

NOTICE OF MEETING

Dear Councillors

You are requested to attend the following meeting of Council.

ORDINARY MEETING OF
ISAAC REGIONAL COUNCIL

TO BE HELD ON
WEDNESDAY, 11 DECEMBER 2024
COMMENCING AT 9.00AM
ISAAC REGIONAL COUNCIL,
COUNCIL CHAMBERS, MORANBAH

CALE DENDLE
Chief Executive Officer

LOCAL GOVERNMENT ACT 2009

Local Government Regulation 2012

Chapter 8, Part 2 Local Government Meetings and Committees

Division 1A, Requirements for Local Government Meetings Generally

Section 254J Closed meetings

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

Conflict of Interest Obligations

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

ORDINARY MEETING
OF ISAAC REGIONAL COUNCIL
TO BE HELD ON
WEDNESDAY 11 DECEMBER 2024
COMMENCING AT 9.00AM
ISAAC REGIONAL COUNCIL,
COUNCIL CHAMBERS, MORANBAH

AGENDA

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

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1. OPENING OF MEETING

2. APOLOGIES AND LEAVE OF ABSENCES

3. CONDOLENCES

- BENNETT, Betty late of Clermont

4. DECLARATION OF CONFLICTS OF INTEREST

5. DEPUTATIONS

5. CONSIDERATION OF NOTICE OF MOTION

7. CONFIRMATION OF MINUTES

- Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 27 November 2024 at 9.00am.

8. BUSINESS ARISING FROM PREVIOUS MEETING

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9. STANDING COMMITTEE REPORTS

No Standing Committee Reports this meeting.

10. OFFICER REPORTS

10.1 ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS AT 21 NOVEMBER 2024

EXECUTIVE SUMMARY

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

10.2 SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

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

10.3 AUDIT AND RISK COMMITTEE MEETING MINUTES – TUESDAY, 12 NOVEMBER 2024

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday, 12 November 2024.

10.4 PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

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

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10.5

MINOR COMMUNITY GRANTS SUMMARY NOVEMBER 2024

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 November to 30 November 2024.

10.6

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024
- 2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 25
NOVEMBER 2024**

EXECUTIVE SUMMARY

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

10.7

**PRIORITY DEVELOPMENT AREA INFRASTRUCTURE ISSUES
AUDIT EXECUTIVE SUMMARY**

EXECUTIVE SUMMARY

This report seeks Council's resolution to note the Priority Development Area Infrastructure Audit which has been undertaken as part of the process to revoke the Moranbah Priority Development Area (Moranbah PDA). The infrastructure audit does not identify any issues which impact the progression of the Moranbah PDA's revocation.

10.8

**NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE
MINUTES – 4 NOVEMBER 2024**

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) meeting held on Wednesday, 4 November 2024.

TABLE OF CONTENTS

10.9 PLANNING ENVIRONMENT AND COMMUNITY SERVICES MONTHLY DEPARTMENTAL REPORT – ECONOMY AND PROSPERITY

EXECUTIVE SUMMARY

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

10.10 PLANNING ENVIRONMENT AND COMMUNITY SERVICES MONTHLY DEPARTMENTAL REPORT – ENGAGED COMMUNITIES

EXECUTIVE SUMMARY

The purpose of this report is to provide an update to Council on the Engaged Communities Department within the Planning, Environment and Community Services Directorate.

10.11 ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – DECEMBER 2024

EXECUTIVE SUMMARY

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

10.12 BUDGET REQUEST FOR GLENDEN RECREATIONAL ASSET

EXECUTIVE SUMMARY

This report seeks approval for capital funds from the Glenden Asset Reserve to purchase a shade sail over the existing skate park and irrigation renewal of the western field located at Maddern Oval in Glenden.

10.13 VARIOUS UPDATED MAINTENANCE LICENCES

EXECUTIVE SUMMARY

This report seeks to delegate the authority to the Chief Executive Officer to execute a suite of licences intended to replace various existing licences between Council and BM Alliance for water pipelines.

TABLE OF CONTENTS

10.14 CLERMONT WORK CAMP – EXPANSION TO FULL-TIME CAMP

EXECUTIVE SUMMARY

The purpose of this report is to seek support from Council for a joint application with Central Highlands Regional Council to expand the Clermont and Springsure work camps to full time camps.

10.15 CLERMONT ENGAGEMENT COMMITTEE TERMS OF REFERENCE (PRISONER PROGRAM)

EXECUTIVE SUMMARY

This report seeks endorsement of the revised Terms of Reference for the Clermont Engagement Committee (Prisoner Program) and acceptance of the Clermont Engagement Committee performance report.

10.16 WATER AND WASTE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

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

11. CONFIDENTIAL

No Confidential Reports this meeting.

12. GENERAL BUSINESS

13. CONCLUSION

UNCONFIRMED MINUTES

ORDINARY MEETING OF ISAAC REGIONAL COUNCIL

HELD ON
WEDNESDAY, 27 NOVEMBER 2024
COMMENCING AT 9.00AM

**ISAAC REGIONAL COUNCIL CHAMBERS,
MORANBAH**

UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

COUNCIL CHAMBERS, MORANBAH

WEDNESDAY 27 NOVEMBER 2024

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UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

COUNCIL CHAMBERS, MORANBAH

WEDNESDAY 27 NOVEMBER 2024 COMMENCING AT 9.00AM

ATTENDANCE

Mayor Kelly Veale, Chair
Deputy Mayor, Cr Jane Pickels, Division Six
Cr Terry O'Neill, Division One
Cr Vern Russell, Division Two
Cr Melissa Westcott, Division Three
Cr Simon West, Division Four
Cr Alaina Earl, Division Five
Cr Rachel Anderson, Division Seven
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

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

1. OPENING

The Mayor declared the meeting open at 9.00am and welcomed all in attendance for the November Ordinary Meeting.

UNCONFIRMED MINUTES

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

2. LEAVE OF ABSENCE AND APOLOGIES

No apologies or leave of absence received for this meeting.

3. CONDOLENCES

- LANGTREE, Malcolm Anderson “Andy” formerly of Moranbah
- SCULLIE, Peter James late of Nebo
- SILVESTRI, Elaine formerly of Moranbah
- FARAM, Heather Joy formerly of Moranbah
- ALLWOOD, Ray late of Clermont
- BRIDGEMAN, Margaret late of Clermont

4. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Terry O'Neill declared a declarable conflict of interest for Report 9.9 Shareholder Relationship: Isaac Affordable Housing Trust as his mother-in-law is a tenant of Isaac Affordable Housing Trust.

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest Report 9.18 Minor Community Grants Summary October 2024 for the Rock FM Association Incorporated (4RFM) Application as she is employed by 4RFM and for the Reece Lahiff as he is a relative of her husband.

UNCONFIRMED MINUTES

DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report 9.23 Request for Waiver of Development Application Fees and Infrastructure Charges for an Other Change Application (MCU24/0014) - Material Change of Use – Community Facility (Office) – 12 Murphy Street, Dysart Qld 4745 – Lot 31 on D111246 as she is a Board Member for the applicant Hinterland Community Care.

NOTE:

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

5. DEPUTATIONS

No deputations this meeting.

6. CONSIDERATION OF NOTICE OF MOTIONS

No notice of motions for this meeting.

7. CONFIRMATION OF MINUTES

Ordinary Meeting of Isaac Regional Council held at Clarke Creek Community Hall, Clarke Creek on Wednesday 30 October 2024

UNCONFIRMED MINUTES

Resolution No.: 8925

Moved: Cr Melissa Westcott

Seconded: Cr Vern Russell

The Minutes of the Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, St Lawrence on Wednesday 30 October 2024 are confirmed.

Carried

8. BUSINESS ARISING FROM PREVIOUS MEETING

No business arising from previous meeting.

9. STANDING COMMITTEE REPORTS

9.1 Isaac Regional Council Monthly Financial Report as at 31 October 2024

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0914

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

UNCONFIRMED MINUTES

1. *Receive the financial statements for the period ended 31 October 2024 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

Carried

Resolution No.: 8926

Moved: Cr Rachel Anderson

Seconded: Cr Jane Pickels

That Council:

1. **Receive the financial statements for the period ended 31 October 2024 pursuant to, and in accordance with, the *Local Government Regulation 2012 (s204).***

Carried

9.2 2023/2024 Financial Year Reserve Utilisation

EXECUTIVE SUMMARY

In line with Council's Reserves Policy, the report outlines a listing of the reserve transfers required to balance the 2023/2024 financial year.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0915

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Notes the reserve transfers required to balance the 2023/2024 financial year.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8927

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That Council:

- 1. Notes the reserve transfers required to balance the 2023/2024 financial year.**

Carried

9.3 Safety and Resilience Update

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0916

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

Resolution No.: 8928

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council:

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

Carried

UNCONFIRMED MINUTES

9.4

Isaac Regional Council Local Disaster Management Plan

EXECUTIVE SUMMARY

This report is to present the Local Disaster Management Group (LDMG) meeting minutes from 2024, and to seek Council endorsement of the 2024 annual review of the Local Disaster Management Plan (LDMP). The review resulted in the expanded details of agency roles and responsibilities, revised State Government department names, and refreshed all URL links throughout. The LDMP is required to be endorsed by Council under the Queensland Disaster Management Arrangements (*Disaster Management Act 2003* (Qld), Part 5, Section 80, 1(b)).

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0917

Moved: Cr Jane Pickels Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. *Note and accept the minutes from the Local Disaster Management Group meetings held during 2024:*
 - 2 May 2024
 - 31 October 2024
2. *Endorse the Local Disaster Management Plan 2024.*

Carried

Resolution No.: 8929

Moved: Cr Jane Pickels Seconded: Cr Viv Coleman

That Council:

1. **Notes and accepts the minutes from the Local Disaster Management Group meetings held during 2024:**
 - 2 May 2024
 - 31 October 2024
2. **Endorses the Local Disaster Management Plan 2024.**

Carried

9.5

State Emergency Service Bi-Annual Update

EXECUTIVE SUMMARY

This report aims to inform the Council about the current State Emergency Service (SES) operations within the Isaac region, highlighting recent activities, community engagement and any challenges faced by the SES. It is essential for Council to be aware of these updates to ensure effective collaboration and support for ongoing and future emergency management strategies in the community.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0918

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Receive and note the State Emergency Service Bi-Annual Update report.*

Carried

Resolution No.: 8930

Moved: Cr Viv Coleman

Seconded: Cr Simon West

That Council:

1. **Receive and note the State Emergency Service Bi-Annual Update report.**
2. **Continues to support the provisions of emergency services noting road crash rescue focus on the Coast and Nebo.**

Carried

9.6

Register Of Pre-Qualified Suppliers Panel Arrangement for the Provision of Plant Hire (Wet and/or Dry)

EXECUTIVE SUMMARY

The purpose of this report is to recommend the appointment of selected tenderers to a Register of Pre-Qualified Suppliers (RPQS) Arrangement for the Provision of Plant Hire (Wet and/or Dry) IRCT-ALL2-1123-349 to Isaac Regional Council.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0919

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Endorse the award of tender IRCT-ALL2-1123-349, for the creation of a panel of Register of Pre-Qualified Suppliers for Provision of Plant Hire (Wet and/or Dry), for an initial term of two years from 1 December 2024 with 2 (two) additional twelve months extension options.*
2. *Endorse the list of Pre-Qualified suppliers detailed in the report.*
3. *Authorise the Chief Executive Officer to negotiate, execute and vary the Pre-Qualified Suppliers Agreements as required.*

Carried

Resolution No.: 8931

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That Council:

1. **Endorses the award of tender IRCT-ALL2-1123-349, for the creation of a panel of Register of Pre-Qualified Suppliers for Provision of Plant Hire (Wet and/or Dry), for an initial term of two years from 1 December 2024 with 2 (two) additional twelve months extension options.**
2. **Endorses the list of Pre-Qualified suppliers detailed in the report.**
3. **Authorises the Chief Executive Officer to negotiate, execute and vary the Pre-Qualified Suppliers Agreements as required.**

Carried

9.7

Register of Pre-Qualified Suppliers Panel Arrangement for the Provision of IT Data Cabling Services

EXECUTIVE SUMMARY

The purpose of this report is to recommend the appointment of selected tenderers to a Register of Pre-Qualified Suppliers (RPQS) Arrangement for the Provision of IT Data Cabling Services IRC-CGFS-0624-T371 to Isaac Regional Council.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0920

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Endorse the award of tender IRC-CGFS-0624-T371, for the creation of a panel of Register of Pre-Qualified Suppliers for IT Data Cabling Services, for an initial term of two years from 1 December 2024 with 2 (two) additional twelve months extension options.
2. Endorse the list of Pre-Qualified suppliers detailed in the report.
3. Authorise the Chief Executive Officer to negotiate, execute and vary the Pre-Qualified Suppliers Agreements as required.

Carried

Resolution No.: 8932

Moved: Cr Jane Pickels

Seconded: Cr Melissa Westcott

That Council:

1. Endorse the award of tender IRC-CGFS-0624-T371, for the creation of a panel of Register of Pre-Qualified Suppliers for IT Data Cabling Services, for an initial term of two years from 1 December 2024 with 2 (two) additional twelve months extension options.
2. Endorse the list of Pre-Qualified suppliers detailed in the report.
3. Authorise the Chief Executive Officer to negotiate, execute and vary the Pre-Qualified Suppliers Agreements as required.

Carried

UNCONFIRMED MINUTES

ATTENDANCE

Mrs Jessica Bugeja, Research and Policy Advisor video conferenced into the meeting at 9.20am.

9.8

Exception Based Procurement Arrangements – Moranbah Early Learning Centre

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of an exception under the provisions of Section 235(a) of the *Local Government Regulations 2012* to allow Moranbah Early Learning Centre (MELC) to oversee the completion of the expansion and renovation works, including procurement processes, as part of a larger, ongoing project.

As Council is contributing to a larger renovation and improvement project being undertaken by MELC, it is logical that the projects be combined and delivered by MELC, indicating there is only one supplier reasonably available.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0921

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. *Notes that as Council is contributing to a larger project already planned and being undertaken by Moranbah Early Learning Centre, it is advantageous for them to oversee procurement for the project;*
2. *Resolve to approve the enclosed exception to enter medium-or large-sized contractual arrangements as per s235 of the Local Government Regulations 2012 (Qld) for the expansion and renovation works required, being that there is only one supplier reasonably available.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8933

Moved: Cr Jane Pickels

Seconded: Cr Rachel Anderson

That Council:

- 1. Notes that as Council is contributing to a larger project already planned and being undertaken by Moranbah Early Learning Centre, it is advantageous for them to oversee procurement for the project;**
- 2. Resolves to approve the enclosed exception to enter medium-or large-sized contractual arrangements as per s235 of the *Local Government Regulations 2012 (Qld)* for the expansion and renovation works required, being that there is only one supplier reasonably available.**

Carried

DECLARABLE CONFLICT OF INTEREST

Cr Terry O'Neill declared a declarable conflict of interest for Report 9.9 Shareholder Relationship: Isaac Affordable Housing Trust as his mother-in-law is a tenant of Isaac Affordable Housing Trust. Cr O'Neill left the meeting room at 9.20am and did not participate in the discussion or vote for Report 9.9.

9.9

Shareholder Relationship: Isaac Affordable Housing Trust

EXECUTIVE SUMMARY

Chief Executive Officer proposing some shareholder and associated agreements with Isaac Affordable Housing Fund Pty Ltd (IAHF) on behalf of Isaac Affordable Housing Trust (IAHT).

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0922

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

UNCONFIRMED MINUTES

1. *Negotiate and finalise a simple Shareholder Agreement (or equivalent) with Isaac Affordable Housing Fund Pty Ltd that nominates financial and non-financial expectations that are to be reported to Council at intervals of no more than six months commencing March 2025.*
2. *Finalise a replacement Loan Agreement with Isaac Affordable Housing Fund Pty Ltd to replace the existing agreement which expired on 30 June 2024.*
3. *Restore property management fees for relevant Isaac Affordable Housing Trust properties.*
4. *Request Isaac Affordable Housing Fund Pty Ltd to:*
 - a. *Appoint suitably-qualified and independent directors (using modest remuneration if necessary) to the two vacancies on the board.*
 - b. *Consider whether the current operating model of Isaac Affordable Housing Fund Pty Ltd is suitable for planned expansions of the housing portfolio?*
 - c. *Prepare a Capability Statement (or equivalent to complement IAHT Prospectus) for use by Council (as community advocate) referring corporate investment prospects.*

Carried

Resolution No.: 8934

Moved: Cr Vern Russell

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. **Negotiate and finalise a simple Shareholder Agreement (or equivalent) with Isaac Affordable Housing Fund Pty Ltd that nominates financial and non-financial expectations that are to be reported to Council at intervals of no more than six months commencing March 2025.**
2. **Finalise a replacement Loan Agreement with Isaac Affordable Housing Fund Pty Ltd to replace the existing agreement which expired on 30 June 2024.**
3. **Restore property management fees for relevant Isaac Affordable Housing Trust properties.**
4. **Request Isaac Affordable Housing Fund Pty Ltd to:**
 - a. **Appoint suitably-qualified and independent directors (using modest remuneration if necessary) to the two vacancies on the board.**
 - b. **Consider whether the current operating model of Isaac Affordable Housing Fund Pty Ltd is suitable for planned expansions of the housing portfolio?**

UNCONFIRMED MINUTES

- c. **Prepare a Capability Statement (or equivalent to complement IAHT Prospectus) for use by Council (as community advocate) referring corporate investment prospects.**

Carried

ATTENDANCE

Cr Terry O'Neill returned to the meeting room at 9.25am.

9.10

Draft 2023-2024 Annual Report

EXECUTIVE SUMMARY

The preparation and adoption of the Annual Report is a legislative requirement pursuant to section 182 of the *Local Government Regulation 2012*.

Isaac Regional Council's 2023-2024 Annual Report has been prepared in accordance with all requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0923

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Adopts Isaac Regional Council's 2023-2024 Annual Report and delegate authority to the Mayor and Chief Executive Officer to approve minor editorial and administrative changes and to finalise the annual report, no later than 6 December 2024.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8935

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Adopts Isaac Regional Council's 2023-2024 Annual Report and delegate authority to the Mayor and Chief Executive Officer to approve minor editorial and administrative changes and to finalise the annual report, no later than 6 December 2024.**

Carried

9.11 Major Projects Meeting Monthly Report

EXECUTIVE SUMMARY

This report is provided to update Council on the newly created Major Project's Team and the changing status of major projects across Isaac.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0924

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Notes the updates on Major Projects across Isaac*
- 2. Receives the in-progress Major Projects Spreadsheet on the status of all known projects in the region.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8936

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That Council:

- 1. Notes the updates on Major Projects across Isaac.**
- 2. Receives the in-progress Major Projects Spreadsheet on the status of all known projects in the region.**

Carried

9.12

Amended Draft Isaac Corporate Plan 2023 - 2028

EXECUTIVE SUMMARY

The purpose of this report is to present the amended draft Isaac Corporate Plan 2023 – 2028 for adoption in accordance with the *Local Government Act 2009*.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0925

Moved: Cr Vern Russell

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

- 1. Rescind the Isaac Community-Corporate Plan 2023-2028.*
- 2. In accordance with sections 165 and 166 of the Local Government Regulation 2012, adopts the amended Isaac Corporate Plan 2023-2028 to supersede the Community-Corporate Plan 2023-2028.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8937

Moved: Cr Melissa Westcott

Seconded: Cr Simon West

That Council:

- 1. Rescind the Isaac Community-Corporate Plan 2023-2028.**
- 2. In accordance with sections 165 and 166 of the *Local Government Regulation 2012*, adopts the amended Isaac Corporate Plan 2023-2028 to supersede the Community-Corporate Plan 2023-2028.**

Carried

ATTENDANCE

Mrs Jessica Bugeja ended her video conference with the meeting at 9.45am.

9.13

Local Government Energy Partnerships

EXECUTIVE SUMMARY

The Local Council Energy Partnership (LCEP) program, a \$1.21 million initiative by the Queensland State Government, aims to support local councils in managing the surge in renewable energy projects across the state. Administered by the Local Government Association of Queensland (LGAQ), the program connects councils and Regional Organisations of Councils (ROCs) with planning experts to ensure renewable developments deliver community benefits and align with local priorities. This initiative is part of Queensland's broader renewable energy goals of reaching 80% renewable energy by 2035.

Isaac Regional Council LGA is experiencing rapid growth in renewable energy projects, the LCEP program provides an opportunity for council to develop critical tools to support better outcomes for communities that host renewable projects. Through the LCEP program, council is seeking funding to establish a Renewable Energy Coordinator role, which will enhance its capacity to manage projects, streamline approvals, and strengthen community engagement. This will ensure that local communities benefit from the economic and environmental opportunities brought by renewable energy investments.

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0926

Moved: Cr Vern Russel

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Authorises the Chief Effective Officer to negotiate and execute any relevant Local Council Energy Program agreements.*
- 2. Endorses the creation of a new grant funded role of Renewable Energy Coordinator within the Advocacy and External Affairs team.*

Carried

Resolution No.: 8938

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That Council:

- 1. Authorises the Chief Effective Officer to negotiate and execute any relevant Local Council Energy Program agreements.**
- 2. Endorses the creation of a new grant funded role of Renewable Energy Coordinator within the Advocacy and External Affairs team.**

Carried

9.14

Standing Orders and Meeting Procedures - Updated

EXECUTIVE SUMMARY

This report seeks Council's consideration to review and adopt the updated Standing Orders and Meeting Procedures.

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0927

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Repeals the current Standing Orders and Meeting Procedures (STAT-PRO-025) – V5.
2. Adopts the updated Standing Orders and Meeting Procedures (STAT-PRO-025) – V6.

Carried

Resolution No.: 8939

Moved: Cr Viv Coleman

Seconded: Cr Jane Pickels

That Council:

1. Repeals the current Standing Orders and Meeting Procedures (STAT-PRO-025) – V5.
2. Adopts the updated Standing Orders and Meeting Procedures (STAT-PRO-025) – V6.

Carried

9.15

Schedule of Ordinary Meetings and Standing Committee Meetings of Council – January to December 2025

EXECUTIVE SUMMARY

Council is required under legislation to advertise its meeting dates and times for the coming year in a newspaper that is distributed in the local government area. Council is requested to resolve the meeting schedule for the period January to December 2025.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0928

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

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ISAAC REGIONAL COUNCIL ABN 39 274 142 600

UNCONFIRMED MINUTES

That the Committee recommends that Council:

1. *Adopts the following meeting schedule for Ordinary Meetings of Council for the period of January 2025 to December 2025.*

ORDINARY MEETINGS

MEETING DATE	TIME	LOCATION
Wednesday 29 January 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 26 February 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 26 March 2025	10.00am	Isaac Regional Council, 16 Queen Elizabeth Drive – Dysart – Training Room
Wednesday 23 April 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 27 May 2025	10.00am	Isaac Regional Council, 25 Daintree Street, Clermont – Board Room
Wednesday 18 June 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 23 July 2025	10.00am	Isaac Regional Council, 11 Carter Place, Middelmount – Board Room
Wednesday 27 August 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 24 September 2025	10.00am	Isaac Regional Council, 10 Reynolds St, Nebo – Board Room
Wednesday 29 October 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 26 November 2025	10.00am	Isaac Regional Council, 36 Macartney Street, St Lawrence – Board Room
Wednesday 17 December 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

2. *Adopts the following meeting schedule for Standing Committee Meetings of Council for the period of January 2025 to December 2025.*

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES STANDING COMMITTEE

CGFS STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Tuesday 11 February 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 March 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

UNCONFIRMED MINUTES

Tuesday 8 April 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 13 May 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 10 June 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 July 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 12 August 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 9 September 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 7 October 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 November 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES STANDING COMMITTEE

PECS STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Tuesday 11 February 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 March 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 April 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 13 May 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 10 June 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 July 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 12 August 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 9 September 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 7 October 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 November 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

UNCONFIRMED MINUTES

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE

E&I STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Wednesday 12 February 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 March 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 April 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 14 May 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 11 June 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 July 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 13 August 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 10 September 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 8 October 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 November 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

WATER AND WASTE STANDING COMMITTEE

W&W STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Wednesday 12 February 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 March 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 April 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 14 May 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 11 June 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 July 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 13 August 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 10 September 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

UNCONFIRMED MINUTES

Wednesday 8 October 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 November 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

Carried

Resolution No.: 8940		
Moved: Cr Viv Coleman		Seconded: Cr Vern Russell
That Council:		
1. Adopts the following meeting schedule for Ordinary Meetings of Council for the period of January 2025 to December 2025.		
ORDINARY MEETINGS		
MEETING DATE	TIME	LOCATION
Wednesday 29 January 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 26 February 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 26 March 2025	10.00am	Isaac Regional Council, 16 Queen Elizabeth Drive – Dysart – Training Room
Wednesday 23 April 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 27 May 2025	10.00am	Isaac Regional Council, 25 Daintree Street, Clermont – Board Room
Wednesday 18 June 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 23 July 2025	10.00am	Isaac Regional Council, 11 Carter Place, Middlemount – Board Room
Wednesday 27 August 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 24 September 2025	10.00am	Isaac Regional Council, 10 Reynolds St, Nebo – Board Room
Wednesday 29 October 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 26 November 2025	10.00am	Isaac Regional Council, 36 Macartney Street, St Lawrence – Board Room
Wednesday 17 December 2025	10.00am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

UNCONFIRMED MINUTES

2. Adopts the following meeting schedule for **Standing Committee Meetings of Council for the period of January 2025 to December 2025.**

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES STANDING COMMITTEE

CGFS STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Tuesday 11 February 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 March 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 April 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 13 May 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 10 June 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 July 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 12 August 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 9 September 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 7 October 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 November 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES STANDING COMMITTEE

PECS STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Tuesday 11 February 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 March 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 April 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 13 May 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 10 June 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 8 July 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

UNCONFIRMED MINUTES

Tuesday 12 August 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 9 September 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 7 October 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Tuesday 11 November 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

ENGINEERING AND INFRASTRUCTURE STANDING COMMITTEE

E&I STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Wednesday 12 February 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 March 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 April 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 14 May 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 11 June 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 July 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 13 August 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 10 September 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 8 October 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 November 2025	9.30am	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

WATER AND WASTE STANDING COMMITTEE

W&W STANDING COMMITTEE MEETING DATE	TIME	LOCATION
Wednesday 12 February 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 March 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 April 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room

UNCONFIRMED MINUTES

Wednesday 14 May 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 11 June 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 9 July 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 13 August 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 10 September 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 8 October 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Wednesday 12 November 2025	1.00pm	Isaac Regional Council, Batchelor Parade, Moranbah – Chamber Room
Carried		

9.16 Corporate, Governance and Financial Services Monthly Report – November 2024

EXECUTIVE SUMMARY

The below information highlights the monthly activities of the departments within the Corporate, Governance and Financial Services directorate.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0929

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. *Receives and notes the Corporate, Governance and Finance Directorate update for November 2024.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8941

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That Council:

- 1. Receives and notes the Corporate, Governance and Finance Directorate update for November 2024.**

Carried

9.17 People and Capability Monthly Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0930

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

Resolution No.: 8942

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

UNCONFIRMED MINUTES

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest Report 9.18 Minor Community Grants Summary October 2024 for the Rock FM Association Incorporated (4RFM) Application as she is employed by 4RFM and for the Reece Lahiff as he is a relative of her husband. As this report was a noting only report and no decision was to be made by Council, Cr Earl remained in the meeting room for the discussions.

9.18 Minor Community Grants Summary October 2024

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1214

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

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

Carried

Resolution No.: 8943

Moved: Cr Terry O'Neill

Seconded: Cr Simon West

That Council:

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

Carried

9.19 Isaac Museums Operational Adjustments - Phase One

EXECUTIVE SUMMARY

This report seeks Council's approval for amendments to the operational activities at the Isaac Museums sites in alignment with recommendations provided by Queensland Museum via the Isaac Museums Collection Management Plan 2024.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1215

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- 1. Approves the name change of Clermont Historical Centre to Clermont Museum.*
- 2. Approves free entry for the public at Isaac Museums.*
- 3. Approves ceasing shop operations at Isaac Museums.*
- 4. Approves the adjustment of opening hours at Historic Nebo Museum to Tuesday to Thursday 9am to 1pm and 1:30pm to 3pm, April to November inclusive, and cease the practice of non-museum staff opening the museum on request.*
- 5. Approves ceasing the annual exhibition model whilst continuing with annual review of all displays.*
- 6. Approves a review of museum documentation and a moratorium on donations to Isaac Museums collections until the existing collection has been catalogued, and the moratorium reviewed.*
- 7. Approves the disposal of the obsolete Suprascan digitiser.*
- 8. Approves transitioning to outsourced digitisation for museum collections.*
- 9. Directs the Chief Executive Officer or delegate to submit a report to Council after twelve months, outlining the impact of the changes made and providing any further recommendations.*
- 10. Notes that Cr Jane Pickels as Chair of the Isaac Arts and Cultural Advisory Committee was consulted during the preparation of this report.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8944

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

- 1. Approves the name change of Clermont Historical Centre to Clermont Museum.**
- 2. Approves free entry for the public at Isaac Museums.**
- 3. Approves ceasing shop operations at Isaac Museums.**
- 4. Approves the adjustment of opening hours at Historic Nebo Museum to Tuesday to Thursday 9am to 1pm and 1:30pm to 3pm, April to November inclusive, and cease the practice of non-museum staff opening the museum on request.**
- 5. Approves ceasing the annual exhibition model whilst continuing with annual review of all displays.**
- 6. Approves a review of museum documentation and a moratorium on donations to Isaac Museums collections until the existing collection has been catalogued, and the moratorium reviewed.**
- 7. Approves the disposal of the obsolete Suprascan digitiser.**
- 8. Approves transitioning to outsourced digitisation for museum collections.**
- 9. Directs the Chief Executive Officer or delegate to submit a report to Council after twelve months, outlining the impact of the changes made and providing any further recommendations.**
- 10. Notes that Cr Jane Pickels as Chair of the Isaac Arts and Cultural Advisory Committee was consulted during the preparation of this report.**

Carried

9.20 Aveling & Porter Showcase at National Historical Machinery Association Rally

EXECUTIVE SUMMARY

This report seeks Council's approval to send representatives from Isaac Regional Council, along with the historic Aveling & Porter steam traction engine from the Clermont Historical Centre, to participate in the 19 National Historical Machinery Association (NHMA) Rally at the Jondaryan Woolshed in August 2025.

UNCONFIRMED MINUTES

The event presents a unique opportunity to showcase Isaac's significant history on a national platform, explore tourism and promotional opportunities, and network with experts to support the long-term care of this key heritage asset.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1216

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- 1. Approves in-principle support for the loan of the historic Aveling & Porter traction engine to the National Historical Machinery Association to be showcased at Jondaryan Woolshed as part of the 19 NHMA National Rally in August 2025, subject to financial, insurance, and other considerations.*
- 2. Approves in-principle support Isaac Regional Council representatives to participate in the event, subject to financial and other implications, including insurance.*
- 3. Notes that due to the National Historical Machinery Association (NHMA) National Rally in Jondaryan in August 2025, steam operators will not be available to operate the Aveling & Porter Traction Engine in Clermont during this time. As a result, the Clermont Historical Centre Open Day will not coincide with Artslink's Gold and Coal Festival, scheduled for the third Saturday of August.*

Carried

Resolution No.: 8945

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That Council:

- 1. Approves in-principle support for the loan of the historic Aveling & Porter traction engine to the National Historical Machinery Association (NHMA) to be showcased at Jondaryan Woolshed as part of the 19 NHMA National Rally in August 2025, subject to financial, insurance, and other considerations.**
- 2. Approves in-principle support Isaac Regional Council representatives to participate in the event, subject to financial and other implications, including insurance.**

- Carried**

EXECUTIVE SUMMARY

COMMITTEE'S RECOMMENDATION

Carried

Carried

UNCONFIRMED MINUTES

9.22 Isaac Regional Council Flying Fox Roost Management Statement of Management Intent Review

EXECUTIVE SUMMARY

The purpose of this report is for Council to adopt a revised Flying Fox Roost Management Statement of Management Intent.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1218

Moved: Cr Melissa Westcott Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Adopts the revised Flying Fox Roost Management Statement of Management Intent, version 2, dated 30 October 2024.*

Carried

Resolution No.: 8947

Moved: Cr Jane Pickels Seconded: Cr Vern Russell

That Council:

1. **Adopts the revised Flying Fox Roost Management Statement of Management Intent, version 2, dated 30 October 2024.**

Carried

DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report 9.23 Request for Waiver of Development Application Fees and Infrastructure Charges for an Other Change Application (MCU24/0014) - Material Change of Use – Community Facility (Office) – 12 Murphy Street, Dysart Qld 4745 – Lot 31 on D111246 as she is a Board Member for the applicant Hinterland Community Care. Cr Russell left the meeting room at 10.08am and did not participate in the discussion or vote for Report 9.23.

9.23	Request for Waiver of Development Application Fees and Infrastructure Charges for an Other Change Application (MCU24/0014) - Material Change of Use – Community Facility (Office) – 12 Murphy Street, Dysart Qld 4745 – Lot 31 on D111246
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EXECUTIVE SUMMARY

Council has received a request from Planning Approval Group on behalf of Hinterland Community Care to waive development application fees and infrastructure charges for their development application (MCU24/0014) for an Other Change to an existing Development Permit for a Material Change of Use for Community Facility (Office) at 12 Murphy Street, Dysart QLD 4745, legally described as Lot 31 on D111246.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1219

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves a 100% (\$5,292.00) discount of the infrastructure charges associated with development application (MCU24/0014) for an Other Change to an existing Development Permit for a Material Change of Use for Community Facility (Office) at 12 Murphy Street (MCU24/0014), Dysart QLD 4745 described as Lot 31 on D111246.*
- Declines the request to refund the Development Application Fee for development application (MCU24/0014) for an Other Change to an existing Development Permit for a Material Change of Use for Community Facility (Office) at 12 Murphy Street (MCU24/0014), Dysart QLD 4745 described as Lot 31 on D111246.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8948

Moved: Cr Jane Pickels

Seconded: Cr Simon West

That Council:

1. Approves a 100% (\$5,292.00) discount of the infrastructure charges associated with development application (MCU24/0014) for an Other Change to an existing Development Permit for a Material Change of Use for Community Facility (Office) at 12 Murphy Street (MCU24/0014), Dysart QLD 4745 described as Lot 31 on D111246.
2. Declines the request to refund the Development Application Fee for development application (MCU24/0014) for an Other Change to an existing Development Permit for a Material Change of Use for Community Facility (Office) at 12 Murphy Street (MCU24/0014), Dysart QLD 4745 described as Lot 31 on D111246.

Carried

ATTENDANCE

Cr Vern Russell returned to the meeting room at 10.11am.

9.24 Results of the Approved Selective Inspection Program

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the results of the Approved Selective Inspection Program undertaken throughout the region between 6 February 2024 and 30 April 2024.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1220

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

UNCONFIRMED MINUTES

That the Committee recommends that Council:

1. *Receives and notes the Results of the Approved Selective Inspection Program report.*

Carried

Resolution No.:	8949		
Moved:	Cr Melissa Westcott	Seconded:	Cr Vern Russell
That the Committee recommends that Council:			
1. Receives and notes the Results of the Approved Selective Inspection Program report.			
Carried			

9.25 Proposed Animal Inspection Program – Selective Inspection Program

EXECUTIVE SUMMARY

This report presents the proposed Selective Inspection Program for consideration. The purpose of the proposed inspection program is to monitor compliance with the *Animal Management Act (Cats and Dogs) 2008*, Isaac Regional Council Local Law (Administration) 2011 and Isaac Regional Council Local Law 2 (Animal Management) 2011.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1221

Moved: Cr Melissa Westcott *Seconded:* Cr Terry O'Neill

That the Committee recommends that Council:

1. *Resolves to approve, a Selective Inspection Program of all properties within the Isaac Regional Council area where a dog had been registered up until 31 August 2024 and Council has not received a renewal for that registration to be undertaken between 3 February 2025 and 2 May 2025.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8950

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neill

That Council:

1. Resolves to approve, a Selective Inspection Program of all properties within the Isaac Regional Council area where a dog had been registered up until 31 August 2024 and Council has not received a renewal for that registration to be undertaken between 3 February 2025 and 2 May 2025.

Carried

9.26 Proposed Systematic Inspection Program – Locality of Dysart

EXECUTIVE SUMMARY

This report presents the proposed Selective Inspection Program for consideration. The purpose of the proposed inspection program is to monitor compliance with the *Animal Management Act (Cats and Dogs) Act 2008*, *Isaac Regional Council Local Law (Administration) 2011* and *Isaac Regional Council Local Law 2 (Animal Management) 2011*.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1222

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. Resolves to approve, the Systematic Inspection Program, for the locality of Dysart between 3 February 2025 to 2 May 2025 in accordance with the *Animal Management (Cats and Dogs) Act 2008* and the *Local Government Act 2009*.

Carried

UNCONFIRMED MINUTES

Resolution No.:		8951	
Moved:	Cr Vern Russell	Seconded:	Cr Melissa Westcott
That Council:			
1. Resolves to approve, the Systematic Inspection Program, for the locality of Dysart between 3 February 2025 to 2 May 2025 in accordance with the <i>Animal Management (Cats and Dogs) Act 2008</i> and the <i>Local Government Act 2009</i> .			
			Carried

ATTENDANCE

Mr Beau Jackson left the meeting room at 10.24am.

9.27 Planning, Environment and Community Services FY2024/2025 Capital Projects Progress Report as at 31 October 2024

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1223

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. *Receives and notes the monthly Planning, Environment and Community Services 2024/2025 Capital Progress Summary Report as at 31 October 2024.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 8952

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

- 1. Receives and notes the monthly Planning, Environment and Community Services 2024/2025 Capital Progress Summary Report as at 31 October 2024.**

Carried

Resolution No.: 8953

Moved: Cr Simon West

Seconded: Cr Viv Coleman

That Council adjourn the meeting at 10.36am for morning tea and a Councillor Workshop.

Carried

Resolution No.: 8954

Moved: Cr Simon West

Seconded: Cr Jane Pickels

That Council resume the meeting at 12.09pm.

Carried

9.28

Planning, Environment and Community Services Directorate Monthly Update - November 2024

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Monthly Report for November 2024 is provided for Committee review.

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1224

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Notes the contents of the Planning, Environment and Community Services Directorate Monthly Report for November 2024.

Carried

Resolution No.: 8955

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That Council:

1. Notes the contents of the Planning, Environment and Community Services Directorate Monthly Report for November 2024.

Carried

9.29 Service Level Review – Development Assessment Liveability and Sustainability Department

EXECUTIVE SUMMARY

This report seeks to provide an overview of the Liveability and Sustainability Department's budget (Cost Centre 1099) provided for the delivery of Council's development assessment services.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1228

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

UNCONFIRMED MINUTES

That the Committee recommends that Council:

1. *Notes the overview of Council's budget for the delivery of development assessment services (cost centre 1099).*

Carried

Resolution No.:		8956	
Moved:	Cr Alaina Earl	Seconded:	Cr Simon West
That Council:			
1. Notes the overview of Council’s budget for the delivery of development assessment services (cost centre 1099).			
Carried			

9.30 Engineering and Infrastructure 2024-2025 Capital Projects Progress Report – October 2024

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: **E&I0785**

Moved: **Cr Melissa Westcott** *Seconded:* **Cr Terry O'Neill**

That the Committee recommends that Council:

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

Carried

UNCONFIRMED MINUTES

Resolution No.: 8957

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That Council:

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

Carried

9.31 Engineering and Infrastructure Directorate Monthly Update – October 2024

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0786

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Notes the Engineering and Infrastructure Directorate update for October 2024.*

Carried

Resolution No.: 8958

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Notes the Engineering and Infrastructure Directorate update for October 2024.**

Carried

9.32 Amended Fleet, Plant and Equipment Policy

EXECUTIVE SUMMARY

The purpose of this report is to present an amended consolidated Fleet Plant and Equipment Policy and to rescind the previous Resolution Number 8468 that approved an incorrect Fleet Plant and Equipment Policy.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0787

Moved: Cr Viv Coleman

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Rescinds Resolution Number 8468.
2. Repeals the Motor Vehicle Policy (CORP-POL-034).
3. Approves the amended Fleet, Plant and Equipment Policy (CORP-POL-XXX).
4. Endorses Fleet, Plant and Equipment Management Framework (CORP-FWK-007).
5. Endorses Fleet, Plant and Equipment Management Procedure (CORP-PRO-075).

Carried

Resolution No.: 8959

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That Council:

1. Rescinds Resolution Number 8468.
2. Repeals the Motor Vehicle Policy (CORP-POL-034).
3. Approves the amended Fleet, Plant and Equipment Policy (CORP-POL-XXX).
4. Endorses Fleet, Plant and Equipment Management Framework (CORP-FWK-007).
5. Endorses Fleet, Plant and Equipment Management Procedure (CORP-PRO-075) with an addition to include a reference to the Councillor Support (Reimbursement) Policy.

Carried

UNCONFIRMED MINUTES

9.33 Water and Waste Directorate 2024/2025 Capital Projects Progress Report

EXECUTIVE SUMMARY

This report is to provide an update to the Water and Waste Standing Committee and Council on the progress of the delivery of the Water and Waste Directorate 2024/2025 Capital Works Program.

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0532

Moved: Cr Vern Russell

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

1. Receives and notes the monthly Water and Waste 2024/2025 Capital Projects Progress Summary Report.

Carried

Resolution No.: 8960

Moved: Cr Simon West

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Receives and notes the monthly Water and Waste 2024/2025 Capital Projects Progress Summary Report.

Carried

9.34 Water Quality Investigation Action Plan Update

EXECUTIVE SUMMARY

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

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0533

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Receives and notes the Report for the Water Quality Investigation Action Plan Deliverables.

Carried

Resolution No.: 8961

Moved: Cr Simon West

Seconded: Cr Melissa Westcott

That Council:

1. Receives and notes the Report for the Water Quality Investigation Action Plan Deliverables.

Carried

9.35 Water Restrictions Policy and Procedure

EXECUTIVE SUMMARY

The purpose of this report is to present the Water Restrictions Policy and Water Restrictions Procedure for review and adoption.

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0534

Moved: Cr Vern Russell

Seconded: Cr Viv Coleman

UNCONFIRMED MINUTES

That the Committee recommends that Council:

1. *Adopt the updated Water Restrictions Policy (STAT-POL-033).*
2. *Adopt the updated Water Restrictions Procedure (WW-PRO-105).*
3. *Repeal the Water Restriction Conditions Guideline (WW-GDS-200).*
4. *Repeal the Water Conservation Measures Guideline (WW-GDS-201).*
5. *Repeal the Water Restriction Trigger Levels (WW-MISC-097).*

Carried

Resolution No.: 8962

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neill

That Council:

1. **Adopt the updated Water Restrictions Policy (STAT-POL-033).**
2. **Adopt the updated Water Restrictions Procedure (WW-PRO-105).**
3. **Repeal the Water Restriction Conditions Guideline (WW-GDS-200).**
4. **Repeal the Water Conservation Measures Guideline (WW-GDS-201).**
5. **Repeal the Water Restriction Trigger Levels (WW-MISC-097).**

Carried

9.36 Water and Waste Monthly Departmental Report – Waste Services

EXECUTIVE SUMMARY

The purpose of this report is to provide an update to Council on the Waste Services department within the Water and Waste Directorate.

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0535

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Note the content of this report regarding an update of the Waste Services department within the Water and Waste Directorate for October.

Carried

Resolution No.: 8963

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That Council:

1. **Note the content of this report regarding an update of the Waste Services department within the Water and Waste Directorate for October.**

Carried

9.37 Business Services Department Overview

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0536

Moved: Cr Vern Russell

Seconded: Cr Viv Coleman

UNCONFIRMED MINUTES

That the Committee Recommends that Council:

1. *Notes the content of this report regarding an overview of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.*

Carried

Resolution No.: 8964

Moved: Cr Viv Coleman

Seconded: Cr Jane Pickels

That Council:

1. **Notes the content of this report regarding an overview of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.**

Carried

ATTENDANCE

Mr Mick St Clair, Manager Liveability and Sustainability entered the meeting room at 12.26pm.

10. OFFICER REPORTS

10.1

IRC-E&I-0624-T375 – Phillips Creek Bridge Replacement Upgrade

EXECUTIVE SUMMARY

Tender responses have been evaluated for the IRC-E&I-0624-T375 – Phillips Creek Bridge Replacement Upgrade and it has been identified that the preferred tender exceeds the existing approved budget. This report seeks support for an increase in budget and Delegation of Authority to the Chief Executive Officer to enter into a contract for the works.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorses an application to vary the existing funding agreement to increase the project by \$2,000,000;*
- 2. Acknowledges that should the grant variation be unsuccessful; Council will be required to fund any costs over the existing approved Grant fund;*
- 3. Acknowledges this Council funding will be split between the 2024/25 and 2025/26 Financial Years and is to be funded through unallocated Depreciation, Reserve 1065 Road Reserve and/or LGIP Contributions;*
- 4. Awards the Contract IRC-E&I-0624-T375 – Phillips Creek Bridge Replacement Upgrade to Davbridge Properties Pty Ltd for \$18,781,657.18 (excl. GST) / \$20,659,822.90 (incl. GST);*
- 5. Delegates Authority to the Chief Executive Officer to negotiate, execute and vary the contract.*

Resolution No.: 8965

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That Council:

- 1. Endorses an application to vary the existing funding agreement to increase the project by \$2,000,000;**
- 2. Acknowledges that should the grant variation be unsuccessful; Council will be required to fund any costs over the existing approved Grant fund;**
- 3. Acknowledges this Council funding will be split between the 2024/25 and 2025/26 Financial Years and is to be funded through unallocated Depreciation, Reserve 1065 Road Reserve and/or LGIP Contributions;**
- 4. Awards the Contract IRC-E&I-0624-T375 – Phillips Creek Bridge Replacement Upgrade to Davbridge Properties Pty Ltd for \$18,781,657.18 (excl. GST) / \$20,659,822.90 (incl. GST);**
- 5. Delegates Authority to the Chief Executive Officer to negotiate, execute and vary the contract.**

Carried

10.2 2024/2025 First Quarter Budget Review

EXECUTIVE SUMMARY

A review of the budget for the 2024/2025 financial year has been undertaken with each of the respective Departmental Managers and then reviewed by their respective Directors and ELT as at 30 September 2024.

The review proposes a \$1.7M increase to the budgeted operating surplus, a \$175K reduction to capital revenue and a \$3.9M increase to the capital expenditure program.

OFFICER'S RECOMMENDATION

That Council:

- In accordance with section 170 (3) of the Local Government Regulation 2012, adopt the proposed revised budget for 2024/2025.*

Resolution No.: 8966

Moved: Cr Viv Coleman

Seconded: Cr Melissa Westcott

That Council:

- In accordance with section 170 (3) of the *Local Government Regulation 2012*, adopt the proposed revised budget for 2024/2025.**

Carried

ATTENDANCE

Mrs Susan Martin left the meeting room at 12.40pm

PROCEDURAL MOTION:

Resolution No.: 8967

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That Council closes the meeting to the public at 12.41pm under *Local Government Regulations 2012* Section 254J (3) (g) to deliberate on Confidential Report 11.1 Infrastructure Agreement for Intersection Upgrade at Goonyella Road, Moranbah.

Carried

UNCONFIRMED MINUTES

PROCEDURAL MOTION:

Resolution No.: 8968

Moved: Cr Simon West

Seconded: Cr Melissa Westcott

That Council open the meeting at 1.05pm.

Carried

11. CONFIDENTIAL REPORTS

CONFIDENTIAL REPORT

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

11.1 Infrastructure Agreement for Intersection Upgrade at Goonyella Road, Moranbah

EXECUTIVE SUMMARY

This report seeks Council's resolution to execute an Infrastructure Agreement between Council, Moranbah Discount Tyres and Mechanical Pty Ltd and Economic Development Queensland to ascertain financial and work contributions for the roadworks.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1227

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. *Authorises the Chief Executive Officer to execute the Infrastructure Agreement on behalf of Council and Economic Development Queensland (as delegated), titled 166 Goonyella Road*

UNCONFIRMED MINUTES

Infrastructure Agreement, version 2 (contained in Attachment 1), between the Isaac Regional Council, Minister for Economic Development Queensland and Moranbah Discount Tyres & Mechanical Pty Ltd.

2. *Authorises Council's increased financial contribution to the works to exceed the previously endorsed maximum value of \$650,000 (as per Council Resolution No. 8058) subject to identification of appropriate budgets, noting the traffic safety improvements and economic development benefits achieved from required works including improving access to Council facilities and infrastructure along with unlocking further industrial development in Moranbah.*
3. *Authorise the Chief Executive Officer (or delegate) to make minor changes to the Infrastructure Agreement prior to its execution, provided that these changes are administrative only and do not change the intent and/or contributions of the agreement.*

Carried

Resolution No.: 8969

Moved: Cr Jane Pickels

Seconded: Cr Simon West

That Council:

1. **Authorises the Chief Executive Officer to execute the Infrastructure Agreement on behalf of Council and Economic Development Queensland (as delegated), titled 166 Goonyella Road Infrastructure Agreement, version 2 (contained in Attachment 1), between the Isaac Regional Council, Minister for Economic Development Queensland and Moranbah Discount Tyres & Mechanical Pty Ltd.**
2. **Authorises Council's increased financial contribution to the works to exceed the previously endorsed maximum value of \$650,000 (as per Council Resolution No. 8058) subject to identification of appropriate budgets, noting the traffic safety improvements and economic development benefits achieved from required works including improving access to Council facilities and infrastructure along with unlocking further industrial development in Moranbah.**
3. **Authorise the Chief Executive Officer (or delegate) to make minor changes to the Infrastructure Agreement prior to its execution, provided that these changes are administrative only and do not change the intent and/or contributions of the agreement.**

Carried

UNCONFIRMED MINUTES

ATTENDANCE

Mick St Clair left the meeting room at 1.07pm.

12. COUNCILLOR QUESTION TIME

12.1

Peabody Acquisition of Anglo American Assets

Mayor Kelly Vea Vea provided an update to Councillors on the following matters:

1. Peabody Acquisition of Anglo American Assets
2. Closure of Sonic Health Plus Moranbah Clinic
3. Queensland Community Renewables Forum being held in Nebo

13. CONCLUSION

There being no further business, the Mayor declared the meeting closed at 1.11pm.

These minutes will be confirmed by Council at the Ordinary Meeting to be held in Moranbah on Wednesday.

.....
MAYOR

..... / /
DATE

MEETING DETAILS	Ordinary Meeting Wednesday 11 December 2024
AUTHOR	Susan Martin
AUTHOR POSITION	Manager Budgets and Statutory Reporting

10.1 ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS
AT 21 NOVEMBER 2024

EXECUTIVE SUMMARY

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

OFFICER’S RECOMMENDATION

That Council:

1. *Receives the financial statements for the period ended 21 November 2024 pursuant to, and in accordance with, the Local Government Regulation 2021(s204).*

BACKGROUND

Statutory Obligation Table – Isaac Regional Council

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

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

IMPLICATIONS

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

It is noted that the first quarter budget review is complete with the report to be presented and adopted by Council at the November Council meeting.

Year to date actual figures represent the position as at 21 November 2024 to meet the earlier reporting timelines for the December Ordinary Meeting.

CONSULTATION

Financial Services.

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Not Applicable.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
SUSAN MARTIN	DARREN FETTEL
Manager Budgets & Statutory Reporting	Director Corporate, Governance and Financial Services
Date: 25 November 2024	Date: 29 November 2024

ATTACHMENTS

- Attachment 1 – Monthly Financial Statements 21 November 2024

REFERENCE DOCUMENT

- Nil

FINANCIAL STATEMENTS REPORT TO COUNCIL

Current as at 21 November 2024

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



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FINANCIAL STATEMENTS FOR THE PERIOD ENDED 21 NOVEMBER 2024

EXECUTIVE SUMMARY

At the end of November, the operating result is \$2,772,746 ahead of budgeted operating position. This positive result is due to number of revenue line items being above budget complemented by the timing of operational expenditure.

Capital Revenue for November was \$9,229,467 which combined with the Operating Position leads to a net surplus of \$26,150,572.

PRELIMINARY NOVEMBER FINANCIAL STATEMENTS AT A GLANCE					
	YTD Actual	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
	\$	\$	\$	\$	%
Total operating revenue	73,610,860	72,102,039	1,508,821	147,706,719	49.8%
Total operating expenses	56,689,755	57,953,680	1,263,925	144,667,613	39.2%
Operating position	16,921,105	14,148,359	2,772,746	3,039,106	556.8%
Capital revenue	9,229,467	9,119,155	110,312	27,910,905	33.1%
Net result	26,150,572	23,267,514	2,883,058	30,950,011	84.5%

BACKGROUND

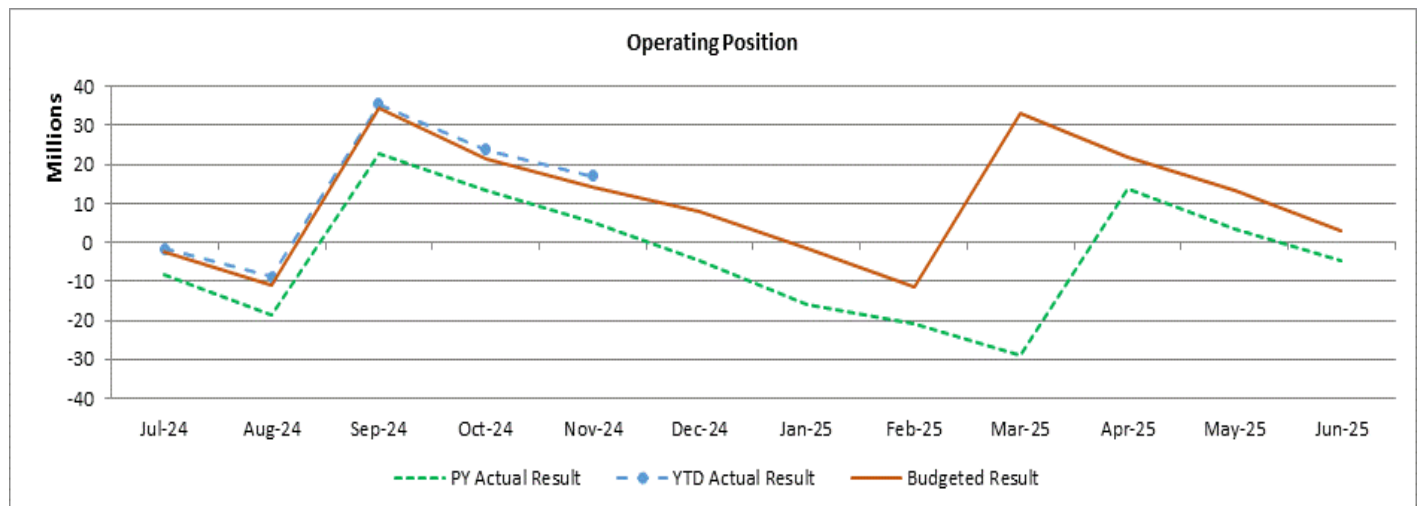
Each month, year to date financial statements are prepared in order to monitor actual performance against the latest adopted budget. Attached are the financial statements for the period ended 21 November 2024. Actual amounts are compared against year to date adopted Revised Budget figures (noting 1st Quarter Budget Review adopted at November Council meeting). See appendix 1 for detailed financial statements.

It is noted that to meet earlier reporting timelines for statutory meetings that this reporting period has been closed earlier than normal (21 November 2024) which impacts on YTD actual results throughout the report.

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

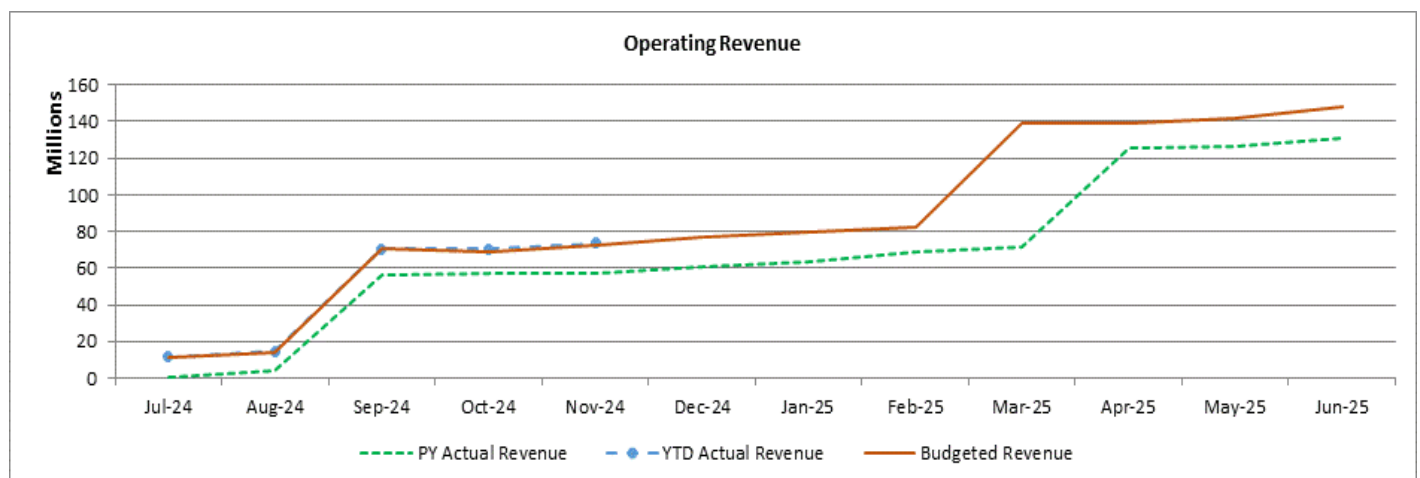
It should be noted that figures provided are accurate as at date of publication. Figures reported are cumulative year to date which may include adjustments for revenue or expenses accrued to prior accounting periods.

OPERATING POSITION



The current operating position for November has resulted in a surplus of \$16,921,105. This is favourable when compared to the YTD budget by \$2,772,746. Operating Revenue is \$1,508,821 favourable compared to YTD budget complemented by Operating Expenses which are \$1,263,925 favourable when compared to YTD budget.

OPERATING REVENUE

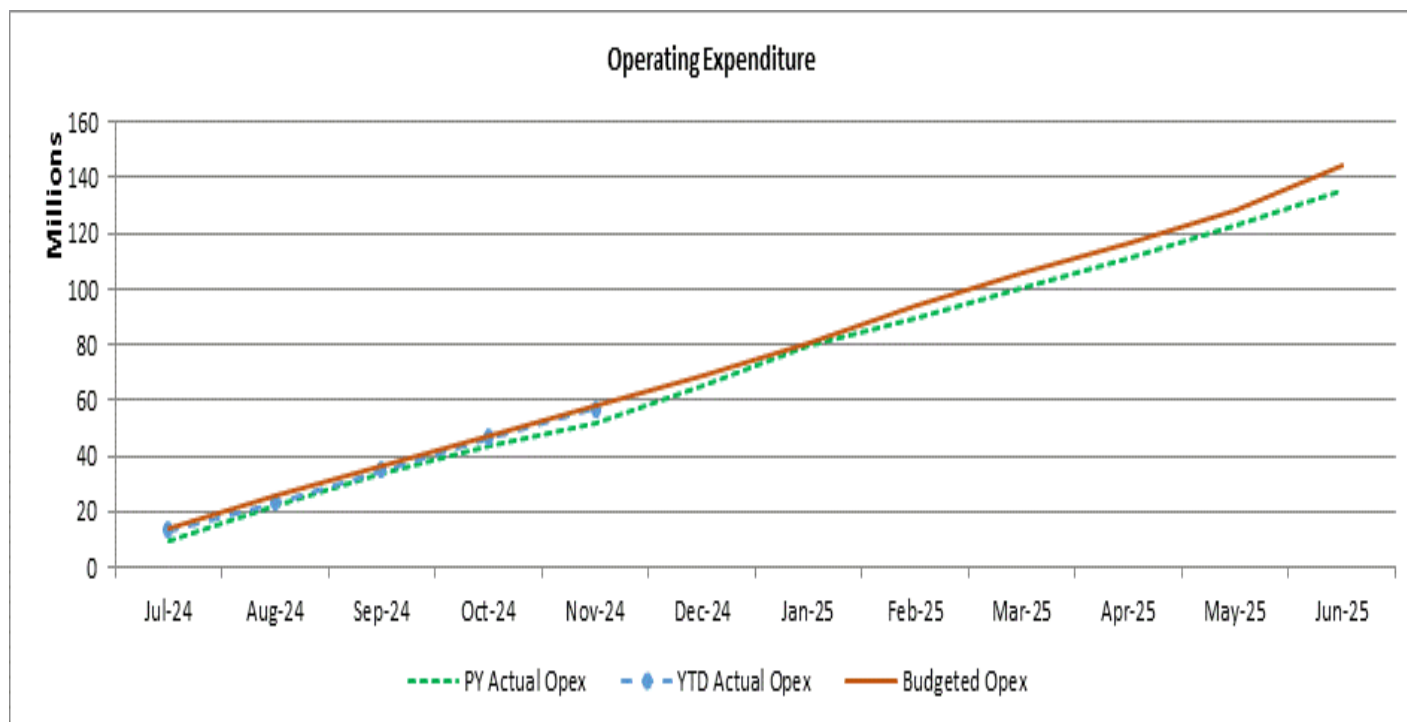


Operating Revenue comprises the following items – Rates and Utility Charges, Fees and Charges, Rental Income, Interest Received, Sale of Contract and Recoverable Works, Operating Grants, Subsidies and Contributions, Other Recurrent Revenue.

The operating revenue for November was \$73,610,860 which is favourable when compared to the budget by \$1,508,821. This favourable position is primarily due to higher than anticipated interest revenue, potable water sales, landfill revenue, road corridor permits fees, development fees, building and plumbing revenue and the RMPC invoicing partially offset by the cash flowing of DRFA November 2021 event.

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

OPERATING EXPENDITURE

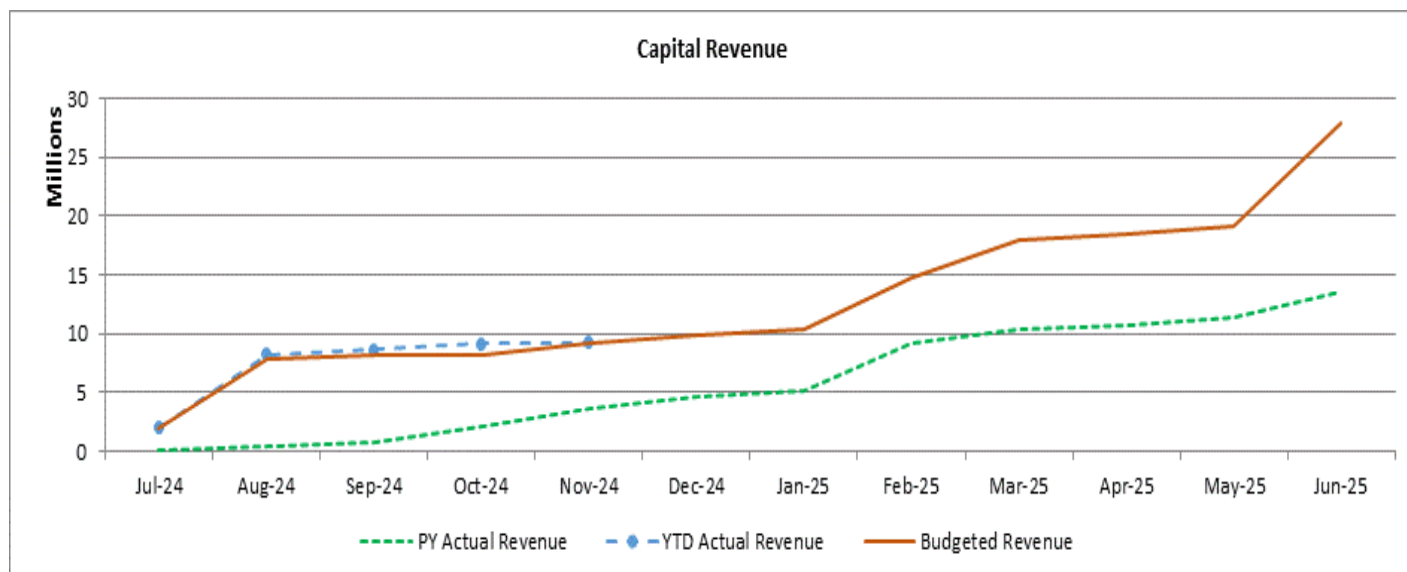


Operating expenditure consists of Employee Expenses, Materials and Services, Finance Costs and Depreciation.

Actual operating expenditure for November YTD was \$56,689,755 which is favourable to budget by \$1,263,925. This favourable result is predominately due to employee vacancies and the allocation of budgeted cashflow partially offset by increased depreciation expense resulting from revised asset valuations and useful lives post outcomes of the 23/24 Financial Statement audit.

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

CAPITAL REVENUE

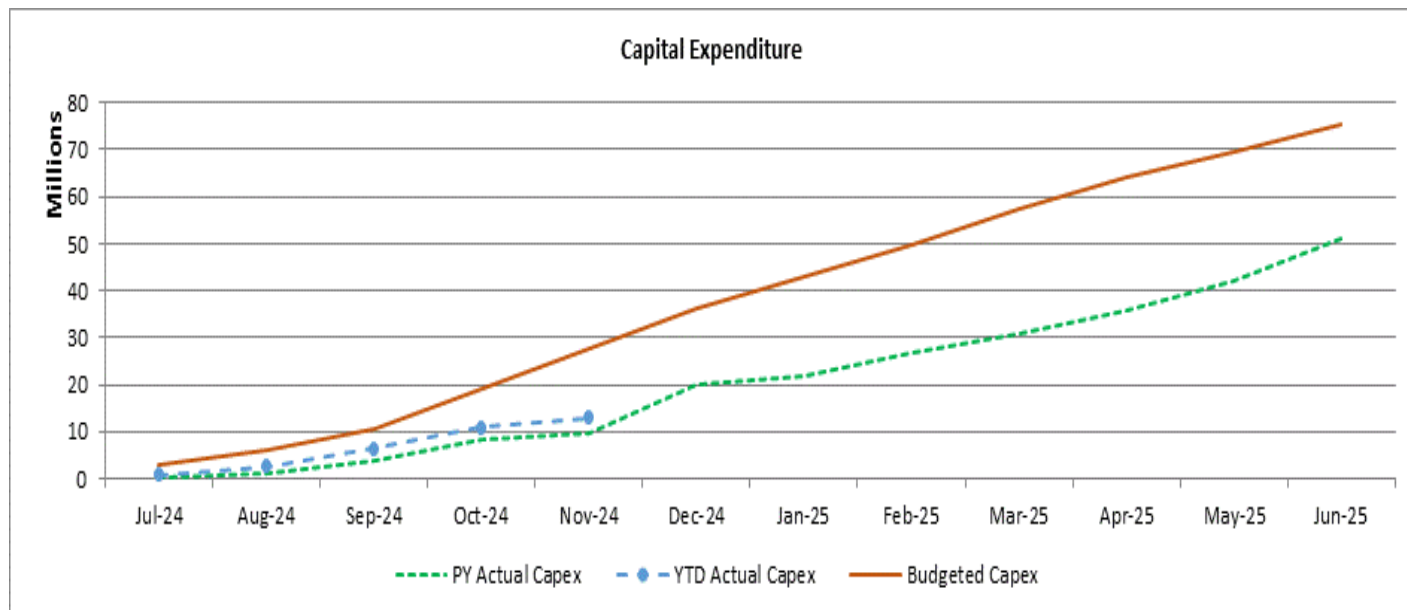


Capital Revenue for November YTD is \$9,229,467 which consists of grants, contributions and proceeds from the disposal of assets. This favourable variance is due to income from developer contributions.

Budgeted capital revenue for 2024/2025 is detailed below:

Grants	Revised Budget	YTD Actuals
Philips Creek Bridge	4,995,000	4,995,000
Roads of Significant Infrastructure	2,538,273	472,000
Resource Community Infrastructure Fund	6,896,356	2,000,000
Bridges Renewal Program	2,009,073	-
Roads to Recovery Program	1,890,000	-
Nebo Showgrounds Masterplan Stage 1	1,625,745	-
Transport Infrastructure Development Scheme	1,477,707	-
Sale of Plant and Equipment	1,229,698	540,549
Local Roads & Community Infrastructure Grants	1,455,754	-
REFF	700,000	700,000
Building our Regions	716,211	169,630
W4QLD 24 - 27	380,000	190,000
Disaster Ready	376,500	-
Solar Grant	344,437	39,525
HVSPP	322,729	-
Local Government Grants and Subsidies Program	823,422	-
STIP	130,000	-
Developer Contributions	-	122,773
Other various Minor Grants	-	(9)
Total	27,910,905	9,229,467

CAPITAL EXPENDITURE



Capital expenditure (\$12.9M) is under YTD budget (\$27.9M) excluding commitments, noting that when the \$24.1M of commitments are included, the capital expenditure is higher than YTD budget (49.1% of annual budget spent / committed).

Major budgeted projects for 2024/2025 financial year are:

Project	Revised Budget	YTD Actuals	YTD Commitments
MBH Community Centre - Refurbishment	10,998,539	3,539,180	3,885,100
Phillips Creek Bridge Construction	5,550,000	170,797	1,223,272
MBH Rectification of Landfill Cell	4,161,297	17,548	433,608
Fleet / Plant replacement program	3,685,688	2,010,520	1,555,558
REG Surface Renewal Program	3,500,000	31,591	3,431,526
REG Resheeting Program	3,492,063	1,051,256	1,374,303
Cooroora Creek Bridge Replacement	2,511,342	41,930	2,656,278
Isaac Resources Excellence Precinct	2,000,000	59,751	73,267
NBO Showgrounds Masterplan Stage 1	1,683,452	97,046	41,432
REG Floodway Construction	1,640,000	35,692	1,604,011
Dysart-Clermont Road Upgrade- ROSI	1,612,841	1,064,452	470,598
Eaglefield Road- Pave and Seal (ROSI)	1,560,000	15,728	203,413
Peak Downs Mine Road Recon & Widen	1,535,414	83,981	179,778
CORP Residential Renewals 2025	1,250,000	222,844	34,023

CAPITAL FUNDING AND PROJECT COMMITTALS

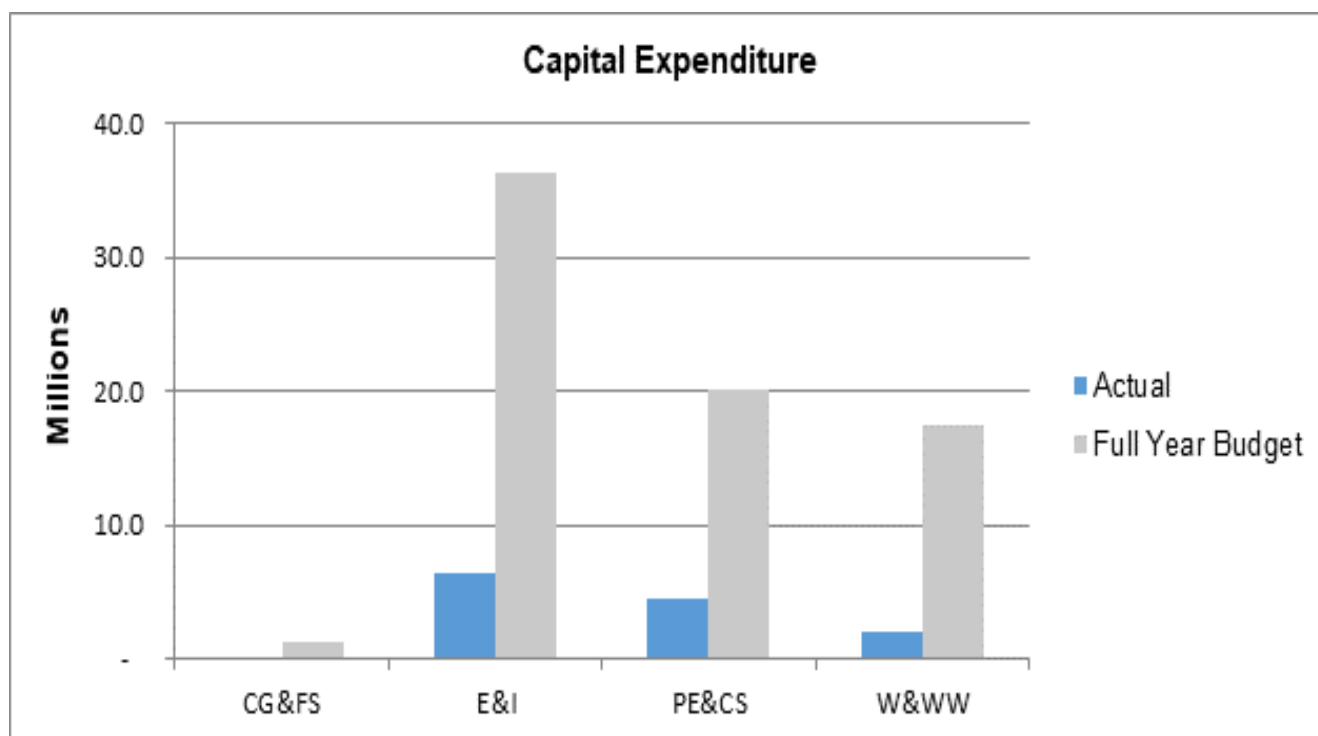
Capital expenditure is financed through loan borrowings, proceeds on disposal of assets, general reserves and the future capital sustainability reserve.

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

The following table illustrates the Council's capital project expenditure as at November 2024.

Department	YTD Actual	YTD Commitment	YTD Total Expenditure	Full Year Budget	% Complete	% Complete
					(YTD Actual vs FY Budget)	(YTD Total vs FY Budget)
CG&FS	10,011	107,231	97,220	1,262,008	-0.8%	7.7%
E&I	6,384,875	16,893,465	23,278,340	36,398,846	17.5%	64.0%
PE&CS	4,449,600	4,631,813	9,081,413	20,072,818	22.2%	45.2%
W&WW	2,035,614	2,493,453	4,529,066	17,520,405	11.6%	25.9%
TOTAL	12,860,078	24,125,962	36,986,039	75,254,077	17.1%	49.1%

The following graph illustrates the data above.



FINANCIAL SUSTAINABILITY RATIOS

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

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

Ratio	Overview	Target (Tier 4)	YTD Actual Result	5 Year Average Actual Result	FY Budget
Financial Capacity					
Council Controlled Revenue Ratio	Council's financial flexibility, ability to influence its operating income and capacity to respond to unexpected financial shocks.	N/A	77.37%	82.42%	85.03%
Population Growth Ratio	Key driver of a Council's operating income, service needs and infrastructure requirements into the future.	N/A	0.06%	1.25%	0.06%
Operating Performance					
Operating Surplus Ratio	Indicates operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.	> 0%	23.26%	0.30%	0.92%
Operating Cash Ratio	Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs.	> 0%	42.78%	25.77%	24.13%
Liquidity					
Unrestricted Cash Expense Cover Ratio	Indicator of the unconstrained liquidity available to a Council to meet ongoing and emergent financial demands, which is a key component to solvency.	> 4 months	7.27	NA	4.31
Asset Management					
Asset Sustainability Ratio	Indicates the infrastructure assets managed by a Council are being replaced as they reach the end of their useful lives.	> 80%	52.70%	88.71%	91.78%
Asset Consumption Ratio	Council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.	> 60%	65.72%	68.23%	66.48%
Debt Servicing Capacity					
Leverage Ratio	Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.	0 - 3 times	0.33	0.73	0.74

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

As Council controlled revenue is a contextual measure, there are no targets specified for this ratio. The ratio is currently positive 77.37%, which is lower than Council's budget (85.03%) and average five year actuals (82.42%).

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

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

3. **Operating Surplus Ratio** - This ratio is an indicator of the extent to which revenues raised cover the operational expenses only or are available for capital funding purposes. The target result for this ratio is greater than 0% per annum for a tier 4 local government group. With the net operating profit year to date a surplus of \$16,921,105 the ratio is currently positive 23.26% which is above benchmark range.

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


The target result for this ratio is greater than 0% per annum for a tier 4 local government group. Currently, this ratio is positive 42.78%, which is higher than Council's budget (24.13%) and benchmark range (>0%).

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

The target result for this ratio is greater than 4 months for a tier 4 local government group. The ratio is currently 7.27 months, which is higher than Council's budget and benchmark range.

6. **Asset Sustainability Ratio** - This ratio is a guide as to whether infrastructure assets managed by Council are being replaced as they reach the end of their useful lives. Council's target is to have a result of greater than 80% per annum for a tier 4 local government group. Being relatively early within the financial year, the ratio is low at 52.70%, which is below the 80% benchmark and the 91.78% budgeted. This ratio is expected to improve throughout the financial year.

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



The target result for this ratio is greater than 60% per annum for a tier 4 local government group. The ratio is currently positive 65.72%, which is greater than Council's benchmark, but lower than Council's budget (66.48%) and average five year actuals (68.23%).

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

The target result for this ratio is between 0-3 times for a tier 4 local government group. The ratio is currently at positive 0.33 times which is higher than Council's benchmark (0-3 times), but lower than Council's budget (0.74) and average five year actuals (0.73).

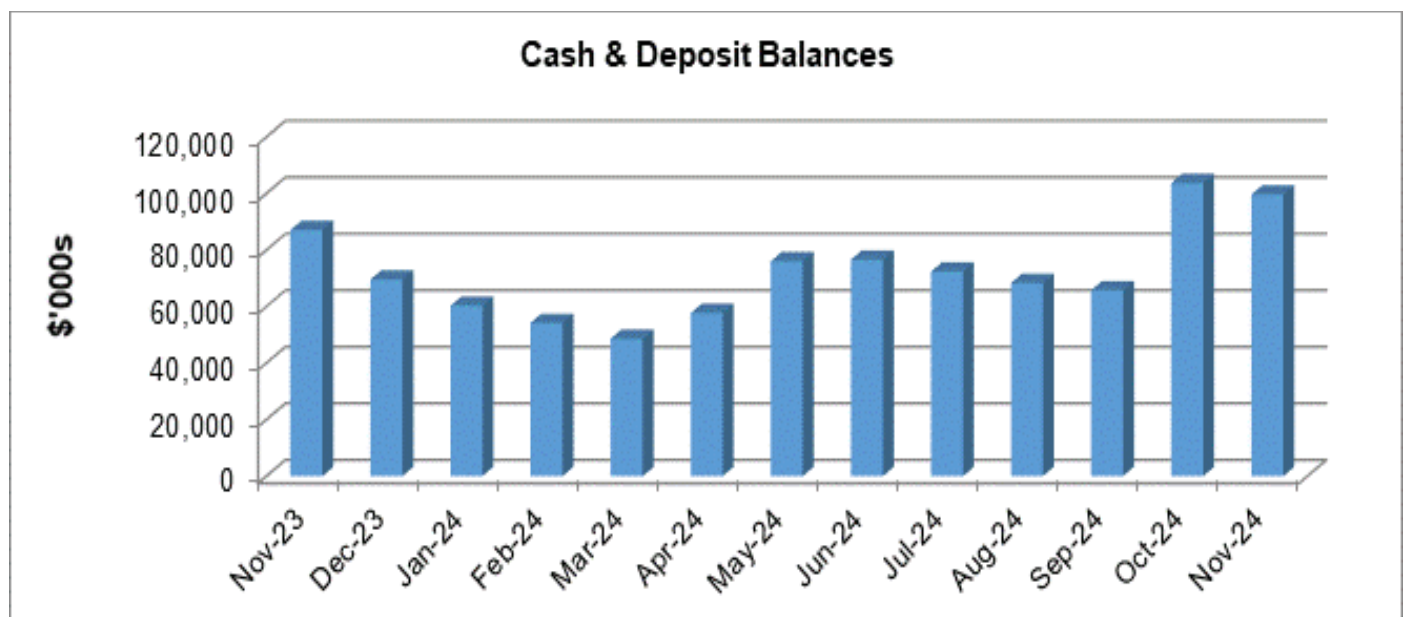
INVESTMENTS AND CASH BALANCES

The following is a list of all investments held by Council as at the period ending 21 November 2024.

ISAAC REGIONAL COUNCIL Investments For the Period Ended 30 November 2024					
Account	Description	Institution	Amount	Maturity Date	Interest Rate
10-000-1113	Cash at Bank - ANZ	ANZ	1,176,853		
10-000-1114	Cash at Bank NAB	NAB	362,139		3.85%
10-000-1115	NAB Savings account	NAB	626,544		4.50%
10-000-1116	QTC Operating Fund	QTC	92,374,372		4.94%
10-000-1117	ANZ Business Premium Saver	ANZ	71,240		4.30%
10-000-1118	Cash at Bank - NAB	NAB	5,048,678		4.50%
10-000-1131	Petty Cash		2,550		
10-000-1132	Floats		4,280		
Total Investments			99,666,656		

Bank	Credit Rating	% of Funds	Policy Total Profile
Queensland Treasury Corporation	QTC	92.68%	No Limit
National Australia Bank	AA-	6.06%	Maximum 60%
ANZ Banking Group	AA-	1.26%	Maximum 60%

The following chart outlines the Council's cash and deposit balances for the previous twelve months up to the period ending 21 November 2024.



LOANS

ISAAC REGIONAL COUNCIL							
Loans							
For the Period Ended 30 November 2024							
						Repayment Due 16 Dec 2024	
Loan Name	Balance as at 30 November 2024	Rate as at 30 November 2024	Approved Term	Remaining Term	Principal	Interest	Total
Land Purchase - Moranbah	\$9,137,272	5.1	20	8.05	\$224,455	\$116,477	\$340,932
Land Development Moranbah	\$7,053,063	4.37	20	8.55	\$166,524	\$77,055	\$243,578
Waste Loan	\$2,165,020	2.22	20	16.55	\$26,778	\$11,989	\$38,766
Moranbah Community Centre	\$5,957,525	5.32	20	19.55	\$43,040	\$79,310	\$122,350
Total	\$24,312,880				\$460,796	\$284,830	\$745,627

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

ACCOUNTS RECEIVABLE

The following is a breakdown of the Council's accounts receivable by age for the period ending 21 November 2024.

Accounts Receivable Ageing Analysis at 30 November 2024			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	180	2,346,260.70	35.75%
30 Day	69	972,027.41	14.81%
60 Day	53	21,840.97	0.33%
90 Day	102	3,222,208.37	49.10%
Total	404	6,562,337.45	100.00%

The Accounts Receivable balance at 21 November 2024 is \$6,562,337.45 which has increased from 31 October 2024 balance of \$5,850,016.33.

- 30 day balance has increased this month due to large waste invoices becoming overdue.
- 60 day balance has decreased due to a grant invoice being credited.
- 90 days and over receivables have decreased slightly due to smaller invoices being paid. There are 102 invoices totalling \$3,222,208.37 in 90 Days which are made up of the following charges:
 - 1 Invoice totalling \$2,000,000.00 relates to a grant invoice that is awaiting approval for a variation to the funding agreement from the grant body before it can be approved & paid.
 - 2 Invoices totalling \$591,900.72 relate to infrastructure access agreement invoices that are subject to a dispute resolution process including additional legal advice.
 - 1 Invoice totalling \$519,363.54 relates to a capital works project that is currently subject to legal proceedings.
 - 1 Invoice totalling \$55,324.50 relates to historic planning/infrastructure charges which is currently being assessed by Liveability & Sustainability.
 - 29 Invoices totalling \$24,507.22 relate to compliance invoices in various stages of recovery.
 - 59 Invoices totalling \$16,932.03 relate to housing invoices. The management & recovery of Housing invoices is the responsibility of Corporate Properties.
 - 1 Invoice totalling \$8,341.48 relates to planning charges which is currently being assessed by Liveability & Sustainability.
 - The remaining 8 Invoices totalling \$5,838.88 relate to other charges in various stages of collection.

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

ACCOUNTS PAYABLE

The following is a breakdown of the Council's accounts payable by age for the period ending 21 November 2024.

Accounts Payable Ageing Analysis at 30 November 2024			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	305	2,021,990.17	88.97%
30 Day	18	82,561.43	3.63%
60 Day	11	141,010.66	6.20%
90 Day	16	27,199.05	1.20%
TOTAL	350	2,272,761.31	100.00%

The outstanding Accounts Payable balance as at 21 November 2024 was \$2,272,761.31. The 30, 60 & 90 day aging accounts total \$250,771.14

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

30 day balances – \$82,561.43 (18 invoices) remain unpaid of which (7 invoices) \$21,993.30 are for suppliers who reside in the IRC region. The 30 day balances consists of 7 invoices (\$28,211.44) awaiting approval, 5 invoices (\$10,532.55) waiting on approval after being received in late from the supplier, 6 invoices (43,817.44) under discussion with the supplier.

60 day balances – \$141,010.66 (11 invoices) remain unpaid of which 2 invoices totalling \$23,010.59 relate to suppliers within the IRC region. The 60 day balance consists of 3 invoices (\$34,010.59) awaiting approval and 8 invoices (\$107,000.07) under discussion with the supplier.

90 day balances – \$27,199.05 (16 invoices) remain unpaid of which none relate to a supplier within the IRC region. The 90 day balance consists of 14 invoices (\$19,773.94) awaiting approval (note - previously under discussion with the supplier are now resolved) and 2 invoices (\$7,425.11) are in dispute with discussions being held with the supplier.

YEAR TO DATE RATES REPORT

The following is a breakdown of the Council's rates transactions the year to date as at 21 November 2024.

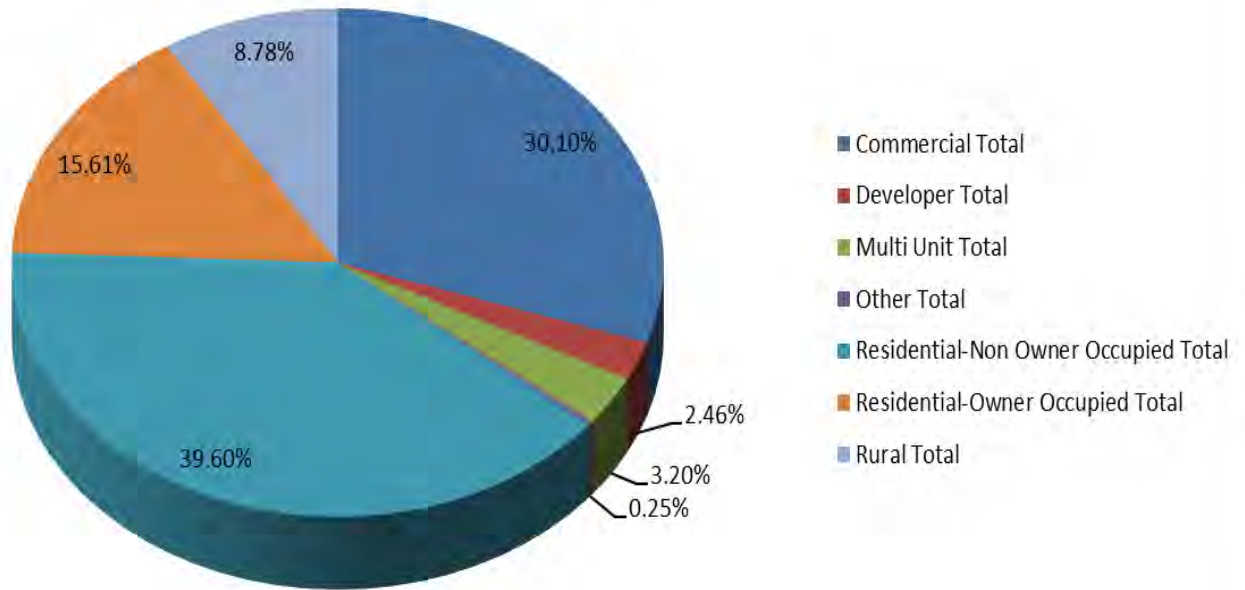
Rates Balancing Report As At 21 November 2024		
	30 Nov 2024	YTD 30 Nov 2023
Opening Balance	3,277,319	2,486,266
Rates Charges		
Rates Levied	57,009,120	54,043,226
Interest	165,687	111,047
Refunds	78,560	42,753
Total Rates	57,253,367	54,197,025
Discounts and Receipts		
Discounts	(3,698,768)	(3,599,969)
Receipts	(51,234,304)	(49,096,006)
Government Subsidy	(38,806)	(37,590)
Council Subsidy	(123,009)	(115,088)
Remissions	(21,812)	(775)
Write Offs	(106)	(63)
Total Discounts & Receipts	(55,116,805)	(52,849,491)
Legal	43,270	16,898
Closing Balance	5,457,152	3,850,698

	As At 30 Nov 2024
Rates Breakdown	
Rates in Credit	(685,995)
Rates Not Due Yet	5,166
Rates In Arrears	6,137,981
Total Rates Balance	5,457,152

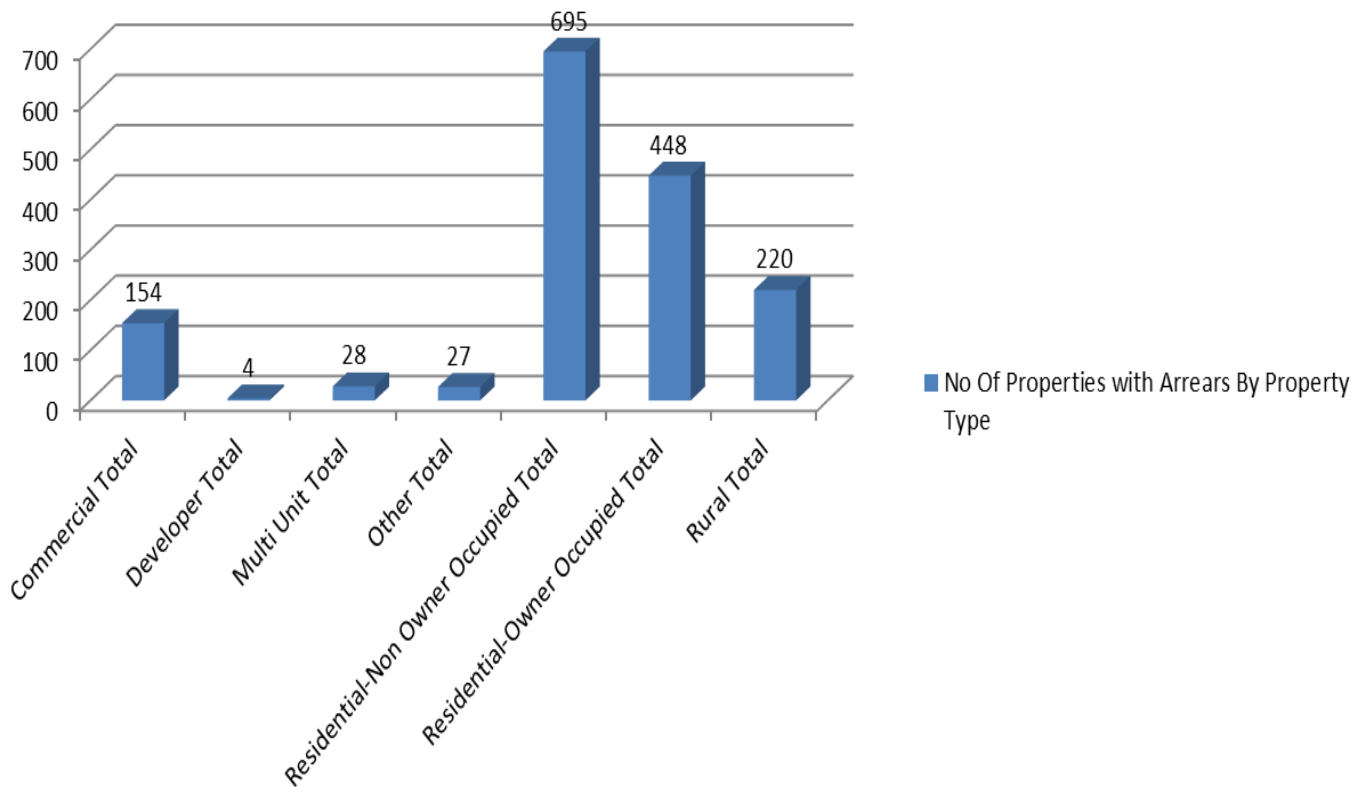
Variances in prior year comparisons can relate to the timing of rates processing and subsequent due dates.

Prior 2021	2021/22	2022/23	2023/24	2024/25	TOTAL
1,692,067	272,076	357,460	581,358	3,235,020	6,137,981
27.57%	4.43%	5.82%	9.47%	52.70%	100.00%

Percentage of Arrears By Property Type



No Of Properties with Arrears By Property Type



APPENDIX 1 – FINANCIAL STATEMENTS

Attached are the financial statements for the period ended 21 November 2024. Actual amounts are compared against the year to date Revised Budget.

Financial statement included:

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

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 21 November 2024

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		50,507,910	-	50,507,910	50,486,158	21,752	105,042,315	48.1%
Fees & Charges	1	2,309,572	-	2,309,572	1,632,771	676,801	3,794,550	60.9%
Rental Income		796,843	-	796,843	734,748	62,095	1,726,801	46.1%
Interest Received	2	1,813,855	-	1,813,855	1,394,777	419,078	2,759,466	65.7%
Sales of Contract & Recoverable Works	3	1,439,309	-	1,439,309	1,161,667	277,642	6,290,000	22.9%
Operating Grants, Subsidies & Contributions	4	12,252,531	-	12,252,531	12,676,668	(424,138)	15,724,337	77.9%
Other Recurrent Revenue	5	4,490,841	-	4,490,841	4,015,250	475,591	12,369,250	36.3%
		73,610,860	-	73,610,860	72,102,039	1,508,821	147,706,719	49.8%
Expenses								
Operating Expenses								
Employee Expenses	6	19,131,425	-	19,131,425	20,062,014	(930,589)	52,229,563	36.6%
Materials & Services	7	23,357,815	22,758,378	46,116,193	24,277,007	21,839,186	59,258,878	77.8%
Finance Costs		492,248	-	492,248	497,814	(5,566)	1,318,744	37.3%
Depreciation and Amortisation	8	13,708,267	-	13,708,267	13,116,845	591,422	31,860,428	43.0%
		56,689,755	22,758,378	79,448,133	57,953,680	21,494,453	144,667,613	54.9%
Operating Position Before Capital Items		16,921,105	(22,758,378)	(5,837,273)	14,148,359	(19,985,632)	3,039,106	(192.1%)
Capital Revenue								
Capital Revenue	9	8,688,918	-	8,688,918	8,566,155	122,763	26,681,207	32.6%
Proceeds from Sale of Land & PPE		540,549	-	540,549	553,000	(12,451)	1,229,698	44.0%
		9,229,467	-	9,229,467	9,119,155	110,312	27,910,905	33.1%
Net Result Attributable to Council in Period		26,150,572	(22,758,378)	3,392,194	23,267,514	(19,875,320)	30,950,011	11.0%
Total Comprehensive Income		26,150,572	(22,758,378)	3,392,194	23,267,514	(19,875,320)	30,950,011	11.0%
Council's operating position at month end is a \$16.9M surplus								

1. **Fees & Charges** are \$676,801 favourable when comparing actuals to YTD budget. The predominant reason for this favourable variance is due to higher potable water sales, road corridor permits, development fees, saleyard, building and plumbing revenue. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
2. **Interest Received** is \$419,078 favourable when compared to revised budget. This favourable variance is due to increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
3. **Sales of Contract & Recoverable Works** are favourable to the budget by \$277,642. This favourable variance is predominately due to cash flowing of RMPC revenue.
4. **Operating Grants, Subsidies & Contributions** are \$424,138 unfavourable compared to the YTD budget. This unfavourable variance is due to cash flowing of revenue for the DRFA November 2019 event.
5. **Other Recurrent Revenue** for the year is \$4,490,841 being \$475,591 favourable to budget. This favourable variance is predominantly due to higher volume of activity at landfills.
6. **Employee Expenses** are favourable to the revised budget by \$930,589. This favourable variance is due to employee vacancies within Departments some of which are currently being backfilled through Agency Temp Staff (current actuals \$710K and commitments of \$689K).
7. **Materials & Services** actual expenses for the year to date are \$23,357,815 with \$22,758,378 being recorded in commitments, resulting in an unfavourable variance to YTD budget by \$21,839,186. This unfavourable variance is due to the inclusion of commitments which relate to future reporting periods. Excluding commitments YTD expenditure would be approximately \$919K below YTD budget. Large commitments of note are \$5.1M Galilee and Bowen Basin recoverable works, \$2.6M RMPC works, \$2.3M Waste Levy, 1.4M of IT expenses associated with the Digital Strategy and \$1.3M Contractor costs at Waste Management Facilities.
8. **Depreciation and Amortisation** is unfavourable to the budget by \$591,422. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.
9. **Capital Revenue** for the year to date is \$8,688,918 which is favourable to revised budget by \$122,763. This favourable variance is due to income from developer contributions.

ISAAC REGIONAL COUNCIL
Statement of Financial Position
For the Period Ended 21 November

	Notes	Actual YTD \$	30 June 2024 \$	Variance %
Current Assets				
Cash & Cash Equivalents		99,666,656	76,337,945	30.6%
Receivables		12,024,613	9,434,248	27.5%
Inventories		1,012,361	1,065,249	(5.0%)
Contract assets		1,572,444	2,784,197	(43.5%)
Other assets		358,436	4,288,431	(91.6%)
Total Current Assets		114,634,510	93,910,070	22.1%
Non-Current Assets				
Receivables		4,066,893	4,000,171	1.7%
Inventories		18,406,298	18,406,298	0.0%
Contract assets		-	-	0.0%
Property, Plant and Equipment		1,217,951,435	1,219,383,744	(0.1%)
Intangible assets		24	501	(95.2%)
Total Non-Current Assets		1,240,424,650	1,241,790,714	(0.1%)
TOTAL ASSETS		1,355,059,160	1,335,700,784	1.4%
Current Liabilities				
Trade and other payables		4,218,588	11,054,970	(61.8%)
Provisions		9,693,969	9,981,009	(2.9%)
Borrowings		1,588,546	1,854,118	(14.3%)
Leases		81,007	81,007	0.0%
Contract liabilities		10,998,485	9,308,818	18.2%
Other liabilities		669,535	1,006,529	(33.5%)
Total Current Liabilities		27,250,131	33,286,451	(18.1%)
Non-Current Liabilities				
Trade and other payables		43,371	43,371	0.0%
Provisions		24,403,603	24,431,968	(0.1%)
Borrowings		22,914,221	22,914,221	0.0%
Leases		2,058,868	2,058,867	0.0%
Contract liabilities		63,250	63,250	0.0%
Other liabilities		1,698,240	1,698,240	0.0%
Total Non-Current Liabilities		51,181,552	51,209,917	(0.1%)
TOTAL LIABILITIES		78,431,683	84,496,368	(7.2%)
NET COMMUNITY ASSETS		1,276,627,477	1,251,204,416	2.0%
Community Equity				
Retained surplus		916,418,440	300,044,713	205.4%
Asset revaluation reserve		300,139,914	900,320,045	(66.7%)
Other reserves		60,069,123	50,839,658	18.2%
TOTAL COMMUNITY EQUITY		1,276,627,477	1,251,204,416	2.0%

ISAAC REGIONAL COUNCIL

Statement of Cash Flows

For the Period Ended 21 November 2024

	Actual YTD	30 June 2024	Variance
	\$	\$	%
Cash Flows from Operating Activities			
Receipts from customers	73,706,172	143,372,416	51.4%
Payments to suppliers and employees	(48,985,752)	(104,097,063)	47.1%
Cash provided by / (used in) net result	24,720,420	39,275,353	62.9%
Cash Flows from Investing Activities			
Profit / (Loss) on sale of capital assets	(282,169)	(4,792,284)	5.9%
Grants, subsidies, contributions and donations	8,695,651	13,626,210	63.8%
Payments for property, plant and equipment	(9,539,620)	(49,623,835)	19.2%
Net cash provided by investing activities	(1,126,138)	(40,789,909)	2.8%
Cash Flow from Financing Activities			
Proceeds from borrowings	-	4,145,882	0.0%
Repayment of borrowings	(265,572)	292,497	(90.8%)
Net cash provided by financing activities	(265,572)	4,438,378	(6.0%)
Net Increase / (Decrease) in Cash Held	23,328,711	2,923,822	797.9%
Cash at the beginning of the period	76,337,945	73,414,123	104.0%
Cash at the end of the Reporting Period	99,666,656	76,337,945	130.6%

Appendix 2 – Preliminary Executive Level Reports

Executive Level operating statements provide information on the performance of each Directorate for the period ended 21 November.

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

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


ISAAC REGIONAL COUNCIL Statement of Comprehensive Income For the Period Ended 21 November 2024								
Office of the CEO								
	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Operating Grants, Subsidies & Contributions		125,810	-	125,810	138,333	(12,523)	245,000	51.4%
		125,810	-	125,810	138,333	(12,523)	245,000	51.4%
Expenses								
Operating Expenses								
Employee Expenses		1,839,777	-	1,839,777	1,964,033	(124,256)	5,010,838	36.7%
Materials & Services		866,572	319,102	1,185,674	1,035,449	150,225	2,110,822	56.2%
Corporate Overheads & Competitive Neutrality Costs		(2,265,459)	-	(2,265,459)	(2,265,459)	-	(5,437,102)	41.7%
		440,890	319,102	759,992	734,022	25,970	1,684,558	45.1%
Operating Position Before Capital Items		(315,080)	(319,102)	(634,182)	(595,689)	(38,493)	(1,439,558)	44.1%
Capital Revenue		-	-	-	-	-	-	0.0%
Net Result Attributable to Council in Period		(315,080)	(319,102)	(634,182)	(595,689)	(38,493)	(1,439,558)	44.1%
Total Comprehensive Income		(315,080)	(319,102)	(634,182)	(595,689)	(38,493)	(1,439,558)	44.1%

- Employee Expenses** for the financial year are favourable compared to budget by \$124,256. This favourable variance is due to employee vacancies.
- Materials & Services** for the financial year to date are \$150,225 unfavourable with \$866,572 of actual expenditure and \$319,102 in commitments against YTD budget of \$1,035,449. This unfavourable variance is due the inclusion of commitments which relate to future reporting periods.

Corporate, Governance & Financial
Service

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 21 November 2024

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		35,828,460	-	35,828,460	35,793,588	34,872	71,587,176	50.0%
Fees & Charges		58,315	-	58,315	38,333	19,982	92,000	63.4%
Rental Income		-	-	-	563	(563)	1,350	0.0%
Interest Received	1	1,727,315	-	1,727,315	1,312,194	415,120	2,561,266	67.4%
Sales of Contract & Recoverable Works		95,053	-	95,053	37,500	57,553	90,000	105.6%
Operating Grants, Subsidies & Contributions		6,821,835	-	6,821,835	6,804,515	17,320	7,477,867	91.2%
Other Recurrent Revenue		86,010	-	86,010	40,833	45,177	90,000	95.6%
		44,616,987	-	44,616,987	44,027,526	589,461	81,899,659	54.5%
Expenses								
Operating Expenses								
Employee Expenses		3,212,206	-	3,212,206	3,263,318	(51,112)	9,692,196	33.1%
Materials & Services		8,647,523	2,653,961	11,301,484	8,196,974	3,104,511	13,940,368	81.1%
Finance Costs		176,870	-	176,870	192,025	(15,155)	514,541	34.4%
Depreciation and Amortisation	2	333,943	-	333,943	525,847	(191,904)	1,462,032	22.8%
Corporate Overheads & Competitive Neutrality Costs	3	(7,011,605)	-	(7,011,605)	(7,011,605)	-	(16,827,852)	41.7%
		5,358,937	2,653,961	8,012,899	5,166,559	2,846,340	8,781,285	91.2%
Operating Position Before Capital Items		39,258,049	(2,653,961)	36,604,088	38,860,968	(2,256,880)	73,118,374	50.1%
Capital Revenue								
Capital Revenue		(9)	-	(9)	-	(9)	-	0.0%
Proceeds from Sale of Land & PPE		55	-	55	-	55	-	0.0%
		45	-	45	-	45	-	0.0%
Net Result Attributable to Council in Period		39,258,095	(2,653,961)	36,604,134	38,860,968	(2,256,834)	73,118,374	50.1%
Total Comprehensive Income		39,258,095	(2,653,961)	36,604,134	38,860,968	(2,256,834)	73,118,374	50.1%

- 
1. **Interest Received** is \$415,120 favourable when compared to revised budget. This favourable variance is due to increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
 2. **Materials & Services** for the financial year to date are \$3,104,511 unfavourable with \$8,647,523 in actual expenditure and \$2,653,961 in commitments against the YTD budget of \$8,196,974. This unfavourable variance is due to the consolidation of Sundry Creditors for the whole of Council within this Directorate and the inclusion of commitments which relate to future reporting periods. Large commitments of note are \$1.4M of IT expenses associated with the Digital Strategy and \$596K for computer / software licence expenses.
 3. **Depreciation and Amortisation** for the financial year to date are \$191,904 favourable when compared to YTD revised budget of \$525,847. It is noted that an additional \$500K of depreciation was added into this Directorate to assist with the increase in depreciation expected within Council after the finalisation of the 23/24 FY audit and the changes it encompassed (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 21 November 2024

Engineering & Infrastructure Services

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Fees & Charges	1	243,395	-	243,395	143,250	100,145	263,000	92.5%
Rental Income		651,096	-	651,096	608,769	42,327	1,461,045	44.6%
Sales of Contract & Recoverable Works	2	1,344,256	-	1,344,256	1,124,167	220,090	6,200,000	21.7%
Operating Grants, Subsidies & Contributions	3	4,451,926	-	4,451,926	4,871,316	(419,390)	6,303,170	70.6%
Other Recurrent Revenue		57,040	-	57,040	-	57,040	-	0.0%
		6,747,713	-	6,747,713	6,747,502	211	14,227,215	47.4%
Expenses								
Operating Expenses								
Employee Expenses		6,310,711	-	6,310,711	6,616,825	(306,114)	16,733,465	37.7%
Materials & Services		5,637,679	9,945,415	15,583,094	5,522,041	10,061,053	14,569,190	107.0%
Depreciation and Amortisation	4	7,393,787	-	7,393,787	7,115,161	278,626	17,076,387	43.3%
Corporate Overheads & Competitive Neutrality Costs	5	5,334,891	-	5,334,891	5,334,891	-	12,803,739	41.7%
		24,677,069	9,945,415	34,622,483	24,588,919	10,033,564	61,182,781	56.6%
Operating Position Before Capital Items		(17,929,356)	(9,945,415)	(27,874,770)	(17,841,417)	(10,033,353)	(46,955,566)	59.4%
Capital Revenue								
Capital Revenue		5,744,364	-	5,744,364	5,657,000	87,364	15,191,270	37.8%
Proceeds from Sale of Land & PPE		540,238	-	540,238	553,000	(12,762)	1,229,698	43.9%
		6,284,603	-	6,284,603	6,210,000	74,603	16,420,968	38.3%
Net Result Attributable to Council in Period		(11,644,753)	(9,945,415)	(21,590,168)	(11,631,417)	(9,958,751)	(30,534,598)	70.7%
Total Comprehensive Income		(11,644,753)	(9,945,415)	(21,590,168)	(11,631,417)	(9,958,751)	(30,534,598)	70.7%

1. **Fees & Charges** are \$100,145 favourable when comparing actuals to YTD budget. The predominant reason for this favourable variance is due to higher revenue from road corridor permits. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
2. **Sales of Contract & Recoverable Works** are favourable to the budget by \$220,090. This favourable variance is due to cash flowing of RMPC revenue.
3. **Operating Grants, Subsidies & Contributions** are \$419,390 unfavourable compared to the YTD budget. This unfavourable variance is due to cash flowing of revenue for the DRFA November 2019 event.
4. **Employee Expenses** are favourable compared to the revised budget by \$306,114. This favourable variance is predominantly due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$92K and commitments of \$214K).
5. **Materials & Services** for the financial year to date are \$10,061,053 unfavourable with \$5,637,679 of actual expenditure and \$9,945,415 in commitments against YTD budget of \$5,522,041. Excluding commitments YTD expenditure would be approximately \$115,638 above YTD budget. The unfavourable variance is due to the inclusion of commitments which relate to future reporting periods and internal plant hire charges. Large commitments of note are \$5.1M Galilee and Bowen Basin recoverable works and \$2.6M for RMPC works.
6. **Depreciation and Amortisation** is currently unfavourable to the YTD budget by \$278,626. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.

**Planning, Environment & Community
Service**

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 21 November 2024


	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Fees & Charges	1	1,484,653	-	1,484,653	1,089,604	395,049	2,353,550	63.1%
Rental Income		107,400	-	107,400	89,167	18,233	214,000	50.2%
Operating Grants, Subsidies & Contributions		295,527	-	295,527	305,074	(9,547)	1,140,870	25.9%
Other Recurrent Revenue		14,280	-	14,280	2,083	12,196	45,000	31.7%
		1,901,860	-	1,901,860	1,485,928	415,932	3,753,420	50.7%
Expenses								
Operating Expenses								
Employee Expenses		4,530,925	-	4,530,925	5,031,777	(500,852)	12,724,635	35.6%
Materials & Services		3,340,831	2,384,938	5,725,769	3,650,105	2,075,663	8,631,825	66.3%
Finance Costs	2	297,228	-	297,228	287,836	9,392	756,546	39.3%
Depreciation and Amortisation	3	1,264,256	-	1,264,256	910,152	354,104	2,184,365	57.9%
Corporate Overheads & Competitive Neutrality Costs	4	1,390,777	-	1,390,777	1,390,777	-	3,337,865	41.7%
		10,824,017	2,384,938	13,208,955	11,270,648	1,938,307	27,635,236	47.8%
Operating Position Before Capital Items		(8,922,157)	(2,384,938)	(11,307,095)	(9,784,720)	(1,522,375)	(23,881,816)	47.3%
Capital Revenue								
Capital Revenue		2,739,525	-	2,739,525	2,739,525	-	9,950,304	27.5%
Proceeds from Sale of Land & PPE		256	-	256	-	256	-	0.0%
		2,739,781	-	2,739,781	2,739,525	256	9,950,304	27.5%
Net Result Attributable to Council in Period		(6,182,376)	(2,384,938)	(8,567,314)	(7,045,195)	(1,522,119)	(13,931,512)	61.5%
Total Comprehensive Income		(6,182,376)	(2,384,938)	(8,567,314)	(7,045,195)	(1,522,119)	(13,931,512)	61.5%

1. **Fees & Charges** are \$1,484,653 compared to the YTD budget of \$1,089,604 resulting in a favourable variance of \$395,049. The predominant reason for this favourable variance is due to higher than anticipated development fees, saleyard, building and plumbing revenue. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
2. **Employee Expenses** are favourable compared to the YTD budget by \$500,852. This favourable variance is predominately due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$126K and commitments of \$82K).
3. **Materials & Services** for the financial year to date are \$2,075,663 unfavourable with \$3,340,831 of actual expenditure and \$2,384,938 in commitments against YTD budget of \$3,650,105. This unfavourable variance is due to the inclusion of commitments which relate to future reporting periods. Large commitments to note are \$747K for management of facilities, \$589K for legal expenses and \$189K related to consultancy fees.
4. **Depreciation and Amortisation** is currently \$354,104 unfavourable to YTD budget. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 21 November 2024

Water & Waste

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		14,679,450	-	14,679,450	14,692,570	(13,120)	33,455,139	43.9%
Fees & Charges	1	523,209	-	523,209	361,583	161,625	1,086,000	48.2%
Rental Income		38,347	-	38,347	36,250	2,097	50,406	76.1%
Interest Received		86,541	-	86,541	82,583	3,957	198,200	43.7%
Operating Grants, Subsidies & Contributions		557,433	-	557,433	557,430	3	557,430	100.0%
Other Recurrent Revenue	2	4,333,511	-	4,333,511	3,972,333	361,178	12,234,250	35.4%
		20,218,490	-	20,218,490	19,702,749	515,741	47,581,425	42.5%
Expenses								
Operating Expenses								
Employee Expenses		3,237,806	-	3,237,806	3,186,061	51,745	8,068,429	40.1%
Materials & Services		4,865,210	7,454,962	12,320,172	5,872,438	6,447,734	20,006,673	61.6%
Finance Costs		18,150	-	18,150	17,953	197	47,657	38.1%
Depreciation and Amortisation	3	4,716,280	-	4,716,280	4,565,685	150,595	11,137,644	42.3%
Corporate Overheads & Competitive Neutrality Costs	4	2,551,396	-	2,551,396	2,551,396	-	6,123,351	41.7%
		15,388,842	7,454,962	22,843,804	16,193,532	6,650,272	45,383,754	50.3%
Operating Position Before Capital Items		4,829,648	(7,454,962)	(2,625,314)	3,509,217	(6,134,531)	2,197,671	(119.5%)
Capital Revenue								
Capital Revenue		205,038	-	205,038	169,630	35,408	1,539,633	13.3%
		205,038	-	205,038	169,630	35,408	1,539,633	13.3%
Net Result Attributable to Council in Period		5,034,686	(7,454,962)	(2,420,276)	3,678,847	(6,099,123)	3,737,304	(64.8%)
Total Comprehensive Income		5,034,686	(7,454,962)	(2,420,276)	3,678,847	(6,099,123)	3,737,304	(64.8%)

- 
1. **Fees & Charges** are \$523,209 compared to YTD budget of \$361,583, resulting in a favourable variance of \$161,625. This favourable variance is due to higher than expected revenue for Potable Water Sales. The budgeted amount for this revenue will be reviewed during the Quarter 2 Budget Review.
 2. **Other Recurrent Revenue** for the year to date is \$4,333,511 being \$361,178 favourable to budget. This favourable variance is predominantly due to higher volume of activity at Waste Management Facilities.
 3. **Materials & Services** for the financial year to date are \$6,447,734 unfavourable, with \$4,865,210 in actual expenditure and \$7,454,962 in commitments. This unfavourable variance is due to the inclusion of commitments which relate to future reporting periods. Large commitments of note are \$2.3M Waste Levy and \$1.3M Contractor costs at landfills.
 4. **Depreciation and Amortisation** is currently \$150,595 unfavourable to the YTD budget. It should be noted that the first few months of the financial year the depreciation expenditure is run as per the budgeted amount while the finalisation of the 23/24 financial year occurs. Post year end audit the depreciation is then calculated by the system which encompasses any changes made to asset values (e.g. capitalisation of new assets, write off/disposal of assets, revaluation and review of useful life). The 24/25 projected Depreciation will be reviewed as part of the Quarter 2 Budget Review.

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Warren Clough

AUTHOR POSITION

Senior Safety and Resilience Partner

10.2

SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

BACKGROUND

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

The main focus for the month has been:

- Handover from outgoing Interim Manager;
- Reviewing and actioning overdue actions with respective management and officers resulting in significant reduction; and
- Project planning for WHS Audit next calendar year.

IMPLICATIONS

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

CONSULTATION

The following consultation as relevant to the attachment reports:

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

BASIS FOR RECOMMENDATION

The updated attachments include the normal monthly update.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:

WARREN CLOUGH
Senior Safety and Resilience Partner

Date: 25 November 2024

Report authorised by:

DARREN FETTELL
Director Corporate, Governance and Financial Services

Date: 29 November 2024

ATTACHMENTS

- Attachment 1 – Safety and Resilience Monthly Report November 2024

REFERENCE DOCUMENT

- Nil

SAFETY AND RESILIENCE MONTHLY REPORT

DATE	November 2024*
TO	December 2024, Ordinary Council meeting
FROM	Senior Safety and Resilience Partners

*Note: Data current as at 21 November 2024

1. SUMMARY

S&R team conducted blanket drug and alcohol testing in Dysart.

S&R team along with the director for CGFS attended a meeting in Clermont, with our WHS consultant from JLT. Discussing our system and the upcoming audit within the first quarter of 2025.

S&R team facilitated a hazard hunter award presentation in Middlemount for the Parks and Recs team.

Explanatory Note:

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

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

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

2. BEST PRACTICE SYSTEM

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

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

TARGET 100% of documents reviewed within required time limits.

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

Safety and Resilience are continuously reviewing and updating documents as they become due, in response to changes in legislation, or following recommendations made during employee consultation.

It is noted that documents overdue for review have initial indications that minimal administrative and legislative reference updates required.

For the information of Council, a more detailed breakdown of respective documents currently being reported on is provided. As previously advised, future reporting requirements are being considered. It should also be noted that the total number of documents has reduced through removal of documents which have been replaced or are no longer valid.

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

• 100% documents reviewed within timeframes

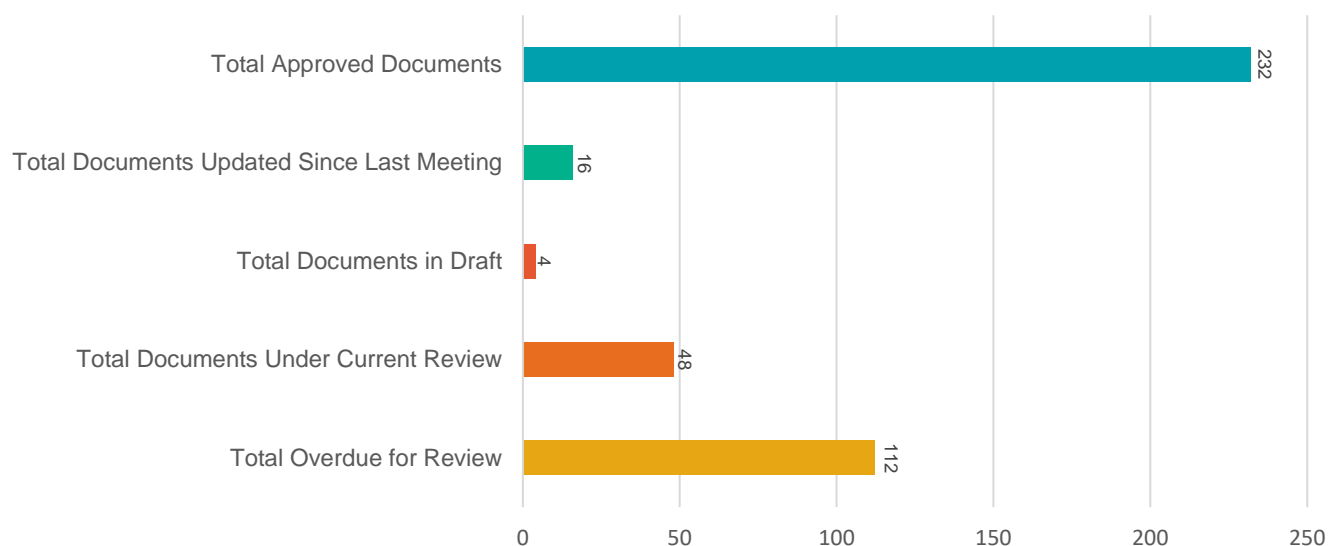
**BEST PRACTICE
SYSTEM**



SAFETY AND RESILIENCE MONTHLY REPORT

Document Type	232 Approved	112 Overdue	48 Reviewing	4 Draft	16 Updated
Checklists	9	5			
Process / Flowcharts	16	16	3		1
Forms	48	33	11		2
Guidelines	67	31	7	1	2
Miscellaneous	5	0	1	1	
Plans	12	2			
Policies	3	2			
Procedures	17	4	11		1
SWMS	7	0	2		
Templates	5	17			
Terms of Reference	1	2	2		
Work Instructions	42		11	2	10

Safety System Documents (as at 21 November 2024)



2.1 LEGISLATIVE OR OTHER CHANGES

Nil.

SAFETY AND RESILIENCE MONTHLY REPORT

3. OBJECTIVES AND TARGETS

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

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

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

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

The Safety & Resilience team have undertaken review of HSW Improvement Plan which is being forwarded to ELT for review and endorsement.

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

ESTABLISHING OBJECTIVES AND TARGETS



4. EFFECTIVE RISK MANAGEMENT

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

4.1 HAZARD HUNTER

OBJECTIVE: To ensure risk management activities completed by identifying hazards.

TARGET: Number of hazards reported and rectified.

STATUS: 11 hazards were identified during reporting period and 2 have been fully managed and closed.

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

7 – Draft

2 – Approved

2 – Closed

0 – Complete

7 remain still at draft stage, noting that Safety & Resilience constantly monitor and note no high-risk issues identified. The Hazard Hunter award for this month is awarded to the Middlemount Parks and Recs team. The team identified that a baby swing was badly damaged within a playground, presenting risk to members of the public. Immediate action was taken to remove the swing and arrange quotes for a replacement. The hazard was closed out with the arrival and installation of a new swing.

4.2 EVENT REVIEW

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

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

STATUS: 107 events still sitting at draft stage requiring attention. The Safety and Resilience team continuous review of "Draft" items have not revealed any high-risk items.

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

EFFECTIVE RISK MANAGEMENT



SAFETY AND RESILIENCE MONTHLY REPORT

4.3 EVENTS RECORDED DURING [MONTH]

There have been **43** events recorded during the month to **21 November**, of these:

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

4.4 EMERGENCY MANAGEMENT COMMITTEE

No meeting held during this period

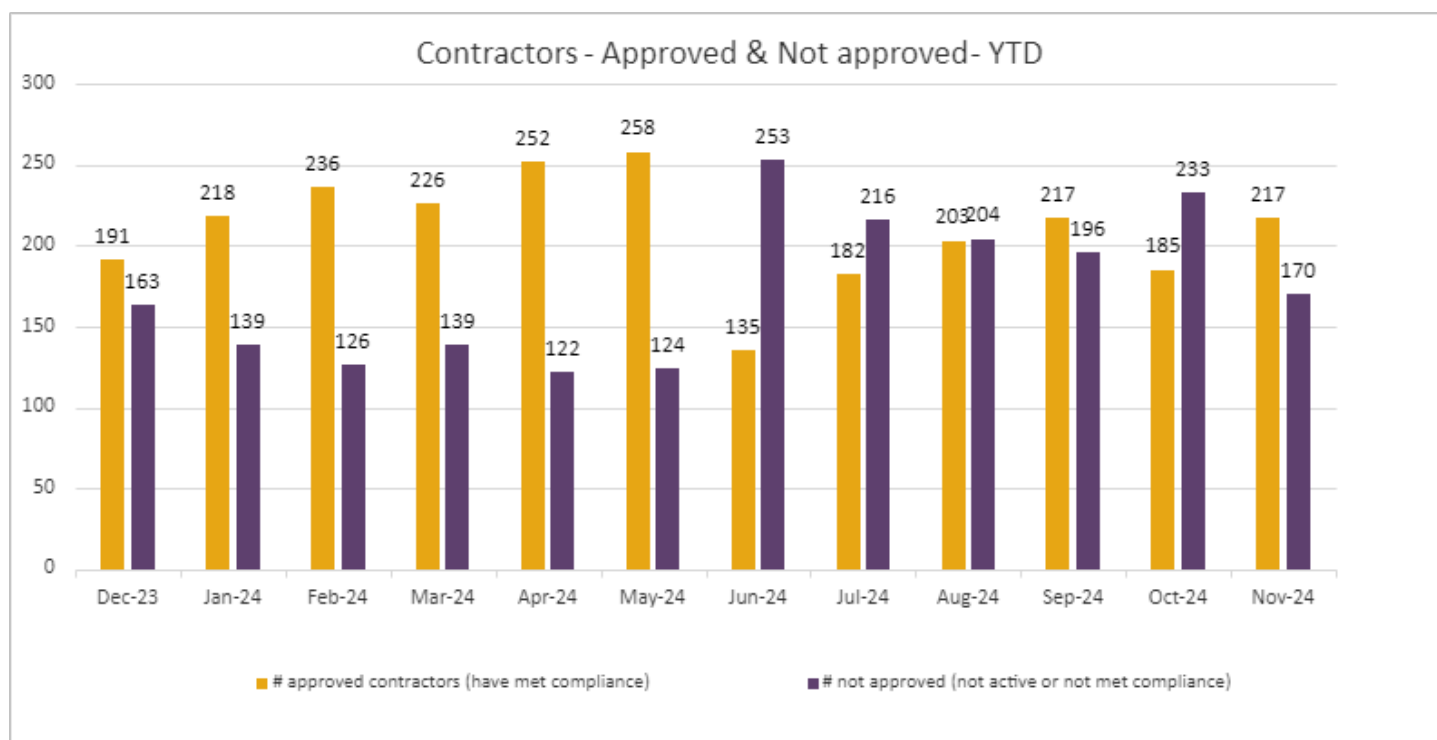
4.5 CONTRACTOR MANAGEMENT

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

TARGET: Report on # approved contractors, # of not approved contractors.

STATUS: APPROVED contractor companies **217**

NOT APPROVED – 170



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

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

SAFETY AND RESILIENCE MONTHLY REPORT

5. IMPROVING WORKER CONSULTATION

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

5.1 HEALTH, SAFETY, AND WELLBEING COMMITTEES

There was no HSW committee meeting scheduled during this period, the next meeting is scheduled for the 10th of December.

OBJECTIVE: Completed schedules of meetings.

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

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

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

• 95% of meetings against schedule completed

IMPROVING WORKER CONSULTATION



6. WELLBEING & CAPACITY TO WORK

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

6.1 VACCINATIONS

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

4 employee attended medical centers to update their vaccinations.

6.2 DRUG & ALCOHOL TESTING

The Safety & Resilience Partners conducted D&A testing in Dysart on the 20/11/2024. Locations were Dysart - Water, Depot, Office/library and Civic Centre.

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

6.3 WORKERS' COMPENSATION AND REHABILITATION

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

- **6** active (accepted) workers compensation cases.
- **20** non-work-related cases.
- **0** pending workers compensation cases awaiting a response from LGW.

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

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

WELLBEING AND CAPACITY TO WORK



SAFETY AND RESILIENCE MONTHLY REPORT

7. AUDIT/ INSPECTIONS

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

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

TARGET: 100% of audits completed against the plan.

STATUS: **No** WHS &/OR Environmental Audits completed for **November** against the plan. No audits scheduled for completion during November.

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

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

**MAINTAIN AUDITS
AND
INSPECTIONS**



8. CONTINUOUS IMPROVEMENT

This is the ongoing verification of due diligence activities.

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

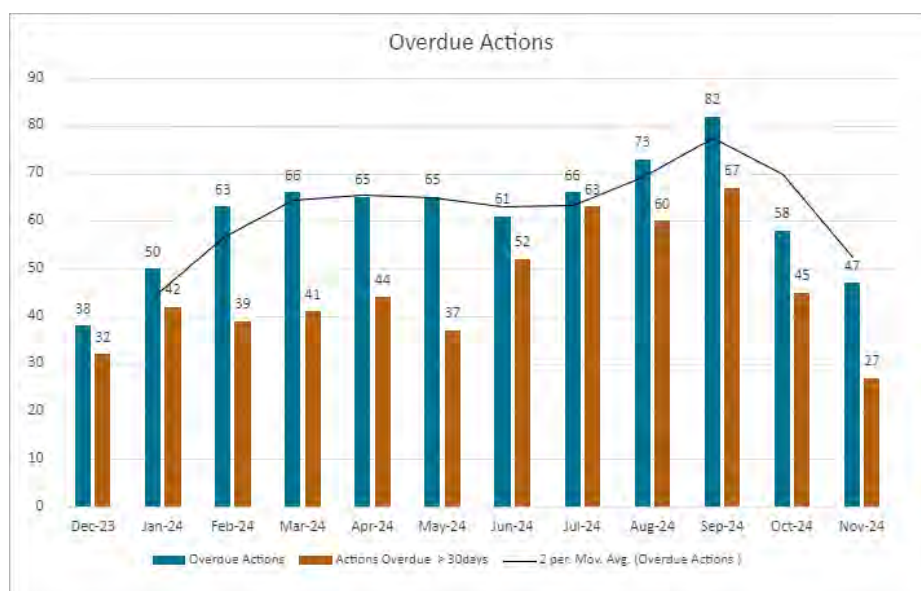
OBJECTIVE: Ensure identified corrective actions followed to completion.

TARGET: 0 actions greater than >30 days overdue

STATUS: **STATUS** Total **47** overdue actions as of **21 November**, with **27** of these being overdue >30 days.

- Ensure that any identified corrective actions from incidents, hazards, audits have been entered and followed through to completion
- Ensuring that actions raised are followed through to completion.
- Establish Change Management processes
- Ensuring that change is effectively consulted and managed to gain the greatest benefit.
- # corrective actions completed and open at EOM

**CONTINUOUS
IMPROVEMENT**



- There are currently **47** overdue actions as of the end of **21 November 2024**.
- Of these **47** overdue actions, **27** are overdue by greater than 30 days.
- These actions are aligned to incident (15), hazard (10), audit/inspections (10) and improvement opportunity reports only (1), meetings and other (2), parent form record (9)

SAFETY AND RESILIENCE MONTHLY REPORT

9. EMPOWERING AND SUPPORTING LEADERSHIP

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

OBJECTIVE Establish LPIs for individual managers.

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

TIER 3 LPIs – ELT, SLT & OLT Members

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

With the shortened reporting period to meet the earlier reporting timeframe, and the Safety & Resilience team continuing to review relevant LPI's with the ELT the regular reporting graph has not be included for this month.

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

- # 95% manager attendance at Safety leadership training

EMPOWERING AND SUPPORTING LEADERSHIP



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

Lead a Team Talk with your team	Lead a Prestart Talk with your team	Conduct and record a Safety Chat	Provide feedback on HSW procedure or policy	Conduct and record a Post Project Supplier Evaluation form	Conduct and record a Project Monitoring Inspection form	Conduct and record a Site Hazard Inspection	Conduct and record a Wellness Chat	Conduct a coaching session	Conduct a Leadership Activities Report
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MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Tamara Bateman

AUTHOR POSITION

Acting Manager Governance and Corporate Services

10.3

AUDIT AND RISK COMMITTEE MEETING MINUTES – TUESDAY, 12 NOVEMBER 2024

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday, 12 November 2024.

OFFICER'S RECOMMENDATION

That Council:

- 1. *Receives and notes the Minutes of the Audit and Risk Committee meeting held on Tuesday, 12 November 2024.***
- 2. *Adopts the recommendations of the Audit and Risk Committee meeting held on Tuesday, 12 November 2024, including specifically relating to:***
 - a. *That the 'Budget Preparation Guidelines' be circulated out of session;***
 - b. *That ELT undertake critical review of the Consolidated External and Internal Audit Register prior to the March committee meeting;***
 - c. *That where items of high risk remain overdue on the Consolidated External and Internal Audit Register for a significant period, then the relevant responsible officer is to attend a committee meeting when requested and present a status update;***
 - d. *That the first Audit and Risk Committee meeting be scheduled and held on Monday, 3 March 2025.***
 - e. *That the Annual Work Plan for 2025 be adopted with the following additions:***
 - i. *Amendment of 'Final Annual Report' to 'Annual Report' with draft reporting presented in September meeting.***
 - ii. *Consolidated external and internal audit register updates to be included in every meeting agenda.***
 - iii. *Presentation from Isaac Affordable Housing Trust and Moranbah Early Learning Centre boards at first meeting in 2025 be included in work plan.***
 - iv. *Review of Committee Charter shall be an annual review in line with the annual self-assessment results.***

BACKGROUND

Pursuant to section 211 of the *Local Government Regulation 2012* an Audit Committee must as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

The Audit and Risk Committee met on Tuesday, 12 November 2024 for their fifth and final scheduled meeting for the 2024 calendar year in accordance with Council's audit workplan. The minutes for the meeting are attached for Council's information and consideration.

IMPLICATIONS

The proposed actions ensure compliance with the *Local Government Act 2009* and relevant regulations related to audit committees and internal audit.

CONSULTATION

- Audit and Risk Committee Chairperson
- Audit and Risk Committee
- Chief Executive Officer
- Director Corporate, Governance and Financial Services
- Governance and Corporate Services Officers

BASIS FOR RECOMMENDATION

Consideration and adoption of Audit and Risk Committee Minutes is required by the *Local Government Regulation 2012*.

ACTION ACCOUNTABILITY

The Manager Governance and Corporate Services will ensure the approved Minutes are stored in corporate memory and the 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:

TAMARA BATEMAN

Acting Manager Governance and Corporate Services

Date: 20 November 2024

Report authorised by:

DARREN FETTEL

Director Corporate, Governance and Financial Services

Date: 29 November 2024

ATTACHMENTS

- CONFIDENTIAL Unconfirmed Minutes – Audit and Risk Committee Meeting - 12 November 2024

REFERENCE DOCUMENT

- Nil

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MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Trudi Liekefett

AUTHOR POSITION

Acting Manager People and Capability

10.4

PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

HIGHLIGHTS:

IRC Employee Engagement Survey

The People and Capability team received a total of 19 responses to the request for quotes regarding the Engagement Survey. A panel will now review and assess these submissions based on specific criteria, such as experience, methodology, cost, and timeline. The panel's task is to evaluate each submission based on specific scope and criteria to determine the most suitable provider. The aim is to select the most suitable provider by the end of 2024, ensuring the survey is conducted effectively and provides valuable insights into employee engagement within Council.

2025 Apprentice and Trainee Recruitment

The People and Capability team have successfully recruited five (5) Trainees for the January 2025 intake of the Apprentice and Trainee Program. The five positions filled are:

- Trainee Administration Officer – Liveability and Sustainability
- Trainee Administration Officer – Community Education and Compliance
- Trainee ICT Officer
- Trainee Water and Wastewater Operator,
- Trainee Finance Officer

These roles offer significant opportunities for professional growth and development, equipping candidates with valuable skills and experience. Additionally, the program supports our communities by fostering local talent and contributing to the region's economic and social development. The trainees will commence on Monday 20 January 2025, with a two-day induction. The induction will introduce the trainees into Local Government and Isaac Regional Council prior to the commencement with their relevant departments.

Apprentice Carpenter

In November 2024, one of our IRC apprentices achieved a significant milestone by successfully completing his Certificate III in Carpentry. This accomplishment marks the culmination of his dedicated efforts and training in the carpentry field. His success not only highlights his personal commitment and hard work but also reflects the quality of the training and support provided by the IRC program. This achievement is a proud moment for

both the apprentice and the organisation, showcasing the positive outcomes of the IRC Apprenticeship and trainee program.

Learning and Development Training 2025

The Learning & Development team has been actively engaging in organising a range of key training initiatives for 2025. These initiatives include the Leading & Managing Programme, which aims to enhance leadership skills; Ignite, designed to spark innovation and creativity in the management space; and Propellor, which focuses on accelerating professional growth. Additionally, they are planning a Mentoring Programs to foster guidance and support, a course on Dealing with Confrontational People to improve conflict resolution skills, and Change Management training to help navigate organisational changes effectively. Core training sessions for the People & Capability Team are also being scheduled to ensure they are well-equipped to support the organisation's goals. Meanwhile, training for 2024 will continue to be arranged.

RECRUITMENT AND ONBOARDING UPDATE:

The People and Capability team successfully recruited and onboarded nine (9) new and existing employees up to 15 November 2024:

Directorate	Position Title	Work Location
OCEO	People & Capability Officer	Moranbah
E&I	Technical Officer Parks & Recreation	Moranbah
E&I	Labourer	Clermont
E&I	Works Admin Officer	Clermont
E&I	Carpenter	Moranbah
PECS	Frontline Service Officer	Glenden
PECS	Community Hub Area Leader - South & West	Clermont
PECS	Frontline Service Officer	Moranbah
W&W	Program Leader - Customer Admin and Business	Moranbah

There were five (5) employee separations up to the 19 November 2024:

Directorate	Position Title	Work Location
PECS	Departmental Administration Officer - EC	Moranbah
PECS	Frontline Service Officer	Dysart
W&W	Senior Water & Wastewater Operator	Clermont
CGFS	Purchasing/Stores Officer	St Lawrence
E&I	Apprentice Parks and Recreation	Moranbah

PEOPLE AND CAPABILITY LEARNING & DEVELOPMENT UPDATE:

Figure 1.0 Estimated Data - Employee Training November 2024

Directorate	OCEO	E&I	PECS	W&W	CGFS
Number of Employees - November 2024	6	17	4	8	3

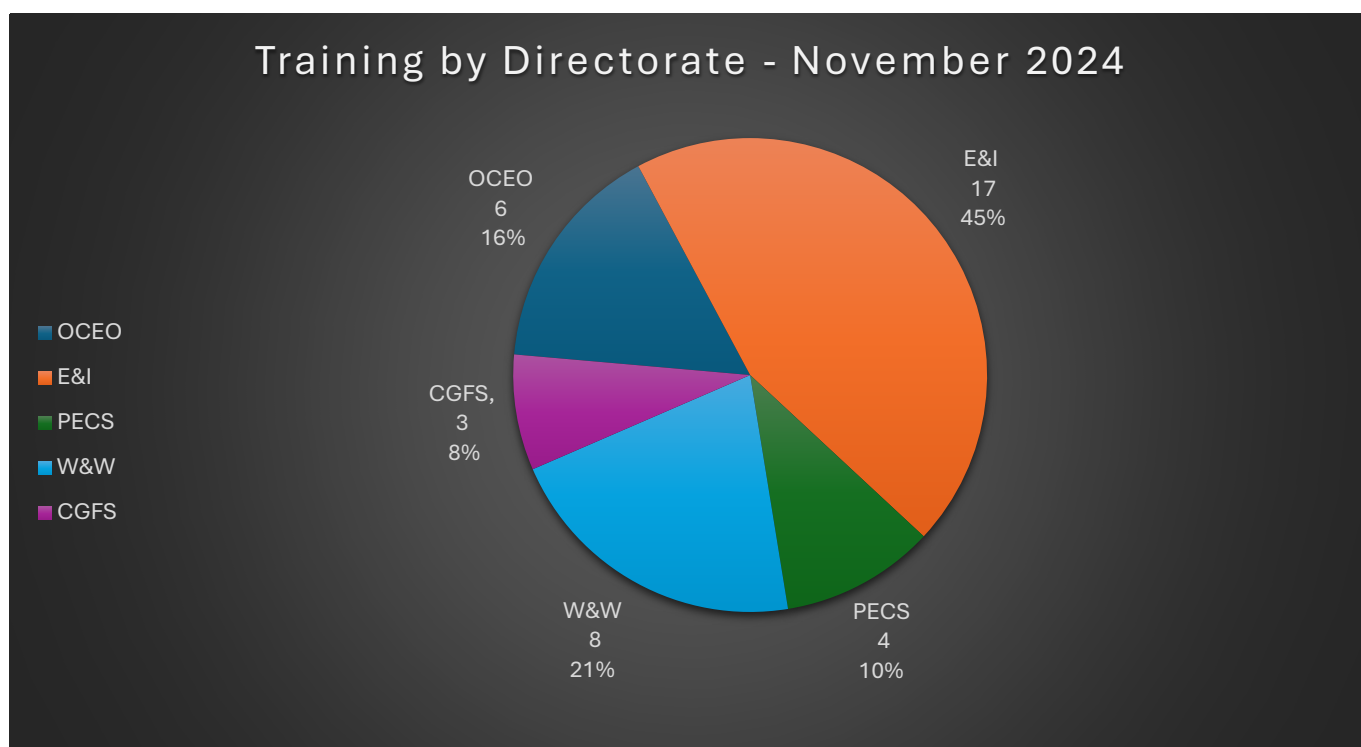


Figure 2.0 Estimated Data – Training Separated by Gender.

Women	Men
19	19

Figure 3.0 Estimated Data - Total Hours of Training – November 2024

Training Course	Hours
ACDC/Chemicals Safety Course	75
Apprentice Block Training	74
Authorised Persons & Local Govt Worker	4
Diploma of Business + Leadership & Management	8
Employment Law Roadshow	15
Expert Mentor Program Workshop	7
Introduction to landfill Waste Disposal	15
LGMA Diversity today's workplace: Create it and foster it Webinar	1.5
LGMA Self-performance assessment: a tool for self-awareness and insight Webinar	1.5
Making psychosocial safety stick: moving beyond superficial to impactful	1.5
Provide CPR	16
Queensland Waste & Resource Recovery Forum	7.5
Understanding Local Government	10
White Card/Construction Card	3
Work Safely at Heights	6
Writing with Clarity & Impact for Government	10
Total	255.00

FINANCIAL REPORT:

People and Capability is tracking to budget for the month of November 2024.

DEVIATION FROM BUDGET AND POLICY:

Nil

Report prepared by: TRUDI LIEKEFETT Acting Manager People and Capability Date: Friday 29 November 2024	Report authorised by: CALE DENDLE Chief Executive Officer Date: Monday 2 December 2024
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ATTACHMENTS

- CONFIDENTIAL Attachment 1 - People and Capability Establishment Report

REFERENCE DOCUMENT

- Nil

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MEETING DETAILS	Ordinary Meeting Wednesday 11 December 2024
AUTHOR	Megan Scott
AUTHOR POSITION	Acting Departmental Administration Officer, Engaged Communities

10.5 MINOR COMMUNITY GRANTS SUMMARY NOVEMBER 2024

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 November to 30 November 2024.

OFFICER'S RECOMMENDATION

That Council:

- Notes the minor community grants approved under delegation for the period 1 November to 30 November 2024.*
- Approves that any balance of funds remaining in the individual Community Grants operational budgets for Divisions 1 to 8 be consolidated as a funding pool to assist with the administration of major grants and minor community grant applications for the remainder of FY2024-25.*

BACKGROUND

As per Council's Community Grants Policy, as adopted on 25 August 2021, a monthly report is to be prepared for Council regarding the administrative approval of minor grants, up to the value of \$1,000 (excluding GST), under delegation to the Manager Engaged Communities. Eleven (11) minor grant applications (inclusive of individual, School Bursaries and team development grants) were received and approved for the period 1 September to 30 September 2024, summarised in the following table.

CONSOLIDATION

The request to amalgamate operational budgets for Divisions 1 to 8 into a consolidated funding pool is an operational trigger when one or more of the Divisional Budget's has exhausted its allocation of operational budget. The consolidation assists with the administration of major grants and minor community grant applications for the remainder of FY2024-25 and allows for eligible grants to be received and assessed from exhausted divisions.

2024/25 Divisional Budgets

DIVISION	ALLOCATION	TOTAL ACTUAL SPEND	REMAINING ALLOCATION
1	\$42,000.00	\$24,309.00	\$17,691.00
2	\$42,000.00	\$9,857.00	\$32,143.00
3	\$42,000.00	\$26,813.00	\$15,187.00
4	\$42,000.00	\$26,813.00	\$15,187.00
5	\$42,000.00	\$26,813.00	\$15,187.00
6	\$42,000.00	\$30,779.00	\$11,221.00
7	\$42,000.00	\$43,022.00	-\$1,022.00
8	\$42,000.00	\$26,750.00	\$15,250.00
TOTAL	\$336,000.00	\$215,156.00	\$120,844.00

IMPLICATIONS

The table below outlines minor grants approved and funded from Community Grants operational budget/s for the applicable division/s for the period 1 November to 30 November 2024.

DIVISION	APPLICANT	VALUE	PURPOSE	BREAKDOWN
2	Dysart State School 5295790	\$250.00	Dysart State School applied for an eligible school bursary grant for Year 6 Dux awards ceremony.	1 x Primary School of \$250.
3,4 and 5	Michelle Wright 5289252	\$750.00	Michelle Wright (parent) applied for an eligible Individual grant for Addison Wright to represent Australia in Karate at the world championships in Japan.	Funding is to be used towards flights and accommodation.
3,4 and 5	Michelle Wright 5289248	\$750.00	Michelle Wright (parent) applied for an eligible Individual grant for Baylen Wright to represent Australia in Karate at the world championships in Japan.	Funding is to be used towards flights and accommodation.
3.4 and 5	Moranbah East State School 5292591	\$250.00	Moranbah East State School applied for an eligible school bursary grant for the year 6 Dux awards ceremony.	1x Primary School of \$250.

3,4 and 5	Hinterland Community Care 5293700	\$1,000.00	Hinterland Community Care is holding its Seniors Christmas Party for Moranbah on 13 th of December 2024. Funds will be used towards the entertainment and catering for the event. Approximately 60 seniors from around the area are invited to attend.	To cover costs associated with catering with entertainment.
6	Central Cowboys Rodeo Clermont 5299041	\$1000.00	The Central Cowboys Rodeo are holding the rodeo finals In Clermont on 23 November. The event has had to move to Clermont show grounds due to works at Nebo Rodeo grounds. This means the cost increase for stock transport, safety and facilities hire.	To cover costs of Ambulance, security and Livestock transport to Clermont.
7	PlayMatters, Mulligrubs Playgroup Middlemount (auspicing for Muligrubs) 5297710	\$500.00	Play Matters (auspicing for Mulligrubs Playgroup) are holding a craft stall at the Middlemount family Christmas fair. This is to engage with local families and provide a space to create a Christmas craft to take home for the whole community.	To purchase supplies for the craft stall for the Middlemount Christmas fair.
8	St Lawrence State School 5290805	\$250.00	St Lawrence State School applied for an eligible school bursary grant for the end of year ceremony.	1 x Primary School of \$250.
8	Ilbilbie Hall Management 5294375	\$400.00	The Ilbilbie Hall management are hosting their annual Melbourne Cup luncheon on the 5 November.	Funds will be used towards the prizes for their annual luncheon.
8	Carmila State School P&C 5299669	\$1000.00	Carmilla State School P&C are hosting their end of year celebrations and Carols.	Funds will be used towards catering and prizes.
8	St Lawrence Bowls Club 5299114	\$1000.00	St Lawrence Bowls club are seeking Councils support to fix the outdoor lighting and purchase some outdoor furniture for their club to allow their patrons to sit outside of the club.	Funds will be used to engage an electrician and to purchase new outdoor furniture.

Noting that two School bursaries applications per year can be submitted by each high school in the Isaac region and one application per year can be submitted by each primary school in the Isaac region.

CONSULTATION

Divisional Councillors

Manager Budgets & Statutory Reporting

Director Planning, Environment and Community Services

Acting Manager Engaged Communities

Engaged Communities Grants Officer

Acting Engaged Communities Departmental Administration Officer

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:	Report authorised by:
MEGAN SCOTT	DANIEL WAGNER
Acting Departmental Administration Assistant	Director Planning, Environment and Community Services
Date: 28 November 2024	Date: 28 November 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

10.6

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024
- 2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 25
NOVEMBER 2024**

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 25 November 2024.***

BACKGROUND

Progressive updates of the financial and physical position of projects in the 2024-2025 PECS Capital Works program have been identified as a requirement to ensure that Council is aware of the progress of and risk to the delivery of the program.

Officers have previously reported an estimated carry-forward and multi-year budget commitment of circa \$6 million from 2023-24 financial year capital works budget.

An additional budget of circa \$9.7 million has been allocated to new works for the 2024-2025 financial year.

Major works for the forthcoming year include:

- Completion of the Moranbah Community Centre Revitalisation Project
Revised completion date – 14 February 2025
- Completion of the Clermont Civic Centre roof replacement
Revised completion date 30 June 2025
- Completion of the Flagggy Rock Community Centre septic tank replacement
Project Complete
- Commencement of preliminary works for the Nebo Showgrounds revitalisation project Stage 1
Project pending tender release for construction

- Commencement of solar installations funded under the Reef Guardian Councils program
Project pending tender release for construction
- Commencement of planning and design for the Moranbah and Clermont Country University Centres
Design underway for Moranbah Centre
- Commencement of aquatic facility enhancements and replacement of operating equipment
Elements of project underway with key components currently seeking tenders

IMPLICATIONS

The attached PECS 2024-2025 Capital Projects Progress Summary (Attachment 1) identifies the financial and physical position of all projects. Commentary is provided to briefly explain the position of projects. Where the risk is considered low or of insignificant impact to council or the community, no additional commentary is provided. Where risks are significant separate commentary is provided in the Identified Issues section of this report.

IDENTIFIED ISSUES

Moranbah Community Centre

As identified in a previous report, the Moranbah Community Centre Project is in delay, officers are currently negotiating a variation to the Resources Community Infrastructure Fund, funding agreement as the current completion date falls outside of the original agreement dates.

CONSULTATION

Director Planning, Environment and Community Services

Planning, Environment and Community Services Leadership Team

Aurecon

BASIS FOR RECOMMENDATION

To improve business within the Planning, Environment and Community Services Directorate by providing more appropriate and relevant reporting, transparency, and a clear monitoring tool for Council. This report will help identify and communicate any project delays or possible project failures.

ACTION ACCOUNTABILITY

The Program Manager – Capital Delivery in conjunction with the PECS leadership team and under the guidance of Director PECS hold responsibility for the scoping, procurement and the completion of the projects identified within the 2024-2025 Capital Program.

KEY MESSAGES

Council's continued investment, oversight, and engagement in the delivery of the Planning, Environment and Community Services Capital Works Program will ensure Isaac region communities continue to enjoy access to high quality facilities and services that improve community liveability, wellbeing, and visitor satisfaction.

Report prepared by:

MARK DAVEY
Program Manager – Capital Delivery

Date: 28 November 2024

Report authorised by:

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

Date: 28 November 2024

ATTACHMENTS

- Attachment 1 – PECS 2024-2025 Capital Projects Progress Summary as at 25 November 2024

REFERENCE DOCUMENT

- NIL

PECS 2024_2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024

2024/25 PECS Capital Budget Status and Completion Rate as at 25 November 2024

Carry Forward Budget	\$ 6,015,200.00
Adopted Budget	\$ 14,057,618.00
FY 2024/25 PECS Capital Budget	\$ 20,072,818.00
Actual Expenditure	\$ 4,442,377.12
Remaining Budget (Actual)	\$ 15,630,440.88
Commitments	\$ 4,631,812.94
Remaining Budget (uncommitted)	\$ 10,998,627.94

22.31 Percent of Budget Spent - December
(Excluding Commitments)



\$15,593,734 of YTD Budget Remaining - December
(Excluding Commitments)

46.27 Percent of Budget Spent - December
(Including Commitments)



\$10,785,697 of YTD Budget Remaining - December
(Including Commitments)

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW212906	IRC Pools - Equipotential bonding	83,441	83,441	0	0	Complete	2/09/2024	Project Complete	N/A	100%
CW222965	DYS Community Hub Design and Construct	207,450	12,700	4,400	190,350	Procurement	30/06/2025	Procurement documents being finalised for construction phase. Project is in conjunction with DYS Library External Works project	Low	20%
CW222966	STLAW Community Hub Design and Construct	219,489	0	25,100	194,389	Planning/ Design	30/06/2025	Undertaken site visits and staff consultation, leading to the creation of concept papers. Project is a risk of non-completion	High	10%
CW223013	MBH Community Centre - Refurbishment	10,998,539	3,539,800	3,885,100	3,573,640	Construction	14/02/2025	Project continuing but remains a medium risk due to past instances	Medium	70%
CW233122	CLM Aerodrome Refuelling Tank Upgrade	67,118	75,110	0	-7,992	Complete	30/10/2024	Project Complete	N/A	100%
CW233123	CLM Caravan Park Emergent Electrical Work	219,378	43,236	16,830	159,312	Choose an item.	31/05/2025	Submains base load testing occurring to review scope of project due to Stage 1 works encountering sub mains failure. Review of scope and timing of works post testing to confirm delivery program.	High	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW233125	NBO Truck Wash Renewal	25,333	1,778	10,375	13,179	Construction	30/01/2025	Primary scope of works complete, electrical fault rectified and remaining budget is for fabrication repairs with quoting being received	Low	90%
CW243164	MBH Animal Management Centre Renewal	99,182	54,579	0	44,603	Construction	20/12/2024	Nearing Completion	Low	80%
CW243165	CLM Museum Drainage Rectification	95,834	44,510	51,982	-658	Construction	30/11/2024	Original scope completed with some completed works under review	Low	90%
CW243166	Flaggy Rock Septic - Partial replacement	258,448	214,274	44,173	0	Complete	2/09/2024	Project Complete. Open commitment is for Superintendent services.	N/A	100%
CW243170	CORP Pools Emergent and/or Prog Renewals	19,980	19,980	0	0	Complete	30/08/2024	Project Complete	N/A	100%
CW243171	CLM Swim Pool design	4,750	4,750	0	0	Complete	30/09/2024	Project Complete	N/A	100%
CW243172	CLM Civic Centre Roof replacement	611,382	0	119,400	491,982	Planning/ Design	30/06/2025	Delays realised due to competing priorities. Documentation formulated and ready to tender with some challenges (WAN infrastructure on roof will need to be removed, this will cut all IT services)	High	10%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW243175	CORP Halls/Centres Emergent and/or Prog	79,376	79,376	0	0	Complete	30/09/2024	Project Complete	N/A	100%
CW243176	CLM Caravan Park Utilities Renewal	19,744	8,000	800	10,944	Construction	20/11/2024	Project is being delivered in stages to ensure operations in peak season	Low	80%
CW243227	DYS Miners Memorial	150,000	0	12,200	137800	Planning/ Design	31/07/2025	Working group meetings conducted. Design works underway. Deemed medium risk due to external party participation in	Medium	30%
CW243241	NBO Showgrounds Stage 1	1,683,452	97,046	72,365	1,514,041	Procurement	31/01/2026	Tender to market to occur in December/January	Low	20%
CW243246	Isaac Solar	415,490	308	35,799	379,383	Procurement	30/06/2026	Clermont solar procurement documentation being finalised. Moranbah solar is being completed by E&I	Medium	20%
CW243250	CLM Showgrounds Main Arena Renewal	13,231	0	46	13,185	Construction	2/06/2025	Main surface renewal completed. Perimeter upgrades to occur Q3/Q4	Low	80%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253316	Isaac Country University Centres	700,000	0	48,100	651,900	Planning/ Design	28/11/2025	Moranbah design set of drawings under final review	Low	10%
CW253317	CORP Town Christmas Trees	125,000	88776	0	36,224	Complete	21/11/2024	Project Complete	N/A	100%
CW253318	DYS Library External Works	100,000	0	0	100,000	Procurement	30/06/2025	Procurement documents being finalised and to be in conjunction with the DYS Community Hubs project	Low	20%
CW253319	CLM Saleyards pens renewal	185,000	40009	120,026	24,966	Construction	31/03/2025	Procurement documents being finalised and to be in conjunction with the DYS Community Hubs project	Low	30%
CW253320	CLM Showgrounds Electrical renewals	185,000	0	6,940	178,060	Planning/ Design	31/05/2025	Submains base load testing occurring to review scope of project due to scoping identifying potential implications of cable sizing and daisy chain construction of some of the original boards. Review of scope and timing of works post testing to confirm delivery program.	High	10%
CW253321	MBH - GCAC 25m Thermal cover renewal	125,000	0	0	125,000	Planning/ Design	30/06/2025	Scoping still underway	Low	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253322	GLN - Pool amenity and grandstand area	180,417	0	0	180,417	Procurement	30/05/2025	Undertook site visit for specifications requirements.	Medium	10%
CW253323	MBH - GCAC Plant room rectification	195,000	0	0	195,000	Procurement	30/05/2025	Procurement documentation with Procurement for tendering	Low	30%
CW253324	CORP - Pools Emergent Renewals	158,816	11,659	24,416	122,741	Procurement	30/06/2025	Ongoing works. List of replacement components compiled, and scopes will be developed for tendering / quoting.	Low	10%
CW253325	MBH - 50m pool expansion joint renewal	195,000	0	0	195,000	Procurement	30/05/2025	Tender closed and evaluations are being completed.	Low	30%
CW253326	DYS - Pool Light Pole replacement	30,000	0	22,078	7,922	Construction	30/05/2025	Project has been awarded, parts ordered by contractor and working with contractor on start date for commencement of works.	Low	40%
CW253327	GLN Rec Centre - Toilets Stump renewal	261,968	0	0	261,968	Planning/ Design	30/06/2025	Scoping underway – limited contractor availability	Medium	10%
CW253328	DYS Kindergarten - Structural repairs	175,000	0	0	175,000	Planning/ Design	30/06/2025	Decision pending – ownership to be confirmed	N/A	0%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 25 NOVEMBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253329	STL Hall - Kitchen upgrade	65,000	0	4,999	60,001	Planning/ Design	31/05/2025	Engaged contractor to develop layout drawings and specification for works.	Low	10%
CW253330	CORP Halls Emergent and /or Prog renewal	120,000	0	64230	55770	Construction	30/06/2025	Works undertaken at Camila Hall and playground drainage issues.	Low	50%
CW253331	Isaac Resources Excellence Precinct	2,000,000	59,751	238,679	1,701,569	Planning/ Design	25/06/2027	Project risk determined at high for trunk infrastructure portion as this budget needs to be expended by 30/06/2025. Planning and design works not ready for tender, project being monitored closely.	High	10%
TOTAL		20,072,818	4,479,084	4,808,038	10,785,697					

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Michael St Clair

AUTHOR POSITION

Manager Liveability and Sustainability

10.7

MORANBAH PRIORITY DEVELOPMENT AREA INFRASTRUCTURE ISSUES AUDIT

EXECUTIVE SUMMARY

This report seeks Council's resolution to note the Moranbah Priority Development Area Infrastructure Audit which has been undertaken as part of the process to revoke the Moranbah Priority Development Area (Moranbah PDA). The infrastructure audit does not identify any issues which impact the progression of the Moranbah PDA's revocation.

OFFICER'S RECOMMENDATION

That Council:

1. ***Notes the outcomes of Moranbah Priority Development Area Infrastructure Audit, prepared by Becker Sunner Consulting and dated 27 November 2024, in that:***
 - a. ***no significant non-conformances were identified in the infrastructure audit, and***
 - b. ***maintenance issues identified in the infrastructure audit will need to be considered by Council's relevant asset owners for rectification within operational maintenance programs for those assets.***

BACKGROUND

The Moranbah Priority Development Area (Moranbah PDA) was declared by the Minister for Infrastructure and Planning on 30 July 2010. The Moranbah PDA was declared to support the provision of more affordable housing through the improved supply of residential land and a greater range of housing types to suit the needs of the Moranbah community.

From July 2010 to May 2016, Economic Development Queensland (EDQ) undertook development assessment of applications within the Moranbah PDA. In May 2016, delegation reverted to Council to manage the development assessment functions in accordance with an Instrument of Delegation and Direction from EDQ.

From 2016 onwards, there is a range of correspondence between Council and EDQ relating to the intended revocation of the Moranbah PDA at the time the Isaac Regional Planning Scheme (Planning Scheme) was adopted. The Planning Scheme was adopted in April 2021 and on 27 April 2022, Council endorsed by way of resolution at an Ordinary Meeting (Resolution No.7799) to recommence the revocation of the Moranbah Priority Development Area. Item 2(c) of this resolution related to the undertaking of an 'Issues Audit' to audit compliance with development approvals and condition of infrastructure constructed in the Moranbah Priority Development Area in accordance with development approvals issued by Economic Development Queensland.

=====

This report seeks to present to Council the completed Issues Audit, prior to the finalisation of the revocation process, which officers from Council and EDQ have been progressing since the April 2022 Council resolution. It is currently anticipated that the regulation to enact the revocation will be approved in March 2025 at which time the PDA will be revoked, and the Planning Scheme will take effect over the land previously located in the Moranbah PDA.

Moranbah PDA Infrastructure Issues Audit

Council engaged Becker Sunner Consulting (BSC) to undertake an infrastructure audit on several sites in the Moranbah PDA that were approved by Economic Development Queensland between 2010 – 2016.

The purpose of the infrastructure audit was to review the infrastructure approved during this time and to cross-reference it against what was constructed to understand the extent and relative accuracy of the as-constructed infrastructure. Through this process any potential non-conformances and defects in the resulting assets were to be identified, to assist council to understand any risks associated with rectifying defects in the context of revoking the Moranbah PDA. It should be noted that the infrastructure reviewed is already the property of council having been accepted by Council as 'off-maintenance' in the years following its construction.

The PDA Infrastructure Audit was prepared by Becker Sunner Consulting in October 2024. The infrastructure audit focused on three high-risk sites which involved the construction of trunk infrastructure which was later transferred to council's ownership, being Bushlark Grove Estate, Isaac Views Estate and Grosvenor Estate.

The infrastructure audit did not identify any major non-conformances between approved and as-constructed infrastructure. The infrastructure audit does identify a range of defects; however, the majority of these are maintenance related and are consistent with age of the infrastructure, with the underlying infrastructure generally appearing to be of an acceptable standard. The infrastructure audit provides recommended actions to address these maintenance issues which will be considered by Council's asset owner through future maintenance programs.

In summary, the infrastructure audit does not identify any issues which give rise to not progressing with the immediate revocation of the Moranbah PDA.

IMPLICATIONS

Financial

The proposed resolution does not have any financial implications. The audit did not uncover any major defects or non-conformances which would give rise to Council seeking rectification from EDQ. The infrastructure audit does make maintenance related recommendations which Council will seek to incorporate into ongoing asset maintenance programs.

Legal

The revocation of the Moranbah PDA is being undertaken in accordance with the Economic Development Act 2012. The undertaking of an issues audit was not a statutory requirement, but instead an action that council resolved to pursue to reduce the risk of the revocation leading to council inheriting non-conforming infrastructure. As the infrastructure audit has not identified any issues which require immediate rectification, there are no foreseeable legal implications.

CONSULTATION

External

- Becker Sunner Consulting were engaged to deliver the infrastructure audit and have supported Council through its development.
- EDQ have engaged with Council officers regularly since 2022 to progress the revocation of the Moranbah PDA and have assisted with data and record transfer during this period.

Internal

- Council's Director of Engineering and Infrastructure and Manager of Infrastructure have been provided a copy of the infrastructure audit and have advised that the findings will be considered in future maintenance programs.
- Council's Director of Waste and Water and Manager of Maintenance Water and Wastewater have been provided a copy of the infrastructure audit and have advised that the findings will be considered in future maintenance programs.

BASIS FOR RECOMMENDATION

- The infrastructure audit was delivered in accordance with Resolution No.7799 made by Council at the Ordinary Meeting on 27 April 2022.
- The infrastructure audit does not identify any issues which give rise to not progressing with the immediate revocation of the Moranbah PDA.
- The infrastructure audit provides maintenance related recommendations which will be considered as part of the ongoing asset maintenance programs of the asset owners.

ACTION ACCOUNTABILITY

Manager Liveability and Sustainability to progress with the revocation of the Moranbah PDA in accordance with the statutory requirements of the Economic Development Act 2012.

KEY MESSAGES

Council has undertaken an infrastructure audit to review the condition and conformance of infrastructure approved by Economic Development Queensland between 2010 – 2016. The infrastructure audit does not identify any issues which restrict the progression of the revocation of the Moranbah PDA.

Report prepared by:

MICHAEL ST CLAIR
Manager Liveability and Sustainability

Date: 28 November 2024

Report authorised by:

DAN WAGNER
Director Planning, Environment and
Community Services

Date: 28 November 2024

ATTACHMENTS

- Attachment 1 – PDA Infrastructure Audit (Revision B), prepared by Becker Sunner Consulting and dated 27 November 2024

REFERENCE DOCUMENT

- *Council Resolution No. 7799*
- *Isaac Regional Planning Scheme*
- *Economic Development Act 2012*
- *Planning Act 2016*



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CONSULTING**
engineering | infrastructure | development

Engineering report

PDA Infrastructure Audit Moranbah

Bushlark Estate, Grosvenor Estate, Belyando Estate,
Isaac Views Estate

Prepared for
Michael St Clair, Manager Liveability and Sustainability
Isaac Regional Council

2252-26
27/11/24, Revision B

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Document Information

Project Name/Stage	PDA Infrastructure Audit, Moranbah
Project Description	Audit Report to evaluate status of PDA delivered assets
Project Address	Bushlark Estate, Grosvenor Estate, Belyando Estate, Isaac Views Estate
Project Lot on Plan	NA
Prepared by	Becker Sunner Consulting Pty Ltd ('BSC') PO Box 2113 MACKAY QLD 4740
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Prepared for	Michael St Clair, Isaac Regional Council
BSC Project Reference	2252-26

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Document Control


Revision	Date	Written	Reviewed	Approved	Detail
A	24/10/24	M. Ackerman	T. Sunner	Timothy Sunner	Draft for Review
B	27/11/21	T. Sunner	T. Sunner	 Timothy Sunner	Initial Release

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1 Introduction

1.1 Project Background

The Moranbah Priority Development Area (PDA) was declared in 2010 and has been in place for 14 years. Isaac Regional Council (IRC) is aiming to revoke the PDA and as part of this an investigation of infrastructure delivered under the PDA is required.

Isaac Regional Council (IRC) engaged Becker Sunner Consulting (BSC) to undertake an infrastructure audit on a number of residential developments that have been created in the Moranbah Priority Development Area (MPDA) under the Moranbah PDA Development Scheme (MUDS). These developments were approved by Economic Development Queensland (EDQ) under the Economic Development Act between 2010 – 2016 at which time EDQ were undertaking assessment manager responsibilities in the PDA. IRC are investigating the revocation of the PDA and have requested an audit of the infrastructure that was approved by EDQ S and is now IRC assets for operation, maintenance and renewal.

The purpose of the infrastructure audit is to determine the infrastructure that was approved for construction and cross-reference with what is known to be existing, understand the extent and relative accuracy of information available for that infrastructure, identify potential non-conformances and assess likely defects in the resulting assets, to assist IRC to understand the risks and costs associated with maintaining these assets in the context of revoking the PDA.

It must be noted that these assets are already the property of IRC and the revocation of the PDA will not impact the maintenance or use of the existing infrastructure, however learnings can be applied to the currently undeveloped adjacent land and/or other approval sites.

The Moranbah PDA Infrastructure Audit was initially proposed to being undertaken over 4 phases, being Phase 1: Desktop assessment, Phase 2: Ground truthing, Phase 3: Survey and Field Data Collection, and Phase 4: Summary. The learnings from Phase 1 and 2 established that no further Field Data Collection is warranted, therefore the investigation has moved onto this report which summarises the findings and provides confidence to IRC in their revocation of the PDA.

1.2 Development history:

Bushlark Grove Estate:

Bushlark Grove Estate was built on an empty block of land located next to the Moranbah boxing club. The development built 150 new residential lots and 4 parks. The construction for this development finished in 2014 and it is currently at about 90% occupancy.

Isaac Views Estate:

Isaac Views Estate was an existing estate that had Stages 6A, 6B and 7 approved as part of the PDA. In total this development created about 150 new residential lots and 3 park areas with the construction of these stages finished in 2012-2013. Stage 6A is the most developed area of the PDA approvals, being completely developed. Stage 6B developed approximately 25% of the available blocks but has not developed further in recent years. Stage 7 of this development remains completely undeveloped.

Grosvenor Estate:

Grosvenor Estate finished construction in early 2012, with a few of the lots being developed for residential uses. More recently a commercial development containing a McDonalds and Mobil service station was established at the Eastern corner of the development. The estate remains 90% undeveloped, with parts of the undeveloped area being used for illegal parking for heavy vehicles.

2 Executive Summary and Recommended Actions

2.1 General Commentary

Bushlark Grove Estate is in very good condition with expected levels of deterioration for the age of the development and has relatively minor maintenance recommendations proposed to maintain it in a high quality serviceable state.

Isaac Views Estate is overall in a relatively good condition for its age, however has a reasonably large requirement of recommended maintenance works. The underlying reason for the works is due to a lack of ongoing maintenance of the subdivision areas that remain undeveloped, with no private maintenance being carried out and limited council maintenance, with the majority of the required work relating to erosion and sedimentation. Notwithstanding the above issues, the overall construction quality of the estate appears to be of a high standard.

Grosvenor Estate is in a visibly distressed state and the surface works are in a relatively poor condition for the age of the development, with the primary issues being failure of kerb and stormwater inlets and erosion and sedimentation for much of the estate which remains undeveloped since completion. There is also localised damage adjacent to the service station and McDonalds due to inappropriate heavy vehicle access and parking. We have recommended works to bring this estate up to a serviceable standard, and apart from the kerb and drainage inlet issues, the underlying infrastructure appears of an acceptable standard.

2.2 Recommended Actions

The actions recommended for each of the estates has been summarised in the table below, including details of suggested timing and high level risk classification.

Bushlark Grove		
Action	Priority	Risk Type
Locate and repair the source of the water leak in Kingfisher Street.	High	Financial
Enter the 3 major stormwater outlet sediment traps into the IRC maintenance management system for annual cleanouts.	High	Financial /Reputational
Remove all vegetation and sediment from the 3 major stormwater sediment traps.	Medium	Financial /Reputational
Cut out and replace the 3 damaged sections of the footpath.	Medium	Public Safety
Isaac Views Estate		
Action	Timing	Risk Type
Locate and repair the source of the water leak into the stormwater pipes on Mills Avenue.	High	Financial
Inspect and repair any leaking property water connections.	Medium	Financial
Install a mound at the Northern end of Utah Drive to prevent the stormwater and sediment from entering the unoccupied	Medium	Reputational

lot to the West, then remove the accumulated sediment from the street.		
Cut out and replace the 4 damaged sections of the footpath.	Medium	Public Safety
Inspect and seal cracks in pavement as required in accordance with an internal IRC maintenance management regime.	Low	Financial
Repair the open channel drain along Sewell Lane by backfilling any eroded areas before installing a rock or concrete lining to prevent future erosion.	Low	Financial /Reputational
Remove all vegetation and sediment from the 3 major stormwater outlets.	Low	Financial
Grosvenor Estate		
Action	Priority	Risk Type
Block off access to area being used as a parking lot by heavy vehicles.	Medium	Financial
Replace the missing lid on the stormwater manhole located beyond Cunningham Way.	Medium	Public Safety
Enter the stormwater outlet into the IRC maintenance management system for annual cleanouts (desilting).	Medium	NA
Update electronic records to show that the existence of the unlocated pits in the future extension of Cunningham Way is unverified.	Medium	NA
Repair kerb around road islands at the intersection between Cunningham Way and Meninga Court.	Low	Financial /Public Safety /Reputational
Replace missing lids on water valves and ensure all valves are operational.	Low	Reputational
Clear vegetation and sediment buildup from the stormwater outlet.	Low	Reputational
Clear accumulated sediment from the roadways and schedule annual cleanup into the maintenance management system.	Low	Financial /Reputational
Repair/Replace all damaged stormwater lintels.	Low	Financial /Public Safety /Reputational

Notes on Priority: Low – action within 12 months, Medium – action within 6 months, High – action immediately.

3 Investigation Details

3.1 Bushlark Grove Estate

Bushlark Grove Estate was in very good condition, with mostly expected levels of deterioration for the age of the development.

3.1.1 Road Reserve

The pavement was in good condition with very few signs or cracking, deformation, bitumen hardening or bleeding. The only noteworthy pavement issue is minor screwing damage of the surface occurring at the end of Rossella Court, as shown in the Figure 1:



Figure 1 – Rosella Court Screwing Damage

The kerb and channel throughout the estate was in good condition with only minor cracking in some locations. This cracking is not significant and is to be expected considering the age of the development. Additionally, all the stormwater lintels were also in good condition with little to no visible wear and tear.

The footpath however was identified as having some failures that require rectification. Three problem locations were identified in which the footpath has lifted, with two locations in front of 4 Kingfisher Street (Figure 2) and at the corner of 13 Rosella Court (Figure 3) where the footpath is lifting due to street tree roots, and a third location between 18 and 16 Bushlark Drive (Figure 4) where the footpath is visibly buckling. It is recommended that these failures are repaired as they are tripping hazards.

There was other cracking in the footpath at different locations, none of which was severe or currently causing issues with the footpath, or cause for remediation.



Figure 2 – Kingfisher Street Footpath



Figure 3 - Rosella Court Footpath



Figure 4 – Bushlark Drive Footpath

3.1.2 Stormwater



The stormwater pits and drains in this development were predominantly all in good condition, with only minor sediment/vegetation buildup. The most significant issue with the stormwater management for this development is at the stormwater outlets and sediment traps along the southern edge of development highlighted in the locality map in Figure 5. The three major outlets have constructed concrete drive-in sediment cleanout basins with trash racks at the end of the culvert aprons, and it is clear they have not been maintained. Each of outlet has significant sediment buildup which has allowed vegetation and trees to grow in these basins, reducing the capacity of these outlets to transmit stormwater.



Figure 5 - Bushlark Stormwater Outlet Locality Map

Table 1 contains photos of these outlets and the vegetation buildup. It appears that the basins have not been cleaned out since their construction. It is recommended that these are cleaned out prior to the upcoming wet season and that they are entered into the IRC maintenance management system for annual cleanouts. It is expected that this task will be very minor in nature if undertaken annually.

Table 1 – Bushlark Stormwater Outlet Condition

Description	Image
<p>Eastern Outlet Heavy sediment and vegetation buildup. Visual inspection confirmed trash rack and outlet still in good condition despite buildup.</p>	
<p>Centre Outlet Heavy Vegetation buildup which prevented visual inspection of trash rack and outlet.</p>	
<p>Western Outlet Heavy Sediment buildup which has allowed the growth of several small trees and other vegetation within the sediment basin. Visual inspection revealed trash rack and outlet in good condition, with minor water ponding caused by sediment.</p>	

Secondary Western
Minor sediment buildup. Visual inspection conducted from a distance as outlet is located in the neighbouring property but seems to be in good condition.



3.1.3 Water

Investigations of the water reticulation was limited to visual inspection of surface infrastructure only and as the development is well established and tenanted, it is expected that identification of issues with the system will be the result of customer complaints. All visible water valves and covers seemed in good repair, with the only note being that some water connections along the undeveloped sites 3 and 5 Rosella Court have been run-over and damaged by vehicles.

In Raven Crescent, we identified water leaking into a stormwater pit near the intersection with Kingfisher Street. This water is coming from a subsoil drain that connects to this pit and there are no upstream pits from this one. We suspect that this may be a leaky property connection pipe or tapping band, and immediately passed the information on to have the leak found and fixed as a matter of urgency. Figure 6 below shows the water leaking into the stormwater pit from the subsoil drain outlet.



Figure 6 - Raven Crescent Water Leak

3.1.4 Summary

Bushlark Estate is generally in very good condition with most infrastructure exhibiting typical wear and tear and no signs of underlying quality or construction issues. This subdivision is of a high quality and standard. The following actions are recommended:

- Immediately locate and repair the source of the water leak in Kingfisher Street.
- Immediately enter the 3 major stormwater outlet sediment traps into the IRC maintenance management system for annual cleanouts.
- By the 30 June 2025, remove all vegetation and sediment from the 3 major stormwater sediment traps.
- By the 30 June 2025, cut out and replace the 3 damaged sections of the footpath.

3.2 Isaac Views Estate

Isaac Views Estate was in good condition with limited wear on the infrastructure, however it seems to be suffering from a lack of maintenance that would not typically be required if these areas were developed.

3.2.1 Road Reserve

Pavement:

The pavement throughout Stage 6 of the development overall is in good condition, however it is beginning to suffer minor cracking, likely due to age. These small cracks are present on almost every road throughout Stage 6 of the development. Appendix A contains an index of locations and photos of the more severe of these cracks.

Cracks in the pavement are also forming in the asphalt at the roundabout at the end of Mills Ave as shown in Figure 7 below. Sealing of these cracks is recommended to prevent water ingress into the pavement to increase longevity and minimise future maintenance requirements.



Figure 7 - Asphalt Cracking at Mills Ave. Roundabout

The pavement in Stage 7 was in very good condition, with the only damage apparent in this area being minor separation cracking at the Northern intersection between Gardner Street and Utah Drive, shown in Figure 8. This cracking is possibly due to a lack of traffic in this area that would usually help maintain the flexibility of the pavement.



Figure 8 - Asphalt Cracking at Gardner Street Northern Int.

Foot Path damage

The footpaths throughout the estate are in generally in good condition, with only minimal expected wear and tear and a few locations of isolated damage. The damage locations highlighted in Table 2 below appear to be isolated failures and are recommended for repair to current and future trip hazard risks.

Table 2 - Utah Drive Footpath Damage

 <p>7 Sewell Lane Minor bursting</p>	 <p>49 Shaw Street Major concrete buckling</p>
-----------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------



61 Shaw Street
Minor Spalling at expansion joint



155 Utah Drive
Concrete height + difference filled with asphalt

Other Road Reserve Items:

There is a damaged light pole located in front of 11-13 Gardner Street. The pole appears to have been hit by a vehicle and has bent, additionally the associated electrical fittings have been damaged and displaced and both require replacing. These are Ergon assets, and they should be notified accordingly.

The roads throughout the undeveloped area of the estate are building up significant amounts of sediment which is blocking gutters and filling the stormwater system. This majority of the sediment appears to be originating from the undeveloped properties where the vegetation is sparse, as well as adjacent outside properties that grade towards the estate.

The worst of this sediment buildup at the Northern end of Utah Drive, seen in Figure 9, is being caused by erosion of soil in the adjacent property to the West. This property appears unmanaged and is being used by members of the public for recreational vehicular activities which is likely worsening the amount of sediment being displaced. This sediment can easily be diverted from entering the roadway by the installation of a raised bund as shown in Figure 10. Placing this bund at the end of the road will limit the amount of sediment that enters the roadway while still allowing vehicles to traverse it. Ideally this area should be blocked off, however this would likely lead to vehicles going around and then damaging the kerb and footpath.

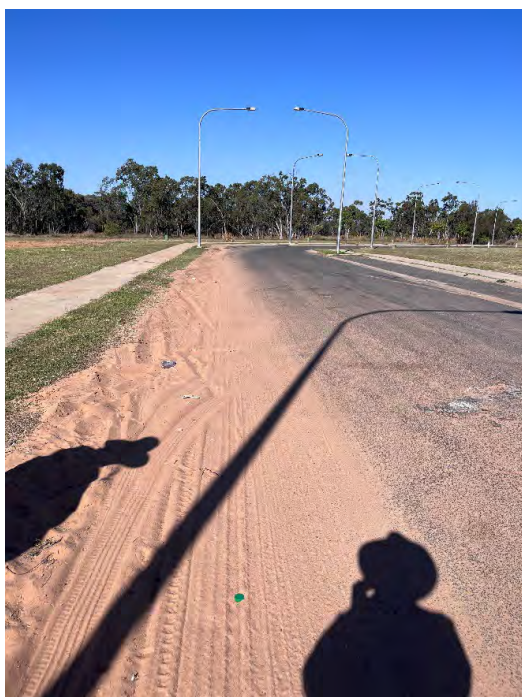


Figure 9 - Sediment Buildup on Utah Drive



Figure 10 - Indicative Bund at Utah Drive

3.2.2 Stormwater

The stormwater infrastructure throughout both Stages 6 and 7 of this development are in need of priority maintenance in order to re-instate the systems design capacity. The stormwater reticulation throughout the development is in generally good condition, with pits in very good condition and limited sediment buildup throughout the upper reaches of the system, with sedimentation and water backing up into the system due to no maintenance of the outlets.

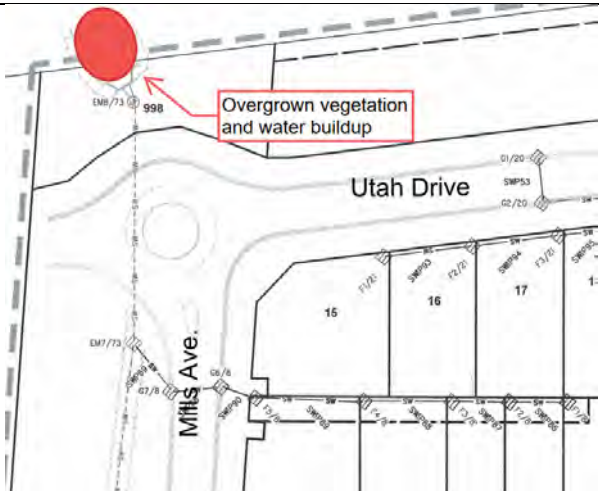


The outlets of the stormwater system in this development have not been maintained and have resulted in significant buildup of sediment and establishment of excess vegetation. This build-up is restricting the outlets, reducing the system capacity and causing water to back up into pipes across the roads. The water backing up into the pipes across the road may longer term lead to localised saturation of the pavement and subsequent pavement failure. Photos of the outlets have been compiled into Table 3, Table 4 and Table 5. Each drain will need to be cleared of all vegetation and sediment buildup and have a regular maintenance schedule established.

Furthermore, the open channel drain along Sewell Lane is also suffering from a lack of maintenance. This involves sediment and vegetation buildup and erosion to the channel sides and base. This erosion extends to both sides of the drain where it is beginning to under-wash the retaining wall on the North side of the drain and de-stabilise the footings of the marker-posts on the Southern edge of the drain. Additionally, the associated drain at the inlet also has significant vegetation growth, partially blocking the inlet drain. It is recommended that both drains are cleaned out, and the erosion repaired. The erosion along Sewell Lane will need to be filled with compacted earth to the original design size of the drain before either re-vegetating the drain or lining it with concrete to prevent future erosion. These drains will also require a regular maintenance schedule to be established by IRC.

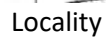
Table 3 -156 Utah Drive Stormwater Outlet

<p>Outlet at 156 Utah Drive</p>  <p>Locality Map</p>	 <p>Water buildup further upstream due to blockages at the outlet.</p>
 <p>Water buildup due to sediment buildup in outlet pipe</p>	 <p>Sediment buildup against sediment fence</p>


Table 4 - Mills Avenue Roundabout Stormwater Outlet

Mills Avenue Roundabout	
 <p>Locality</p>	
 <p>Vegetation buildup in stormwater buildup</p>	 <p>Water buildup in outlet caused by vegetation buildup</p>

200 Utah Drive



Main culvert blocked by vegetation



Vegetation growth in the drain



Property Outlet int drain blocked by vegetation

Table 6 - Sewell Lane Open Channel Drain

Sewell Lane Open Channel Drain



Sewell Lane stormwater inlet



Vegetation growth in inlet drain



Erosion towards the road has de-stabilised the footings for the reflective marker posts



Water ponding and erosion of channel sides



Sediment filled outlet that drains into the open channel drain – drain is fed by field inlets.



Blockage and buildup at Western channel inlet

Additionally, sediment buildup has occurred around many of the field inlets which, partially or fully covering many of the grates, which is causing excessive overland flow and additional erosion at retaining walls and sedimentation of footpath and roadways.

Table 7 below show some examples of these issues. It is recommended that all field inlets are cleared of soil, have filter socks reinstated and repair any further damage.

Table 7 - Field Inlet Pit Conditions

Condition of field inlet pits throughout the development



Partial sediment cover of field inlet pit



Complete sediment cover of field inlet pit



Settlement around field inlet

3.2.3 Water

Throughout the development house water connections have been supplied to each lot with the connections protruding above the ground, presumably to allow for easy location and connection when the lots are developed. Many of these connections however have been damaged, most likely having been run over by vehicles. Most of these flattened connections are not problematic, however a few are leaking due to damage to the pipes and some have minor erosion around connections, likely caused by the taps being turned on and left running for brief periods. It is recommended that council inspect and repair any leaking connections.

While inspecting the stormwater pits in the open channel drain along the end of Mills Avenue we noticed water flowing through some of these pits originating upstream of the pit highlighted in the below image. There is a substantial quantity of flow which was recorded and can be seen in the attached video “Mills Avenue Water Leak”. This leak has 2 sources which combine in the pit shown in Figure 11 below.



Figure 11 - Mills Avenue Water Leak

3.2.4 Retaining Walls


There are several retaining walls throughout the estate in both Stage 6 and 7 and generally the majority appear to be in good condition. It is be noted that the inspection of the retaining walls that border the development to the East and West was limited due to the significant amount of vegetation growth as seen in Figure 12. These walls however appeared to be in overall good condition.



Figure 12 - Retaining Wall Overgrowth

There were however a few locations within the development where the retaining walls are beginning to deteriorate without maintenance, as detailed in Table 8 below.

Table 8 - Isaac Views Retaining Wall Damage

Description	Image
<p>Eastern Side of retaining wall at 155-161 Utah Drive</p> <p>The retaining wall separating the properties along Shaw Street and Utah Drive is beginning to spall at the base. This appears to be as a result of a reaction to moisture/soil caused by minor earthworks which appear to have occurred on these properties in preparation of house pads.</p>	

Western Side of retaining wall at 155-161 Utah Drive

The soil behind these retaining walls appears to be settling into the gravel surrounding the sub-surface drainage causing an uneven surface and displacement of the drainage. It appears the subsurface drainage system is damaged and soil is being “sucked” into the drainage system.



The retaining wall between Shaw Street and the electrical easement has undergone minor settlement in the retaining wall slabs. This has impacted the fence supported above the walls and the geometry to the wall itself.



3.2.5 Summary

Isaac Views Estate is generally in good condition with most infrastructure exhibiting typical wear and tear and no signs of underlying quality or construction issues. This subdivision is of a high quality and standard, however the following actions are recommended to repair minor defects and prevent larger maintenance issues developing in the coming years:

- Immediately, locate and repair the source of the water leak into the stormwater pipes on Mills Avenue (this appears to be an issue upstream of the subdivision)
- By the 30 June 2025, inspect and repair any leaking property water connections
- By the 30 June 2025, install a mound at the Northern end of Utah Drive to prevent the stormwater and sediment from entering the unoccupied lot to the West, then remove the accumulated sediment from the street.
- By the 30 June 2025, cut out and replace the 4 damaged sections of the footpath.
- By the 30 December 2025, inspect and seal cracks in pavement as required in accordance with an internal IRC maintenance management regime (as per condition assessment triggers).
- By the 30 December 2025, repair the open channel drain along Sewell Lane by backfilling any eroded areas before installing a rock or concrete lining to prevent future erosion. Also reinstate reflective marker posts (and consider more durable options).
- By the 30 December 2025, remove all vegetation and sediment from the 3 major stormwater outlets.

3.3 Grosvenor Estate

Grosvenor Estate is in the worst condition of the 3 estates covered in this investigation, with nearly all the problems related to the kerb defects.

3.3.1 Road Reserve

The road reserve within Grosvenor Estate is in an overall very poor condition. Whilst the concrete pavement itself is in good condition and is not exhibiting structural defects, the kerb throughout the estate is in extremely poor condition and has contributed to the heavy sediment collection in the road throughout the estate.

The kerb and channel within the estate has been heavily damaged by vehicle impact and ranges from minor dislodgement and cracking to significant cracking and dislodgment, with some sections of kerb missing completely. Upon investigation it is apparent that the failure is a result of a flawed construction methodology, whereby the kerb has been constructed on-top of the concrete pavement and therefore has inadequate embed and support to secure it in place. This has left the kerb vulnerable to displacement by even quite moderate horizontal forces caused by vehicles, natural creep and thermal expansion. The worst of the damage has been caused by traffic along Cunningham Way, Table 9 contains images of these defects.

Table 9 - Grosvenor Kerb Defects

Description	Image
Locality	

Damaged kerb at
Cunningham Way –
Meninga Crescent
intersection, Northern
road island



Damaged kerb at
Cunningham Way –
Meninga Crescent
intersection, Southern
road island

North entry area to illegal
carpark area can be seen
immediately behind the
road island



South exit of illegal parking area



The most severe of this damage occurs at the intersection between Cunningham Way and Meninga Crescent/Lewis Street where it seems heavy/articulated vehicles have made wide turns exiting the service station and hit the kerbs on the road islands and destroyed them.

There is also severe damage to the kerbs on at the corners of the unoccupied block encompassed by Cunningham Way and both ends of Meninga Crescent. This area seems to be used as parking for heavy vehicles which enter the area by mounting the kerb nearest the entrance to the service station and exiting onto the roundabout. In addition to damaging the kerb and stormwater inlet, the trafficking of this area has not allowed vegetation to establish, further worsening the sedimentation.

It is recommended that these sections of heavily damaged kerb along Cunningham Way are repaired using Type 5 Semi-Mountable Kerb as detailed in CMDG-R-060. The extra backing on this detail will help provide the kerb with extra strength and resistance against movement. Additionally, the areas that are currently used for parking should be blocked off to restrict access, stopping traffic from crossing kerb. Alternatively, if the parking and access is supported, access should be formalised via constructed industrial invert crossings.

As for the other areas throughout the estate where the kerb has minor displacement or damage, no fix is currently recommended. Due to the undeveloped and untenanted state of the site, the minor damage occurring to the kerb is not currently causing negative impact but will need repair if the area develops further.

Throughout the development, there are large build-ups of sediment and dust on the roads which is entering the stormwater system. The heavy dust buildup is primarily due to the regular trafficking of undeveloped sections surrounding the site, particularly the tracks to the southwest, and the illegal parking next to Cunningham Way, where the ground is not appropriately compacted for traffic. The amount of dirt buildup present during our site visit, shown in Table 10 below, was not enough to pose significant risks to vehicle safety

however larger concentrations can decrease the traction between vehicles and the road. It is recommended that the roads in this area are cleaned on a regular basis to minimise risk to road users and limit the collection of sediment in the stormwater system.

Table 10 - Sediment Accumulation in Roadways

 <p>End of Cunningham Way</p>	 <p>Cunningham Way Roundabout</p>
 <p>Cunningham Way before the roundabout</p>	 <p>Beginning of Cunningham Way</p>



Lewis Street



Lewis Street – Thurston Drive Roundabout

3.3.2 Stormwater

The stormwater system throughout the development is in fair to average condition, with some minor issues with the pits and outlets, and structural damage to multiple stormwater inlets.

The stormwater outlet for this development, located to the southwest, has heavy sediment buildup at the outlet, causing further sedimentation up the pipe. The outlet also has significant vegetation growth, primarily grasses and reeds, along with a small tree. Additionally, the vegetation that should be lining the sides of the drain appears to have died, leaving unprotected batter that are eroding with deep rutting. Sedimentation and vegetation immediately at the outlet should be removed and placed directly on the exposed batters, and the outlet pipe allowed to naturally clear. Figure 13 shows the buildup at the stormwater outlet.



Figure 13 - Stormwater Outlet Buildup

The stormwater pits throughout the development are in good condition, with limited sediment buildup throughout the pits.

There are a series of stormwater pits leading along the future centreline of Cunningham Way. These pits were in good condition however, there were missing pits (the As-Constructed drawings detailed 4 manholes however only 2 were located), dislodgement of the temporary lids, a missing manhole lid, and some additional pipes that were not included in design plans (presumed to be stub lines for future design connections). Refer to Figure 14 below.



Figure 14 - Stormwater Pits Beyond Cunningham Way

The lintels on the stormwater pits throughout the development were in poor condition, with many of the lintels along Cunningham Way being damaged. Much of this damage is caused by excessive trafficking of these inlets, however some of the damage seems to be occurring in areas that do not seem to be trafficked, suggesting possible construction issues with these lintels. It is recommended that the lintels are repaired/replaced as several have exposed steel reinforcement which poses a risk to road users and pedestrians. A markup of the location of the damaged lintels with photos has been attached in Appendix B.

The location of the pumpstation towards the end of Cunningham Way aligns with the as-constructed drawings, but the driveway to the pumpstation is located a few metres North of its depicted location. This change in location overlaps with the stormwater inlet that is supposed to be there. This stormwater inlet still exists but utilises a grate in along the invert crossing rather than the typical lintel used throughout the rest of the development. This change is not significant, and no action is recommended except for updating the details of the asset.

3.3.3 Water

Investigation of the water reticulation was limited to visual inspection of surface infrastructure only.

The water valves and fire hydrants within the estate appear to be in generally good repair, however several have damaged/missing rectangular surrounds, some missing lids, and some are covered/filled with sediment making them difficult to locate and access. Figure 15 below demonstrates these issues. The valves suffering

from these issues are located primarily along Cunningham Way, with valves and hydrants throughout the rest of the development being in good condition. It is recommended that these lids are replaced, and all valves and hydrants cleared of sediment cover to ensure they are accessible and operational.



Figure 15 - Grosvenor Water Valves

3.3.4 Summary

Grosvenor Estate is generally in poor condition with much of the surface infrastructure being in poor condition, particularly the kerb and stormwater inlets and high levels of erosion and sedimentation. However the underground stormwater infrastructure and road pavement appear of high quality and exhibit typical wear and tear with no signs of underlying quality or construction issues. The following actions are recommended:

- By 30 June 2025 block off access to area being used as a parking lot by heavy vehicles.
- By 30 June 2025 replace the missing lid on the stormwater manhole located beyond Cunningham Way.
- By 30 June 2025 enter the stormwater outlet into the IRC maintenance management system for annual cleanouts (desilting).
- By 30 June 2025 update electronic records to show that the existence of the unlocated pits in the future extension of Cunningham Way is not verified.
- By 30 December 2025 repair kerb around road islands at the intersection between Cunningham Way and Meninga Court with Type 5 – Semi-mountable kerb as specified in the Capricorn Municipal Development Guidelines standard drawing CMDG-R-060. For additional stability these should be pinned to the existing concrete pavement. At this time the traffic island in Cunningham Way should be shortened at Meninga Crescent to prevent continued Heavy Vehicle impact.
- By 30 December 2025 replace missing lids on water valves and ensure all valves are operational.
- By 30 December 2025 clear vegetation and sediment buildup from the stormwater outlet.
- By 30 December 2025 clear accumulated sediment from the roadways and schedule annual cleanup into the maintenance management system.
- By 30 December 2025 repair/replace all damaged stormwater lintels.

Appendix A

Isaac Views Stage 6 Asphalt Cracking

Appendix B

Grosvenor Estate Stormwater Lintel Damage

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Shane Brandenburg

AUTHOR POSITION

Manager Economy and Prosperity

10.8

NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE MINUTES – 4 NOVEMBER 2024

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) meeting held on Wednesday, 4 November 2024.

OFFICER'S RECOMMENDATION

That Council:

1. *Receives and notes the minutes of the Nebo Showgrounds Master Plan Advisory Committee held on 4 November 2024; and*
2. *Adopts the recommendations of the Nebo Showgrounds Master Plan Advisory Committee held on 4 November 2024, in particular that Council:*
 - i. *Receive and note revised Nebo Showgrounds Master Plan Advisory Committee Terms of Reference as at 4 November.*
 - ii. *Endorse the updated Nebo Showgrounds Master Plan Advisory Committee Terms of Reference as at 4 November 2024.*
 - iii. *Resolve to invite the additional community representatives from the Nebo Master plan working group in the Nebo Showgrounds Master Plan Advisory Committee.*
 - iv. *Resolve to retain bi-monthly (every two months) scheduling of committee meetings, with the intention to shift to a quarterly (every three months) schedule in the next financial year.*
 - v. *Receive and note updated Nebo Showgrounds Master Plan Advisory Committee Action List as at 04 November 2024.*
 - vi. *Receive and note the Nebo Showgrounds Master Plan Stage 1 works update and ensure that communications are prepared for the public regarding the upcoming onsite works, following the development of the construction schedule.*
 - vii. *Receives and notes the Nebo Showgrounds Tenure options report in consideration towards development of tenure at the Nebo Showgrounds precinct for non-for-profit community groups.*
 - viii. *Notes the Advisory Committee community group representatives are to conduct further engagement with their individual organisations to consider needs and preferences regarding tenure options at the Nebo Showgrounds precinct, and further workshopping with the Advisory Committee is to occur.*
 - ix. *Authorise Chief Executive officer (CEO), or delegate, to enter into tenure negotiations at the Nebo Showgrounds precinct for non-for-profit community groups*

BACKGROUND

This report presents Council with the updated Terms of Reference for the Nebo Showgrounds Master Plan Advisory Committee, as per section 264(1)(b) of the Local Government Regulation 2012. It also provides an update on the status of activities related to the Nebo Showgrounds Master Plan (NSMP) project, including actions undertaken by Council officers, the Advisory Committee, and associated working groups. Additionally, the report offers an initial overview of tenure options for the Nebo Showgrounds, which the Committee can consider in developing future tenure arrangements for the site.

As of November 2024, project activities have reached several milestones: the overall project has received Council endorsement, Stage 1 works have been funded and are scheduled for delivery, while Stage 2 works are awaiting funding.

Nebo Showgrounds Master Plan Advisory Committee Terms of Reference

At its Ordinary Meeting on Wednesday 28 July 2021, Council endorsed the development of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) and the Terms of Reference (ToR) for the Committee (Resolution No: 7382).

The purpose of the Committee is to inform Council on all matters relating to the Nebo Showgrounds Master Plan Project which was endorsed through the COVID-19 Strategic Recovery Plan as an economic recovery priority project. It provides guidance to the governance and administrative requirements of the Advisory Committee in alignment with the Advisory Committee Administrative Guidelines, adopted by Council on 28 June 2016, Resolution No. 4546.

The ToR was extended by resolution of the Committee and endorsed by Council in May 2022 (Resolution No.: 7857). Its expiry was set for 30 June 2024 post local government elections.

On 4 November 2024, in the first meeting of the Committee following government elections, the committee reviewed and endorsed the updated Nebo Showgrounds Master Plan Terms of Reference.

Key points to consider in the review of the ToR is the purpose, authority, membership, and frequency of meetings. It is proposed to consider the membership of the Advisory Committee be extended to include the three additional community members who joined the project working group. This was following an Expression of Interest to community for those with an appropriate relationship to the Showgrounds facility and its operations.

It is recommended to extend the meetings frequency bi-monthly (every two months) scheduling of committee meetings, with the intention to shift to a quarterly (every three months) schedule in the next financial year. The reasoning behind this recommendation is that the Stage 1 works scoping is completed, and the Committee will primarily be receiving progress updates until Stage 2 works are funded. Noting other focus activities include progressing tenure, review of fees and charges, exploring avenues to increase utilisation of the asset, and improving the operation of the Showgrounds alongside the development and delivery of Stage 1 and Stage 2 works.

NSMPAC Action List

As an overview, the action list activities are primarily completed (*Attachment 1 - Nebo Showgrounds Master Plan Advisory Committee Meeting Action List – 04 November 2024*), except for those activities related to advocacy for Stage 2 funding, flexible use agreements for the restricted field areas (Pony club, polocrosse field area), and the review of fees and charges. Additionally, other activities will be added to the action list as required.

Stage 1 Project delivery Status:

Following previous NSMPAC meetings, consultation with the Project working group and AECOM, the engineering consultancy firm engaged to support the scoping and development of Stage 1 funded works, Council's project delivery team can advise the following. The scope of works has been completed, and the tender documents have been drafted and are due for release to the market. An overview of the draft drawings is provided in *Attachment 5 - Nebo Showgrounds Stage 1 plans*. An overview of the broad scope of works is summarised as follows.

- Clearing and grubbing of all trees in the competitors camping area and proposed cross polocrosse field areas.
- Stripping, stockpiling, management and respreading of existing topsoil.
- Removal, abandonment and disconnection of existing underground utilities (potable water and electrical network) as nominated on the Project Drawings.
- Removal and disposal of existing fencing chain wire security.
- Supply and Installation of various types of new fencing.
- Supply and construction of all earthworks (including disposal of unsuitable and surplus material).
- Supply and construction of unsealed road network.
- Supply and installation of new concrete stormwater culverts.
- Supply, installation, testing, commissioning and certification of new potable water reticulation network.
- Supply, installation, testing, commission and certification of new sewerage reticulation line.
- Supply and installation of new underground electrical conduits.
- Supply, installation, testing, commission and certification of new low voltage electrical installation network.
- Supply of detailed as-constructed drawings and quality assurance records.

Several factors have impacted the timing for Stage 1 scoping and tender (i.e., survey and service location and timing, leftover concrete and other materials management, water and electrical works scoping as well as resourcing and management of consultancy firm) all of which affected delivery.

Initially, site bookings were deferred until the end of March to allow a construction window during the facility's primary off-season. However, the project team has since expanded its planning to consider construction both within this period and beyond March. This approach takes into account which event activities may still proceed on-site and includes engagement with organisers of any events that may be impacted, as well as an active review of the 2025 events calendar. It is important to note that specific construction activities will not be fully determined until contracts are awarded and a proposed construction schedule is finalised.

Once activities are confirmed, public communications regarding construction schedules and site timing will be provided, along with any necessary direct engagement with event organisers who may be affected.

It is important to note that the works will be on a schedule of rates basis. This approach ensures that delivery remains within budget, and any evaluation of any proposed works that may not be feasible due to budget constraints can be conducted post award of the tender package.

Tenure Options for Nebo Showgrounds

This report outlines two primary tenure options for the Nebo Showgrounds: Trustee Leases and Licenses/Permits to Occupy. A Trustee Lease provides a community organization with exclusive use of a designated area for a specific purpose and duration, typically ten years, which aligns with Council's standard lease terms. Because the Nebo Showgrounds is a reserve, only Trustee leases are permitted. This option is suitable when a community group intends to make infrastructure improvements, as it grants exclusive rights for development and use. Under a Trustee Lease, the lessee is responsible for paying annual rent to Council, covering additional fees and charges, and maintaining the facility. Lease agreements are registered with the Department of Resources, ensuring formal documentation of tenure.

Alternatively, a Permit or License to Occupy offers non-exclusive use of a defined area for specific activities. This option is typically granted over open spaces or sports fields, allowing multiple organizations to access the area while enabling the Council to undertake operational responsibilities like maintenance. Licenses, which are generally preferred over permits, have flexible terms ranging from one to three years and are extendable up to six years. They offer the added benefit of being tailored to meet specific group needs and provide user rights that can support applications for external funding. Groups under a License to Occupy are required to pay a rent/license fee, cover additional charges, and maintain the facility.

Analysis of options:

Given the Showgrounds' use by multiple groups and the master plan's goal of encouraging broad usage, exclusive leases for individual groups may restrict access for other organisations. In contrast, Licenses allow multiple groups to share access to the area, with the agreements tailored to specific needs around maintenance and operational activities. Licenses also support groups' ability to apply for grant funding by demonstrating user rights.

For the implementation of improvements, whether temporary or permanent infrastructure, approval from Council is required for all tenure options. If a license is cancelled or surrendered, any site improvements remain the property of the state, unless otherwise agreed, though tenure holders may be permitted to remove their improvements.

To support infrastructure development, a combination of both leases and licenses may be beneficial. For instance, facilities designated for exclusive use could be leased, while assets intended for common use could be licensed, promoting equitable access. A practical example of this approach is found in the Nebo Showgrounds outdoor arena, where the Nebo Bushman's Carnival Incorporated (NBCI) holds a lease on the bar area, granting exclusive use. Similarly, other community groups in the region, such as the Clermont Rodeo & Show Society, have secured funding for shared infrastructure, with Council assuming responsibility for maintenance to ensure broader community benefit.

In light of these options, the report recommends further investigation into site-specific tenure options for the Nebo Showgrounds. This would focus on implementing Licenses to Occupy while selectively considering leases where appropriate. Any tenure arrangement should prioritise fair and equitable access, recognising the facility's role as a community recreational asset. Ultimately, the goal is to activate and manage the Showgrounds precinct inclusively for all community members and organisations that wish to conduct activities there.

IMPLICATIONS

Governance and resourcing

The ToR for the NSMPAC provides guidance to the governance and administrative requirements of the Advisory Committee in alignment with the Advisory Committee Administrative Guidelines. It also gives guidance to the Advisory Committee membership, frequency of meetings and term and the NSMPAC will be required to be engaged in meetings in an advisory capacity to Council's project delivery team who will lead the delivery aspects.

Financial

The review of the Terms of Reference itself has no direct financial impact, although the project's funding does. The delivery of the project will have financial implications, with external funding avenues targeted to support the project. This approach is anticipated to provide a positive financial benefit for the renewal and upgrades to the Nebo Showgrounds facility. However, the ongoing operational maintenance and whole-of-life costs will remain the responsibility of the Council.

Supporting the options outlined in the Nebo Showgrounds Master Plan analysis may commit Council to deliver master plan projects, potentially increasing operational and capital budgets. Nonetheless, these costs could be partially offset through advocacy efforts aimed at securing external funding opportunities, as demonstrated in the Stage 1 project delivery.

Lastly, providing tenure to community user groups that facilitates activation of the facility for all stakeholders allows individual or combined groups to contribute to the site's improvement. This supports group activities and advancements that benefit Nebo and the surrounding communities. While tenure arrangements do not obligate either party to significant investment, they involve fees and charges and may require either Council or the tenure-holding organisation to conduct operational activities at their own cost.

Service Levels

Service levels will experience both positive and negative impacts, with latent issues being addressed through improvements, but also increased on-site activity due to asset maintenance and heightened utilisation. Service level demands may rise as Council proceeds with Stage 1 works, with Council and its Economy & Prosperity team responsible for managing ongoing activities, minimising impacts, and exploring management options.

Providing tenure to community groups may reduce the service levels required by Council while advancing the activities of these groups. This arrangement allows Council to balance maintenance obligations with the groups' initiatives, supporting the effective and sustainable use of the facility.

Benefits

The Nebo Showgrounds is one of the Isaac Regions most utilised and visited facilities and the master plan will maximise potential growth opportunities and rectify several current or latent asset risks within the broader precinct. The facility master plan would provide increased social and economic benefit not only to Nebo, but the broader Isaac region. This strategic master plan will provide a strong platform for astute asset management planning including renewal and upgrades.

CONSULTATION

Internal

Director Planning, Environment and Community Services
Economy and Prosperity Department
Capital and Project Program Manager
Manager Strategic Advocacy and Communications

External

Nebo Showgrounds Master Plan Working Group
Nebo Showgrounds Master Plan Advisory Committee
AECOM

BASIS FOR RECOMMENDATION

The intent of the Master plan is to revitalise critical social infrastructure that supports the agricultural industry and community events, which are an integral part of the social fabric of the Isaac region. Therefore:

1. The Advisory Committee provides an opportunity for partnership and community consultation on the Project, which will benefit the long-term operation of the facility and positive reputational return for Council.
2. Assessment of the options for tenure needs to be well considered for the betterment of the asset and in close collaboration with the community and relevant stakeholder user groups.
3. The reporting and scoping of the items from the Action Item List and delivery of the master plan projects ensure the Advisory Committee maintains oversight and has ability to provide input, as well as communicate to its groups and the broader community.

ACTION ACCOUNTABILITY

Through the Chief Executive Officer and Planning, Environment and Community Services directorate, the Economy and Prosperity department to lead the administration of the NSMPAC and Master Plan projects delivery and reporting to Council.

Economy and Prosperity team and Council's project delivery team to continue to deliver on Stage 1 works and provide reporting updates to the Committee and Council ongoing.

KEY MESSAGES

The NSMPAC ToR sets out the governance processes for operation of the Committee and the membership representation is defined within that document.

Sustainable asset management and external funding opportunities should be balanced with the economic and social return to the region and its communities.

Report prepared by:

SHANE BRANDENBURG
Manager Economy and Prosperity

Date: 28 November 2024

Report authorised by:

DAN WAGNER
**Director Planning Environment and Community
Services**

Date: 28 November 2024

ATTACHMENTS

- Attachment 1 – Nebo Showgrounds Master Plan Advisory Committee Unconfirmed Minutes – 4 November 2024
- Attachment 2 – Updated Terms of Reference Nebo Showgrounds Master Plan Advisory Committee- November 2024 (Draft)
- Attachment 3 – Nebo Showgrounds Master Plan Advisory Committee Meeting Action List – November 2024
- Attachment 4 – Nebo Showgrounds Master Plan Stage 1 Plans
- Attachment 5 – State Reserve Tenure Options

REFERENCE DOCUMENT

- Nebo Showgrounds Master Plan

UNCONFIRMED MINUTES

NEBO SHOWGROUNDS MASTERPLAN ADVISORY COMMITTEE MEETING OF

ISAAC REGIONAL COUNCIL

HELD ON

MONDAY, 4 NOVEMBER 2024

COMMENCING AT 10:00AM

AT THE NEBO COUNCIL BOARDROOM, NEBO

CALE DENDLE

Chief Executive Officer

Committee Members:

Mayor Kelly Veale

Cr Viv Coleman

Daniel Wagner

Shane Brandenburg

Andrew Eaton

Glen Shelley

James Whitehead

Terry Kerr

Joy Cooper

Cherry Paine

**ISAAC
REGION**

HELPING TO ENERGISE THE WORLD

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
NEBO SHOWGROUNDS MASTER PLAN COMMITTEE MEETING
HELD AT THE NEBO COUNCIL BOARDROOM IN NEBO
ON MONDAY 4 NOV 2024

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ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
NEBO SHOWGROUNDS MASTER PLAN COMMITTEE MEETING
HELD AT THE NEBO COUNCIL BOARDROOM IN NEBO
ON MONDAY 4 NOV 2024 COMMENCING AT 10:00 AM

1. OPENING

The Chair declared the meeting open at 10:16 am and welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. ATTENDANCE

ATTENDEES

Mayor Kelly Ve a Ve a (Chair)	Isaac Regional Council
Cr Viv Coleman	Isaac Regional Council
Daniel Wager	Isaac Regional Council (Via videoconference)
Shane Brandenburg	Isaac Regional Council
Andrew Eaton	Isaac Regional Council (Via videoconference)
James Whitehead	Nebo Bushman's Carnival
Glen Shelley	Nebo Bushman's Carnival
Joy Cooper	Nebo Pony Club
Cherry Paine	Nebo Community Fitness Inc. (Apologies received)
Terry Kerr	Nebo Polocross Club (Apologies received)

OBSERVERS

Mark Davey	Isaac Regional Council
Hayley McIntyre	Isaac Regional Council
Samara Wimbus	Isaac Regional Council
Joel Redden	Isaac Regional Council (Via videoconference)

UNCONFIRMED MINUTES

MINUTE TAKER

Dayana Jimenez

Isaac Regional Council

3. APOLOGIES

The Nebo Showgrounds Masterplan Advisory Committee received apologies from:
Cherry Paine and Terry Kerr

Resolution No.: NSMP0048

Moved: Glen Shelly

Seconded: Jame Whitehead

That the Nebo Showgrounds Masterplan Advisory Committee accepts the apologies received from Cherry Paine and Terry Kerr.

Carried

4. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared this meeting.

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

5. CONFIRMATION OF MINUTES

That the Committee notes the Minutes of the Nebo Showgrounds Masterplan Advisory Committee Meeting held on Friday, 09 December 2022 have been resolved by Council at its Ordinary Meeting 25 January 2023

Resolution No.: NSMP0049

Moved: Glen Shelly

Seconded: Jame Whitehead

That the Committee recommends that Council:

1. Note the Minutes of the Nebo Showgrounds Masterplan Advisory Committee Meeting held on Friday 30 October 2023, have been resolved by Council at its Ordinary Meeting on 12 December 2023, resolution number 8591.

Carried

6. REPORTS

6.1 NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE TERMS OF REFERENCE REVIEW

EXECUTIVE SUMMARY

The purpose of this report is for the Committee to review and endorse an updated Terms of Reference for the Nebo Showgrounds Master Plan Advisory Committee under section 264(1)(b) of the *Local Government Regulation 2012*.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receive and note revised Nebo Showgrounds Master Plan Advisory Committee Terms of Reference as at 4 November (Attachment 1 - Nebo Showgrounds Master Plan Terms of Reference November 2024).*
2. *Endorse the updated Nebo Showgrounds Master Plan Advisory Committee Terms of Reference as at 4 November 2024.*

Resolution No.: NSMP0050

Moved: Cr Viv Coleman

Seconded: Glen Shelley

That the Committee recommends that Council:

1. *Receive and note revised Nebo Showgrounds Master Plan Advisory Committee Terms of Reference as at 4 November (Attachment 1 - Nebo Showgrounds Master Plan Terms of Reference November 2024).*
2. *Endorse the updated Nebo Showgrounds Master Plan Advisory Committee Terms of Reference as at 4 November 2024.*

3. *Resolve to invite the additional community representatives from the Nebo Master plan working group in the Nebo Showgrounds Master Plan Advisory Committee.*
4. *Resolve to retain bi-monthly (every two months) scheduling of committee meetings, with the intention to shift to a quarterly (every three months) schedule in the next financial year.*

Carried

Actions:

1. Council officers to amend Attachment 1 – Terms of Reference – Nebo Showgrounds Master Plan Advisory Committee on page 17, replacing "Cherry Paine" with "Joy Cooper" under the Nebo Pony Club representative.

6.2 NEBO SHOWGROUNDS MASTER PLAN PROJECT DELIVERY STATUS UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to provide an update of the status of delivery activities for the Nebo Showgrounds Master Plan project.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receive and note updated Nebo Showgrounds Master Plan Advisory Committee Action List as at 04 November 2024. (Attachment 1- Nebo Showgrounds Master Plan Advisory Committee Action List as at 04 November 2024)*
2. *Receive and note the Nebo Showgrounds Master Plan Stage 1 works update (Attachment 2 – Nebo Showgrounds Master Plan Stage 1 Plans), and ensure that communications are prepared for the public regarding the upcoming onsite works, following the development of the construction schedule.*

Resolution No.: NSMP0051

Moved: James Whitehead

Seconded: Joy Cooper

That the Committee recommends that Council:

1. ***Receive and note updated Nebo Showgrounds Master Plan Advisory Committee Action List as at 04 November 2024. (Attachment 1- Nebo Showgrounds Master Plan Advisory Committee Action List as at 04 November 2024)***
2. ***Receive and note the Nebo Showgrounds Master Plan Stage 1 works update (Attachment 2 – Nebo Showgrounds Master Plan Stage 1 Plans), and ensure that communications are prepared for the public regarding the upcoming onsite works, following the development of the construction schedule.***

Carried

ATTENDANCE

Cr Viv Coleman left the boardroom at 10:52AM and re-entered the boardroom at 10:59AM

6.3

NEBO SHOWGROUNDS TENURE OPTIONS

EXECUTIVE SUMMARY

The purpose of this report is to provide an initial overview of options for tenure that could be considered for Nebo Showgrounds Master Plan for the Committee's consideration towards developing future tenure for the site.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receives and notes the Nebo Showgrounds Tenure options report in consideration towards development of tenure at the Nebo Showgrounds precinct for non-for-profit community groups.***
2. ***Authorise Chief Executive officer (CEO), or delegate, to enter into tenure negotiations at the Nebo Showgrounds precinct for non-for-profit community groups.***

Resolution No.: NSMP0052

Moved: James Whitehead

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

- 1. Receives and notes the Nebo Showgrounds Tenure options report in consideration towards development of tenure at the Nebo Showgrounds precinct for non-for-profit community groups.**
- 2. Notes the Advisory Committee community group representatives are to conduct further engagement with their individual organisations to consider needs and preferences regarding tenure options at the Nebo Showgrounds precinct, and further workshopping with the Advisory Committee is to occur.**
- 3. Authorise Chief Executive officer (CEO), or delegate, to enter into tenure negotiations at the Nebo Showgrounds precinct for non-for-profit community groups.**

Carried

ATTENDANCE

Joy Cooper left the meeting at 11:35 am over the discussion of the first point of the resolution.

7. GENERAL BUSINESS

7.1 NEBO SHOWGROUNDS PRECINCT ENTRY SIGNAGE AND OTHER BUSINESS.

- 1. ACTION: Council officers prioritise the Nebo Master Project as one of the top two advocacy priorities until the next federal election.**

8. NEXT MEETING

The next Nebo Showgrounds Masterplan Advisory Committee meeting is to be scheduled

9. CLOSE

There being no further business, the Chair declared the meeting closed at 12:16 pm

UNCONFIRMED MINUTES

.....
CHAIR

..... / /
DATE

TERMS OF REFERENCE – NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE (NSMPAC)

PURPOSE

The purpose of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) is to provide advice to Council regarding the community engagement, identification of project components and overall scoping and delivery of the Nebo Showgrounds Master Plan.

The Nebo Showgrounds Master Plan Project (the Master Plan) was endorsed in Council's COVID-19 Strategic Recovery Plan and aligns with Council's Economic Development Framework and Tourism Strategy. The Master Plan is intended to provide a strategic vision for the site that delivers a strong asset management platform to guide the site's future development and renewal; and to support economic and social outcomes for Nebo and surrounding communities.

NSMPAC is to advise Council on the engagement, planning development and delivery of the Master Plan. The aim is to:

- Ensure that all parties with a legitimate stake in the Master Plan Project are adequately consulted and their views taken into account;
- Make recommendations to Council about the identification and scope of project components that make up the broader Master Plan to realise the best overall value from the site and any funding opportunities; and

Act as a reference group during the development and delivery of the Master Plan Project as a whole. Matters that will not form part of the NSMPAC's priorities include, but are not limited to, staffing, the existing operations of the Nebo Showgrounds and asset management (other than lifecycle cost implications of project components within the Master Plan Project).

In accordance with the *Local Government Regulation 2012*, the NSMPAC does not hold decision-making powers, however Committee Members will act as a customer liaison point between Council and community groups, clubs and members who have a stake in the Master Plan Project.

KEY ISSUES/PRIORITIES

The key issues/priorities/actions for the NSMPAC include:

- Ensuring that the proposed project components represent best value to the community from the available funding for the Master Plan.
- Ensuring that the opportunities for multipurpose facilities or facilities with common purpose for both the user groups and community are maximised.
- Identifying, considering and promoting opportunities for existing facilities at the Showgrounds to be rearranged, renovated, consolidated, or repurposed to provide for long term growth of the Showgrounds as a key economic driver for Nebo and surrounds.
- Sustainability and future development of rodeo, campdraft, equine and other relevant and/or potential events and uses within the precinct to maximise community value and economic development and tourism opportunities.

OBJECTIVES

The objectives of NSMPAC are to assist and advise on:

- Engagement of and consultation with legitimate stakeholders in the Master Plan Project.
- Collaborative identification, scope and business case development and prioritisation of project components which will ultimately comprise the Master Plan.

- Identification and documentation of the value that individual project components will create for the community to support Council submissions in relation to funding of projects within the Master Plan.
- A listing of prioritised and staged project components for delivery (subject to securing funding) that take into consideration the various cyclical commitments for the showgrounds and its continued operation.
- Act as a reference group during the delivery of the component projects and the Master Plan as a whole.
- The minimisation of risk and lifecycle costs of the Master Plan delivery components.

AUTHORITY

The NSMPAC is an advisory body only and has no line of authority however the Committee has full right of access to all levels of management through the Chief Executive Officer.

The NSMPAC does not have a decision-making role but will be a primary advisor for Council decision making.

The NSMPAC reports directly to Council, via the Planning Environment and Community Services Standing Committee.

The NSMPAC has the authority to conduct or authorise investigations into matters within its scope of responsibility and in accordance with the Act.

MEMBERSHIP

Council at its meeting held _____ (Resolution No. _____) resolved that the membership of the NSMPAC be appointed as follows:

Chair	Mayor Kelly Vea Vea
Member	<p>Councillor Viv Coleman</p> <p>Director Planning, Environment and Community Services</p> <p>Manager Economy and Prosperity</p> <p>Business Manager Saleyards and Showgrounds.</p> <p>Two Representatives from:</p> <ul style="list-style-type: none"> • Nebo Bushmans Carnival Inc. • (James Whitehead) • (Glen Shelley) <p>One Representative from each of:</p> <ul style="list-style-type: none"> • Nebo Pony Club • (Joy Cooper) • Nebo Polocrosse • (Terry Kerr) • Nebo Community Fitness • (Cherry Paine) <p>Additional Community representatives from the Project's working group;</p>

	<ul style="list-style-type: none"> • Bryan Symonds • Jessie Cox • Rosanne Byers
Attendees/Contributors	TBA as required

Should a Community group committee member be unavailable to attend meetings a proxy representative is requested to be made available to attend on their behalf.

Councillors who are not on the NSMPAC will be invited to participate and/or be engaged as necessary.

Meetings would be attended by relevant Council officers, as appropriate.

Councillors will be appointed to the Committee for the term of the Council, unless otherwise removed by a resolution of Council, or acceptance of a resignation

In the event of a Councillor resigning his/her position on the Committee, the Council will nominate a Councillor to fill the vacant position.

APPOINTMENT OF CHAIRPERSON

The Chairperson of the Committee shall be appointed by Council.

In the absence of the appointed Chairperson at a meeting, the meeting will appoint an Acting Chairperson from the members present for the duration of that particular meeting.

CONFLICT OF INTEREST

In accordance with the Councillor's role, the exclusion from a meeting of a Councillor with material personal interest and recording a conflict of interest in accordance with the provisions of the Act, Committee Members must declare their interest, whether material or personal.

TERM OF OFFICE

The NSMPAC will have a fixed term until 30 June 2026. Six months prior to that date the NSMPAC will report to Council on the need and purposes to extend the term beyond that date or otherwise. Council reserves the right to suspend the appointment of the advisory committee if required in the absence of funding or resources for delivery of the Master Plan projects.

MEETINGS

The Advisory Committee will meet formally bi-monthly (every two months), or as determined by the Chairperson, ensuring recess does not exceed a four-month period. The aim is to adopt a quarterly (every three months) meeting schedule starting in the 2025/26 financial year.

Meetings shall be conducted in accordance with the provisions of the *Local Government Act 2009*, *Local Government Regulation 2012* and Isaac Regional Council's Meeting Standing Orders Policy.

QUORUM

A quorum shall comprise at least a majority of NSMPAC members. Where an elected member cannot be present, the alternate member can replace them on that occasion.

Where a quorum cannot be satisfied, the Chair is to determine if the meeting will proceed or be postponed.

Where the appointed Chair cannot attend, they are to delegate the role to another elected member on the Committee.

ADVISORY COMMITTEE ADMINISTRATIVE GUIDELINE

The role of the Chair and Members of the NSMPAC, is to ensure preparation of agenda and matters relating to the administrative operations of the NSMPAC are in line with the *Advisory Committee Administrative Guidelines*, adopted by Council on 28 June 2016, Resolution No. 4546.

ADMINISTRATION/SECRETARIAT

Economy and Prosperity Department or otherwise determined by Director Planning, Environment and Community Services.

**NEBO SHOWGROUNDS MASTERPLAN ADVISORY COMMITTEE
ACTION LIST as at November 2024**

1	14-Oct-21	5.2	To offer an invitation to Nebo Polo Crosse to nominate a member for the Master Plan working group	Manager Economy and Prosperity	Nomination received - Tony Kerr to Represent Nebo Polocrosse Club. Report generated for Thursday 02 December 2021 Advisory Committee	Complete
2	14-Oct-21	5.3	Committee requests report on Workshop outcomes including a timelines is presented at the next Committee meeting	Manager Economy and Prosperity	Action List created. Site Analysis Options document updated. Report generated for Thursday 02 December 2021 Advisory Committee - Reported to March 2022 meeting	Complete
3	14-Oct-21	6	Council officers investigate and provide further information to the committee on the following: •Bush Racetrack inclusion	Manager Economy and Prosperity	Not considered for formal inclusion in the draft Master plan, with further investigation to be considered in future stages - Possibly Stage 4-5, noting the previous racetrack one of the considered options for the Pony club and Polocrosse relocation and can continue to be considered through that project.	Complete
			•Relocation of Oval		Investigation determined this not viable , with no alternative relocable sites available in the township	Complete
			•Use of the oval for interim camping re: irrigation system		Internal consultation conducted with Parks and Recreation and options for temporary use for camping is possible for major events through consultation with event organisers, that Department and E&P.	Complete
			•Access through Nebo Depot		Investigation completed, and determined this is not required with alternative proposal to west of depot determined more effective	Complete
			•Review Australian Equine and livestock Event Centre – Tamworth		AELEC Website and accompanying documentation review conducted	Complete
			•Options on offsite car parking		Desktop review of supplementary sites performed and complete as per priority projects report to 21 March meeting	Complete
			•Options for growth of the Nebo Showgrounds site (both contiguous and distant)		Considerations for purchasing land from State - meeting with SLAM conducted and discussion with neighbouring land holder occurred - no likelihood for this to occur in the foreseeable future. Proposed as stage 3 review if site capacity has limitations at that point, following Stage 1 and 2 improvements	Complete
			•Options for facilities in and around the existing site to be relocated to augment this site.		Internal consultation conducted with Capital Works - PECS and project complete and as per priority projects report to 21 March meeting	Complete
			•Preliminary views about the sequencing of major facilities to avoid options being prematurely locked in		Internal consultation conducted with Capital Works - PECS and Committee working group and included in draft Master plan projects and staging	Complete
4	14-Oct-21	6	Consideration of the draft master plan principles and vision to reflect inclusion of the broader Isaac Region and doorstep of Greater Whitsundays as well as further reflection to the settlement patterns of the Nebo's Indigenous heritage and other community settlement with particular regard to the agricultural and stockman's history. •Ensure that we take a genuine long-term view about likely patrons and potential new activities •Ensure that spectator amenity and growth of events is a key consideration in the development of the Master Plan	Manager Economy and Prosperity	Examples provided in Site options analysis document (CONCEPT) and included in Draft Master plan presented	Complete
5	14-Oct-21	6	Consideration of expansion of the Crossroad stock route history of Nebo within the narrative on the master plan site installations and documentation.	Manager Economy and Prosperity	Examples provided in Site options analysis document (CONCEPT) and included in Draft Master plan presented	Complete
6	02-Dec-21	6.2	Activate the Working Group January 2022 to workshop the site options analysis document and make recommendation to the Advisory Committee.	Manager Economy and Prosperity	NSMP Working group activated 20/01/22 for online discussion (in accordance with IRC COVID19 guidelines) and again for a site visit 07/02/22 and further meeting on 21/04/22	Complete
7	02-Dec-21	6.2	Provide a Council Briefing outlining site expansion options as part of the Draft Nebo Showgrounds Masterplan.	Chief Executive Officer	CEO supported Manager Economy and Prosperity to investigate site expansion options - Internal IRC Officers engaged to discuss nearby IRC owned/trustee assets (22/12/21); External land owner discussion conducted (27/01/22) and attempts made to communicate with other land holders. Further discussions made with Working Group to engage. Interim site access permission conversations conducted and NBCI details forwarded to land owner for potential Nebo Rodeo arrangement (08/04/22).	Complete
8	02-Dec-21	6.2	Committee requests a report on heavy vehicle access into current site	Manager Economy and Prosperity	Internal IRC Staff (Manager Galilee and Bowen Basin Operations, Design and Planning Engineer, Technical Engineer, Coordinator Infrastructure East and Planner) were engaged to guide preliminary advice of Heavy Vehicle Access, Egress and Internal Route options and ongoing investigations were continued. The endorsed Master plan and the heavy vehicle road works proposed do not impact external of site requirements and therein this action is closed as not necessitated.	Complete

9	21-Mar-22	6.1	Reports are to be presented to the Committee for consultation should amendments to the Masterplan be required and/or any new information arise.	Manager Economy and Prosperity	Draft Master Plan presented to the 03/05/22 Advisory Committee Meeting	Complete
9	21-Mar-22	6.1.1	<i>Report 6.1 Attachment 1 - Primary Identified Projects</i> <u>Task # 1 Essential Primary Infrastructure Upgrades</u> - review approximate cost	Manager Economy and Prosperity	Approximate costs updated via in consultation with the working group and Council's Project delivery team, included and presented in the Draft master plan at 03/05/2022 Advisory Committee Meeting	Complete
10	21-Mar-22	6.1.2	<i>Report 6.1 Attachment 1 - Primary Identified Projects</i> <u>Task # 2 Heavy Vehicle Access and Internal Traffic Network</u> -Economy and Prosperity to consult with Nebo Bushman's, landowner and relevant stakeholders for preliminary discussion prior to Stage 2	Manager Economy and Prosperity	Initial conversations conducted and ongoing development options to achieving safe passage identified without access to neighbouring land holdings and continued engagement to occur into design finalisation, once funding achieved. The internal road network design incorporated for Stage 1 delivery does not require access to neighbouring land holders area.	Complete
11	21-Mar-22	6.1.5	<i>Report 6.1 Attachment 1 - Primary Identified Projects</i> <u>Task # 5 Upgrade Outdoor Arena</u> -Digital Connectivity to be included in Stage 2 or 3	Manager Economy and Prosperity	Included in revised report and presented at 03/05/2022 Advisory Committee Meeting	Complete
12	21-Mar-22	6.1.6	Report 6.1 Attachment 1 - Primary Identified Projects <u>Task # 6 Provide Infrastructure/Upgrades to Undercover Arena</u> -Consider inclusion of History of Stockmans Storyboard	Manager Economy and Prosperity	Included in revised report to be presented at 03/05/2022 Advisory Committee Meeting	Complete
13	21-Mar-22	6.1.7	<i>Report 6.1 Attachment 1 - Primary Identified Projects</i> <u>Task # 7 Relocation of the Polocrosse and Pony Club</u> -Finalise investigation of site options to Lot 102SP144386 and ability to host larger events -Consideration for a Bush Racing Track as an inclusion	Manager Economy and Prosperity	Relocation discussion paper to be presented at 09/12/2022 Advisory meeting with recommendation on preferred site.	Complete
13	21-Mar-22	6.1AR	<i>Report 6.1 Attachment 1 - Primary Identified Projects</i> <u>Additional Recommendations</u> Working Group to reconvene in April 2022 to prepare report for Committee consideration on: -Preliminary use of land -Community tenure? -What is the most appropriate management plan?	Manager Economy and Prosperity	Working group reconvened 19/04/2022 and addressed the concerns. These topics will continue to be elaborated during the master plan development and through ongoing site user group meetings with EandP dept. Site user group meetings proposed for early in 2023 to review the 2023 major event calendar and create a management plan for preparation and management of Showgrounds events that impact other events and site activities.	Complete
14	21-Mar-22	7.1	<u>Roadtest Masterplan</u> Officer attendance at Nebo Rodeo to engage with key stakeholder, and Nebo Bushman's whilst the facility is in maximum use. Full walk around at event required to review logistics and create a list of additional/amended requirements to the plan.	Manager Economy and Prosperity	Officers and Committee members attended the event and constraints considered and included in the draft Master plan	Complete
15	21-Mar-22	7.2	<u>Draft Masterplan Presentation to Council</u> Officers to complete draft Masterplan and presented to Council	Manager Economy and Prosperity	Draft Master Plan to be presented at 03/05/22 Advisory Committee Meeting and presented to Council in July 7937	Complete
16	3-May-22	6.1	Updated Terms of Reference to be presented to Council for endorsement	Manager Economy and Prosperity	Updated Terms of Reference presented to Council for endorsement May 2022	Complete
17	3-May-22	6.3	<u>Draft Nebo Showgrounds Master Plan</u> Review Master Plan for minor editorial and graphic changes ensuring IRC's style guide is reflected Articulate the process of the relocation of the polocrosse/pony club facility to occur within the next two years Master Plan Communication and Engagement Plan to be drafted and presented to Committee	Manager Economy and Prosperity	Draft Master Plan endorsed for public consultation and feedback to be incorporated, engagement plan presented to Committee and Council	Complete
			<u>Locations for Polocrosse and Pony Club</u> Identify viable locations for Polocrosse and Pony Club. Site and options	Manager		

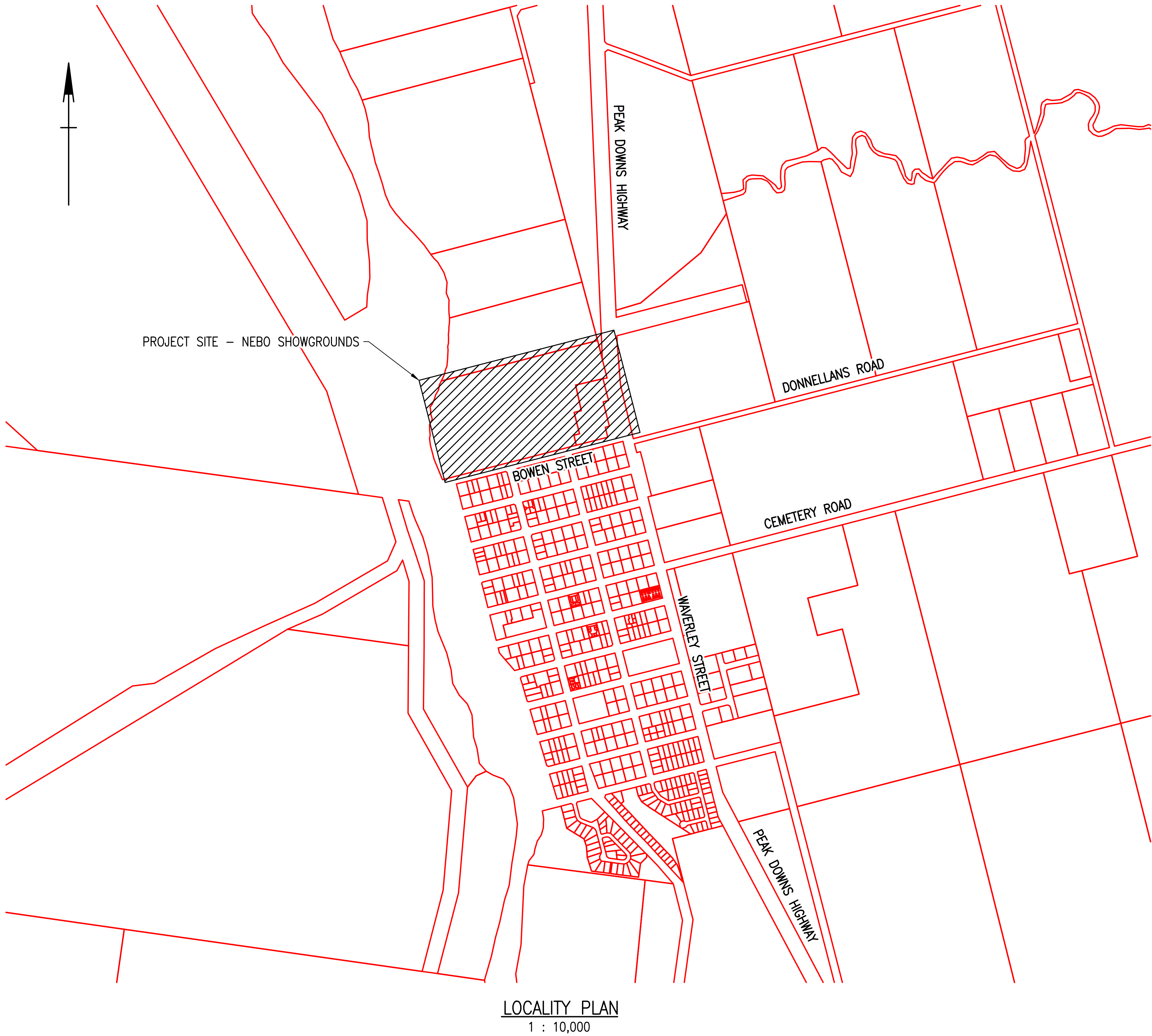
18	3-May-22	7.1	<u>Identify viable locations for relocation and Pony Club site and options analysis to be presented for discussion at the next Nebo Showgrounds Master Plan Advisory Committee Meeting</u>	Economy and Prosperity	Relocation discussion paper to be presented at 09/12/2022 Advisory meeting	Complete
19	3-May-22	7.2	<u>Master Plan Timeline</u> Prepare a timeline of works for the next six months scheduling key master plan milestones to be tabled at next Nebo Showgrounds Master Plan Advisory Committee Meeting	Manager Economy and Prosperity	Prepared and presented at 04/07/2022 meeting and continue to be actioned.	Complete
20	3-May-22	7.2	<u>Cultural heritage</u> Targeted engagement is undertaken to fulfill Master Plan principles in relation to indigenous culture heritage and the history of the site as part of the Nebo community	Manager Economy and Prosperity	Engagement with Widi and Barada Barna peoples to occur early in 2023	Complete
21	4-Jul-22	6.1	<u>Nebo Showgrounds Master Plan Action Register and Priority Project Update</u> Request the Chief Executive Officer to prepare a discussion paper on options for relocation of the Nebo Polocrosse and Pony Club for release as part of the public consultation on the Nebo Showgrounds Master Plan, noting Option 5, 80 Cemetery Road, Nebo as the preferred site subject to further investigation.	Manager Economy and Prosperity	Relocation discussion paper to be presented at 09/12/2022 Advisory meeting.	Complete
22	4-Jul-22	6.2	<u>Nebo Showgrounds Master Plan Draft Engagement Plan</u> Targeted engagement is undertaken to fulfill masterplan principles in relation indigenous cultural heritage and the history of the site as part of the Nebo community.	Manager Economy and Prosperity	Engagement with Widi and Barada Barna peoples to occurred early 2023. Cultural heritage projects included into priority projects of the Nebo Showgrounds Master Plan Engagement Plan updated to reflect cultural heritage engagement	Complete
23	9-Dec-22	6.1	<u>Nebo Pony Club and Nebo Polocrosse Club Relocation Site Options Analysis</u> Manager Economy and Prosperity to investigate dates to hold the Nebo Showgrounds Working Group Meeting in mid January 2023	Manager Economy and Prosperity	Working group convened onsite on 14/01/2023 Nebo Showgrounds Site Consolidation Information Paper drafted and to be presented at 13/04/2023 NSMP Advisory Committee Meeting.	Complete
24	9-Dec-22	6.2	<u>Nebo Showgrounds Master Plan Action Register and Priority's Update</u> review of; a. Nebo Pony Club and Nebo Polocrosse relocation project and alternative options b. Livestock heavy vehicle access path of travel c. Competitor and visitor camping infrastructure and delineation scoping d. Irrigation options for inclusion in the primary infrastructure upgrades e. Project management and contingency, noting recent supply chain and other inflationary increases.	Manager Economy and Prosperity	Working group convened onsite on 14/01/2023 From the review a. see information paper - NSMPAC 13/04/2023 Report 6.1 - attachment 2 b. see proposed site layout - NSMPAC 13/04/2023 Report 6.1 - attachment 3 c. see priority projects - NSMPAC 13/04/2023 Report 6.1 - attachment 3 & 4 d. see proposed site layout - NSMPAC 13/04/2023 Report 6.1 - attachment 4 e. see proposed site layout - NSMPAC 13/04/2023 Report 6.1 - attachment 3	Complete
25	9-Dec-22	6.2	<u>Nebo Showgrounds Master Plan Action Register and Priority's Update</u> Manager Economy and Prosperity to invite Engineering and Infrastructure representative to next Nebo Showgrounds Working Group meeting to establish definitive response on parallel street parking and access from Peak Downs Highway.	Manager Economy and Prosperity	Manager Infrastructure and Manager Galilee and Bowen Basin Operations consulted. Parallel street parking along Bowen Street - initial investigations indicate street parking would require drainage realignment and footpath removal. The site already host offstreet parking. To formalise and construct, it is anticipated costs would approximate \$275K. It was recommended to further develop other options (e.g. neighboring vacant land) and re-evaluate during stage 3. Access from Peak Downs Highway - further meetings to occur to address PDH and local road intersections conducted. Parking external of site options part of Stage 2 proposals and this project scope development will be continued post Stage 1 scope development.	Ongoing
26	9-Dec-22	6.3	<u>Engagement Schedule - Nebo Showgrounds Draft Master Plan</u> Manager Economy and Prosperity to engage with key stakeholders to determine dates for Nebo Showgrounds Master Plan Community Forum.	Manager Economy and Prosperity	Deconfliction between events, school holidays, NSMP Advisory Committee member attendance and Nebo community facility upgrades and timing of release of Draft Master plan impacted this item. Pop up events and survey distribution and individual offer to discuss the Draft Master plan conducted and those requesting engagement to discuss the Master plan will be completed. Timing of delivering a community forum within the second round of public consultation was not able to be achieved. Communication to be prepared that provide evidence to the community and stakeholders that feedback was recieved and considered and accounted for in the final Master Plan.	Complete, Forum not proceeding

27	9-Dec-22	6.3	<u>Engagement Schedule - Nebo Showgrounds Draft Master Plan</u> Requests the Chief Executive Officer, or delegate, prepare communications to update the community on the status of the Draft Nebo Showgrounds Master Plan to be released prior to 23 December 2022.	Manager Economy and Prosperity	Social Media Post with advocacy video released 23 December 2022. "After receiving confirmation from the federal government of \$2.8 million in funding for Stage 1 of the Nebo Showgrounds Masterplan, we are excited to move along to the next phase and present the draft masterplan for consultation in early 2023. Keep an eye on Council's Facebook page next year for the opportunity to have your say on the masterplan. In the meantime, here is a reminder of what we are working so hard for. "	Complete
28	9-Dec-22	Other Businesses	Working Group to consider Management Plan for 2023 major events	NSMP Working Group	working group convened onsite on 14/01/2023 Management Plan incorporated into MP Priority Projects Council's project team to review the events calendar and engage with major event organisers pre and post to ensure that any potential impacts is reduced. Further that bookings for potential conflicting events are considered and windows kept to enable if ground rejuvenation activities etc are required. 2023 program delivered, and consideration to 2024 events calendar and works from Stage 1 in process	Complete
29	5-May-23	6.2	addition of localised letters to residents	Manager Economy and Prosperity	Letter box drop conducted during the draft master plan consultation period (w/b 12/06/2023) to premises of the 4742 postcode comprising of 2,418 Residences and 33 Businesses	Complete
30	5-May-23	6.1	Requests the Chief Executive Officer, or delegate, develop a timeline to be circulated to the Committee on the proposed schedule of project activities for Stage 1 prior to the first community consultation event.	Manager Economy and Prosperity	Schedule released (19/05/2023) prior to Nebo Rodeo event To be presented to NSMPAC 14/07/2023, see Report 6.1 - Nebo Showgrounds Master Plan Action Register and Project Update	Complete
31	5-May-23	Other Businesses	Requests the Chief Executive Officer, or delegate, develop a schedule of Nebo Showgrounds Master Plan Advisory Committee Meetings for the remainder of Councillor term with consultation to continue with user groups throughout the project period.	Manager Economy and Prosperity	Scheduling deconfliction and meeting invites sent 18/05/2023 - Noting the next Queensland local government election is scheduled for March 2024 To be presented to NSMPAC 14/07/2023, see Report 6.1 - Nebo Showgrounds Master Plan Action Register and Project Update	Complete
32	5-May-23	6.2	Requests that staging options for the Nebo Showgrounds Masterplan Stage 2 Project be presented to the Committee and Council.	Manager Economy and Prosperity	To be presented to NSMPAC 14/07/2023, see Report 6.1 - Nebo Showgrounds Master Plan Action Register and Project Update	Complete
33	5-May-23	Other Businesses	Requests that the Nebo Showgrounds Masterplan Stage 2 Project is elevated for consideration to the Advocacy priorities for the 2024 State Budget.	Isaac Advisory Group	Inclusion into IRC 2023-2024 Operational Project Highlights - Nebo Showgrounds Master Plan Continued commitment to deliver and future-proof community assets https://www.isaac.qld.gov.au/annual-budget	Ongoing
34	5-May-23	Other Businesses	Requests that Council's key advocacy initiatives are shared with relevant Regional Stakeholders to amplify Councils message and leverage strategic focus.	Isaac Advisory Group	Council's Advocacy and External Affairs department, including the Strategic communications team are leading the Advocacy and communications for the Master plan project. Further key advocacy document and messaging to be shared with the NSMPAC and other relevant stakeholders in due course as developed.	Ongoing
35	5-May-23	6.1	Develop a user agreement for the Flexible Use Area proposed	Manager Economy and Prosperity	Continued scoping of the Stage 1 works and this field area and its design and layout will inform the development and requirements for the User agreement & its parameters - project ongoing.	Ongoing
36	14-Jul-23	6.2	Direct the Chief Executive Officer or Delegate to finalise the Nebo Showgrounds Master Plan in accordance with the proposed amendments outlined in clause 3, to be considered for endorsement at Ordinary Meeting of Council on 26 July 2023.	Manager Economy and Prosperity	Nebo Showgrounds Master Plan endorsed at Ordinary Meeting of Council on 26 July 2023 (Resolution No.: 8445)	Complete
37	14-Jul-23	6.2	Direct the Chief Executive Officer or Delegate to prepare communication informing community of the outcomes from the first and second round of consultation on the Nebo Showgrounds Master Plan including a community feedback session.	Manager Economy and Prosperity	09 August NSMPAC advised of endorsement for distribution to representative clubs and wider community 17 August Channel 7 and ABC published stories of the plan, shared on IRC hosted Facebook and LinkedIn accounts, IRC website updated Nebo Showgrounds Master Plan, and media release on webpage. Published in Isaac News (October 2023). Coreflutes printed and displayed in prominent locations around showgrounds site (October 2023)	Complete
38	14-Jul-23	Other Businesses	Develop a fees and charges proposal, that considers casual hire rates and other relatable fees to support use of the facility by community groups	Manager Economy and Prosperity	Initial proposal developed for workshoping. For discussion during Other Business NSMPAC 30/10/23.	Ongoing

NEBO SHOWGROUNDS MASTER PLAN STAGE 1

DRAWING INDEX – CIVIL WORKS

DRAWING NUMBER	ISSUE	DATE	DRAWING DESCRIPTION
40001	2	11/10/24	LOCALITY PLAN & DRAWING INDEX
40002	2	11/10/24	GENERAL NOTES
40003	2	11/10/24	DEMOLITION & DECOMMISSIONING PLAN
40003	2	11/10/24	LANDSCAPING AND REVEGETATION WORKS
40101	2	11/10/24	GENERAL ARRANGEMENT PLAN
40102	2	11/10/24	GENERAL ARRANGEMENT – FIELD USE AREA
40103	2	11/10/24	GENERAL ARRANGEMENT – CAMPING AREA
40104	2	11/10/24	GENERAL ARRANGEMENT – UNSEALED CARPARK AREA
40111	2	11/10/24	TYPICAL SECTIONS SHEET 1 OF 2
40112	2	11/10/24	TYPICAL SECTIONS SHEET 2 OF 2
40201	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A10 SHEET 1 OF 5
40202	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A10 SHEET 2 OF 5
40203	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A10 SHEET 3 OF 5
40204	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A10 SHEET 4 OF 5
40205	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A10 SHEET 5 OF 5
40206	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A20
40207	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A30
40208	2	11/10/24	PLAN AND PROFILE – CONTROL LINE MC1A40
40301	2	11/10/24	CONTROL LINE SETOUT TABLES SHEET 1 OF 3
40302	2	11/10/24	CONTROL LINE SETOUT TABLES SHEET 2 OF 3
40303	2	11/10/24	CONTROL LINE SETOUT TABLES SHEET 3 OF 3
40401	2	11/10/24	DRAINAGE CROSS-SECTIONS
40402	2	11/10/24	DRAINAGE TYPICAL SECTION & DETAILS



GENERAL NOTES

- All dimensions are in metres U.O.N.
- All works shall conform to the requirements, specifications and standards prescribed in the Contract Documents. Should any discrepancies be identified between Contract Documents, the Contractor shall seek clarification from the Superintendent prior to proceeding with works.

SURVEY CONTROL POINTS

- Survey setout points are located in the table below.

SURVEY CONTROL				
ID	EASTING	NORTHING	ELEVATION	DESCRIPTION
BM1	675119.3970	7601305.1630	204.0950	PIN
BM2	674997.3740	7601277.0840	202.9470	NAIL IN CONCRETE
BM3	674741.3550	7601210.6470	201.7860	NAIL IN BITUMEN
BM4	674564.6020	7601165.5960	201.4060	NAIL IN CONCRETE
BM5	674539.8990	7601320.4620	201.3770	PIN
BM6	674539.1760	7601542.6220	202.3260	PIN
BM7	674672.6700	7601580.4070	202.4580	PIN
BM8	674847.9940	7601594.8460	202.3140	PIN
BM9	675054.1530	7601650.7960	204.7340	PIN
BM10	675087.3720	7601531.2080	206.4530	SCREW IN KERB
BM11	675106.3150	7601414.5740	205.2830	NAIL IN BITUMEN
BM12	674692.1090	7601372.4480	202.3230	NAIL IN BITUMEN
BM13	674818.7420	7601424.7130	201.9720	PIN
BM14	675195.5740	7601285.0930	202.5770	OPM
BM15	674494.8300	7601154.0460	201.7140	OPM

- The Contractor shall relocate survey benchmarkers outside the proposed works extents prior to construction works.

PROJECT GEOTECHNICAL NOTES

- No geotechnical investigations were completed.

SURVEY INFORMATION

- The accuracy and completeness of existing services, property boundaries and dimensions shown on the drawings can not be guaranteed. It is the Contractor's responsibility to verify the location of all services and features with all relevant authorities and owners prior to construction and advise the superintendent on any difference from the drawings. The designer and principal take no responsibility for the accuracy and completeness of the information shown on the drawings.
- Survey used: detailed survey (provided by IRC) 30/07/2024 file name: "24276-CD01_RevB.dwg" dated 30/07/2024.
- Horizontal Datum – MGA2020 Zone 55 VIDE PM36091.
- Vertical Datum – AHD VIDE PM36091 (RL 202.577)

SERVICES NOTES

- The showgrounds is a long standing existing site of many constructions and reconstructions with limited design or construction records. Caution is required as the area may contain unknown third party infrastructure and extra care should be undertaken with any excavation works.
- It is the responsibility of the contractor to carry out any additional pot-holing or service locating.
- The shapes depicting services are symbolic representations, and whilst they might be accurately positioned, they are not to scale.
- Before You Dig Australia (BYDA) search has been undertaken for this site. The services shown are given for guidance only. Locations and/or depths may not be accurately represented and other services may exist on site.
REF NO. 34863180 DATE: 18/08/2023
- No works shall be undertaken within 3m of any service without first consulting with the relevant service authority (or owner).
- All relevant works shall be done in accordance with the service authorities advice.
- The Contractor shall take all necessary measures to prevent damage to existing services and infrastructure. Any damage to existing services or infrastructure shall be repaired by the Contractor in a like-for-like condition and as demmed acceptable by the Superintendent and at no extra cost to the Principal.
- The Contractor shall not modify or conduct any works on any existing services except for the those explicitly detailed in the Project Drawings and Contract Documents.
- Sketch XXXX has been prepared for information only to supplement the Project Drawings with the intent to convey to the Contractor, old knowledge of the existing service networks which has no traceable records. This sketch is provided to the Contractor as information only to assist the Contractor during construction and is not strictly part of the Contract Documents.

LANDSCAPE AND REVEGETATION WORKS

- All project disturbed areas to have minimum of 100mm topsoil stripping, 1m offset from design extents. Contractor is to stockpile topsoil onsite for reuse of filling holes from tree roots and top dressing as directed by Superintendent.
- Tables drains and the polocross fields to be hydro-mulched.
- Refer to drawing 60715772-SHT-4000-40004 for clearing and grubbing and hydro-mulch extents.

PAVEMENT NOTES

- Road subgrade treatment – 150mm rip and recompact.
- Gravel Surfacing shall be filled to the finished road surface.
- Pavement to extend to culvert headwall, minimum depth 150mm.

DRAINAGE NOTES

- Culverts to be installed in accordance with CMDG guidelines and standard drawings CMDG-D-011.
- Cattle rail fence to be installed on either side of the culvert on edge of roadway. Cattle rail fence to extend minimum 2m past the culvert headwall.
- Contractor is to ensure no ponding of water against batters.

FENCING AND GATES NOTES

- Refer to Standard Drawing CMDG-G-011 for chain wire fence details.
- Refer to Standard Drawing CMDG-G-019 for standard double and single gate details.

EROSION AND SEDIMENT CONTROL

- The Contractor shall develop a site specific erosion and sediment control plan in accordance with CMDG Control of Erosions and Sediment C211 Construction specification.

SERVICES – ELECTRICAL UTILITIES

- Refer to drawings 60715772-SHT-4000-41001 to 60715772-SHT-4000-41211 for design electrical services.

SERVICES – WATER AND SEWER UTILITIES

- Refer to drawings 60715772-SHT-4000-42001 to 60715772-SHT-4000-42002 for design water services.

EXISTING LEGEND

	Property Boundary
	BYDA Water Main
	BYDA Sewer Main
	BYDA Telecommunications
	Existing Drainage Culvert
	Existing Communications U/G
	Existing Electricity O/H
	Existing Electricity U/G
	Existing Stay Wire
	Existing Water tap
	Existing Fence
	Existing Tree
	Survey Benchmark

DESIGN LEGEND

	Electricity U/G (100mm orange conduit)
	Electricity U/G (2x 150mm orange conduit)
	Flow Direction
	Proposed Stormwater Drain
	Proposed Fence (Double)
	Proposed Fence (Single)
	Proposed 1800mm High Chain Mesh Fence
	Proposed Cattle Rail Fence
	Proposed Hand Rail
	Proposed Gate
	Major Design Contour – 0.5m Intervals
	Minor Design Contour – 0.1m Intervals
	Existing Utility to be Abandoned
	Existing Fence to be Demolished
	Existing Water tap to be removed
	Existing Tree to be removed
	Proposed Clearing and Grubbing extents
	Proposed Hydro-mulching extents

				SURVEYED BY	SCALES (A1)	DRAWN DDR	SIGNED	DATE	<div><p>ISAAC REGIONAL COUNCIL CAPITAL WORKS NEBO SHOWGROUNDS MASTERPLAN STAGE 1 GENERAL NOTES</p><p>Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au</p></div>	SHEET 2 OF 23			
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1	27/08/24	FOR CLIENT REVIEW		DDR									
NO.	DATE	DESCRIPTION	DRAWN	MERIDIAN GDA20 MGA 55		PROJECT ENGINEER							
AMENDMENTS AND REVISIONS					RPEQ NO: _____ DATE _____								

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DDR | SIGNED | DATE | 
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NEBO SHOWGROUNDS MASTERPLAN STAGE 1
DEMOLITION & DECOMMISSIONING PLAN | SHEET 3 OF 23 | |
| | | | | SURVEY DATE | | DESIGNED | SIGNED | DATE | | | WORK ORDER No. XXXXX | |
| 2 | 11/10/24 | FOR CLIENT REVIEW | DDR | LEVEL DATUM | | CHECKED | SIGNED | DATE | | | DRAWING No. | AMEND. |
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GDA20 MGA 55 | RPEO NO: _____ DATE _____ | | | | | | | |
| AMENDMENTS AND REVISIONS | | | | | | | | | | | | |



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SURVEY DATE	
LEVEL DATUM	A.H.D.
MERIDIAN	GDA20 MGA 55

SCALES (A1)
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CHECKED	SIGNED	DATE
PROJECT ENGINEER		
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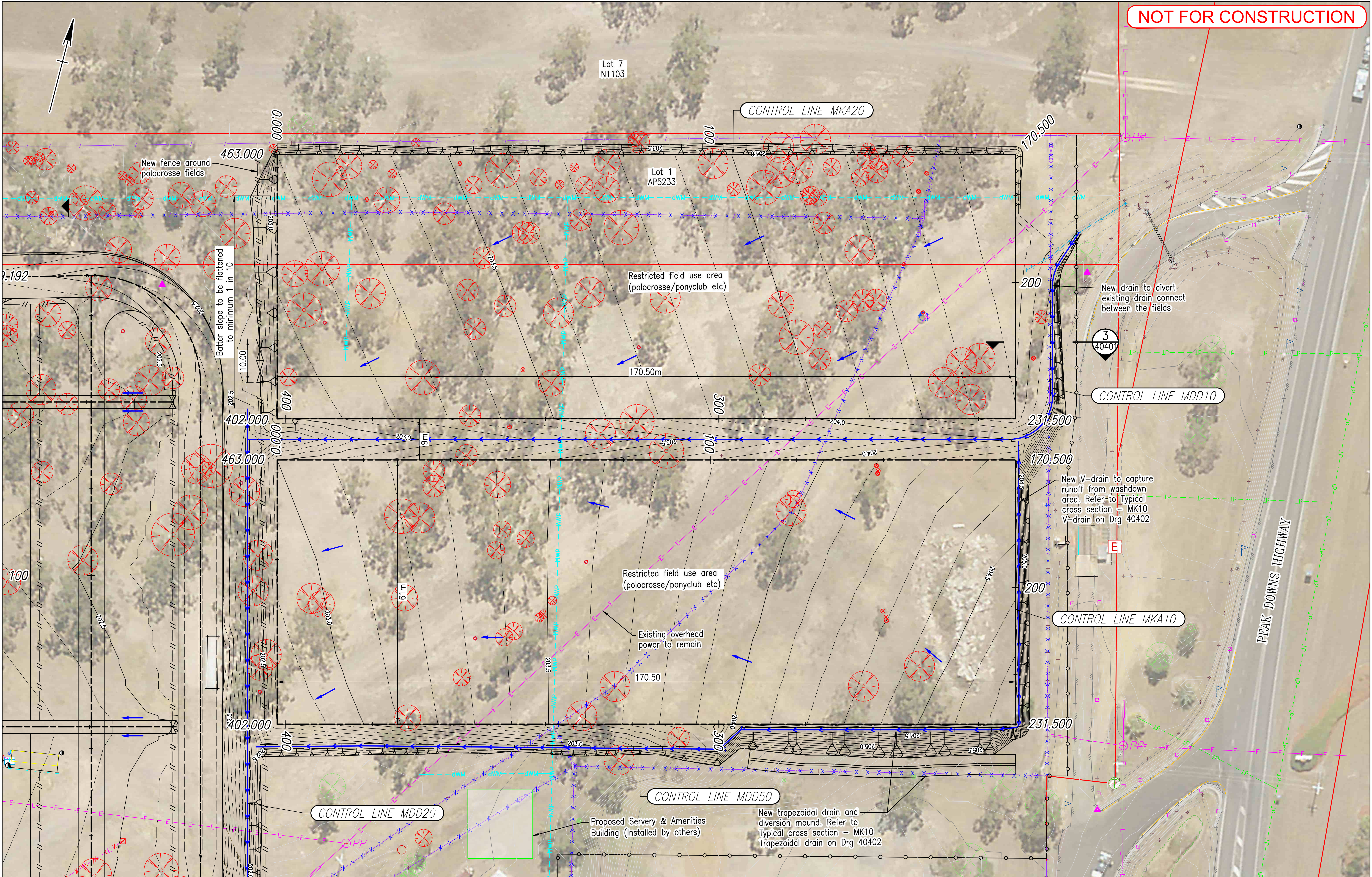


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ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
LANDSCAPING AND REVEGETATION WORKS

SHEET 4 OF 23
WORK ORDER No. XXXXX
DRAWING No. 40004
AMEND. 2

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AMENDMENTS AND REVISIONS												



NO.	DATE	DESCRIPTION
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1	27/08/24	FOR CLIENT REVIEW
AMENDMENTS AND REVISIONS		

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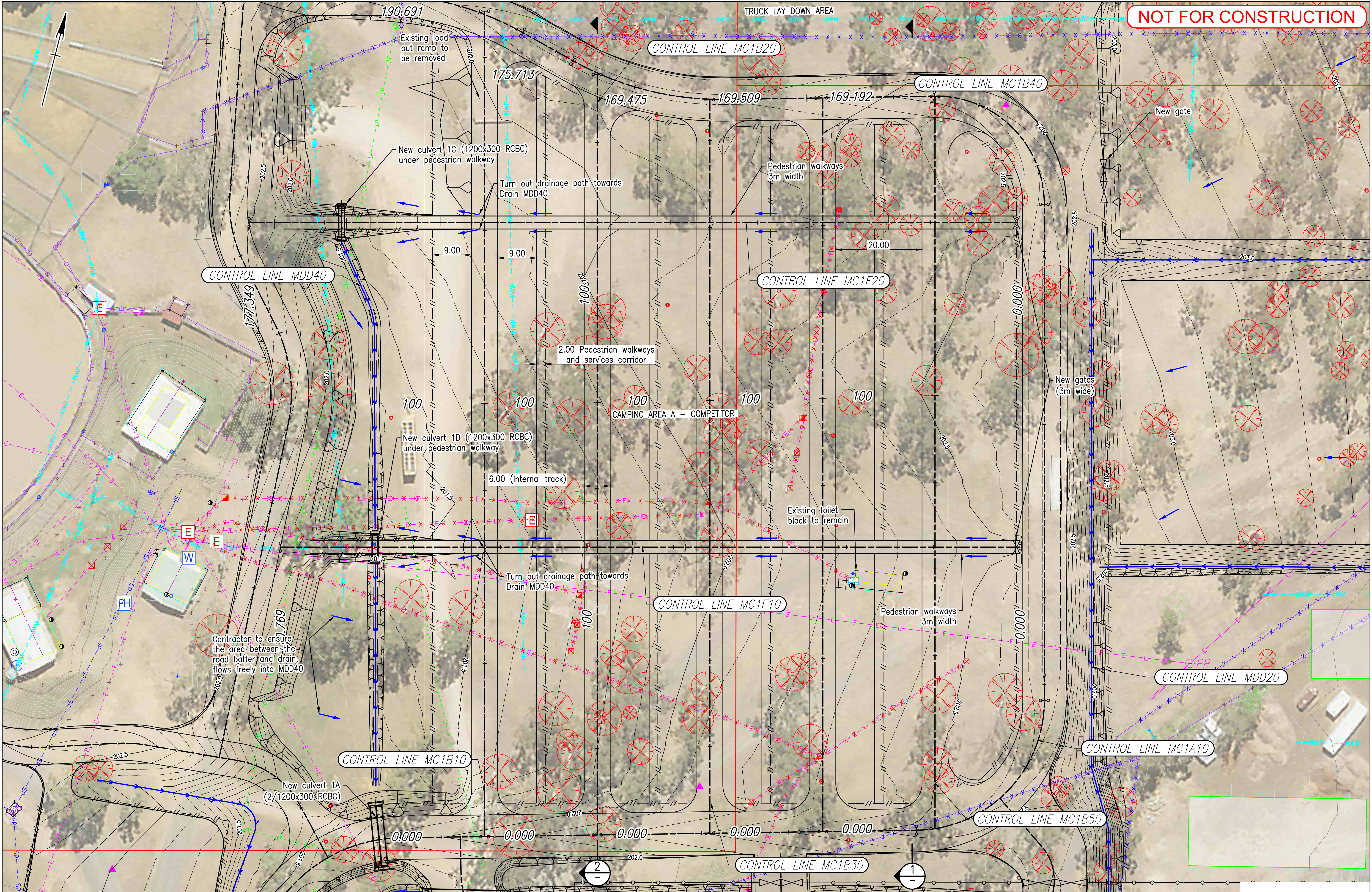
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ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
GENERAL ARRANGEMENT
FIELD USE AREA

SHEET 6 OF 23
WORK ORDER No. XXXXX
DRAWING No. 40102
AMEND. 2



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1	27/08/24	FOR CLIENT REVIEW	DDR		
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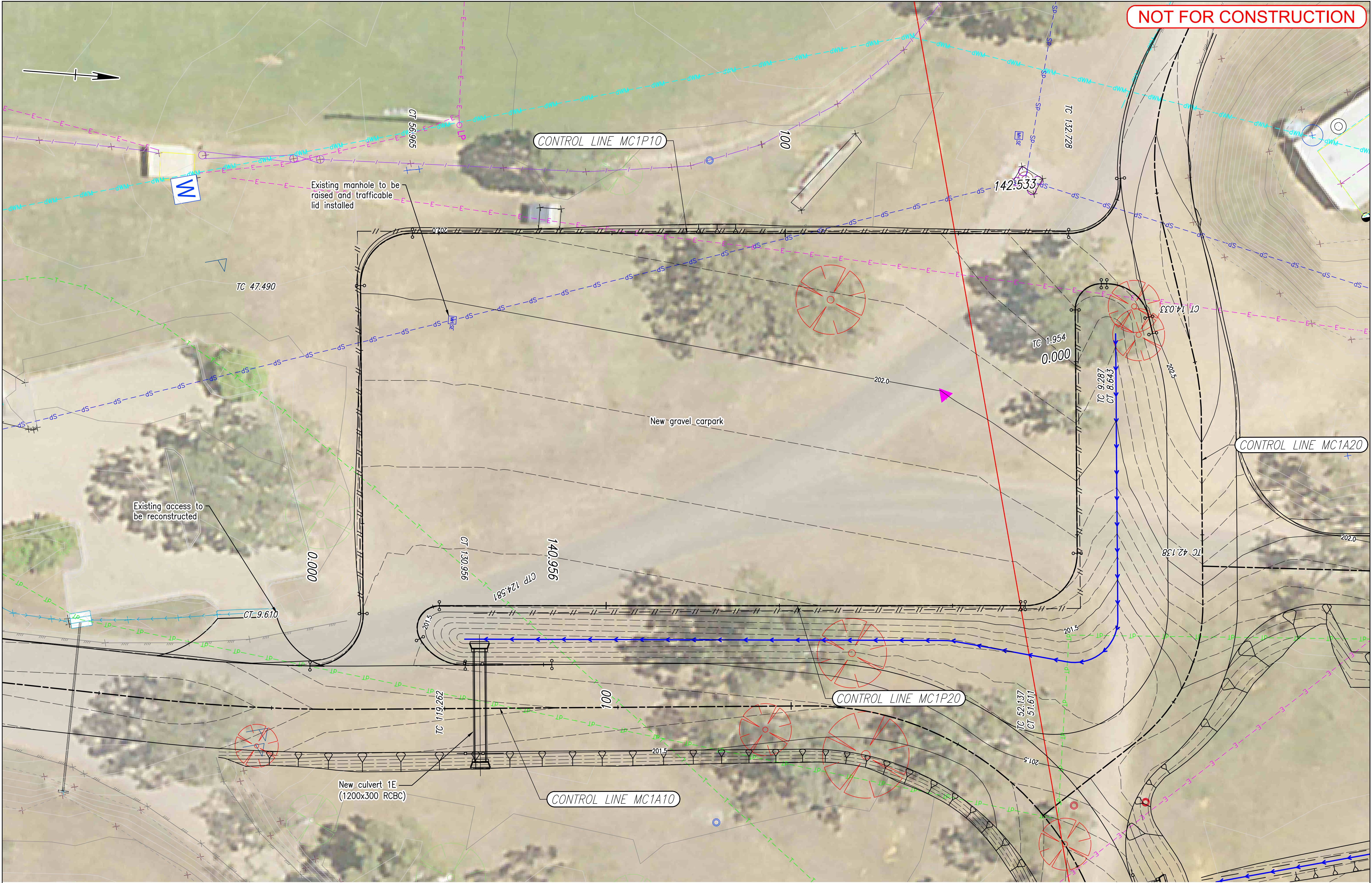
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ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
GENERAL ARRANGEMENT
CAMPING AREA

SHEET 7 OF 23
WORK ORDER No. XXXXX
DRAWING No. 40103
AMEND. 2



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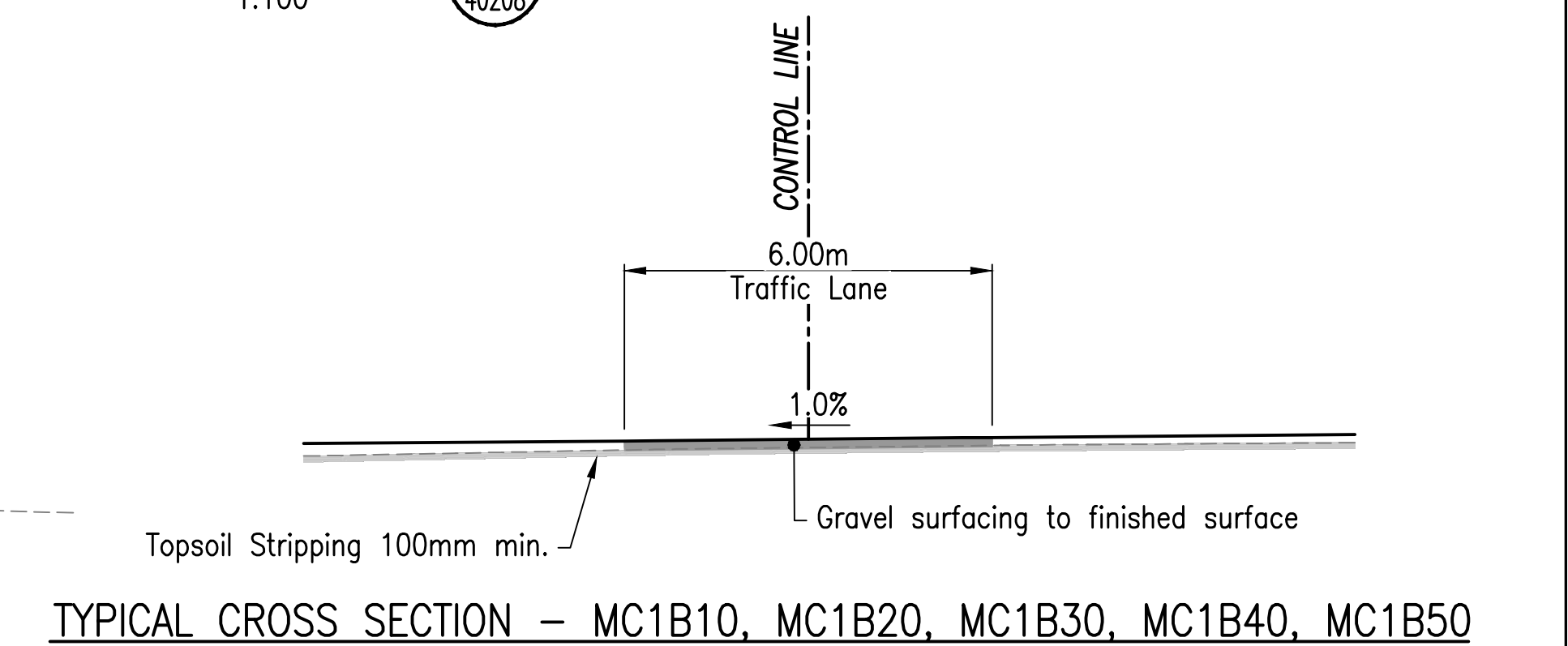
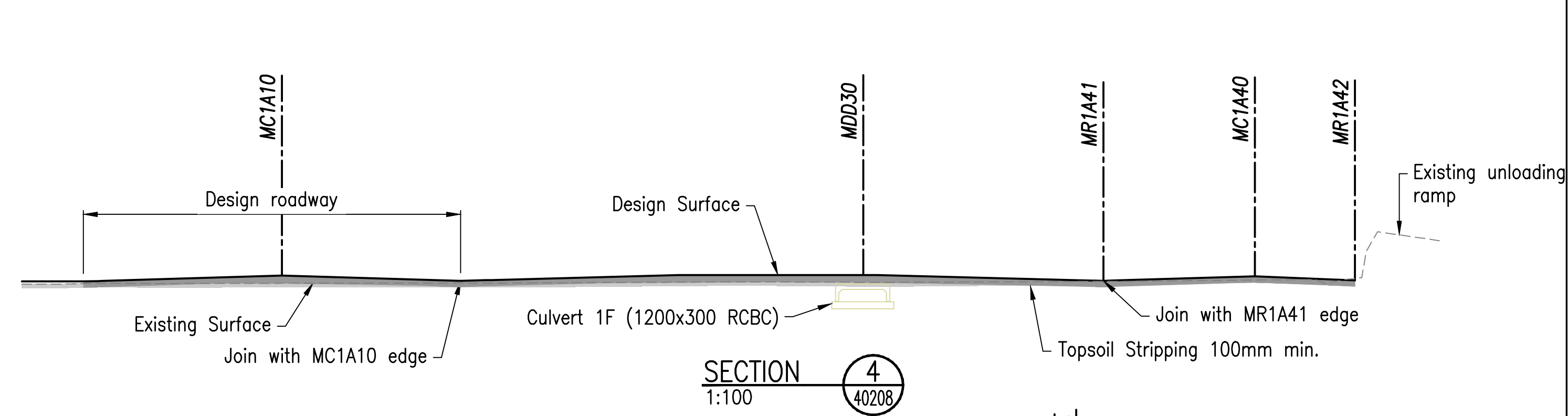
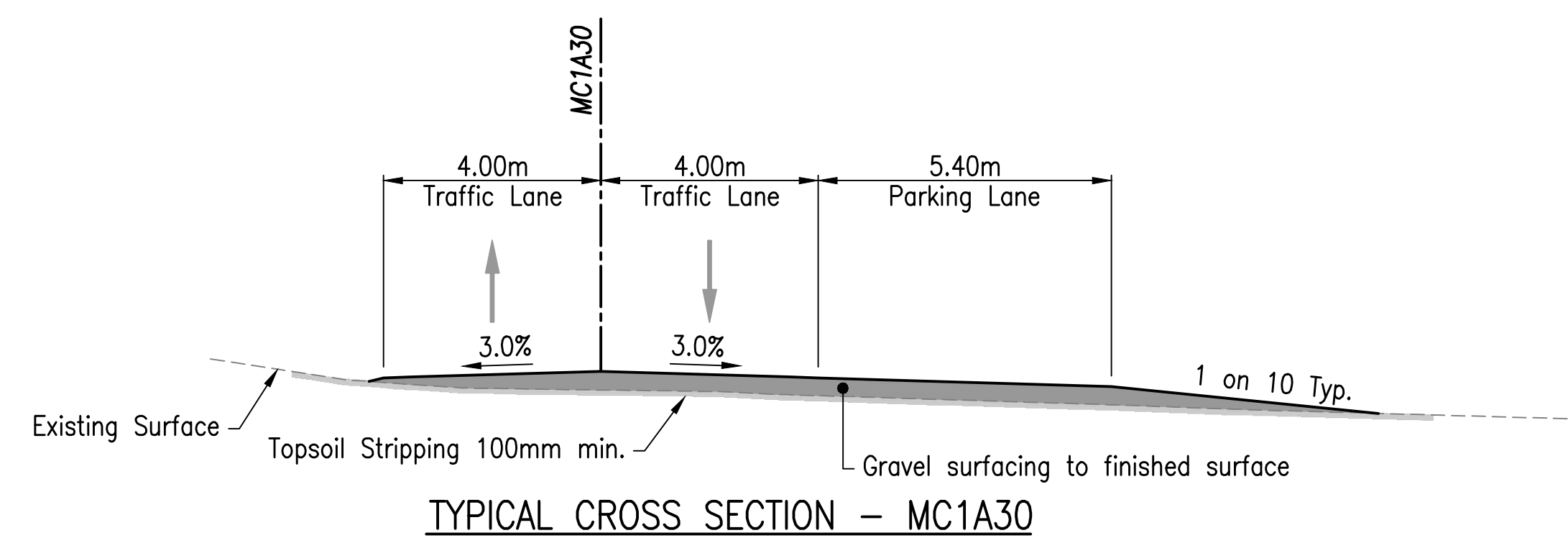
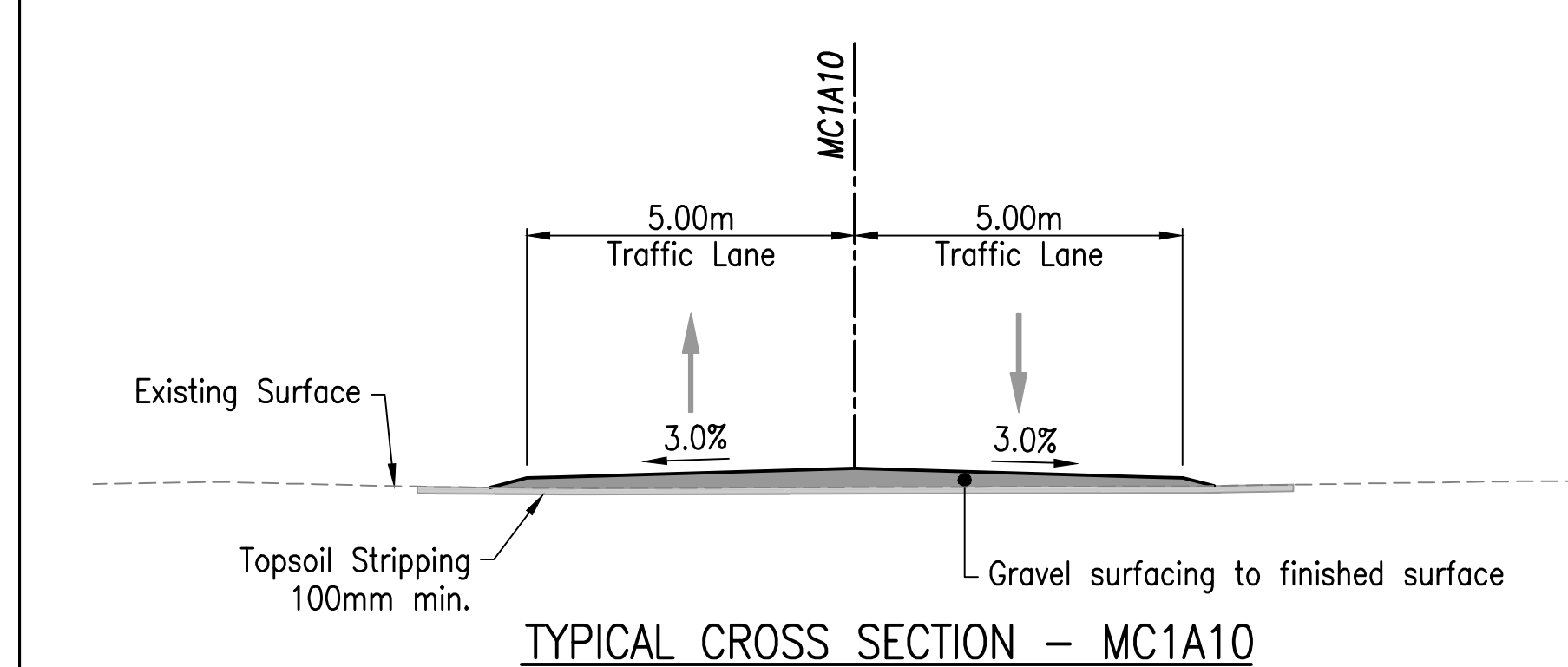
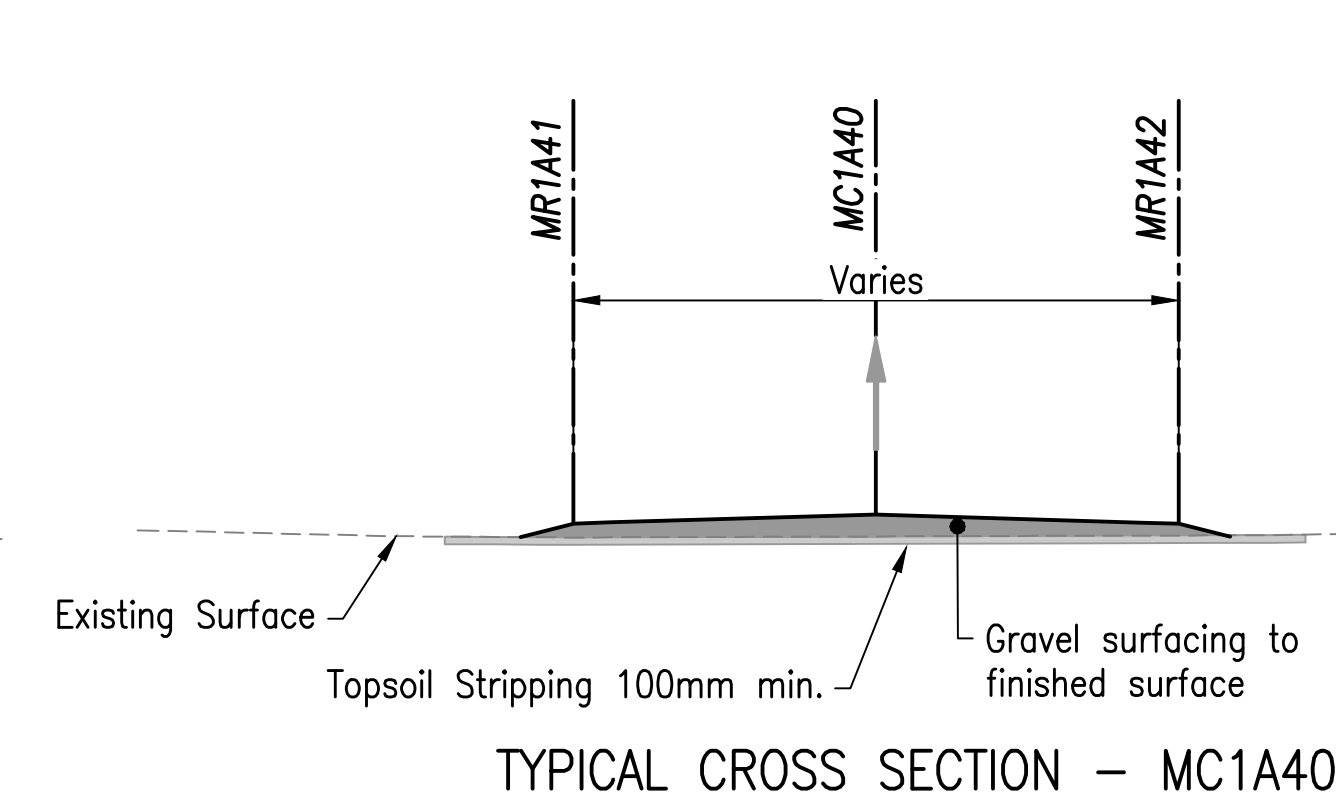
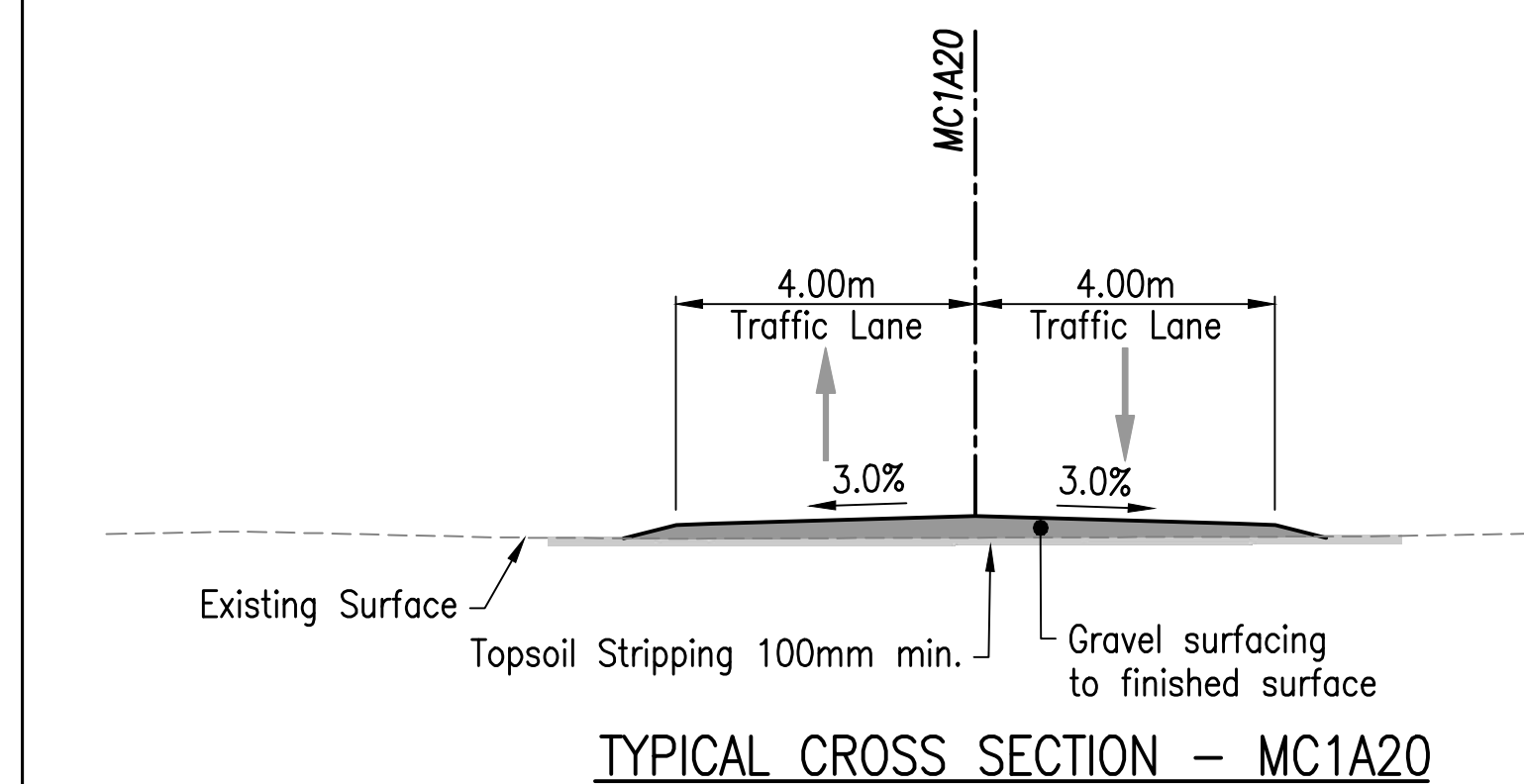
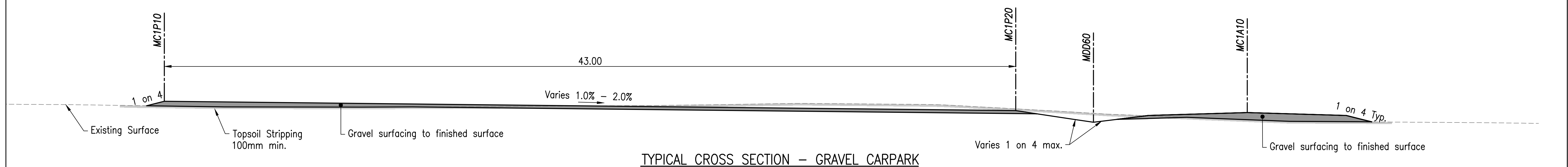
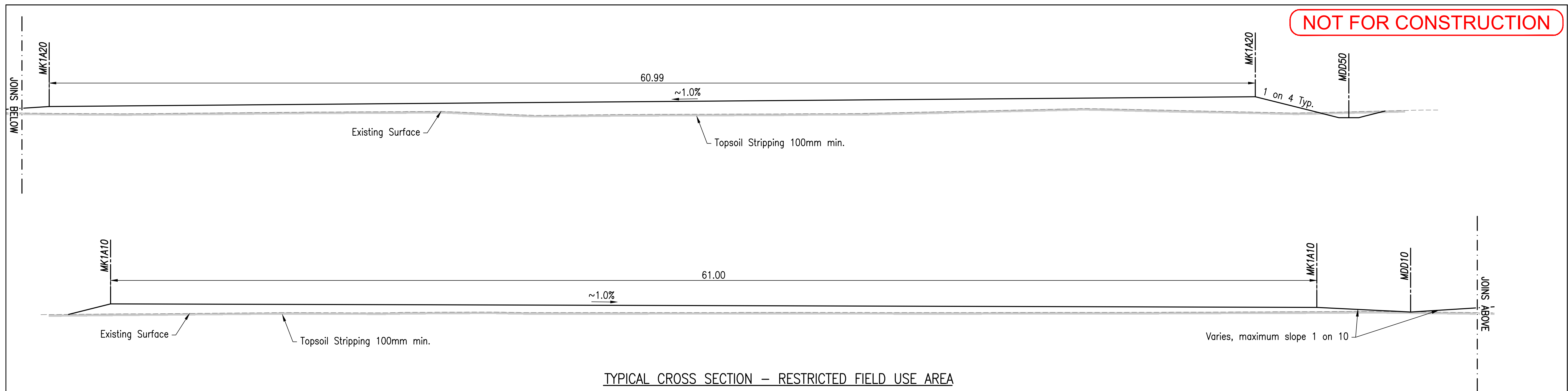
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ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
GENERAL ARRANGEMENT
UNSEALED CARPARK AREA

SHEET 8 OF 23
WORK ORDER No. XXXXX
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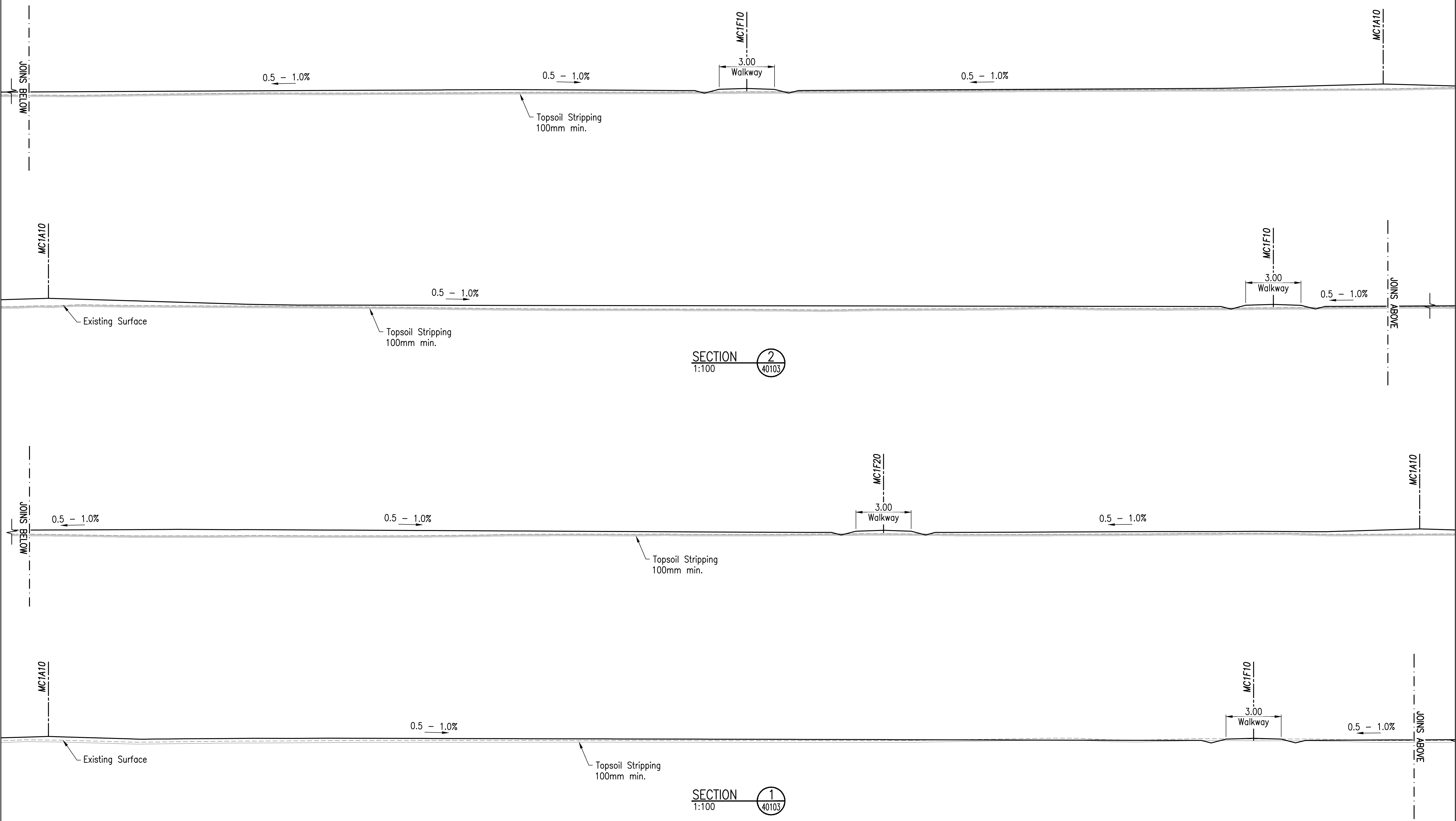
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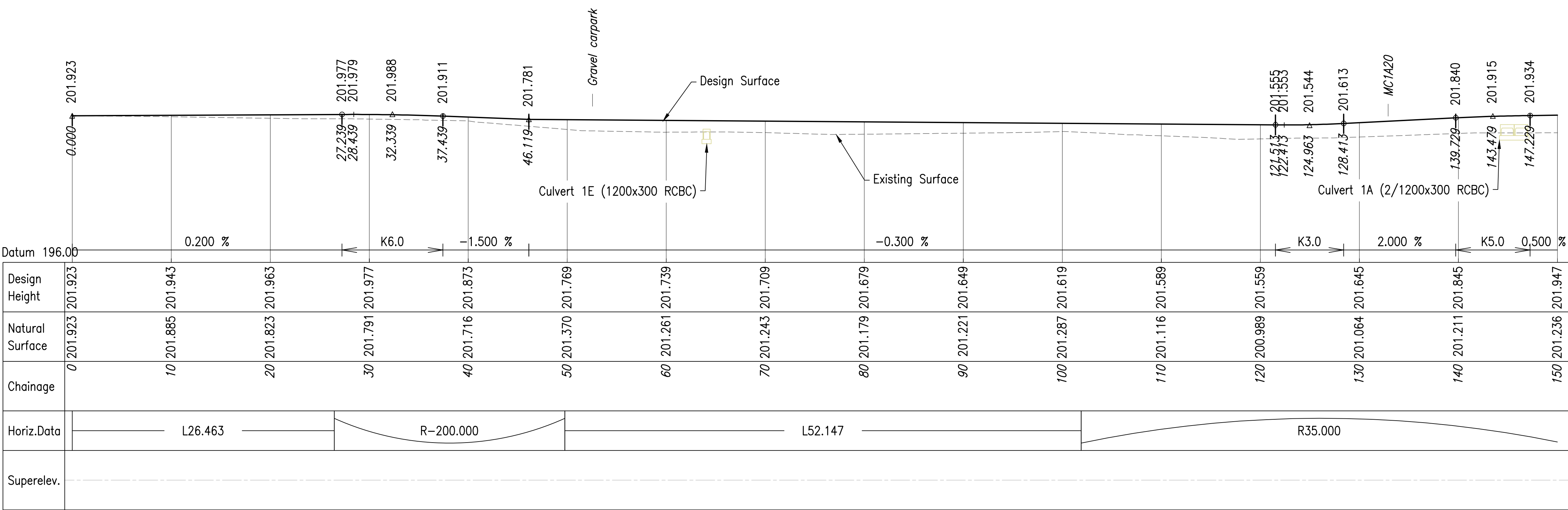
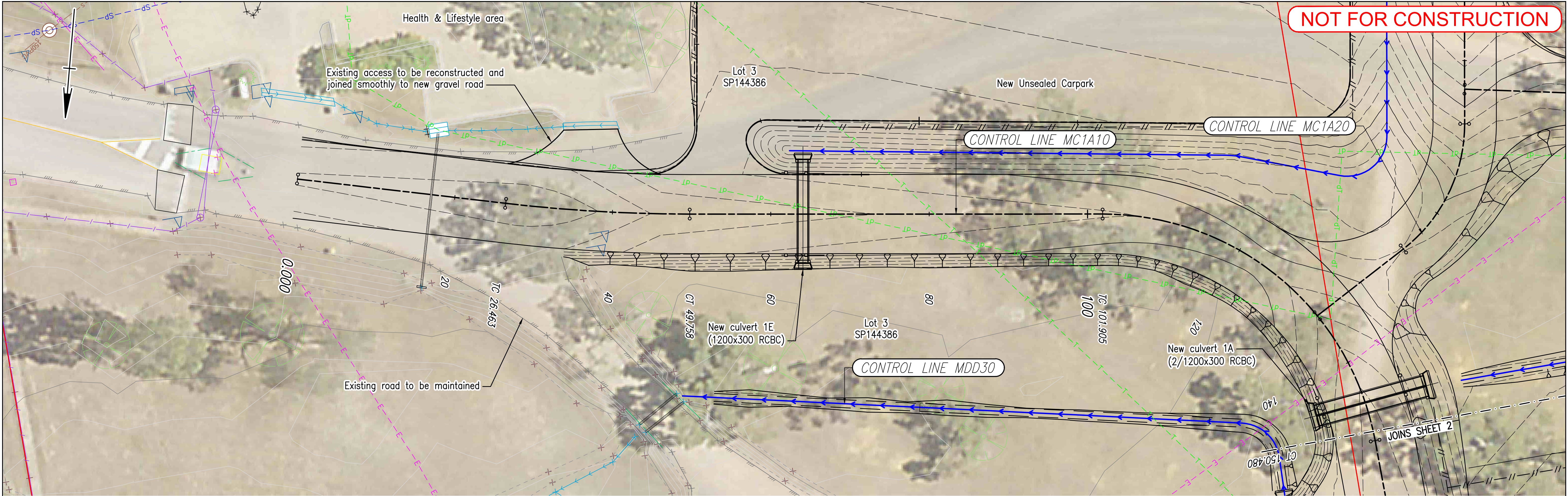


ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
TYPICAL SECTIONS
SHEET 1 OF 2

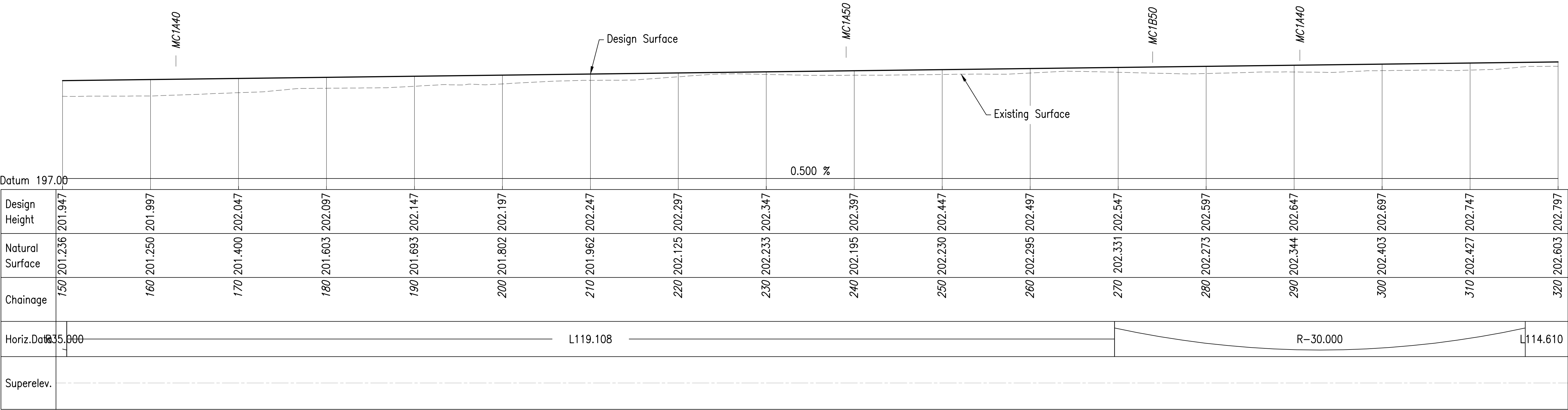
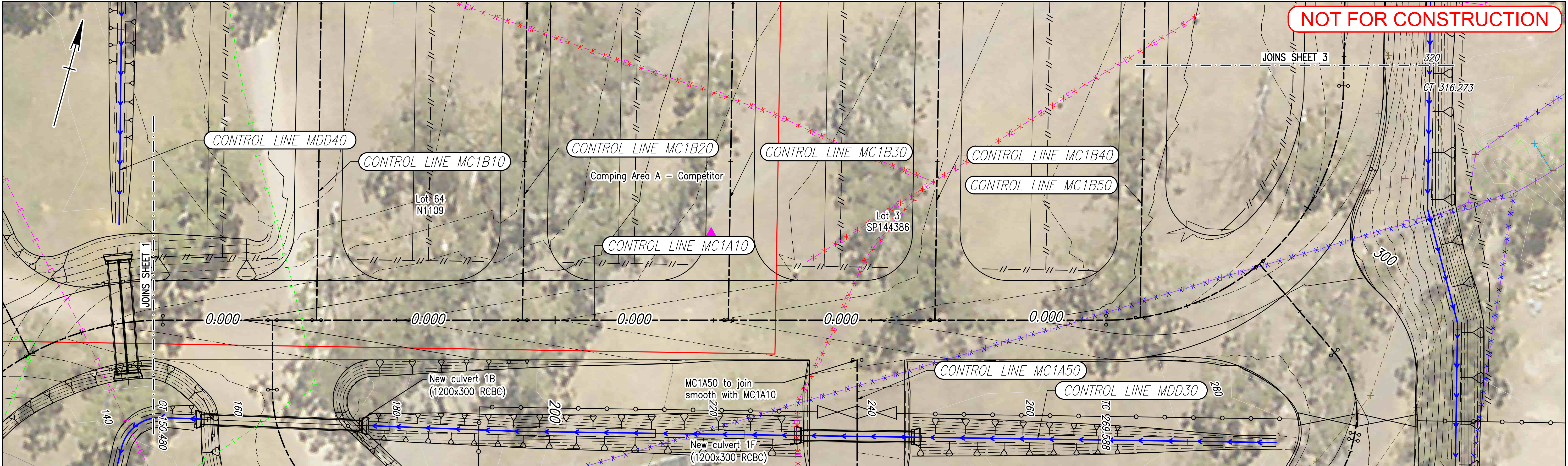
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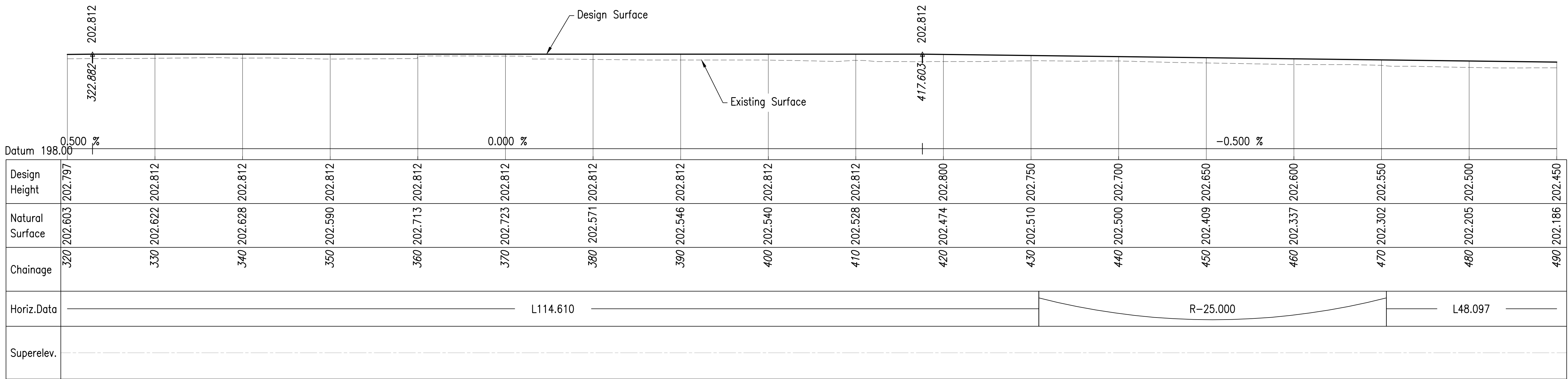
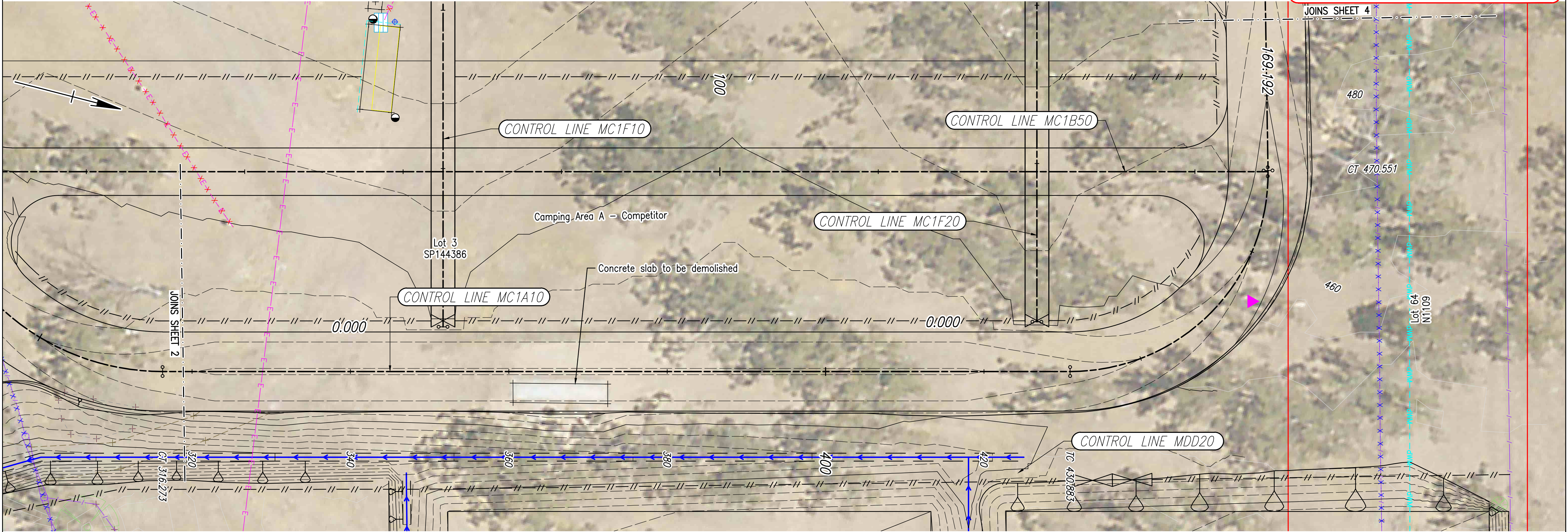
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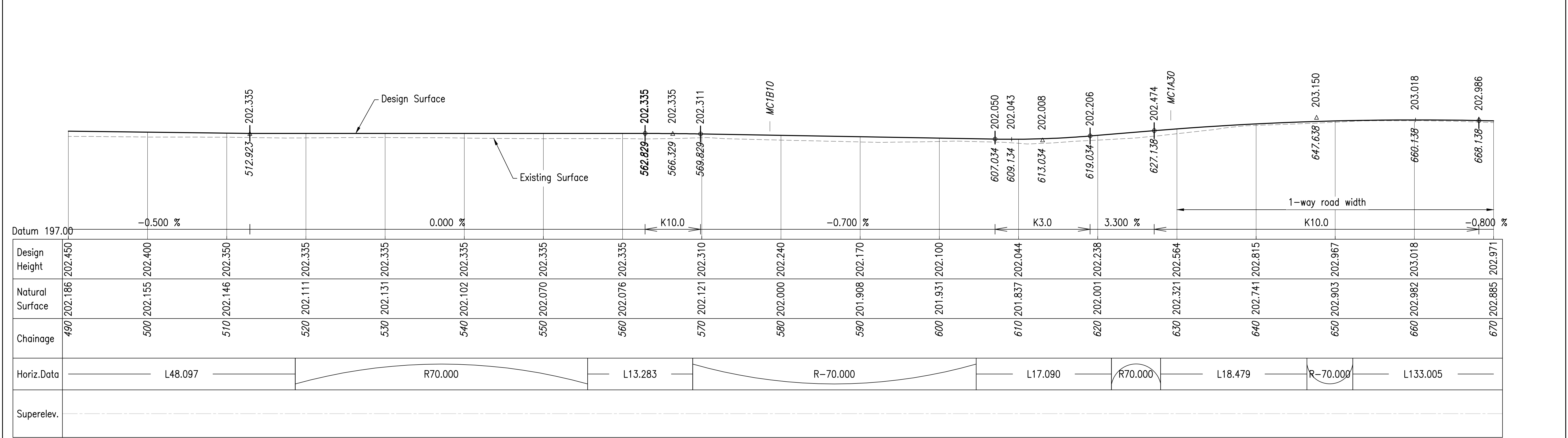
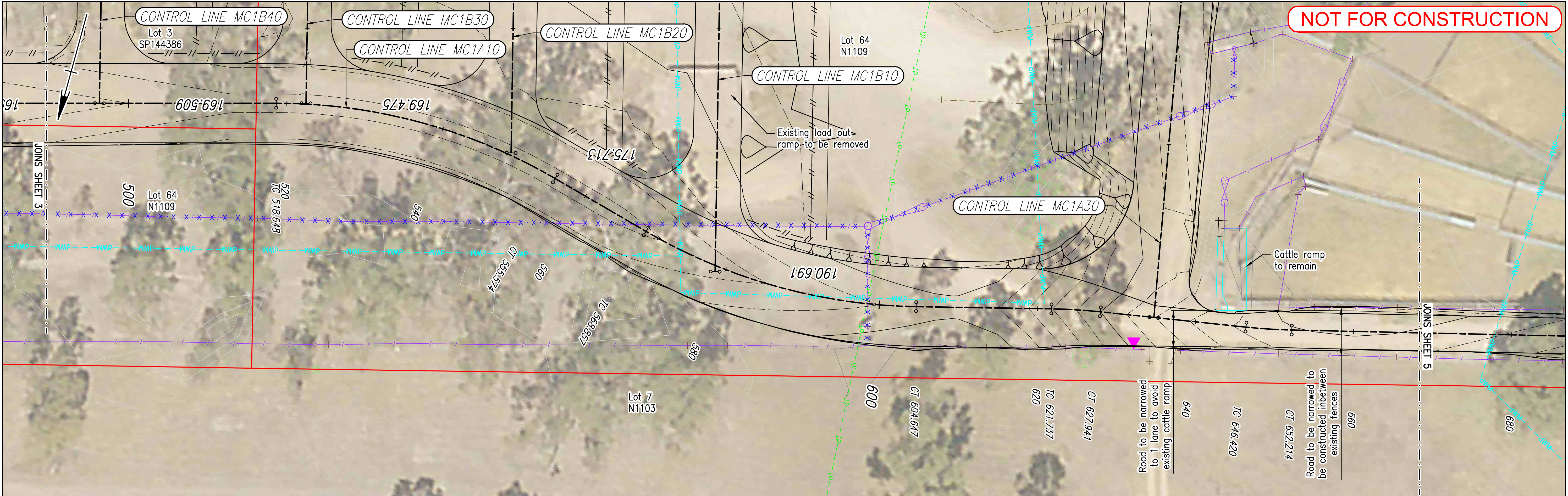
CONTROL LINE MC1A10



CONTROL LINE MC1A10

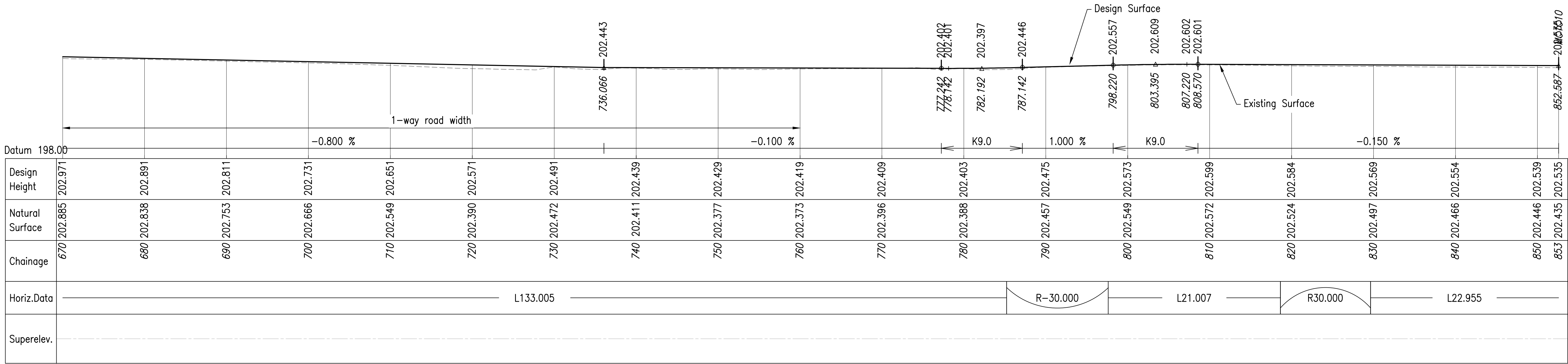
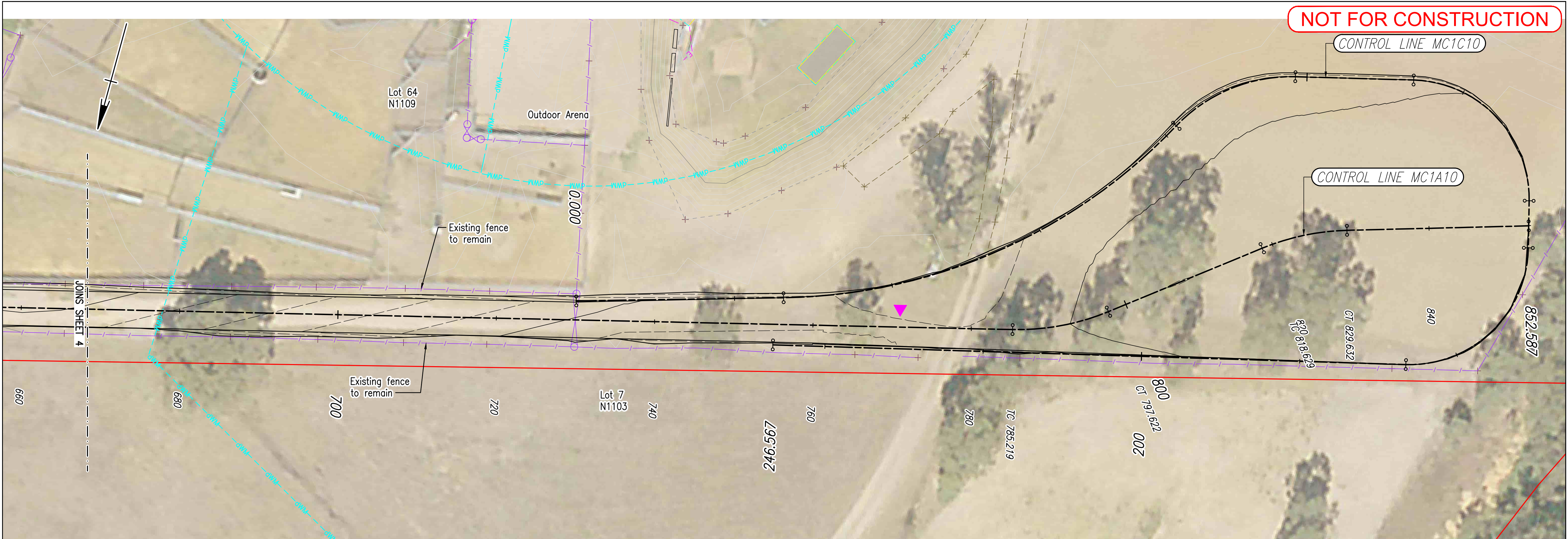


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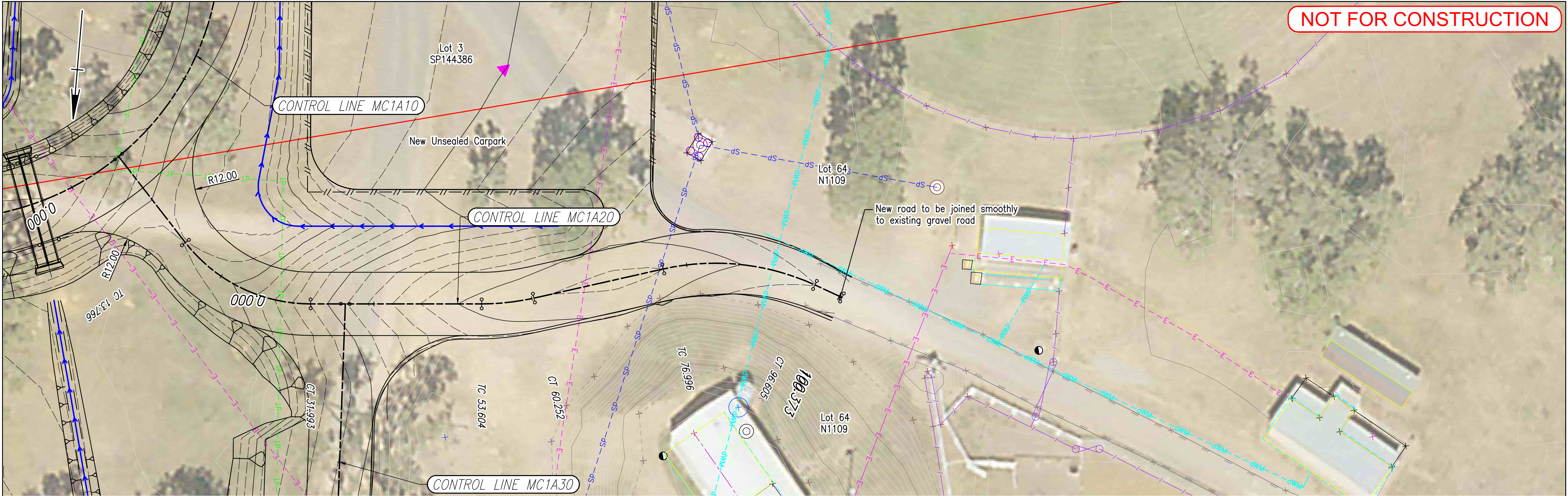


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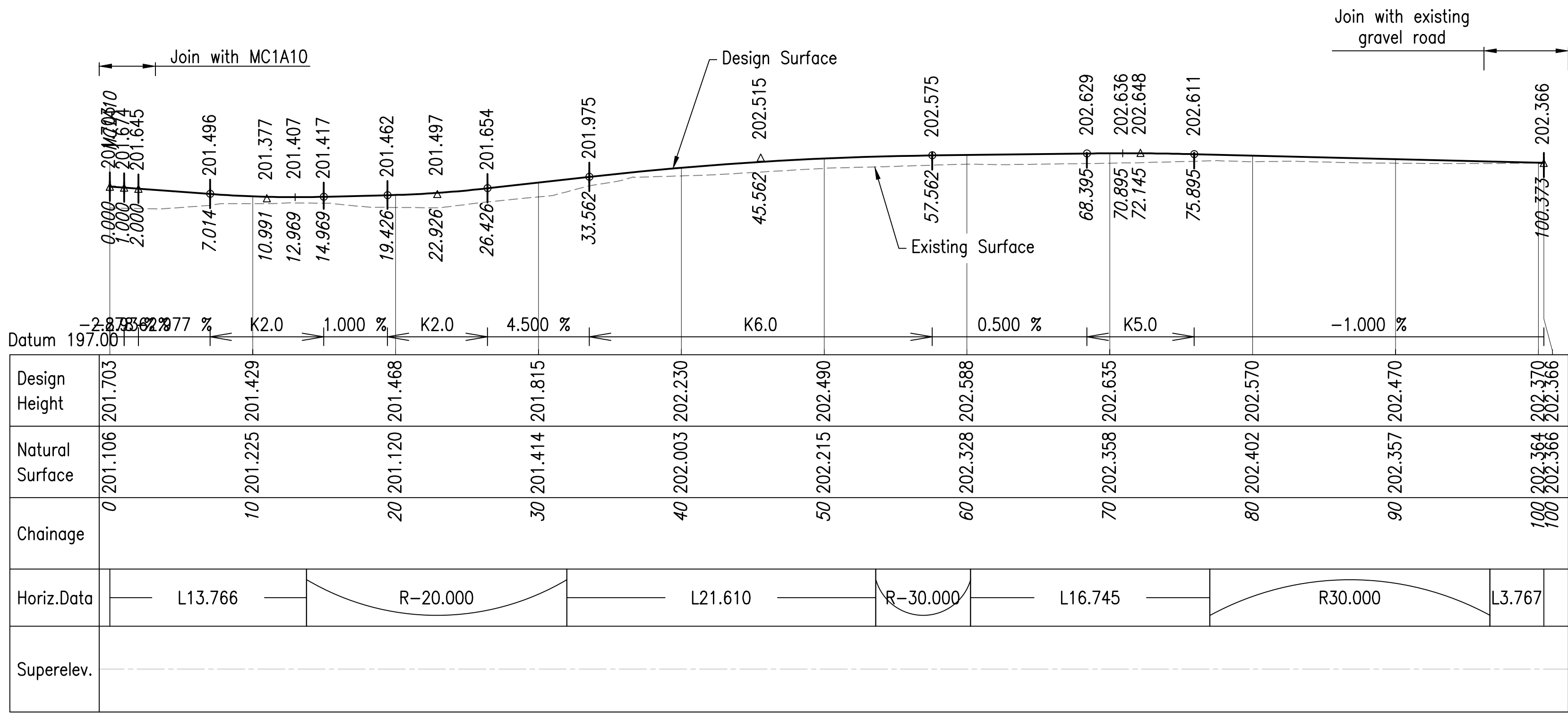
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				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. XXXXX	
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AMENDMENTS AND REVISIONS												



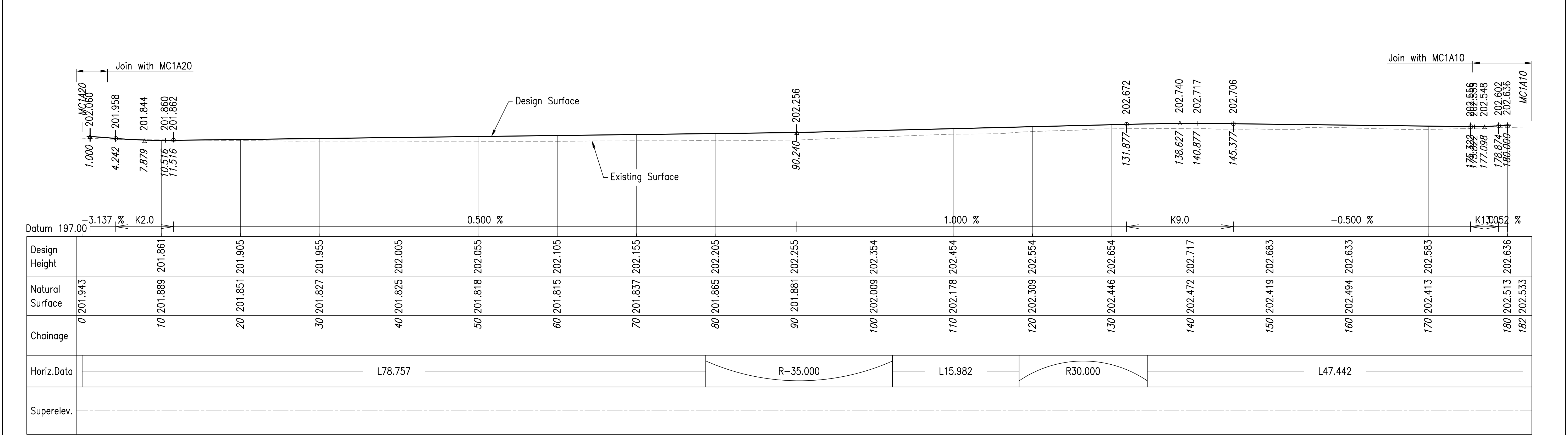
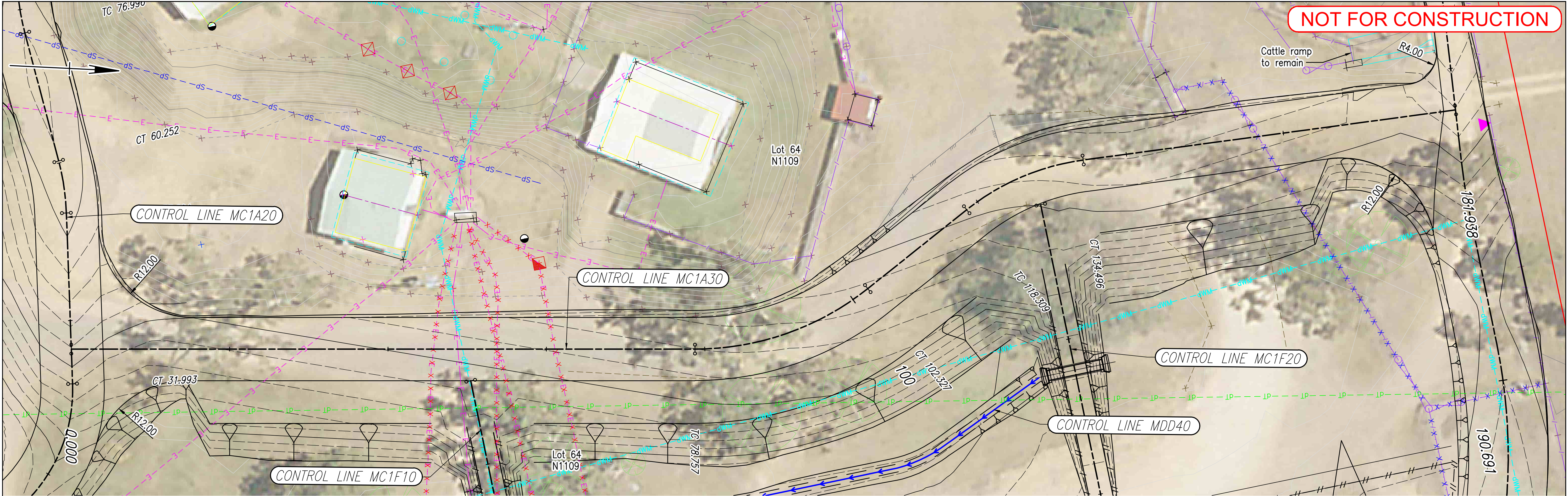
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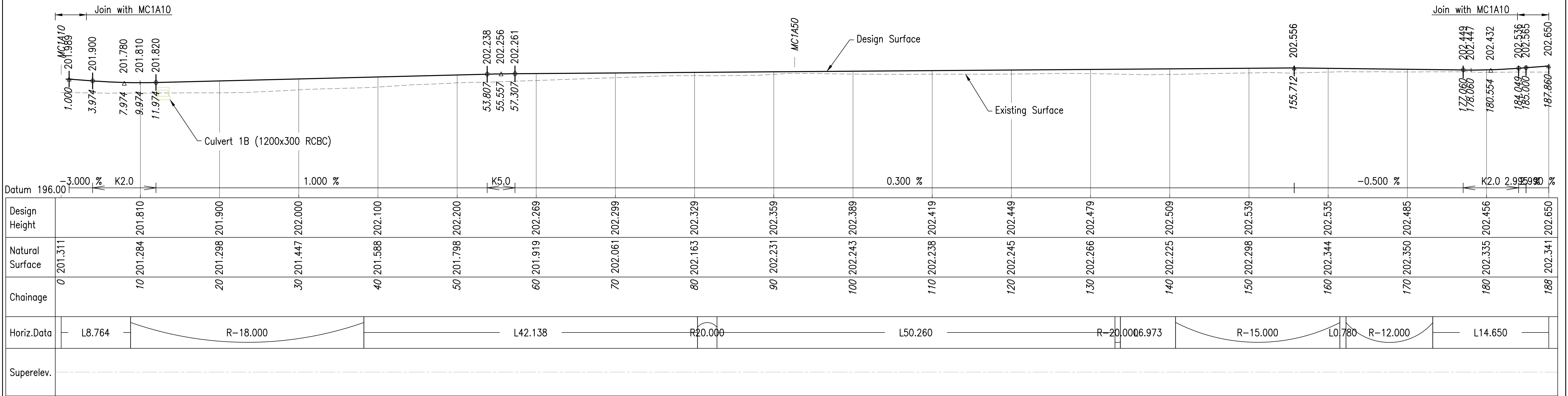
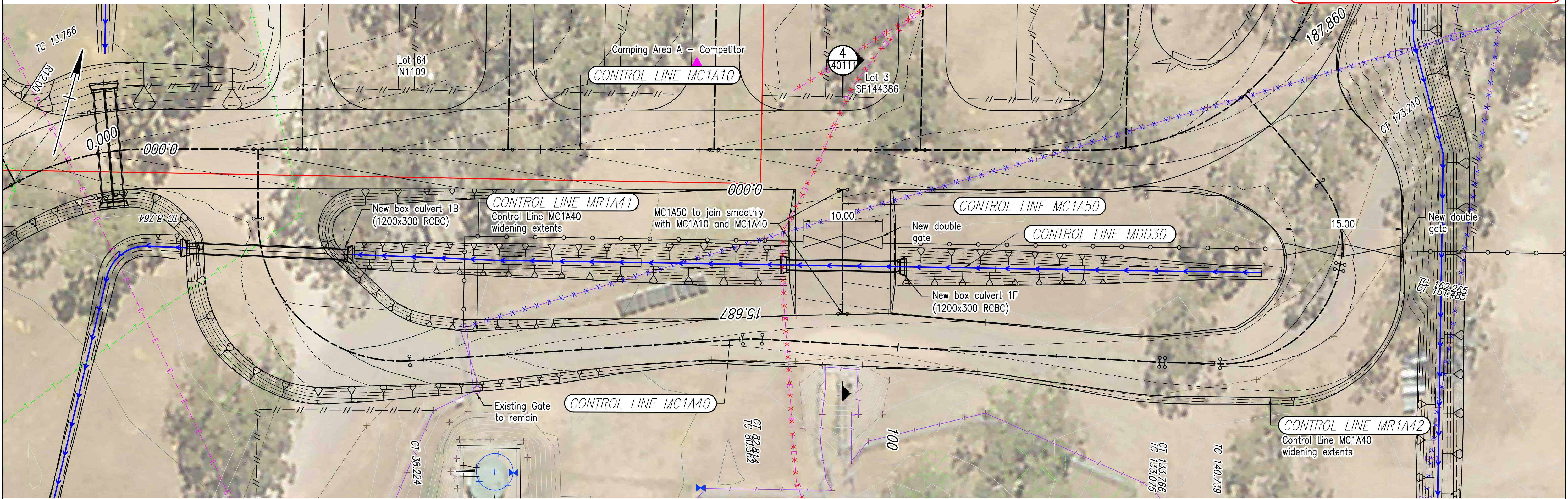
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CONTROL LINE MC1A20



CONTROL LINE MC1A30



CONTROL LINE MC1A40

MODEL : CONTROL 4000 RDW MINOR — STRING : MC1A30								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674709.587	7601403.656		357°15'17.45"			
TC	78.757	674705.815	7601482.323	202.199	357°15'17.45"			
IP	90.542	674705.229	7601494.560	202.259		−35.000	23.570	38°35'03.49"
CT	102.327	674697.138	7601503.760	202.377	318°40'13.96"			
TC	118.309	674686.584	7601515.761	202.537	318°40'13.96"			
IP	126.402	674681.105	7601521.991	202.618		30.000	16.187	30°54'51.94"
CT	134.496	674679.606	7601530.150	202.695	349°35'05.90"			
IP	181.938	674671.029	7601576.810		349°35'05.90"			

MODEL : CONTROL 4000 RDW PARKING – STRING : MC1P10								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674728.878	7601301.773	201.658	356°57'56.62"			
IP	4.805	674728.550	7601307.953	201.673		–6.000	9.610	91°46'15.02"
CT	9.610	674722.384	7601307.435	201.697	265°11'41.60"			
TC	47.490	674684.637	7601304.261	202.009	265°11'41.60"			
IP	52.228	674678.608	7601303.755	202.057		6.000	9.475	90°28'56.69"
CT	56.965	674678.152	7601309.788	202.078	355°40'38.29"			
TC	132.728	674672.441	7601385.335	202.405	355°40'38.29"			
IP	137.630	674671.959	7601391.710	202.443		–6.000	9.805	93°38'03.38"
IP	142.533	674665.628	7601390.825	202.430	262°02'34.91"			

MODEL : CONTROL 4000 RDW PARKING – STRING : MC1P20								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674683.248	7601395.890	202.489	252°29’18.25”			
TC	1.954	674681.385	7601395.302	202.478	252°29’18.25”			
IP	5.298	674677.615	7601394.112	202.428		–5.000	6.690	76°39’42.13”
CT	8.643	674677.903	7601390.170	202.377	175°49’36.12”			
TC	9.287	674677.950	7601389.528	202.368	175°49’36.12”			
IP	11.660	674678.170	7601386.502	202.332		–3.000	4.746	90°38’29.71”
CT	14.033	674681.193	7601386.757	202.296	85°11’06.41”			
TC	42.138	674709.200	7601389.116	201.875	85°11’06.41”			
IP	46.875	674715.227	7601389.623	201.804		6.000	9.473	90°27’36.34”
CT	51.611	674715.686	7601383.593	201.747	175°38’42.76”			
TC	52.137	674715.726	7601383.069	201.746	175°38’42.76”			
IP	52.137	674715.726	7601383.068	201.746		6.000	0.001	0°00’29.03”
CT	52.138	674715.726	7601383.068	201.746	175°39’11.79”			
TC	119.262	674720.813	7601316.137	201.612	175°39’11.79”			
IP	121.921	674721.142	7601311.812	201.607		–2.565	5.319	118°47’43.59”
CC	124.581	674724.774	7601314.183	201.601	56°51’28.20”			
IP	127.768	674727.734	7601316.116	201.592		–5.926	6.375	61°38’35.01”
CT	130.956	674727.439	7601319.639	201.582	355°12’53.19”			
IP	140.956	674726.605	7601329.604	201.552	355°12’53.19”			

MODEL : CONTROL 4000 DRAIN – STRING : MDD10								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	675050.049	7601659.217	204.271	198°48’58.70”			
TC	4.506	675048.596	7601654.952	204.249	198°48’58.70”			
IP	7.408	675047.632	7601652.125	204.234		–10.000	5.805	33°15’38.98”
CT	10.311	675048.377	7601649.232	204.220	165°33’19.71”			
TC	41.565	675056.174	7601618.966	204.063	165°33’19.71”			
IP	46.901	675057.841	7601612.493	204.037		7.000	10.672	87°21’08.68”
CT	52.237	675051.452	7601610.529	204.010	252°54’28.39”			
IP	57.141	675046.765	7601609.088	203.986				
IP	229.486	674879.855	7601566.149	202.356	255°34’23.76”			

MODEL : CONTROL 4000 DRAIN – STRING : MDD20					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674876.353	7601571.696	202.341	165°34’17.83”
IP	130.560	674908.885	7601445.254	201.945	
IP	138.010	674912.610	7601438.802	201.922	
IP	290.273	674950.549	7601291.341	201.457	165°34’17.83”

MODEL : CONTROL 4000 DRAIN – STRING : MDD30								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674894.456	7601418.221	202.200	255°34’51.65”			
IP	96.319	674801.171	7601394.236	201.438				
TC	140.778	674757.859	7601384.204	201.024	256°57’29.54”			
IP	144.221	674753.851	7601383.275	201.004		–5.000	6.885	78°53’32.66”
CT	147.663	674753.990	7601379.164	200.984	178°03’56.89”			
TC	169.369	674754.723	7601357.470	200.948	178°03’56.89”			
IP	169.385	674754.723	7601357.454	200.948		–20.000	0.031	0°05’20.72”
CT	169.400	674754.724	7601357.439	200.948	177°58’36.16”			
IP	218.411	674756.454	7601308.459	200.870	177°58’36.16”			

MODEL : CONTROL 4000 DRAIN – STRING : MDD40								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674707.370	7601525.876	201.420	141°35’34.79”			
TC	15.369	674716.918	7601513.832	201.387	141°35’34.79”			
IP	18.484	674718.881	7601511.356	201.380		15.000	6.229	23°47’32.45”
CT	21.598	674719.679	7601508.298	201.374	165°23’07.24”			
IP	128.051	674746.539	7601405.290	201.145	165°23’07.24”			

MODEL : CONTROL 4000 DRAIN – STRING : MDD50					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	675001.136	7601523.458	203.950	256°07’11.07”
IP	84.178	674919.416	7601503.264	202.450	
IP	108.832	674895.600	7601496.890	202.240	255°00’57.18”

MODEL : CONTROL 4000 RDW FILLET – STRING : MR1A41								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674781.645	7601398.247	201.932	254°43’58.99”			
IP	2.993	674778.354	7601397.349	201.904		–5.000	5.987	68°36’14.10”
CT	5.987	674777.990	7601393.957	201.856	186°07’44.88”			
IP	8.980	674777.626	7601390.566	201.806		–5.000	5.987	68°36’14.10”
CT	11.974	674780.651	7601388.989	201.802	117°31’30.78”			
TC	20.325	674788.057	7601385.130	201.884	117°31’30.78”			
IP	23.993	674791.414	7601383.380	201.931		–12.045	7.336	34°53’48.45”
CT	27.661	674795.169	7601383.866	201.989	82°37’42.33”			
IP	31.922	674799.394	7601384.413	202.057				
IP	52.330	674818.801	7601390.727	202.200				
IP	62.440	674828.334	7601394.092	202.228				
IP	73.906	674839.291	7601397.473	202.252				
IP	85.520	674850.369	7601400.961	202.254				
IP	97.829	674862.521	7601402.916	202.309				
IP	118.799	674883.181	7601406.513	202.396				
IP	129.622	674893.273	7601410.420	202.385				
IP	134.065	674896.790	7601413.473	202.381		–12.027	8.886	42°20’04.67”
IP	138.508	674897.333	7601418.098	202.377				
TC	138.535	674897.336	7601418.125	202.377	6°42’06.11”			
IP	142.030	674897.798	7601422.052	202.373		–6.000	6.991	66°45’33.08”
CT	145.526	674894.372	7601424.025	202.370	299°56’33.03”			
TC	145.943	674894.011	7601424.233	202.369	299°56’33.03”			
IP	152.007	674888.495	7601427.410	202.373		–16.189	12.129	42°55’35.93”
CT	158.072	674882.293	7601425.980	202.398	257°00’57.10”			
TC	162.171	674878.299	7601425.059	202.415	257°00’57.10”			
IP	163.822	674876.686	7601424.687	202.417		–20.000	3.302	9°27’37.40”
IP	165.473	674875.156	7601424.055	202.414	247°33’19.70”			

MODEL : CONTROL 4000 RDW FILLET – STRING : MR1A42								
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING	RADIUS/SPIRAL	ARC LENGTH	DEFL. ANGLE
IP	0.000	674753.052	7601390.264	201.781	68°35’13.87”			
IP	3.906	674756.935	7601391.787	201.769		9.000	7.811	49°43’34.96”
CT	7.811	674760.607	7601389.808	201.757	118°18’48.83”			
TC	9.863	674762.413	7601388.835	201.751	118°18’48.83”			
IP	11.925	674764.339	7601387.798	201.745		5.000	4.124	47°15’29.05”
CT	13.987	674764.884	7601385.679	201.739	165°34’17.88”			
IP	14.096	674764.911	7601385.573	201.738				
TC	16.961	674765.768	7601382.839	201.730	162°35’49.36”			
IP	28.353	674770.027	7601369.250	201.696		–15.000	22.783	87°01’31.48”
IP	39.745	674783.819	7601372.799	201.819				
IP	59.321	674802.518	7601378.592	202.073				
IP	68.095	674810.724	7601381.698	202.183				
IP	78.330	674820.150	7601385.688	202.209				
IP	89.197	674830.416	7601389.249	202.231				
IP	99.745	674840.645	7601391.827	202.252				
IP	122.804	674863.177	7601396.726	202.298				
IP	144.669	674884.874	7601399.432	202.342				
IP	161.406	674901.084	7601403.599	202.375				
IP	173.158	674915.817	7601407.217	202.399		–14.617	23.503	92°07’48.43”
IP	184.909	674911.654	7601421.805	202.422				
IP	193.191	674909.592	7601429.826	202.439				
TC	193.521	674909.527	7601430.149	202.440	348°32’21.85”			
IP	199.739	674908.201	7601436.688	202.452		–13.849	12.435	51°26’55.34”
CT	205.956	674902.261	7601439.727	202.484	297°05’26.51”			
TC	206.677	674901.619	7601440.055	202.488	297°05’26.51”			
IP	212.998	674895.100	7601443.390	202.527		10.000	12.642	72°26’01.18”
IP	219.319	674896.311	7601450.613	202.566	9°31’27.69”			

NOT FOR CONSTRUCTION

				SURVEYED BY	SCALES (A1)	DRAWN DDR	SIGNED	DATE	<div><div>ISAAC REGION</div><div>Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au</div></div>	ISAAC REGIONAL COUNCIL CAPITAL WORKS NEBO SHOWGROUNDS MASTERPLAN STAGE 1 CONTROL LINE SETOUT TABLES SHEET 2 OF 3	SHEET 20 OF 23	
				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. XXXXX	
2	11/10/24	FOR CLIENT REVIEW		DDR		CHECKED	SIGNED	DATE			DRAWING No.	AMEND.
1	27/08/24	FOR CLIENT REVIEW		DDR		PROJECT ENGINEER						
NO.	DATE	DESCRIPTION		DRAWN	MERIDIAN GDA20 MGA 55	RPEQ NO. _____			DATE		40302	2
AMENDMENTS AND REVISIONS												

MODEL : CONTROL 4000 FIELD – STRING : MKA10				
PT	CHAINAGE	X COORD	Y COORD	Z COORD
IP	0.000	674888.699	7601563.515	203.100
IP	170.500	675053.821	7601605.998	204.450
IP	231.500	675069.020	7601546.922	204.874
IP	402.000	674903.898	7601504.439	203.386

MODEL : CONTROL 4000 FIELD – STRING : MKA20				
PT	CHAINAGE	X COORD	Y COORD	Z COORD
IP	0.000	674871.132	7601631.791	203.200
IP	170.500	675036.255	7601674.275	204.500
IP	231.500	675051.454	7601615.199	204.375
IP	402.000	674886.331	7601572.715	203.009

MODEL : CONTROL 4000 RDW CAMPING – STRING : MC1B10					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674773.508	7601401.209		345°34’17.84”
IP	190.691	674725.994	7601585.885	202.226	345°34’17.84”

MODEL : CONTROL 4000 RDW CAMPING – STRING : MC1B20					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674798.593	7601408.056		345°34’17.85”
IP	175.713	674754.811	7601578.227	202.326	345°34’17.85”

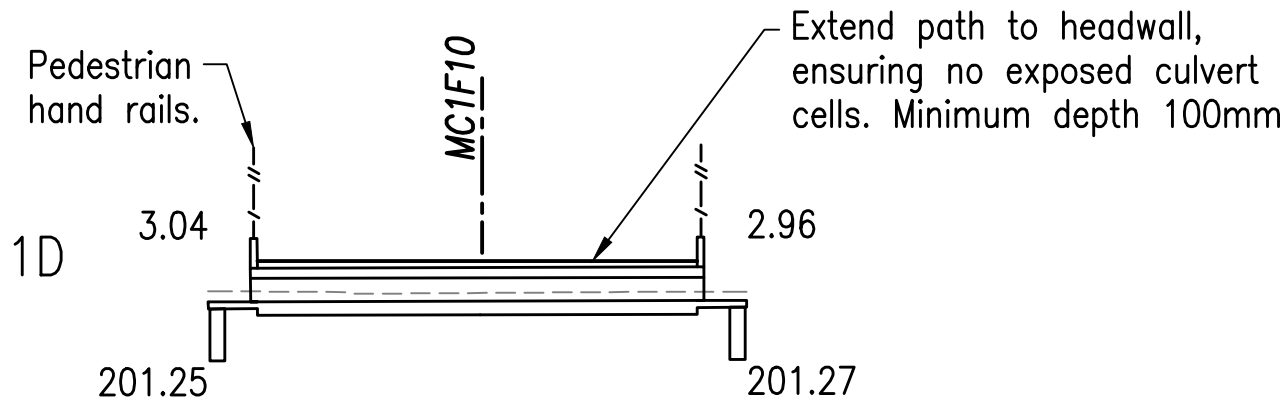
MODEL : CONTROL 4000 RDW CAMPING – STRING : MC1B30					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674823.678	7601414.903		345°34’17.92”
IP	169.475	674781.450	7601579.033	202.332	345°34’17.92”

MODEL : CONTROL 4000 RDW CAMPING – STRING : MC1B40				
PT	CHAINAGE	X COORD	Y COORD	BEARING
IP	0.000	674848.847	7601421.773	345°34’17.88”
IP	169.509	674806.610	7601585.936	345°34’17.88”

MODEL : CONTROL 4000 RDW CAMPING – STRING : MC1B50					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674873.771	7601428.898	202.567	345°34’17.88”
IP	169.192	674831.613	7601592.754	202.547	345°34’17.88”

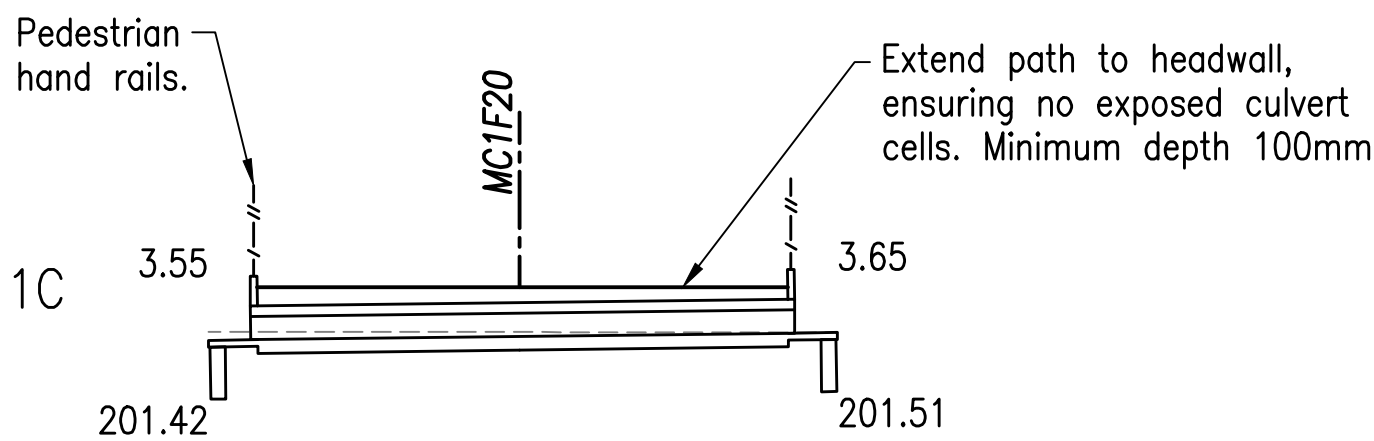
MODEL : CONTROL 4000 PATH CAMPING – STRING : MC1F10					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674876.550	7601496.773	202.500	255°34’17.92”
IP	170.769	674711.167	7601454.223		255°34’17.92”

MODEL : CONTROL 4000 PATH CAMPING – STRING : MC1F20					
PT	CHAINAGE	X COORD	Y COORD	Z COORD	BEARING
IP	0.000	674857.249	7601569.250	202.436	255°34’17.84”
IP	177.349	674685.494	7601525.060	202.503	255°34’17.84”



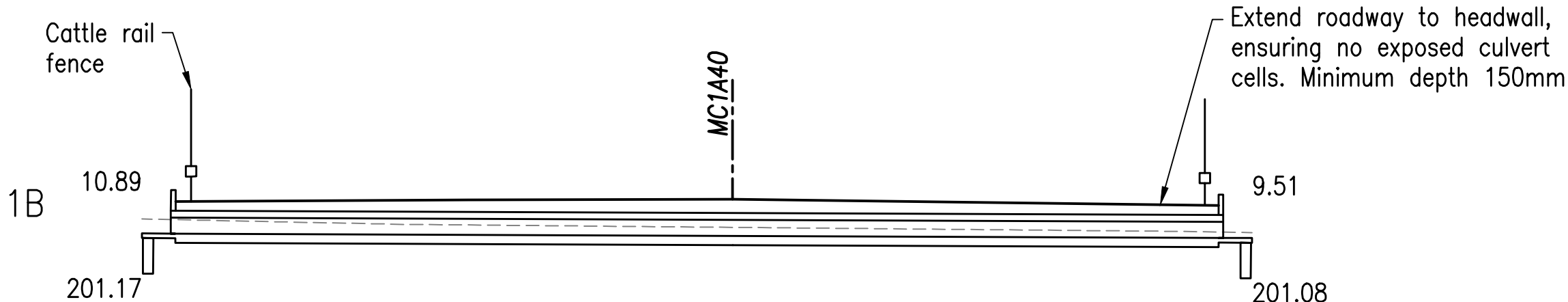
1200x300 RCBC_Precast (1/1.20 2/2.40) (6.00 outside of walls)
Skew Angle 0° Skew Number 89.9 (6.00 overall length)

MC1F10
148.906



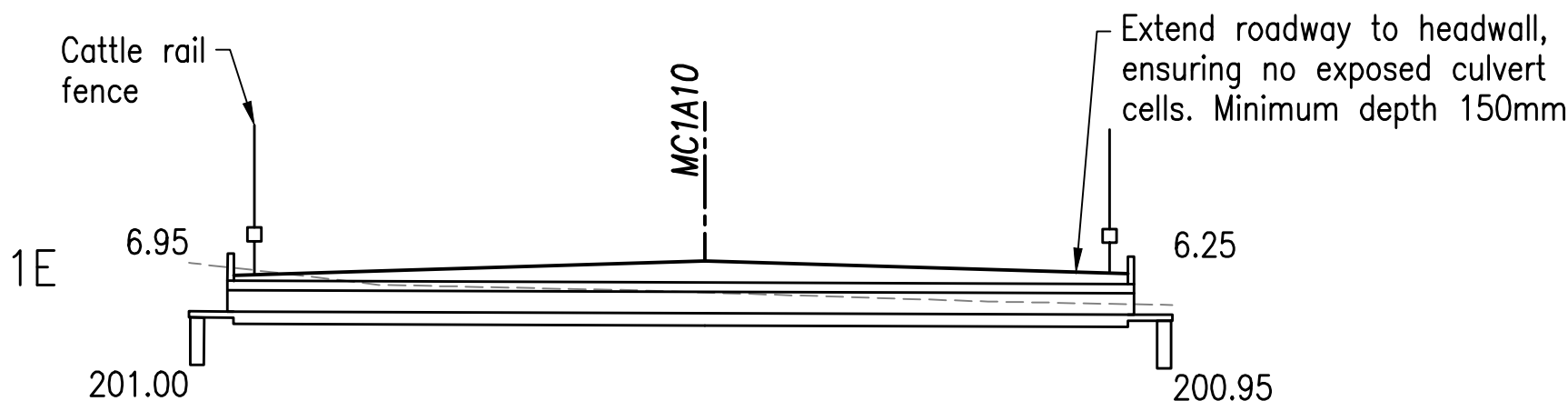
1200x300 RCBC_Precast (3/2.40) (7.20 outside of walls)

MC1F20
156



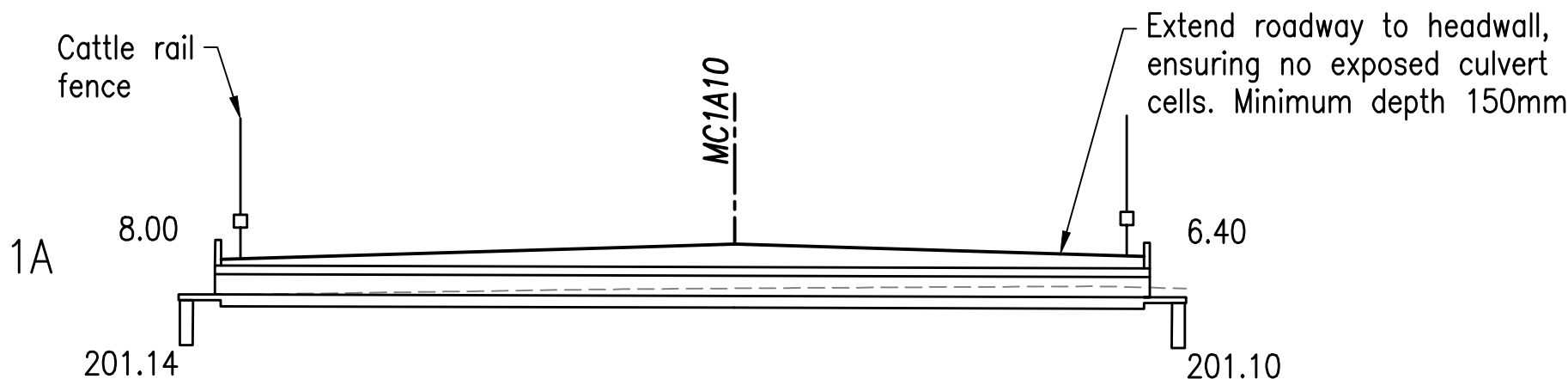
1200x300 RCBC_Precast (1/1.20 8/2.40) (20.40 outside of walls)
Skew Angle 15° Skew Number 105.4 (20.40 overall length)

MC1A40
12.917



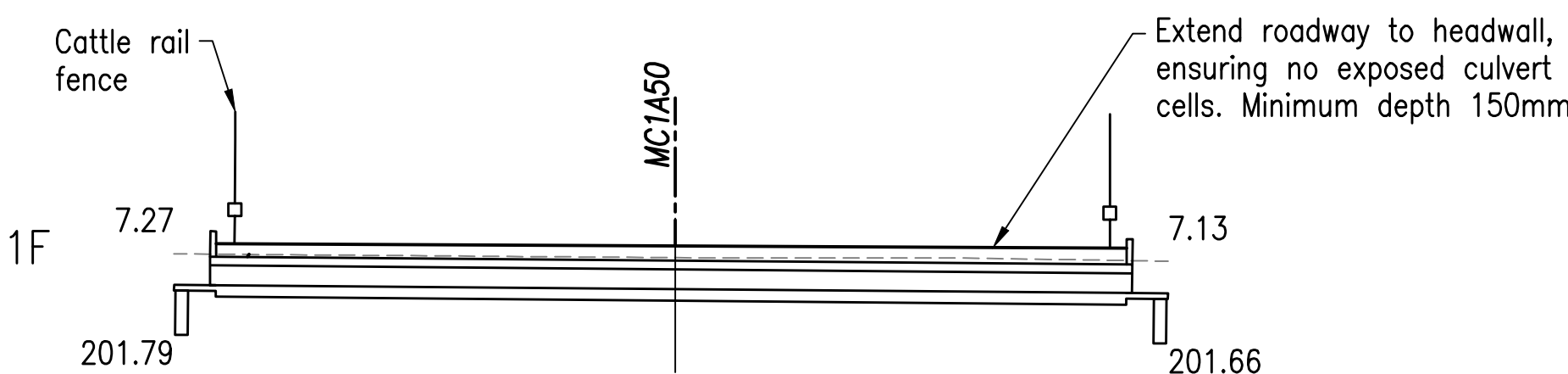
1200x300 RCBC_Precast (1/1.20 5/2.40) (13.20 outside of walls)

MC1A10
64.068



2/1200x300 RCBC_Precast (12/2.40) (14.40 outside of walls)
Skew Angle 3° Skew Number 93.4 (14.40 overall length)

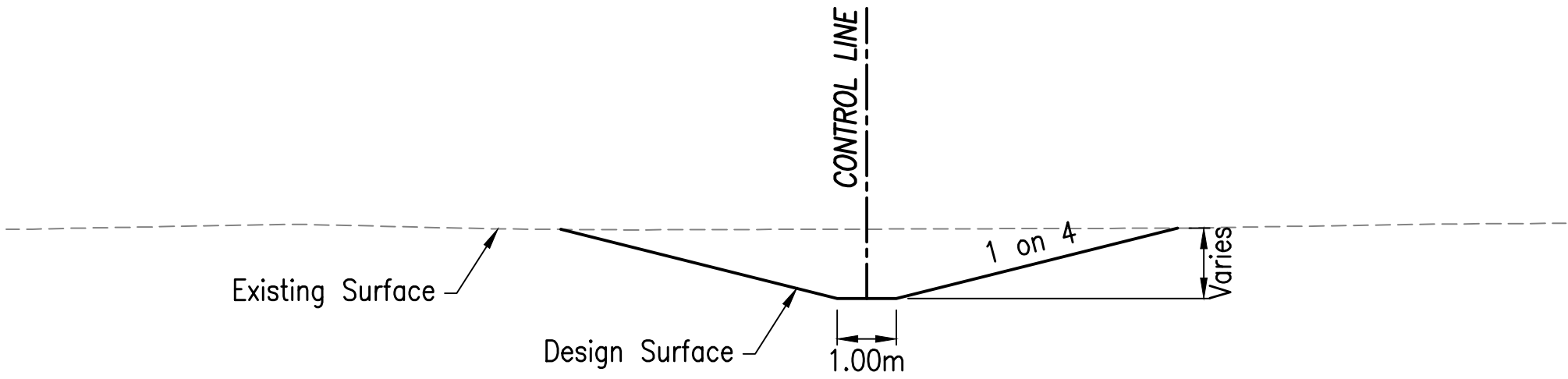
MC1A10
145.495



1200x300 RCBC_Precast (6/2.40) (14.40 outside of walls)
Skew Angle 1° Skew Number 90.8 (14.40 overall length)

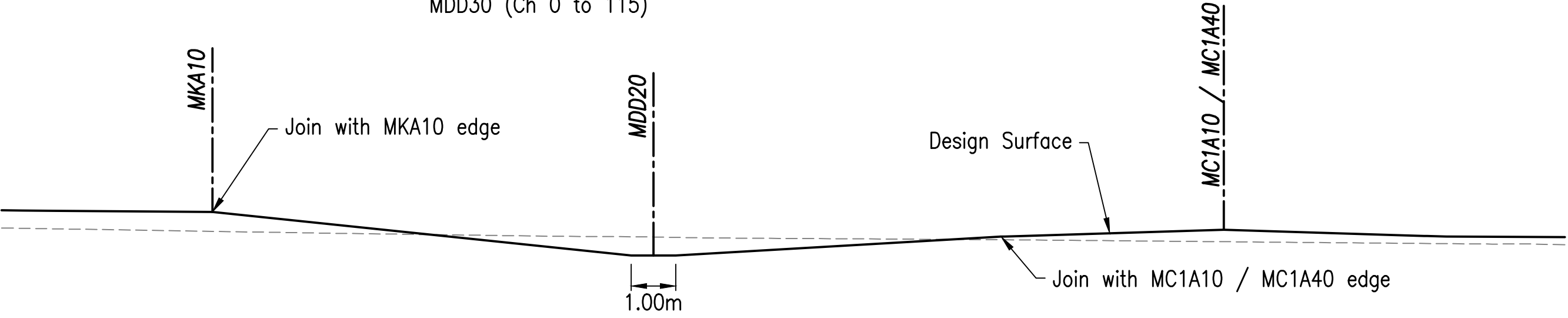
MC1A50
9.636

				SURVEYED BY	SCALES (A1) 	DRAWN DDR	SIGNED	DATE	 Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au	ISAAC REGIONAL COUNCIL CAPITAL WORKS NEBO SHOWGROUNDS MASTERPLAN STAGE 1 DRAINAGE CROSS-SECTIONS	SHEET 22 OF 23	
				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. XXXXX	
2	11/10/24	FOR CLIENT REVIEW	DDR	LEVEL DATUM A.H.D.		CHECKED	SIGNED	DATE			DRAWING No.	AMEND.
1	27/08/24	FOR CLIENT REVIEW	DDR	MERIDIAN GDA20 MGA 55		PROJECT ENGINEER					40401	2
NO.	DATE	DESCRIPTION		DRAWN	RPEQ NO:			DATE				
AMENDMENTS AND REVISIONS												



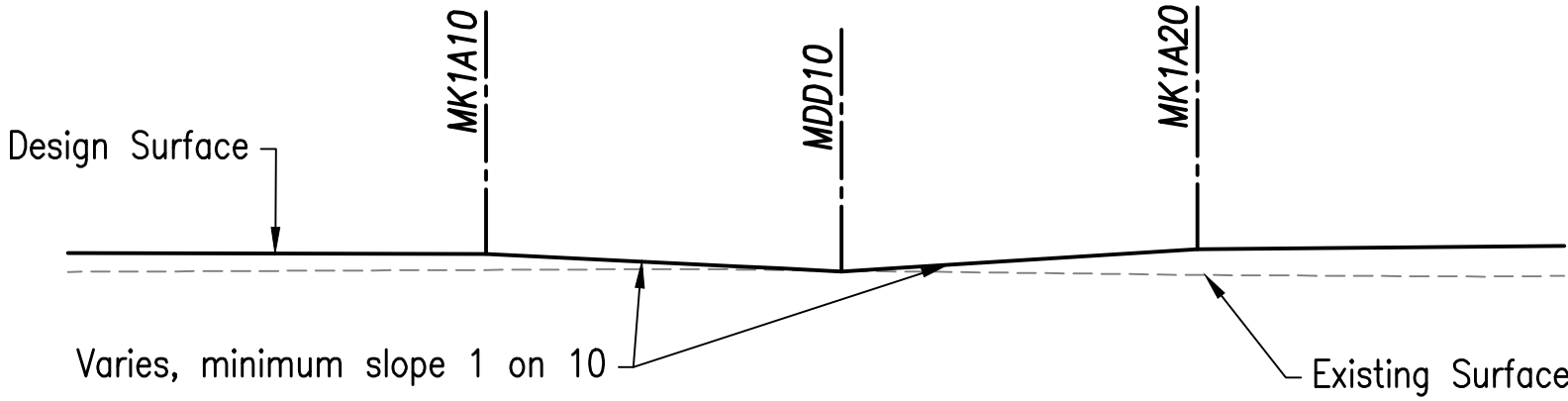
TYPICAL CROSS SECTION – OPEN CHANNEL 1 ON 4 SIDES

MDD20 (LHS Ch 80 to END; RHS Ch 160 to END)
MDD30 (Ch 0 to 115)



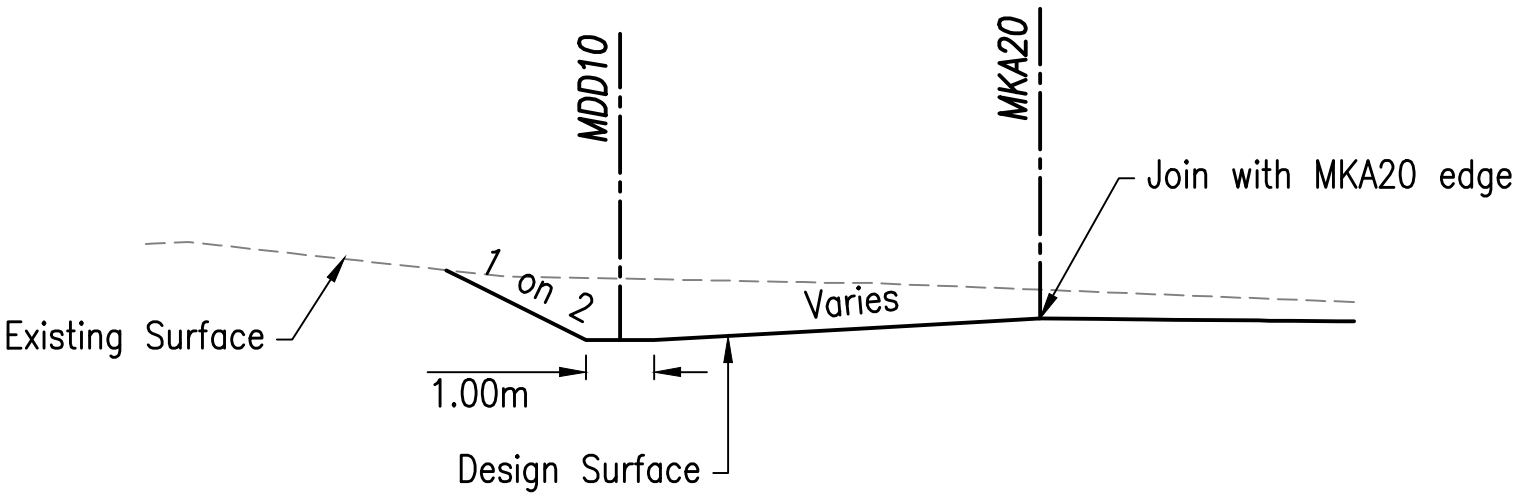
TYPICAL CROSS SECTION – MDD20

Ch 0 to 80 (LHS)
Ch 0 to 160 (RHS)



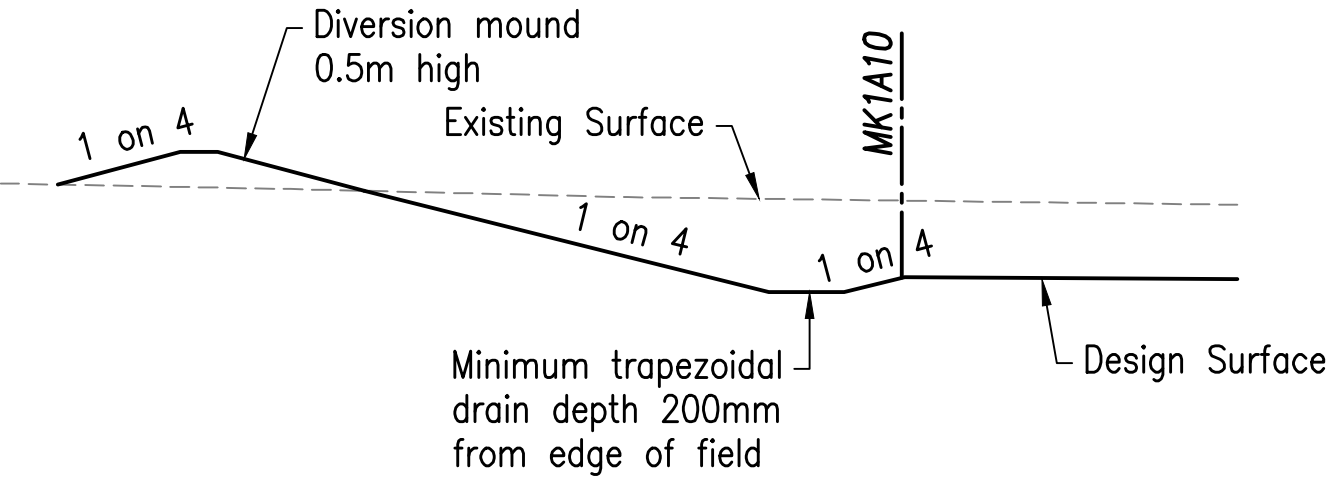
TYPICAL CROSS SECTION – MDD10

Ch 50 to END



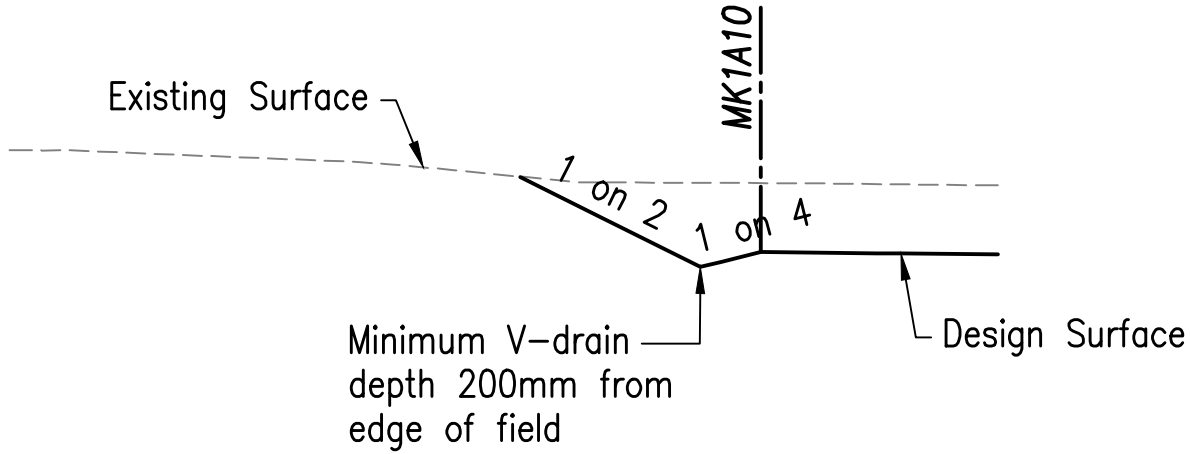
SECTION 3
1:100 40102

Ch 0 to 50 (MDD10)



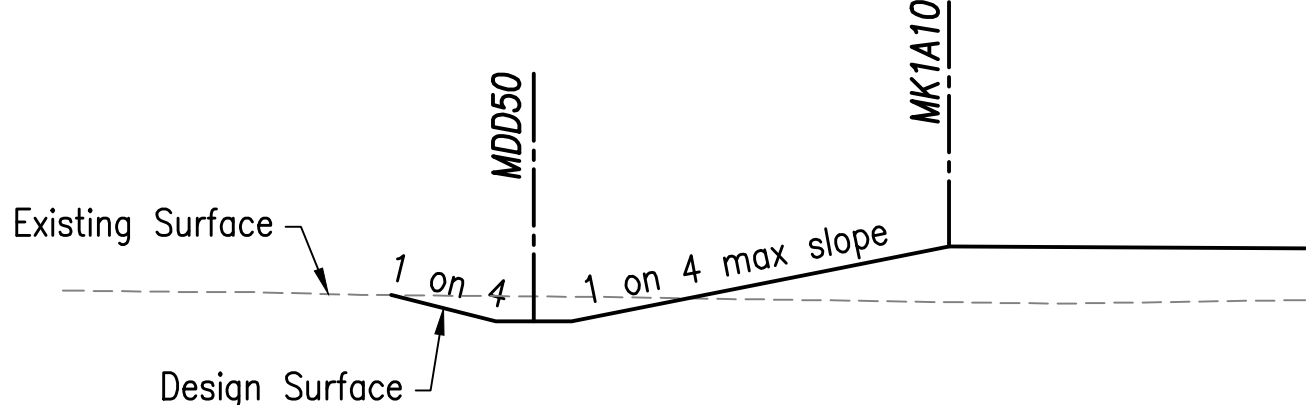
TYPICAL CROSS SECTION – MKA10 Trapezoidal drain

Ch 232 to 305

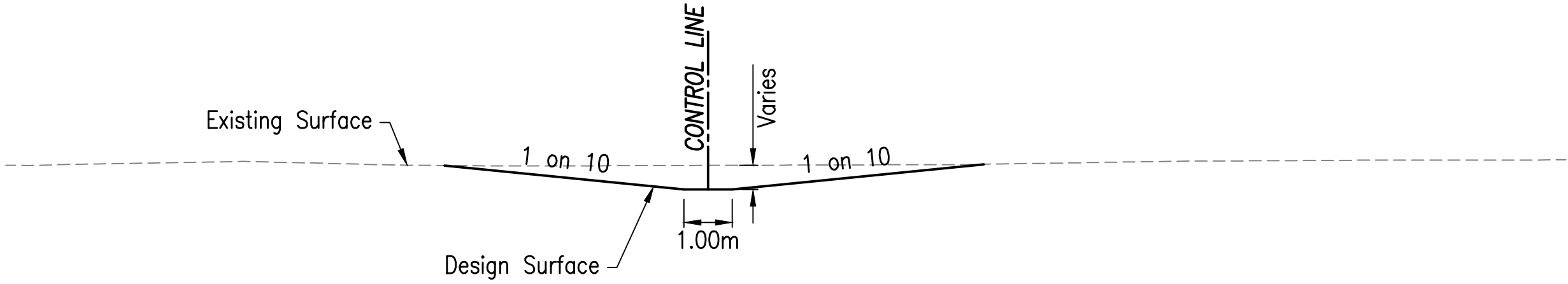


TYPICAL CROSS SECTION – MKA10 V-drain

Ch 171 to 232



TYPICAL CROSS SECTION – MDD50



TYPICAL CROSS SECTION – OPEN CHANNEL 1 ON 10 SIDES

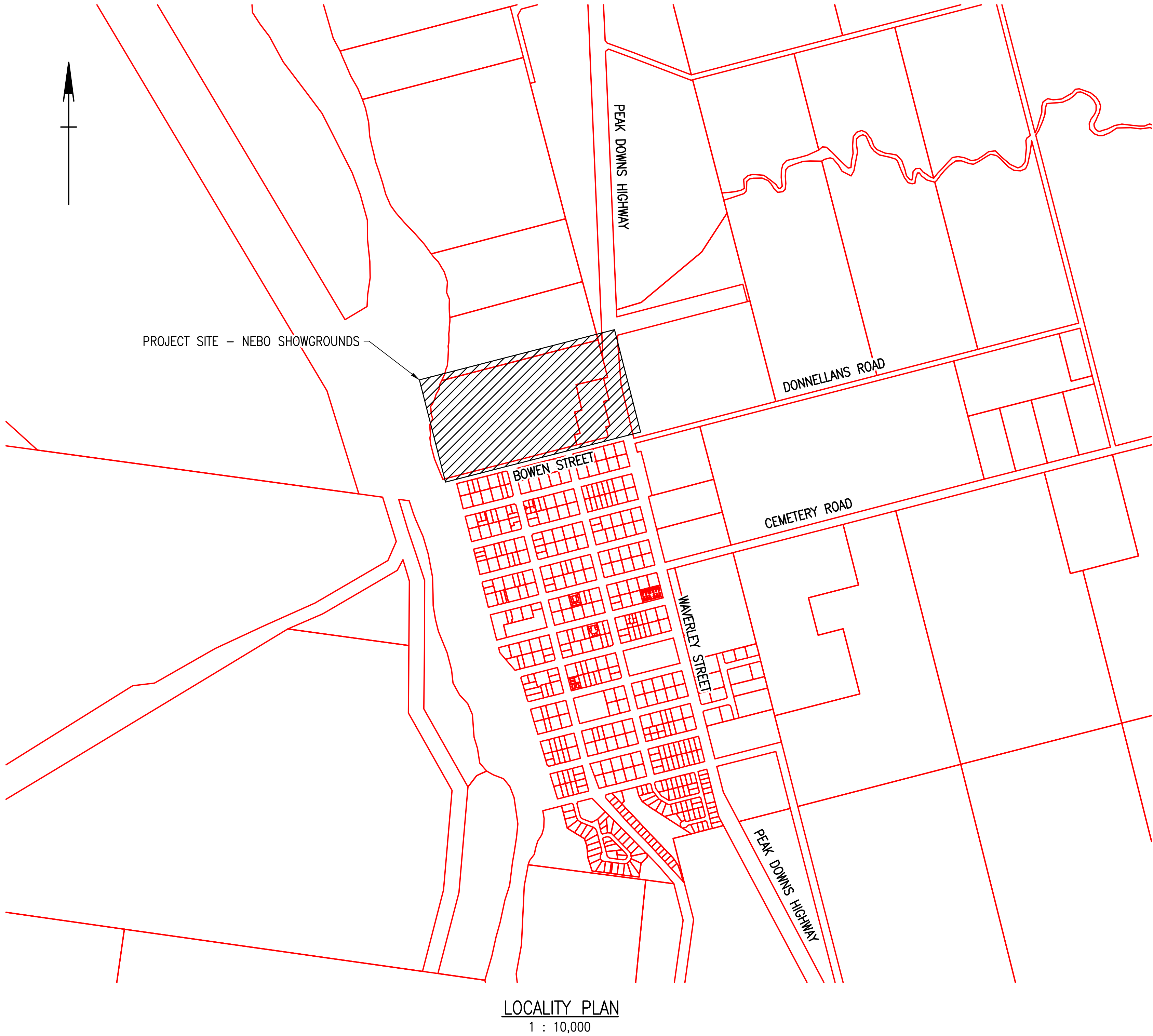
MDD30 (Ch 136 to END)
MDD40

NEBO SHOWGROUNDS MASTER PLAN

ELECTRICAL UTILITIES

DRAWING INDEX

DRAWING NUMBER	ISSUE	DATE	DRAWING DESCRIPTION
41001	2	11/10/24	ELECTRICAL UTILITIES – LOCALITY PLAN & DRAWING INDEX
41002	2	11/10/24	ELECTRICAL UTILITIES – GENERAL NOTES AND DETAILS
41101	2	11/10/24	ELECTRICAL UTILITIES – GENERAL ARRANGEMENT PLAN
41201	2	11/10/24	ELECTRICAL UTILITIES – EXISTING SINGLE LINE DIAGRAM
41202	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 1 OF 7
41203	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 2 OF 7
41204	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 3 OF 7
41205	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 4 OF 7
41206	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 5 OF 7
41207	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 6 OF 7
41208	2	11/10/24	ELECTRICAL UTILITIES – SINGLE LINE DIAGRAM SHEET 7 OF 7
41211	2	11/10/24	ELECTRICAL UTILITIES – CABLE SCHEDULE



- All dimensions are in metres U.O.N.
- All works shall conform to the requirements, specifications and standards prescribed in the Contract Documents. Should any discrepancies be identified between Contract Documents, the Contractor shall seek clarification from the Superintendent prior to proceeding with works.

- Survey setout points are located in the table below.

PROJECT GEOTECHNICAL NOTES

- No geotechnical investigations were completed.

SURVEY INFORMATION

- The accuracy and completeness of existing services, property boundaries and dimensions shown on the drawings can not be guaranteed. It is the Contractor's responsibility to verify the location of all services and features with all relevant authorities and owners prior to construction and advise the superintendent on any difference from the drawings. The designer and principal take no responsibility for the accuracy and completeness of the information shown on the drawings.
- It is the responsibility of the contractor to carry out any additional pot-holing or service locating.
- The shapes depicting services are symbolic representations, and whilst they might be accurately positioned, they are not to scale.
- Survey used: detailed survey (provided by IRC) 30/07/2024 file name: "24276-CD01_RevB.dwg" dated 30/07/2024.
- Horizontal Datum – MGA2020 Zone 55 VIDE PM36091.
- Vertical Datum – AHD VIDE PM36091 (RL 202.577)

SERVICES NOTES

- The showgrounds is a long standing existing site of many constructions and reconstructions with limited design or construction records. Caution is required as the area may contain unknown third party infrastructure and extra care should be undertaken with any excavation works.
 - Before You Dig Australia (BYDA) search has been undertaken for this site. The services shown are given for guidance only. Locations and/or depths may not be accurately represented and other services may exist on site.
- REF NO. 34863180 DATE: 18/08/2023
- No works shall be undertaken within 3m of any service without first consulting with the relevant service authority (or owner).
 - All relevant works shall be done in accordance with the service authorities advice.
 - The Contractor shall take all necessary measures to prevent damage to existing services and infrastructure. Any damage to existing services or infrastructure shall be repaired by the Contractor in a like-for-like condition and as deemed acceptable by the Superintendent and at no extra cost to the Principal.
 - The Contractor shall not modify or conduct any works on any existing services except for the those explicitly detailed in the Project Drawings and Contract Documents.













ELECTRICAL NOTES

- All design and construction to conform to AS/NZS 3000:2018 and AS/NZS 3001:2022.
- Maximum demand of new stands calculated according to AS/NZS 3001:2022.
- All conduits to be buried at minimum 1000 deep.
- Assumption made that all existing electrical infrastructure is adequately sized as no nuisance trips have been reported, including times of high usage.
- All existing camp site GPO infrastructure, including cabling and Mushrooms to be removed.












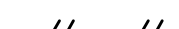

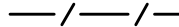

- Refer to drawings Drg 60715772-SHT-4000-40001 to 60715772-SHT-4000-40402 for civil design.



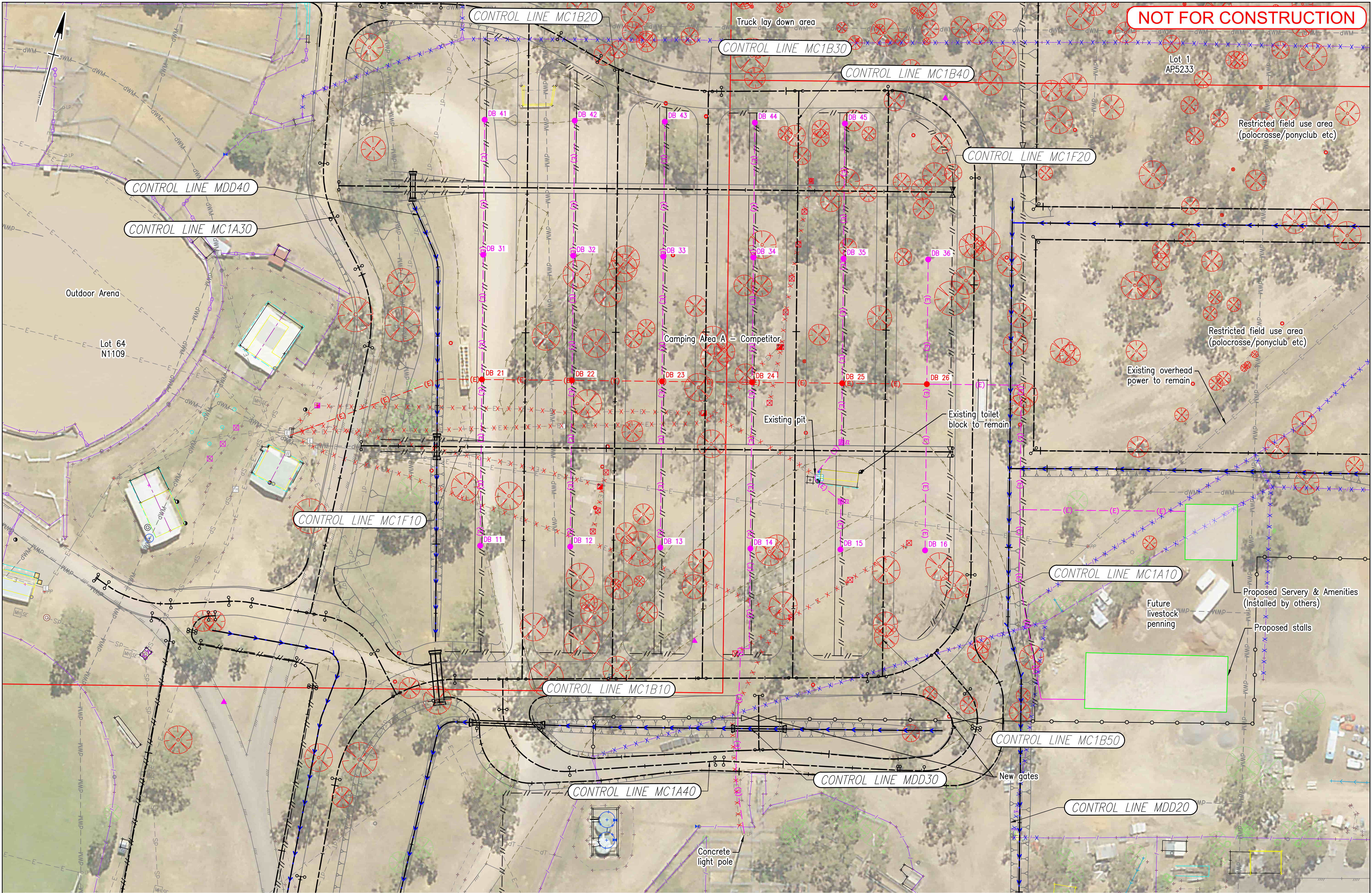
EXISTING LEGEND

 Property Boundary
 -dWM- BYDA Water Main
 -dS- BYDA Sewer Main
 -dT- BYDA Telecommunications
 Existing Drainage Culvert
 -T- Existing Communications U/G
 -E- Existing Electricity O/H
 -E- Existing Electricity U/G
 Existing Stay Wire
 Existing Fence
 Existing Tree
 Survey Benchmark

DESIGN LEGEND

	Electricity U/G (100mm orange conduit 1000 deep)
	Electricity U/G (2 x 150mm orange conduit 1000 deep)
	Typical Sub-DB
	Typical Main-DB and Electrical Pit
	Proposed Electrical Pit
	Proposed Stormwater Drain
	Proposed Fence (Double)
	Proposed Fence (Single)
	Proposed 1800mm High Chain Mesh Fence
	Proposed Cattle Rail Fence
	Proposed Hand Rail
	Proposed Gate
	Existing Utility to be Abandoned
	Existing Fence to be Demolished
	Existing Tree to be removed

				SURVEYED BY	SCALES (A1)	DRAWN DDR	SIGNED	DATE	<div></div> <div>Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au</div>	<div>ISAAC REGIONAL COUNCIL CAPITAL WORKS</div> <div>NEBO SHOWGROUNDS MASTERPLAN STAGE 1</div> <div>ELECTRICAL UTILITIES</div> <div>GENERAL NOTES & DETAILS</div>	SHEET 2 OF 12	
				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. XXXXX	
2	11/10/24	FOR CLIENT REVIEW	DDR	LEVEL DATUM		CHECKED	SIGNED	DATE			DRAWING No.	AMEND.
1	27/08/24	FOR CLIENT REVIEW	DDR	A.H.D.		PROJECT ENGINEER					41002	2
NO.	DATE	DESCRIPTION	DRAWN	MERIDIAN GDA20 MGA 55		RPEQ NO: _____ DATE _____						
AMENDMENTS AND REVISIONS												



NO.	DATE	DESCRIPTION	DRAWN
2	11/10/24	FOR CLIENT REVIEW	DDR
1	27/08/24	FOR CLIENT REVIEW	DDR
AMENDMENTS AND REVISIONS			

SURVEYED BY	
SURVEY DATE	
LEVEL DATUM	A.H.D.
MERIDIAN	GDA20 MGA 55

SCALES (A1)
0 5 10 15 20m

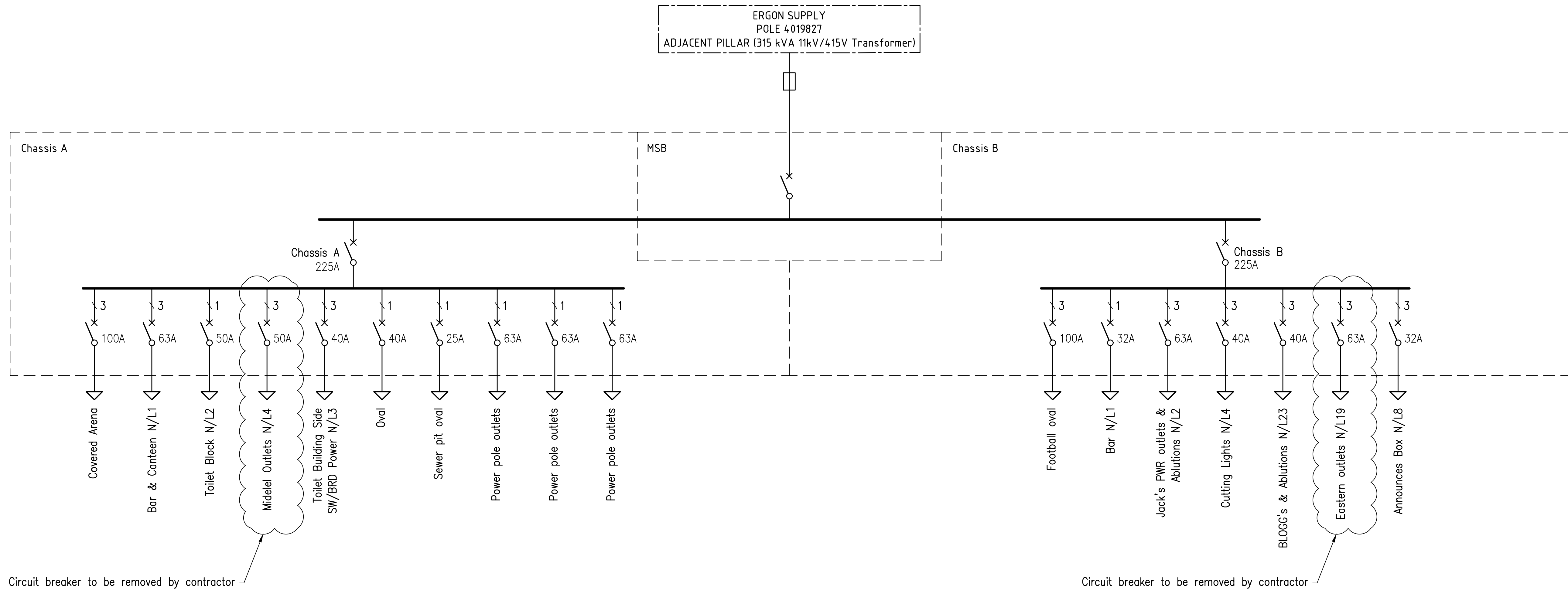
DRAWN	SIGNED	DATE
DDR		
DESIGNED	SIGNED	DATE
CHECKED	SIGNED	DATE
PROJECT ENGINEER		
RPEQ NO:		DATE

ISAAC
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ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
ELECTRICAL UTILITIES
GENERAL ARRANGEMENT PLAN

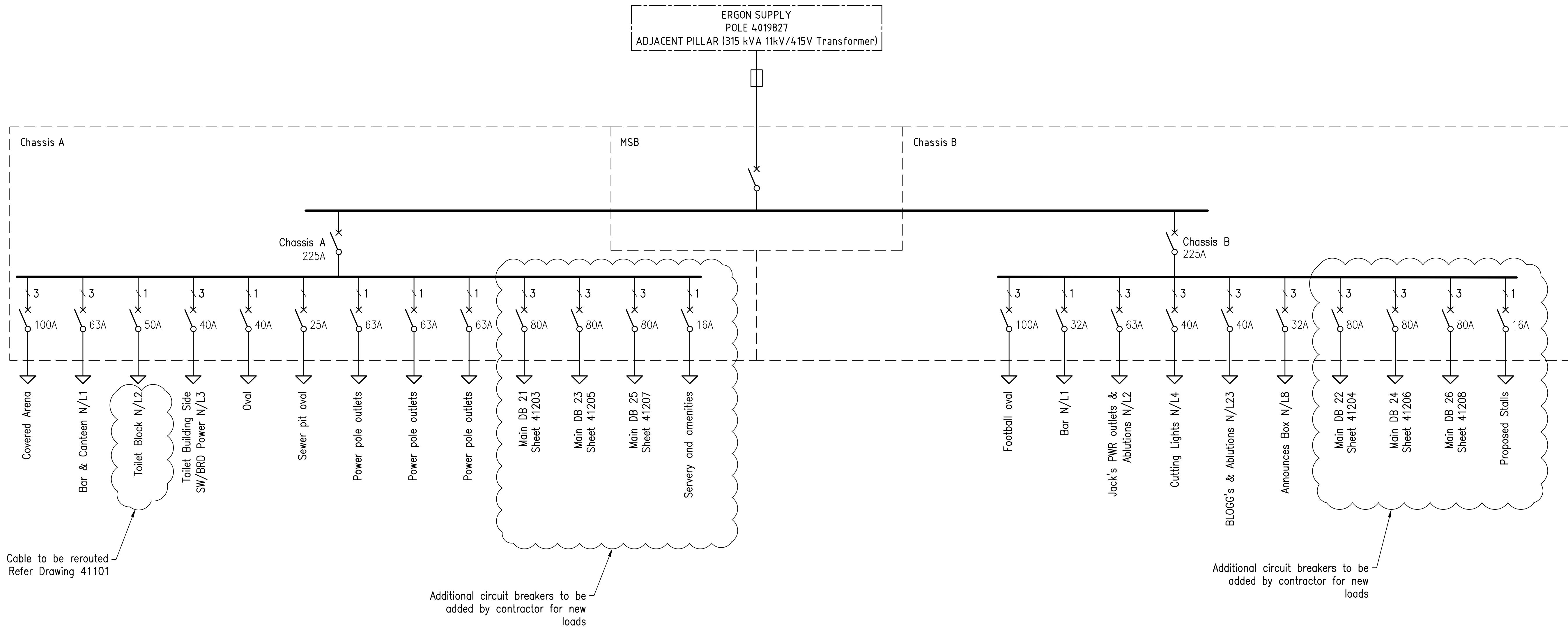
SHEET 3 OF 12	
WORK ORDER No.	XXXXX
DRAWING No.	AMEND.
41101	2



NOTES

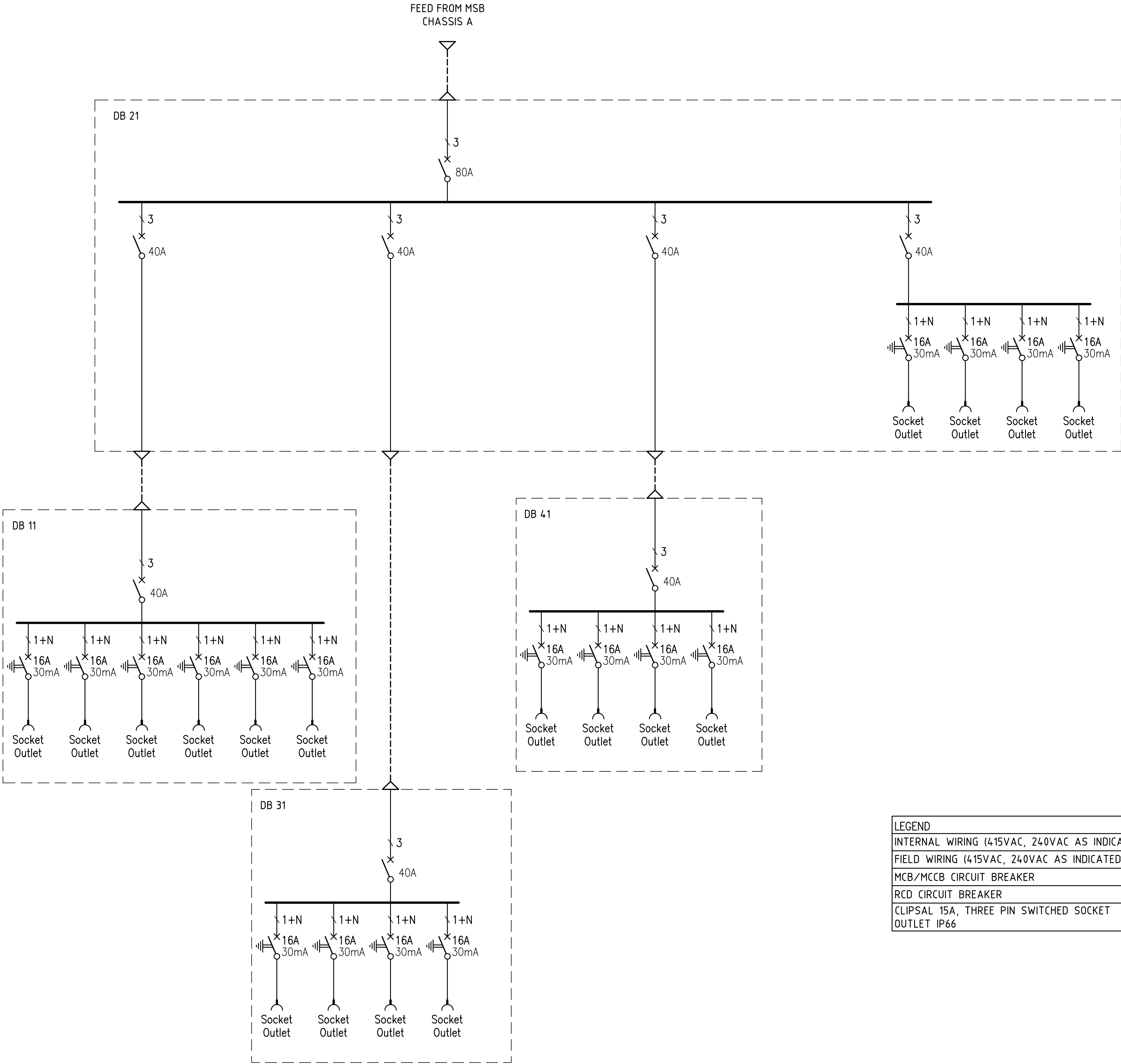
1. This SLD is indicative only. Point-to-point checks were not completed. This SLD will become redundant once the Showgrounds electrical upgrade is complete. Refer DRG 41202.

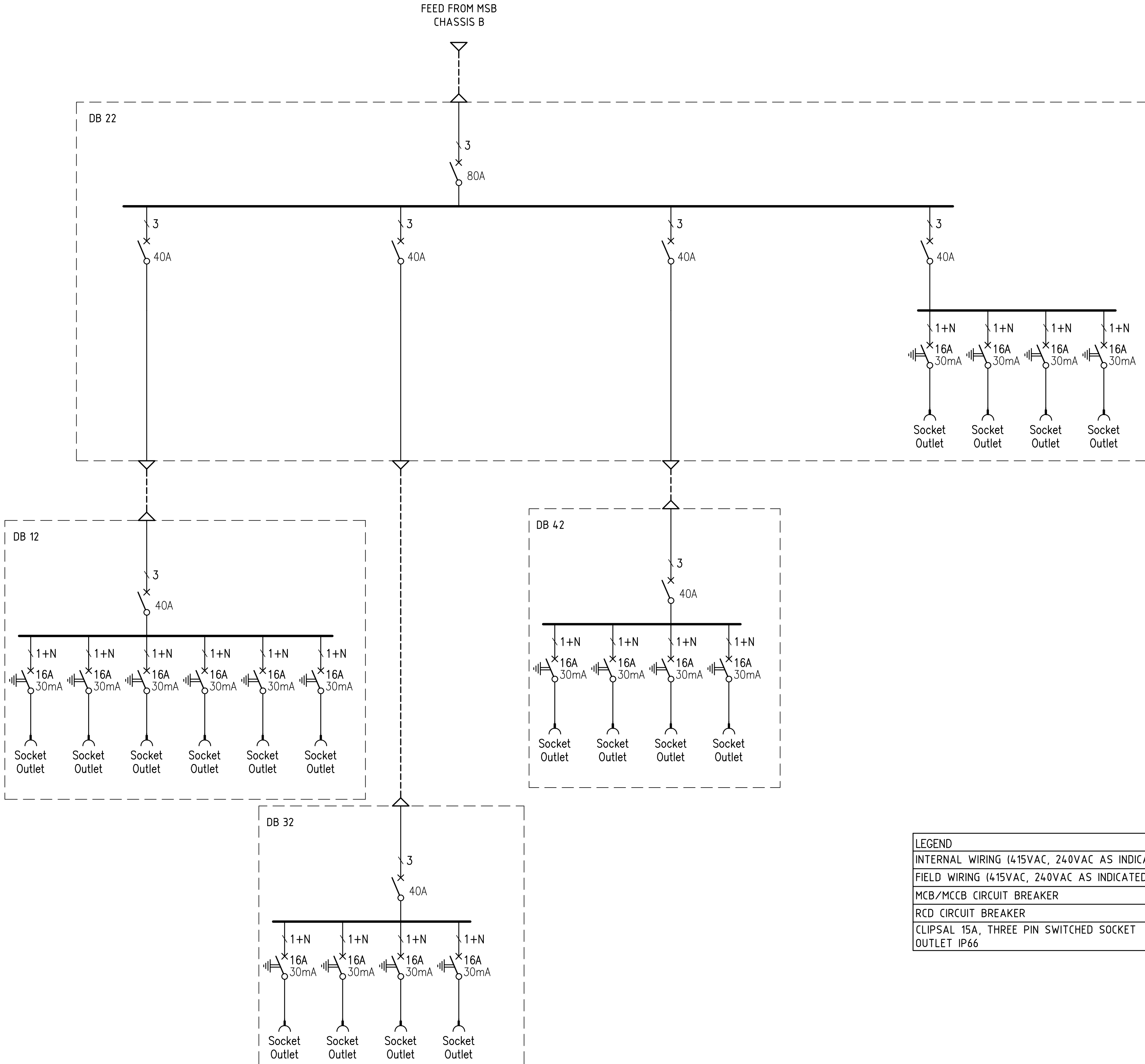
LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	————
FIELD WIRING (415VAC, 240VAC AS INDICATED)	-----
MCB/MCCB CIRCUIT BREAKER	X O
RCD CIRCUIT BREAKER	X P








- NOTES
1. Loads are assumed only from site and by service locator – to be verified by contractor before installation.

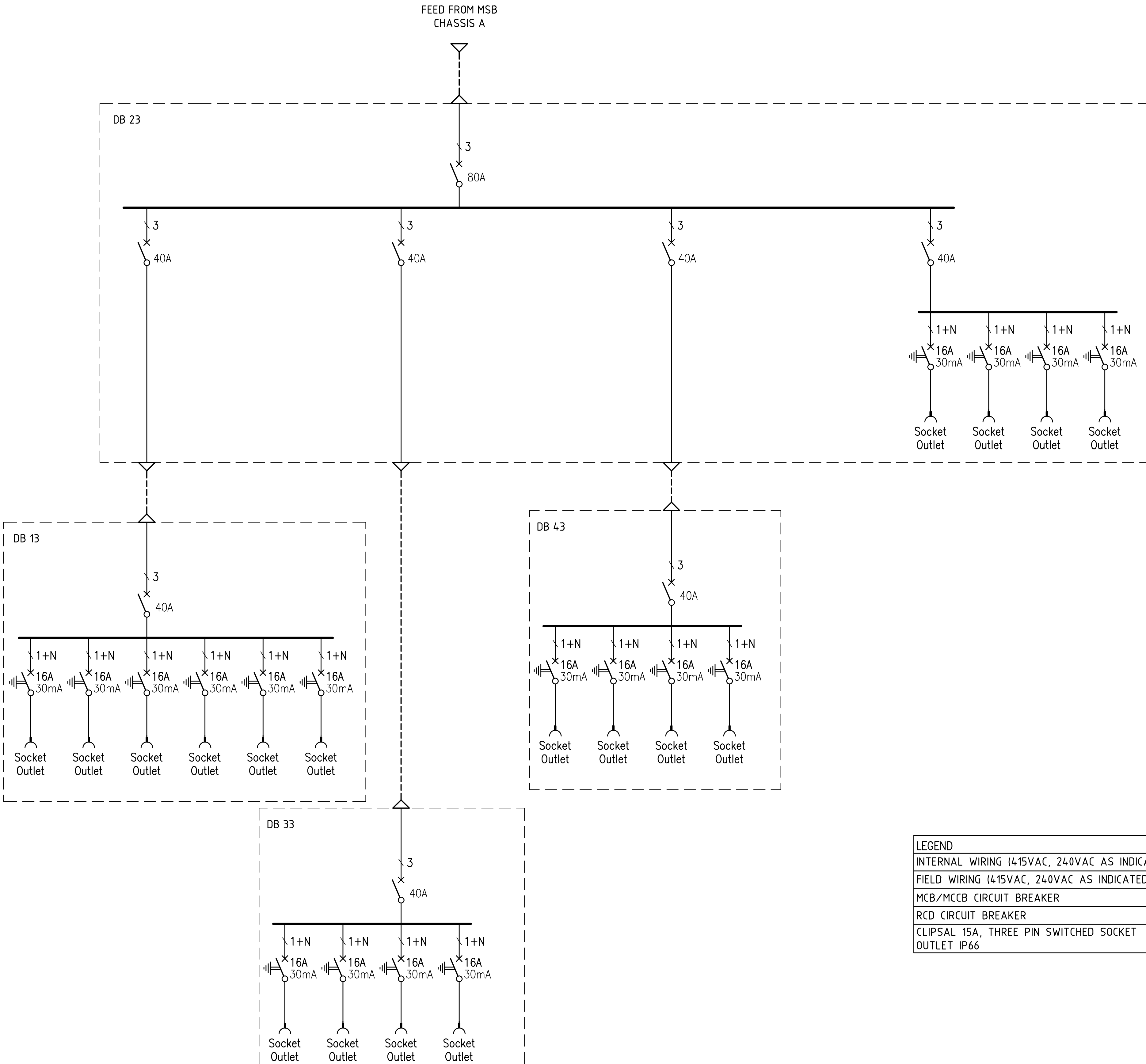
LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	————
FIELD WIRING (415VAC, 240VAC AS INDICATED)	-----
MCB/MCCB CIRCUIT BREAKER	X O
RCD CIRCUIT BREAKER	X P










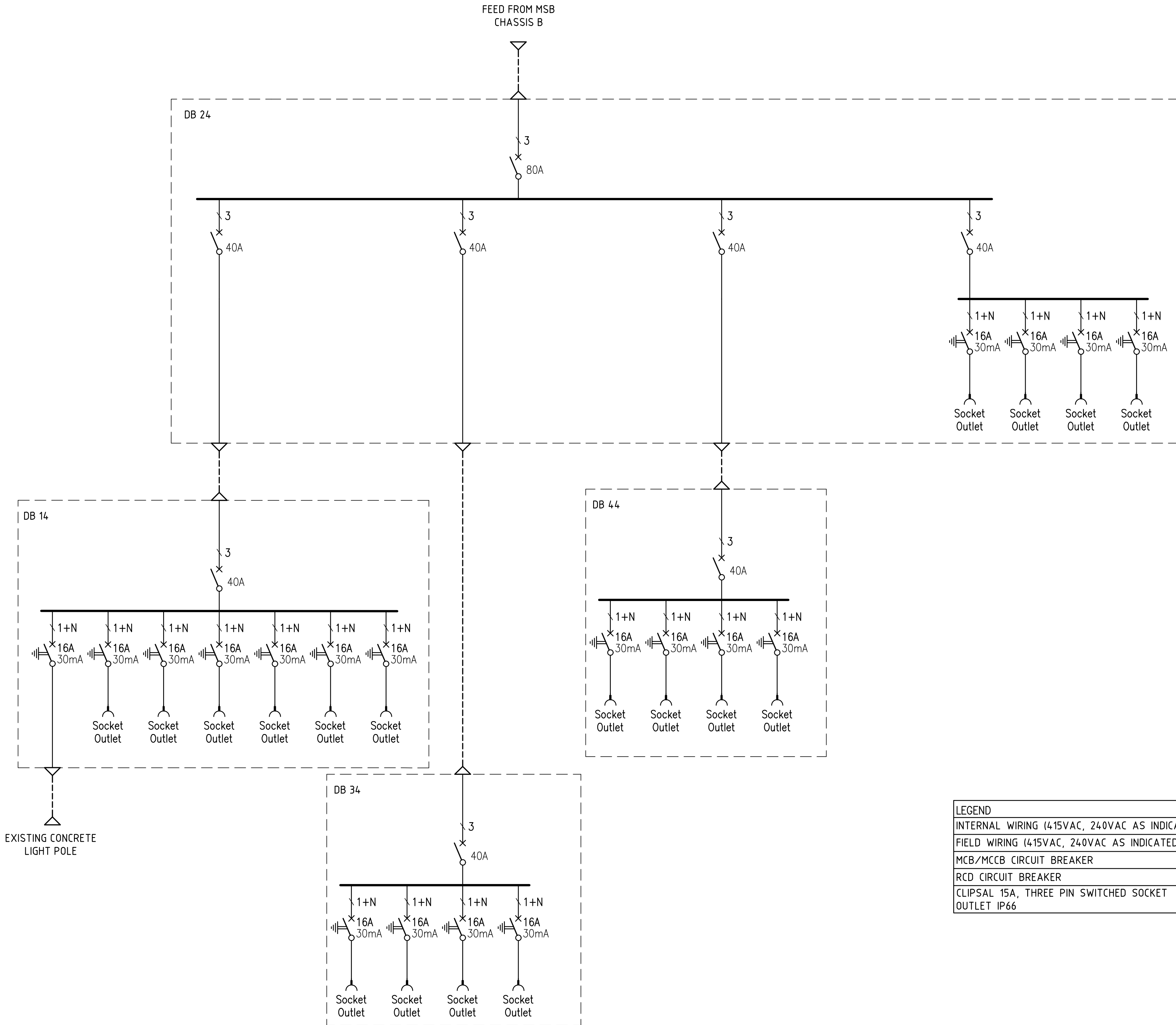
LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	
FIELD WIRING (415VAC, 240VAC AS INDICATED)	
MCB/MCCB CIRCUIT BREAKER	
RCD CIRCUIT BREAKER	
CLIPSAL 15A, THREE PIN SWITCHED SOCKET OUTLET IP66	






				SURVEYED BY	SCALES (A1)	DRAWN	SIGNED	DATE	<div> Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au</div>	<div>ISAAC REGIONAL COUNCIL CAPITAL WORKS NEBO SHOWGROUNDS MASTERPLAN STAGE 1 ELECTRICAL UTILITIES SINGLE LINE DIAGRAM SHEET 3 OF 7</div>	SHEET 7 OF 12	
				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. xxxxx	
2	11/10/24	FOR CLIENT REVIEW		DDR		CHECKED	SIGNED	DATE			DRAWING No.	AMEND.
1	27/08/24	FOR CLIENT REVIEW		DDR	PROJECT ENGINEER			41204			2	
NO.	DATE	DESCRIPTION		DRAWN	RPEO NO: _____ DATE _____							
AMENDMENTS AND REVISIONS				MERIDIAN GDA20 MGA 55								



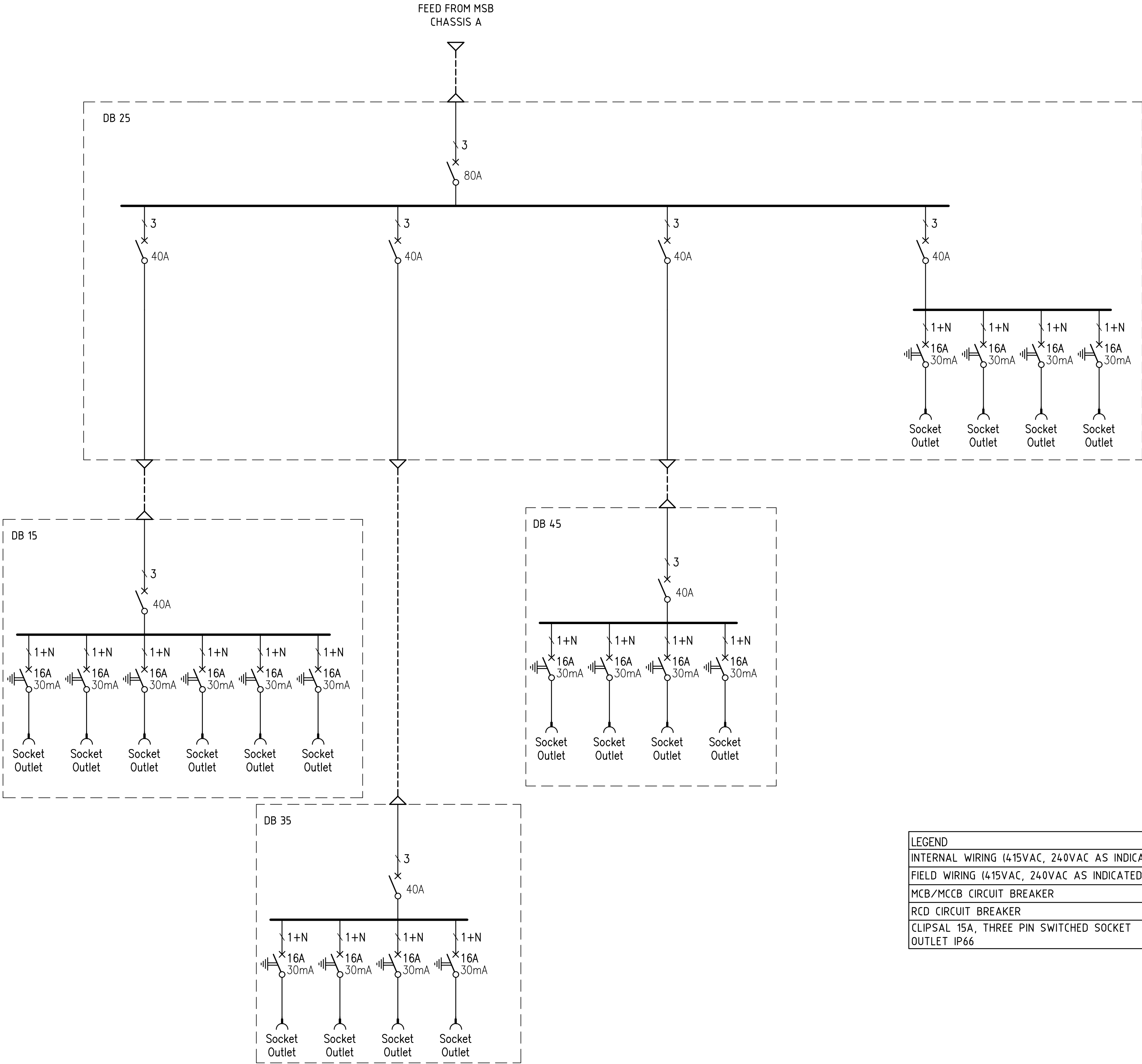
LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	
FIELD WIRING (415VAC, 240VAC AS INDICATED)	
MCB/MCCB CIRCUIT BREAKER	
RCD CIRCUIT BREAKER	
CLIPSAL 15A, THREE PIN SWITCHED SOCKET OUTLET IP66	

				SURVEYED BY	SCALES (A1)	DRAWN	SIGNED	DATE	<div> Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au</div>	<div>ISAAC REGIONAL COUNCIL CAPITAL WORKS NEBO SHOWGROUNDS MASTERPLAN STAGE 1 ELECTRICAL UTILITIES SINGLE LINE DIAGRAM SHEET 4 OF 7</div>	SHEET 8 OF 12	
				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. xxxxx	
2	11/10/24	FOR CLIENT REVIEW		DDR		CHECKED	SIGNED	DATE			DRAWING No.	AMEND.
1	27/08/24	FOR CLIENT REVIEW		DDR				41205			2	
NO.	DATE	DESCRIPTION		DRAWN								
AMENDMENTS AND REVISIONS				MERIDIAN GDA20 MGA 55								
					PROJECT ENGINEER							
					RPEO NO:	DATE						

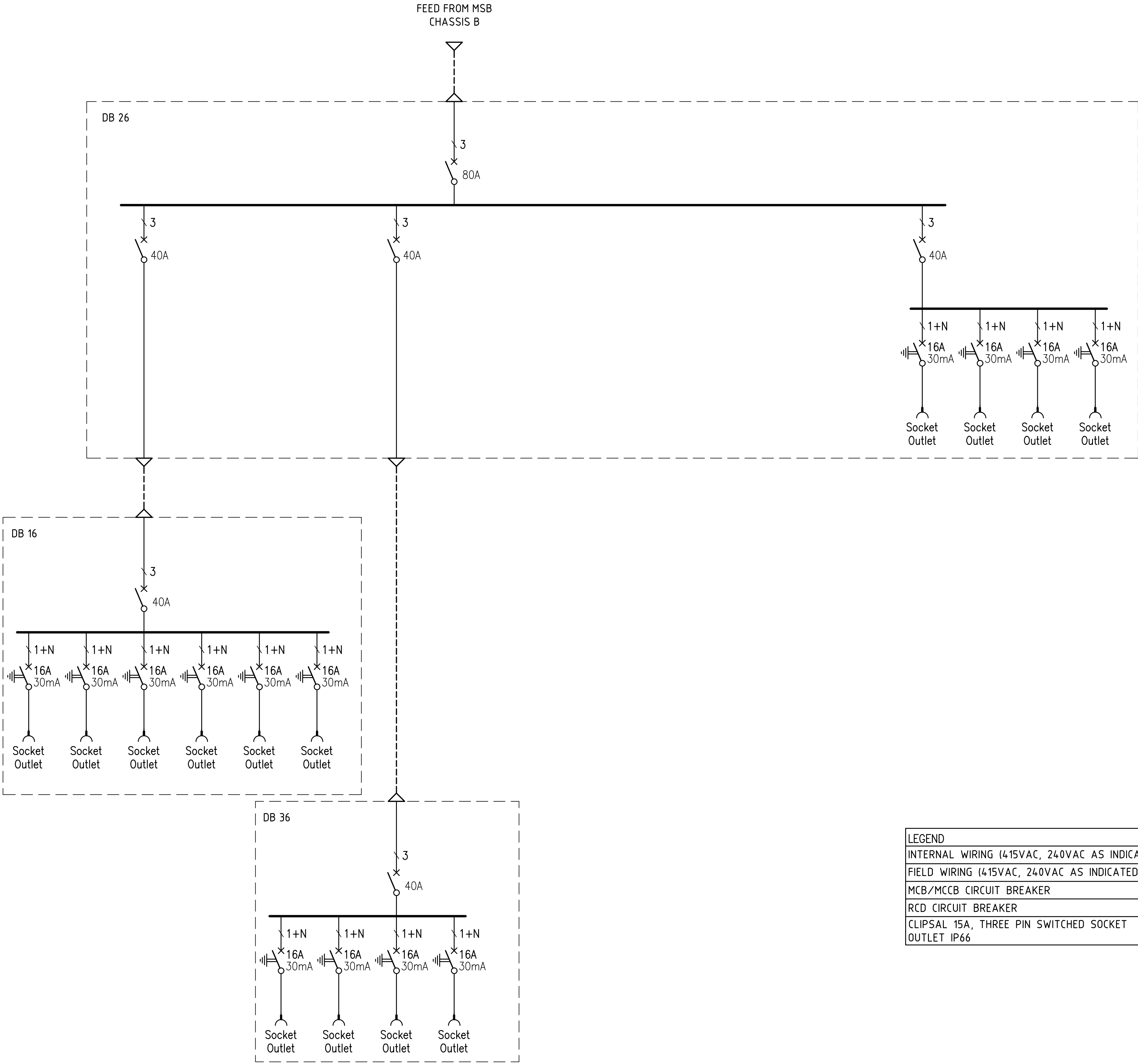


LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	
FIELD WIRING (415VAC, 240VAC AS INDICATED)	
MCB/MCCB CIRCUIT BREAKER	
RCD CIRCUIT BREAKER	
CLIPSAL 15A, THREE PIN SWITCHED SOCKET OUTLET IP66	

				SURVEYED BY	SCALES (A1)	DRAWN	SIGNED	DATE	<div> Website: www.isaac.qld.gov.au Email: records@isaac.qld.gov.au</div>	ISAAC REGIONAL COUNCIL CAPITAL WORKS NEBO SHOWGROUNDS MASTERPLAN STAGE 1 ELECTRICAL UTILITIES SINGLE LINE DIAGRAM SHEET 5 OF 7	SHEET 9 OF 12	
				SURVEY DATE		DESIGNED	SIGNED	DATE			WORK ORDER No. XXXXX	
2	11/10/24	FOR CLIENT REVIEW		DDR		CHECKED	SIGNED	DATE			DRAWING No.	AMEND.
1	27/08/24	FOR CLIENT REVIEW		DDR	PROJECT ENGINEER			41206			2	
NO.	DATE	DESCRIPTION		DRAWN	RPEQ NO: _____ DATE _____							
AMENDMENTS AND REVISIONS				MERIDIAN GDA20 MGA 55								



LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	—————
FIELD WIRING (415VAC, 240VAC AS INDICATED)	-----
MCB/MCCB CIRCUIT BREAKER	
RCD CIRCUIT BREAKER	
CLIPSAL 15A, THREE PIN SWITCHED SOCKET OUTLET IP66	



LEGEND	
INTERNAL WIRING (415VAC, 240VAC AS INDICATED)	————
FIELD WIRING (415VAC, 240VAC AS INDICATED)	-----
MCB/MCCB CIRCUIT BREAKER	
RCD CIRCUIT BREAKER	
CLIPSAL 15A, THREE PIN SWITCHED SOCKET OUTLET IP66	

CABLE No.	FROM (SOURCE)	TO (DESTINATION)	CABLE SIZE (mm ²)	TYPE	No. OF CORES	INSULATION TYPE	INSULATION RATING	ESTM. LENGTH (m)	REMARKS
MSB – DB21	MAIN SWITCH BOARD	DB 21	25	Cu	4C+E	PVC/PVC V90	0.6/1kV	60	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB21 – DB11	DB 21	DB 11	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	50	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB21 – DB31	DB 21	DB 31	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	45	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB21 – DB41	DB 21	DB 41	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	80	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – DB22	MAIN SWITCH BOARD	DB 22	25	Cu	4C+E	PVC/PVC V90	0.6/1kV	100	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB22 – DB12	DB 22	DB 12	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	50	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB22 – DB32	DB 22	DB 32	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	45	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB22 – DB42	DB 22	DB 42	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	80	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – DB23	MAIN SWITCH BOARD	DB 23	25	Cu	4C+E	PVC/PVC V90	0.6/1kV	120	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB23 – DB13	DB 23	DB 13	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	50	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB23 – DB33	DB 23	DB 33	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	45	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB23 – DB43	DB 23	DB 43	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	80	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – DB24	MAIN SWITCH BOARD	DB 24	25	Cu	4C+E	PVC/PVC V90	0.6/1kV	140	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB24 – DB14	DB 24	DB 14	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	50	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB24 – DB34	DB 24	DB 34	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	45	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB24 – DB44	DB 24	DB 44	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	80	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – DB25	MAIN SWITCH BOARD	DB 25	25	Cu	4C+E	PVC/PVC V90	0.6/1kV	170	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB25 – DB15	DB 25	DB 15	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	65	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB25 – DB35	DB 25	DB 35	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	45	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB25 – DB45	DB 25	DB 45	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	80	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – DB26	MAIN SWITCH BOARD	DB 26	25	Cu	4C+E	PVC/PVC V90	0.6/1kV	190	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB26 – DB16	DB 26	DB 16	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	50	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB26 – DB36	DB 26	DB 36	10	Cu	4C+E	PVC/PVC V90	0.6/1kV	45	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – TIOLET1	MAIN SWITCH BOARD	EXISTING TOILET BLOCK	10	Cu	2C+E	PVC/PVC V90	0.6/1kV	200	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – STALLS	MAIN SWITCH BOARD	PROPOSED STALLS	10	Cu	2C+E	PVC/PVC V90	0.6/1kV	330	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
MSB – SERV	MAIN SWITCH BOARD	SERVERY AND AMENITIES	10	Cu	2C+E	PVC/PVC V90	0.6/1kV	280	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL
DB14 – CLP	DB 14	CONCRETE LIGHT POLE	6	Cu	2C+E	PVC/PVC V90	0.6/1kV	100	CABLE TO BE INSTALLED IN CONDUIT 1m BELOW FGL

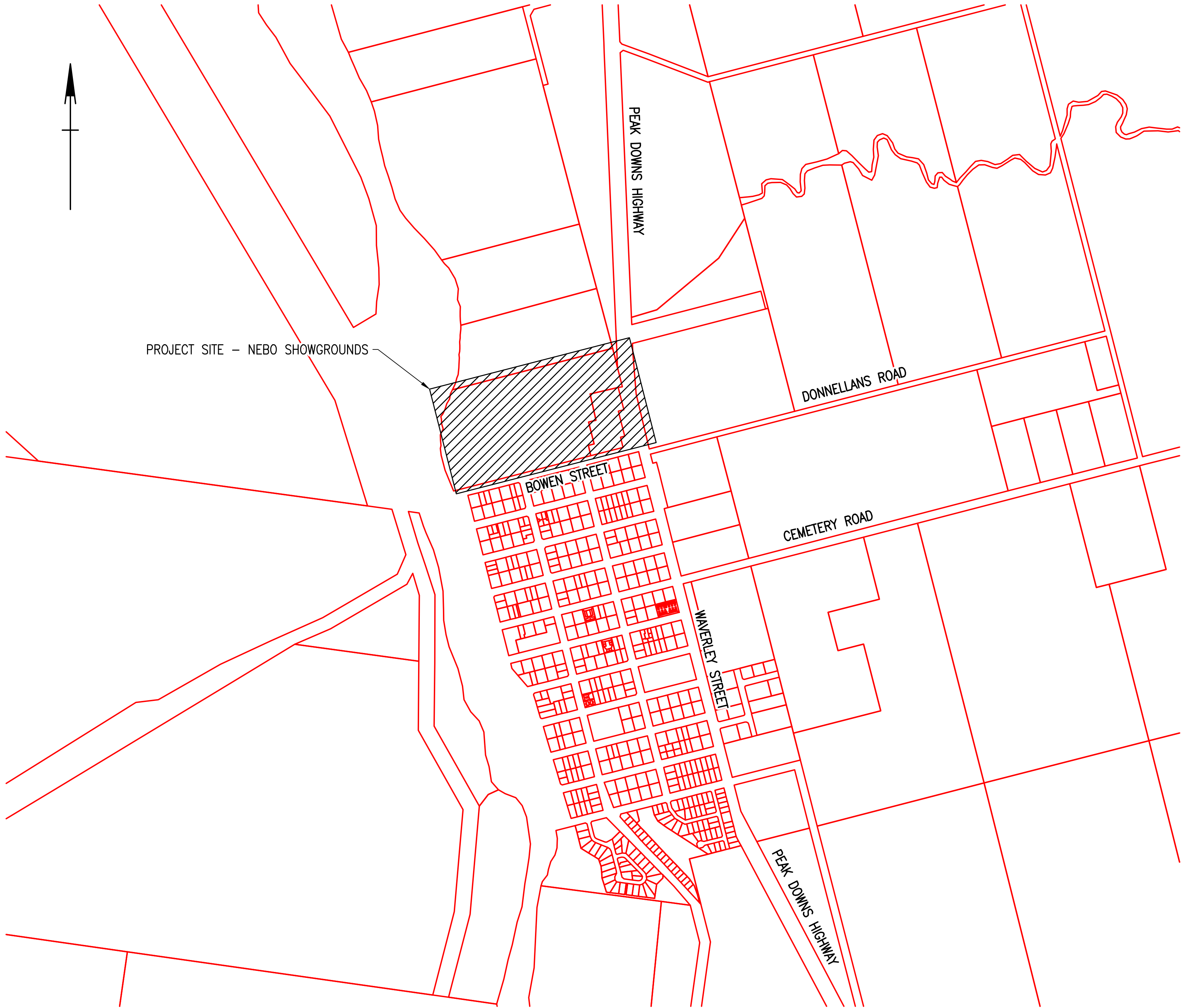
Note: Cable lengths are estimates only. Contractor to confirm onsite prior to procurement.

NEBO SHOWGROUNDS MASTER PLAN

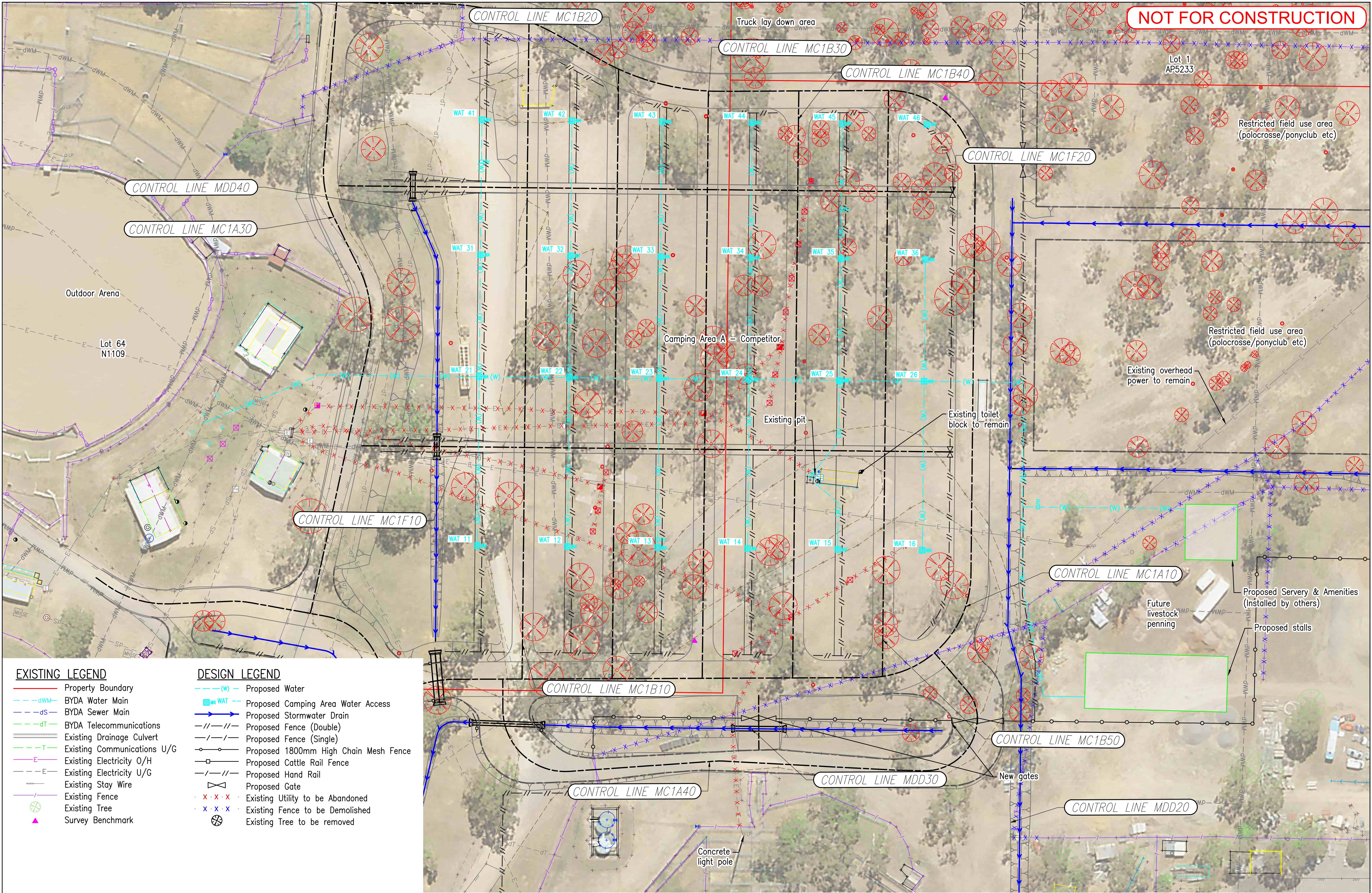
WATER UTILITIES

DRAWING INDEX

DRAWING NUMBER	ISSUE	DATE	DRAWING DESCRIPTION
42001	1	11/10/24	WATER UTILITIES – LOCALITY PLAN & DRAWING INDEX
42002	1	11/10/24	WATER UTILITIES – GENERAL ARRANGEMENT PLAN



LOCALITY PLAN
1 : 10,000



EXISTING LEGEND

- Property Boundary
- BYDA Water Main
- BYDA Sewer Main
- BYDA Telecommunications
- Existing Drainage Culvert
- Existing Communications U/G
- Existing Electricity O/H
- Existing Electricity U/G
- Existing Stay Wire
- Existing Fence
- Existing Tree
- Survey Benchmark

DESIGN LEGEND

- Proposed Water
- Proposed Camping Area Water Access
- Proposed Stormwater Drain
- Proposed Fence (Double)
- Proposed Fence (Single)
- Proposed 1800mm High Chain Mesh Fence
- Proposed Cattle Rail Fence
- Proposed Hand Rail
- Proposed Gate
- Existing Utility to be Abandoned
- Existing Fence to be Demolished
- Existing Tree to be removed

				SURVEYED BY
				SURVEY DATE
1	11/10/24	FOR CLIENT REVIEW	DDR	LEVEL DATUM
NO.	DATE	DESCRIPTION	DRAWN	A.H.D.
AMENDMENTS AND REVISIONS				MERIDIAN
				GDA20 MGA 55



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ISAAC REGIONAL COUNCIL CAPITAL WORKS
NEBO SHOWGROUNDS MASTERPLAN STAGE 1
WATER UTILITIES
GENERAL ARRANGEMENT PLAN & DETAILS

SHEET 2 OF 2	
WORK ORDER No.	XXXXX
DRAWING No.	AMEND.
42002	1

Types of land tenure

The key land tenure options are;

1. Leases
2. Permits to occupy
3. Licenses
4. Trust land
5. Roads

1. Leases

Leases are issued over state land for specific purposes, including:

- pastoral purposes
- grazing
- commercial or industrial purposes
- tourism on Queensland islands or other prime sites
- various types of developments
- land seaward of a property boundary
- existing reserves (e.g. to a sporting organisation or club).
- Leases may only be used for the purpose for which they are issued.

Term leases

Term leases expire at the end of the last day of the lease term, and the leaseholder loses possession of the land. Any improvements on the land become the property of the state, unless otherwise stated in the conditions of the lease.

The maximum term is 50 years, except for:

- State leases over reserves, which have a maximum term of 30 years
- a lease for a significant development, timber plantation or a lease with significant improvement investment, which may be granted for up to 100 years.

Generally, renewal of a term lease may only be considered after 80 per cent of the term of the lease has elapsed. The lease must be renewed before the lease expires. Certain term leases are rolling term leases. A rolling term lease may include a lease either for tourism for land on or tidal waters adjoining a regulated island or agricultural, grazing or pastoral purposes, including leases on state forests, and timber reserves.

A rolling term lease is still a term lease with an expiry date. The term of a rolling term lease though may be extended without the lease being renewed. If the term is extended, the extended term commences immediately on expiry of the previous term.

Perpetual leases

These leases are held by the leaseholder in perpetuity (not for 99 years as commonly believed) and issued for a specific purpose (e.g. agricultural or commercial).

Perpetual leases must only be used for the purpose for which the lease is issued.

A perpetual lease may only issue now if the requirements of section 15(3) of the Land Act 1994 are satisfied.

Freeholding leases

A freeholding lease is issued when a landholder is able to elect to pay the purchase price for their lease in instalments over a number of years. On receipt of the final instalment, the lease is converted to freehold.

Note: freeholding leases may now only be issued for conversion of a non-competitive lease or a special lease (other than a lease for grazing or agricultural purposes) issued under the repealed Lands Act.

2. Permits to occupy

Permits to occupy are issued to occupy or use unallocated State land, a road or reserve for a specific purpose for minor or temporary matters.

The road manager for a road and the trustee for a reserve must be consulted prior to a permit to occupy is considered under the Land Act 1994.

Instead of the department issuing a permit to occupy, the:

- local government for a local road may decide to authorise the use of the road
- trustee may decide to authorise the use of a reserve under a trustee lease or trustee permit under the Land Act 1994
- Department of Transport and Main Roads will authorise the use of a State controlled road.

Common purposes include short-term grazing, pump sites, apiary sites, advertising signs and investigation work on unallocated state land. Permits may be issued for areas seaward of a property boundary in some cases.

Unlike a lease, a permit to occupy is not an interest in the land. For example, if a permit is granted over a part of a road, the area remains open for use as a road. If the permit is over a reserve, the land remains available for the community purpose it was reserved for.

Permits to occupy cannot be transferred, sublet or mortgaged. The right to occupy only applies to the person holding the permit to occupy.

No major structural improvements, other than boundary fencing, are allowed. If a permit is cancelled or surrendered, any improvements become the property of the state and no compensation is payable. The permit holder may be allowed to remove improvements.

3. Licences

Road licences

A road licence may be granted over an area of road that has been temporarily closed. This tenure allows the licensee to use the land for the defined purpose until such time as it is again required as a road. The licensee has the right to exclusive occupation of the road (within the conditions of the licence), but the licence may be cancelled with no compensation.

A road licence is unable to be mortgaged, subleased or subdivided (but may be transferred).

A road licence generally issues to an adjoining owner.

A road licence may also issue to another person, if the road licence is only to allow the licensee to make structural improvements to:

- pipes for irrigation purposes that cross the road beneath its surface
- water channels for irrigation purposes that cross the road.

Occupation licences

An occupation licence is a licence to occupy unallocated state land. Although the Land Act 1994 makes no provision for the issue of an occupation licence, previously existing licences have been continued under this Act.

No term applies to the licence, which may be cancelled at any time and no compensation is payable. The department must approve all improvements or development work the licensee wishes to undertake.

MEETING DETAILS	Ordinary Meeting Wednesday 11 December 2024
AUTHOR	Shane Brandenburg
AUTHOR POSITION	Manager Economy and Prosperity

10.9

PLANNING ENVIRONMENT AND COMMUNITY SERVICES MONTHLY
DEPARTMENTAL REPORT – ECONOMY AND PROSPERITY

EXECUTIVE SUMMARY

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

OFFICER’S RECOMMENDATION

That Council:

- 1. Receives and notes the content of this report providing a status update of the Economy and Prosperity department’s major projects and other key activities progressing.*

BACKGROUND

The Economy and Prosperity (E&P) department covers the Economic Development, Tourism and Business Support portfolios as well as management of a number of Economic stimulus assets as in Saleyards, Showgrounds (Nebo, Clermont), Aerodromes (Nebo Clermont, St Lawrence), Theresa Creek Dam Recreational Campgrounds, Monash Lodge, General Purpose fossicking areas.

The report gives a snapshot to Council of the status of many of the department’s major activities, pending progressed or otherwise. To support understanding of the departments capacity to deliver on its program, it’s for noting the department resourcing, which has recently undergone a small restructure to improve capacity.

The team consisted of three officers dedicated to Economic Development, Tourism, and Business Support functions, and five officers focused on the operation of the department’s assets, primarily the Saleyards, Showgrounds, and Aerodromes, with one of these roles being a fixed-term contract. Additionally, the department includes two roles (Manager and Administration) that oversee all departmental activities.

Some improved restructuring of direct reporting lines to the Manager has occurred along with the addition of a new departmental role: Coordinator Property Development. This role is expected to enhance the department's capacity to deliver on its program and improve outputs in a critical area of the portfolio.

Further to note a key part of how the department delivers on the multiple activities in its program, is utilising and facilitating the many network partners, peak bodies, and the Local, State and Federal government organisations in the Greater Whitsunday and Central Queensland (CQ) regions to support and or deliver on activities that provide benefit locally and regionally.

Major Projects

The following table provides an overview and status of the department's major projects from the departments Business Plan, Capital Program and other noteworthy business-as-usual activities. It is not a fully comprehensive list of all activities but offers an understanding of the key projects and the volume of works programmed.

Project Name / Description	Scheduled End Date	Status/Key Activities
Operational projects		
Economic Development Framework new strategy	2025/26	<ul style="list-style-type: none"> Existing strategy concluding and new strategy proposed for development in 2025/26 financial year.
Nebo Showgrounds Master Plan delivery	Multi-year project	<ul style="list-style-type: none"> Master Plan endorsed and Advisory committee meetings ongoing – fees, tenure and stage 1 and 2 projects delivery key subjects being considered Stage 1 project works funded and progressing with procurement in advanced stage and construction pending.
Delivery of the St Lawrence Wetlands Weekend event (Annual)	June 2025	<ul style="list-style-type: none"> 2024 event awarded - Mackay Isaac tourism Gold, Queensland Tourism Bronze \$97,000 in three grants submissions for 2025 completed with outcomes advice forthcoming end 2024. 2025 event planning well progressed with headline activities, fees review, community engagement, partnership seeking and site layout activities all continuing
Conduct an operating model options review for Theresa Creek Dam	June 2024	<ul style="list-style-type: none"> Market analysis scope completed and tender currently out to market for responses award January 2025 Current management agreement expires Jan 2026 Council briefing proposed post report delivery Q4 24/25
Theresa Creek Concept Development Plan delivery	Multi-year project	<ul style="list-style-type: none"> Concept Development plan adopted, and scoping Stage 1 projects progressed (particularly Septic project and playground renewal – with some maintenance conducted in 2024 to sustain the playground until further renewal funding achieved Concept Development Plan adopted, and Stage 1 project scoping progressed (particularly the Septic Project and playground renewal, with some maintenance planned for 2024 to sustain the playground until further renewal funding is secured)
Delivery of the activities from the Isaac Tourism Trails Strategic Plan including;	Multi-year project	<ul style="list-style-type: none"> 6 monthly reports update to Council due January/Feb 2025 Project deliverables have been impacted ongoing in recruiting Mackay Isaac Tourism (MIT) funded Isaac Tourism

<ul style="list-style-type: none"> - development of marketing collateral that incorporates the identified trails - development of the identified tourism experiences with partnership with MIT. 		<p>development officer role, with review by MIT of position due to continued vacancies occurring (4 appointments in 4 yrs)</p> <ul style="list-style-type: none"> • Some key focus project areas to note – Cultural experiences development (i.e. Barada Barna – Pink Lilly, Curtin House, IREP & Koinjmal activities), Industrial tourism – Isaac Region Excellence Precinct (IREP), Post mine land use, industry engagement for site viewing/access etc, Megafauna, Peak Ranges development, Gold prospecting, Farm stay & other unique accommodation offerings, Theresa Creek Dam (TCD) Concept development plan, Nebo Showgrounds Master Plan, Isaac artists trail & major events support (i.e. St Lawrence Wetlands, Nebo Rodeo) • Important to understand is for the identified tourism development experiences for the trails only 13 of the 36 identified opportunities are Council related infrastructure or delivery, the others are industry projects that Council would be a facilitator of, not direct investment led. • Marketing through/with MIT – review of Regional Tourism Organisations (RTO's) by Tourism Events Queensland (TEQ) occurring with Isaac Regional Council (IRC) monitoring outcomes, a new MIT marketing/development manager recruited setting marketing plan for 2025 year and review of Experience Isaac brochure to incorporate trails to occur post TEQ RTO outcomes.
<p>Adoption of the RV & Camping analysis strategy and progress priority delivery of the activities being;</p> <ul style="list-style-type: none"> - RV& Camping whole of region site facility audit - RV park options analysis for Moranbah 	Multi-year project	<ul style="list-style-type: none"> • Visitation data collection - Engagement with Parks and recreation (P&R) department occurred to consider avenues to collect data of visitors, at sites to inform any proposed investment with potentially a hybrid method being anecdotal counting by staff accessing sites regularly i.e. St Lawrence Recreation grounds, Carmilla Beach, Mt Britton, Lake Elphinstone, traffic counters Notch Point and booking system TCD and St Lawrence/Carmilla as well. • Booking system implementation is planned for early 2025 for TCD, with Carmilla and St Lawrence to follow later in 2025. Other council sites currently operating as FOC could also be evaluated for potential inclusion in the booking system based on their value. • Audit of Council campground assets and proposed level of service to occur 2025. • Moranbah RV Park options analysis proposed Q3/Q4 24/25
<p>Adoption of the Recreational Fossicking & Prospecting strategy and progression of development of new General Permission</p>	Multi-year project	<ul style="list-style-type: none"> • Engagement with Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development, formerly known as the Department of Resources (DoR), Parks and Wildlife Services (QPWS) and other state agencies to progress the draft with review of regulation references the focus. Project delivery progression impacted by resourcing and other activities also in progress.

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

Areas (GPA's) as identified in the audit		<ul style="list-style-type: none"> Audit of Council land holdings with potential for a GPA development complete and to be progressed
Clermont Aerodrome Unmanned fuel tanks	June 2025	<ul style="list-style-type: none"> Project assessment complete with recommendation report to Council pending Q3 24/25
Conduct assessment of the Nebo airstrip and options for renewal	2025	<ul style="list-style-type: none"> Existing airstrip surface end of life, engineering assessment and renewal options analysis completed. Visitation data for the site progressed with a check in system implemented to capture utilisation. Note – A reduction of the runway length in 2012 for the installation of the new Nebo Water treatment plan (WTP) has reduced the utilisation at the site and the visitation data will inform appropriately renewal options Next steps proposed Council briefing Q4 24/25 once utilisation data is better informed
Support and deliver on the varying regional Land Development activities including an Anne Street, Nebo Land Sale Strategy	Multi-year	<ul style="list-style-type: none"> Anne Street, Nebo market ready sale strategy - Engagement with Dept of Social Services has been ongoing for 18 months to relinquish Council from original site development funding, currently pending final decision, which will enable progression. Ongoing engagement with related internal PECs department's as well as scheduled engagement with Greater Whitsundays Communities (GWC), The Isaac Affordable Housing Trust (IAHT) focusing on continued development of opportunities related to; the GWC Housing Playbook and Action plan, Local Govt Housing action plan and Council's previous Land Development Advisory Committee's Fourth Stage Work plan. With the Coordinator Property Development position onboarding progressed to support delivery of activities in this realm
Deliver a whole of Council Telecommunications policy with associated departments	2025	<ul style="list-style-type: none"> E&P part of MIW regional digital Connectivity working group with ongoing strategy and activities progressing to support Telecommunication providers seeking Federal investment programs in region including the Connect GW report due for release Q3 24/25. Ongoing engagement with Telco's and industry to facilitate and promote regional investment. Requirement for Council wide Telecommunications policy identified and proposed to progress in 2025
Continue engagement in developing Post mine land use opportunities i.e. membership and activities in the CRC TiME Bowen Basin Hub secretariat and Enviro Mets project activities etc	Multi-year	<ul style="list-style-type: none"> E&P participation in The Cooperative Research Centre for Transformations in Mining Economies (CRC TiME) activities ongoing with some highlights being attendance at annual forum, plans for a Global Coal Transitions workshop in Brisbane May 2025, with E&P and CRC TiME developing an itinerary to bring the contingent to Isaac region with further details to be provided; Link: Global Coal Transitions Workshop CRC TiME.

		<ul style="list-style-type: none"> E&P is on the steering committee for 2 projects with research occurring in region, 4.9 Mine Pit Lakes Assessment and 1.8: Future Economic Development Pathways E&P continues its engagement with EnviroMets on the Lighthouse 2.0 Project, being funded under the Resources Environment and Future Fund (REFF) program, as well as further engagement with regional entities such as the Regional Development Australia Greater Whitsunday (RDAGW), Department of State Development, Infrastructure and Planning (DSDIP), Resources Centre of Excellence (RCOE), and Greater Whitsunday Alliance (GW3) on avenues to unlock future potential. Additionally, there is ongoing industry engagement and promotion of Post-Mine Land Use (PMLU) for end-of-life sites. The development of the IREP facility a further initiative with opportunity to support development of PMLU opportunities
Supporting role in the project delivery and development of the Isaac Resources excellence Precinct and Country University Centre	Multi-year	<ul style="list-style-type: none"> E&P engagement in the Master planning for the IREP precinct site, design, connecting infrastructure etc and development of leasing tenure for Resource Excellence Precinct (RCOE). Further engagement and planning on the industrial land precinct element and development of the market strategy for that element. Faciliatory role supporting the investment attraction of targeted industry for the IREP precinct and ancillary industrial space that support diversification and growth of industry and education
Monash Lodge	Multi-year	<ul style="list-style-type: none"> Belyando Enterprise Network Inc Beni group awarded a 5 yr Facilitation agreement (executed 15/3/2023 – expiring 2028) to deliver a Clermont seniors living concept. The agreement is an intent to grant tenure if the Beni group can meet the provide the following; <ul style="list-style-type: none"> Establishment of the operating entity (with understanding the Beni group is not intended to the be tenure holder or operator of the intended services from the facility) Provide Council with an operational plan (demonstrating financial sustainability) Confirm Approvals for the permitted use Achievement of funding to deliver the concept There is a 6 monthly reporting schedule on the facilitation agreement and bi-monthly meetings A funding application for Partnerships and Precinct program was submitted in 2024 to review and update initial planning works but no advice yet as to outcomes. The group have had several matters impacting project delivery

Investment Attraction		<ul style="list-style-type: none"> The department ongoing deals with initial development enquiries as well as major industry engagement promoting local employment, content, workforce accommodation benefits and facilitating site development etc. Renewable energy project engagement has seen a large increase in this activity. Renewal of Councils investment attraction collateral including the Live Work, Invest and Economic indicator reports is proposed 25/26
Business Support – other	Business As Usual (BAU)	<ul style="list-style-type: none"> Establishment of Isaac Business Chamber completed engagement with Council and GW3 occurring with planning meeting to assess 2025 collaborative activities occurring December Shop Isaac program impacted by E&P resourcing during the last 18 months. Renewed promotional collateral just finalised and planning for 2025's promotional campaigns and business and industry engagement progressing Q1 2025. To note near \$900,000 has been loaded on cards since inception 2021, with the true potential of the program likely not yet realised with industry engagement a large opportunity. Membership to Qld Small Business Friendly Council completed and ongoing engagement with that program occurring. Workforce planning guides branded Isaac collateral; Renew Australia Regional Place Activation Program progressed and other activities progressing. To note E&P has key membership representation on Skilling Queenslanders for Work Advisory Committee, Local Buying Foundation Advisory Committee, METS diversification working group, Qld Local Content Leaders network & Qld future Skills partnership that all support economic and social benefit to regional SME's and community
Capital program 24/25		
Nebo Showgrounds Stage 1		<ul style="list-style-type: none"> \$2.8m - Stage 1 works scoping complete and tender ready to go to market construction schedule to be informed post award
Dysart Miners Memorial		<ul style="list-style-type: none"> \$150k – Project working group meetings occurring, scoping of the concept design progressing, and further engagement occurred with Mining and Energy Union (MEU) towards confirming funding contribution to the project by external stakeholders. Procurement on design completed.
Clermont Saleyards Pen renewal		<ul style="list-style-type: none"> \$185k – Tender award completed, construction pending Dec 24 /Jan 25
Clermont Showgrounds Electrical		<ul style="list-style-type: none"> \$185k – Scoping progressed and identified sub-mains & maximum load demand testing required and is occurring currently to fully confirm scope

Clermont Caravan Park Electrical		<ul style="list-style-type: none">\$219k – this is second stage works to replace Main site distribution board with scoping progressed, and issues encountered in stage 1 identified submains & maximum load demand testing required and this is occurring currently to fully confirm scope. Procurement completed for design of the board itself and draft design received.
Other 23/24 carry overs under final works		<ul style="list-style-type: none">Nebo Truck Wash \$13k, Clermont Caravan Park utilities \$10k, Clermont Showgrounds Main Arena renewal \$13k all near complete.

IMPLICATIONS

Provision of departmental reports will provide Council visibility of the operational aspects of the Economy and Prosperity department and will support engagement and delivery on the same.

CONSULTATION

Director Planning Environment and Community Services
Economy and Prosperity Department

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report regarding an overview of the Economy and Prosperity department activities within the Planning, Environment and Community Services Directorate of Isaac Regional Council

ACTION ACCOUNTABILITY

The Manager Economy and Prosperity is responsible for strategic-level delivery of Economic Development functions across the region, and leading delivery and reporting of its Business Plan and approved Operational and Capital Works Projects.

KEY MESSAGES

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

Report prepared by: SHANE BRANDENBURG Manager Economy and Prosperity Date: 28 November 2024	Report authorised by: DAN WAGNER Director Planning, Environment and Community Services Date: 28 November 2024
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Economy and Prosperity Business Plan 2024/25

MEETING DETAILS	Ordinary Meeting Wednesday 11 December 2024
AUTHOR	Emily Kennedy and Barb Franklin
AUTHOR POSITION	Acting Manager Engaged Communities

10.10

PLANNING ENVIRONMENT AND COMMUNITY SERVICES
MONTHLY DEPARTMENTAL REPORT – ENGAGED
COMMUNITIES

EXECUTIVE SUMMARY

The purpose of this report is to provide an update to Council on the Engaged Communities Department within the Planning, Environment and Community Services Directorate.

OFFICER’S RECOMMENDATION

That Council:

- Notes the contents of this report, which provides an update on the activities and initiatives of the Engaged Communities Department within the Planning, Environment, And Community Services Directorate for December 2024.***

BACKGROUND

To ensure transparency each department within the Planning, Environment and Community Services Directorate will provide a quarterly departmental report to Council. These reports will provide visibility into core departmental outputs highlight key achievements and outline upcoming projects and operational deliverables.

Engaged Communities is one of five (5) departments making up the PECS Directorate and is responsible for leading Council’s functions across our primary interfaces with communities, through our network of Community Hubs and our community development and engagement programs. The purpose of Engaged Communities Department is to deliver excellence in how communities relate to, engage and do business with Council, through a network of purpose-built and integrated Community Hubs that deliver first-point-of-contact customer services, transactions, cultural and library services, as well as contemporary relationship building and engagement practice, events and community development programs which are highly attuned to the needs and aspirations of Isaac communities. Engaged Communities is a dynamic and versatile department that are based on the core Council values of Community Focus, Teamwork, Caring and Positive Work Ethic. As such, all members of the Engaged Communities work fluidly across the internal streams to create seamless collaborative outputs that prioritise community, customer service and program delivery.

COMMUNITY DEVELOPMENT TEAM

The Community Development team are the custodian, advocate and gatekeeper of the organisation's standards for engagement and program delivery, including those it delivers itself and those delivered by other Departments across the Council. It is the principal interface between council, the community and relevant stakeholder organisations including social service, sporting, cultural and welfare groups, the social services sector and government agencies.

Community Grants

July to November	Minor Grant Applications Approved	Major Grant Applications Approved
2023/24 FY	27	35
2024/25 FY	47	25

Council has seen an increase in community groups applying for Minor Grants, and in many cases multiple across the year, in lieu of applying for less Major Grants.

Through the processing of grant applications and acquittals it has been observed that the financial costs of event delivery (including but not limited to catering, photography, road closures and venue hire) which has correlates to the significant financial increases in Council's civic event delivery.

Developing Initiatives

- Major Grant Round Two closes 12 December 2024
- Major Grant Round Three closes 12 March 2024

Arts and Cultural Development

Council's Arts and Cultural Programs Officer has been networking with existing and emerging arts and cultural groups within the Isaac Region in efforts to encourage and inspire applications for the Regional Arts Development Fund Grant Round Two. These grants are a significant element in Council's arts and cultural regional development efforts.

The upcoming Isaac Arts and Craft Show is a prime example of the potential flow on effects from a successful Regional Arts Development Fund Grant. The event came out of a conversation with St Lawrence based artists held after the successful St Lawrence Artists Retreat. They wished to display their arts and craft to the community and to hold a market to sell some of their items in the lead up to Christmas. This is encouraging artists, providing informal networking prospects and creating cultural activation opportunities in the Isaac Coast.

Developing Initiatives

- Regional Arts Development Fund Grant Round Two closes 2 December
- Isaac Arts and Cultural Committee Meeting 12 December 2024
- Investigation into Arts and Cultural Strategic Plan update, moving away from an Arts and Cultural Action Plan
- Engaging with Artist Connect Inc. on the prospectus on the Isaac Arts Trail in 2025

Events

Council has been successful in recruiting a Program Leader Community Events and Activation, who's core function will be the administration and delivery of Council's Civic Events, reviewing Council's event service delivery, supporting community events, community engagement and investigation and championing regional activation. Community Relation Officers will continue to provide place-based data, recommendations and event delivery.

Council's Civic Event season has commenced, with the final stages of the refreshed Australia Day ceremony and celebrations being confirmed. Council has received a refreshing amount of organic Australia Day Award Nominations and believe the combination of reduction of administration processes, effective and enticing commination strategy and exceptional community presence from the Community Development team is working. At the time of this report no data can be provided to the uptake on the new Australia Day Event Sponsorship program.

Developing Initiatives

- Australia Day Nominations close 30 November 2024
- Australia Day Event Sponsorship applications close 30 November 2024
- Undertaking comprehensive consultation to prepare for Inspiring Women in Isaac event planning and delivery

Community Development

Community Relations Officer are increasing their community presence within their respective communities. Their current focus is deepening meaningful relationships with relevant stakeholders and gathering empirical data for community needs analysis.

Communications that are being distributed through the Isaac Region include Australia Day Nomination, Australia Day Event Sponsorship applications and Major Grant Round information.

Water aerobics is the most recent programming being delivered under the Glenden activation funding. Other programming has included supporting community events such as Long Drive for Drought and Christmas events through the Glenden Rural Interest Group.

Developing Initiatives

- Attending regional community, industry and service provider meetings
- Investigating IAP² training for Community Relations Officers
- Support Program Leader Community Events and Activation with relevant and place based Civic Events
- Initial workshops for the Youth Action Plan commencing in the coming months.

COMMUNITY HUBS TEAM

The Community Hubs team is responsible for managing and delivering a wide array of services across seven centres, strategically located throughout the region. These service centres act as essential touchpoints for the community, offering a diverse suite of services that include customer support, lifelong learning opportunities, and access to vital resources and information. Beyond day-to-day services, the Community Hubs team plays a pivotal role in fostering engagement, inclusion, and collaboration across our communities.

In addition to the hubs, the team oversees the Clermont Historical Centre, Nebo Museum, Copperfield Store and Chimney, and the St Lawrence Centenary Pavilion. These heritage facilities are dedicated to preserving and showcasing the region's rich historical and cultural legacy. Through curated exhibitions, educational programs, and community events, they help connect residents and visitors to the stories that have shaped the region. Together, the Community Hubs, Clermont Historical Centre, and Nebo Museum create inclusive, accessible, and engaging spaces that respond to the evolving needs of our communities.

Community Hubs and Libraries

Planning is underway for the 2025 program calendar, which is being developed in collaboration with hub officers to ensure a diverse range of programs and initiatives tailored to various community interests.

Officers have been actively engaging with BUMA to explore partnership opportunities that would benefit the Glenden and Nebo communities, focusing on enhancing local offerings and resources. Through collaboration with the wider PECS team, the Community Hubs have suggested a variety of initiatives, including Auskick programs, basketball clinics, swimming lessons, and adult craft workshops. These activities aim to provide enriching experiences for all age groups.

In February 2025, officers will conduct a library collection exchange across the region, ensuring fresh and engaging materials are made available, particularly in smaller hubs, to support continued learning and engagement.

With the recent onboarding of the third Community Hubs Area Leader, Council is now better positioned to enhance and standardise service delivery across the region. Planning will commence in early 2025 to establish clear and measurable service Key Performance Indicators (KPIs) that align with organisational goals and community expectations. These KPIs will serve as benchmarks for assessing the effectiveness and efficiency of service delivery, ensuring consistency and continuous improvement.

In tandem with this, the team will focus on developing and implementing targeted training programs designed to equip Council's Frontline Service Officers with the skills and knowledge required to excel in their roles. Emphasis will also be placed on coaching and mentoring initiatives to further support professional growth and to foster a culture of excellence and empowerment within the team.

Hubs Services Performance

In October 2025, a total of 4,636 library visitors were recorded across the region, representing a decrease of approximately 300 visitors compared to October 2023. One contributing factor may be the unavailability of document scanning capabilities for public use since the installation of new printers several months ago, prompting community members to seek assistance elsewhere.

Library programs delivered during October 2025 were fewer compared to the same period last year; however, participant numbers remained consistent. Resourcing challenges limited the outreach programming provided during this time.

Isaac Library loans for October 2025 showed a slight decline of approximately 100 compared to the previous year's figures. However, this aligns with the annual borrowing trends observed across the region.

Customer service recorded 1,126 visitors during October, reflecting a slight increase compared to the corresponding month in 2023.

Frontline Service Officers handled a total of 1,860 calls during October, a significant increase from the previous year. Officers noted that the majority of inquiries were related to the rates discount period, flying fox concerns, and food vendor licensing requirements.

A total of 742 service requests were raised during October, with the majority being assigned to water, compliance, and waste services. With a further 59 transactions for QGAP.

Developing Initiatives

- Exploring options to engage a digital programs consultant to expand online and tech-focused learning opportunities.
- Planning a new First 5 Forever Pop-Up in the Park event for 2025, designed to bring early literacy and family-friendly activities to outdoor community settings.

The Community Hubs team remains committed to delivering dynamic, community-focused services and initiatives that enrich the lives of residents and visitors, while fostering a sense of belonging and connection throughout the region.

Isaac Museums

The Clermont Historical Centre (CHC) and Nebo Museum will undergo their annual seasonal closure from Saturday, 30 November 2024, to Wednesday, 26 March 2025. This scheduled closure provides an invaluable opportunity to focus on critical tasks that ensure the ongoing care, enhancement, and sustainability of these important heritage facilities.

During the closure period, museum officers will allocate time to activities such as cataloguing and preserving the collection, refreshing exhibits, and performing essential maintenance tasks to ensure these spaces continue to meet operational and industry best practice standards. For 2025, CHC will refresh its current exhibitions, Diary of a Landscape and Clermont Curiosities, updating content and displays to enhance visitor experience and engagement.

Planned large-scale maintenance will also be carried out during the closure. This includes tree removal at CHC and Copperfield Chimney, as well as building repairs to ensure the safety and longevity of these sites. Officers are engaging contractors to obtain quotes for significant maintenance projects in preparation for 2025/2026 PAG bids. These projects will address issues such as erosion, gradient and trip hazards on footpaths, and the installation of handrails and barricades to mitigate risks related to slips, trips, falls, and unsafe interactions with rusty or hazardous displays.

Museums Services Performance

Isaac Museums recorded a total of 197 visitors during October 2025, reflecting an increase of 27 visitors compared to the previous year. A significant contribution to this growth was the visit of a school group from Clermont State School, which included 40 Year 1 and Year 2 students, accompanied by three staff members. This highlights the important role museums play in engaging the younger generation and supporting educational experiences within the region.

By maintaining a strong focus on collection care, safety, and engagement, Isaac Museums continue to deliver meaningful cultural and educational experiences to both residents and visitors alike.

Community Hubs Major Projects

The following table provides an overview and status of the Community Hubs major projects for 2024/2025 financial year.

Project Name / Description	Scheduled End Date	Status/Key Activities
Capital Projects		
DYS Community Hub Design and Construct	30/06/2025	<ul style="list-style-type: none"> Procurement documents being finalised for construction phase. Temporary location has been finalised; minor repairs being undertaken. Currently seeking quotes for removalist. Communication and advertising material being prepared for public consultation.
DYS Library External Works	30/06/2025	<ul style="list-style-type: none"> Procurement documents being finalised and to be in conjunction with the DYS Community Hubs project.
STLAW Community Hub Design	TBC	<ul style="list-style-type: none"> Undertaken site visits and staff consultation, leading to the creation of concept papers. Further engagement to be undertaken with staff and community.
Telephony Platform	30/06/2024	<ul style="list-style-type: none"> Preferred supplier has accepted contract. IT leading implementation of project.
Operational Projects		
Library Management System	30/04/2024	<ul style="list-style-type: none"> Tender pack to be completed for approval by 6 January 2025.

SCHEDULE OF REPORTING FOR 2025

To facilitate the change from monthly Information bulletins to department updates via council reports the following schedule is attached for councillor information. The frequency of various department reports will be monitored and amended if requested.

Month	Department
January	Liveability and Sustainability Community Facilities
February	Community Education and Compliance Director Planning, Environment and Community Services
March	Economy and Prosperity

	Engaged Communities
April	Liveability and Sustainability Community Facilities
May	Community Education and Compliance Director Planning, Environment and Community Services
June	Economy and Prosperity Engaged Communities
July	Liveability and Sustainability Community Facilities
August	Community Education and Compliance Director Planning, Environment and Community Services
September	Economy and Prosperity Engaged Communities
October	Liveability and Sustainability Community Facilities
November	Community Education and Compliance Director Planning, Environment and Community Services

IMPLICATIONS

Provision of departmental reports will provide Council visibility of the operational aspects of the Planning, Environment and Community Services Directorate.

CONSULTATION

Acting Manager Engaged Communities

Director Planning, Environment and Community Services

BASIS FOR RECOMMENDATION

The recommendation is to note the content of this report regarding an overview of the Engaged Communities department within the Planning, Environment and Community Services Directorate of Isaac Regional Council.

ACTION ACCOUNTABILITY

The Manager Engaged Communities is responsible for strategic-level delivery of Engaged Communities services across the region.

KEY MESSAGES

The Manager Engaged Communities will provide information on a regular basis to keep Council well informed of the performance and developing initiatives within the Community Development Team.

Report prepared by:
EMILY KENNEDY AND BARB FRANKLIN
Acting Manager Engaged Communities

Date: 28 November 2024

Report authorised by:
DANIEL WAGNER
**Director Planning, Environment and
Community Services**

Date: 28 November 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Robert Perna

AUTHOR POSITION

Director Engineering and Infrastructure

10.11

ENGINEERING AND INFRASTRUCTURE 2024-2025 CAPITAL PROJECTS PROGRESS REPORT IN DECEMBER 2024

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

BACKGROUND

Progressive updates of the financial and physical position of projects in the 2024-2025 Engineering and Infrastructure Capital Works program are required to ensure that Council is aware of the progress of and risk to the delivery of the program.

IMPLICATIONS

The attached Engineering and Infrastructure 2024-2025 Capital Projects Progress Summary spreadsheet identifies the financial and physical position of all projects.

Compliance

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

Benefits

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

Project Highlights

Resheeting works are continuing across the Region using a combination of internal staff and contractors. This work will help mitigate issues during the wet season. Unfortunately, problems have been experienced with our pavement repair program. Several patches were initially stabilised, but a seal was not able to be sprayed. These patches were then subject to traffic movements and deteriorated badly. This caused significant traffic disruptions to users of the Peak Downs Mine Road. The contractor has subsequently undertaken rework and

sealing of those patches and restored the integrity of the link. Both the contractor and consultant supervising the works are reviewing their processes to consider improvements to limit recurrence.

CONSULTATION

- Director Engineering and Infrastructure
- Manager Infrastructure Planning and Technical Services
- Acting Manager Fleet
- Acting Manager Corporate Properties
- Manager Galilee and Bowen Basin Operations
- Manager Infrastructure
- Manager Parks and Recreation
- Department Coordinators

BASIS FOR RECOMMENDATION

To improve business within Engineering and Infrastructure Directorate by providing more appropriate and relevant reporting, transparency and a clear monitoring tool for Council. This report will help identify and communicate any project delays or possible project failures.

ACTION ACCOUNTABILITY

That the Managers and the Director of Engineering and Infrastructure oversee the scoping, procurement and the completion of the projects identified within the 2024-2025 Capital Projects Progress Summary spreadsheet. Furthermore, that the appropriate Managers and the Director Engineering and Infrastructure are held accountable for the delivery of the project stages are completed within the identified timeframes.

KEY MESSAGES

That Council has open communication, oversight and transparency of the Engineering and Infrastructure 2024-2025 Capital Works Program, to ensure Isaac will have effective and sustainable infrastructure that supports the needs of the region's communities and economic sectors.

Report prepared by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 4 December 2024

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: 8 December 2024

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – E&I Capital Project Progress Summary Spreadsheet Nov-24

REFERENCE DOCUMENT

- Nil

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MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Michael Buckley

AUTHOR POSITION

Manager Parks and Recreation

10.12

BUDGET REQUEST FOR GLENDEN RECREATIONAL ASSET

EXECUTIVE SUMMARY

This report seeks approval for capital funds from the Glenden Asset Reserve to purchase a shade sail over the existing skate park and irrigation renewal of the western field located at Maddern Oval in Glenden.

OFFICER'S RECOMMENDATION

That Council:

- 1. Approves capital works funded from the Glenden Asset Reserve to the value of \$10,000 to replace the Glenden Skate Park Shade Sail.***
- 2. Approves capital works funded from the Glenden Asset Reserve to the value of \$120,000 for renewal of the Western field irrigation at Maddern Oval.***

BACKGROUND

Glenden Skate Park:

The Glenden skate park shade structure has been without a shade sail for almost 12 months due to storm damage estimated in late 2023 (consultation with internal insurance team occurring seeking a backdated insurance claim if applicable). This has created increased surface temperatures in direct sunlight on high temperature days and reduced use of the asset as a result. The Team Leader of Parks and Recreation has been approached on numerous occasions by residents regarding its absence and likely replacement timeframe.

To address the identified issues, officers have investigated the supply and installation of a replacement shade sail on the structure located at the skate park. This shade sail will again significantly reduce the potential for hot surfaces and reinstate a community asset and improve the parks usage.

Initial cost estimates:

Total cost (Supply and install the shade sail and project management costs): **\$10,000**

Western field irrigation at Maddern Oval, Glenden:

Maddern Oval in Glenden has previously had two fields fully irrigated with effluent water and for several years the system has not been operational due to significant components reaching the end of their useful lives.

The decision to redesign and install an upgraded and retrofitted irrigation system on the western field comes from increased usage at the location from Travellers using the RV camping located at the golf club and creating a green space for community use including the ability to re-use the supply of treated effluent water. Council officers have previously sourced quotes for the design and installation of an irrigation system for Maddern Oval with options to retrofit the existing mainline and prioritise one field or both.

Initial cost estimates:

Design and install irrigation on western field Maddern Oval	\$115,000
Project Management	\$5,000
Budget allowance total	\$120,000

(Note this is an expected upper limit of expenditure)

IMPLICATIONS

Reputation

The absence of the shade sail over the skate park is an ongoing reputational risk to council for not adequately maintaining existing assets that are being used in Glenden. Numerous resident enquiries regarding its absence and likely replacement timeframe.

Non provision of shade for playgrounds is not considered good practice and it is likely that further community requests would be forthcoming for the provision of shade to the skate park.

Risk

Unsupervised children are exposed to the potential of injury from hot surfaces should the skate park continue be used in high temperatures.

Financial

Sufficient budget exists in the Glenden Town reserve to fund the works.

CONSULTATION

- Director Engineering and Infrastructure
- Manager Budgets and Statutory Reporting
- Technical Officer Parks and Recreation
- Overseer Parks and Recreation
- Team Leader Glenden Parks and Recreation

BASIS FOR RECOMMENDATION

To allow for the continued liveability of Glenden, by ensuring the skate park is open and safe for all users all year round.

The play element of the skate park and green space of the western field of Maddern Oval for recreational purposes is critical to the liveability of Glenden and increase sun safety for the community.

ACTION ACCOUNTABILITY

Manager Parks and Recreation to engage with the local community to communicate Councils intention to reinstate the shade sail at the skate park and upgrade the irrigation system on the western field area of Maddern Oval.

Manager Parks and Recreation to engage with Finance to ensure amendments are made for this project.

Manager Parks and Recreation to progress procurement process including contract award in accordance with procurement policy and delegation.

Manager Parks and Recreation to ensure delivery of the project.

KEY MESSAGES

Council continues to prioritise safety and liveability of Glenden by ensuring the condition and maintenance of infrastructure for the whole community.

Report prepared by:	Report authorised by:
MICHAEL BUCKLEY	ROBERT PERNA
Manager Parks and Recreation	Director Engineering and Infrastructure
Date: 4 December 2024	Date: 8 December 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Sean Robinson

AUTHOR POSITION

Manager Galilee and Bowen Basin Operations

10.13

VARIOUS UPDATED MAINTENANCE LICENCES

EXECUTIVE SUMMARY

This report seeks to delegate the authority to the Chief Executive Officer to execute a suite of licences intended to replace various existing licences between Council and BM Alliance for water pipelines.

OFFICER'S RECOMMENDATION

That Council:

- 1. Delegate Authority to the Chief Executive Officer to negotiate, execute and vary the BMA Pipeline Maintenance Licence – BMA Untreated Water Pipeline Network with BM Alliance Coal Operations Pty Ltd.***
- 2. Delegate Authority to the Chief Executive Officer to negotiate, execute and vary the Locked Gate and Signage Installation and Maintenance Licence with BM Alliance Coal Operations Pty Ltd.***
- 3. Delegate Authority to the Chief Executive Officer to negotiate, execute and vary the Asset Maintenance Licence –Braeside West Pipeline with Whitehaven Coal Limited.***

BACKGROUND

BM Alliance Coal Operations Pty Ltd as manager and agent for the CQCA Joint Venture ("BMA") and Council have executed a suite of licences providing arrangements where a BMA asset has been, or was to be installed on a Council road reserve or asset. These licences ("Former Licences") are –

- Pipeline Installation and Maintenance Licence dated 20 January 2022 (as varied by a Deed of Variation dated 10 November 2022) which addressed maintenance of existing pipelines in the Moranbah to Mackay Regional Council boundary region (Eungella Pipeline and Braeside Pipeline) and included provision for BMA to install and maintain a Locked Gate and Permanent Signage in the within the road reserve for Red Hill Road, north of the Red Hill Road, Mabbin Road and Ellensfield Road intersection;
- Pipeline Installation and Maintenance Licence dated 24 September 2021 (as varied by a Deed of Variation dated 27 July 2022) for a section of pipeline across Long Pocket Road; and
- Asset Installation and Maintenance Licence for powerline and pipelines at Ripstone Creek dated 11 January 2024.

BMA approached Council as a portion of the Braeside Pipeline ("Braeside West Pipeline") had now been sold to Whitehaven Daunia Pty Ltd (Whitehaven) under the arrangements relating to the purchase of the Daunia Mine.

BMA requested Council enter into four separate legal instruments aimed to separate out specific obligations from the Pipeline Installation and Maintenance Licence dated 20 January 2022 and the Deed of Variation dated 10 November 2022 to Whitehaven. Council Officers were concerned that these additional legal instruments would create a complicated network of documents required to understand the pipeline licence obligations for these pipelines. In an alternative to having numerous licences, with multiple deeds of variation attaching to each, Council Officers recommended to BMA that it would be more appropriate to enter into a new licence with BMA that would address all BMA untreated water pipelines in the Isaac Region and separately a new licence between Council and Whitehaven to address the West Braeside Pipeline portion now in Whitehaven ownership. Council Officers would deal directly with Whitehaven to prepare a licence – titled *Asset Maintenance Licence –Braeside West Pipeline*.

This proposal provided the opportunity to combine the various existing BMA untreated water pipeline licences into a single document and also bring any outstanding existing BMA untreated water pipelines not currently covered by a licence into Council's templated licence arrangement – this document is titled *BMA Pipeline Maintenance Licence – BMA Untreated Water Pipeline Network*.

As the Pipeline Installation and Maintenance Licence dated 20 January 2022 included the provision for a locked gate and signage, a new separate licence was prepared which addressed only the locked gate and permanent signage arrangements – this document is titled *Locked Gate and Signage Installation and Maintenance Licence*.

Withstanding the expansion of the pipelines to include those assets not currently covered by a licence, the intention was that the *Asset Maintenance Licence –Braeside West Pipeline*, *BMA Pipeline Maintenance Licence – BMA Untreated Water Pipeline Network* and the *Locked Gate and Signage Installation and Maintenance Licence* were executed ("New Licences") would reflect the terms of the Former Licences they are replacing as closely as appropriate. Once the New Licences were fully executed, the Former Licences would be terminated by mutual agreement between the Council and BMA in accordance with Termination clause in each of the Former Licences.

The Asset Installation and Maintenance Licence for powerline and pipelines at Ripstone Creek dated 11 January 2024 addresses the installation of a power pole within a 'teardrop' area of Council controlled land adjacent to Peak Downs Mine Road. The 'teardrop' parcel is a historic road reserve area from the former alignment of Peak Downs Mine Road, does not form part of the 'utilised' road corridor and is currently part of an application before the State by BMA purchase the area. Council has supported BMA's application and if finalised, the power pole will no longer be within Council land.

NEW LICENCES

Council will engage with BMA and Whitehaven separately to negotiate the New Licences. A draft licence *Asset Maintenance Licence –Braeside West Pipeline* addressing only that part of the pipeline network owned by Whitehaven has been provided to Whitehaven for their consideration and BMA and Council representatives are currently negotiating the New Licences relevant to BMA. The New Licences which include an acknowledgement of the Former Licences and are based on Council's template licence document addressing maintenance, provision of security, arrangement for removal, indemnity and insurance provisions and that Council's costs of preparation and execution of the New Licences and any reasonable costs of project managing the obligations are paid by Whitehaven or BMA (as appropriate).

For the *Locked Gate and Signage Installation and Maintenance Licence*, the rights and obligations remain as currently outlined in the Pipeline Installation and Maintenance Licence dated 20 January 2022 where the intent was to limit public passage beyond along an unformed road reserve connecting Red Hill Road to the Suttor Developmental Road as access through Ellensfield Road had been restricted. The *BMA Pipeline Maintenance Licence – BMA Untreated Water Pipeline Network* will provide only for the maintenance and necessary upgrade of existing BMA untreated water pipelines and will include an extensive Schedule intended to clearly identify by drawing, GPS location and Council Road Register description each location where a BMA pipeline asset passes through a Council road corridor or asset.

IMPLICATIONS

The Galilee and Bowen Basin Operations Department shall ensure obligations under the New Licence and the Former Licences are terminated as and when appropriate.

CONSULTATION

- Chief Executive Officer
- Acting Manager Governance and Corporate Services
- BM Alliance Coal Operations Pty Ltd
- Whitehaven Daunia Pty Ltd
- Galilee and Bowen Basin Operations Officer

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Chief Executive Officer to execute the Licence.

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

KEY MESSAGES

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

Report prepared by:

SEAN ROBINSON

Manager Galilee and Bowen Basin Operations

Date: 4 December 2024

Report authorised by:

ROBERT PERNA

Director Engineering and Infrastructure

Date: 4 December 2024

ATTACHMENTS

- CONFIDENTIAL Attachment 1 - BMA Pipeline ML– BMA Untreated Water Pipeline Network (Draft)
- CONFIDENTIAL Attachment 2 - Locked Gate and Signage Installation and ML (Draft)
- CONFIDENTIAL Attachment 3 - Asset ML –Braeside West Pipeline (Draft)

REFERENCE DOCUMENT

- Pipeline Installation and Maintenance Licence dated 20 January 2022 (as varied by a Deed of Variation dated 10 November 2022) ECM 4878612 and 4994158
- Pipeline Installation and Maintenance Licence dated 24 September 2021 (as varied by a Deed of Variation dated 27 July 2022) ECM 4957408 and 4830074
- Asset Installation and Maintenance Licence for powerline and pipelines at Ripstone Creek dated 11 January 2024 ECM 5152300

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MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Jason Frost

AUTHOR POSITION

Manager Infrastructure

10.14

CLERMONT WORK CAMP – EXPANSION TO FULL-TIME CAMP

EXECUTIVE SUMMARY

The purpose of this report is to seek support from Council for a joint application with Central Highlands Regional Council to expand the Clermont and Springsure work camps to full time camps.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorses a joint application with Central Highlands Regional Council to Queensland Corrective Services for the expansion of the existing Clermont and Springsure Work Camps to full-time camps.***
- 2. Delegate authority to the Chief Executive Officer to negotiate, execute and vary an agreement for a full-time work camp in Clermont as applicable.***

BACKGROUND

The work camp at Clermont was originally established in the 1990's, through a partnership between Queensland Corrective Services and Council. The camp is a part time camp where the prisoners share their time between Clermont and Springsure. Since its inception the Work Camp has maintained a focus on supporting local community groups and provides an estimated \$140,000 worth of assistance to Council and the community each year .

Since its establishment, the community has embraced the Work Camp.

There is demand in the Clermont community for additional support from the camp and in the last 2 yrs:

- the camp has provided support to Moranbah Racing Club,
- interest expressed by other clubs in Moranbah and Dysart, and
- Clermont clubs have enquired about permanent placement of prisoners to assist daily operations. (This cannot be accommodated with the current fortnightly rotations)

(Note: To maximise the benefit of the Camp by minimising the time spent travelling, the primary operations of the Work Camp have been in the Clermont area and assistance in other locations has only occurred when resources are available.)

=====

This additional demand cannot be met with the current rotational arrangement as the Prisoners are fully occupied on their current tasks.

To improve the availability of this valuable resource to our communities an expansion of the work camp to a full-time camp would be required.

Noting the current arrangement where the prisoners share their time between the Clermont Camp and the Springsure Camp and it would be preferable that both camps expand to full-time, however this is not necessary for it to be successful. Initial discussions with Central Highlands Regional Council operational staff and Queensland Corrective Services staff have indicated a level of support for the expansion of both camps.

IMPLICATIONS

Financial

The existing role of the Community Liaison Officer includes the function of providing supervision to the prisoners when they are in Clermont and on the alternate fortnight undertaking community engagement, repairs and maintenance of equipment, and planning works for the next visit. The full-time camp would require an additional role for a Field officer to provide full time supervision for the prisoners whilst the existing Community Liaison officer would undertake planning and community engagement for additional projects. This would require one new FTE at an estimated cost of \$85,391 pending final evaluation of level. No allowance has been made in the current LTFF for this position.

The existing Community Liaison Officer position is partially funded by Queensland Corrective Services. The application for the expansion to a full-time camp would include a request for additional funding for the additional wages required for the operation of the camp.

Currently there are prisoners working with council at the saleyards, museum and with the Parks team when needed. The full-time camp could potentially increase the time available in these teams whilst still servicing the community, and allow consideration of similar support in other areas of council.

Community

The community will benefit from additional resources available to support clubs and groups in the area. This in-kind assistance has a significant equivalent dollar value and assists with their ongoing viability.

Potential to offer more services to clubs in Moranbah and Dysart that fall within the current travel radius.

CONSULTATION

- Director Engineering and Infrastructure
- Clermont Engagement Committee Chair
- Clermont Community Liaison/ Field Officer
- Manager Parks and Recreation
- Manager Budgets and Statutory Reporting

BASIS FOR RECOMMENDATION

To expand the Clermont work camp to full time providing increased support to community clubs, organisations and Council in Clermont and other locations within the travel limits (125km) of the camp.

ACTION ACCOUNTABILITY

Office of the Chief Executive Officer will contact Central Highlands Regional Council to establish high level agreement for the expansion of the existing Clemont and Springsure Work Camps to full-time camps and identify the relevant staff within each organisation to progress the application.

Engineering and Infrastructure directorate officers will work with Central Highlands Regional Council to prepare a joint submission to Queensland Corrective Services for the expansion of the Clermont and Springsure Work Camps to full-time camps

KEY MESSAGES

Council is partnering with Queensland Corrective Services for the benefit of both our residents and prisoner rehabilitation and through this partnership aims to imbed a positive social impact on crime statistics and recidivism.

Report prepared by:

JASON FROST
Manager Infrastructure

Date: 4 December 2024

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 4 December 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Jason Frost

AUTHOR POSITION

Manager Infrastructure

10.15

CLERMONT ENGAGEMENT COMMITTEE TERMS OF REFERENCE (PRISONER PROGRAM)

EXECUTIVE SUMMARY

This report seeks endorsement of the revised Terms of Reference for the Clermont Engagement Committee (Prisoner Program) and acceptance of the Clermont Engagement Committee performance report.

OFFICER'S RECOMMENDATION

That Council:

- 1. Accepts the Clermont Engagement Committee Performance Report.*
- 2. Adopts the Terms of Reference for the Clermont Engagement Committee (Prisoner Program).*

BACKGROUND

The work camp program has been active in Clermont for over 30 years. The program sees Prisoners alternating on a 15-day continual rotation between Isaac Regional Council and Central Highlands Regional Council. The program provides an opportunity for prisoners to learn new skills as well as having the physical and mental benefits of contributing to the community.

The role of Clermont Engagement Committee's is to actively source, evaluate and recommend projects for the prisoner work program, subject to approval by Queensland Corrective Services (Capricornia Correctional Centre). The committee offers community oversight to ensure the program effectively benefits local clubs, organisations, and community groups.

The committee is required to undertake an annual review of its performance and its terms of reference for submission to Council for approval.

IMPLICATIONS

The Terms of Reference (TOR) is the governance that provides the purpose, scope and guidelines that the Clermont Engagement Committee (Prisoner Program) operates under.

The changes are:

- Minor changes to formatting, spelling and wording that does not impact the intent of the document.
- Minor change to meeting regime – retaining quarterly meetings with first meeting moved from January to February to minimise the impact of the holiday season.

- Additional detail provided for Committee membership around clarity of roles and responsibilities of the committee members.
- Additional components added to the meeting agenda to provide increased structure within the committee meetings.
- Appendix 1 updated to include additional clubs/organisations that have sought assistance from the work camp.
- An additional appendix added to detail the process for the committee to provide recommendations between scheduled meetings. (Appendix 2 Application Recommendations Outside a Committee Meeting).

CONSULTATION

Director Engineering and Infrastructure

Clermont Engagement Committee Chair

Manager Governance and Corporate Services

Manager Parks and Recreation

BASIS FOR RECOMMENDATION

The Clermont Engagement Committee (Prisoner Program) has an advisory role assisting Queensland Corrective Services (QCS) in recommending projects for the Clermont Prisoner program and ensures council fulfils its obligations under the Service Agreement between Isaac Regional Council and Queensland Corrective Services.

Under the current Terms of Reference there is a requirement for the Committee to review its performance to ensure it is operating at maximum effectiveness and provide a report to Council recommending any necessary changes.

ACTION ACCOUNTABILITY

- Engineering and Infrastructure Directorate officers will assist with the preparation of applications for consideration by the committee and will provide leadership within the Clermont Engagement Committee's (Prisoner program) functional responsibilities.
- Office of the Director Engineering and Infrastructure will distribute the Clermont Engagement Committee (Prisoner program) agenda in accordance with s258 (Notice of meetings) of the *Local Government Regulation 2012*
- Clermont Engagement Committee (Prisoner Program) Secretariat to prepare minutes in accordance with Section 272(6) of the *Local Government Regulation 2012*.

KEY MESSAGES

Council is partnering with Queensland Corrective Services for the benefit of Clermont residents and Prisoners. The Clermont Engagement Committee provides an essential link between the program and the community.

Report prepared by:

JASON FROST
Manager Infrastructure

Date: 4 December 2024

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 4 December 2024

ATTACHMENTS

- Attachment 1 – Clermont Engagement Committee (Prisoner Program) Terms of Reference
- Attachment 2 – Clermont Engagement Committee Performance Review Report

REFERENCE DOCUMENT

- Nil

CLERMONT ENGAGEMENT COMMITTEE (PRISONER PROGRAM) - TERMS OF REFERENCE (TOR)

BACKGROUND

The work camp program has been active in Clermont for over 30 years. The program sees workers alternating on a 15-day continual rotation between Isaac Regional Council (IRC) and Central Highlands Regional Council (CHRC). This program requires oversight from a Community Engagement Committee which is currently facilitated through the Engineering and Infrastructure Directorate of Isaac Regional Council.

ROLE

The Clermont Engagement Committee's (CEC) purpose is to actively source, evaluate and recommend activities and projects for the prisoner work program, subject to approval by Queensland Corrective Services (QCS) (Capricornia Correctional Centre). The committee offers community oversight and recommendation to ensure the program benefits local clubs, organisations, and groups effectively.

STATEMENT OF PURPOSE

- Engagement
- Information sharing
- Consensus research on important issues
- Conduit to the Community

AUTHORITY/DELEGATION

The Clermont Engagement Committee has no authority to act independently of Isaac Regional Council or Queensland Corrective Services.

The Committee is authorised by Council to undertake work to efficiently and effectively meet the objectives described by its purpose in these terms of reference.

COMMITTEE MEMBERSHIP

The Clermont CEC will comprise of the following:

Division Six Councillor who will act as committee chair.	As appointed by Council.
QCS Manager Low Custody and QCS delegates	Who will provide updates on QCS prisoner numbers, financial benefits to community, QCS staff movements. Operational, Policy and Procedure updates. Enquiries.
Manager Infrastructure (or delegate)	Who will provide updates on Council operations management level. Respond to enquiries.
Coordinator Infrastructure West (or delegate)	Who will provide updates on Council operations. Staffing requirements, operational equipment, budgeting. Respond to enquiries.

IRC Community Liaison / Field Officer	Who will provide operational reports to committee, present new, renewal applications for recommendation, project ratification documents and QCS approvals. Training Initiative movements. Projects complete and to be completed, community feedback. Operational discussions and engagement. CEC nominations and process.
QCS Field Supervisor	Who will provide updates projects and camp related operations.
Secretariat (E&I Administrators)	Minutes – Meeting set up
Minimum of 4 Community Representatives (selected from an EOI or nomination process) from the stakeholders in Appendix 1	Provide committee recommendations via vote for project applications, community supervisors. Provide feedback on community interests, needs and service gaps the Clermont Work Camp may assist with. Provide new project opportunities and ideas. Promote an understanding and knowledge of the Clermont Work Camp within the Clermont Community.

MEMBERS RESPONSIBILITIES

All members will be required to conduct themselves in an appropriate manner.

- Promote a positive and collaborative vision for the Clermont Work Camp.
- Have an understanding of the Clermont Work Camps abilities and constraints, project application processes and procedures, IRC and QCS collaborations and working internal agreements.
- Attend and actively participate in the quarterly scheduled meetings. Actively participate in sourcing projects and delivering the community feedback to the group.
- Attending at least two CEC meetings in person each year.

TERM OF OFFICE

The Committee will exist for a fixed term ending 30 June 2026 per the current Service Agreement between Isaac Regional Council and Queensland Corrective Services.

- IRC staff are appointed for the term of their employment in the relevant role at Isaac Regional Council.
- Councilors are appointed by Council resolution.
- Community Representatives are appointed via an Expression of Interest or a nomination process.

SECRETARIAL RESOURCES

The Director of Engineering and Infrastructure shall provide administrative resources to the Committee to enable it to adequately carry out its functions.

The Terms of Reference are to be read in conjunction with the Isaac Regional Council's Code of Conduct.

REVIEW

The Committee shall review its performance and Terms of Reference annually to ensure that it is operating at maximum effectiveness. The review will commence in January on the continuance and performance of this committee for adoption in March yearly. Resignations are to be put forward in writing and presented to the committee. Following this review a report will be provide to Council recommending any necessary changes.

In reviewing its performance, the Committee will consider:

- the achievement of the Committee's role and terms of reference.
- the Committee's decision-making process.
- the timeliness, quality and quantity of information received including project, progression ideas and community feedback delivery.
- the involvement and attendance by members
- the ability for the committee to conduct an ordinary resolution at the meeting to remove members whose attendance and involvement no longer meets the expectation of the CEC TOR committing to attendance of a minimum two meetings per year or absents of 3 meetings in concession.

MEETING REGIME

Frequency of Committee works meetings:

- February
- May
- August
- November
- Application recommendations outside a committee meeting (Appendix 2)

MEETING AGENDAS TO INCLUDE THE FOLLOWING COMPONENTS

- Review of previous minutes and actions.
- Review of work completed. (IRC Field Supervisor/ Field Officer)
- QCS report.
- Emerging issues and ongoing works program.
- New applications for work.
- Ratification of out-of-rounds decisions and application approvals.
- Committee Members project suggestions and progression ideas.
- General Business.

APPENDIX 1: STAKEHOLDERS – COMMUNITY CLUBS/ORGANISATIONS

- Clermont Junior Motorcycle Club
- Clermont Race Club
- Clermont Bowls Club
- Clermont Golf Club
- Clermont Pony Club (Leased from IRC)
- Clermont Artslink Organisation
- Clermont Junior Cricket Club
- Queensland Country Women's Association (QCWA) of Clermont
- Clermont Community Business Group (CCBG) (Railway)
- Clermont Day-Care and Kindy
- Clermont Men's Shed
- Clermont Rodeo Society
- Clermont Show Society
- Clermont Bears Ruby League Club (Senior and Junior)
- Gemfest Festival of Gems (Rubynvale)
- Clermont Gold Cup - Camp Draft
- Theresa Creek Ski Club
- Clermont Rotary Club
- Small Schools Carnival
- Clermont State School
- B.A Bush Sports
- Belyando Performance Horse Inc
- Moranbah Race Club
- Capella Country Music Festival
- Capella Show Society
- Emerald Show Society

Council Assets

- Cemeteries - Blair Athol, Copperfield, Clermont Cemetery (old area)
- Copperfield Store Historical Site
- Copperfield Chimney
- Blair Athol Monash Lodge, Blair Athol Hall and grounds, Frank Dennis Units
- Show Grounds/Sale yards precinct
- Clermont BMX Track
- SES Grounds

- Clermont Township, Hoods Lagoon, Public parks
- Clermont Museum
- Clermont Aerodrome
- IRC Event Setup and Pack Down Assistance

APPENDIX 2: APPLICATION RECOMMENDATIONS OUTSIDE A COMMITTEE MEETING

Time sensitive applications may be received between committee meetings. To enable these project applications to be processed the following procedure shall be adopted:

- The IRC Community Liaison Officer shall provide written notice (email) to all committee members detailing the application.
- Committee members shall respond in writing (email) within 7 days of the notice being sent. The response shall include written approval or rejection of the proposed application with an explanation.
- Committee members can consult with other members during the 7day period or contact the IRC Community Liaison Officer for any clarification.
- The recommendation will be accepted where four voting members support the application. Upon acceptance the application will be forwarded to QCS for approval.
- The decision must be ratified at the next committee meeting.

CLERMONT WORK CAMP

CLERMONT ENGAGEMENT COMMITTEE – PERFORMANCE REVIEW

Current as at 5.11.2024

Presented by Jason Frost



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BACKGROUND

In accordance with the TOR for the Clermont Engagement Committee's (CEC) an annual review of its performance and the TOR is to be undertaken. Specifically, the review should include:

- the success of the Committee's role and terms of reference (TOR)
- the committee's decision -making process
- the timeliness, quality and quantity of information received
- the involvement and attendance by members

THE SUCCESS OF THE COMMITTEE'S ROLE AND TERMS OF REFERENCE (TOR)

COMMITTEE SUCCESSES

The purpose of the committee is to actively source, evaluate and recommend activities and projects for the prisoner work program, subject to approval by Queensland Corrective Services (QCS) (Capricornia Correctional Centre). The committee offers community oversight and recommendation to ensure the program benefits local clubs, organisations, and groups effectively.

To achieve this goal Community members have sought and submitted project ideas to the committee, which if agreed through consensus, is then followed up by the Councils officer for submission of a formal proposal. This formal proposal is then review by the committee and Corrective Services for acceptance and approval. There is no formal measure of the success of the process however all members of the committee agreed that their proposal were provided due diligence and where suitable progressed through to a work program.

Consensus from community members was that throughout the year the service provided by the Work Camp team has been extremely beneficial to the community and they believe that the committee has fulfilled their obligations in accordance with the TOR.

SIGNIFICANT PROJECTS UNDERTAKEN INCLUDE:



Music Train





Refurbished Grandstands



Moranbah Race Club



Pony Club Jump Rails



Clermont Race Club Fencing



Clermont Race Club – Disabled Toilet Install Ramp Build.



Showground Tables



Artslink Pottery Hut Paint.



Bowling Ball Carry Boxes



Clermont Bowling Club House Paint



Clermont Bowls Club New Boundary Fence



Clermont Bowling Club Disable Ramp Build – Concrete Access Pathway



Clermont Kindy Daycare – Air Conditioner Covers – Concrete Path Repairs -

TOR REVIEW

The committee undertook a review of the TOR at its 2023 August 2023 meeting. The review considered:

- Makeup of the committee
- Committee members responsibility
- The decision-making process
- Timeliness, quality and quantity of information supplied

The recommendations of the review are included in the minutes of the meeting and have been incorporated in the new terms of reference.

DECISION MAKING PROCESS

In general, the committee was satisfied that the process flow from project idea, formal proposal to formal acceptance of a project to go onto the works program is working well.

Concern was raised for projects that were identified, deemed suitable but timing would not allow for approval through a formal meeting prior to the works needing to be undertaken. Accordingly, a process for “flying minutes” or email approval was developed and is now included in the TOR.

APPENDIX 1 - CEC MEETING 28 AUGUST 2023 – MINUTES

Attendants: Mim Allen, Peta Costigan, Rob Perna, Danny McKay, Luke Logan, Carolyn Franzmann, Paul Vines, Andrew Eaton, Mick Schneider, Lou Power.

TOR Review

- Wanting the committee members to be able to bring ideas forward on potential work. Mim can then follow this up with whomever to see if there is work, they would like done. No issues from anyone for this to happen.
- Are we happy with the achievements of the committee over the last 12 months – everyone is happy.
- Make sure it is clear to follow the process otherwise high chance it will be denied.
- Create a report for IRC and include the guidelines.
- Committee will consider what things get taken into consideration to be able to accept a job. Include in there that we don't go out of Clermont township just for mowing, weeding etc. Only travel for more major jobs. They have enough vegetation work in Clermont and are looking for more skill-based jobs that they can learn from.
- Add another appendix to the TOR on the decision-making process.

Carolyn suggests we involve Clermont Connect. Set up MOU with them. They go out prior to the meeting and grasp information on which Community Committees require help from the Work Camp. If the Committees approach them regarding jobs they require done, Clermont Connect can suggest they contact Mim and see if the Work Camp can complete the work.

Very spasmodic to which committee member attend. Generally, only see the regular ones that are always in attendance. Clermont Connect could possibly reach out to the Committees.

Need to define what the majority of the committee is when they are doing flying minutes and jobs need to be approved in between meetings. Set the committee structure to be the following:

- 4 x Community Representatives
- 4 x Isaac Regional Council Representative from E&I Department
- QCS Representative
- Carolyn Franzmann and the Secretary
- Clermont Connect

Look into our capacity to remove members that have said they want to be a part of the committee but never attend. Clermont Connect could help with this. Do we need to have some sort of attendance requirement and if they don't uphold this they can be removed. It isn't effective if no one is replying, would prefer a smaller committee that is more active.

- Attendance of members

How can we deal with nonattendance, what can the committee do if they don't turn up repeatedly? Can we put in an expectation that they need to attend 3 out of 4 meetings a year and must nominate again at the end of the year? Send email out stating a change in TOR, not all nominations will be carried over and this will be reducing committee numbers.

MEMBERS RESPONSIBILITIES

All members will be required to conduct themselves in an appropriate manner.

- Promote a positive and collaborative vision for the Clermont Work Camp.
- Have an understanding of the Clermont Work Camps abilities and constraints, project application processes and procedures, IRC and QCS collaborations and working internal agreement.
- Attend and actively participate in the quarterly scheduled meetings. Actively participate in sourcing projects and delivering the community feedback to the group.
- Attend at least two CEC meetings in person each year.

The committee's decision -making process

- Discussed the process of applications. Committee discusses the application and then send them off for approval to QCS. Have some understanding that however the project comes around it should come through to the committee to get sent off for approval.
- Can we have some sort of process to follow when Mim receives projects in between meetings. Is there a process we could follow instead of having a meeting. Can we send out an email to all committee members to *recommend*. Mick has no issues, if it is *recommended* by the committee and meets the criteria. Paul advised that it also need to be sent to the camp to *recommend*. Happy to do a majority vote rule. Has been done in the past and its worked. Put clear directions in TOR how this will work. Amendment: Approve wording. *Recommend*
- Add another appendix to the TOR on the decision-making process.

TOR Amendment:

APPENDIX 2: APPLICATION RECOMMENDATIONS OUTSIDE A COMMITTEE MEETING

- The committee can make recommendations for applications without holding a committee meeting.
- To vote outside a committee meeting the IRC Community Liaison / Field Officer must give, at the same time, written notice (email) to all committee members.
- Committee members need to return their written recommendation with an explanation within 7 days of the notice being given.
- Committee members can contact one another during the recommendation period.
- The recommendation will be accepted where four voting members support the application. Upon acceptance the application will be forwarded to QCS for approval.
- The decision about the application recommendations must be confirmed at the next committee meeting.

The timeliness, quality and quantity of information received

- Committee will consider what things get taken into consideration to be able to accept a job. Include in there that we don't go out of Clermont township just for mowing, weeding etc. Only travel for more major jobs. They have enough vegetation work in Clermont and are looking for more skill-based jobs that they can learn from.
- Carolyn suggests we involve Clermont Connect. Set up MOU with them. They go out prior to the meeting and grasp information on which Community Committees require help from the Work

Camp. If the Committees approach them regarding jobs they require done, Clermont Connect can suggest they contact Mim and see if the Work Camp can complete the work.

- Consensus the committee members need bring ideas forward on potential work. Mim can then follow this up with whomever to see if there is work, they would like done. No issues from anyone for this to happen.

Appendix 1

TOR Amendment:

COMMITTEE MEMBERSHIP

The Clermont CEC will comprise of the following:

Division Six Councillor who will act as committee chair.	As appointed by Council.
QCS Manager Low Custody and QCS delegates	Who will provide updates on QCS prisoner numbers, financial benefits to community, QCS staff movements. Operational, Policy and Procedure updates. Enquires.
Manager Infrastructure (or delegate)	Who will provide updates on Council operations management level. Respond to enquiries.
Coordinator Infrastructure West (or delegate)	Who will provide updates on Council operations. Staffing requirements, operational equipment, budgeting. Respond to enquiries.
IRC Community Liaison / Field Officer	Who will provide operational report to committee, present new, renewal applications for recommendation, project ratification documents and QCS approvals. Training Initiative movements. Projects complete and to be completed, community feedback. Operational discussions and engagement. CEC nominations and process.
QCS Field Supervisor	Who will provide updates projects and camp related operations.
Secretariat (E&I Administrators)	Minutes – Meeting set up
Minimum of 4 Community Representatives (selected from an EOI or nomination process) from the stakeholders in Appendix 2	Provide committee recommendations via vote for project applications, community supervisors. Provide feedback on community interests, needs and service gaps the Clermont Work Camp may assist with. Provide new project opportunities and ideas. Promote an understanding and knowledge of the Clermont Work Camp within the Clermont Community.

The involvement and attendance by members

- Are we happy with involvement and attendance of committee members?
- Very spasmodic to which committee member attend. Generally, only see the regular ones that are always in attendance. Clermont Connect could possibly reach out to the Committees.
- Need to define what the majority of the committee is when they are doing flying minutes and jobs need to be approved in between meetings. Set the committee structure to be the following:
 - 4 x Community Representatives

- 4 x Isaac Regional Council Representative from E&I Department
 - QCS Representative
 - Carolyn Franzmann and the Secretary
 - Clermont Connect
- Look into our capacity to remove members that have said they want to be a part of the committee but never attend. Clermont Connect could help with this. Do we need to have some sort of attendance requirement and if they don't uphold this they can be removed. It isn't effective if no one is replying, would prefer a smaller committee that is more active
 - Attendance of members. How can we deal with nonattendance, what can the committee do if they don't turn up repeatedly? Can we put in an expectation that they need to attend 3 out of 4 meetings a year and must nominate again at the end of the year? Send email out stating a change in TOR, not all nominations will be carried over and this will be reducing committee numbers.

Appendix 1

TOR Amendment:

MEMBERS RESPONSIBILITIES

All members will be required to conduct themselves in an appropriate manner.

- Promote a positive and collaborative vision for the Clermont Work Camp.
- Understand the Clermont Work Camps abilities and constraints, project application processes and procedures, IRC and QCS collaborations and working internal agreement.
- Attend and actively participate in the quarterly scheduled meetings. Actively participate in sourcing projects and delivering the community feedback to the group.
- Attend at least two CEC meetings in person each year.

REVIEW

The Committee shall review its performance and Terms of Reference annually to ensure that it is operating at maximum effectiveness. The review will commence in January on the continuance and performance of this committee for adoption in March yearly. Resignations are to be put forward in writing and presented to the committee. Following this review a report will be provide to Council recommending any necessary changes.

In reviewing its performance, the Committee will consider:

- the involvement and attendance by members will include:
- the ability for the committee to conduct an ordinary resolution at the meeting to remove members whose attendance and involvement no longer meets the expectation of the CEC TOR committing to attendance of a minimum two meetings per year or absents of 3 meetings in concession.

MEETING DETAILS

Ordinary Meeting

Wednesday 11 December 2024

AUTHOR

Amal Meegahawattage

AUTHOR POSITION

Manager Planning and Projects

10.16

WATER AND WASTE 2024-25 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

BACKGROUND

Regular updates on the financial and physical status of projects within the 2024/25 Water and Waste Capital Works program are crucial to keep Council informed about the program's progress and associated risks.

IMPLICATIONS

The attached Water and Waste 2024/25 Capital Projects Progress Summary provides an overview of the financial and physical status of all projects, with red indicating a projected cost overrun of over 10% or completion after June 2025, yellow indicating a cost overrun of 0-10%, and green indicating no issues. Brief commentary is provided to explain the status of each project. Larger and more complex projects are sometimes delivered over multiple financial years and the exact expenditure in each year may deviate from the annual budget due to variations in the delivery schedule. This can affect expenditure in each year without exceeding the total budgeted amount for the project.

COMPLIANCE

Compliance with the Water and Waste 2024/25 Capital Works Program is necessary to meet the identified timeframes of the 2024/25 financial year.

KEY CAPITAL PROJECTS

1. **CW222983 – Moranbah Water Treatment Plant Roof Replacement**

This project involves replacing the 5.7ML reservoir roof at the Moranbah Water Treatment Plant to ensure long-term structural integrity and reliability. Construction began in March 2023, and key structural elements like cleats, columns, abrasive blasting, and purlins installed. Roof sheeting installation and water blasting of external walls began in November. The project is likely to be completed in December 2024.

2. CW233141 – Nebo Water Network Augmentation

This project upgrades Nebo's water supply infrastructure by adding a new main to improve reliability and capacity, particularly at the truck-fill point. Practical completion was reached in August 2024. "As Constructed" drawings have been received from the contractor and council is awaiting the final claim.

3. CW233155 – Clermont Water Treatment Plant Filter Media Replacement and Plant Modernisation

Critical upgrades ensure compliance with Drinking Water Quality Management Plan standards. The turbidity analyser system was upgraded in mid-September, with new EPA 180.1 compliant analysers installed and calibrated. A control panel upgrade has been completed, and as-built documentation is being finalised. The grant funding agreement was extended, with completion expected by December 2025, while chemical dosing requirements and procurement documents are progressing toward a tender advertisement in December 2024. Forecast completion is September 2025.

4. CW233151 – St Lawrence Raw Water Storage and Raw Water Main

This project aims to improve water storage and distribution efficiency for the St Lawrence community by increasing raw water storage capacity and upgrading the raw water main. To date, the raw water main has been installed and successfully commissioned as of November 2023. The construction of the new water storage facility is almost complete, with the majority of pipework and valving now installed. Commissioning is planned for early December 2024.

5. CW243181 – Moranbah Sewer Pump Station Upgrades

This upgrade of the Moranbah Sewer Pump Station aims to improve both capacity and operational efficiency. Following the contract award in July 2024, potholing works were completed, and all necessary materials were ordered. The contractor mobilised on-site in late September and has completed the bypass at SPMBH01 and SPMBH04. Completion of the project is planned for February 2025, following replacement of the non-return valves on SPMBH01 after the existing valves failed. Surplus funds allocated for this project were reallocated to other projects during the Q1 Budget review.

6. CW243205 – Moranbah Rectification of Landfill Cell

Efforts to rectify and stabilise the landfill cell in Moranbah are ongoing, addressing environmental concerns and ensuring regulatory compliance. The project has a total budget of \$4.2 million, of which \$3.7 million was carried over to the 2024/25 financial year. Soil sampling was conducted in October by a geotechnical consultant and a workshop was held to discuss findings where it was decided further investigation was required. The results will determine the scope of rectification work, with the construction tender expected to be awarded by February / March 2025.

7. CW243239/CW243240 – Carmila and Greenhill Landfill Capping

These projects are critical to ensure regulatory compliance for landfill capping at the Carmila and Greenhill sites. Design work is underway, with the contractor, Aurecon, having submitted a draft report. A pre-lodgement meeting with the Department of Environment, Science and Innovation (DESI) was held on 5 November 2024. During the meeting, DESI supported Isaac Regional Council's (Council) proposal to manage risks through localised remediation and preventative controls, rather than increasing the capping depth from 300mm to 500mm. The design of the remediation works is progressing in line with the outcomes of the meeting with DESI.

8. CW253266 – Dysart Waste Management Facility Repurpose to Transfer Station

This project involves converting the Dysart landfill into a modern transfer station to improve local waste management infrastructure. The Design and Construct (D&C) tender was advertised, with one compliant tender received by the 8 October 2024 closing date. The tendered price exceeded the budget, so the contractor was asked to provide an alternative price for a reduced scope, changing from a 3-bin to a 2-bin transfer station. The alternative price is under the current revised budget. An ongoing evaluation is considering various options to balance waste handling requirements with costs, including the possibility of increasing the bin size from 15 to 30 cubic meters.

9. CW253273 – Carmila Water Treatment Plant Upgrade

Upgrades to the Carmila Water Treatment Plant focus on improving operational efficiency and water quality. Project planning began in July 2024, with initial site investigations underway to define the full scope. The design includes SCADA mimic upgrades and a chemical dosing system upgrade, both of which are being finalised. The project remains in the scoping phase. It is planned to combine this project with CW253274 – St Lawrence Water Treatment Plant Upgrade into a single D&C contract as separable portions to maximise value for money and effective delivery.

10. CW253274 – St Lawrence Water Treatment Plant Upgrade

Upgrades to the St Lawrence Water Treatment Plant focus on improving operational efficiency and water quality. Project planning began in July 2024, with initial site investigations underway to define the full scope. The design includes improved control and monitoring systems and implementation of SCADA at the site along with upgrading the chemical dosing system, which are being finalised. The project remains in the scoping phase. It is planned to combine this project with CW253273 – Carmila Water Treatment Plant Upgrade into a single D&C contract as separable portions to maximise value for money and effective delivery.

11. CW253275 – CORP Sewer Relining 2025

This project upgrades the sewer network utilising CCTV inspections and relining/patch repairing the prioritised sections. The scope includes completing the remaining CCTV inspections in Moranbah and Dysart, with a focus on finalising the relining work in Moranbah. The Design and Construct (D&C) tender closed in early October 2024, and the tender evaluation has been completed. The award recommendation report is currently in the final stages of approval.

12. CW253282 – CORP Water Network Water Meters

This project involves replacing outdated water meters to enhance the accuracy of consumption measurements and billing. The contract to replace 450 meters at identified addresses in Moranbah was awarded in late October, and so far, 57 out of 450 meters have been replaced. The replacement of the remaining meters will resume by mid-February following completion of the July-December meter reading period.

13. CW253287 – Glenden Water Treatment Plant Turbidity Analyser on Filters

The installation of turbidity analysers on the filters at the Glenden Water Treatment Plant will improve water quality monitoring and ensure compliance with standards. The Request for Quotation (RFQ) for this work was issued to the market on 12 November 2024, with a closing date of 9 December 2024. A mandatory site briefing for potential suppliers was held on 28 November 2024, with only one supplier in attendance.

14. CW253290 – Middlemount Water Network Augmentation

This project involves installing a new water main in the Middlemount network to improve distribution. Additionally, a drainage project on Nolan Drive, adjacent to the reservoir (managed by the Engineering and Infrastructure directorate), has been included in the same contract as a separable portion. Two RRQ submissions were received and are under evaluation by the panel.

15. CW253289 – Moranbah Water Network Relocate Truck Filling

This project involves relocating the truck filling station from Goonyella Road to a new site across the road, adjacent to the Moranbah depot. The scope includes upgrading the intersection at the depot entrance, with Water and Waste funding the truck fill station component. The Engineering and Infrastructure directorate will oversee the work as part of a larger intersection upgrade. Design completion is expected by November 2024.

16. CW253291 – Nebo Water Network Avdata

An Avdata system will be installed at the Nebo truck fill point to accurately track water volumes used by commercial customers. A Request for Quotation (RFQ) was issued on 31 October 2024, with submissions closing on 25 November 2024. One submission was received on the closing date, which is compliant and within budget. A report recommending the award is currently being prepared.

17. CW253283 – CORP Switchboards

This project aims to replace switchboards to mitigate service failure risks and ensure compliance with regulatory standards. The scope of work includes upgrading the decommissioned switchboard at the Moranbah Wastewater Treatment Plant to restore power to the digester blower, which is currently non-operational due to the damaged existing switchboard. The draft Request for Quotation (RFQ) has been reviewed by the Operations team and is now in the finalisation stage.

PROGRESS PHOTOS



Image 1: Moranbah Water Treatment Plant Roof Replacement – Roof sheeting installation



Image 2: St Lawrence Raw Water Storage – Installation in Progress

BENEFITS

Council can see a monthly progress report detailing the progress of projects in the Water and Waste 2024/25 Capital Program. This report communicates risks, failures and delays that have been identified within the Water and Waste 2024/25 Capital Works program.

CONSULTATION

- Director Water and Waste
- Manager Operations and Maintenance
- Manager Waste Services
- Planning and Project Department Project Managers

BASIS FOR RECOMMENDATION

To provide Council with a clear monitoring tool to track capital works delivery for the Water and Waste Directorate by providing transparent and relevant reporting. This report will help identify and communicate any project delays, overspends and project risks.

ACTION ACCOUNTABILITY

The Managers and the Director of Water and Waste oversee the scoping, procurement, and completion of the projects identified within the 2024/25 Capital Projects Progress Summary spreadsheet. Furthermore, the appropriate Managers and the Director Water and Waste are held accountable for the delivery of the project stages which are completed within the identified timeframes.

KEY MESSAGES

That Council has open communication, oversight, and transparency of the Water and Waste 2024/25 Capital Works Program, to ensure Isaac will have effective and sustainable water and waste infrastructure that supports the needs of the region's communities and economic sectors.

Report prepared by:

AMAL MEEGAHAWATTAGE
Manager Planning and Projects

Date: 29 November 2024

Report authorised by:

SCOTT CASEY
Director Water and Waste

Date: 3 December 2024

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Water and Waste Capital Projects Progress Summary Spreadsheet November 24

REFERENCE DOCUMENT

- Nil.

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