymenachne asset protection • Wetland information signage 				<ul style="list-style-type: none"> • Identify, protect, and promote important fish habitats • Support / develop programs to promote sustainable recreational fishing activities in schools and the broader community • Develop a Recreational Fishing Strategy • Promote responsible boating and fishing practices • Support the development of a voluntary code of conduct for recreational fishers • Support fish surveys and community monitoring • Support community and industry partnerships working to improve Reef health • Support fish restocking programs • Investigate opportunities to establish land-based fishing platforms • Ensure new recreational fishing infrastructure is appropriately planned and prioritised

Reef Heritage and Social Values	<ul style="list-style-type: none"> • 2021 St Lawrence Wetlands Weekend • 2022 St Lawrence Wetlands Weekend • Reconciliation Action Plan • QCoast2100 CHAS • Social Sustainability Policy 				<ul style="list-style-type: none"> • Identify, protect and manage: <ul style="list-style-type: none"> – Cultural heritage sites – Contemporary cultural heritage connections – Social and cultural (place) values – Aesthetic values that contribute to community pride in, and connection to, the Reef • Install interpretative materials to celebrate and share cultural heritage information • Integrate Traditional Owner knowledge and input into development assessment involving seas country (guidance can be found in the Authority's Traditional Owner Heritage Assessment Guideline) • Integrate historic heritage considerations into development assessment involving Reef heritage values (guidance can be found in the Authority's Historic Heritage Assessment guidelines and Social Value Assessment Guidelines) • Support / develop programs to promote Traditional Owner heritage • Support Traditional Owner projects to improve Reef health and / or manage cultural Reef values • Support Traditional Owners social and economic outcomes through programs and partnerships • Undertake or support cultural heritage awareness / education / celebration programs – art, public appreciation, research in relation to the natural, social, economic, and cultural systems • Valuing and maintaining historic and cultural information about the Reef
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HIGHLIGHTS
REPORT
2021

The Reef Guardians program is the Great Barrier Reef Marine Park Authority's most widely recognised stewardship and education program. Its purpose is to build a sense of collective stewardship within Reef communities through activities that foster care for the Reef.



The Reef Guardian Council program is a collaborative stewardship arrangement between local governments in the Great Barrier Reef catchment and the Authority, which recognises that local and regional approaches are central to protecting and managing the Reef and the communities it supports.

The Reef Guardian Council program was first launched in 2007 and in 2020 has grown to include 19 member councils covering an area of 300 000 square kilometres and a population of more than one million people.

Through their statutory responsibilities and their voluntary activities local government delivers many actions that support the outcomes of the Reef 2050 Long Term Sustainability Plan — helping manage the threats to the Great Barrier Reef and supporting the community in understanding and appreciating the Reef's values.

Cover Image: Photographer J. Jones, Copyright Commonwealth of Australia (GBRMPA)

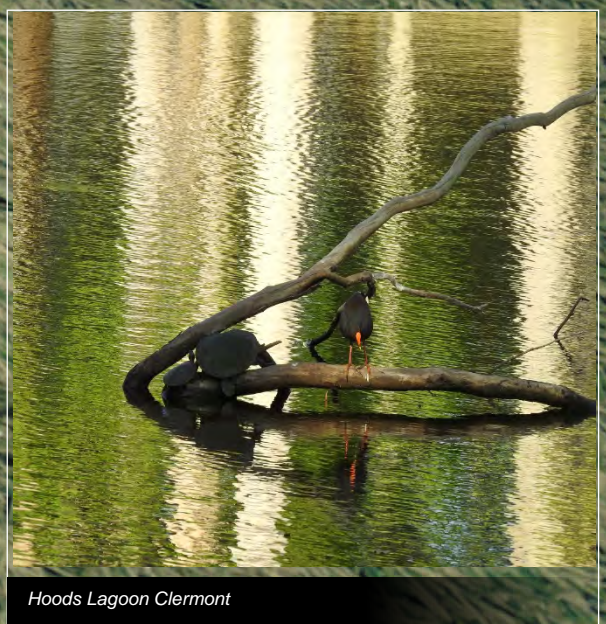
Page 2: Photographer J. Jones, Copyright Commonwealth of Australia (GBRMPA)

Each year, the Reef Guardian Councils undertake activities to reduce land-based impacts on the Great Barrier Reef through collaboration, education and targeted action.

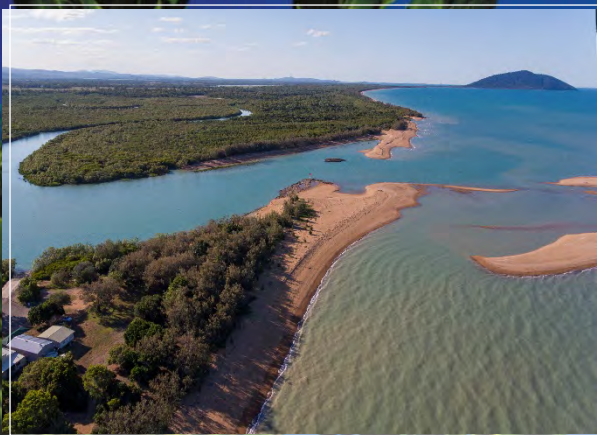
This report has been collated to celebrate the 2021 achievements of the Isaac Regional Council

Testing the Waters

Council is now on its way to establishing a consistent baseline for the environmental and cultural asset that is Hood's Lagoon in Clermont. Traditionally the lagoon has been tested ad hoc after significant events and has provided little insight into its overall condition. Three rounds have now been undertaken with Council keen to determine any changes before and after the wet season. Overtime this will allow Council to remediate any adverse conditions before they deteriorate. This program is earmarked to expand to increase testing and include other natural water bodies in the Isaac Region with the addition of a multipurpose wet lab to assist in Clermont for the storage of samples and equipment



Hoods Lagoon Clermont



Carmila Beach

Climate Adaption is Community Resilience

Isaac Regional Council is workshoping its climate adaption risks as part of a broader Community Resilience Strategy, recognising that climate change does not stand alone in challenging the future of Isaac communities. The recognised risks are interrelated and Council is taking a holistic approach to securing our communities by incorporating social and environmental risks in their thinking. Environmental and Social Sustainability policies are being developed in tandem with the resilience strategy to ensure these important positions reflect and support each other. To help achieve this, Council has joined the Queensland Climate Resilience Council's program to leverage further resources to its Climate adaption portfolio.

Got that Winning Feeling

Isaac Regional Council was awarded the overall winner of 2020 Queensland Award for Planning Excellence by the Planning Institute of Australia after taking out the Hard Won Award. The Isaac Regional Planning Scheme and Coastal Planning Provisions was judged to be a great piece of work that involved a natural hazard planning policy review, community consultation and detailed investigation to develop a new planning scheme that embodied a development assessment framework that provides for sustainable outcomes on the Isaac Coast.



Isaac Regional Council celebrates their win. David Corkill, Manus Basson, Donna Skinner, Conrad Taylor, Councillor Jane Pickels, Dan Wagner, Jeff Stewart-Harris, Councillor Viv Coleman, Gary Stevenson PSM.

Clearing the way

Council's road maintenance and upgrade program coupled with the construction of large infrastructure projects means a lot of roads are seeing more attention than ever. It is now becoming standard practice for Council's Environment and Biodiversity team to conduct pre-construction environmental assessments on sites that are seeing a significant change in regime. Roads are assessed for weed presence, fauna harbourage/nesting and erosion and sediment risks before construction begins. Recommendations are then part of the construction planning process to ensure land condition and habitat are maintained and waterways are sufficiently protected from the risks of construction.



Some of the 3,200km of road in the Isaac Region

Heading up the greener path

Improvement to the footpath and cycling network in Dysart and Clermont has given the communities greater opportunity to embrace alternative travels methods and encourage a healthier, greener lifestyle. The upgrade to existing paths, new links and access inclusions for prams and wheelchairs means an easier transit around town encouraging their use. The construction incorporated recycled plastic fibres in place of traditional steel mesh reducing the imbedded CO2 in materials.



Path in Dysart that uses recycled plastic.

MEETING DETAILS

Planning, Environment and Community Services
Standing Committee
Tuesday 10 August 2021

AUTHOR

Dan Wagner

AUTHOR POSITION

Director Planning, Environment and Community Services

5.27

POLICY UPDATE - ENVIRONMENT POLICY

EXECUTIVE SUMMARY

This report outlines the proposed repeal of the existing Environmental Policy, to be replaced with a new whole-of-Council policy that outlines Council's commitment to protection, preservation and enhancement of natural assets and environments for future generations, and commitment to the avoidance, minimisation and management of environmental impacts as part of Council's operations and activities.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Repeal the Environmental Policy (ADM-POL-002)***
2. ***Adopt the Environment Policy (CORP-POL-002)***

BACKGROUND

The current Environmental Policy was previously updated in April 2018 primarily to support implementation of the Water and Waste Integrated Management System (IMS). In order to present a wholistic perspective across Council's business units, and ensure continued achievement of quality system, environmental and legislative standards, a review of the existing policy has been undertaken by the Planning, Environment and Community Services directorate.

The updated Environment Policy provides a whole-of-council position on management of environmental and natural resource impacts, in accordance with legislative standards and requirements. The policy presented with this report is operational in nature, focussing on achievement of legislative and quality system standards and coordination of Council business practices relating to environmental and natural resource management.

Future development of Council's Corporate Sustainability and Regional Resilience Framework will provide an avenue for exploration of broader regional policy matters in regard to hazard and climate resilience, energy use and future investment support, recognising Council's position to take a balanced, considered view on such matters with consideration of social sustainability impacts on regional communities.

IMPLICATIONS

The adoption of the updated policy ensures ongoing compliance with Council's IMS requirements.

The broadened approach taken with this policy establishes a platform for all directorates to engage in conversation and actions to achieve baseline environmental standards and requirements.

CONSULTATION

Executive Leadership Team
Governance and Corporate Services
Integrated Management System Coordinator
Environment and Biodiversity Team

BASIS FOR RECOMMENDATION

The policy has been updated to align with current systems, practices and relevant International Quality Management standards, with a whole-of-council focus and remit.

ACTION ACCOUNTABILITY

This policy applies to all Council employees and contractors/consultants to the workplace and its operations.
Manager Governance and Corporate Services to update the Policy Register, IRIS and external website.
Manager Liveability and Sustainability to develop an action plan for implementation of the policy.

KEY MESSAGES

Council is committed to development and implementation of standards and initiatives that meet its international quality management obligations and legislative requirements.

Council is developing a Corporate Sustainability and Regional Resilience Framework to take a wholistic view on the future challenges facing the Isaac region, and how Council can position the community to adapt and thrive in the face of these challenges.

Report prepared by:

DAN WAGNER
**Director Planning Environment and Community
Services**

Date: 28 July 2021

Report authorised by:

JEFF STEWART-HARRIS
Chief Executive Officer

Date: 28 July 2021

ATTACHMENTS

- Attachment 1 - Environment Policy CORP-POL-002
- Attachment 2 - Environmental Policy ADM-POL-002

REFERENCE DOCUMENT

- Environmental Policy (ADM-POL-002)

ENVIRONMENT

APPROVALS

POLICY NUMBER	CORP-POL-002	DOC.ID	Insert
CATEGORY	Administrative		
POLICY OWNER	Liveability & Sustainability		
APPROVAL DATE	Insert	RESOLUTION NUMBER	Insert

DRAFT

OBJECTIVE

To outline Council's commitment to the protection, preservation and enhancement of our natural assets and environments for future generations, and commitment to the avoidance, minimisation and management of environmental impacts as part of Council's operations and activities.

SCOPE

- The policy applies to Council representatives, employees, contractors, visitors and volunteers.
- The policy applies across all Council lands, facilities and infrastructure assets.

DEFINITIONS

TERM / ACRONYM	MEANING
Council	Isaac Regional Council.
Standard	ISO 14001:2015 Environmental Quality Management Systems.
Ecologically sustainable development	Using, conserving and enhancing the community's resources so that ecological processes, on which life depends, are maintained, and the total quality of life, now and in the future, can be increased.
Biodiversity	Biodiversity is the variety of all life forms on earth - the different plants, animals and micro-organisms and the ecosystems of which they are a part of.
Biosecurity	Efforts and actions to prevent, respond to and recover from pests and diseases that threaten the environmental and socioeconomic values of the community.
Ecosystem	A community of living organisms (plants, animals and microbes) within a defined area.
Scenic amenity	A measure of the relative contribution of each place in the landscape to the collective appreciation of open space as viewed from places that are important to the community.
Recycling	The action or process of converting waste into reusable material.
Closed water cycle	The closed cycle of freshwater replenishment involving the evaporation of surface waters from waterways and bodies, condensation of water vapour into clouds, and precipitation of water in the form of rain, hail or snow in catchment areas.

POLICY STATEMENT

Council is committed to the incorporation, adoption and implementation of environmentally sustainable policies and practices into its strategic and corporate planning, as well as its operational, regulatory and capital delivery activities.

Council aspires to deliver fit-for-purpose and regionally relevant policies, programs and initiatives that seek to avoid, minimise and mitigate Council's natural environment impacts in the context of broader regional and national conversations around balanced and responsible approaches to current and future energy mix, carbon emissions reduction and economic sustainability.

Key policy principles:

- The Isaac Region's natural assets, biodiversity values and ecological services are identified, protected, managed and enhanced to improve their resilience to the impacts of Council's activities, development and climate variability
- Council's actions and activities prioritise the sustainable management of ecosystems and natural resources, ensuring their cultural, social, economic and environmental services and values are protected
- Council recognises and values areas of ecological significance and natural scenic amenity for their enhancements to both the environmental sustainability and liveability of the Isaac Region
- Council supports development and implementation of sustainable waste management, recycling and circular economy initiatives and practices
- Council's management of water resources as a finite natural asset are done so striving for a closed water cycle system
- The health, quality and values of coastal, surface, ground waters and wetlands are protected
- Council prioritises the health and wellbeing of communities and natural environments through effective management of air quality, odour, noise and biosecurity risks
- Council supports broader investigation into matters of regional sustainability and resilience to ensure the Isaac Region is positioned strongly to face future challenges and harness future opportunities in the best interests of its local communities and economies
- Council promotes environmentally sustainable practices in Isaac Region communities
- Council proactively engages on a local, regional, state and Commonwealth level on matters of environmental and resource management importance

Council actions to deliver on policy principles

- Development of an action plan to guide implementation, communication and education on the policy to internal and external stakeholders
- Provision of adequate resources to deliver on the policy principles and implementation actions

- As a minimum benchmark, achievement of compliance with relevant state and federal legislation, policies and standards, and adoption of a regular review and monitoring program to ensure ongoing compliance
- Investment in education and training for Council work units to improve understanding and compliance with legislative requirements, policies and standards
- Fostering of positive working relationships with key stakeholders and groups responsible for leading action on environmental and resource management sustainability
- Facilitation of education opportunities with the community, businesses and regional stakeholders to improve adoption of environmentally sustainable practices
- Adoption of detailed reporting and documentation practices to prevent, manage and monitor environmental incidents and environmental hazard avoidance
- Consideration of environmental impacts and implications in Council decision making

Roles, responsibilities and accountabilities related to delivery of the policy

STAKEHOLDER	ROLE/RESPONSIBILITY/ACCOUNTABILITY
COUNCILLORS	<ul style="list-style-type: none"> • Support executive and organisational implementation of policy • Lead external advocacy on environmental sustainability matters • Incorporate environmental considerations in strategic decision making
ELT	<ul style="list-style-type: none"> • Champion cultural change within each directorate to understand and adopt best practice environmental management measures • Incorporate environmental considerations in strategic decision making • Ownership of directorate reporting standards and processes tailored to individual departments and business units
MLT	<ul style="list-style-type: none"> • Take ownership of policy implementation and monitoring activities within departments • Incorporate environmental considerations in operational decision making

STAKEHOLDER	ROLE/RESPONSIBILITY/ACCOUNTABILITY
	<ul style="list-style-type: none"> • Show leadership and support innovation in achieving best practice implementation
COUNCIL OFFICERS	<ul style="list-style-type: none"> • Take responsibility for implementation of the policy and monitoring activities within individual work units and teams • Engage in departmental and operational leadership discussions on improvements to environmental performance • Continued implementation of strategies, procedures and guidelines to achieve legislative and quality compliance standards
PLANNING ENVIRONMENT & COMMUNITY SERVICES DIRECTORATE	<ul style="list-style-type: none"> • Support implementation of the policy across Council • Guidance and subject-matter expertise on development of action plans and strategies to drive whole-of-council implementation of the policy • Provide advice to internal and external stakeholders on the policy principles and best practice initiatives for implementation • Assist in development of whole-of-Council reporting and monitoring frameworks for policy compliance

LEGISLATIONS AND RELATED GUIDELINES

- *Biosecurity Act 2014 (Qld.)*
- *Biosecurity Act 2015 (Cwth.)*
- *Coastal Protection and Management Act 1995 (Qld.)*
- *Environmental Protection Act 1994 (Qld.)*
- *Environmental Protection Biodiversity Conservation Act 1999 (Cwth.)*
- *Forestry Act 1959 (Qld.)*
- *Local Government Act 2009 (Qld.)*
- *Planning Act 2016 (Qld.)*
- *Economic Development Act 2012 (Qld.)*

- *Nature Conservation Act 1992 (Cwth.)*
- *Vegetation Management Act 1999 (Qld.)*
- *Water Supply (Safety and Reliability) Act 2008 (Qld.)*
- *Waste Reduction and Recycling Act 2011 (Qld.)*
- National Strategy for Ecologically Sustainable Development (1992)
- Mackay, Isaac and Whitsunday Regional Plan 2021-2031
- State Planning Policy July 2017

REFERENCES

ID	NAME
NA	Isaac Regional Council's Community Strategic Plan
NA	Isaac Regional Council's Corporate Plan
CORP-POL-018	Environmental Policy Statement

ENVIRONMENTAL POLICY

APPROVALS

POLICY NUMBER	ADM-POL-002	DOC.ID	3567345
CATEGORY	Administrative		
POLICY OWNER	Manager Environmental Services		
APPROVAL DATE	24/04/2018	RESOLUTION NUMBER	5351

OBJECTIVE

The objective of this Policy is to outline Council's commitment to environmental management, ensuring identification of information to meet environmental system requirements and references to relevant Australian Standards and ISO 14001 – Environmental Management.

SCOPE

This policy applies to all Council employees and contractors/consultants to the workplace and its operations.

Council is committed to delivering best practice environmental management in the workplace. This will be achieved by identifying the environmental aspects and impacts of our business activities and developing appropriate plans, procedures, and documentation to manage these in an Integrated Management System.

DEFINITIONS

TERM / ACRONYM	MEANING
Council	Isaac Regional Council
IMS	Integrated Management System
STANDARD/ISO	ISO 14001:2016 International Organisation for Standardisation

POLICY STATEMENT

Council has developed an IMS framework to ensure that necessary infrastructure, training, procedures, strategies and reporting systems are established to achieve the desired outcomes of procedural consistency and continuous improvement.

Prior to taking any action within the IMS framework, Council requires that employees conduct a risk assessment in accordance with Council's risk management approach, "Think ISAAC" to manage risks and, where reasonably practicable, seeks to control hazards by elimination or minimisation of risk.

The aim of the IMS is to promote Council's ideal of a strong, healthy, and diverse environment in the Isaac region. Council will seek to incorporate the principles of sustainable development into its IMS framework to ensure a consistent approach to business, management and decision making processes. Council will strive to maintain regional environmental values while supporting the growth of an economically robust and resilient region.

The IMS framework is key to ensuring that Council leaders, staff, contractors and supervisors meet environmental management obligations under relevant legislation.

Council aims to deliver high quality outcomes through the implementation of this policy:

To this end, Council will:

- Promote environmentally friendly project design and initiatives;

-
- Engage with the community and employees to improve knowledge;
 - Comply with relevant state and federal legislation, policy and standards;
 - Continually improve Council's work methods and practices to improve energy efficiency and minimise environmental impacts;
 - Regularly review and monitor Council's internal practices for compliance with policies and applicable Environmental Management Plans;
 - Provide relevant training and instruction to all employees, suppliers, and contractors so that they are aware of their obligations within applicable legislation;
 - Promote the purchase of environmentally friendly goods and services that satisfy value for money criteria, foster the development of products of low environmental impact, and provide an example to business, industry and the community;
 - Facilitate educational opportunities within the community, businesses, and regional stakeholders to further environmental knowledge;
 - Ensure adequate resources to comply with this Policy;
 - Develop procedures which are robust, feasible and consistent to ensure that Council can measure improvements to business facilities and ensure that practices are effective;
 - Continually monitor and improve the environmental system to align with legislation, policy and business requirements;
 - Consult and engage with workers in making decisions about environmental matters; and
 - Ensure that this Policy is communicated within the organisation, is published and available to the community and reviewed at least annually for continued suitability, compliance and relevance.

LEGISLATIONS AND RELATED GUIDELINES

- *Environmental Protection Act 1994*
- *Environmental Protection Biodiversity Conservation Act 1999 (Commonwealth)*
- *Forestry Act 1959*
- *Nature Conservation Act 1992*
- *Vegetation Management Act 1999*
- *Water Supply (Safety and Reliability) Act 2008*
- *Waste Reduction and Recycling Act 2011*
- ISO14001:2004

REFERENCES

TYPE	DOCUMENT ID/NAME
POLICY STATEMENT	Environmental Policy Statement
IMS FRAMEWORK	Integrated Management System Framework

MEETING DETAILS

Planning, Environment and Community Services

Standing Committee

Tuesday 17 August 2021

AUTHOR

Shane Brandenburg

AUTHOR POSITION

Manager Economy and Prosperity

5.28

TOURISM SIGNAGE PROGRAM DEVELOPMENT

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an update on the Tourism Signage Program development project and present the audit and program that identifies the signs proposed for renewal.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receive and note the initial draft Tourism Signage Program update and audit.***
- 2. Endorse the Priority Tourism Signs proposed for renewal in the Signage audit be completed under the Local Roads and Community Infrastructure fund to the value of \$77,000.***
- 3. Pending the review of the Strategic Recovery Plan in October 2021 and reconciliation of the Strategic Recovery budget, endorse implementation of the remaining program up to the value of \$100,000 as per detailed in the Recovery Plan.***
- 4. Continue to receive updates on the delivery of the tourism signage project.***

BACKGROUND

A Tourism Signage Audit and program for renewal or upgrades have been endorsed through the following Council strategic documents being;

- The Tourism Strategy action items;
 - 1.3.1 Prioritise the replacement of visitor interpretive signage across the region to promote Isaac's story and its visitor experience narratives
 - 2.1.1 Conduct a signage audit and develop a prioritised signage action plan to improve gateway entry signage, wayfinding and visitor information and interpretive signage
- The COVID-19 Strategic Recovery Plan strategy item TR5 - Tourism attraction within region item 7 - Implement major tourism signage strategic review within region.

Further to this budget was identified through;

- Local Roads and Community Infrastructure (LCIF) (Phase 2) program for \$77,000 for Tourism Signage (resolution number 7126)
- And COVID-19 Strategic Recovery Plan budget reference – “The Strategic review should consider a business plan for a modest level of support from the reserve to help get ahead of the signage backlog”

with further to that and as per Council meeting 24 February 2021 (Report 9.6 and resolution 7103) recommendation 5. *Approves funding in the amount of \$100,000 from the COVID Recovery Reserve for Stage 1 Tourism Signage Project to enact a tangible recovery project*

A project brief to deliver structure to the program was completed to consider the branding and template needs and delivery elements of the program, internal engagement with Council's Brand Media and Communications team also identified there is relevant graphic design skill sets in house to complete the design, this being a significant cost and consistency enabler.

The signage audit initial sweep of the region has been conducted and a drafted Tourism Signage Renewal Program developed and attached for reference. It is to be noted the audit has captured the major tourism related sites and signs but there will likely be some additional signs and locations that may not have been initially identified and captured and these will be added to the listing ongoing.

The audit and signage listing have proposed a priority program of signs to be renewed and these were based on internal knowledge of the volume of the site visitation, condition of the infrastructure and Councils reputational impacts from the high visibility of deteriorated signage.

For noting the Economy and Prosperity (E&P) department is not the asset custodian of the tourism signs but the project manager for the renewal (with content knowledge and consideration of the consumers position), E&P will in consultation and collaboration with the Strategic Asset Manager and each of the sites Asset custodian will review the custodianship and renewal relationship/responsibility to ensure the signs and register remains current.

In order to expend the \$77,000 of LCIF funds by 31 December 2021, it is critical to commence procurement of works of the identified priority items as soon as possible. The Economy and Prosperity team will continue to engage and consult with individual custodians of sites and signs in the development of the renewals and in the prioritisation of the signs ongoing.

The initial audit and proposed renewal program are presented for Councils information and should Council seek amendment and prioritisation of particular signs it should be noted and advised.

Council's Brand Media and Communications team will remain the design content expert and have development and/or approval role over all signs to ensure Councils branding is considered and maintained at all times.

Councils Strategic Asset Manager is to be consulted ongoing as to the identification and renewal of the assets with consideration to the Councils Asset Management Plan. There should also be further consideration between all custodians to incorporate the tourism signage program into a holistic Council signage renewal and or Asset Management Plan.

Upgrade Tourism Signage proposals

The program and audit also identified an initial list of sites that have been noted as high visitation and or lacking in interpretative signage or signs that provide locality specific and regional informative signs that will improve gateway entry signage, wayfinding, visitor information and interpretative signage. The program listing for these signs includes consideration of Whole of life costs.

The majority of these signs currently are visitor information signs that promote the locality and broader regions experiences as per the example Lake Elphinstone sign and these type of signs replicate previous signs/designs in other areas and are the most common of the tourism signs in place. These signs are a cost-

effective method that given each of the sites visitation achieves significant reach and longevity in providing visitor information.

Further the audit has noted limited to no provision of visitor interpretative information on some of the region's major destination attractions and experiences as in Clairview Dugong sanctuary, Peak Ranges experiences, Blue Mountain lookout and these are proposed as part of the program.

New Gateway tourism signage

The signage audit program has also noted the new town gateway signs in Dysart and Middlemount and through the previous regional signage program audit that was previously conducted it workshopped with Council and proposed those signs would be replicated in each town pending budget provision. The estimated costs are approx. \$25 or \$50k per sign dependant if there were single or double sided.

These proposed signs are listed in the audit but are not proposed for renewal currently under the proposed tourism signage funding budget and recommendation is this should be subject to endorsement of funding through the Capital PAG bids or other funding sources for their implementation.

Further noting that there is existing boundary and or town entry signs/billboards in Nebo, Clermont and Moranbah that are listed for renewal in the signage program but this renewal will not occur, without collaborative review through BMC and E&I etc as to their appropriate replacement or renewal and wherein the opportunity may exist to replace those signs with the new gateway version that will be informed through Council as well and subject to budget considerations.

Project concepts to be developed

The audit also noted two major project concepts that should be developed further to deliver place making and provide visitors interpretative information on some of the region's most significant heritage elements in;

- Cultural heritage and history/stories of the regions first peoples and traditional owners
- Heritage and information on the development of the newer resource industry purpose-built townships as in Glenden, Dysart, Middlemount and Moranbah

It is proposed the E&P team will develop the two project concepts further and bring them back to Council to seek endorsement of the development and delivery of signage that complement those two elements.

IMPLICATIONS

It is proposed the Tourism Signage Program is to be delivered through the budget and funding sources identified in the report with initially the Local Roads and Community Infrastructure funding to the value of \$77,000. Thereafter following reconciliation and review of the Strategic Recovery Plan and associated Recovery budget, intention will be to confirm the implementation of up to \$100,000 as per the Recovery plan line item TR5 – line item 7.

The Tourism Signage Audit will improve Councils reputational outlook with the condition of existing signs being negatively viewed by community and visitors alike.

There will be a high initial impact to Council resourcing internally with Economy and Prosperity, Brand, Media and Communications and asset custodians engaged in delivery of the program.

CONSULTATION

Director Planning, Environment and Community Services

Manager Economy and Prosperity
Manager Brand, Media and Communications
Manager Engaged Communities
Manager Community Facilities
Coordinator Parks and Recreation
Strategic Asset Manager

BASIS FOR RECOMMENDATION

The project was identified as per the Tourism Strategy and Strategic Recovery Plan and the proposal is in line with initial identified budget.

Renewed tourism signage will support the visitor experience and continue to raise the regions profile as a tourism destination.

ACTION ACCOUNTABILITY

The Economy and Prosperity team to continue to lead the project in consultation and collaboration with Brand Media and Communications, and the individual site asset custodians and the Strategic Asset Manager.

KEY MESSAGES

Councils development of its Tourism product will bring return economic and social benefit to its communities as well as lift Councils reputation in this space.

Report prepared by: SHANE BRANDENBURG Manager Economy and Prosperity Date: 27 July 2021	Report authorised by: DAN WAGNER Director Planning, Environment and Community Services` Date: 27 July 2021
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ATTACHMENTS

- Attachment 1 -Tourism Signage Program Project Brief
- Attachment 2 – Tourism Signage Drafted Renewal Program
- Attachment 3 – Tourism Signage Image Reference Document

REFERENCE DOCUMENT

- COVID-19 Strategic Recovery Plan
- Tourism Strategy 2019 - 2024

TOURISM SIGNAGE PROGRAM PROJECT BRIEF

Current as at 21.06.2021

Presented by Manager Economy & Prosperity

PROJECT BRIEF

PROJECT BRIEF TITLE	Tourism Signage Program
PROJECT CUSTODIAN	Manager Economy & Prosperity
DATE PROJECT COMMENCEMENT	June 2021
DATE PROJECT COMPLETION	Ongoing multiple years
PROJECT LEADER	Manager Economy & Prosperity
PROJECT TEAM MEMBERS	Economy & Prosperity (3 members – Manager, Coordinator, Tourism officer), Brand Media & Communications (2 – manager and graphic design); Other departments consulted as required i.e Parks & Gardens, E&I (roading infrastructure), C&CCE, L&S & Director PECS

TIP “Don’t just look in your own department or division, who else should be consulted”

1. PROJECT INTRODUCTION & DEFINITION

The Economy & Prosperity (E&P) through have endorsed tourism signage projects to be conducted through;

- Tourism strategy 1.3.1 - Prioritise the replacement of visitor interpretive signage across the region to promote Isaac’s story and its visitor experience narratives,
- Tourism strategy - 2.1.1 Conduct a signage audit and develop a prioritised signage action plan to improve gateway entry signage, wayfinding and visitor information and interpretive signage.
- Strategic Recovery Plan TR5 - Implement major tourism signage strategic review within region

Council has endorsed funding of \$77,000, through the Local Roads and community Infrastructure fund as well as identified funds through the Strategic Recovery plan to further enable delivery of the project.

Being Strategic recovery plan budget reference – “The Strategic review should consider a business plan for a modest level of support from the reserve to help get ahead of the signage backlog” and further as per Council meeting 24 February 2021 (Report 9.6 and resolution 7103) recommendation 5. *Approves funding in the amount of \$100,000 from the COVID Recovery Reserve for Stage 1 Tourism Signage Project to enact a tangible recovery project*

Below and following is the scope of works and intended delivery method.

SCOPE:	<ul style="list-style-type: none">• To conduct an audit of tourism signage across the region to create a renewal and upgrade program, including delivery and implementation of identified signage
Project Objectives:	<ul style="list-style-type: none">• To create a renewal and upgrade program of tourism signage• To create a consistency in messaging and presentation through template and process of development for differing signage requirements• To guide visitors and consumer across the region and enhance the visitor experience• Raise the Isaac regions tourism brand profile through presentation and experience

Project Outcomes:	<ul style="list-style-type: none"> • Conducted audit • Developed renewal and upgrade tourism signage plan • Priority signage implantation listing • Enhanced Isaac region tourism brand
DEPENDENCIES AND ASSOCIATED INITIATIVES:	<ul style="list-style-type: none"> • Budget and resourcing • Tourism Strategy • Councils strategic recovery plan • Recreation & Open Space Strategy • Long Term Financial forecast • Strategic Asset Management Plan • ISA3728 - Nic did this Isaac regions signage template design
CONSTRAINTS:	
Financial	<ul style="list-style-type: none"> • Budget for the project has been enhanced through the LCIF funding and the recovery budget
Resources	<ul style="list-style-type: none"> • The E&P team will lead the project delivery with internal engagement to assist delivery, with particular support by the Brand Media Communications team in graphic design
Technical	<ul style="list-style-type: none"> • Internal departments will be consulted for relevant needs
Time	<ul style="list-style-type: none"> • June 2021 – ongoing (initial LCIF funds expended by 31 Dec 2021)
Other:	<ul style="list-style-type: none"> • Management of internal external stakeholders expectations • Community engagement on historical signage replacement/renewal • Image and content copyright on existing and or proposed
STAKEHOLDERS	
Internal	<ul style="list-style-type: none"> • Elected officials (Mayor & Divisional Councillors) • Office of the CEO • Director PECS • Economy & Prosperity • Other internal departments, Brand, Media & Communications, E&I (P&G), Engaged Communities,
External	<ul style="list-style-type: none"> • Contractors and consultants as required for print and installation etc • Mackay Isaac tourism

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"> • LCIF funds not expended by Dec 31st 21 	Additional resourcing support from E&I for the audit delivery, resourcing support from BMC & ability to engage external support on delivery of graphic and installation if required

2. MEDIUM	<ul style="list-style-type: none"> Community discontent with the content 	Speak up and or other consultation and engagement on historical signs and ascertain key stakeholders in any new design.
3. MEDIUM	<ul style="list-style-type: none"> Budget overruns 	Effective audit and quotation of signage
4. MEDIUM	<ul style="list-style-type: none"> Time delay in delivery 	Only the LCIF funds has time limitations, existing E&P resources dedicated to project, planned staged elements and timeframes
5. MEDIUM	<ul style="list-style-type: none"> Content incorrect 	Effective research into content and messaging

3. PROJECT ACTIVITIES

Delivery 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	Project brief developed	E&P	June 21	Complete
2	Signage audit template designed Location, size, condition, sign type, estimated cost, priority	E&P	June 21	Complete
3	Template designs for differing signs <ul style="list-style-type: none"> Interpretative (site specific information) Wayfinding/directional Locality Site specific/Location Boundary Signage (E&I) 	BMC/E&P	June 21	August 21
4	Conduct Audit all localities; <i>Moranbah</i> <i>Dysart/Middlemount</i> <i>Clermont</i> <i>Nebo/Glenden</i> <i>Isaac Coast</i>	E&P	July 21	August 21
5	Presentation to Council of audit and proposed renewal program	E&P	August 21	August 21
6	External Quotation supply and install	E&P	June 21	October 21
7	Internal design including content and imagery development	E&P / BMC	August 21	October 21
8	Installation of program	E&P – contractor	September 21	December 21
9	PAG bid submission for the ongoing signage program	E&P	Nov 21	Feb 22

10	Ongoing program installation – related to budget allocations	E&P	2022 and ongoing
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Definitions and Templates

“Nic did this” was engaged by council to conduct a template design for a number of signage types, refer to the ISA3728 Isaac Region Signage template document for more information.

The template designs in that document are listed below but did not capture Tourism related signage and therein that is the scope of works for this program, the following are not part of the audit and renewal program;

- Road Signage, (Regional entry, town entry, locality entry, traditional owners recognition plate) and Community signage (infrastructure – public facilities, building identification, public park/space with information sign, compliance advisory)

The following is the scope of the tourism related signs within the audit and renewal program;

Directional/wayfinding signage	This will be signage to direct a consumer/visitor to a relevant tourism asset and should be in line with DTMR arrow signage
Interpretive signage	This is informative story telling signage that informs the visitor of relevant site information ie. Historical details
Site infrastructure informative signage	This sign will be a welcome sign that will define onsite infrastructure and permissible activities at relevant tourism/visitation assets (not including public parks or showgrounds etc) i.e Council camp grounds etc
Regional Tourism informative/path of travel signage	This sign will be in relevant localities to inform consumers/visitors of tourism related activities at not only the nearby site but across the broader region
Social media/Insta photo frame	The project will consider an opportunity to develop a social media or insta frame for picturesque localities
Boundary signage	There is a number of large billboards on the entry to some towns and these will be captured and identified for renewal
Billboards	Council has a several billboard assets that it owns, has lease on or free rental that will be captured in the program

Signage Design template approach

As per identified in the “Nic Did this” Signage guide and their signage approach, the project team with work with Councils BMC team to follow the same style guide and approach;

- *At present the current Isaac Region signage is inconsistent and in need of an update. Our challenge was to design signage that is effortless to produce by local suppliers and sign makers, easily replicated using Council’s internal resources and aligns with the updated region branding. In the case of road signage it also needs to conform with the Department of Transport and Main Roads rules and regulations.*

Our approach is keep it simple.

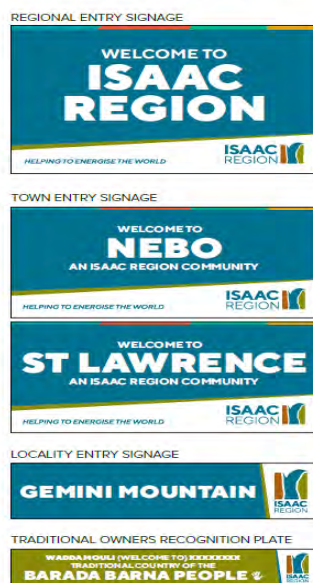
The colours used have been limited to the teal and army green of the primary colour palette to ensure consistency and link visually with the Isaac Regional Council branding.

'Helping to Energise the World' is present in the majority of all signage. It's also been used as a prominent tagline in the Regional and Town Entry signage as this has become a unique identifier to the area.

The colourful pattern band has been used sparingly but brings colour into the signage. Additionally it links to the external community collateral that is already in market throughout newsletters, social media and announcements.

The below is examples of the Nic did this, template designs and the tourism related additional signs will be developed with this style guide in mind as per further below some examples have been done in recent times.

ROAD SIGNAGE



COMMUNITY SIGNAGE



Below is some examples and approach to be taken for the type of tourism related signs to be developed and implemented;

Directional/wayfinding;

These will generally be a simple brown or blue arrow shaped sign directing the visitor to a primary asset

Interpretive;

Many of Councils tourist sites/walks/localities have a number of varying informative signs that give the visitor context or information on the history/story of a site or event. These have been developed over a number of years and have differing sizes, style, fonts, logos and images and the project team with BMC will consider the best ability to transition to the current style guide as in consistent bordering, colour, font, branding etc.

There will be a number of complications with existing signs having content and imagery that need to have copyright contingencies or have historical, community or individual sentiment in their initial development to consider in the renewal and whilst the team will implement some consistency through updating to Councils current logo/style guide these signs may need to be dealt with on a case by case basis.

The project team propose that where an existing sign has imagery and content requiring renewal the imagery and content will be replicated with a bordering template incorporating Councils current style guide and branding.

Wherein the content needs to be largely changed, it would be proposed conduct consultation with relevant stakeholders as well as providing an open Speak up platform page to enable feedback from general community.



Site infrastructure informative signage;

These signs will be site specific, for tourism related assets as in campgrounds informing the visitor of the onsite infrastructure and permissible activities and will be in **two** forms as below being either entry statements or onsite in place with greater detail on the asset itself



LAKE ELPHINSTONE

A NATIONALLY IMPORTANT WETLAND

Physical Features and Wildlife Nursery
Lake Elphinstone is a naturally occurring body of water approximately 3.5 kilometres long and approximately 1 kilometre wide from the centre. The lake is the largest natural freshwater body in Central Queensland and provides drought refuge and breeding sites for a range of fauna. Anna Creek is the main stream source for the lake and is confined by the Cattergool Ridge. The confluence from Lake Elphinstone passes through a gorge in the range as Anna Creek and joins the lake. Due to Lake Elphinstone being uniformly shallow, its waters have a relatively high level of plant nutrients containing a range of food plants for waterbirds. The lake is known to be a breeding area for the black swan and one of Queensland's most distinctive birds, the brolga.

Indigenous History
It is likely Lake Elphinstone was a significant natural resource for local Aboriginal people being one of the only almost permanent bodies of water in the region. This provided a consistent source of food and water for their original inhabitants. Early European maps of the region indicate Lake Elphinstone was a meeting point for the Jangala, Bama and Wiri peoples. It may also have been a common meeting place of the three clans of the Birri Gubba Language Nation. Rock art paintings are known to exist at Burton Downs and near Lake Elphinstone.

European Settlement
George Elphinstone Dalrymple named Lake Elphinstone on his journey through the region to the Burdekin in September 1858. This lake has been an important district for the following European settlement which saw the establishment of one of the earliest sheep runs and a township. The lake would have been an important point for watering stock during the late 1850s and early 1900s.

Today
With the development of the resource industry across the Isaac region, the lake has become a popular destination for recreational campers, water sport enthusiasts and for catching and clear day fish. Visitors can enjoy the relaxed and serene atmosphere of the lake and can indulge in activities such as birdwatching, boating, water-skiing, jet-skiing, fishing, canoeing, kayaking, sailing, bushwalking and camping.

FACILITIES & AMENITIES

Please be courteous of other campers. Please reduce noise by 10pm. Cattle down only. No owners are required to wash and clean up after their animals. Please adhere to the provided Fire policy.

BE AWARE

- No Diving (shallow water) - No Pets
- Careless campers are required to wash and clean up after their animals. Please adhere to the provided Fire policy.
- Possible water available adjacent to IGAs, Gleneden 24hrs

MEDICAL INFORMATION

Blue Green Algae may be present

Nearest 24hr Medical Centre: Hospital (07) 49414800

EMERGENCY 000
POLICE, FIRE, AMBULANCE

FOR MORE INFORMATION CALL:
1300 ISAACS (1300 472 227)

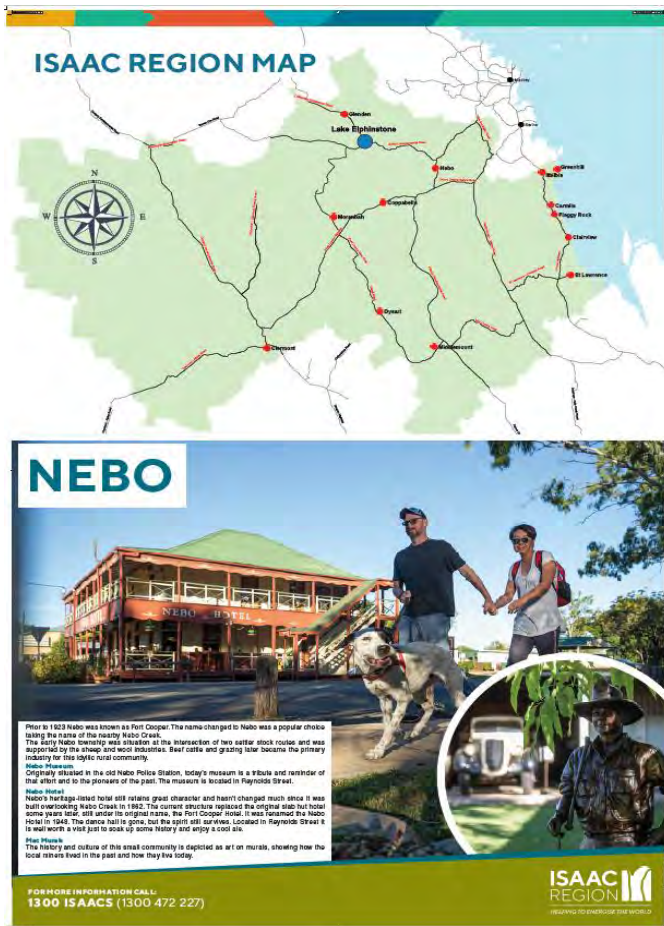
ISAAC REGION
HELPING TO ENRICH THE WORLD



Regional Tourism informative/path of travel signage;

These signs as below are currently (Lake Elphinstone) in two parts and will depending on the site specific infrastructure in place maybe condensed into one sign i.e 2400mm x 1800mm.

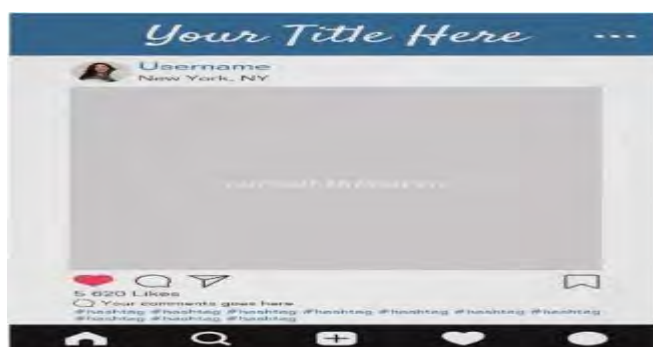
This type of sign is sometimes interrelated with the Site specific infrastructure informative signage but gives details to the visitor of nearby related tourism activities as well as the broader region and to cover all paths of travel the visitor may be undertaking.





Social media/Insta photo frame

This part of the project will be a secondary consideration through the audit to capture localities wherein an picturesque “insta” photo maybe a suitable promotional tool for the region. Delivering the other replacement of existing or installation of Regional Tourism informative/path of travel signage will be prioritised initially, the frames would be somewhat in line with the below;



Boundary signage

There is several large billboard size town/entry and boundary signs in place and due for renewal and the asset condition will be captured in the audit and engagement with BMC/E&I around replacement requirements/template & design.



Tourism Billboards

Council has a number of billboards it owns on DTMR land and or under lease at external property locations, there is also opportunity through to access signage at Moranbah airport and other localities billboards at no cost as well.

These signs template design will be reviewed for consistency and also branding with the Mackay Isaac tourism Isaac region sub logo brand (see below) to promote the destination marketing role of the RTO to consumers.



Reference no. link to PDF image file	Township	Site Dept asset owner	Site Locality	Description	Sign type	Co-ordinates (GDA94)	Sign Type	Dimensions	Comment /Renewal required	Condition	Priority	Est Renewal Cost -(not replacement)	Priority Programmed renewal 2021/22	Medium Priority renewal
Nebo														
NB01	Nebo	TBC	TMR Land - Cnr Blue Mountain Road and Peak Down Highway	Tourism Billboard	Billboard			5980W x 3230H	Billboard skin recently renewed	New	Low	\$1,172.60	\$0.00	\$0.00
NB02	Nebo	TBC	Water Street - Shed Historical Sign	Bill Bruce Nature Walk	Interpretative	21.690848.148.6	Metal Frame	900H x 600W	Logo/branding incorrect - note historical si	Good	High	\$6,500.00	20/21 PAG	\$0.00
NB03	Nebo	TBC	Water Street - unknown	Bill Bruce Nature Walk	Interpretative	21.691400.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB04	Nebo	TBC	Water Street - unknown	Bill Bruce Nature Walk	Interpretative	21.691711.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB05	Nebo	TBC	Water Street - Working dogs	Bill Bruce Nature Walk	Interpretative	21.691011.148.6	Metal Frame	900H x 600W	Post bent - requires replacing and painting	Poor	High			\$0.00
NB06	Nebo	TBC	Water Street - Brolgas and Bustards	Bill Bruce Nature Walk	Interpretative	21.690519.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB07	Nebo	TBC	Water Street - Bill Bruce Nature Walk	Bill Bruce Nature Walk	Locality	21.689529.148.6	Metal Frame	3350W x 250H	Excellent structure - requires painting logo	Poor	High			\$0.00
NB08	Nebo	TBC	Water Street - Welcome to Nebo Creek Cultural Boardwalk	NB	Interpretative	21.689995.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB09	Nebo	TBC	Water Street - Mt Britton	Bill Bruce Nature Walk	Interpretative	21.689995.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB10	Nebo	TBC	Water Street - Coal Mining	Bill Bruce Nature Walk	Interpretative	21.688855.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB11	Nebo	TBC	Water Street - Nebo Rodeo	Bill Bruce Nature Walk	Interpretative	21.688783.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB12	Nebo	TBC	Water Street - Cycad and Grasstree	Bill Bruce Nature Walk	Interpretative	21.688658.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB13	Nebo	TBC	Water Street - Cutting	Bill Bruce Nature Walk	Interpretative	21.688223.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB14	Nebo	TBC	Water Street - Leichhardt	Bill Bruce Nature Walk	Interpretative	21.687580.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB15	Nebo	TBC	Water Street - Small Bill Bruce Nature Walk	Bill Bruce Nature Walk	Interpretative	21.687677.148.6	Metal Frame	3350W x 250H	Excellent structure - requires painting logo	Poor	High			\$0.00
NB16	Nebo	TBC	Water Street - Cattle	Bill Bruce Nature Walk	Interpretative	21.687494.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB17	Nebo	TBC	Water Street - Nebo Campdraft	Bill Bruce Nature Walk	Interpretative	21.687050.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB18	Nebo	TBC	Water Street - Bicentennial National Trail	Bill Bruce Nature Walk	Interpretative	21.686488.148.6	Metal Frame	900H x 600W	Structure good - requires painting	Poor	High			\$0.00
NB19	Nebo	TBC	Nebo Showgrounds	Tourism Billboard	Locality	21.684290.148.6	Timber	1720H x 4200W	Structure good - requires painting	Fair	Med	\$6,000.00		\$ 6,000.00
NB20	Nebo	TBC	Susie Whitehead Memorial - Nebo Tourist Stop	Storyboard 1 of 3 signs (middle sign)	Locality informative	21.680842.148.6	Timber	2400H x 4800W	Structure good signage poor	Poor	High	\$5,576.00	20/21 PAG	\$0.00
NB20	Nebo	TBC	Susie Whitehead Memorial - Nebo Tourist Stop	Storyboard 2 of 3 signs (left sign)	Interpretative	21.680842.148.6	Timber	2400 H x 1900W	Structure good signage poor	Poor	High			\$0.00
NB20	Nebo	TBC	Susie Whitehead Memorial - Nebo Tourist Stop	Storyboard 3 of 3 signs (right sign)	Interpretative	21.680842.148.6	Timber	2401 H x 1900W	Structure good signage poor	Poor	High			\$0.00
NB21	Nebo	TBC	Peak Downs Highway - Nebo approach from Mackay LHS	Billboard	Billboard	21.681212.148.6	Metal Frame		Sign is blank	Poor	High	\$1,300.00	\$1,300.00	\$0.00
NB22	Nebo	TBC	Peak Downs Highway - Nebo approach from Mackay LHS	Welcome to Historic Nebo Sign	Interpretative	21.680842.148.6	Timber		Needs reskin and rebranding logo	Fair	Med	\$3,500.00	\$0.00	\$ 3,500.00
NB23	Nebo	TBC	Peak Downs Highway - Opposite Service Station (2 brahmans)	Origins of Nebo and Nebo Cattle Industry today	Interpretative	21.682235.148.6	Metal Frame	700H x 1600W	Signs need rebranding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
NB24	Nebo	TBC	Peak Downs Highway nthern approach to Nebo	Museum turn right 400m	Directional	21.682608.148.6	Metal Frame	1150H x 1850W		Good	Low	\$400.00	\$0.00	\$0.00
NB25	Nebo	TBC	Old Nebo Historical Museum – on Snows fenceline	Nebo Historical Museum	Directional	21.687206.148.6	Metal Frame	1200H x 2400W	Structure good sign poor	Fair	Low	\$850.00	\$0.00	\$0.00
NB26	Nebo	TBC	Peak Downs Highway - Nebo approach from Moranbah LHS	Welcome to Historic Nebo Sign	Locality	21.691544.148.6	Timber		Needs reskin and rebranding	Poor	Med	\$3,500.00	\$0.00	\$ 3,500.00
NB27	Nebo	TBC	Peak Downs Highway sth	Museum turn right 300m	Directional	21.691022.148.6	Metal Frame	1150H x 1850W		Good	Low	\$400.00	\$0.00	\$0.00
NB28	Nebo	TBC	Historical Museum	Front Signage	Locality	21.689021.148.6	Metal Frame	1200H x 2400W	Good Condition	Good	Low	\$0.00	\$0.00	\$0.00
NB29	Nebo	TBC	Town Gateway signage	New gateway signage as per Dysart/MMT	Locality					N/A	High	\$50,000.00		
MTB01	Mt Britton	TBC	Suttor Development Road	Directional - Turn off to Mt Britton 24 kls	Directional	21.582013.148.6	Timber	2550H x 1300W	Treated timber Signs - need replacing with metal billboard	Fair	High	\$1,500.00	\$1,500.00	\$0.00
MTB01	Mt Britton	TBC	Suttor Development Road	Eungella, Mt Britton etc	Directional	21.582013.148.6	Timber	1500H x 1500W	Metal	Fair	Low	\$800.00		\$0.00
MTB01	Mt Britton	TBC	Suttor Development Road	Back of sign	Directional	21.582013.148.6	Timber	1200H x 1140W	Treated timber frame - need replacing with metal billboard	Fair	Med	\$400.00	\$400.00	\$0.00
MTB02	Mt Britton	TBC	Homevale/Mt Britton Road Turnoff	Historic Mt Britton Township 8 kls	Directional	21.462856.148.5	Timber	2570H x 1340W	Treated timber frame - need replacing with metal billboard	Poor	High	\$1,500.00	\$1,500.00	\$0.00
MTB02	Mt Britton	TBC	Homevale/Mt Britton Road Turnoff	Back of sign	Directional	21.462856.148.5	Timber	1200H x 1140W	Treated timber frame - need replacing with metal billboard	Poor	High	\$400.00	\$400.00	\$0.00
MTB03	Mt Britton	TBC	Road to Mt Britton	Directional tourism signage	Directional		Metal Frame		Leaning over and bent	Poor	High	\$250.00	\$250.00	\$0.00
MTB04	Mt Britton	TBC	Mt Britton Road	641 - Historic Edith Mary Mine front of sign	Directional	21.462619.77734	Metal Frame	460H x 600W	Structure Good sign poor	Fair	Med	\$450.00	\$450.00	\$0.00
MTB04	Mt Britton	TBC	Mt Britton Road	641 - Historic Edith Mary Mine back of sign	Directional	21.462619.77734	Metal Frame	460H x 600W	Structure Good sign poor	Fair	Med	\$450.00	\$450.00	\$0.00
MTB05	Mt Britton	TBC	Mt Britton Road	717 - Historic Mt Britton Cementery	Directional	21.462619.77734	Metal Frame	700H x 600W	Structure Good sign poor	Fair	Med	\$500.00	\$500.00	\$0.00
MTB06	Mt Britton	TBC	Mt Britton Road	Mackay Hotel - Close to 717	Directional	21.462619.77734	Metal Frame	700H x 600W	Structure Good sign poor	Fair	Med	\$500.00	\$500.00	\$0.00
MTB07	Mt Britton	TBC	Mt Britton Camp Grounds	Welcome sign - entrance (right near road)	Interpretative	21.4046486.3944	Timber	2400H x 1160W	White ant damage very poor condition - tir	Poor	High	\$2,500.00	\$2,500.00	\$0.00
MTB08	Mt Britton	TBC	Mt Britton Camp Grounds	Tree Sign - History of township	Interpretative	21.4046486.39448614		1208H x 1800W	Structure Good sign poor - unreadable	Poor	High	\$800.00	\$800.00	\$0.00
MTB09	Mt Britton	TBC	Mt Britton Camp Grounds	Mills Cottage	Interpretative	21.4046486.3944	Metal Frame	700H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00
MTB10	Mt Britton	TBC	Mt Britton Camp Grounds	The Aplary	Interpretative	21.4046486.3944	Metal Frame	700H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00
MTB11	Mt Britton	TBC	Mt Britton Camp Grounds	Reckitt & Mills Photography Studio	Interpretative	21.4046486.3944	Metal Frame	700H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00
MTB12	Mt Britton	TBC	Mt Britton Camp Grounds	Lookout - 200 Metres sign	Interpretative	21.4046486.3944	Metal Frame	460H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00
MTB13	Mt Britton	TBC	Mt Britton Camp Grounds	EB Gibson's Butchery	Interpretative	21.4046486.3944	Metal Frame	700H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00
MTB14	Mt Britton	TBC	Mt Britton Camp Grounds	Diggers Arms Hotel	Interpretative	21.4046486.3944	Metal Frame	700H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00
MTB15	Mt Britton	TBC	Mt Britton Camp Grounds	Mt Britton Hotel	Interpretative	21.4046486.3944	Metal Frame	700H x 600W	Sign faded - structure good needs repaintir	Poor	High	\$500.00	\$500.00	\$0.00

MTB16	Mt Britton	TBC	Mt Britton Camp Grounds	Please preserve the natural beauty sign (at old hut)	Interpretative	21.4046486.394	Metal Frame		Sign faded	Poor	High	\$250.00	\$250.00	\$0.00
MTB17	Mt Britton	TBC	Mt Britton Camp Grounds	The Aussie Dunny	Interpretative	21.4046486.394	Metal Frame	700H x 600W	Sign faded - structure good needs repainting	Poor	High	\$500.00	\$500.00	\$0.00
MTB18	Mt Britton	TBC	Mt Britton Camp Grounds	Provisional school	Interpretative	21.4046486.394	Metal Frame	700H x 600W	Sign faded - structure good needs repainting	Poor	High	\$500.00	\$500.00	\$0.00
MTB19	Mt Britton	TBC	Mt Britton Camp Grounds	Doctors Cottage	Interpretative	21.4046486.394	Metal Frame	700H x 600W	Sign faded - structure good needs repainting	Poor	High	\$500.00	\$500.00	\$0.00
MTB20	Mt Britton	TBC	Mt Britton Camp Grounds	Royal Mail Hotel	Interpretative	21.4046486.394	Metal Frame	700H x 600W	Sign faded - structure good needs repainting	Poor	High	\$500.00	\$500.00	\$0.00
MTB21	Mt Britton	TBC	Mt Britton Camp Grounds	Mt Britton Hotel	Interpretative	21.4046486.394	Metal Frame	700H x 600W	Sign faded - structure good needs repainting	Poor	High	\$500.00	\$500.00	\$0.00
MTB22	Mt Britton	TBC	Mt Britton Camp Grounds	The Main Street of Mt Britton 1882	Interpretative	21.4046486.394	Timber	1170H x 1700W	Sign under structure - poor condition	Poor	High	\$800.00	\$800.00	\$0.00
MTB22	Mt Britton	TBC	Mt Britton Camp Grounds	Gold Planning in Oakey Creek, Mt Britton 1881 (under shaded structure)	Interpretative	21.4046486.394	Timber	1170H x 1700W	Sign under structure - poor condition	Poor	High	\$800.00	\$800.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Air Compressor Tanks	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Stamper Camshaft	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Fine grinding machine	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Hopper	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Imperial Engine	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Bogger	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB23	Mt Britton	TBC	Mt Britton Camp Grounds	Ore Trolley	Interpretative	21.4046486.394	Metal Frame	300H x 400w	Sign faded - structure good needs repainting	Poor	High	\$200.00	\$200.00	\$0.00
MTB24	Mt Britton	TBC	Mt Britton Camp Grounds	Behold these Mountains	Interpretative	21.4046486.394	Timber	1100H x 1700W	Sign under structure - poor condition	Poor	High	\$900.00	\$900.00	\$0.00
MTB25	Mt Britton	TBC	Mt Britton Camp Grounds	Public Hall School of Arts	Interpretative	21.4046486.394	Metal Frame	700H x 600W	Sign faded - structure good needs repainting	Poor	High	\$500.00	\$500.00	\$0.00
MTB26	Mt Britton	TBC	Mt Britton Camp Grounds	This painting depicts the diversity found within Nebo Shire 1 of 2	Interpretative	21.4046486.394	Timber	1200H x 2350W	Structure Fair sign poor	Fair	Med	\$900.00	\$900.00	\$0.00
MTB26	Mt Britton	TBC	Mt Britton Camp Grounds	This painting depicts the historic township of Mt Britton 2 of 2	Interpretative	21.4046486.394	Timber	1200H x 2350W	Structure Fair sign poor	Fair	Med	\$900.00	\$900.00	\$0.00
MTB27	Mt Britton	TBC	Mt Britton Camp Grounds	Information sign and Qld Fire Services (sign on building)	Interpretative	21.4046486.394	Metal Frame	900H x 1000W	Sign unreadable - not proposed for renewal	Poor	High			\$0.00
MTB28	Mt Britton	TBC	Road to Cementery	Cementary sign - 260 Souls	Interpretative	No internet	Metal Frame	460H x 600W	Structure Good sign poor	Poor	High	\$450.00	\$450.00	\$0.00
MTB29	Mt Britton	TBC	At Cementery	Cementary sign	Interpretative	No internet	Metal Frame	700H x 560W	Structure Good sign poor	Poor	High	\$500.00	\$500.00	\$0.00
Nebo Total												\$103,648.60	\$23,950.00	\$14,000.00
Dysart														
DYS2	Dysart	TBC	Big Belly Park - Dysart Middlemount Road, Dysart	Welcome to Dysart Tourist sign	Regional informative		Metal Frame	1540 x 1200mm +	Old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
DYS3	Dysart	TBC	Big Belly Park	Park Name Sign	Locality		Metal Frame	1200 x 300mm	Fair condition/ old branding	Good	Low	\$400.00	\$0.00	\$0.00
DYS 4	Dysart	TBC	Town entry	Welcome to Dysart Tourist sign x 2 sided	Locality		Metal Frame		Brand new	Good	Low	\$50,000.00	\$0.00	\$0.00
DYS 5	Dysart	TBC	Lords Table	Green National Parks Sign	Directional		Metal Frame			Good	Low	\$250.00	\$0.00	\$0.00
DYS 5	Dysart	TBC	Lords Table - Locality sign	Green National Parks Sign	Directional		Metal Frame			Good	Low	\$250.00	\$0.00	\$0.00
Dysart Total												\$51,900.00	\$0.00	\$1,000.00
Middlemount														
MMT1	Middlemount	TBC	Town entry	Camm park / Middlemount	Regional informative		Metal Frame		Fair condition/ old branding	Fair	Med	\$1,000.00		\$ 1,000.00
MMT2	Middlemount	TBC	Rotunda at Fitzroy development rd turnoff	Roadside rest area	Regional informative		Metal Frame		Fair condition/ old branding	Poor	High			\$0.00
MMT3	Middlemount	TBC	Shelter next to rotunda at Fitzroy development rd turnoff	Two posts under shelter - signs have been removed	TBC					Poor	High	\$4,862.00	\$4,862.00	\$0.00
MMT4	Middlemount	TBC	Blue Mountain Park		TBC				TBC	TBC	TBC	\$0.00	\$0.00	\$0.00
MMT5	Middlemount	TBC	Road frontage - Gateway signage Welcome to MMT	Welcome to Middlemount Tourist sign	Locality							\$50,000.00	\$0.00	\$ 1,000.00
MMT5	Middlemount	TBC	Town walking trail signs (?)		Interpretative		Metal Frame		New signs to be installed	TBC	TBC	\$0.00	\$0.00	\$0.00
MMT6	Middlemount	TBC	Olympic Torch memorial (Beef Rd)		Historical marker		Metal Frame					\$0.00	\$0.00	\$0.00
Middlemount Total												\$55,862.00	\$4,862.00	\$2,000.00
Clermont														
CLM1	Clermont	TBC	Blair Athol Cemetery	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM2	Clermont	TBC	Clermont Historical centre	Billboard size - locality sign	Locality Billboard		Metal Frame	approx 4.5m x 2.5	Reskin - Faded - old branding	Poor	High	\$2,500.00	\$2,500.00	\$0.00
CLM3	Clermont	TBC	Clermont Historical centre	Interpretative sign - on mining	Interpretative		Metal Frame		Fair condition/ old branding	Fair	Med	\$500.00	\$0.00	\$0.00
CLM4	Clermont	TBC	Town Entry Billboard at Hoods Lagoon	Billboard size -Welcome to Clermont locality sign	Locality		Metal Frame		Reskin - plus painting base structure and IRC logo	Poor	High	\$3,500.00	\$3,500.00	\$0.00
CLM5	Clermont	TBC	Piano in tree	Informative - on clermont/piano in tree	Interpretative		Metal Frame		Reskin - old branding	Poor	High	\$1,200.00	\$1,200.00	\$0.00
CLM06	Clermont	TBC	Hoods Lagoon	Map of Clermont	Locality informative		Metal Frame		Fair condition	Fair	Low	\$400.00	\$0.00	\$0.00
CLM07	Clermont	TBC	Hoods Lagoon	Tidy Towns 1999			Metal Frame			Poor	Med	\$500.00	\$0.00	\$0.00
CLM08	Clermont	TBC	Hoods Lagoon	Locality/town informative	Locality		Metal Frame		Fair condition/ old branding - reskin	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
CLM09	Clermont	TBC	Pioneer Park	Locality/town informative	Interpretative		Metal Frame		Town story - mutiple branding partners on	Poor	Med	\$800.00	\$0.00	\$0.00
CLM10	Clermont	TBC	Town Reserve GPA	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM11	Clermont	TBC	Tourism Road Signage - Flat Diggings GPA	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM12	Clermont	TBC	Copperfield Cemetery signage	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM13	Clermont	TBC	Tourism Road Signage Copperfield Cemetary	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM14	Clermont	TBC	Tourism Road Signage Copperfield chimney	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM15	Clermont	TBC	Tourism Road Signage Copperfield chimney	Directional	Directional		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM16	Clermont	TBC	Copperfield Town Signage	Locality informative	Interpretative		Metal Frame		Good Condition - old branding - reskin?	Good	Med	\$1,000.00	\$0.00	\$ 1,000.00
CLM17	Clermont	TBC	Copperfield General Store	Historical plaque	Historical marker		Metal Frame			Good	Low	\$400.00	\$0.00	\$0.00
CLM18	Clermont	TBC	EH Faint Memorial Grounds	Locality sign	Locality		Metal Frame		Site Specific design/structure	Fair	Low	\$5,000.00	\$0.00	\$0.00
CLM19	Clermont	TBC	Clermont Railway Station	Locality sign	Locality		Metal Frame			Fair	Low	\$0.00	\$0.00	\$0.00
CLM20	Clermont	TBC	Theresa Ck Dam	Tourism Entry Signage	Locality		Metal Frame		In progress	Poor	High	\$5,000.00	20/21 PAG	\$0.00
CLM22	Clermont	TBC	Town Gateway signage	New gateway signage as per Dysart/MMT	Locality					N/A	High	\$50,000.00		
CLM21	Clermont	TBC	Wolfgang Peak	TBC					TBC			\$0.00	\$0.00	\$0.00
CLM22	Clermont	TBC	Russel Park rest area	TBC					TBC			\$0.00	\$0.00	\$0.00

CLM23	Clermont	TBC	Wolfgang rd - Historical markers - settlers monument	TBC						TBC			\$0.00	\$0.00	\$0.00
CLM24	Clermont	TBC	Aerodrome	TBC						TBC			\$0.00	\$0.00	\$0.00
CLM25	Clermont	TBC	Saleyards	TBC						TBC			\$0.00	\$0.00	\$0.00
CLM26	Clermont	TBC	Clermont Showgrounds	TBC						TBC			\$0.00	\$0.00	\$0.00
Clermont Total													\$74,600.00	\$7,200.00	\$2,000.00
Moranbah															
MBH1	Moranbah	TBC	Boundary signage - Billboard Place marker - X 2	Billboard size -Welcome to Moranbah locality sign x 2	Locality Billboard					Reskin - plus painting base structure and IRC logo	Poor	High	\$5,000.00	\$5,000.00	\$0.00
MBH2	Moranbah	TBC	Peak Downs highway - BP Service station - booth	Tourist Information booth			Booth only			No sign in place	NA	Low	\$500.00	\$0.00	\$0.00
MBH3	Moranbah	TBC	Moranbah Access Road - Airport	Shop Isaac Sign	Billboard					shop Isaac logo rebranding to occur	Good	Low	\$1,500.00	\$1,500.00	\$0.00
MBH4	Moranbah	TBC	Moranbah town Entrance (opposite Red Bucket)	Welcome to Moranbah Sign	Locality Billboard					Reskin - old branding	Good	Med	\$2,500.00	\$0.00	\$ 2,500.00
MBH5	Moranbah	TBC	Isaac River Rotunda, Peak Downs Highway	Rotunda at the Isaac River Rest Stop	Regional informative					Reskin - old branding	Poor	High	\$4,500.00	\$4,500.00	\$0.00
MBH6	Moranbah	TBC	Moranbah town square - Miners Memorial	Miners Memorial signs	Interpretative						Good	Low	\$10,000.00	\$0.00	\$0.00
MBH7	Moranbah	TBC	Library cultural walkway stories	First Peoples interpretative signs	Interpretative						Good	Low	\$1,500.00	\$0.00	\$0.00
MBH8	Moranbah	TBC	Heritage walk	TBC	TBC					TBC			\$0.00	\$0.00	\$0.00
MBH9	Moranbah	TBC	Red bucket - x 2	Locality and regional informative	Regional informative			1500H x 1850W		Reskin - old branding	Fair	Med	\$1,600.00	\$0.00	\$ 1,600.00
MBH10	Moranbah	TBC	Town Gateway signage	New gateway signage as per Dysart/MMT	Locality						N/A	High	\$50,000.00		
MBH11	Moranbah	TBC	Airport - Internal images x 3	Billboard x 3 - departure and arrival lounge images of region	Billboard					3 x New signs to be installed			\$6,500.00	\$6,500.00	\$0.00
Moranbah Total													\$83,600.00	\$17,500.00	\$4,100.00
Glenden															
GN1	Glenden	TBC	Glenden Town Entrance Ewan and Perry Drive	Locality informative	Locality informative	No internet	Metal frame	1500H x 1850W		Reskin - old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
GN2	Glenden	TBC	Entrance to town Collinsville side	Locality informative	Locality informative	21.343357.148.1	Metal frame	1500H x 1850W		Reskin - old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
GLN3	Glenden	TBC	Town Gateway signage	New gateway signage as per Dysart/MMT	Locality						N/A	High	\$50,000.00		
LE1	Lake Elphinsto	TBC	Lake Elphinstone Entrancen1of 2	Locality informative	Locality informative	No internet	Metal frame	1800H x 1200W		Back is blank under-utilised. Recently rene	Good	Low	\$1,500.00	\$0.00	\$0.00
LE2	Lake Elphinsto	TBC	Lake Elphinstone Entrance 2 of 2	Regional informative	Regional informative	No internet	Metal frame	1800H x 2400W		Back is blank under-utilised. Recently rene	Good	Low	\$1,500.00	\$0.00	\$0.00
LE3	Lake Elphinsto	TBC	Lake Elphinstone - Toilet	Community Noticeboard	Noticeboard	No internet	Attached to toilet			Very faded - old branding	Poor	High	\$450.00	\$450.00	\$0.00
LE4	Lake Elphinsto	TBC	Lake Elphinstone grounds	Regional informative	Locality	No internet	Metal frame	300H x 1200W		Bent posts and sign poor	Poor	Med	\$400.00	\$0.00	\$0.00
LE5	Lake Elphinsto	TBC	Lake Elphinstone grounds overlooking dam	Large billboard sign	Billboard	No internet	Metal frame	2100H x 3000W		Framework rusted, still strong structure, si	Poor	Med	\$1,500.00	\$0.00	\$ 1,500.00
Glenden Total													\$57,350.00	\$450.00	\$3,500.00
Isaac Coast															
IC1	Ilbilbie	TBC	Bruce Highway	Billboard	Billboard	21.6965079 149.	Metal frame	5865W x 2875H		Recently renewed and skinned. Replaceme	Good	Low	\$1,500.00	\$0.00	\$0.00
IC2	Greenhill	TBC	Greenhill Beach Access	Greenhill Beach Access	Locality	-21.6838321 149.	Metal frame	1W x 200h		Beach access sign	Good	Low	\$400.00	\$0.00	\$0.00
IC3	Notch Point	TBC	Notch Point Entry	Yarrowanga Park Reserve	Compliance	-21.7233475 149.	Metal frame	1200W x 1200H		Posts excellent condition	Good	Low	\$500.00	\$0.00	\$0.00
IC4	Carmila	TBC	Carmila Beach Park	Broadsound Old Sign - Danger	Informative	-21.9102861 149.	Metal frame	1200W x 1500H		Posts OK old branding on sign	Poor	High	\$850.00	\$850.00	
IC5	Carmila	TBC	Carmila Beach Park	Carmila Beach Park	Locality	-21.9102861 149.	Metal frame	300H x 1200W			Fair	Med	\$400.00	\$0.00	\$ 400.00
IC6	Carmila	TBC	Carmila Beach Park	Marine Debris	Compliance	-21.9102861 149.	Metal frame	900W x 1200H		2 signs on one set of posts	Fair	Med	\$800.00	\$0.00	\$ 800.00
IC7	Carmila	TBC	Road Entry to Carmila Beach Camping Area	Park Mobile sign	Compliance	-21.912521 149.	Metal frame	900W x 1200H		Renew with new booking system	Good	Low	\$650.00	\$0.00	
IC8	Carmila	TBC	Carmila Beach entry to camping	Zone 1 Zone 2 Zone 3	Compliance	-21.9140629 149.	Metal frame	1500W x 1200H			Good	Low	\$650.00	\$0.00	
IC9	Carmila	TBC	Carmila Beach entry Zone 1	Zone 1 sign	Compliance	-21.9140629 149.	Metal frame	1200W x 600H			Good	Low	\$650.00	\$0.00	
IC10	Carmila	TBC	Carmila Beach entry Zone 1	Park Mobile sign	Compliance	-21.9140629 149.	Metal frame	900W x 1200H			Good	Low	\$650.00	\$0.00	
IC11	Carmila	TBC	Carmila Beach inside camp grounds - Zone 1	Carmila Beach Dune Protection Project	Informative	-21.9138390 149.	Metal frame	1200W x 900H		Reskin - consider Rusty posts and sign in po	Poor	High	\$800.00	\$800.00	
IC12	Carmila	TBC	Carmila Beach inside camp grounds - Zone 1	Broadsound Shire Council - Danger	Informative	-21.9138390 149.	Metal frame	1200W x 1500H		Reskin - consider Rusty posts and sign in po	Poor	High	\$800.00	\$800.00	
IC13	Carmila	TBC	Carmila Beach inside camp grounds - Park near Toilets	Park Mobile sign	Locality	-21.9145671 149.	Metal frame	900W x 1200H		Renew with new booking system	Good	Low	\$650.00	\$0.00	
IC14	Carmila	TBC	Carmila Beach inside camp grounds - Park near Toilets	Marine Turtle Sharing Shores	Informative	-21.9145671 149.	Metal frame	990W x 604H		Sign has as number of logos	Poor	Med	\$650.00	\$0.00	
IC15	Carmila	TBC	Carmila Beach inside camp grounds - Zone 2	Camper Trailers	Informative	-21.9174512 149.	Metal frame	1200W x 600H		Renew with new booking system	Good	Med	\$800.00	\$0.00	\$ 800.00
IC16	Carmila	TBC	Carmila Beach inside camp grounds - Dump Point	Park mobile sign	Locality	-21.9180969 149.	Metal frame	900W x 1200H		Reskin - consider Rusty posts and sign in po	Good	High	\$800.00	\$800.00	\$0.00
IC17	Carmila	TBC	Carmila Beach inside camp grounds - Dump Point	Beach scrub and endangered community	Informative	-21.9180969 149.	Metal frame	990W x 604H		Reskin - consider Rusty posts and sign in po	Good	High	\$800.00	\$800.00	\$0.00
IC18	Carmila	TBC	Carmila Beach inside camp grounds - Zone 3	Tent camping sign	Informative	-21.9193074 149.	Metal frame	1200W x 600H			Good	Low	\$650.00	\$0.00	\$0.00
IC19	Carmila	TBC	Front of Carmila Hall - 2 signs on structure	Locality informative	Locality informative	-21.908658 149.	Metal frame	770W x 1000H		Reskin - old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
IC20	Flaggy Rock	TBC	Flaggy Rock Community Centre	Regional informative	Regional informative	-21.968520 149.	Metal frame	770W x 1000H		Reskin - old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
IC21	Flaggy Rock	TBC	Flaggy Rock Community Centre	Flaggy Rock Community locality	Locality	-21.968520 149.	Metal frame	1200W x 700H		Sign blue needs refreshing posts good	Fair	Med	\$650.00	\$0.00	\$0.00
IC22	Clairview	TBC	Clairview rest stop	Marine Debris signage	Informative	-22.1051048 149.	Metal frame	900W x 1200H		Sign has as number of logos	Fair	Low	\$650.00	\$0.00	\$0.00
IC23	Clairview	TBC	Clairview rest stop	Clairview Community	Informative	-22.1051048 149.	Metal frame	1800W x 300H		Sign red needs refreshing posts good	Fair	Low	\$850.00	\$0.00	\$0.00
IC24	Clairview	TBC	Clairview rest stop	Clairview (white sign) looks historical	Informative	-22.1051048 149.	Metal frame	1900W x 240H		Needs painting - looks like old Railway Stat	Poor	Med	\$600.00	\$0.00	\$ 600.00
IC25	Clairview	TBC	Clairview rest stop	IRC - Danger Sign	Informative	-22.1051048 149.	Metal frame	900W x 1200H			Good	Low	\$600.00	\$0.00	\$0.00
IC26	Clairview	TBC	Clairview rest stop	Locality informative	Locality informative	-21.908658 149.	Metal frame	770W x 1000H		Reskin - old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
IC27	St Lawrence	TBC	St Lawrence Recreational Grounds	Entrance Signage - Parks Mobile x 2	Locality	-22.3514824 149.	Metal frame	900W x 1200H		Renew with new booking system	Good	Med	\$650.00	\$0.00	\$ 650.00
IC28	St Lawrence	TBC	St Lawrence Recreational Grounds	Locality informative	Locality informative	-21.908658 149.	Metal frame	770W x 1000H		Reskin - old branding	Fair	Med	\$1,000.00	\$0.00	\$ 1,000.00
IC29	St Lawrence	TBC	St Lawrence Recreational Grounds	Natural Broadsound - Make the most of it 1 of 2		-22.350547 149.	Metal frame	2450W x 1200H		Double sided sign - Posts good sign poor ne	Poor	High	\$850.00	\$850.00	\$0.00
IC29	St Lawrence	TBC	St Lawrence Recreational Grounds	Regional informative	Regional informative	-21.968520 149.	Metal frame	770W x 1000H		Reskin - old branding	Fair	High	\$1,000.00	\$1,000.00	\$0.00
IC30	St Lawrence	TBC	St Lawrence Recreational Grounds	Marine Debris sign x 2	Informative	-22.350547 149.	Metal frame	900W x 1200H		Sign has as number of logos	Fair	Low	\$650.00	\$0.00	\$0.00

IC31	St Lawrence	TBC	St Lawrence Recreational Grounds - under tree on walk to wetlands	Welcome to Wetlands	Interpretative	-22.350547 149.3	Metal frame	840W x 590H	Post good, sign poor, not big enough and n	Poor	High	\$800.00	\$800.00	\$0.00
IC32	St Lawrence	TBC	Marg's Park	Marg's Park Street Sign	Locality	-22.3430109 149.3	Metal frame	900W x 150H		Good	Low	\$250.00	\$0.00	\$0.00
IC33	St Lawrence	TBC	Marg's Park	St Lawrence Creek Bridge	Interpretative	-22.3430109 149.3	Metal frame	2200W x 600H	Sign and posts are in good order	Good	Low	\$800.00	\$0.00	\$0.00
IC34	St Lawrence	TBC	Marg's Park	Marg Baldwin Park	Informative	-22.3430109 149.3	Metal Frame	1200W x 900H	Sign in poor condition - historical significant	Poor	High	\$800.00	\$800.00	\$0.00
IC35	St Lawrence	TBC	Wetlands Road	Fish Ladder signs x 2	Interpretative	-22.3428760 149.3	Timber frame	840W x 590H	Sign and posts both in poor condition	Poor	High	\$1,200.00	\$1,200.00	\$0.00
IC36	St Lawrence	TBC	Meatworks	Meatworks x 2 signs	Directional	-22.371117149.5	Timber frame	900W x 150H		Good	Low	\$400.00	\$0.00	\$0.00
IC37	St Lawrence	TBC	Meatworks	Walkways x 2 signs	Directional	-22.371117149.5	Metal frame	900W x 150H		Good	Low	\$400.00	\$0.00	\$0.00
IC38	St Lawrence	TBC	Waverley Creek Rest Area	Tourism Signage	Regional informative		Metal frame	2400W x 1800H	Sign being quoted approved received from TMR	New	Low	\$6,523.00	20/21 PAG	\$0.00
IC39	St Lawrence	TBC	Waverley Creek Rest Area	Locality informative	Locality informative		Metal frame	1200W x 1800H	Sign being quoted approved received from TMR	New	Low			\$0.00
IC40	St Lawrence	TBC	Bruce Highway, South of Waverley Creek "Olive Property"	Tourism Billboard			Metal frame	5960W x 2890H	Sign has been repaired and new skin recen	Good	Low	\$2,088.96	\$0.00	\$0.00
IC41	Isaac coast	TBC	Gateway signage as per MMT/DYS for - Isaac coast (potentially Illbilbie, Clairview, Carmilla, St Lawrence)	New Gateway signage as per MMT/DYS	Locality							\$100,000.00	\$0.00	\$0.00
Isaac coast Total												\$136,761.96	\$8,700.00	\$7,250.00
Isaac Region Total												\$563,722.56	\$62,662.00	\$33,850.00

Proposed Regional Tourism signs												Est new sign cost	Maint/Renewal (reskin costs twice @7yrs)	WOL cost (25yrs) (includ renewal)
N1	Clermont	TBC	Theresa Ck Dam	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N2	Clermont	TBC	Clermont Historical centre	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N3	Nebo	TBC	Nebo Museum	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N4	Isaac coast	TBC	Notch Point	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N5	Isaac coast	TBC	Carmilla Beach Campgrounds	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N6	Nebo	TBC	Mt Britton	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N7	Middlemount	TBC	Blue Mountain Park	Locality and regional visitation inform	Regional Informative			2400W x 1800H & 1200W x 1800H	High visitation site with no signage to inform of region experiences	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N8	Middlemount	TBC	Blue Mountain Park	Resource Industry viewing interpret.	Interpretative			2400W x 1800H	High visitation with no interpretative	N/A		\$5,000.00	\$800.00	\$6,600.00
N9	Isaac coast	TBC	Clairview Rest area	Dugong sanctuary - interpretative	Interpretative			2400W x 1800H	High visitation with no interpretative	N/A		\$5,000.00	\$800.00	\$6,600.00
N11	Isaac coast	TBC	St Lawrence Meatworks	Locality specific - interpretative	Interpretative			2400W x 1800H	High visitation with no interpretative	N/A		\$5,000.00	\$800.00	\$6,600.00
N12	Clermont	TBC	Wolfgang - Peak Range informative (Russell Park rest area?)	Peak ranges interpretative	Interpretative			2400W x 1800H	High visitation with no interpretative	N/A		\$5,000.00	\$800.00	\$6,600.00
N13	Clermont	TBC	Gemini Peaks - Peak Range informative	Peak ranges interpretative	Interpretative			2400W x 1800H	High visitation with no interpretative	N/A		\$5,000.00	\$800.00	\$6,600.00
N14	Dysart	TBC	Lords Table - Peak Range informative	Peak ranges interpretative	Interpretative			2400W x 1800H	High visitation with no interpretative	N/A		\$5,000.00	\$800.00	\$6,600.00
N15	All region	TBC	First Peoples Interpretative signage each region	Signage to inform of first peoples/TO's in each region	Interpretative				Limited TO interpretative in region - Project concept to be developed (w/ cosnideration to the RAP)	N/A		TBC		
N16	Glenden	TBC	Glenden - town history interpretative	town history/resource industry interp.	Interpretative				Opportunity to inform of township heritage - Project concepts to be developed	N/A		\$6,500.00	\$1,500.00	\$9,500.00
N17	Moranbah	TBC	Moranbah - town history interpretative	town history/resource industry interp.	Interpretative					N/A		\$6,500.00	\$1,500.00	\$9,500.00
N18	Dysart	TBC	Dysart - town history interpretative	town history/resource industry interp.	Interpretative					N/A		\$6,500.00	\$1,500.00	\$9,500.00
N19	Middlemount	TBC	Middlemount - town history interpretative	town history/resource industry interp.	Interpretative					N/A		\$6,500.00	\$1,500.00	\$9,500.00
Proposed Regional Tourism Signs Total												\$101,500.00		\$144,100.00

Tourism Signage Audit image master file

NEBO

Code – NB01

Location – Peak Downs Highway, Blue Mountain Turnoff

Description – Highway billboard



Code - NB02

Location – Nebo Water Street Pump House

Description – Nebo Shire Council – First Water Supply to Nebo Township



Code - NB03

Location –

Description – Unknown



Code - NB04
Location –
Description – Unknown



Code - NB05
Location – Nebo Water Street
Description – Working Dogs



Code – NB06
Location – Nebo Water Street
Description – Brolgas & Bustards



Code – NB07
 Location – Nebo Water Street
 Description – Bill Bruce Nature Walk
 Image -



Code – NB08
 Location –
 Description – Welcome to Nebo Creek Cultural Boardwalk



Code – NB09
 Location –
 Description – Mount Britton



Code – NB10
Location – Nebo Water Street
Description – Coal Mining



Code – NB11
Location – Nebo Water Street
Description – Nebo Rodeo



Code – NB12
Location: Nebo Water Street
Description – Cycad & Grasstree



Code – NB13
Location: Nebo Water Street
Description – Cutting



Code – NB14
Location: Nebo Water Street
Description – Leichhardt



Code – NB15
Location: Nebo Water Street
Description – Small Bill Bruce Nature Walk



Code – NB16
Location: Nebo Water Street
Description – Cattle



Code – NB17
Location: Nebo Water Street
Description – Nebo Campdraft



Code – NB18
Location: Nebo Water Street
Description – Bicentennial national trail



Code – NB19
Location: Nebo Showgrounds entry sign
Description – Welcome to Nebo Showgrounds



Code – NB20
Location: Susie Whitehead Park
Description – Nebo Tourist Stop





Code – NB21
 Location: Peak Downs Highway Nebo
 Description – Billboard – Nebo approach from Mackay LHS



Code – NB22

Location: Peak Downs Highway Nebo - Mackay approach LHS

Description – Township sign



Code – NB23

Location: Peak Downs Highway adjacent to service station

Description – Origins of Nebo



NB23

Code – NB24

Location:

Description – Museum Turn Right 400m – northern approach to Nebo



Code – NB25

Location:

Description - Old Nebo Historical Museum – on Snows fenceline



Code – NB26

Location: Peak Downs Highway Nebo

Description - Welcome to Historic Nebo –



Code – NB27

Location:

Description - Museum turn left 300m



Code – NB28

Location: Nebo Museum

Description - Museum sign at the Museum



Code – NB29

Location: Peaks Downs Highway

Description - Isaac Region Sign

Mount Britton

Code – MTB01

Location – Intersection of Sutor Development

Description – Directional and tourism signage





Code – MTB02
Location – Road to Mt Britton
Description – Directional tourism signage



Code – MTB03
Location – Road to Mt Britton
Description – Directional tourism signage



MTB03

Code – MTB04
 Location – Road to Mt Britton
 Description– Edith Mary Gold Mine (double sided)



MTB04



Code – MTB05
 Location – Road to Mt Britton
 Description – Directional Sign – Historic Mt Britton Township



Code – MTB06
 Location – Road to Mt Britton
 Description – Directional Sign – Cemetery (Doubled sided)



Code – MTB07
 Location – Mt Britton Entrance
 Description – Historic Mt Britton Township Entry Signage



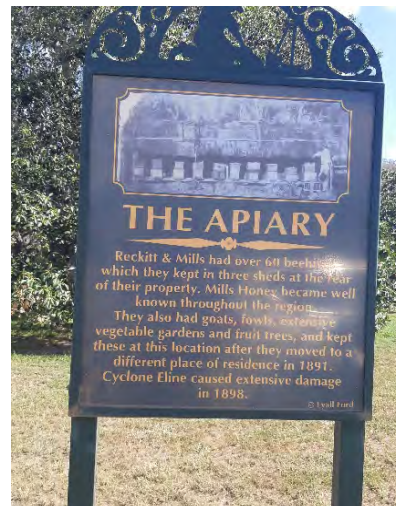
Code – MTB08
 Location – Mt Britton Historic Site
 Description –



Code – MTB09
 Location – Mt Britton Historic Site
 Description – Mills Cottages



Code – MTB10
 Location – Mt Britton Historic Site
 Description – The Apiary



Code – MTB11
 Location – Mt Britton Historic Site
 Description – Reckitt & Mills Photography Studio



Code – MTB12
 Location – Mt Britton Historic Site
 Description – Directional Sign – Lookout



Code – MTB13
 Location – Mt Britton Historic Site
 Description – Gibson's Butchery



Code – MTB14
 Location – Mt Britton Historic Site
 Description – Diggers Arms



Code – MTB15
Location – Mt Britton Historic Site
Description – Mt Britton Hotel



Code – MTB16
Location – Mt Britton Historic Site
Description – Old Hut



Code – MTB17
Location – Mt Britton Historic Site
Description – Near old toilet
Priority –



<p>Code – MTB18</p> <p>Location – Mt Britton Historic Site</p> <p>Description – Provisional School</p> <p>Priority –</p>	
--	--

Code – MTB19
Location – Mt Britton Historic Site
Description – Doctors Cottage
Priority –

Code – MTB20	
Location – Mt Britton Historic Site	
Description – Royal Mail Hotel	
Priority –	

Code – MTB21	
Location – Mt Britton Historic Site	
Description – Mount Britton Hotel	

Code – MTB22

Location – Mt Britton Historic Site

Description – Double sided sign under structure

- The Main Street of Mt Britton 1882

- Gold Panning in Oakey Creek



Code – MTB23

Location – Mt Britton Historic Site

Description –

Air compressor Tanks 1 of 7

Stamper Camshaft 2 of 7

Fine Grinding Machine 3 of 7

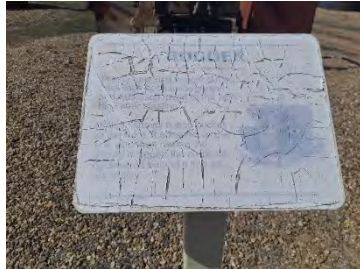
Hopper 4 of 7

Imperial Engine 5 of 7

Bogger 6 of 7

ORE Trolley 7 of 7





Code – MTB24

Location – Mt Britton Historic Site

Description – Behold these Mountains (under cover)



Code – MTB25
 Location – Mt Britton Historic Site
 Description – Public School of Arts



Code – MTB26
 Location – Mt Britton Historic Site
 Description – Double sided sign under structure
 - This painting depicts the diversity found within the Nebo Shire
 - This painting depicts the historic township of Mount Britton



Code – MTB27

Location – Mt Britton Historic Site

Description – Attached to building

- Information Sign
- Qld Fire Services–



Code – MTB28

Location – Mt Britton Cemetery Historic Site

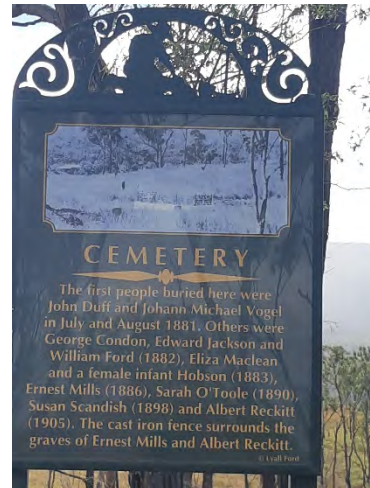
Description – Directional sign to Cemetery



Code – MTB29

Location – Mt Britton Cemetery

Description –



DYSART

Code – DYS2
Location -
Description – Dysart entry sign



Code – DYS3
Location – Big Belly Park
Description -
Comments:



Code – DYS 4
Location –
Description – Welcome to Dysart entry sign



Code – DYS 5

Location – Lord's Table Mountain turnoff

Description – Directional sign Loads Table

Comments: potential tourism sign site



Middlemount

Code – MMT1

Location –

Description – Regional Informative

Comment – Sign is in good condition. Map is starting to fade.



Code – MMT 3

Location – Fitzroy Development Road turn-off

Description – Tourism signage rotunda

Comments – artwork cracked and chipping away In all signs. Upgrade imagery to suit township and the Isaac region





Code – MMT 2

Location – Shelter next to rotunda Fitzroy Development Rd turnoff

Description – two posts under shelter - signs have been removed

Image



CLERMONT

Code – CLM1

Location –

Description – Blair Athol Cemetery

Image;



Code - CLM 2
Location – Clermont Historical Centre
Description – Clermont Historical Centre Sign



Code - CLM 3
Location – Clermont Historical Centre
Description –



Code – CLM 4
 Location – Clermont
 Description – Town Entry Sign



Code - CLM 5
 Description – Piano Tree



Code - CLM6
 Location –
 Description –
 Image



Code – CLM7
 Location –
 Description –
 Image



Code - CLM8
 Location – Clermont entry near Hoods Lagoon
 Description – Site informative
 Image



Code – CLM9
 Location – Pioneer Park
 Description
 – Pioneer Park entry sign
 – Covered sign
 – Clermont a progression of history

Image





Code – CLM10
 Location – Town reserve GPA
 Description
 - Town reserve GPA
 - Dumping Sign
 Image –



Code- CLM11
 Location – Flat Diggings GPA
 Description – Flat Diggings GPA
 Image -



Code – CLM12
Location – Copperfield Cemetery
Description – Cemetery sign
Image -



Code – CLM13
Location –
Description – Tourism road signage Copperfield Cemetery
Image



Code – CLM14
Location –
Description – Tourism road signage Copperfield Chimney
Image



Code – CLM15
Location –
Description –
Image



Code – CLM16
Location – Copperfield
Description – Copperfield Town Sign



Code – CLM17
Location – Copperfield Store
Description –
Image



Code – CLM18
Location – EH Faint Memorial Grounds
Description – Entry Signage
Image



Code – CLM19
Location – Clermont Railway Station
Description – Clermont Railway Station 1884
Image



Code – CLM20

Location – Theresa Creek Dam Road

Description – Tourism Entry Signage

Image



Moranbah

Code – MBH1

Location –

Description –

Image;



Code – MBH2

Location – at truck stop at BP Service Station

Description –

Image



Code – MBH3



Location – Moranbah Access Road

Description – Shop Isaac Sign

Code - MBH4

Location – Moranbah town Entrance (opposite Red Bucket)

Description – Welcome to Moranbah Sign



Code – MBH5

Location – Isaac River Rotunda, Peak Downs Highway

Description – Rotunda at the Isaac River Rest Stop



Code: MBH6

Moranbah Town Square – Miners Memorial



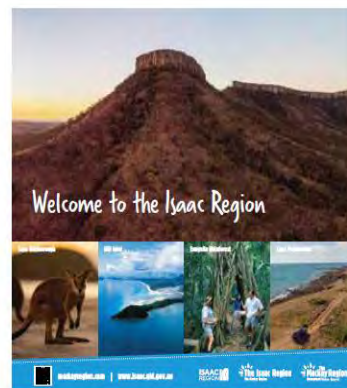
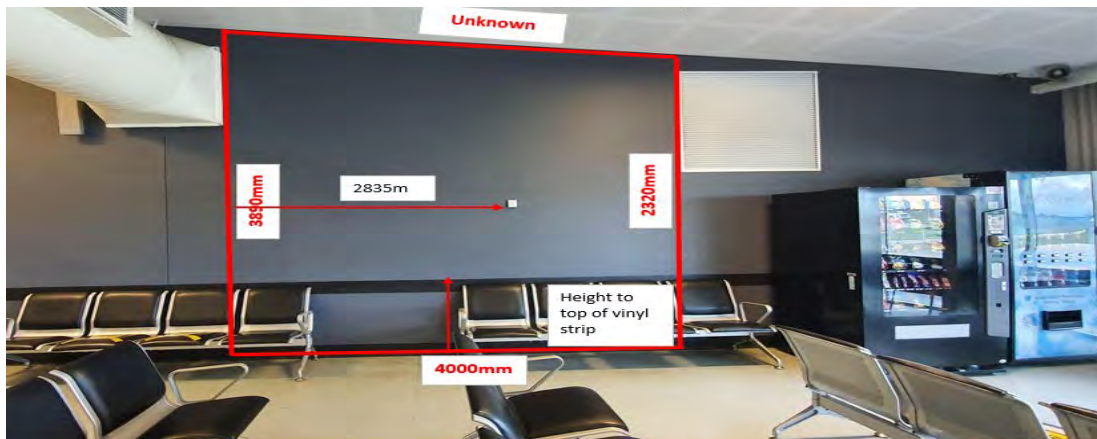
MBH7 Library cultural walkway stories



MBH9 Red Bucket - Signs



Code - MBH 10
Location – MBH Airport wall x 3
(Departure & arrival lounges)



GLENDEN

Code – GN1

Location – Glenden Town Entry (Nebo)

Description –Entry sign – Welcome to Glenden
Image;



Code – GN2

Location – Glenden Town Entry (Collinsville)

Description – entry sign – Welcome to Glenden
Image



LAKE ELPHINSTONE

Code – LE1

Location – Lake Elphinstone

Entrance in front of toilet block

Description – Tourism signage

Image



Code – LE2

Location –

Description –

Image



Code – LE3

Location – Lake Elphinstone attached to toilet block

Description – Community Noticeboard

Image



Code – LE4
Location – Lake Elphinstone
Description – Lake Elphinstone sign
Image



Code – LE5
Location – Lake Elphinstone overlooking dam
Description – unreadable
Image



ISAAC COAST ILBILBIE

Code – IC1

Location – Bruce Highway, Ilbilbie “Tickle Property”

Description – Tourism Billboard

Image;



GREENHILL

Code - IC2

Location – Greenhills

Description – Directional Signage

Image



NOTCH POINT

Code - IC3

Location – Notch Point Entrance

Description – Yarrawonga Park Reserve

Image



CARMILA

Code - IC4

Location – Carmila Beach Park

Description – Danger Sign

Image 

Code – IC5

Location – Carmila Beach Park

Description – Park Signage

Image



Code - IC06

Location – Carmila Beach Park

Description – Marine Debris

Image



Code - IC7

Location – Entrance Carmila Beach

Description – Park Mobile Sign

Image



Code – IC8

Location – Carmila Beach Entrance to Zone 1, 2 and 3

Description – Zone signage

Image



Code - IC9
 Location – Carmila Beach Entrance Zone 1
 Description – Litter and Zone 1
 Image



Code - IC10
 Location – Carmila Beach Zone 1
 Description – Park Mobile
 Image



Code - IC11
 Location – Carmila Beach Zone 1
 Description – Carmila Beach Dune Protection Project
 Image



Code - IC12

Location – Carmila Beach Zone 1

Description – Broadsound Shire Council - Danger
Image



Code - IC13

Location – Carmila Beach inside Zone 1

Description – Marine turtles – sharing our shores (numerous logos)
Image



Code - IC14

Location – Carmila Beach Zone 2 entrance

Description – Zone 2 Camper Trailer camping
Image



Code - IC15
 Location – Carmila Beach Zone 2 entrance
 Description – Park Mobile
 Image



Code - IC16
 Location – Carmila Beach inside Zone 2
 Description – Beach scrub – an endangered community (numerous logos)
 Image



Code - IC17
 Location – Carmila Beach inside Zone 2 near dump point
 Description –
 Image



Code - IC18

Location – Carmila Beach Zone 3 entrance

Description – Zone 3 tent camping

Image



Code - IC19

Location – Carmila in front of community hall

Description – Welcome to Carmila - Town sign

Image



FLAGGY ROCK

Code - IC20

Location – Flaggy Rock

Description – Flaggy Rock – Town sign

Image



Code - IC21

Location – Flaggy Rock

Description – Community Centre



CLAIRVIEW

Code - IC22

Location – Clairview Rest Area

Description – Marine Debris

Image



Code - IC23
Location – Clairview Rest Area
Description – Clairview Community Centre



Code - IC24
Location – Clairview Rest Area
Description – Clairview (hold historical Railway style sign)



Code - IC25
Location – Clairview Rest Area
Description – Danger Sign



Code - IC26
Location – Clairview Rest Area
Description - Town Sign

ST LAWRENCE

Code - IC27
Location – St Lawre Recreational Grounds - Entrance
Description – Park Mobile



Code - IC28
Location – St Lawrence Recreational Grounds
Description – Welcome to St Lawrence



Code - IC29

Location – St Lawrence Recreational Grounds

Description – Tourism Signage 1 of 2 under one structure

- Natural Broadsound
- Welcome to St Lawrence Capital of Broadsound Shire



Code - IC30

Location – St Lawrence Recreational Grounds

Description – Marine Debris



Code - IC31

Location – St Lawrence Recreational Grounds

Description – St Lawrence Wetlands (this sign needs to be larger and in better position)



Code - IC32

Location – St Lawrence Marg's Park

Description – Park sign

Image



Code - IC33

Location – St Lawrence – Marg's Park

Description – St Lawrence Creek Bridge

Image



Code - IC34

Location – St Lawrence - Marg's Park

Description – Storytelling sign on Margs Park

Image



Code - IC35

Location – St Lawrence - Wetlands

Description – St Lawrence Wetland fresh water fish (fish ladders)

Image



Code - IC36

Location – St Lawrence Wetlands

Description – St Lawrence Wetland fresh water fish (fish ladders)

Image



Code - IC37

Location – St Lawrence – Meatworks x 2 signs

Description – Directional sign

Image



Code - IC38
 Location – St Lawrence –Walkway x 2 signs
 Description –
 Image

Code – IC39
 Location – Waverley Creek Rest Area
 Description - New Tourism Signage – Example below;
 Image



Code - IC40
 Location – Bruce Highway, “Olive Property”
 Description – Tourism Billboard
 Image



MEETING DETAILS

Planning, Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Jacki Scott

AUTHOR POSITION

Manager Strategic and Business Development

5.29

JANGGA CONSULTATIVE MEETING MINUTES - 19 JULY 2021

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Jangga Indigenous Land Use Agreement (ILUA) Consultative Meeting held on 19 July 2021.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receives and notes the Minutes of the Jangga Indigenous Land Use Agreement Consultative Meetings held on 19 July 2021.*
- 2. Notes that the actions listed in the minutes will be implemented by Chief Executive Officer.*

BACKGROUND

This was the fifth meeting of the Jangga Indigenous land Use Agreement Consultative meeting. The meeting was attended by Isaac and Whitsunday Regional Councils. The next meeting will be hosted by Isaac Regional Council at Mt Coolon in November 2021. An invite will be extended to Charters Towers Regional Council to commence attending the 6 monthly meetings. The invite is in recognition of the country the Jangga peoples cover over the respective local government areas. This is a great opportunity to work with neighbouring Councils and the Jangga peoples.

IMPLICATIONS

Council is obliged to meet its conditions under the ILUA. The meeting identified a number of outstanding matters – some of which will be subject of later reports to Council.

CONSULTATION

Internal

Chief Executive Officer

Councillor Division One

External

Jangga Operations Pty Ltd on Behalf of Bulganunna RNTBC Representatives

Whitsunday Regional Council Representatives

BASIS FOR RECOMMENDATION

Information sharing with Elected Members to update on the progress of the Jangga People and Isaac Regional Council ILUA.

ACTION ACCOUNTABILITY

Manager Strategic and Business Development to track the ongoing status of Council actions and obligations under the ILUA.

KEY MESSAGES

Council working towards meeting its obligations under the Indigenous Land Use Agreement and maintaining positive relationships with Councils key stakeholders.

Report prepared by:

JACKI SCOTT

Manager Strategic and Business Development

Date: 28 July 2021

Report authorised by:

DAN WAGNER

**Director Planning, Environment and
Community Services**

Date: 28 July 2021

ATTACHMENTS

- CONFIDENTIAL Attachment 1 - Jangga Consultative Committee Meeting Minutes 19-07-2021

REFERENCE DOCUMENT

- Nil

PAGES 574 TO 576 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee
	Tuesday 10 August 2021
AUTHOR	Daniel Wagner
AUTHOR POSITION	Director Planning, Environment and Community Services

5.30

OUR RESILIENT COAST: ISAAC COASTAL HAZARD ADAPTATION STRATEGY PHASE 6 – OPTIONS ASSESSMENT

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the Phase 6 – Options Assessment report prepared by BMT and Ethos Urban as part of the Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy.

OFFICER'S RECOMMENDATION

- That the committee recommend that Council resolve to adopt the Phase 6 – Options Assessment prepared by BMT as part of the Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy.***
- That the committee recommend that Council delegate authority to the Chief Executive Officer to consider and decide on any recommended changes proposed by Local Government Association of Queensland (LGAQ) following their technical review of the report.***

BACKGROUND

BMT and Ethos Urban have been engaged by Council to prepare phases 3 to 8 of the *Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy*. The project is being funded by the LGAQ QCoast₂₁₀₀ program.

Phase 5 was adopted by Council on 25 May 2021 (resolution 7271).

QCoast₂₁₀₀ Program

The program has been designed to assist Queensland coastal local governments with funding and technical support to progress the preparation of plans and strategies to address climate change related coastal hazard risks. The program is intended to guide decision-making across key areas of local government planning and operations, including:

- corporate and operational planning.
- financial planning (long term forecasts and annual budgets).
- land use planning and development assessment.
- infrastructure planning and management including roads, stormwater and foreshores.
- asset management and planning including nature conservation, recreation, cultural heritage values and other public amenities.
- community planning; and
- emergency management.

What is a coastal hazard adaptation strategy?

A coastal hazard adaptation strategy (CHAS) is an important ‘whole of organisation’ document that provides the overarching framework and strategic direction for integrated decision making and coordinated action to respond to coastal hazard risks. The CHAS provides the ‘plan’ for how to respond and manage current and future coastal hazard risks including guiding change, informing decision making and prioritising actions across the organisation.

The process involves identifying coastal hazards, assessing vulnerabilities and risks to a range of assets (both tangible and intangible), engaging with stakeholders and the community to select prepared adaptation options and determining the costs, priorities and sequencing of actions over time.

In summary, the CHAS will document the following:

- identifies existing coastal hazard risks today and how they are expected to change or worsen in the future over different planning horizons between the present day and 2100.
- assesses vulnerability and risks to a broad range of assets and values (e.g.: community, ecological, built/economic, cultural etc.).
- identifies adaptation options and actions to ‘treat’ or manage coastal hazard risks.
- identifies priorities - what are the most pressing or urgent risks that need responding to today and what can wait?
- identifies ‘tools’ to deliver these actions.
- outlines timing, staging and sequencing of actions over time.
- defines roles and responsibilities – who does what?
- identifies funding; and
- outlines monitoring and review expectations.

Phase 6 – Options Assessment

The purpose of this report is to document the potential adaptation options considered at each location where High or Extreme risks were identified in Phase 5. It describes the multi-criteria analysis (MCA) framework used to compare the various options and inform recommendations for options to be considered in more detail in a cost benefit analysis as part of the forthcoming Phase 7 of the project. The report also identifies how the various options can be used to develop adaptation pathways –options that evolve over time to respond to emerging adaptation pressures.

Adaptation Principles

The following adaptation principles were workshopped with Councillors at a strategic planning day on 21 July 2021, and guide decision making on adaptation options and directions for the strategy:

1. Adaptation pathways retain and enhance the unique and iconic coastal identity, qualities and character of the Isaac coastal region
2. We build community awareness of risk and promote partnerships and collective action by involving stakeholders, business, residents and community in implementation of adaptation pathways.

3. We prioritise adaptation responses in higher risk areas to keep people safe and limit future land use exposure in areas of unacceptable or intolerable risk.
4. Physical adaptation responses compliment the aesthetics of their surrounds and achieve multiple public benefits. Fitting in with 'place' is important.
5. Adaptation options comply with environmental regulations to ensure protection of natural coastal processes, ecological processes and wildlife habitats.
6. We prioritise natural and soft solutions over hard engineering solutions where satisfying cost-benefit requirements and achieving holistic social sustainability outcomes.
7. We prioritise public funding of solutions to protect 'public good' assets over private benefit. Investment in private benefit solutions is subject to identification of appropriate external funding channels and achievement of holistic social sustainability outcomes.
8. Future investment in community assets and infrastructure is 'risk informed' – we avoid investing in long design life or costly community assets and infrastructure in higher risk areas and transition our priority assets out of higher risk areas.

Adaptation Options Hierarchy

The options hierarchy provides further guidance for the strategy to show a degree of preference toward consideration of lower-intervention options prior to considering those options which have higher degrees of impacts on local communities.

1. Avoid building new 'high value' or 'long life' assets in coastal hazard areas of unacceptable risk
2. Build community resilience through education and community awareness measures
3. Enhance coastline resilience by protecting or reinstating natural coastal ecosystems
4. Modify existing and future buildings and infrastructure to accommodate coastal changes –build things 'higher and stronger', flood resilient building design, evacuation planning in areas of tolerable risk etc.
5. Protect/defend priority shorelines, localities and infrastructure through the use of beach nourishment, seawalls, levees, groynes or other structures
6. Transition over time existing assets and buildings out of higher-risk areas –last resort option.

Options and pathways

Options for consideration can be clustered into three broad categories:

1. Building community resilience
2. Modifications to existing shorelines and assets
3. Planned transition of assets

The report proposes a 'pathway approach for implementation of options, utilising low-impact, low-cost solutions until risks and hazard occurrence is forecast to exceed community tolerances and resilience thresholds.

Options considered for MCA analysis

	Greenhill	Notch Point	Camilla Beach	Clairview	St Lawrence	Other Critical Infrastructure
Maintain status quo	✓	✓	✓	✓	✓	
Active dune management	✓	✓	✓	✓		
Beach scraping			✓	✓		
Levee	✓	✓	✓	✓	✓	
Infrastructure design/modification	✓	✓	✓		✓	✓
Raise land levels				✓		
Dune reinforcement			✓	✓		
Seawall			✓	✓		
Allow recession	✓	✓	✓	✓	✓	
Development free zone	✓					
Habitat expansion/ buffers					✓	
Land buyback/swap			✓	✓		
Scour protection at waterway crossings						✓

Multi-Criteria Analysis (MCA)

The proposed assessment criteria and their weightings were developed in consultation with Council's technical working group (TWG) and are considered to reflect how overall priorities are set by the Council. An initial set of criteria and weightings were presented to the TWG for discussion and input on their relevance and appropriateness sought both prior to a workshop and during an interactive workshop session.

Where appropriate, the criteria definitions and rating descriptions were refined to align with Council policies. For example, the social impact criterion was recrafted to reflect Council's social sustainability policy to rate positively those options that prioritise positive sustainable development such as adaptation responses that address connection, cohesion and inclusion in their form and design. Definitions and descriptions for criteria relating to costs, approvability and timing were also clarified.

To provide consistent assessment, initial 'ratings' were defined for each criterion to indicate:

- "Very Positive" (rating = +2) where an adaptation option has a very positive outcome
- "Positive" (rating = +1) where an adaptation option has a somewhat positive outcome
- "Neutral" (rating = 0) where an adaptation option has neither a positive nor negative outcome
- "Negative" (rating = -1) where an adaptation option has a somewhat adverse outcome
- "Very Negative" (rating = -2) where an adaptation option has a significantly adverse outcome

Assessment Criteria Rating Descriptions

	Life Cycle Cost	Environmental Sustainability	Social Sustainability	Reversible / Adaptable	Technical Difficulty	Approvability	Typical Design Life
Weighting	30%	15%	23%	12%	5%	5%	10%
Very Negative (-2)	Very high cost (over \$5M)	Will have significant adverse impact on environmental values (i.e. MSES)	Significant decrease in social equity or community wellbeing	Completely irreversible once implemented, or Limits any alternative options in the future	Is not technically viable at the location	Is very unlikely to achieve approval under existing planning / legislative requirements	Short term / temporary solution (less than 5 years)
Negative (-1)	High cost (\$1M to \$5M)	Will have somewhat adverse, but not significant impact on environmental values	Slight decrease in social equity or community wellbeing	Difficult to reverse once implemented, but can be done with effort. Limits some alternative options in the future	Is only technically viable with substantial engineering (or other) design investigation and capabilities for implementation	Will require an EIS to implement; or There is a residual risk that approval will not be obtainable for the proposed works / strategy	Short to medium term solution (5 to 15 years)
Neutral (0)	Moderate cost (\$300,000 to \$1M)	No net change to existing environmental values	No net change to existing social equity or community wellbeing	Reversible or adaptable, but at some cost / effort	Has neither a positive or negative impact on effectiveness; or Is likely to be technically viable at the site, but would require further investigations to clarify	Will require Govt approvals; or Approvals / assistance would generally be granted assuming requirements are met	Medium term solution (15 to 25 years)
Positive (+1)	Limited cost (\$0 to 300,000)	Will slightly benefit environment	Slight improvement in social equity or community wellbeing	Can be adapted for future circumstances or would have only minor impact on future generations	Is technically viable with some effort	Minimal government approvals required to implement	Medium to long term solution (25 to 40 years)
Very Positive (+2)	Cost neutral or generates revenue	Will significantly benefit environment, (e.g. improve habitat value / increase total available habitat)	Significant improvement in social equity or community wellbeing	Can be easily adapted for future circumstances or should impacts not occur; or Would positively impact future generations	Is technically viable and easily implementable at the site / location	No government approvals required to implement	Long term solution (more than 40 years)

Analysis outcomes

For the purposes of the MCA, options to mitigate High and Extreme risks within each settlement area were considered. Several strategic actions apply to the entire Isaac Coast during the life of the strategy such as community education, monitoring, emergency response, hazard avoidance and land use planning mechanisms. Monitoring and community awareness and education actions are fundamental to underpin the implementation of all options across all parts of the Isaac Coast.

Assessment of each coastal community's adaptation pathway has been undertaken in detail within appendix 2 of the Phase 6 report. The adaptation pathway tends to draw from the highly ranked, "no regrets" options as being the most suitable for short-term implementation over expensive or complex options. Potential implementation timeframes associated with the options are provided, noting that the more expensive or complex options can require years of planning before implementation is possible, or are preceded by "no-regrets" actions until such time as costs (financial/social/community) become untenable.

Conclusions and recommendations

The assessment of adaptation options for the Isaac Region coastline identified that for many locations, continuing the current approach of no to low intervention is appropriate for the short-term. Measures that enhance local ecosystems to provide their natural protective functions also ranked highly, largely due to their positive benefits and relatively low cost.

Only those options that are expected to have a significant cost impact should be subjected to a cost-benefit analysis (CBA) in Phase 7 of the CHAS. For the Isaac CHAS, this has been further focussed to key locations where the long-term adaptation response is less clear. Recommendations for further consideration in the Phase 7 CBA for the main settlement areas are listed below:

Options recommended for CBA analysis				
	Greethill	Carmila Beach	Clairview	St Lawrence
Maintain status quo	Base case	Base case	Base case	Base case
Levee	Protect			Protect
Road raising		Accommodate		Accommodate
Dune reinforcement			Accommodate	
Seawall		Protect	Protect	
Development free zone	Avoid			
Land buyback/swap		Retreat	Retreat	

IMPLICATIONS

The report highlights a range of adaptation options and pathways to deal with high and extreme risks identified for our coastal communities in the Phase 5 stage of the CHAS.

Each adaptation option carries a range of costs and benefits which vary in scale and complexity. These options will be further interrogated in a cost-benefit analysis in Phase 7 of the project.

Each phase of the project is being reviewed and evaluated by a technical working group within Council, whose role it is to identify any unforeseen implications and risks.

CONSULTATION

Internal

Isaac CHAS Technical Working Group (key officers, asset custodians and managers across all Council directorates)

BASIS FOR RECOMMENDATION

The Phase 6 – Options Analysis report is a vital input into the development of Council's overall adaptation strategy, particularly for areas identified as being potentially subject to high and extreme coastal hazard risk.

ACTION ACCOUNTABILITY

Director Planning, Environment and Community Services and/or Manager Liveability and Sustainability to prepare correspondence notifying LGAQ of Council's decision and finalise the acquittal process for this phase.

KEY MESSAGES

Preparation and completion of the *Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy* will provide a framework and strategy for integrated decision-making and coordinated responses to coastal hazard risks.

The project differs from that of the planning scheme, with a strategic view taken on how to manage risks on services and infrastructure affected by coastal hazards.

Report prepared by:

DAN WAGNER
**Director Planning Environment and
Community Services**

Date: 27 July 2021

Report authorised by:

JEFF STEWART-HARRIS
Chief Executive Officer

Date: 5 August 2021

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Phase 6 – Options Analysis report

REFERENCE DOCUMENT

- QCoast2100 Guidelines
- *Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy* phases 1-5 reports

PAGES 584 TO 655 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee
	Tuesday 10 August 2021
AUTHOR	Daniel Wagner
AUTHOR POSITION	Director Planning, Environment and Community Services

5.31

OUR RESILIENT COAST: ISAAC COASTAL HAZARD ADAPTATION STRATEGY PHASE 7 – COST-BENEFIT ANALYSIS

EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the Phase 7 – Cost-Benefit Analysis report prepared by BMT and Ethos Urban as part of the Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy.

OFFICER'S RECOMMENDATION

- That the committee recommend that Council resolve to adopt the Phase 7 – Cost-Benefit Analysis prepared by Aither on behalf of BMT as part of the Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy.*
- That the committee recommend that Council delegate authority to the Chief Executive Officer to consider and decide on any recommended changes proposed by Local Government Association of Queensland (LGAQ) following their technical review of the report.*

BACKGROUND

BMT and Ethos Urban have been engaged by Council to prepare phases 3 to 8 of the *Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy*. The project is being funded by the LGAQ QCoast₂₁₀₀ program.

Phase 5 was adopted by Council on 25 May 2021 (resolution 7271), with Phase 6 proposed to be considered as part of Council's August 2021 Ordinary Meeting.

QCoast₂₁₀₀ Program

The program has been designed to assist Queensland coastal local governments with funding and technical support to progress the preparation of plans and strategies to address climate change related coastal hazard risks. The program is intended to guide decision-making across key areas of local government planning and operations, including:

- corporate and operational planning.
- financial planning (long term forecasts and annual budgets).
- land use planning and development assessment.
- infrastructure planning and management including roads, stormwater and foreshores.
- asset management and planning including nature conservation, recreation, cultural heritage values and other public amenities.

- community planning; and
- emergency management.

What is a coastal hazard adaptation strategy?

A coastal hazard adaptation strategy (CHAS) is an important 'whole of organisation' document that provides the overarching framework and strategic direction for integrated decision making and coordinated action to respond to coastal hazard risks. The CHAS provides the 'plan' for how to respond and manage current and future coastal hazard risks including guiding change, informing decision making and prioritising actions across the organisation.

The process involves identifying coastal hazards, assessing vulnerabilities and risks to a range of assets (both tangible and intangible), engaging with stakeholders and the community to select prepared adaptation options and determining the costs, priorities and sequencing of actions over time.

In summary, the CHAS will document the following:

- identifies existing coastal hazard risks today and how they are expected to change or worsen in the future over different planning horizons between the present day and 2100.
- assesses vulnerability and risks to a broad range of assets and values (e.g.: community, ecological, built/economic, cultural etc.).
- identifies adaptation options and actions to 'treat' or manage coastal hazard risks.
- identifies priorities - what are the most pressing or urgent risks that need responding to today and what can wait?
- identifies 'tools' to deliver these actions.
- outlines timing, staging and sequencing of actions over time.
- defines roles and responsibilities – who does what?
- identifies funding; and
- outlines monitoring and review expectations.

Phase 7 – Cost-Benefit Analysis

A qualitative economic assessment has been undertaken for four locations to inform Phase 7 of the CHAS process. This report presents the findings of the assessment. At this stage, the socio-economic analysis aims to support Isaac Regional Council's understanding of the merit of different adaptation options. The analysis will also help communicate the benefits and costs of options to stakeholders and determine the next steps for a more detailed investigation.

As part of Phase 6 of the CHAS, a range of coastal adaptation options were developed. These options were further developed in consultation with Council's internal technical working group. The full range of potential options for all reporting areas for the CHAS project were examined through a multi-criteria analysis (MCA). Based on the results of this process, a short-list of adaptation options was identified for assessment through Phase 7. The assessment is preliminary only and is limited to a high-level analysis of the proposed options through a qualitative assessment of the costs and benefits.

	Ilbilbie	Carmila Beach	St Lawrence	Clairview
Protect	Levees	Seawall	Levees	Seawall
Accommodate	Road raising	Road raising	Road raising	Dune reinforcement
Avoid	Development free zone			
Retreat	Land buyback		Land buyback	

Table 1: Adaptation options considered as part of the cost-benefit analysis process

The authors of the report state: “Given the complexity of trade-offs and benefits for each location, it is unlikely that a single adaptation option will be appropriate for managing the risks to the community. Further investigation is needed to understand the most appropriate actions in each location but broadly adaptation options that maintain the area's natural character should be prioritised. Any investment in built infrastructure should be highly targeted and localised.”

The report contains several recommendations for Council's consideration in wholistic decision making on the finalisation of adaptation options and pathways in the Phase 8 Adaptation Strategy, such as:

- Consideration of further planning framework changes to improve hazard resilience
- Investigation into costs of protection works and sustainable road access arrangements
- Investigation into forecast costs to ameliorate intolerable hazard incidence through relocation of affected assets.

IMPLICATIONS

The costs and benefits explored in this report are only a small sample of options to be considered in development of the Phase 8 Adaptation Strategy. These options will be discussed in a workshop with Councillors during August 2021. Decisions pertaining to the final Adaptation Strategy draft will be subject to a Council report and resolution, prior to being publicly exhibited,

Each phase of the project is being reviewed and evaluated by a technical working group within Council, whose role it is to identify any unforeseen implications and risks.

CONSULTATION

Internal

Isaac CHAS Technical Working Group (key officers, asset custodians and managers across all Council directorates)

BASIS FOR RECOMMENDATION

The Phase 7 – Cost-Benefit Analysis report is a vital input into the development of Council's overall adaptation strategy, particularly for areas identified as being potentially subject to high and extreme coastal hazard risk.

ACTION ACCOUNTABILITY

Director Planning, Environment and Community Services and/or Manager Liveability and Sustainability to prepare correspondence notifying LGAQ of Council's decision and finalise the acquittal process for this phase.

KEY MESSAGES

Preparation and completion of the *Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy* will provide a framework and strategy for integrated decision-making and coordinated responses to coastal hazard risks.

The project differs from that of the planning scheme, with a strategic view taken on how to manage risks on services and infrastructure affected by coastal hazards.

Report prepared by:

DAN WAGNER
**Director Planning Environment and Community
Services**

Date: 27 July 2021

Report authorised by:

JEFF STEWART-HARRIS
Chief Executive Officer

Date: 5 August 2021

ATTACHMENTS

- CONFIDENTIAL - Attachment 1 – Phase 7 – Cost-Benefit Analysis Report

REFERENCE DOCUMENT

- QCoast2100 Guidelines
- *Our Resilient Coast: Isaac Coastal Hazard Adaptation Strategy* phases 1-6 reports

PAGES 660 TO 684 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Planning, Environment and Community Services

Standing Committee

Tuesday 10 August 2021

AUTHOR

Dan Wagner

AUTHOR POSITION

Director Planning, Environment and Community Services

6.1

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES INFORMATION BULLETIN – AUGUST 2021

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for August 2021 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee:

1. ***Note the Planning, Environment and Community Services Directorate Information Bulletin for August 2021.***

BACKGROUND

The attached Information Bulletin for August 2021 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:

DAN WAGNER

**Director Planning, Environment and Community
Services**

Date: 2 August 2021

Report authorised by:

JEFF STEWART-HARRIS

Chief Executive Officer

Date: 5 August 2021

ATTACHMENTS

- Attachment 1 – Planning, Environment and Community Services Information Bulletin – August 2021

REFERENCE DOCUMENT

- Nil

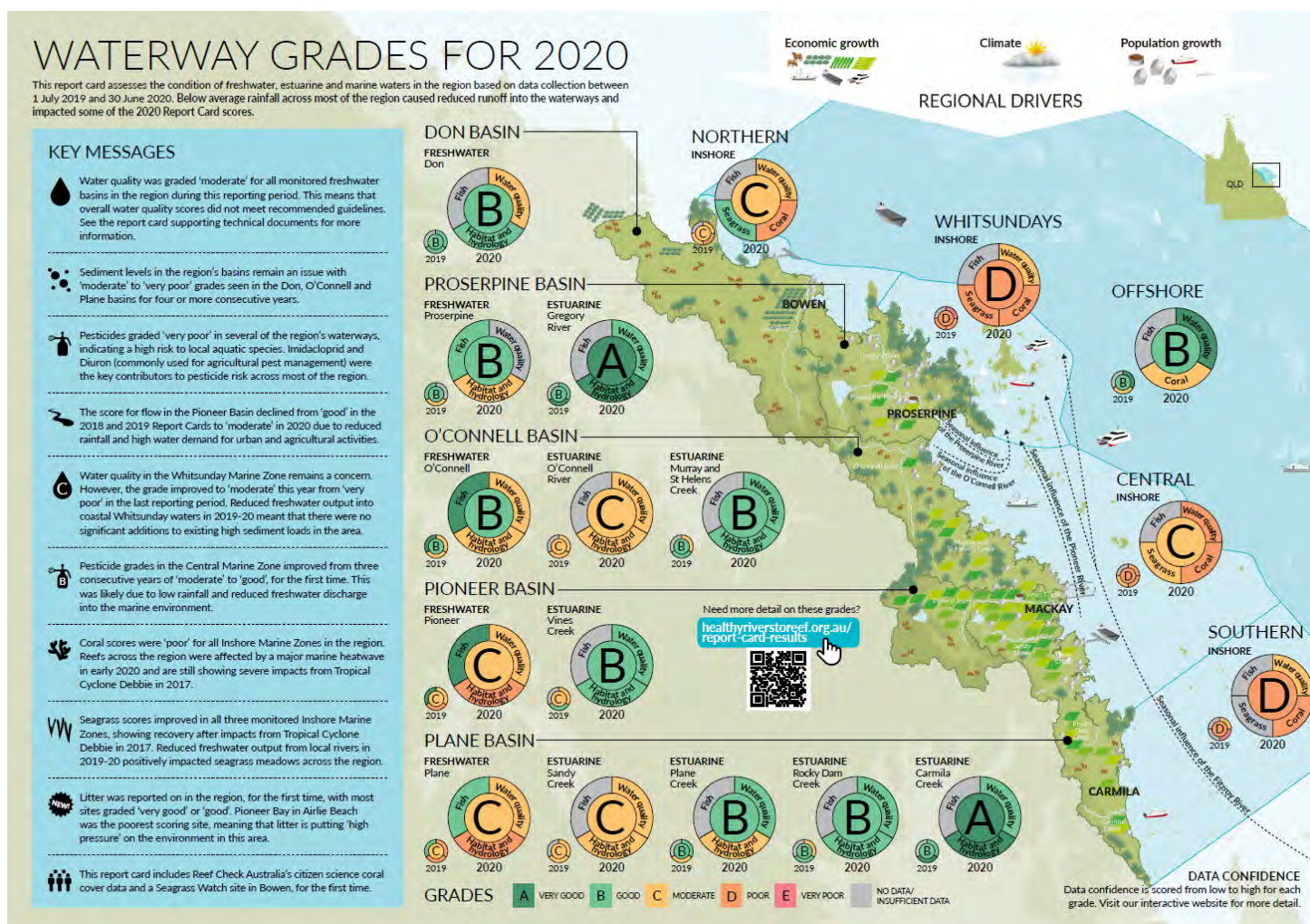
DATE: August 2021

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

DIRECTORATE HIGHLIGHTS

At the start of July, PECS Leadership Team travelled to Glenden for its monthly meeting, with PECS staff invited to a BBQ lunch and meet & greet session at the recreation centre. Key items for discussion included ideas sharing on operational leadership engagement and buy-in to the cultural leadership framework, and preliminary discussions to debrief on the St Lawrence Wetlands weekend.

The Mackay-Whitsunday-Isaac Healthy Rivers to Reef Partnership launched their 2020 report card in Mackay on 15 July 2021, with Councillor Coleman attending in person, and DPECS and Manager Liveability & Sustainability attending the launch virtually. The report card showcases water quality standards in our freshwater, estuarine and coastal water environments, with scores of B and A for the Isaac coastal streams from Cape Palmerston to Clairview. The report also highlights impacts of the Fitzroy Basin on our inshore reefs, scoring marginally better than last year. Further work is proposed to engage with Fitzroy Basin partners to understand how Isaac can play a role in shaping improved outcomes.



Workshops were held with Council on the Moranbah Community Centre renewal projects and the Isaac Coastal Hazard adaptation strategy – with Council endorsement secured to proceed with an application for the Resource Communities Infrastructure Fund grant program.

Lastly, we have finally reached the conclusion of the recruitment process for the Manager Liveability & Sustainability position, with Mick St Clair being appointed and commencing on 9 August 2021.

COVID-19 – Support and Stimulus Package

PECS chaired a workshop with Councillors on the COVID-19 Recovery Plan, showcasing the efforts of Council teams in achieving the objectives of the plan over the last 12 months. Further work remains in the coming months, particularly as increasing threats of COVID outbreaks arise stemming from the highly contagious Delta-strain. With Mick St Clair's appointment to the MLS role, recruitment will be underway shortly to secure a suitable replacement for the Economic and Business Resilience Coordinator role.

STRATEGIC AND BUSINESS DEVELOPMENT

PREVIOUS MONTH'S ACHIEVEMENTS

Jangga Indigenous land user consultative meeting took place in Collinsville on 19 July, without issue. The Jangga people are very honoured to be invited to the RDA 10-year planning forum and to be welcomed by Isaac Regional Council officer. The next meeting will be held at Mt Coolon in November 2021.

IRC hosted a National Reconciliation week (NRW) breakfast debrief with Reconciliation QLD (RQ). RQ plans for the breakfast to be of similar nature next year, with the possibility of events throughout the week i.e. library morning tea, story time etc... Discussions ongoing regarding a forum workshop later in the year. The forum may be a regional event hosted between Mackay Whitsunday and Isaac Regions. A workshop will be held later in the year to work through format.

Community satisfaction survey awarded to IRIS research. IRIS provided the 2015 and 2019 survey's in the Isaac region. Survey currently anticipated to take place in late August/early September.

Customer Experience (CX) working and reference groups formed. First meeting to be held in late August/September with remaining meetings to occur after the customer satisfaction survey results have been delivered in October/November.

Corporate Sustainability and Regional Resilience Investigative Framework continuing to be developed. Workshops booked with E&I and CGFS Directorates in August. A round table discussion to occur with the ELT and relevant managers to progress the framework to workshop with Councillors in September/October.

EMERGING ISSUES

Nil

NEXT MONTH'S PROGRAM

Community satisfaction survey to be progressed.

EOI put to all IRC employees to nominate to be part of the RAP working group.

Corporate Sustainability and Regional Resilience Investigative Framework to be prepared for Council workshop.

LGAQ and QCRC energy future summit being held in August

IRC's briefing with QCRC to be rescheduled to 20 October 2021

FINANCIAL REPORT

Nil

DEVIATION FROM BUDGET AND POLICY

Nil

INFORMATION BULLETIN

PECS Capital Works 2020/2021 and 2021/2022

Project		Budget	Actual and commit	Remaining	Comment
CLM - Theresa Creek Dam Septic Renewal	C-F - New	600,000.00	1,400.00	598,600.00	Final planning underway
DYS Pool - Mech/Elect Upgrade Filter ins	C-F	6,182.00	6,182.00	0.00	Completed in July
CLM Administration Civic centre	C-F	379,055.76	536.36	378,519.40	Responses to tender well above budget. RFQ to be issued for alternate scope, W4Q extension to 31 Jan 22
MMT- Hall Structural Renewal	C-F	93,721.25	96,160.66	(2,439.41)	Construction underway W4Q extension to 30 Sep 21
DYS Civic Centre - W4Q	C-F	15,800.34	0.00	15,800.34	Project management costs to balance
MBH Community Centre - Design	C-F	98,836.00	1,045.00	97,791.00	Stage 1 complete, stage 2 pending
CORP Tourism signs new and replacement	C-F	26,907.57	10,852.51	16,055.06	Signage completion is expected by end of August
MBH_AFL Oval Playing Lights	C-F	142,595.38	103,858.30	38,737.08	Delay with lights award pending for fence
CLM Netball Amenities Block	C-F	120,232.74	81,969.00	38,263.74	Installation of new complete, demo of existing pending
Hub Development & reconfiguration	C-F	110,537.00	121,356.00	(10,819.00)	Internal construction complete, delays in supply for external roof and screening.
CLM Pool Dive Block Remediation	C-F	119,471.50	105,992.71	13,478.79	Works awarded, however delays with supplies due to COVID. Works expected to comment in August on receipt of new blocks.
IRC Community Facilities Works	C-F	155,784.02	130,131.00	25,653.02	Multiple works are underway (Coastal Airconditioning, Blair Athol Works Renewal Works and DYS Civic Airconditioning) at various locations within Isaac, however experiencing delays with supply change.
NBO Pool - Plant and Infrastructure	C-F	362,639.71	306,269.00	56,370.71	Construction commenced and will be completed prior to season opening. Works were unable to commence until pool closure for winter. Award for amenity upgrades pending

INFORMATION BULLETIN

IRC Pools - Equipotential bonding	C-F	40,000.00	0.00	40,000.00	RFQ Delays, waiting on final design drawings. RFQ expected to be advertised in early August.
CLM Pool - Amenities Refurbishment	C-F	114,325.00	114,303.00	22.00	Required supplementary funding to support variation (due to existing fittings being no longer manufactured, alternate sourcing required). Works underway with completion expected end of August.
IRC Swimming Pool Works	C-F	126,350.00	44,556.00	81,794.00	Current work underway on GCAC filters, replacement pump for MMT, and Pool cleaners. Emergent works for MMT replacement valve is being assessed with works to occur when properly scoped.
Moranbah Community Centre Technology Upg	C-F	600,000.00	44,556.31	555,443.69	Planning underway, project scope and delivery plan being submitted to BMA week ending 8 August
Electronic Whiteboards	C-F	20,000.00	20,000.00	0.00	Operational to capital
CLM Sale & Show Revitalisation Stage 2	New	2,900,000.00	26,800.00	2,873,200.00	Final planning underway, delay in funding contract from the State
NBO Showgrounds 2 Kitchen Upgrade	New	250,000.00	0.00	250,000.00	Tender under preparation. LCIF funded
CLM Civic Centre Kitchen Upgrade	New	150,000.00	0.00	150,000.00	Planned delivery 1/08/21 – 31/12/21
MMT Community Hall - Breezair Renewal	New	95,000.00	0.00	95,000.00	RFQ ready for issue. Planned for installation in September
STLAW - Community Hall -	New	80,000.00	0.00	80,000.00	Planned delivery 1/08/21 – 31/12/21
DYS Community Hub Design and Construct	New	120,000.00	0.00	120,000.00	Planned delivery 1/08/21 – 30/04/22
STLAW Community Hub Design	New	25,000.00	0.00	25,000.00	Planned delivery 1/08/21 – 30/04/22
Middlemount Animal Management Centre	New	74,895.00	0.00	74,895.00	Planned delivery 1/10/21 – 30/05/22
CORP Abandoned Vehicle Facility	New	144,907.00	0.00	144,907.00	Planned delivery 1/10/21 – 30/05/22
Mt Britton Construction of	New	120,000.00	0.00	120,000.00	Planned delivery 1/10/21 – 31/12/21

INFORMATION BULLETIN

waterless amenities					
CORP Facilities Proactive Capital Program	New	150,000.00	0.00	150,000.00	12-month program
Corp Pools Proactive Capital Program	New	150,000.00	0.00	150,000.00	12-month program
MBH Community Centre - Refurbishment	New	2,500,000.00	0.00	2,500,000.00	RCIF Funding application under preparation. Community consultation planned
Environment & Biodiversity Enviro Lab	New	150,000.00	0.00	150,000.00	Planned delivery 1/08/21 – 31/12/21
CLM Saleyards Rectification Works	New	329,000.00	0.00	329,000.00	Final planning underway
TCD Canteen Concrete and Irrigation Work	New	70,000.00	0.00	70,000.00	Planned delivery 1/10/21 – 31/12/21
CLM Aerodrome Pavement Surface Reseal	New	315,000.00	0.00	315,000.00	External funding unsuccessful, delivery of project will be linked to E&I roads re-sheeting program to minimise costs
DYS Civic Centre - Carpark Resurfacing &	New	130,000.00	0.00	130,000.00	Planned delivery 1/08/21 – 30/04/22
CLM Pool BBQ & Picnic Facilities	New	30,000.00	0.00	30,000.00	Planned delivery 1/08/21 – 31/12/21
DYS Civic Centre Facade Renewal	New	155,000.00	0.00	155,000.00	Planned delivery 1/08/21 – 30/04/22
CLM Civic Centre - External Works	New	80,000.00	0.00	80,000.00	Planned delivery 1/08/21 – 31/12/21
Greg Cruickshank Aquatic Centre Water Park	New	1,200,000.00	0.00	1,200,000.00	Planning nearing completion. Tender under preparation
Totals		12,351,240.27	1,215,967.85	11,135,272.42	

LIVEABILITY & SUSTAINABILITY

PREVIOUS MONTH'S ACHIEVEMENTS

Land Use Planning

Development Assessment Activity	Number
Development application received (MCU / ROL / OPW)	1
Building works siting concessions received	1
Survey plans received for endorsement	0
Approved developments applications (MCU / ROL / OPW)	0
Approved building works siting concessions	0
Approved survey plans	1

Prelodgement Meetings

Proposed medium impact industry (vehicle servicing and maintenance/training facility -, Dyno Noble (Adams and Spark) - Goonyella Road, Moranbah - 26 July 2021

Clermont Mine water pipeline – Glencore (ERM) – 8 July 2021

Proposed concrete batching plant, bulk landscape supplies and reconfiguring a lot -Tayglen, Dysart – 28 July 2021

New Planning Scheme

Nil

Infrastructure Charging Framework and Local Government Infrastructure Plan

Commenced 1 April 2021. 2021/22 Business Plan identifies need for audit of historic headworks payments and planned expenditure on trunk infrastructure investigations.

Input provided to E&I for new project: Stormwater Audit and Network Analysis

Land Development Advisory Committee Outcomes

Provided input to the LDAC Phase 4 Workplan workshop.

Coastal Hazard Adaptation Strategy

Received finalised Phase 6 Options Assessment (MCA) for LGAQ comment

Received finalised Phase 7 Cost Benefit Analysis Report for LGAQ comment

Continued discussion on draft of Phase 8 strategy

Final completion date for Phases 3-8 now extended to September 2021.

Social Planning

Social Sustainability Policy Action Plan Development

Saraji East Mining Lease Project EIS response

Environment and Biodiversity

Redrafting Biosecurity Strategy

Developing Erosion and Sediment Control Toolbox talks for Council rollout.

Development of 2021 Spring/Summer De-fox campaign with BMC, with targeted engagement to residents with previous camps.

Flying fox monitoring (Dysart)

Land Management

Dingo scalps: 29 scalps collected for July.

Developing procedure for pasture assessments in align with Department of Resources best practice material.

EMERGING ISSUES

Nil

NEXT MONTH'S PROGRAM

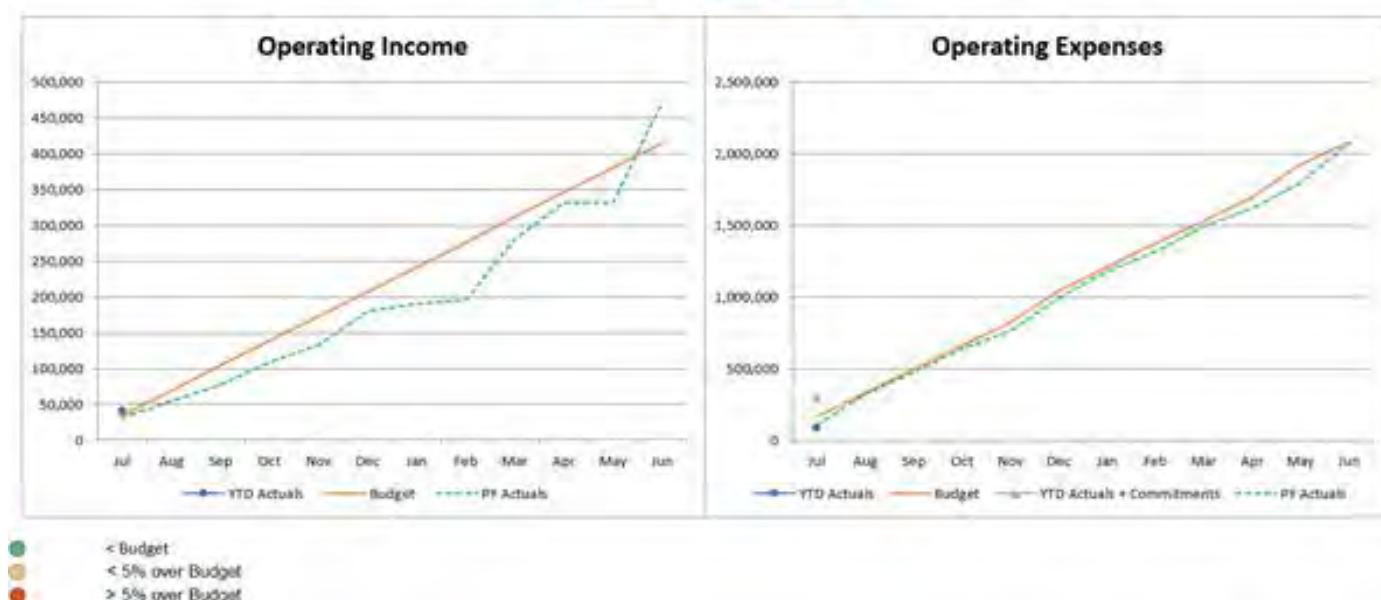
Initiate contact with Economic Development Queensland for revocation of Moranbah Priority Development Area

Finalise review of IRC Planning Web page update

Proceed to 'Request for Quote' for Stormwater Audit and Network Analysis

FINANCIAL REPORT





Operational Result From Period 1 - 1, 2022 Liveability & Sustainability









ENGAGED COMMUNITIES

PREVIOUS MONTH'S ACHIEVEMENTS

Community Hubs Isaac Libraries

 New Memberships	56 new library memberships in June 2021. Of the 56 new memberships, 7 joined online and 1 institution.	918 residents joined the libraries in FY2020/21. Of the 918 residents, 87 joined online in FY2020/21. 13 institutions joined the libraries in FY2020/21.																
 Building communities through engagement	4,145 people visited the libraries June 2021. 43% increase in foot traffic compared to May 2021.	50,235 people visited the libraries for FY2020/21. On average 4,186 people visited the library network each month.																
 Building communities through value	5,725 items being borrowed in June 2021. 2,231 (39%) of those items were online collections. While the percentage figure showed a decrease, the actual number was an increase of 74 issues. This was because hard copies issued increase as supported by the increase in foot traffic.	Total of 70,796 issues in FY2020/21. Of the 70,796 issues, 30,365 were online collections. This equates to 43%, stable.																
 Building communities through value	In June, each patron on average borrowed ...items @...library <table><tr><td>Moranbah</td><td>4 items</td></tr><tr><td>Nebo</td><td>3 items</td></tr><tr><td>Glenden</td><td>3 items</td></tr><tr><td>St Lawrence</td><td>3 items</td></tr><tr><td>Middlemount</td><td>5 items</td></tr><tr><td>Dysart</td><td>4 items</td></tr><tr><td>Clermont</td><td>4 items</td></tr><tr><td>Carmila</td><td>7 items</td></tr></table>	Moranbah	4 items	Nebo	3 items	Glenden	3 items	St Lawrence	3 items	Middlemount	5 items	Dysart	4 items	Clermont	4 items	Carmila	7 items	Across the network, the number of items loan in June per patron remains relatively unchanged.
Moranbah	4 items																	
Nebo	3 items																	
Glenden	3 items																	
St Lawrence	3 items																	
Middlemount	5 items																	
Dysart	4 items																	
Clermont	4 items																	
Carmila	7 items																	

 <p>Building communities through value</p>	<p>Service</p> <p>342 residents used the public PCs in June 2021.</p> <p>23% decrease month-on-month. One possible reason being cooler month, patrons not getting out and about as much.</p> <p>Usage</p> <p>Residents spent 177 hours on the public PCs in June 2021.</p> <p>32% decrease in hours month-on-month.</p> <p>On average, the customer used the public computer for 31 mins, 4 mins per booking less than May 2021.</p>	<p>Service</p> <p>6,295 residents utilised the public PCs in FY2020/21.</p> <p>Usage</p> <p>Residents expended 4,012.71 hours on the public PCs in FY2020/21.</p> <p>On average, the customer used the public computer for 31 mins per booking in FY2020/21.</p>
 <p>Your hub is a focal point where the Isaac communities come to learn, to play, to discover and to seek information</p>	<p>105 activities were delivered in June@Libraries.</p> <p>1,226 residents benefited from these activities.</p>	<p>814 activities were delivered by your Library Team in FY2020/21.</p> <p>8,818 residents benefited from the 814 activities in FY2020/21.</p>
 <p>Your hubs are more than bricks and mortar... Building communities through value</p>	<p>34 visits were undertaken to schools, kindgartens and childcare centres in June.</p> <p>763 childrens benefited from the June visits.</p>	<p>Your Library Team visited 309 times schools, kindergartens and childcare centres in FY2020/21.</p> <p>5,775 children benefited from these visits in FY2020/21.</p>
	<p>6 activities were delivered jointly with community and other organisations in June 2021.</p>	<p>134 activities were delivered in FY2020/21.</p>
	<p>731 Reference and Information Services were provided in June 2021.</p>	<p>8,374 Reference and Information Services were provided in FY2020/21.</p>

Reference and Information Service	43% increase in request for reference and information service month-on-month. The increase could be due to more tourists in town asking for information.	On average, your Library Team handled 698 reference and information services per month across the network.
 <p>Building communities through value</p>	111 hours invested in conducting and undertaking activities in June 2021.	825 hours were expended in the delivery of activities in FY2020/21.

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 June, there were 141 connections to the wifi, a 48% (n=46) increase in uptake compared to May.

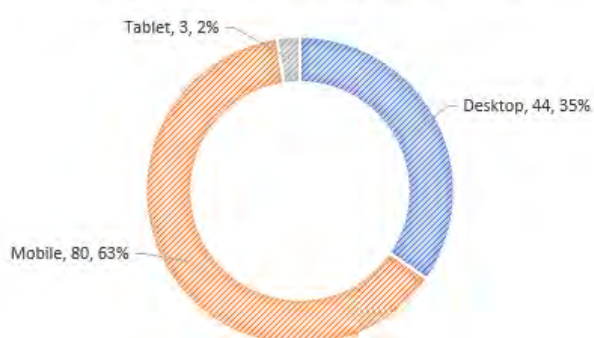
Of the 141 visitors, 74 were unique visitors (not repeat log-ins). Average visit duration is 1 hour and 33 minutes.

Access via device types:



Mobile remains the preferred device most visitors used to access WIFI in June 2021.

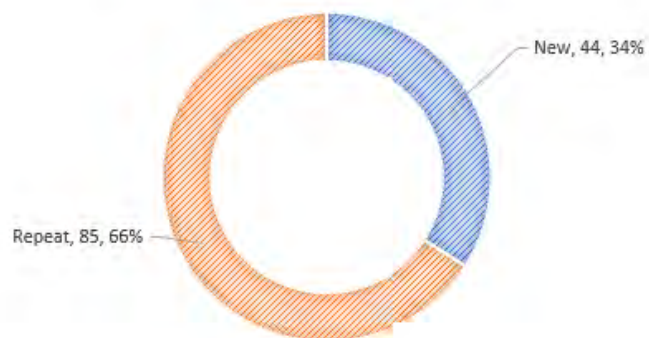
ACCESS VIA DEVICE TYPES







New vs Repeat Visitors

There are 44 new visitors and 85 repeated visitors for the month of June 2021.


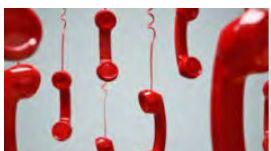


NEW VS REPEAT VISITORS



Isaac Museums

 <p>Clermont Historical Centre</p>	<p>218 people visited the CHC in June 2021.</p> <p>45% increase in foot traffic compared to last month.</p>	<p>1,776 people visited the Centre in FY2020/21.</p>
 <p>Nebo Museum</p>	<p>21 persons visited the Nebo Museum in June 2021.</p> <p>9% decrease in foot traffic month-on-month.</p>	<p>268 people visited the Museum in FY2020/21.</p>
	<p>Total Volunteer Hours for June 2021 is 53, an increase of 21 hours (66%) in kind contribution to the Council.</p>	<p>Our communities invested 452 hours in our Clermont Information Centre in FY2020/21.</p>
	<p>287 tourists visited the Clermont Visitor Information Centre in June 2021.</p> <p>55% increase in foot traffic, month-on-month.</p>	<p>2,077 visitors utilised the Clermont Visitor Information Service in FY2020/21.</p>

Customer Service

 <p>Call Volume</p>	<p>2,457 calls received in June 2021.</p> <p>1% increase in call volume month on month.</p>	<p>25,340 calls received in FY2020/21</p> <p>An average of 2,112 calls per month.</p>
 <p>Abandoned Calls</p>	<p>36 (1%) calls were abandoned in June 2021.</p> <p>Constant number of calls being abandoned month-on month.</p>	<p>372 (1%) calls were abandoned in FY2020/21.</p>
 <p>Calls Transferred</p>	<p>389 calls were transferred in June 2021.</p>	<p>3,322 (13%) calls were transferred in FY2020/21.</p>
 <p>Customer Requests</p>	<p>591 CRs are created in June 2021, a decrease of 8% (50 CRs) month-on-month.</p> <p>392 (66%) CRs were completed June 2021. A decrease in efficiency month on month.</p>	<p>7,128 CRs were created in FY2020/21.</p> <p>4,843 (68%) CRs were completed in FY2020/21.</p>
<p>Transactions</p>	<p>1,585 transactions were completed in June 2021.</p> <p>3% (n=50) increase in transactions month-on-month.</p>	<p>23,238 transactions were completed in FY2020/21.</p> <p>On average, 1,937 transactions were undertaken each month.</p>

591 Customer Requests created in June 2021. A decrease of 50 requests from last month.

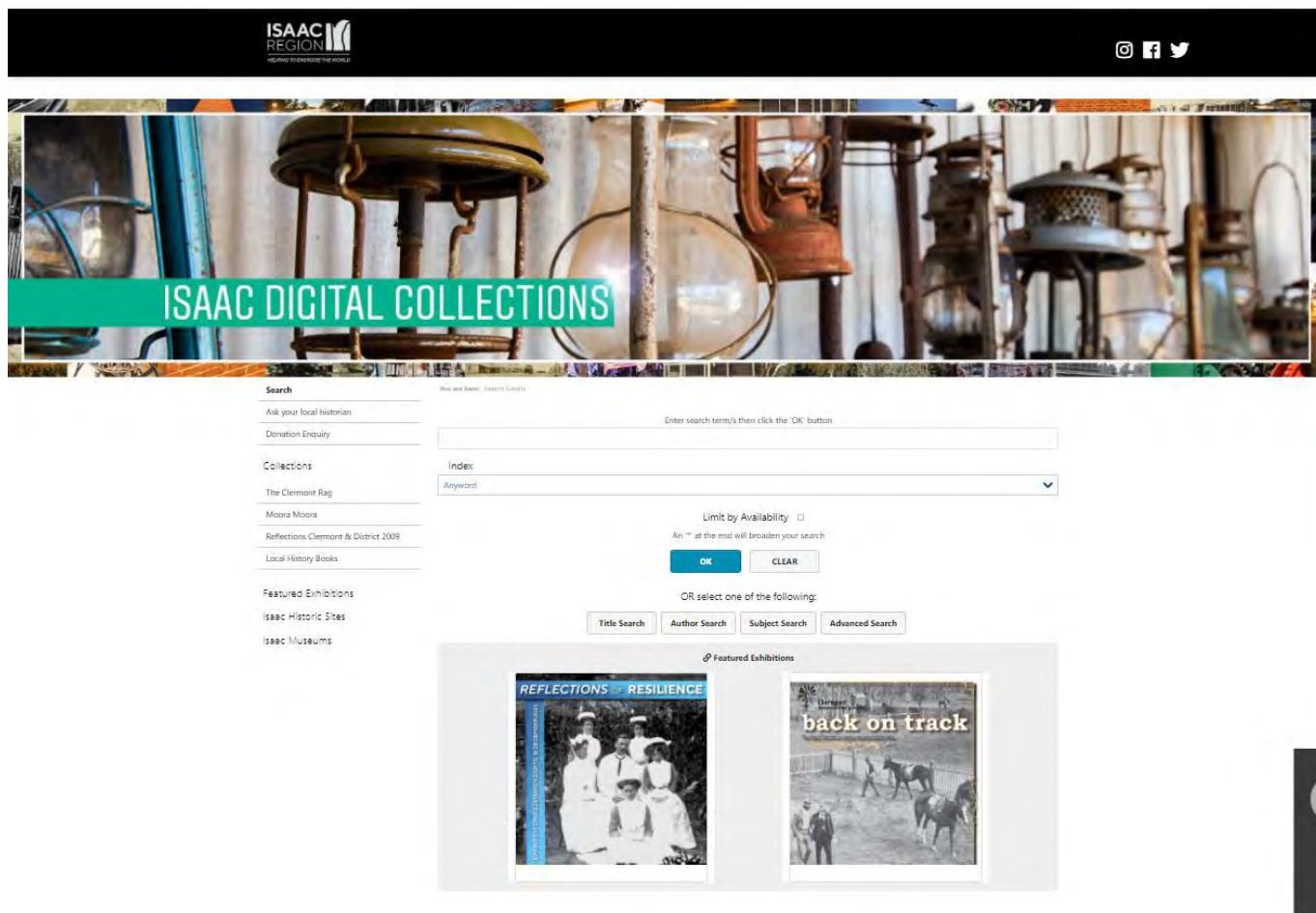
Classifications	Number of Requests
Building	6
Community Engagement	22
Community Facilities	11
Compliance	122
Environmental Diversity	7
Environmental Health	31
Facilities	51
Park and Recreation	31
Roads	62
TV Comms	0
Waste Services	76
Wastewater Services	8
Water Services	164

Customer Requests by Division for the month of June 2021.

Division	Current	Completed
1	23	36
2	23	58
3	2	21
4	22	34
5	23	64
6	16	35
7	18	39
8	15	37

June Achievements

- Nebo Hub completed renovation.
- Library Services reinstated STEM activities
- Successful rolled out Envisionware to Dysart Library
- Completed the Museum Online Catalogue project.



Community Engagement, Programs and Events

A NAIDOC Celebration was delivered in Clermont in conjunction with the Wangan and Jagalingou People on Tuesday 13 July. The day included a presentation about the Wirdi Language revitalisation project headed by the Wangan and Jagalingou and also the unveiling of the RADF-funded Bora Ring at Sandy Creek. Elders conducted a smoking ceremony at the Bora Ring followed by dances on the site.

The Digital Storytelling Project has commenced with Year 6 students at Moranbah East State School. The project presented in conjunction with Barada Barna sees students work with Elders to learn a Barada Barna story and then use software to create a digital animation to accompany the story. The program will reach completion in mid-September.

Chat, Bat and Bowl for Men's Health was delivered in St Lawrence on Saturday 17 July. The event included the Leesa Hammond-Mill Memorial Cricket Match and special guest Michael Kasproicz.

The 8-week Learn to Jog program in Middlemount has commenced with 10 participants currently enrolled. The program is the first to be delivered in the Move It NQ funded series.

The Move Makers Professional Development Workshop for dance practitioners and allied health professionals was delivered in Moranbah on 17-18 July. The 2-day workshop showed participants how to teach dance to the elderly and disabled for increased mobility and on-going good health. The project was a Council Regional Arts Development Fund strategic initiative.

The team assisted with the very well-attended Newman's Off-Road Racing event in Moranbah which ran from Friday 16 – Sunday 18 July.

Dig It Isaac has launched after a successful debut in 2020. The competition will close on 19 September. The Our Isaac in Pictures Exhibition has opened at the Coalface Art Gallery. The exhibition features a selection of the photographs submitted by the finalists and three winners in this year's #OurIsaac online photography competition run by Mackay Isaac Tourism. The exhibition will run through to 28 August.

- Three applicants have received a subsidy towards the costs of attending the Creative Recovery Training workshop in Mackay from Friday 6 August to Sunday 8 August. The subsidy was provided to Council by Flying Arts Inc. The applicants expressed interest via Speak Up Isaac.
- Pop Ups @ the Park continue to be successful with well attended sessions delivered in Glenden and Dysart in the past month.
- The First5Forever Busy Bag project has drawn to a close. Following feedback, we may look to re-launch from September 2021.
- 18 major community grant applications were received for Round 1 FY21/22.
- The new Community Relations Officer (Youth) has commenced with the team while the permanent incumbent remains on extended leave.

EMERGING ISSUES

Community Hubs

Staff resourcing continues to be the Community Hub teams main challenge.

Trial of revised operating hours for Community Hubs to facilitate 30-minute closure for staff relief break commenced 2 August 2021.

Community Engagement, Programs and Events

With the increasing demand on the community grants program, if current interest continues, we're likely to exhaust funds before the end of the financial year. This issue will require further discussion and input from Council.

The team have met with Engineering and Infrastructure (E&I) regarding the increasing demand on Roads Crews in relation to road closures for events. Moving forward, non-Council and non-civic events will be asked to outsource traffic management coordination and execution to third party providers.

The team is assisting E&I in the development of a community engagement plan for Phase 2 of the Clermont Cycle Network.

Greater Whitsunday Communities (GWC) has hosted a strategic planning session in Clermont, mapping out the priorities of the Clermont Connect group.

GWC are also working on roll out of a survey ahead of the formation of a Middlemount Community Reference Group.

The Unmet Youth Needs study is reaching finalisation with discussions taking place regarding next steps.

The recent losses in the Clermont community have had taken a toll on residents – the team will be directing some of the drought support funding to host a speaker experienced in grief recovery and mindfulness at an event in September.

With the approval of the mural commissioned by Anglo American on the Nolan St water reservoir in Middlemount, the team are working through the creation of a public art contract which will form the basis of future agreements.

QCWA will be celebrating their 100th anniversary in 2022.

NEXT MONTH'S PROGRAM

Community Hubs

School holiday program

Celebrating NAIDOC week with craft and story time.

Economy and Prosperity Team 'go live' on CRM

Launch the Museum WebOPAC following adoption of Original Materials Collection Policy by Council

Community Engagement, Programs and Events

NAIDOC events on Barada Barna Country will be delivered in Moranbah, Dysart and Middlemount between 25-29 August.

Planning and preparation continue for the Middlemount 40th Celebrations occurring between 3-5 September.

As part of the Dry Lands to High Hopes program funded by the State Governments Community Drought Support Program, we will be presenting a 'Dates with Mates' event in Clermont with a mindfulness and grief support guest speaker. The event will be held on 14 September.

Planning continues for Seniors Month in October.

Major community events in August include the Moranbah State High School Careers Fair, the Gold and Coal Festival in Clermont, the Blue Mountain Campdraft, the Nebo Cutting Show and the 4RFM Teddy Bears Picnic.

COVID 19 Community Resilience Update

July saw a lot of regular changes in COVID Safe event restrictions. At one stage, the restrictions for COVID Safe events changed twice in three days.

Coordinator continues to work very closely with Mackay Public Health Unit and has built a very strong relationship to ensure we receive correct clarification of community concerns in a very timely manner.

Has been working with multiple groups regarding their COVID Safe Event requirements. These have included (but not limited to)

- Middlemount Races
- Clermont Coal and Gold Festival
- Clermont Beef Expo and Trade Display
- A few of the successfully delivered events in COVIDSafe formats:
- Clermont Show
- Nebo Rodeo
- St Lawrence State School 150th Celebrations
- Dysart Boxing Festival
- St Lawrence Wetlands Weekend
- Moranbah 50th Birthday Celebrations

A comprehensive list of successful events is currently in development during August in consultation with each community. Community visitations to continue to build relationships and assess facilities that are available to community.

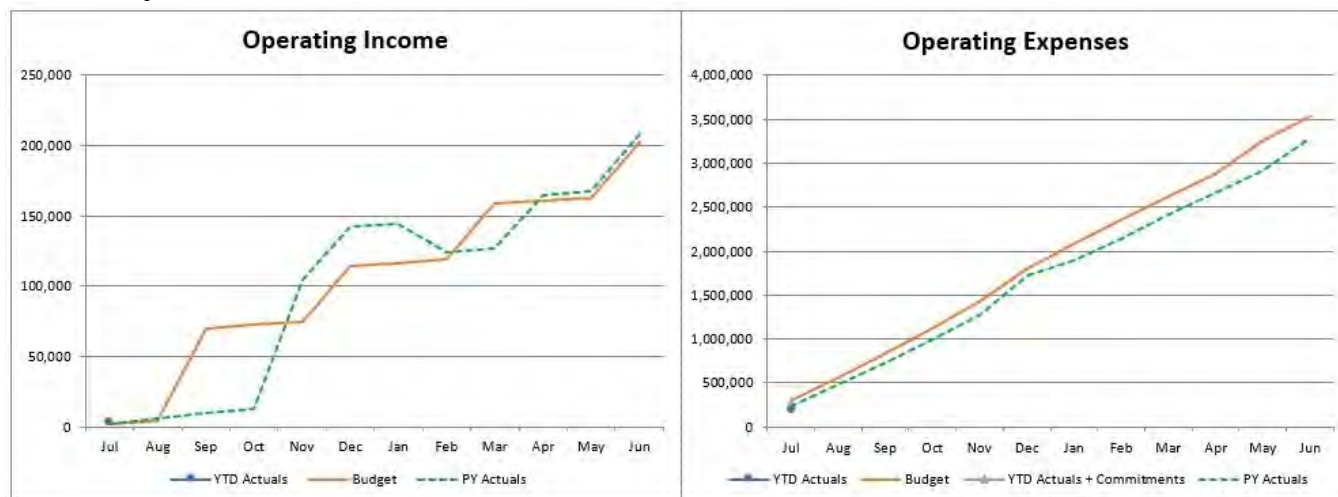
- Glenden
- Middlemount
- Dysart
- Clairview
- Carmila
- Ilbilbie

Planning for August

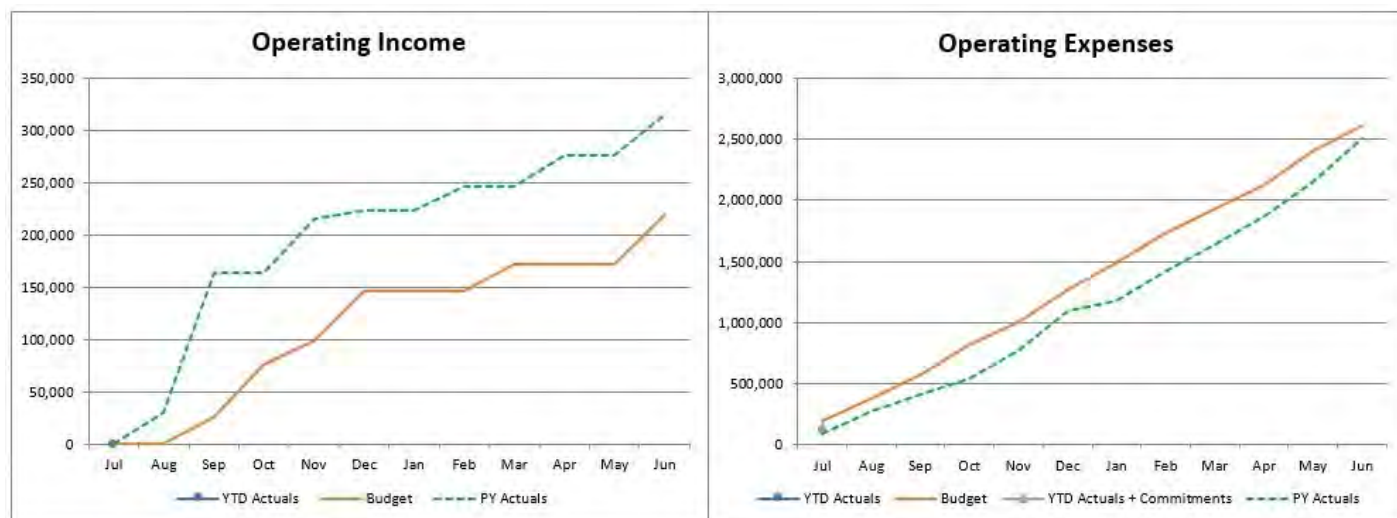
- Individual meetings with Councillors – these have been delayed due to annual leave and other factors during July
- Potential community workshops
- Potential assistance offered by
- Active Queenslanders Industry Alliance
- Volunteering Queensland
- National Recovery and Resilience Agency
- Development of successful stories from events held between January and July 2021.
- Deliver Legends of League event, supported by \$30,000 Localised Mental Health Initiatives funding.

FINANCIAL REPORT

Community Hubs



Community Engagement, Programs and Events



ECONOMY and PROSPERITY

PREVIOUS MONTH'S ACHIEVEMENTS

The Economy & Prosperity team continued to be active in a number of projects with primarily the Strategic Recovery Plan focus with highlights including;

Economic Development

- During the month a Council briefing presentation was conducted reporting on the Strategic Recovery Plan, which included review of the Recovery plan activities and currency check of the strategy items to ensure relevance moving forward
- A discussion paper was proposed and put forward on the future of the Community chest and options to continue with the program in abeyance as currently to protect against the risk of Covid cases in region, as well as investigating options to expand the scope of the program to include a Business health check program
- Digital connectivity remained a focus area with E&P taking part in several collaborative planning sessions on Regional connectivity priorities and opportunities with GW3, MRC & WRC. Continued participation on the Moranbah & Dysart upgrade project and works towards Council's submission to the Regional Telecommunications Independent review. Works towards the Land Development Advisory Committee regional intelligence reporting and for the fourth stage work plan workshop was conducted. Engagement with development enquiries through the Investment Attraction framework, first point of contact service continued. Works on the ML100262 Management Plan Review was conducted for the lease on the site that is in the vicinity of the Clermont Aerodrome (ALA). Monash Lodge EOI closed and review of submissions being conducted. Participation at the Qld Resources Industry development plan, and Regional Development Australia's Road map development as well.

Business Support

- The Shop Isaac campaign development continued with the rebranding of the Logo competition completed and now open for entries – refer flyer below. The second part of the campaign being the social media competition T&C's and marketing collateral also being in development.
- General promotion and engagement with proponents is continuing towards participation in the Shop Isaac program.
- The Isaac Business Alliance project was a focus item with the engagement of S&C Lennon consulting conducted and a proposed in region consultation process to occur in early August (which has been postponed due to recent Covid-19 restrictions)
- Development of the E&P e-bulletin and other distribution information improvements were progressed for use in August.
- The Doing Business with Council project is continuing with internal development of the material progressing to place on Council webpage, with an in person forum delivery also proposed following the webpage development

Tourism

- The St Lawrence wetlands event debrief occurred with review of the previous three events showing a continued increase in visitation numbers, economic output and general profile of the event, but that being balanced with the return on investment from Councils financial and resourcing impacts. This is featured in a report to Council for August
- Delivery of the Tourism Signage audit was conducted with the full team sweeping the region to get an initial audit and draft program. The program is also featured in a report to Council, but the program will continue to be informed as the project is further developed. E&P are proposing an initial program delivery of the \$77,000 through Local Roads & Community Infrastructure funding program and graphic design developed in house.
- Engagement with the Mackay Isaac Tourism Ltd development officer doing initial introduction with regional operators to understand opportunities in region, and the team conducted an Isaac coastal famil with the team to engage with Coastal businesses
- Meetings occurred with MITL and the other regional Councils on the Cross Regional Fishing event, the event is being proposed for delivery in 2022 instead of 2021 now, with Rockhampton Regional Council a potential addition to the event partnership
- The Moranbah art gallery has been adorned with images from the Our Isaac social media campaign, noting the number of images on display was limited due to the high resolution not being available for most of the entries
- Attendance at the Middlemount Races was conducted by members of E&P and MITL tourism development officer

Asset Management

- Clermont Saleyards & Showgrounds Stage 2 project development continued with design for the pavilion project near complete, planning for the Saleyards renewal projects and engagement with Aurizon continuing on the adjoining lot to the showgrounds for car parking, alternative car parking options are being considered should negotiations with Aurizon not realise the access to that lot.
- Clermont Aerodrome funding application for re-sheeting the runway and apron surfaces were unfortunately not successful and feedback on the application has been sought
- Nebo Showgrounds Master plan resolution was endorsed to instigate an Advisory committee to support the development of the Master plan, with dates for the first meeting being considered.
- Theresa Ck Dam master plan project was continuing with a briefing session to Council request submitted for early engagement with Council prior to any engagement by the consultancy firm with stakeholders and community.
- Clermont Saleyards cattle throughput continued to exceed budgeted revenue and a full financial breakdown listed below

EMERGING ISSUES

Successful internal promotion of the Economic & Business Resilience Coordinator to another role will require recruitment of that position and will impact deliverables of the E&P department.

Clermont Saleyards is continuing to see large numbers of cattle thruput and resourcing the activities at Clermont Saleyards & Showgrounds, Clermont Aerodrome & Nebo Showgrounds and the other E&P assets constrained.

NEXT MONTH'S PROGRAM

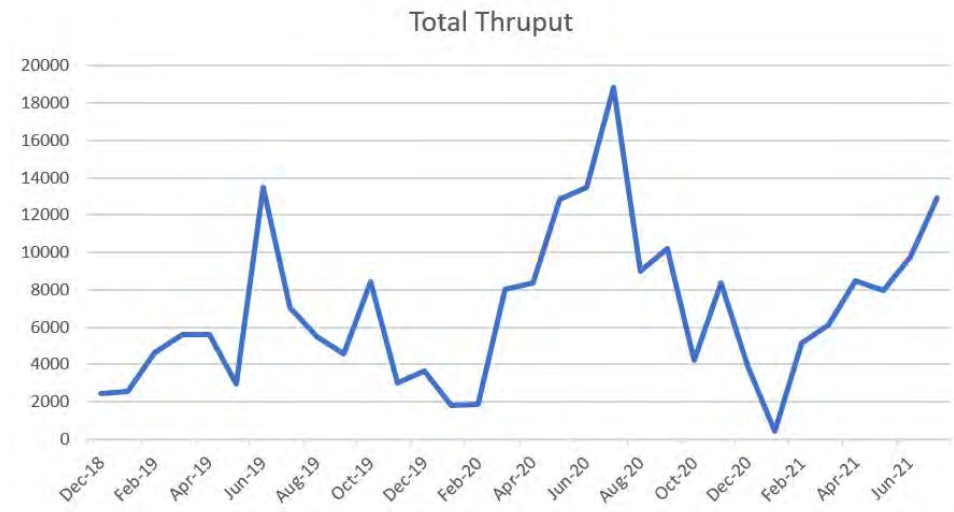
E&P will be focused on the following projects next month;

- Recruitment of the Economic & Business Resilience Coordinator
- Shop Isaac rebranding & incentivised campaign,
- Stage 2 Clermont Saleyards & Showgrounds Master plan projects,
- Nebo Showgrounds master plan,
- Theresa creek Dam master plan,
- Recovery plan delivery,
- Business alliance project,
- LDAC's investment attraction communication materials are all focus projects.
- Expressions of interest – Operation of Monash Lodge; Aged Care Purposes
- Theresa Creek Dam Recreation and Campground Master Plan

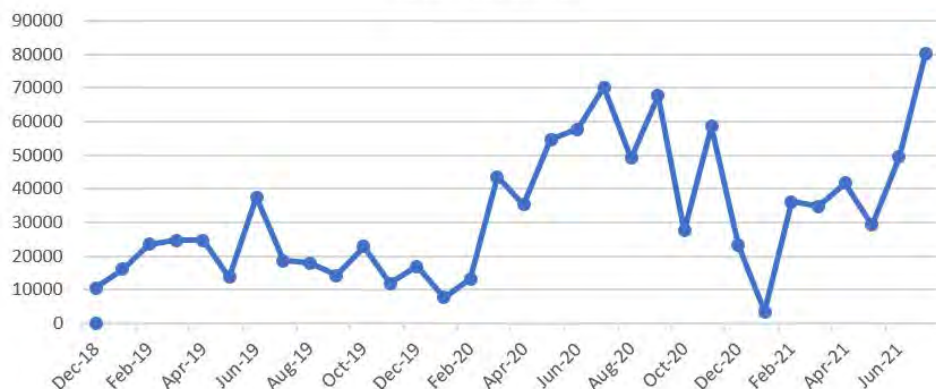
FINANCIAL REPORT

Nil deviation to report

Clermont Saleyards 2020-21 throughput and revenue graphs;




Total Revenue



DEVIATION FROM BUDGET AND POLICY


Nil to report

SHOP ISAAC NEEDS A *Revamp* AND WE WANT YOU!

It's time to revamp the Shop Isaac look, so we are calling on the community to show us what Isaac means to you!

Create the new logo for Shop Isaac for your chance to take home a \$500 Shop Isaac gift card.



HOW TO ENTER

1. Use our template and guidelines and create your Shop Isaac masterpiece
2. Submit your artwork to the Isaac Regional Council team
3. Watch your artwork come to life with the help of our very own in-house graphic designer
4. Shop anywhere in the Isaac region at a registered business with your new \$500 gift card!

isaac.qld.gov.au/shop-isaac



Registered Businesses

Get your business on the list!

The program has been running for a bit over a year now and there has been some great results. There are now **more than 100 businesses** from around the region on board and over **6000 gift cards** have been loaded.

The program continues to drive more people through local businesses and has injected in **excess of \$100,000** into small business and the local economy.

Council stepped up our local buy policy applying more weighting to local suppliers and has contributed an additional **\$6 million** with local Isaac suppliers.

All businesses that join our Shop Isaac family get a link and their details on our Shop Isaac web page [here](#).

Join the fam!



**Everyone
loves a
story**

One last thing, we want to share the love xo

We want to give all of the Shop Isaac businesses some social media love
♥ Let us share your businesses story and get your name out across the region.

We want to share stories about why you opened up in Isaac or just a bit about who you are and what you love about the region.

If you are interested in having your business featured, get in touch by clicking the button below and supply us with a photo, your Facebook page link (if you have one) and a story with up to 200 words.

Contact Us

Happy to help.

If you have any ideas, feedback or need more information on any of the above, please let us know. Email us at business.support@isaac.qld.gov.au

COMMUNITY FACILITIES

PREVIOUS MONTH'S ACHIEVEMENTS

- The Department operated on a “business as usual” basis;
- All sites are at operational readiness to implement necessary Covid Safe responses to emerging threats and transmissions. Uptake of the Queensland Health QR code is considered as being very good at all sites;
- Department operations and planned works are the subject of the consequential effects of Covid restrictions and supply chain interruptions;
- The Community Leasing Trustee Standard Terms document and Pool leasing document have undergone review by external legal advisors and are now endorsed for immediate implementation;
- Events and bookings at the Moranbah Community Centre continue to exceed expectations. Patronage and usage is considered as being at an optimum level;
- Coastal Halls air conditioning installation has commenced;
- Nebo Pool works continue (please refer to Capital Works Bulletin);
- The Nebo Medical Centre occupation by QAS is stalled following an internal QAS executive restructure;
- Final regulatory documentation has been provided to Glenden Day Care following a series of compliance inspections being completed;
- The Pool Management and Operation tender closed during the period and evaluation reporting is anticipated to be completed by the week ended 6 August 2021;
- The 2021-2022 swimming season is set to commence on or about 13 September (one week prior to school holidays) to support the lease transition and current works.People
- All staff are fit and well. No injuries or other staff related incidents were reported throughout the month;
- Inherent difficulty in the identification and retention of a suitably qualified and experienced Cook continues. Candidate withdrawals continue to impede the recruitment process;
- Further Cook interviews are being scheduled for the second week of August;
- We welcomed the return of a former Dysart employee into a Hospitality Officer in Dysart, a second position remains vacant with interviews ongoing;
- The MCC welcomed a new starter into one of the vacant Hospitality Officer roles and she has assimilated well;

We welcomed a secondment into the Facility Area Leader role in Dysart and she has “hit the ground running” supporting ongoing operations and the development of Capital Works RFQ documentation;

Incidents

On 31 July 2021, a report of a verbally abusive patron at the GCAC was received. The male is believed to be a single parent and was attending to his child in the female amenities. Upon requests to leave, the male became abusive and commenced swearing at pool staff. The male left of his own volition, however, the matter is being reported to Queensland Police. No staff were injured or otherwise.

Community Leasing

- The Community Leasing Framework and supporting policy, guidelines and work instructions are currently under peer review. The Framework will be presented to ELT prior to the next CTFAC Advisory Committee meeting;
- The Trustee Lease Standard Terms document has been endorsed by Council for immediate implementation. At this time a backlog of long term leases is being addressed with multiple leases to be executed during August;
- Management Agreements for Coastal Halls are nearing completion for execution during August;
- The successful tenderer for the Glenden Bowls, Golf Club and Arts Centre is currently uncertain on accepting tenure. The Department is assisting the group to understand the extent of requirements to

activate the Bowls and Golf Club – it is anticipated that a decision will be forthcoming during mid August. A contingency plan is in place for non-acceptance;

- The Middlemount RSL (sub-branch registration is ongoing) have sought cooperation to exhibit their memorial displays at the Middlemount Community Hall. Stakeholders are being engaged with a view to implementing a relocation plan in readiness for ANZAC Day ceremonies during 2022;

Community meetings for the swimming pool lease transitions are being scheduled for the second week of August.

Assets:

- No significant incidents or otherwise are reported at Halls and Centres throughout the month;
- Planned and reactive maintenance continues within acceptable time thresholds;
- The Dysart Civic Centre tiling has progressed significantly and presents very well;
- The Middlemount Pool has evidenced concourse and dive block damage (cracking). Initial assessments have identified a potential cause as being the absence of irrigation (water restrictions) and the subsequent drying and dropping of the clay sub-structure. An emergency RFQ is pending release to have a further assessment undertaken;
- The Middlemount Pool circulation pump motor has sustained a fatal failure. The replacement is underway;
- The Nebo Pool refurbishment is underway (please refer to Capital Works reporting), the Dysart Pool filtration shelter has been completed,
- GCAC – recommenced LTS lessons for term 3, development and upskilling of existing staff has increased our capacity to deliver lessons providing for a reduction in waiting lists;
- The GCAC Water Park RFQ is nearing imminent release;
- Clermont – investigations continue at the Clermont swimming pool to identify the source of substantial water leaks;
- Clermont Pool amenities works have been slightly delayed as a consequence of
- MCC refurbishment planning continues (please refer to Capital Works reporting);
- The Dysart Recreation Centre is about to commence “Boot Camp” sessions with a solid attendance anticipated;
- The Dysart team is currently investigating new activities for implementation at the Recreation Centre;
- The Cemeteries Officer has been engaged in support activities for a number of burials and funeral arrangements;
- Multiple headstone and plaque fabrications and installations have been granted licences to undertake works;
- Historical cemetery record keeping and administration continues.

Health and Safety

- No Health and Safety incidents are reported for the period;
- The Department continues to meet fortnightly and is actively engaged in Tool Box and Cultural Reform initiatives.

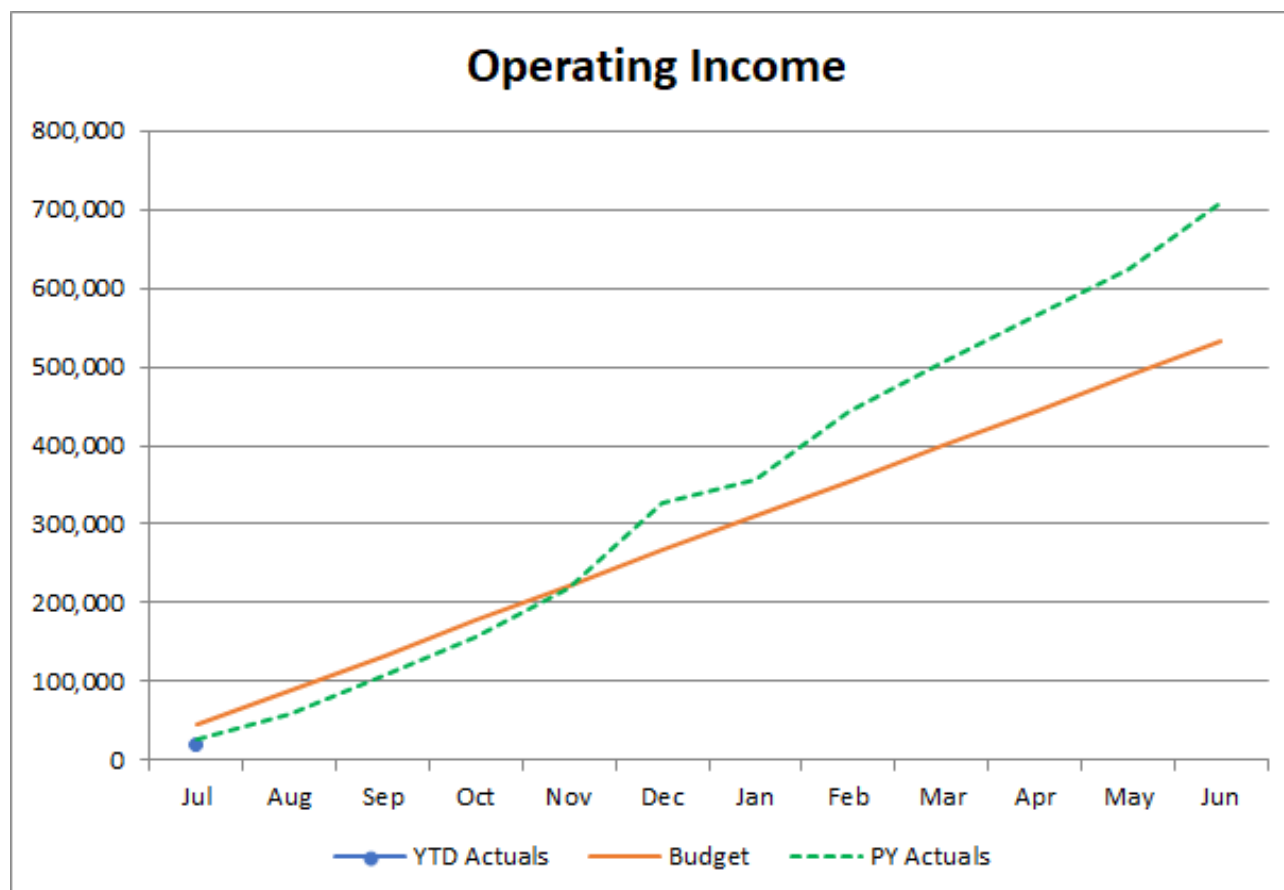
EMERGING ISSUES

- Recruitment of the Moranbah Community Centre Cook continues to present unavoidable challenges;
- Covid 19 transmission patterns are monitored on an ongoing basis – we expect significant issues with supply chain and the subsequent flow on to capital works programs;
- Middlemount Pool concourse and dive block cracking is under investigation.

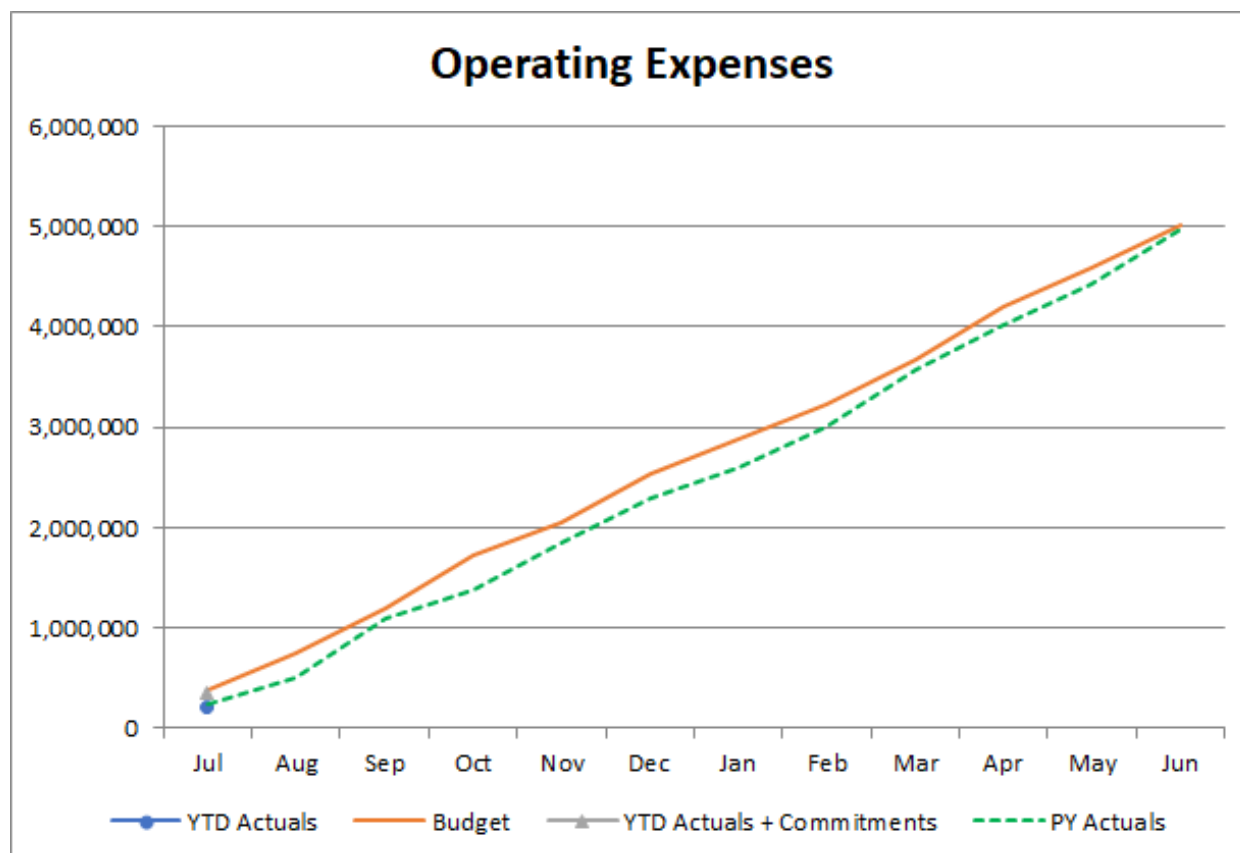
NEXT MONTH'S PROGRAM

- Pool Lessee transition;
- Continued focus on tenure development and execution;
- Asset Management planning continues.

FINANCIAL REPORT



- The GCAC features as the primary source of operational revenue during the reporting period – swimming classes;
- Halls and Centres are on track and the July revenue reporting will be reflected within August financial reporting.



- Operational expenses are consistent with budget projections;
- Cemetery expenses reflect a spike with plaques and funeral support featuring;
- The Nebo Medical Centre expenses include compliance works.

DEVIATION FROM BUDGET AND POLICY

- The GCAC operation continues as a deviation from budget – allowance has been made for the installation of a Lessee;

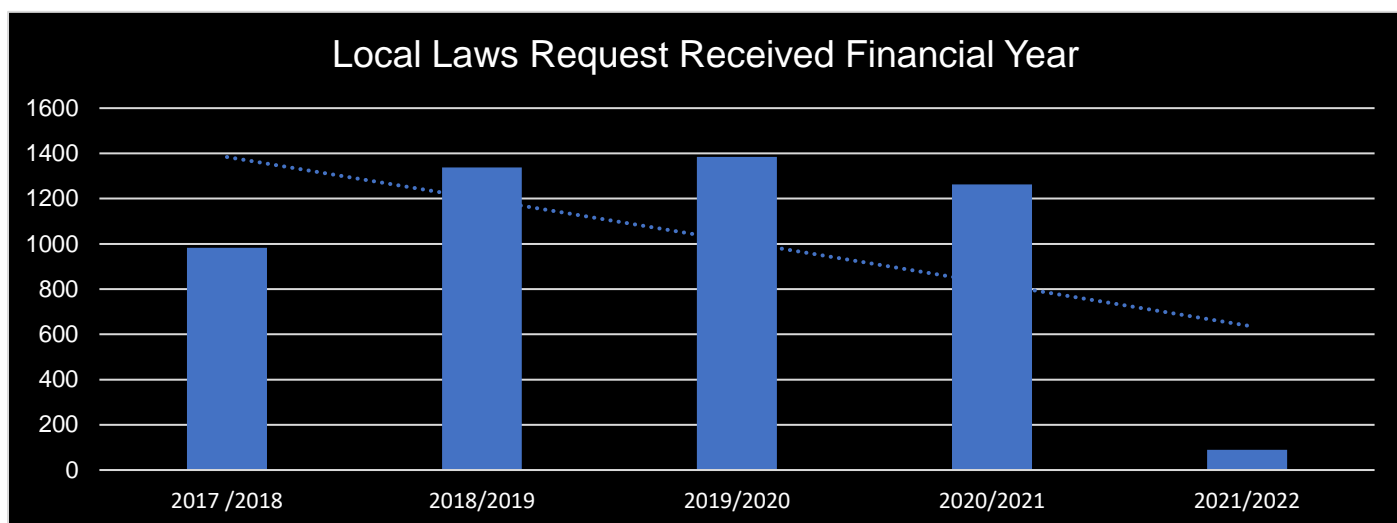
COMMUNITY EDUCATION & COMPLIANCE

PREVIOUS MONTH'S ACHIEVEMENTS

Animal Management - Registered Dogs

Description	May 2021	June 2021	July 2021	Financial YTD
New Dogs Registered	49	26	38	38
Puppy Registrations (inc in registration numbers)	19	14	9	9
Dog Registration Renewals	4	7	11	11
Total Registered				49
Dog Registration – non renewals				1861

Local Laws Compliance Customer Request Activity



The Local Laws unit received 89 requests in July 2021 resolving 57 requests during the period. The remaining service request is under ongoing investigation.

Service are still being delivered consistent with the Contingency Plan: Compliance Services due to reduced staff numbers with resources focused on reactive response to Customer Service Requests. Proactive response to compliance matters are prioritised based on risk to neighbouring properties and actioned accordingly.

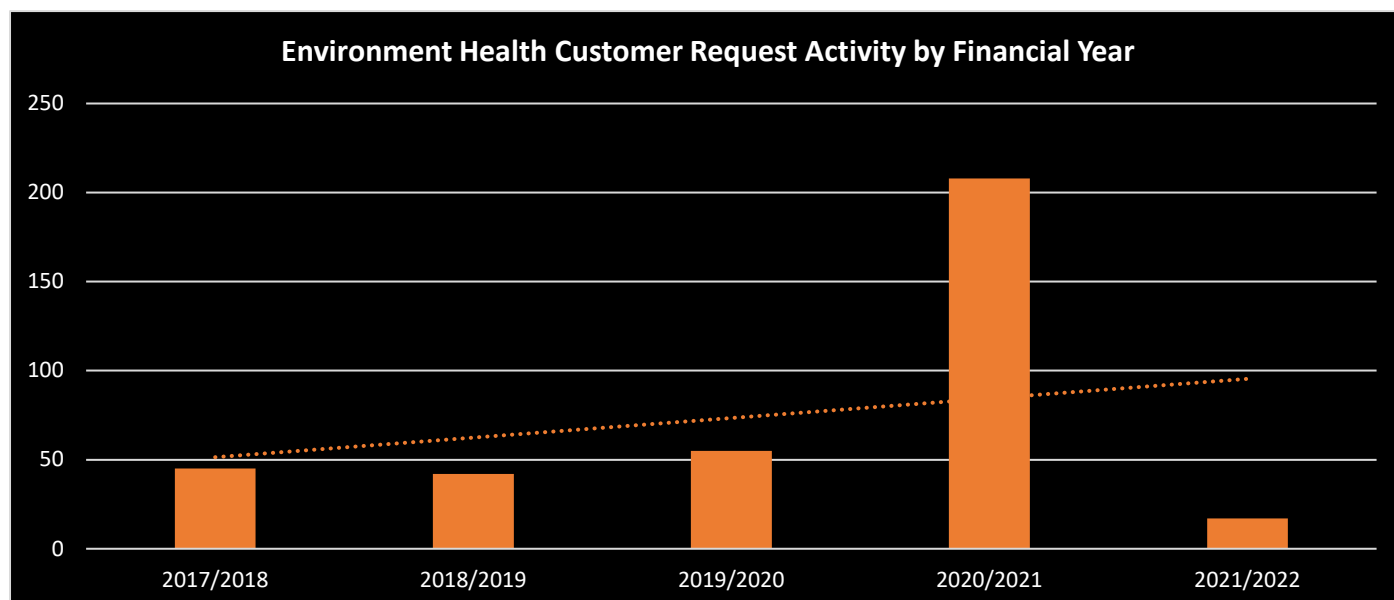
Building Services

Description	May 2021	June 2021	July 2021	Financial YTD
Concurrence Applications	1	1	1	1
Building Works Application	0	0	0	0
Total Received	1	1	1	1
Total Decided	2	2	1	1
Description	May 2021	June 2021	July 2021	Financial YTD
Building Inspections	3	4	0	0
Pool Safety Inspections	0	0	0	0
Building Compliance Inspections - internal leasing	0	0	0	0
Building Property Searches	12	9	16	16
Archiving of private other certifier approvals	16	11	10	10

Plumbing Services

Description	May 2021	June 2021	July 2021	Financial YTD
New Applications	5	5	9	9
Total Decided	2	4	6	6
Description	May 2021	June 2021	July 2021	Financial YTD
Plumbing Inspections	11	8	18	18
Trade Waste Audits	4	19	4	4
Backflow Testing	40	36	35	35

Environmental Health Services



Environmental Health Services received 17 requests in July 2021, resolving 5 requests during the period. The remaining service request is under ongoing investigation.

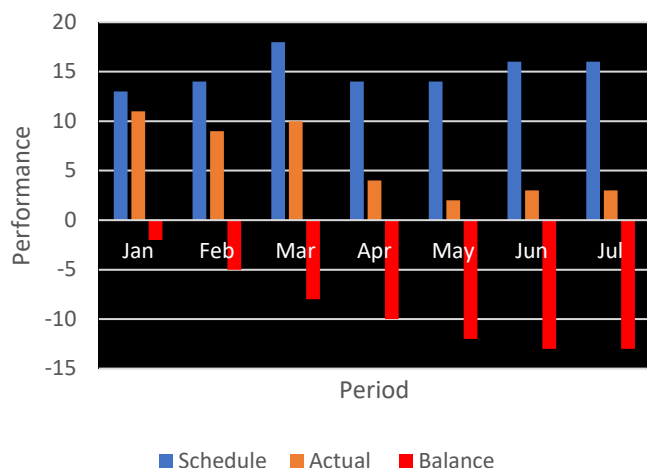
Licensable Activities

Type of Licence	Number
Full Food Licence	156
Non for-profit food licence (notes)	13
Temporary food licence (notes)	7
Sub-Total	175
Personal Appearances Services	2
Total	178

Notes:

- Temporary licenses and Non for -profit licenses are investigated at the time of issue and are not included in the annual inspection schedule.
- Inspection are conducted when a complaint of service request is received and or when a single large event takes place for example the Clermont Show when officers conduct an inspection program for that that event.
- These license types are commonly issued for once of events.

Annual Food Licence Inspections



The Food Licence Inspection Program is currently on hold due to the ongoing vacancies in the Environmental Health team with all Environmental Health Officers roles are vacant at the end of May 2021. The 3 premises reported as annual inspections forms part of new business inspections and change of ownership inspections. Resources are currently focussed on the reactive response to Customer Service Requests.

Service Level	Target	July 2021	Calendar YTD	Current Performance %	Service Level Type
Annual inspection of licensed food businesses undertaken	156 premises	3	41	25%	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	2 premises	0	2	100%	Operational

Applications Received	July 2021
Number of Food Business Licence Applications (Amendment of licence)	2
Number of Food Business Licence Applications (New Business)	1
Number of Short-Term Food Business Licence Applications	1
Number of Mobile Food Business Licence Applications	0
Personal Appearance Service	0
Annual Food Licence Renewals Received	0
Annual Food Renewal Licences Issued	0

Dog registration renewal notices will be arriving with owners from this week. Discounted fees available until Friday 3rd September.

EMERGING ISSUES

The management and control of cats (feral, roaming and abandoned) is topical at this time. A Discussion Paper on Cats is planned for the August Domestic Dog Advisory Committee meeting.

In consultation with internal stakeholders the TWEMP has been reviewed and escalated to ELT for consideration.

NEXT MONTH'S PROGRAM

Vacancies

Recruitment to fill the vacancies in the compliance and environmental health teams is ongoing after several rounds of recruitment did not deliver suitable candidates for these challenging roles.

With more interviews taking place in early August.

INFORMATION BULLETIN

Report Authorised By:

DAN WAGNER

**Director Planning, Environment and Community
Services**

Date: 4 August 2021

ATTACHMENTS