

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, 23 APRIL 2025
COMMENCING AT 10.00AM
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

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;
 - (j) an investigation report given to the local government under chapter 5A, part 3, division 5 of the Act.
- (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.

254K Participating in meetings by audio link or audio visual link

- (1) A local government may allow a person to take part in a meeting of the local government by audio link or audio visual link.
- (2) A committee of a local government may allow a person to take part in a meeting of the committee by audio link or audio visual link.
- (3) A councillor or committee member who takes part in a local government meeting under subsection (1) or (2) is taken to be present at the meeting if the councillor or member was simultaneously in audio contact with each other person at the meeting.
- (4) In this section—

audio link see the [Evidence Act 1977, section 39C](#).

audio visual link see the [Evidence Act 1977, schedule 3](#).

ORDINARY MEETING
OF ISAAC REGIONAL COUNCIL TO BE
HELD ON
WEDNESDAY 23 APRIL 2025
COMMENCING AT 10.00AM
ISAAC REGIONAL COUNCIL,
COUNCIL CHAMBERS, MORANBAH

AGENDA

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

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1. OPENING OF MEETING

2. APOLOGIES AND LEAVE OF ABSENCES

3. CONDOLENCES

- ALDRIDGE, Michael James formerly of Moranbah
- ALLAN, Aline Jill (Jill) formerly of Moranbah
- Wellington, Douglas formerly of Clermont

4. DECLARATION OF CONFLICTS OF INTEREST

5. DEPUTATIONS

6. CONSIDERATION OF NOTICE OF MOTION

7. CONFIRMATION OF MINUTES

- Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Clermont on Wednesday 26 March 2025 at 10.00am.

8. BUSINESS ARISING FROM PREVIOUS MEETING

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

EXECUTIVE SUMMARY

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

9. STANDING COMMITTEE REPORTS

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

EXECUTIVE SUMMARY

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

9.2 SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

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

9.3 AUDIT AND RISK COMMITTEE CHAIR AND MEMBERSHIP

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider commencing an expression of interest process to replace an external member of the Audit and Risk Committee and resolve to appoint a chair.

9.4 STRATEGIC ASSETS QUARTERLY REPORT

EXECUTIVE SUMMARY

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

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9.5 PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

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

9.6 MINOR COMMUNITY GRANTS SUMMARY MARCH 2025

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 March to 28 March 2025.

9.7 MAJOR GRANT APPLICATIONS SUMMARY ROUND THREE FY2024-2025

EXECUTIVE SUMMARY

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the applications received during round three (3) of the Community Grants Program for FY2024-2025. A total of 17 applications were received for Round Three.

9.8 CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – LAGOONA TENURE ARRANGEMENTS

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of Lot 3 on C9569, located at 2 Lime Street, Clermont, by way of a three (3) year Licence to Occupy plus a three (3) year option to Clermont Community Housing and Other Services Inc.

9.9 MORANBAH TENNIS ASSOCIATION INCORPORATED – TENURE ARRANGEMENTS

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, by way of a ten (10) year trustee lease to Moranbah Tennis Association Incorporated.

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9.10 PLAYGROUP QUEENSLAND LTD – TENURE ARRANGEMENTS

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah, by way of a ten (10) year trustee lease to Playgroup Queensland Ltd.

9.11 PLANNING ENVIRONMENT AND COMMUNITY SERVICES QUARTERLY DEPARTMENTAL REPORT – ENGAGED COMMUNITIES

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview of the Engaged Communities Department's current status and future direction.

9.12 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024- 2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 24 MARCH 2025

EXECUTIVE SUMMARY

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

9.13 PLANNING ENVIRONMENT AND COMMUNITY SERVICES QUARTERLY 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 projects and operational commitments.

9.14 ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – MARCH 2025

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EXECUTIVE SUMMARY

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

9.15 INFRASTRUCTURE DEPARTMENT OPERATIONAL UPDATE – MARCH 2025

EXECUTIVE SUMMARY

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

9.16 FLEET DEPARTMENT OPERATIONAL UPDATE – 1 DECEMBER 2024 TO 31 MARCH 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the operational activities undertaken by the Fleet Department.

9.17 INFRASTRUCTURE PLANNING AND TECHNICAL SERVICES DEPARTMENT OPERATIONAL UPDATE – 1 DECEMBER 2024 TO 31 MARCH 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the operational activities undertaken by the Infrastructure Planning and Technical Services department.

9.18 2024-2028 LOCAL GOVERNMENT GRANTS AND SUBSIDIES PROGRAM STAGE 2 APPLICATION – NEBO STAFF HOUSING

EXECUTIVE SUMMARY

This report seeks Council's endorsement of the 2024-2028 Local Government Grants and Subsidies Program (LGGSP) Nebo Staff Housing Stage 2 application.

9.19 WATER AND WASTE 2024-25 CAPITAL PROJECTS PROGRESS REPORT

TABLE OF CONTENTS

EXECUTIVE SUMMARY

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

9.20 WATER AND WASTE DEPARTMENTAL REPORT – CUSTOMER ADMINISTRATION AND BUSINESS

EXECUTIVE SUMMARY

The purpose of this report is to present an update of the customer service, administration and business functions of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.

9.21 AUDITOR GENERAL CORRESPONDENCE REPORT

EXECUTIVE SUMMARY

The purpose of this report is to provide an outline of the recommendations provided in the Managing Queensland's regional water quality performance audit report and to demonstrate the positive position Water and Waste is currently placed in response to these recommendations.

9.22 WATER FLUORIDATION IN ISAAC REGION

EXECUTIVE SUMMARY

Fluoridation of drinking water in Queensland has seen many directions over the last 15 years and this report provides an overview of the journey that Isaac Regional Council has taken before and during this time leading to the current position.

9.23 REQUEST FOR WAIVER OF WASTE DISPOSAL FEES FROM A NOT-FOR-PROFIT – MORANBAH OP SHOP

EXECUTIVE SUMMARY

The purpose of this report is to consider a request from a Not-For-Profit, Moranbah Op Shop to waive waste disposal fees.

10. OFFICER REPORTS

10.1 AICD TRAINING FOR ELECTED MEMBERS 2024—2028 TERM OF COUNCIL

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EXECUTIVE SUMMARY

This report is provided on the request from Resolution No.: 9032 (26 February 2025) point 3 “requests that a report is presented to Council at the March Ordinary Meeting on AICD Training for Elected Members for the 2024-2028 term of Council”.

10.2

ST LAWRENCE WETLANDS WEEKEND 2025 – ADDITIONAL FEES AND CHARGES

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of St Lawrence Wetlands Weekend 2025 additional event fees and charges.

10.3

AUDIT AND RISK COMMITTEE MEETING MINUTES - 17 MARCH 2025

EXECUTIVE SUMMARY

The purpose of this report is to present the unconfirmed minutes of the Audit and Risk Committee (the Committee) meeting held on Monday, 17 March 2025 and propose that the recommendations are adopted.

10.4

LOCAL DISASTER MANAGEMENT GROUP MEETING MINUTES

EXECUTIVE SUMMARY

This report is to present the Local Disaster Management Group (LDMG) meeting minutes from 27 March 2025.

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11. CONFIDENTIAL

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 NEBO POOL LEASE AND MANAGEMENT AGREEMENT EXTENSION

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (c)(iii) of the Local Government Regulations 2012 to dispose of Lot 59 on N1101, located at 20 Reynolds Street, Nebo, by way of a two (2) year extension to the current lease to Paine Industries Pty Ltd t/as Nebo Swimming Pool.

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

11.2 DEALINGS WITH VITRINITE UPDATE

EXECUTIVE SUMMARY

The intent of the report is to provide Council with an update on all of the current dealings with Vitrinite related to road and transport infrastructure.

12. GENERAL BUSINESS

13. CONCLUSION

UNCONFIRMED MINUTES

**ORDINARY MEETING OF
ISAAC REGIONAL COUNCIL**

HELD ON
WEDNESDAY, 26 MARCH 2025
COMMENCING AT 10.00AM

**ISAAC REGIONAL COUNCIL
BOARD ROOM, DYSART**

UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

BOARD ROOM, DYSART

WEDNESDAY 26 MARCH 2025

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• Special Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 5 March 2025	
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ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

BOARD ROOM, DYSART

WEDNESDAY 26 MARCH 2025 COMMENCING AT 10.00AM

ATTENDANCE

Mayor Kelly Vea Vea, Chair
Deputy Mayor, Cr Jane Pickels, Division Six (*by Video Conference*)
Cr Terry O'Neill, Division One (*by Video Conference*)
Cr Vern Russell, Division Two
Cr Melissa Westcott, Division Three (*by Video Conference*)
Cr Alaina Earl, Division Five
Cr Rachel Anderson, Division Seven
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

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

1. OPENING

Mayor Kelly Vea Vea declared the meeting open at 10.00am and welcomed all in attendance to Dysart for the March Ordinary Meeting.

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

2. LEAVE OF ABSENCE AND APOLOGIES

A request for a leave of absence has been received from Cr Simon West due to personal commitments.

Resolution No.: 9062

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That a leave of absence be granted for Cr Simon West for the March Ordinary Meeting.

Carried

3. CONDOLENCES

- NICHOLS, John formerly of Dysart
- MORRIS, Wayne formerly of Moranbah
- PLANT, Judith Anne formerly of Moranbah
- TURNER, Darryl John late of Moranbah
- MARTIN, Brian Walter formerly of Moranbah
- SCHULTZ, Ronald Victor formerly of Moranbah
- STURGEON, Brian Henry formerly of Moranbah
- PITCHER, Yvonne Margaret formerly of Moranbah
- ARMSTRONG, Jennifer formerly of Moranbah
- MYLREA, John formerly of Moranbah

4. DECLARATION OF CONFLICTS OF INTEREST

No declarable conflicts of interest this meeting.

UNCONFIRMED MINUTES

NOTE:

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

5. DEPUTATIONS

No deputations this meeting.

6. CONSIDERATION OF NOTICE OF MOTIONS

No notice of motions for this meeting.

7. CONFIRMATION OF MINUTES

Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Clermont on Wednesday 26 February 2025

Resolution No.: 9063

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

The Minutes of the Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Clermont on Wednesday 26 February 2025 are confirmed.

Carried

UNCONFIRMED MINUTES

Special Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 5 March 2025

Resolution No.: 9064

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

The Minutes of the Special Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 5 March 2025 are confirmed.

Carried

8. BUSINESS ARISING FROM PREVIOUS MEETING

8.1 Business Outstanding Table for Ordinary Meeting of Council – February 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

Resolution No.: 9065

Moved: Cr Vern Russell

Seconded: Cr Alaina Earl

That Council:

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

Carried

8.2 Lifting Matters Laying On The Table

EXECUTIVE SUMMARY

This report is being presented to Council in order for the stated matters to be formally lifted from the table prior to being dealt with at this meeting.

OFFICER'S RECOMMENDATION

THAT Council resolves that the following report which is currently 'laying on the table' within the Business Outstanding Table awaiting return to a Council meeting, be lifted from the table to be dealt with later in this meeting:

1. ***Reallocation of Capital Budget for Dysart Kindergarten***

Resolution No.: 9066

Moved: Cr Jane Pickels

Seconded: Cr Viv Coleman

THAT Council resolves that the following report which is currently 'laying on the table' within the Business Outstanding Table awaiting return to a Council meeting, be lifted from the table to be dealt with in this meeting:

1. **Reallocation of Capital Budget for Dysart Kindergarten**

Carried

8.2a Reallocation of Budget for Dysart Kindergarten

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1236

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

UNCONFIRMED MINUTES

That the Committee recommends that Council:

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

Carried

Resolution No.: 9067

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

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

Carried

9. STANDING COMMITTEE REPORTS

9.1 Isaac Regional Council Monthly Financial Report as at 28 February 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0941

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Receive the financial statements for the period ended 28 February 2025 pursuant to, and in accordance with, the *Local Government Regulation 2012* (s204).

Carried

Resolution No.: 9068

Moved: Cr Jane Pickels

Seconded: Cr Viv Coleman

That Council:

1. Receives the financial statements for the period ended 28 February 2025 pursuant to, and in accordance with, the *Local Government Regulation 2012* (s204).

Carried

UNCONFIRMED MINUTES

9.2 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).

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0942

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

Resolution No.: 9069

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That Council:

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

Carried

9.3 Digital Strategy Update

EXECUTIVE SUMMARY

This report is provided as an update to Council on the current status of the Digital Strategy Program.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0943

Moved: Cr Vern Russell

Seconded: Cr Jane Pickels

UNCONFIRMED MINUTES

That the Committee recommends that Council:

1. *Receives and notes the Digital Strategy Program Update.*

Carried

Resolution No.: 9070

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That Council:

1. **Receives and notes the Digital Strategy Program Update.**

Carried

9.4 Governance and Corporate Service Quarterly Update

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update of the Governance and Corporate Services department's operations and key functions.

COMMITTEE RECOMMENDATION

Resolution No.: CGFS0944

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. *Receive and note the content of the report which provides an overview and status update of the Governance and Corporate Services department's operations and key functions.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 9071

Moved: Cr Rachel Anderson

Seconded: Cr Melissa Westcott

That Council:

1. Receive and note the content of the report which provides an overview and status update of the Governance and Corporate Services department's operations and key functions.

Carried

9.5 People and Capability Monthly Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0945

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

Resolution No.: 9072

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That Council:

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

Carried

9.6 Onboarding and Pathways Officer

EXECUTIVE SUMMARY

The People and Capability department is seeking endorsement to create a permanent full-time position of Onboarding and Pathways Officer. This position will be responsible for ensuring smooth employee transitions, coordinating inductions, scheduling training, and improving onboarding processes. Additionally, the role will support the apprentices, trainees, and graduates' programs, and focus on improving processes for efficient management of employee development initiatives. There is nil impact to budget.

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0946

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. *Endorses the creation of a new permanent, full-time position of Onboarding and Pathways Officer within the People and Capability department.*

Carried

Resolution No.: 9073

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

1. **Endorses the creation of a new permanent, full-time position of Onboarding and Pathways Officer within the People and Capability department.**

Carried

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0948

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

1. Provides in-principle support for the following two issues to be developed into motions in preparation for the 2025 Australian Local Government Association National General Assembly:
 - i. To (a) expand the remit of the Net Zero Economy Authority (NZEА) so it assists all local governments impacted by the energy transition and (b) appoint a local government voice to the NZEA board to champion locally led solutions.
 - ii. For the Australian Government to enact the collection of nationwide data on full-time equivalent populations in regions to improve community planning and distribution of funding allocations.
2. Delegates authority to the Mayor and Chief Executive Officer to finalise the motion submission in consultation with Councillors.

Carried

Resolution No.: 9075

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That Council:

1. Provides in-principle support for the following two issues to be developed into motions in preparation for the 2025 Australian Local Government Association National General Assembly:
 - I. To (a) expand the remit of the Net Zero Economy Authority (NZEА) so it assists all local governments impacted by the energy transition and (b) appoint a local government voice to the NZEA board to champion locally led solutions.
 - II. For the Australian Government to enact the collection of nationwide data on full-time equivalent populations in regions to improve community planning and distribution of funding allocations.
2. Delegates authority to the Mayor and Chief Executive Officer to finalise the motion submission in consultation with Councillors.

Carried

UNCONFIRMED MINUTES

Resolution No.: PECS1246

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Approves the following out of round application for Council's Major Community Grants Program as follows:

Application 1	Moranbah Pony Club Governing Body Mackay Zone 10 Pony Club
Project	Mackay Zone 10 Pony Club (governing body for Moranbah Pony Club) is seeking Council's support for costs associated with the local Pony Club Children's Camp. The overall cost for the project is \$29,500.00 This meets the co-contribution requirements.
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Divisional split between 3, 4 and 5

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

Carried

Resolution No.: 9077

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That Council:

1. Approves the following out of round application for Council's Major Community Grants Program as follows:

Application 1	Moranbah Pony Club Governing Body Mackay Zone 10 Pony Club
Project	Mackay Zone 10 Pony Club (governing body for Moranbah Pony Club) is seeking Council's support for costs associated with the local Pony Club Children's Camp. The overall cost for the project is \$29,500.00 This meets the co-contribution requirements.

UNCONFIRMED MINUTES

- b. *Acknowledging that all built assets onsite have been provided by both the St Lawrence Recreation Group Incorporated and Isaac Regional Council therefore repairs and maintenance will be the responsibility of the asset owner.*
3. *Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 and 3 above.*

Carried

Resolution No.: 9078

Moved: Cr Viv Coleman

Seconded: Cr Rachel Anderson

That Council:

1. **Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.**
2. **Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolve to enter into tenure by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.**
 - a. **Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$880.00 ex GST, matrix attached.**
 - b. **Acknowledging that all built assets onsite have been provided by both the St Lawrence Recreation Group Incorporated and Isaac Regional Council therefore repairs and maintenance will be the responsibility of the asset owner.**
3. **Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 and 3 above.**

Carried

Resolution No.: 9079

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

1. Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 1 on SP239822, located at 29 Queen Elizabeth Drive, Dysart, being the Dysart Recreation Centre by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc.
2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolve to enter into tenure by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc.
 - c. Tenure fees to be charged – weekly usage fee \$575.00 ex GST based on partial cost recovery for electricity usage.
 - d. Acknowledging that all built assets are owned by Isaac Regional Council therefore repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the Licence to Occupy.
3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.

Carried

9.13

Expression of Interest – Lease A Being Part of Lot 10 on Sp237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of the Expression of Interest lodged by Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, located at 27 Pony Club Road, Dysart.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1249

Moved: Cr Vern Russell Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. Approve to enter into a ten (10) year trustee lease agreement with the Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart.
 - a. Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$430.00 ex GST, matrix attached.
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.
 - c. Acknowledging that the Dysart Men's Shed Qld Inc., plans to repair and upgrade the existing facilities and as such all assets will be owned by Dysart Men's Shed Qld Inc. therefore all repairs and maintenance responsibilities will be the remit of the club.
2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.

Carried

Resolution No.: 9080

Moved: Cr Vern Russell Seconded: Cr Alaina Earl

That Council:

1. Approve to enter into a ten (10) year trustee lease agreement with the Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart.
 - a. Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$430.00 ex GST, matrix attached.
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.
 - c. Acknowledging that the Dysart Men's Shed Qld Inc., plans to repair and upgrade the existing facilities and as such all assets will be owned by Dysart Men's Shed Qld Inc. therefore all repairs and maintenance responsibilities will be the remit of the club.

UNCONFIRMED MINUTES

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

Carried

9.14 St Lawrence Wetlands Weekend 2025 Fees and Charges

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of the 2025 St Lawrence Wetlands Weekend event fees and charges.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1250

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Adopts the following fees and charges listed below for the 2025 St Lawrence Wetlands Weekend ticket sales, inclusive of GST:

Name	Cost Recovery or Non Cost Recovery	Head of Power	GST	2024/25 FY Fee
<i>Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider</i>				
GENERAL ADMISSION				
General Weekend Admission – Adult	NCR		Y	30.00
General 1 day Admission – Adult (1 day ticket)	NCR		Y	17.50
General Weekend Admission – Child (5-16 years)	NCR		Y	10.00

UNCONFIRMED MINUTES

General 1 day Admission – Child (5-16 years) (1 day ticket)	NCR		Y	5.00
General Weekend Admission – Child (under 5 years)	NCR		Y	0.00
General Weekend Admission – Volunteer	NCR		Y	0.00
General Weekend Admission – Local residing postcode 4707	NCR		Y	17.50
CAMPING				
Camping / Caravanning one night	NCR		Y	25.00
Camping / Caravanning two nights	NCR		Y	40.00
Camping / Caravanning three nights	NCR		Y	55.00
Camping / Caravanning four nights	NCR		Y	65.00
Note: includes a fifth night Free of Charge.				
CREATIVE SPACES AND WORKSHOPS				
Whittling with Mal Byrne	NCR		Y	40.00
Clay with Liz Raven	NCR		Y	40.00
Driftwood Jewellery with Agnes Durbet	NCR		Y	40.00
Botanical Illustration with Pamela Finger	NCR		Y	40.00
Lantern Making with Tracey Robb	NCR		Y	40.00
Wire Wrapping Jewelry Making with Nelida Avila	NCR		Y	40.00
Traditional and Contemporary Batik Techniques with Perry and Glenda Hobdell	NCR		Y	40.00
Printmaking Without Press with Brigitte Zimmerman	NCR		Y	40.00
TOURS				
Wetlands Bird Tours	NCR		Y	0.00
Freshwater meets Saltwater Wetlands Sunset Tour	NCR		Y	0.00
Historical Town Tours	NCR		Y	0.00

UNCONFIRMED MINUTES

FOOD EXPERIENCES				
Matt Golinski Signature Local Produce Luncheon	NCR		Y	140.00
STALLS				
Stallholder Fee	NCR		Y	40.00
Food Vendor Site (weekend rate)	NCR		Y	100.00
FESTIVAL MERCHANDISE				
Festival T-Shirts	NCR		Y	35.00
Return bus from Mackay				
Pick up and return from Mackay designated pick up points or from any of the designated Isaac coastal communities' points	NCR		Y	0.00

2. Removes all regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' from Council's fees and charges schedule 2024/2025, adopted under Council resolution no. 8732.
3. Provides delegation to the Chief Executive Officer to set fees and charges for future St Lawrence Wetlands Weekend events beyond 2025, subject to prior consultation with councillors and notification of decisions via a public notice.

Carried

Resolution No.:	9081			
Moved:	Cr Viv Coleman			
Seconded:	Cr Terry O'Neill			
That Council:				
1. Adopts the following fees and charges listed below for the 2025 St Lawrence Wetlands Weekend ticket sales, inclusive of GST:				
Name	Cost Recovery or Non Cost Recovery	Head of Power	GST	2024/25 FY Fee

UNCONFIRMED MINUTES

Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider				
GENERAL ADMISSION				
General Weekend Admission – Adult	NCR		Y	30.00
General 1 day Admission – Adult (1 day ticket)	NCR		Y	17.50
General Weekend Admission – Child (5-16 years)	NCR		Y	10.00
General 1 day Admission – Child (5-16 years) (1 day ticket)	NCR		Y	5.00
General Weekend Admission – Child (under 5 years)	NCR		Y	0.00
General Weekend Admission – Volunteer	NCR		Y	0.00
General Weekend Admission – Local residing postcode 4707	NCR		Y	17.50
CAMPING				
Camping / Caravanning one night	NCR		Y	25.00
Camping / Caravanning two nights	NCR		Y	40.00
Camping / Caravanning three nights	NCR		Y	55.00
Camping / Caravanning four nights	NCR		Y	65.00
Note: includes a fifth night Free of Charge.				
CREATIVE SPACES AND WORKSHOPS				
Whittling with Mal Byrne	NCR		Y	40.00
Clay with Liz Raven	NCR		Y	40.00
Driftwood Jewellery with Agnes Durbet	NCR		Y	40.00
Botanical Illustration with Pamela Finger	NCR		Y	40.00
Lantern Making with Tracey Robb	NCR		Y	40.00
Wire Wrapping Jewelry Making with Nelida Avila	NCR		Y	40.00

UNCONFIRMED MINUTES

Traditional and Contemporary Batik Techniques with Perry and Glenda Hobdell	NCR		Y	40.00
Printmaking Without Press with Brigitte Zimmerman	NCR		Y	40.00
TOURS				
Wetlands Bird Tours	NCR		Y	0.00
Freshwater meets Saltwater Wetlands Sunset Tour	NCR		Y	0.00
Historical Town Tours	NCR		Y	0.00
FOOD EXPERIENCES				
Matt Golinski Signature Local Produce Luncheon	NCR		Y	140.00
STALLS				
Stallholder Fee	NCR		Y	40.00
Food Vendor Site (weekend rate)	NCR		Y	100.00
FESTIVAL MERCHANDISE				
Festival T-Shirts	NCR		Y	35.00
Return bus from Mackay				
Pick up and return from Mackay designated pick up points or from any of the designated Isaac coastal communities' points	NCR		Y	0.00

2. Removes all regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' from Council's fees and charges schedule 2024/2025, adopted under Council resolution no. 8732.
3. Provides delegation to the Chief Executive Officer to set fees and charges for future St Lawrence Wetlands Weekend events beyond 2025, subject to prior consultation with councillors and notification of decisions via a public notice.

Carried

NOTE:

The Council requests that there is a review of the data of the 2025 St Lawrence Wetlands Weekend Event local postcode fee prior to the Fees and Charges being set for the 2026 event to assess the appropriateness given this does not occur for any other regionally-funded Council run events.

9.15

Building Encroachment and Request for Boundary Realignment – Isaac Events Centre

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider actions required to address a building encroachment associated with the Isaac Events Centre, located at 89 Mills Avenue, Moranbah.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1251

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Make application to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development to realign the boundary between Lot 20 Crown Plan M97351 and Lot 21 Survey Plan 346090, in order to resolve building encroachment issues and ensure assets for the Isaac Events Centre are on the one title.
2. Delegates authority to the Chief Executive Officer to undertake the necessary application processes to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development on Council's behalf, and execute any legal instruments, to resolve the building encroachment and finalise the boundary realignment.

Carried

UNCONFIRMED MINUTES

Resolution No.: 9082

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That Council:

1. Make application to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development to realign the boundary between Lot 20 Crown Plan M97351 and Lot 21 Survey Plan 346090, in order to resolve building encroachment issues and ensure assets for the Isaac Events Centre are on the one title.
2. Delegates authority to the Chief Executive Officer to undertake the necessary application processes to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development on Council's behalf, and execute any legal instruments, to resolve the building encroachment and finalise the boundary realignment.

Carried

9.16

Planning, Environment and Community Services FY2024/2025 Capital Projects Progress Report as at 5 March 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1252

Moved: Cr Melissa Westcott

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 5 March 2025.

Carried

UNCONFIRMED MINUTES

Resolution No.: 9083

Moved: Cr Vern Russell

Seconded: Cr Alaina Earl

That Council:

1. **Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 5 March 2025.**

Carried

9.17

Planning Environment and Community Services Quarterly Departmental Report – Liveability and Sustainability

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1253

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

Resolution No.: 9084

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That Council:

UNCONFIRMED MINUTES

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

Carried

9.18

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

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0798

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

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

Carried

Resolution No.: 9085

Moved: Cr Terry O'Neill

Seconded: Cr Viv Coleman

That Council:

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

Carried

9.19

Asset Installation and Maintenance Licence – Waterway Crossing Off Ellensfield Road

EXECUTIVE SUMMARY

The report seeks to delegate the authority to the Chief Executive Officer to execute a Licence for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0799

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Asset Installation and Maintenance Licence – Waterway Crossing off Ellensfield Road for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall in accordance with the terms attached in the report.

Carried

Resolution No.: 9086

Moved: Cr Melissa Westcott

Seconded: Cr Vern Russell

That Council:

1. Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Asset Installation and Maintenance Licence – Waterway Crossing off Ellensfield Road for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall in accordance with the terms attached in the report.

Carried

9.20 Australian Cricket Infrastructure Fund – Clermont Junior Cricket Field Irrigation

EXECUTIVE SUMMARY

This report seeks approval of Isaac Regional Councils submission to the Australian Cricket Infrastructure Fund (Major Grant) for financial contribution in the 2024-2025 financial year. Successful applicants will be notified prior to end of financial year.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0800

Moved: Cr Viv Coleman

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Approves Isaac Regional Council submitting an application to the Australian Cricket Infrastructure Fund (Major Grant) for the installation of an irrigation system at the Clermont Junior Cricket Fields including:
 - a. Restoration of a Clermont bore
 - b. Installation of power supply and underground irrigation mains
 - c. Purchase of travelling irrigators
2. Approves a co-contribution of an estimated \$150,000. The submitted application, if approved, would be funded through capital budget and commence in the 2025-2026 financial year with all funds to be used within a 2-year period.

Carried

Resolution No.: 9087

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

1. Approves Isaac Regional Council submitting an application to the Australian Cricket Infrastructure Fund (Major Grant) for the installation of an irrigation system at the Clermont Junior Cricket Fields including:

- a. Restoration of a Clermont bore
 - b. Installation of power supply and underground irrigation mains
 - c. Purchase of travelling irrigators
2. Approves a co-contribution of an estimated \$150,000. The submitted application, if approved, would be funded through capital budget and commence in the 2025-2026 financial year with all funds to be used within a 2-year period.

Carried

9.21 Memorials and Plaques on Council Owned or Managed Land Policy Update

EXECUTIVE SUMMARY

This report seeks Council's consideration to review and adopt the updated Memorials and Plaques on Council Owned or Managed Land Policy EI-POL-144.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0801

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Repeals Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 1.
2. Adopts the revised Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 2.

Carried

Resolution No.: 9088

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That Council:

UNCONFIRMED MINUTES

1. **Repeals Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 1.**
2. **Adopts the revised Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 2.**

Carried

9.22

Corporate Properties Department Operational Update – December 2024 to February 2025

EXECUTIVE SUMMARY

This report is to provide Council with an update on the Corporate Properties operational program.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0802

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. *Notes the Corporate Properties Department Operational Update – December 2024 – February 2025.*

Carried

Resolution No.: 9089

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That Council:

1. **Notes the Corporate Properties Department Operational Update – December 2024 – February 2025.**

Carried

UNCONFIRMED MINUTES

NOTE:

The Council has requested that additional data is included in the next quarterly report that includes Building Maintenance Request (BMR) information.

9.23

Galilee and Bowen Basin Department Operational Update – December 2024 to February 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the activities undertaken by the Galilee and Bowen Basin Operations department over the previous quarter.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0803

Moved: Cr Terry O'Neill

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Notes the operational update provided for the Galilee and Bowen Basin Operations Department – December 2024 to February 2025.

Carried

Resolution No.: 9090

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

1. Notes the operational update provided for the Galilee and Bowen Basin Operations Department – December 2024 to February 2025.

Carried

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0805

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Notes the Parks and Recreation Department operational update - December 2024 to February 2025.

Carried

Resolution No.: 9092

Moved: Cr Viv Coleman

Seconded: Cr Terry O'Neill

That Council:

1. Notes the Parks and Recreation Department operational update - December 2024 to February 2025.

Carried

9.26 Quarry Management Plan

EXECUTIVE SUMMARY

This report seeks endorsement of a Quarry Management Plan to guide operations in Council's gravel pits/quarries to ensure compliance with relevant State legislation and Council's permits and authorities for gravel extraction activities.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0806

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

UNCONFIRMED MINUTES

1. *Notes and Endorses the Quarry Management Plan.*

Carried

Resolution No.: 9093

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That Council:

1. **Notes and endorses the Quarry Management Plan.**

Carried

9.27

Exception Based Contractual Arrangements - Local Government Regulations (2012) – Moranbah Depot

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for the appointment of Hahnlec Electrical to perform rectification works at the Moranbah Depot which has been subject to electrical faults tripping the circuit breaker. This appointment is requested under the exception provisions for entering into medium or large sized contractual arrangements within s235 (b) of the *Local Government Regulations 2012*.

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0807

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. *Resolves that it is satisfied that because of the familiarity of the supplier with the location and requirements of the work due to their prior involvement in investigating the electrical issues at the Moranbah Depot, it would be impractical or disadvantageous for the local government to invite quotes from other suppliers.*

Carried

UNCONFIRMED MINUTES

Resolution No.: 9094

Moved: Cr Rachel Anderson

Seconded: Cr Melissa Westcott

That Council:

1. Resolves that it is satisfied that because of the familiarity of the supplier with the location and requirements of the work due to their prior involvement in investigating the electrical issues at the Moranbah Depot, it would be impractical or disadvantageous for the local government to invite quotes from other suppliers.

Carried

9.28 Water and Waste 2024/2025 Capital Projects Progress Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0547

Moved: Cr Alaina Earl

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

UNCONFIRMED MINUTES

Resolution No.: 9095

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That Council:

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

Carried

9.29

Water and Wastewater Preventative Maintenance Program Update

EXECUTIVE SUMMARY

This report provides an update on the progress of the Water and Wastewater Preventative Maintenance Program. It outlines the number of Preventative Maintenance Program activities that are now completed since the program's inception, key ongoing milestones and challenges for improvement.

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0548

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. *Notes the contents of the Water Wastewater Preventative Maintenance Program Update.*

Carried

Resolution No.: 9096

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council:

1. **Notes the contents of the Water Wastewater Preventative Maintenance Program Update.**

Carried

10. OFFICER REPORTS

10.1 Native Title Determination Application QUD 17/2019 – Western Kangoulu

EXECUTIVE SUMMARY

Isaac Regional Council received a Court Notice and Statement of Agreed Facts about the Western Kangoulu native title Claim from its solicitors. Council is required to advise whether they intend to object to the Statement of Agreed Facts to the Federal Court by the 28 March 2025.

Staff were also briefed on the Australian Law Reform Commission's (ALRC) *Review of the Future Acts Regime* and potential considerations for Council.

This report seeks:

- To inform Council on the Statement of Agreed Facts relating to the Western Kangoulu native title claim and potential impacts for Isaac Regional Council.
- To inform Council on the ALRC's Review of the Future Acts Regime and how it relates to local government.

Support of the officer's recommendations as they relate to above items.

OFFICER'S RECOMMENDATION

That Council:

1. *Not file a statement of objection to the Statement of Agreed Facts to the Federal Court in response to the notice issued by the Court Registrar to all respondents.*
2. *Instruct its solicitors to write a Crown Law for the State indicating Council seeks to participate in addressing issues of extinguishment and Council's non-native title interests for purposes of any Section 87 Agreement and associated Consent Determination.*
3. *Delegates authority to the Mayor and Chief Executive Officer to assess the need to develop a submission to the Australian Law Reform Commission's review of the Future Acts Regime, and work with LGAQ to adequately represent local government interests in the proposed review.*
4. *Endorses the engagement of Council's native title legal representative, Marrawah Law to assist with the development of Council's response to the Western Kangoulu native title claim and Future Acts Regime submission.*
5. *Approves a budget increase of \$50,000 in the 2025/2026 Advocacy and External Affairs budget for ongoing Western Kangoulu consent determination and future acts regime submission.*

Resolution No.: 9099

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That Council:

1. Not file a statement of objection to the Statement of Agreed Facts to the Federal Court in response to the notice issued by the Court Registrar to all respondents.
2. Instruct its solicitors to write a Crown Law for the State indicating Council seeks to participate in addressing issues of extinguishment and Council's non-native title interests for purposes of any Section 87 Agreement and associated Consent Determination.
3. Delegates authority to the Mayor and Chief Executive Officer to assess the need to develop a submission to the Australian Law Reform Commission's review of the Future Acts Regime, and work with LGAQ to adequately represent local government interests in the proposed review.
4. Endorses the engagement of Council's native title legal representative, Marrawah Law to assist with the development of Council's response to the Western Kangoulu native title claim and Future Acts Regime submission.
5. Approves a budget increase of \$50,000 in the 2025/2026 Advocacy and External Affairs budget for ongoing Western Kangoulu consent determination and future acts regime submission.

Carried

NOTE:

Council notes that dot point 2 seeks to protect interests in continuing to source gravel from pits in the claim determination area (Peak Vale Road).

10.2

Country Roads Connect Program – Cotherstone Road

EXECUTIVE SUMMARY

The report is seeking delegation to the Chief Executive Officer to submit a nomination under the Country Roads Connect Program for Pave and Seal Activities on Cotherstone Road.

OFFICER'S RECOMMENDATION

That Council:

1. *Delegates the Authority to the Chief Executive Officer to submit the Nomination form under the 2025 Round of the Country Roads Connect Program for Pave and Seal works on Cotherstone Road for a total project cost of \$3,000,000 inclusive of a 20% co-contribution.*
2. *Subject to the Nomination being successful, supports the Co-Contribution amounts to be included in future year budgets as outlined below*
 - a) *\$20,000 2025-26 Financial Year.*
 - b) *\$300,000 2026-27 Financial Year.*
 - c) *\$280,000 2027-28 Financial Year.*

Resolution No.: 9100

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

1. **Delegates the Authority to the Chief Executive Officer to submit the Nomination form under the 2025 Round of the Country Roads Connect Program for Pave and Seal works on Cotherstone Road for a total project cost of \$3,000,000 inclusive of a 20% co-contribution.**
2. **Subject to the Nomination being successful, supports the Co-Contribution amounts to be included in future year budgets as outlined below**
 - a) **\$20,000 2025-26 Financial Year.**
 - b) **\$300,000 2026-27 Financial Year.**
 - c) **\$280,000 2027-28 Financial Year.**

Carried

UNCONFIRMED MINUTES

Resolution No.: 9101

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council closes the meeting to the public at 12.22pm under *Local Government Regulations 2012* Section 254J(3) (g) to receive a confidential update on Report 11.1 Major Projects Update Report.

Carried

Resolution No.: 9102

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That Council open the meeting at 12.28pm.

Carried

Resolution No.: 9103

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That Council adjourn the meeting for lunch the time being 12.28pm.

Carried

Resolution No.: 9104

Moved: Cr Vern Russell

Seconded: Cr Alaina Earl

That Council resume the meeting at 1.27pm.

Carried

12. COUNCILLOR QUESTION TIME

12.1 Country Universities Centre Isaac

Cr Melissa Westcott provided an update on the Country Universities Centre Isaac. Cr Westcott advised that the recruitment process has delivered a great candidate, and CUC Isaac is working to finalise the recruitment next week and will be on track for opening of CUC Isaac at the end of June 2025.

12.2 Bernborough Avenue, Moranbah Sewerage Concerns

Cr Alaina Earl thanked the Director Water and Waste for his response to the concerned resident regarding the current sewerage issues at Bernborough Avenue, Moranbah.

12.3 Dumped Shopping Trolleys over Moranbah

Cr Earl enquired about what Council can do regarding the dumped shopping trolleys being left all around Moranbah. Cr Earl has received complaints from a local resident regarding the trolleys being dumped around the town.

Cr Earl asked if Council could fine the trolley owner for not collecting their trolleys that are being dumped around the town.

The Director Planning, Environment and Community Services said that currently Council does not have any local laws that would allow Council to fine the trolley owner for Council having to collect the dumped trolleys, however the Director advised that he will look into this during the local laws review which is currently being undertaken.

ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

12.4 Recovery of Overdue Rates

Cr Rachel Anderson asked for an update on the current process for the Recovery of Overdue Rates.

ACTION: DIRECTOR CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

12.5

Mayoral Message – Thank You to Isaac Team for Delivery of Projects and Events

The Mayor acknowledged the work of the Council teams that have come together across the region and worked hard to deliver some significant projects and events across the region such as:

- Isaac Events Centre Project
- Isaac Events Centre Official Opening and Community Day
- Isaac Resource Excellence Precinct Sod Turning Event
- Inspiring Woman in Isaac Events

Thank you from the Council to the teams involved in the delivery of these projects and events which have been significant milestones for Isaac.

12.6

Thank you to Dan Wagner, Director Planning, Environment and Community Services

The Mayor acknowledged that today's Ordinary Meeting was the last Ordinary Meeting for Dan Wagner, Director Planning, Environment and Community Services before he leaves Council to pursue new opportunities and some much-earned travel. Dan commenced with Council as the Manager Liveability and Sustainability and for the past four years has been the Director Planning, Environment and Community Services.

Mayor Kelly Vea Vea on behalf of current and past elected members thanked Dan for his dedication and contributions to the Isaac Region. Mayor Vea Vea mentioned that Dan has provided great advice, has been a great colleague and a great member of the Isaac Communities. The Mayor acknowledged the legacy of work and incredible projects that Dan has been apart of during his time at Isaac:

- Glenden Futures
- Isaac Events Centre
- Isaac Resources Excellence Precinct Project
- Affordable Housing Projects
- Country Universities Centre Isaac
- Isaac Planning Scheme
- Coastal Planning

In closing, the Mayor thanked Dan for his care and passion for the Isaac Region.

UNCONFIRMED MINUTES

13. CONCLUSION

There being no further business, the Mayor declared the meeting closed at 1.40pm.

These minutes will be confirmed by Council at the Ordinary Meeting to be held in Moranbah on Wednesday 23 April 2025.

.....
MAYOR

..... / /
DATE

MEETING DETAILS	Ordinary Meeting Wednesday, 23 April 2025
AUTHOR	Teika Kirkman
AUTHOR POSITION	Executive Assistant to the Office of Mayor and CEO

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

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

BACKGROUND

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

IMPLICATIONS

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

CONSULTATION

Executive Leadership Team

BASIS FOR RECOMMENDATION

Transparent reporting to Elected Members

ACTION ACCOUNTABILITY

Office of the Chief Executive Officer

KEY MESSAGES

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

Report prepared by: Teika Kirkman Executive Assistant to the Office of Mayor and CEO Date: 14 April 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date:
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ATTACHMENTS

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

REFERENCE DOCUMENT

- Nil

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Council Res	Council Resolution Register - February 2025 (Business Outstanding Table)												
2	Meeting Type	Meeting Date	Item No	Report Title	Executive Summary	Res No	Council Resolution	Responsible Officer/s	Action Accountability	Action Comments	Action Status	If Not Yet Complete - Expected Completion Date	Completion Date	Link to minutes
24	Ordinary Meeting	Wednesday 26 February 2025	9.19	Compensation Agreement ML1865	The purpose of this report is for Council to consider the Compensation Agreement with Plentygold Miclere Pty Ltd.	9045	<p style="text-align: center;">That Council:</p> 1.Supports the negotiation to enter into a compensation agreement with Plentygold Miclere Pty Ltd in accordance with section 279 of the Mineral Resources Act 1989 (Qld). 2.Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML1865 in accordance with section 279 of the Mineral Resources Act 1989 (Qld).	Sean Robinson	Manager Galilee and Bowen Basin Operations to ensure executed copies are returned to Plentygold and the compensation under the agreement and Council's costs are paid.	MGBBO completed executed documents and provided copies to the proponent and ensuring obligations are met under the licence.				

Council Resolution Register - February 2025 (Business Outstanding Table)													
Meeting Type	Meeting Date	Item No.	Report Title	Executive Summary	Res No	Council Resolution	Responsible Officer/s	Action Accountability	Action Comments	Action Status	If Not Yet Complete Expected Completion Date	Completion Date	Link to minutes
Ordinary Meeting	Wednesday 26 March 2025	2	LEAVE OF ABSENCE AND APOLOGIES	Procedural Motion	9062	That a leave of absence be granted for Cr Simon West for the March Ordinary Meeting.	Office of the CEO	Update Leave Register		Complete			
Ordinary Meeting	Wednesday 26 March 2025	7	CONFIRMATION OF MINUTES	Procedural Motion	9063	Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Clermont on Wednesday 26 February 2025	Office of the CEO	Update Minutes to Confirmed and add to the IRC Website. Print Minute Book for Mayor's Signature		Complete			
Ordinary Meeting	Wednesday 26 March 2025	7	CONFIRMATION OF MINUTES	Procedural Motion	9063	Special Meeting of Isaac Regional Council held at Isaac Regional Council, Council Chambers, Moranbah on Wednesday 5 March 2025	Office of the CEO	Update Minutes to Confirmed and add to the IRC Website. Print Minute Book for Mayor's Signature		Complete			
Ordinary Meeting	Wednesday 26 March 2025	8.1	Business Outstanding Table for Ordinary Meeting of Council – February 2025	The business outstanding table is used as a tool to monitor outstanding items resolved at previous Ordinary Meetings of Council. The current Business Outstanding Table for the Ordinary Meeting of Council is presented for Councillors' information	9065	Receives and Notes the Business Outstanding Table for the Ordinary Meeting of Council.	Office of the CEO			Complete			
Ordinary Meeting	Wednesday 26 March 2025	8.2	LIFTING MATTERS LAYING ON THE TABLE	This report is being presented to Council in order for the stated matters to be formally lifted from the table prior to being dealt with at this meeting.	9066	THAT Council resolves that the following report which is currently 'laying on the table' within the Business Outstanding Table awaiting return to a Council meeting, be lifted from the table to be dealt with in this meeting: 1.Reallocation of Capital Budget for Dysart Kindergarten	Cale Dendle	Chief Executive Officer to ensure that reports laid on the table are presented to Council for consideration in a timely manner.		Complete			
Ordinary Meeting	Wednesday 26 March 2025	8.2a	Reallocation of Budget for Dysart Kindergarten	The purpose of this report is to seek Council endorsement to surrender budget item CW253328 from the 2024/2025 budget for the amount of \$175,000 to ISAAC capital fund for Council assets.	9067	1.Authorises the Chief Executive Officer (or delegate) to write to the Executive Committee of the Dysart Kindergarten Inc. to advise that Council holds no ownership interests in the building assets of the facility and considers that the Dysart Kindergarten Inc. is the lawful owner of the building assets. 2.Endorses the return of \$175,000 of FY2024/25 capital budget funds from project number CW253328 back to ISAAC capital fund for redistribution to other Council capital projects. 3. Endorses the amendment of the registered leasing documents to reflect that the buildings and structures are owned by the Dysart Kindergarten Inc. 4. Advocate to the Childcare Leadership Alliance, outlining the current situation with the Dysart Kindergarten and their need of support for maintaining its current building assets. 5. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.	Ken Tucker	Manager Budgets and Statutory Reporting to progress the surrender of funds.	Confirmed with Susan Martin that Budget has been reallocated. Dan Wagner visited Dysart Kindergarten - to investigate the outcome with Mick St Clair.	Not Yet Commenced			
Ordinary Meeting	Wednesday 26 March 2025	9.01	Isaac Regional Council Monthly Financial Report as at 28 February 2025	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.	9068	1.Receives the financial statements for the period ended 28 February 2025 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).	Jason Rivett	Not Applicable.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.02	SAFETY AND RESILIENCE UPDATE	This report is provided as an update to Council on the current status of the Health, Safety and Wellbeing Management System (HSWMS).	9069	1.Notes the Safety and Resilience Report provided on the current status of the Health, Safety and Wellbeing Management System.	Warren Clough	Senior Safety and Resilience Partner Senior Wellbeing and Resilience Partner Senior Disaster and Emergency and Resilience Partner	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.03	DIGITAL STRATEGY UPDATE	This report is provided as an update to Council on the current status of the Digital Strategy Program.	9070	1.Receives and notes the Digital Strategy Program Update.	Darren Fettell	Not applicable.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.04	GOVERNANCE AND CORPORATE SERVICE QUARTERLY UPDATE	The purpose of this report is to provide an overview and status update of the Governance and Corporate Services department's operations and key functions.	9071	1.Receive and note the content of the report which provides an overview and status update of the Governance and Corporate Services department's operations and key functions.	Peta Eyschen	The Manager Governance and Corporate Services is responsible for the strategic direction and operational deliverables of the department, including reporting on delivery of its Business Plan and approved operational projects.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.05	People and Capability Monthly Report	The purpose of this report is to provide information and highlights on the monthly activities of the People and Capability Department.	9072	1.Receives and notes the People and Capability monthly report.	Trudi Liekefett		Information only report, no action required.	Complete			

Ordinary Meeting	Wednesday 26 March 2025	9.06	ONBOARDING AND PATHWAYS OFFICER	The People and Capability department is seeking endorsement to create a permanent full-time position of Onboarding and Pathways Officer. This position will be responsible for ensuring smooth employee transitions, coordinating inductions, scheduling training, and improving onboarding processes. Additionally, the role will support the apprentices, trainees, and graduates' programs, and focus on improving processes for efficient management of employee development initiatives. There is nil impact to budget	9073	1.Endorses the creation of a new permanent, full-time position of Onboarding and Pathways Officer within the People and Capability department.	Trudi Liefekett			Complete		
Ordinary Meeting	Wednesday 26 March 2025	9.07	QUARTERLY REPORT – ISAAC AFFORDABLE HOUSING TRUST	Chief Executive Officer presenting Isaac Affordable Housing Trust's Quarterly Report required by Shareholder Agreement.	9074	That the Quarterly Report by Isaac Affordable Housing Trust be 'received' by Council.	Cale Dendle	Not Applicable.		Complete		
Ordinary Meeting	Wednesday 26 March 2025	9.08	2025 Australian Local Government Association National General Assembly - Isaac Regional Council Motions	The Australian Local Government Association (ALGA) National General Assembly (NGA) is Australia's largest and most influential gathering of Local Government Councillors, Mayors, Chairs and Officials. The 2025 (NGA) will be held on 24-27 June 2025 in Canberra. Two core issues have been identified for consideration by Council. A resolution is sought from Council for in-principle support of the issues and delegate authority so they can be developed into motions and submitted to the ALGA NGA by 31 March 2025.	9075	1.Provides in-principle support for the following two issues to be developed into motions in preparation for the 2025 Australian Local Government Association National General Assembly: I.To (a) expand the remit of the Net Zero Economy Authority (NZEa) so it assists all local governments impacted by the energy transition and (b) appoint a local government voice to the NZEA board to champion locally led solutions. II.For the Australian Government to enact the collection of nationwide data on full-time equivalent populations in regions to improve community planning and distribution of funding allocations. 2.Delegates authority to the Mayor and Chief Executive Officer to finalise the motion submission in consultation with Councillors.	Jessica Bugeja	The Executive Manager of Advocacy and External Affairs and Research and Policy Advisor have accountability for working with the Mayor, Chief Executive Officer and Councillors to finalise the motions and background documentation. Advocacy and External Affairs are responsible for submitting the motions via the online portal to ALGA for consideration at the National General Assembly.		Complete		
Ordinary Meeting	Wednesday 26 March 2025	9.09	Minor Community Grants Summary February 2025	This report summarises the minor community grants approved under delegation for the period 1 February to 28 February 2025.	9076	1.Notes the minor community grants approved under delegation for the period 1 February to 28 February 2025.	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Grants Officer has been notified	Complete		
Ordinary Meeting	Wednesday 26 March 2025	9.1	MAJOR COMMUNITY GRANTS OUT OF ROUND APPLICATION – MORANBAH PONY CLUB	The purpose of this report is to consider an out of round application to the Major Grants Program from the Moranbah Pony Club (Governing body for Mackay Zone 10 Pony Club inc.)	9077	1.Approves the following out of round application for Council's Major Community Grants Program as follows: Application 1 Moranbah Pony Club Governing Body Mackay Zone 10 Pony Club Project Mackay Zone 10 Pony Club (governing body for Moranbah Pony Club) is seeking Council's support for costs associated with the local Pony Club Children's Camp. The overall cost for the project is \$29,500.00 This meets the co-contribution requirements. Details Approve \$5,000.00 (excluding GST) Budget Source Divisional split between 3, 4 and 5 2.Advises the applicant the grant constitutes sponsorship of the project and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.	Megan Scott	Manager Engaged Communities is responsible for the administration of the Isaac Regional Council Community Grants Program.	Letter of notification emailed to applicant. Applicant has not responded. To be followed up	Complete		
Ordinary Meeting	Wednesday 26 March 2025	9.11	St Lawrence Recreation Group Incorporated – Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.	9078	1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated. 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated. a.Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$880.00 ex GST, matrix attached. b. Acknowledging that all built assets onsite have been provided by both the St Lawrence Recreation Group Incorporated and Isaac Regional Council therefore repairs and maintenance will be the responsibility of the asset owner. 3. Authoriseste Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 and 3 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	Tenure/lease is currently being finalised.	In Progress - On schedule		

Ordinary Meeting	Wednesday 26 March 2025	9.12	Dysart Lifestyle Centre Inc. Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of part of Lot 1 on SP239822, located at 29 Queen Elizabeth Drive, Dysart, being the Dysart Recreation Centre by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc.	9079	1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 1 on SP239822, located at 29 Queen Elizabeth Drive, Dysart, being the Dysart Recreation Centre by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc. 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc. c. Tenure fees to be charged – weekly usage fee \$575.00 ex GST based on partial cost recovery for electricity usage. d. Acknowledging that all built assets are owned by Isaac Regional Council therefore repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the Licence to Occupy. 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	Tenure/lease is currently being finalised.	In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025	9.13	Expression of Interest – Lease A Being Part of Lot 10 on Sp237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart	The purpose of this report is to seek Council endorsement of the Expression of Interest lodged by Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, located at 27 Pony Club Road, Dysart.	9080	1. Approve to enter into a ten (10) year trustee lease agreement with the Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart. a. Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$430.00 ex GST, matrix attached. b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents. c. Acknowledging that the Dysart Men's Shed Qld Inc., plans to repair and upgrade the existing facilities and as such all assets will be owned by Dysart Men's Shed Qld Inc. therefore all repairs and maintenance responsibilities will be the remit of the club. 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	Tenure/lease is currently being finalised.	In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025	9.14	St Lawrence Wetlands Weekend 2025 Fees and Charges	The purpose of this report is to seek endorsement of the 2025 St Lawrence Wetlands Weekend event fees and charges.	9081	1. Adopts the following fees and charges listed below for the 2025 St Lawrence Wetlands Weekend ticket sales, inclusive of GST: Name Cost Recovery or Non Cost Recovery Head of Power GST 2024/25 FY Fee Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider GENERAL ADMISSION General Weekend Admission Adult NCRY 30.00 General 1 day Admission – Adult (1 day ticket) NCR Y 17.50 General Weekend Admission – Child (5-16 years) NCRY 10.00 General 1 day Admission – Child (5-16 years) (1 day ticket) NCR Y 5.00 General Weekend Admission – Child (under 5 years) NCR Y 0.00 General Weekend Admission – Volunteer NCRY 0.00 General Weekend Admission – Local residing postcode 4707 NCR Y 17.50 CAMPING Camping / Caravanning one night NCR Y 25.00 Camping / Caravanning two nights NCR Y 40.00 Camping / Caravanning three nights NCRY 55.00 Camping / Caravanning four nights NCR Y 65.00 Note: includes a fifth night Free of Charge.	Shane Brandenburg	The Economy and Prosperity team to prepare the ticketing website for release of the tickets and work with the Brand Media and Communications team to deliver aligned marketing and communications for the event. The Finance department to add to the 2025 St Lawrence Wetlands Weekend event's Fees and Charges.	Information only report, no action required.	Complete			

Ordinary Meeting	Wednesday 26 March 2025					CREATIVE SPACES AND WORKSHOPS Whittling with Mal Byrne NCR Y 40.00 Clay with Liz Raven NCR Y 40.00 Driftwood Jewellery with Agnes Durbet NCR Y 40.00 Botanical Illustration with Pamela Finger NCR Y 40.00 Lantern Making with Tracey Robb NCR Y 40.00 Wire Wrapping Jewelry Making with Nelida Avila NCR Y 40.00 Traditional and Contemporary Batik Techniques with Perry and Glenda Hobbell NCR Y 40.00 Printmaking Without Press with Brigitte Zimmerman NCR Y 40.00 TOURS Wetlands Bird Tours NCR Y 0.00 Freshwater meets Saltwater Wetlands Sunset Tour NCR Y 0.00 Historical Town Tours NCR Y 0.00 FOOD EXPERIENCES Matt Golinski Signature Local Produce Luncheon NCR Y 140.00 STALLS Stallholder Fee NCR Y 40.00 Food Vendor Site (weekend rate) NCR Y 100.00 FESTIVAL MERCHANDISE Festival T-Shirts NCR Y 35.00 Return bus from Mackay Pick up and return from Mackay designated pick up points or from any of the designated Isaac coastal communities' points NCR Y 0.00 2. Removes all regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' from Council's fees and charges schedule 2024/2025, adopted under Council resolution no. 8732. 3. Provides delegation to the Chief Executive Officer to set fees and charges for future St Lawrence Wetlands Weekend events beyond 2025, subject to prior consultation with councillors and notification of decisions via a public notice.			Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025					NOTE: The Council requests that there is a review of the data of the 2025 St Lawrence Wetlands Weekend Event local postcode fee prior to the Fees and Charges being set for the 2026 event to assess the appropriateness given this does not occur for any other regionally-funded Council run events.			Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.15	BUILDING ENCROACHMENT AND REQUEST FOR BOUNDARY REALIGNMENT – ISAAC EVENTS CENTRE	The purpose of this report is for Council to consider actions required to address a building encroachment associated with the Isaac Events Centre, located at 89 Mills Avenue, Moranbah.	9082	1. Make application to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development to realign the boundary between Lot 20 Crown Plan M97351 and Lot 21 Survey Plan 346090, in order to resolve building encroachment issues and ensure assets for the Isaac Events Centre are on the one title. 2. Delegates authority to the Chief Executive Officer to undertake the necessary application processes to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development on Council's behalf, and execute any legal instruments, to resolve the building encroachment and finalise the boundary realignment.	Michael Wallace	The Coordinator Property Development is responsible to provide professional subject matter expertise and advice to a range of Council functions and teams, including reserve management.	Process Initiated	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.16	Planning, Environment and Community Services FY2024/2025 Capital Projects Progress Report as at 5 March 2025	This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2024/2025 Capital Works Program.	9083	1.Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 5 March 2025.	Mark Davey	The Program Manager – Capital Delivery in conjunction with the PECS leadership team and under the guidance of Director PECS hold responsibility for the scoping, procurement and the completion of the projects identified within the 2024-2025 Capital Program.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.17	Planning Environment and Community Services Quarterly Departmental Report – Liveability and Sustainability	The purpose of this report is to provide an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.	9084	1.Receives and note the content of the report which provides an overview and status update of the Liveability and Sustainability Department's projects and operational commitments.	Michael St Clair	The Manager Liveability and Sustainability is responsible for the strategic direction and operational deliverables of the Liveability and Sustainability Department, including reporting on delivery of its Business Plan and approved operational projects	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.18	Engineering and Infrastructure 2024/2025 Capital Projects Progress Report – February 2025	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.	9085	1.Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report for February 2025.	Robert Perna	That the Managers and the Director 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.	Information only report, no action required.	Complete			

Ordinary Meeting	Wednesday 26 March 2025	9.19	Asset Installation and Maintenance Licence – Waterway Crossing Off Ellensfield Road	The report seeks to delegate the authority to the Chief Executive Officer to execute a Licence for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall.	9086	1.Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Asset Installation and Maintenance Licence – Waterway Crossing off Ellensfield Road for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall in accordance with the terms attached in the report.	Robert Perna	Galilee and Bowen Basin Operations department to lead negotiations under the guidance of Director Engineering and Infrastructure and Chief Executive Officer. Chief Executive Officer to execute the Licence. Manager Galilee and Bowen Basin Operations to ensure a copy of the executed document is provided to the proponent and obligations under the Licence are adhered to.		In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025	9.2	Australian Cricket Infrastructure Fund – Clermont Junior Cricket Field Irrigation	This report seeks approval of Isaac Regional Councils submission to the Australian Cricket Infrastructure Fund (Major Grant) for financial contribution in the 2024-2025 financial year. Successful applicants will be notified prior to end of financial year.	9087	1. Approves Isaac Regional Council submitting an application to the Australian Cricket Infrastructure Fund (Major Grant) for the installation of an irrigation system at the Clermont Junior Cricket Fields including: a. Restoration of a Clermont bore b. Installation of power supply and underground irrigation mains c. Purchase of travelling irrigators 2. Approves a co-contribution of an estimated \$150,000. The submitted application, if approved, would be funded through capital budget and commence in the 2025-2026 financial year with all funds to be used within a 2-year period.	Michael Buckley	Manager Parks and Recreation to oversee submission and if successful, deliver the works.	Manager Parks and Recreation have completed and submitted grant application	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.21	Memorials and Plaques on Council Owned or Managed Land Policy Update	This report seeks Council's consideration to review and adopt the updated Memorials and Plaques on Council Owned or Managed Land Policy EI-POL-144.	9088	1.Repeals Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 1. 2.Adopts the revised Memorials and Plaques on Council Owned or Managed Land Policy (EI-POL-144) version 2.	Robert Perna	Director Engineering and Infrastructure is responsible for implementation of the policy. Manager Governance and Corporate Services to update the Policy Register, ECM, IRIS and external website.	Request sent to Governance to upload updated documents	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.22	Corporate Properties Department Operational Update – December 2024 to February 2025	This report is to provide Council with an update on the Corporate Properties operational program.	9089	1.Notes the Corporate Properties Department Operational Update – December 2024 – February 2025. NOTE: The Council has requested that additional data is included in the next quarterly report that includes Building Maintenance Request (BMR) information.	Darrin Anderson	The Acting Manager Corporate Properties and the leadership team are accountable for delivery of effective works across the region.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.23	Galilee and Bowen Basin Department Operational Update – December 2024 to February 2025	The intent of the report is to provide an update on the activities undertaken by the Galilee and Bowen Basin Operations department over the previous quarter.	9090	1.Notes the operational update provided for the Galilee and Bowen Basin Operations Department – December 2024 to February 2025.	Sean Robinson	Manager Galilee and Bowen Basin Operations to continue to lead and develop team members to ensure continued service delivery for internal and external customers.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.24	Infrastructure Department Monthly Update – February 2025	This report is to provide a monthly update to Council on the current operational status of the Infrastructure Department.	9091	1.Notes the Infrastructure Department update for February 2025.	Jason Frost	The Manager Infrastructure and the leadership team are accountable for delivery of effective works across the region.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.25	Parks and Recreation Department Operational Update - December 2024 to February 2025	This report is to provide an update to Council on the current operational status of the Parks and Recreation Department.	9092	1.Notes the Parks and Recreation Department operational update - December 2024 to February 2025.	Michael Buckley	The Manager Parks and Recreation and the leadership team are accountable for delivery of effective works across the region.	Information only report, no action required.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.26	Quarry Management Plan	This report seeks endorsement of a Quarry Management Plan to guide operations in Council's gravel pits/quarries to ensure compliance with relevant State legislation and Council's permits and authorities for gravel extraction activities.	9093	1.Notes and endorses the Quarry Management Plan.	Lila Fry	Manager Infrastructure Planning and Technical Services – ensure progress, implementation, and ongoing review of the Quarry Management Plan. Coordinator Natural Resources – lead the coordination and strategy for extractive site access and administering permits/authorities. Coordinator Infrastructure (East and West) – ensure that documented risk mitigation strategies are embedded in extraction operational activities.	Coordinator Natural Resources leading co-ordination of permits and access.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.27	Exception Based Contractual Arrangements - Local Government Regulations (2012) – Moranbah Depot	The purpose of this report is to seek endorsement for the appointment of Hahnlec Electrical to perform rectification works at the Moranbah Depot which has been subject to electrical faults tripping the circuit breaker. This appointment is requested under the exception provisions for entering into medium or large sized contractual arrangements within s235 (b) of the Local Government Regulations 2012.	9094	1.Resolves that it is satisfied that because of the familiarity of the supplier with the location and requirements of the work due to their prior involvement in investigating the electrical issues at the Moranbah Depot, it would be impractical or disadvantageous for the local government to invite quotes from other suppliers.	Malcolm Gardiner	Manager – Contracts and Procurement; is accountable for compliance with s235 of the Local Government Regulations (2012), and the Procurement Policy. Acting Manager Fleet is accountable for delivery of the project.	Manager Fleet has actioned procurement activities to progress the project	Complete			

Ordinary Meeting	Wednesday 26 March 2025	9.28	Water and Waste 2024/2025 Capital Projects Progress Report	This report aims to update the Water and Waste Standing Committee and Council on the delivery of the Water and Waste 2024/2025 Capital Works Program.	9095	1.Receives and notes the monthly Water and Waste 2024/2025 Capital Projects Progress Summary Report.	Amal Meegahawattage	The Managers and the Director of Water and Waste oversee the scoping, procurement, and completion of the projects identified within the 2024/25 Capital Projects Progress Summary spreadsheet. Furthermore, the appropriate Managers and the Director Water and Waste are held accountable for the delivery of the project stages which are completed within the identified timeframes.	No further action required. Report presented to Council as per legislative requirements.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.29	Water and Wastewater Preventative Maintenance Program Update	This report provides an update on the progress of the Water and Wastewater Preventative Maintenance Program. It outlines the number of Preventative Maintenance Program activities that are now completed since the program's inception, key ongoing milestones and challenges for improvement.	9096	1.Notes the contents of the Water Wastewater Preventative Maintenance Program Update.	Seungchan Bang	The Manager Operations and Maintenance will be responsible for ensuring the continued inclusion of preventative maintenance programs in the operational budget and supporting their successful execution.	The Water and Wastewater Preventative Maintenance Program is an ongoing project to develop and deliver periodic maintenance contracts and Water and Wastewater asset management processes.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.3	Water and Waste Departmental Report – Operations and Maintenance	The purpose of this report is to present an overview of the Operations and Maintenance department within the Water and Waste Directorate of Isaac Regional Council.	9097	1.Receives and notes the contents of this report regarding an overview of the Operations and Maintenance department within the Water and Waste Directorate of Isaac Regional Council.	Stephen Wagner	The Manager Operations and Maintenance is responsible for the strategic direction and operational deliverables of the Operations and Maintenance Department, including reporting on delivery of its Business Plan and approved operational projects.	Report for noting. No further action required	Complete			
Ordinary Meeting	Wednesday 26 March 2025	9.31	Water Service Areas	The purpose of this report is to provide an update on the upcoming review of the Isaac Regional Council (Council) Water Service Areas and propose changes to Council Resolution 507, dated 26 September 2017.	9098	1. Acknowledges the upcoming review of Isaac Regional Council's declared Water Service Areas. 2. Approves for Water Connection Applications from properties outside the declared Water Service Area to be considered on a case-by-case basis by a suitably qualified person. 3. Repeals Council Resolution 507, Point 5, dated 26 September 2017.	Lisa Tonkin	The Manager Planning and Projects is responsible for reviewing each WSA every year and each connection application. Manager Business Services is responsible for ensuring endorsed WSA maps are published and made available on Council's public website.	Actions have been allocated in Lucidity as per the report outcomes. These will be monitored within the W&W IMS. A factsheet is under development for residents outside the WSA.	Complete			
Ordinary Meeting	Wednesday 26 March 2025	10.01	Native Title Determination Application QUD 17/2019 – Western Kangoulu	Isaac Regional Council received a Court Notice and Statement of Agreed Facts about the Western Kangoulu native title Claim from its solicitors. Council is required to advise whether they intend to object to the Statement of Agreed Facts to the Federal Court by the 28 March 2025. Staff were also briefed on the Australian Law Reform Commission's (ALRC) Review of the Future Acts Regime and potential considerations for Council. This report seeks: -To inform Council on the Statement of Agreed Facts relating to the Western Kangoulu native title claim and potential impacts for Isaac Regional Council. - To inform Council on the ALRC's Review of the Future Acts Regime and how it relates to local government. Support of the officer's recommendations as they relate to above items.	9099	1. Not file a statement of objection to the Statement of Agreed Facts to the Federal Court in response to the notice issued by the Court Registrar to all respondents. 2. Instruct its solicitors to write a Crown Law for the State indicating Council seeks to participate in addressing issues of extinguishment and Council's non-native title interests for purposes of any Section 87 Agreement and associated Consent Determination. 3. Delegates authority to the Mayor and Chief Executive Officer to assess the need to develop a submission to the Australian Law Reform Commission's review of the Future Acts Regime, and work with LGAQ to adequately represent local government interests in the proposed review. 4.Endorses the engagement of Council's native title legal representative, Marrawah Law to assist with the development of Council's response to the Western Kangoulu native title claim and Future Acts Regime submission. 5. Approves a budget increase of \$50,000 in the 2025/2026 Advocacy and External Affairs budget for ongoing Western Kangoulu consent determination and future acts regime submission. NOTE: Council notes that dot point 2 seeks to protect interests in continuing to source gravel from pits in the claim determination area (Peak Vale Road).	Jessica Bugeja	Executive Manager of Advocacy and External Affairs will be responsible for any actions associated with this report. They will be supported by the Research and Policy Advisor.	Instructions sent to Marrawah Law	Complete			
Ordinary Meeting	Wednesday 26 March 2025	10.02	Country Roads Connect Program – Cotherstone Road	The report is seeking delegation to the Chief Executive Officer to submit a nomination under the Country Roads Connect Program for Pave and Seal Activities on Cotherstone Road.	9100	1. Delegates the Authority to the Chief Executive Officer to submit the Nomination form under the 2025 Round of the Country Roads Connect Program for Pave and Seal works on Cotherstone Road for a total project cost of \$3,000,000 inclusive of a 20% co-contribution. 2. Subject to the Nomination being successful, supports the Co-Contribution amounts to be included in future year budgets as outlined below a) \$20,000 2025-26 Financial Year. b) \$300,000 2026-27 Financial Year. c) \$280,000 2027-28 Financial Year.	Sean Robinson	Galilee and Bowen Basin Operations Department to complete the Nomination form for review by Director Engineering and Infrastructure and Chief Executive Officer		In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025			Procedural Motion	9101	That Council closes the meeting to the public at 12.22pm under Local Government Regulations 2012 Section 254J(3) (g) to receive a confidential update on Report 11.1 Major Projects Update Report.			N/A				
Ordinary Meeting	Wednesday 26 March 2025			Procedural Motion	9102	That Council open the meeting at 12.28pm.			N/A				

Ordinary Meeting	Wednesday 26 March 2025			Procedural Motion	9103	That Council adjourn the meeting for lunch the time being 12.28pm.			N/A				
Ordinary Meeting	Wednesday 26 March 2025			Procedural Motion	9104	That council resume the meeting at 1.27pm.			N/A				
Ordinary Meeting	Wednesday 26 March 2025	11.01	Major Projects Update Report CONFIDENTAL REPORT	This report is provided to update Council on the status of major projects across Isaac.	9105	1. Notes the updates to major projects across Isaac. 2. Receives the in-progress Major Projects Spreadsheet on the status of all known projects in the region.	Jessica Bugeja	Research and Policy Advisor as Major Project Team Secretariat and Major Project Spreadsheet maintenance. Major Projects Team as ongoing participants and contributors.	Ongoing with reports to continue	Complete			

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Jason Rivett
AUTHOR POSITION	Manager Financial Services

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

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

Resolution No.:	CGFS0954		
Moved:	Cr Jane Pickels	Seconded:	Cr Vern Russell
That the Committee recommends that Council:			
1. Receives the financial statements for the period ended 31 March 2025 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).			
Carried			

BACKGROUND

Statutory Obligation Table – Isaac Regional Council

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

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

IMPLICATIONS

The operating result for March show Council is ahead of the budgeted operating position by approximately \$6.97M. The positive outcome is due to the timing of operational expenditure and lower than budgeted employee expenses.

The March YTD result shows Council operating within budget overall and any budget variances are anticipated to come in line with budget over the remainder of the financial year. Note - actual amounts are compared against year to date adopted Revised Budget figures.

Capital expenditure of \$34.6M is under YTD budget excluding commitments, noting that when the \$37.5M of commitments are included, capital expenditure is \$72.1M or 105.3% of the full year program. It should be noted that \$19.1M of commitments relate to the Phillips Creek Bridge construction with most of this expenditure anticipated to occur in the 25/26 financial year. Excluding this project YTD actuals and commitments are at \$51.9M or 82.4% of the annual budget, leaving \$11.1M unspent and uncommitted YTD.

Year to date actual figures represent the position as at 26 March 2025 to meet the reporting timelines for the March Standing Committee Meeting.

CONSULTATION

Financial Services.

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Not Applicable.

KEY MESSAGES

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

Report prepared by: JASON RIVETT Manager Financial Services Date: 30 March 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 1 April 2025
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ATTACHMENTS

- Attachment 1 – Monthly Financial Statements 31 March 2025

REFERENCE DOCUMENT

- Nil

FINANCIAL STATEMENTS REPORT TO COUNCIL

Current as at 31 March 2025

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



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FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2025

EXECUTIVE SUMMARY

At the end of March, the operating result is \$6,966,406 ahead of the budgeted position. This positive outcome is predominantly due to the timing of operational expenditure and lower than budgeted employee expenses

Capital revenue for March amounted to \$13,009,234 and when combined with the operating position, results in a net surplus of \$54,741,038, which is \$4,093,016 ahead of the YTD budgeted net result.

PRELIMINARY MARCH FINANCIAL STATEMENTS AT A GLANCE					
	YTD Actual	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
	\$	\$	\$	\$	%
Total operating revenue	144,002,113	143,588,674	413,439	153,801,913	93.6%
Total operating expenses	102,270,309	108,823,276	6,552,967	150,412,807	68.0%
Operating position	41,731,804	34,765,398	6,966,406	3,389,106	1231.4%
Capital revenue	13,009,234	15,882,624	(2,873,390)	28,360,604	45.9%
Net result	54,741,038	50,648,022	4,093,016	31,749,710	172.4%

BACKGROUND

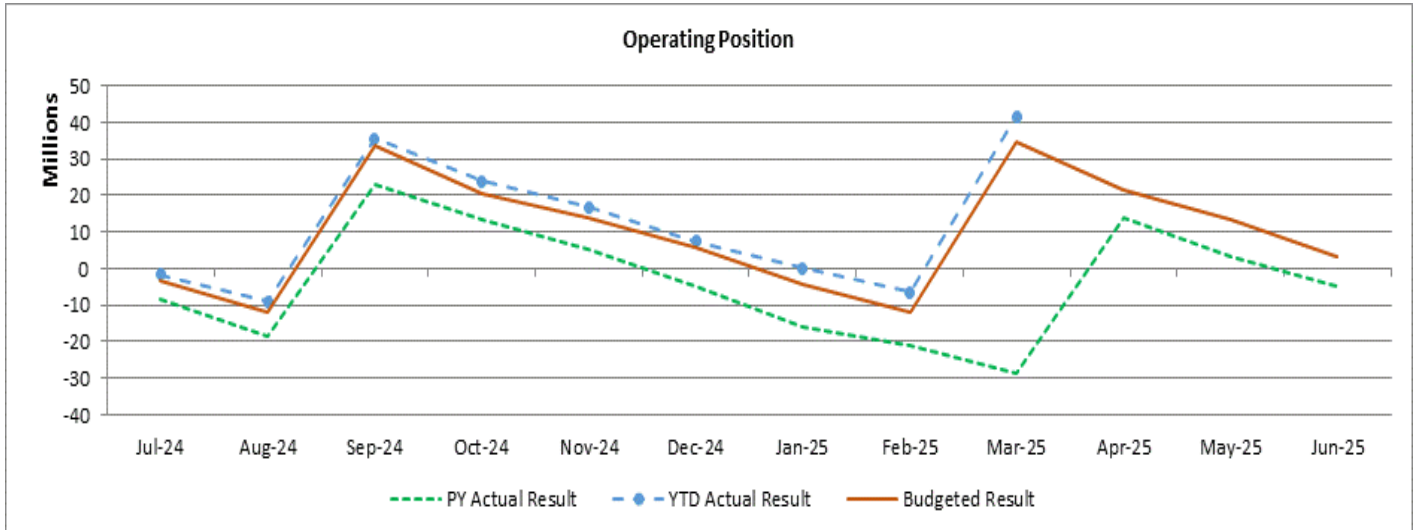
Each month, year to date financial statements are prepared in order to monitor actual performance against the latest adopted budget. Attached are the financial statements for the period ended 31 March 2025. Actual amounts are compared against year to date adopted Revised Budget figures. See appendix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

It is noted that to meet earlier reporting timelines for statutory meetings that this reporting period has been closed earlier than normal (26 March 2025) 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 is also noted that revenue and expenditure items will be reassessed through the Quarter 3 Budget Review and monitored to ensure that Council remains within budget and delivers efficient and effective services to the community.

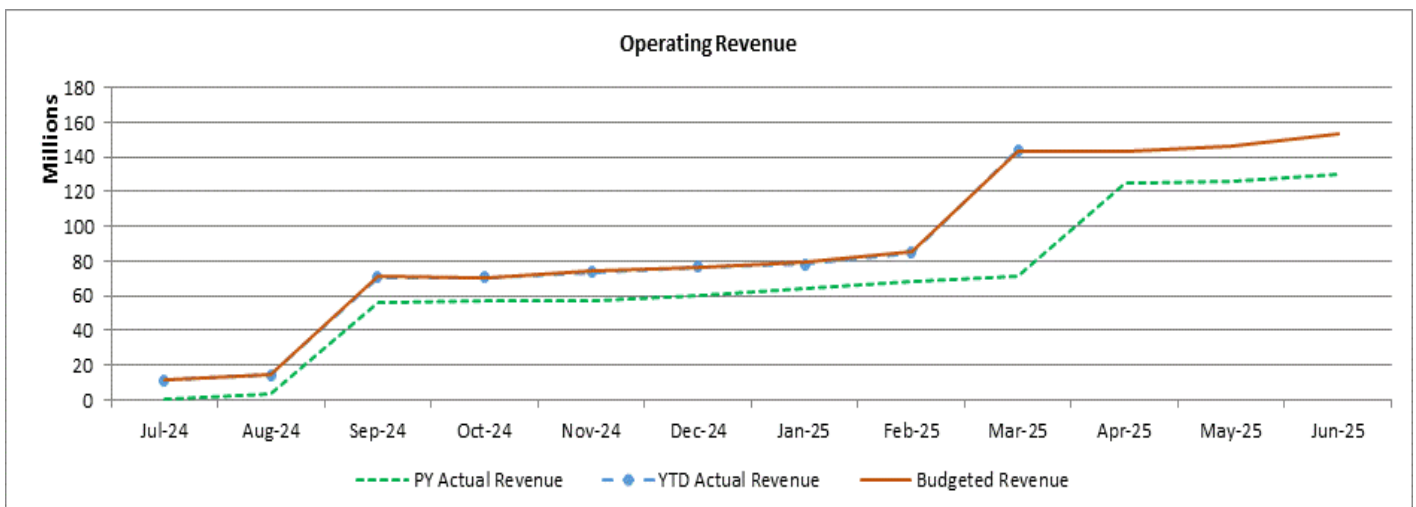
It should be noted that figures provided are accurate as at date of publication. Figures reported are cumulative year to date which may include adjustments for revenue or expenses accrued to prior accounting periods.

OPERATING POSITION



The current operating position for March has resulted in a surplus of \$41,731,804. This is favourable when compared to the YTD budget by \$6,966,406. Operating Revenue is \$413,439 favourable compared to YTD budget complemented by Operating Expenses which are \$6,552,967 favourable when compared to YTD budget. Note, the operating surplus YTD is due to the planned second rates instalment.

OPERATING REVENUE

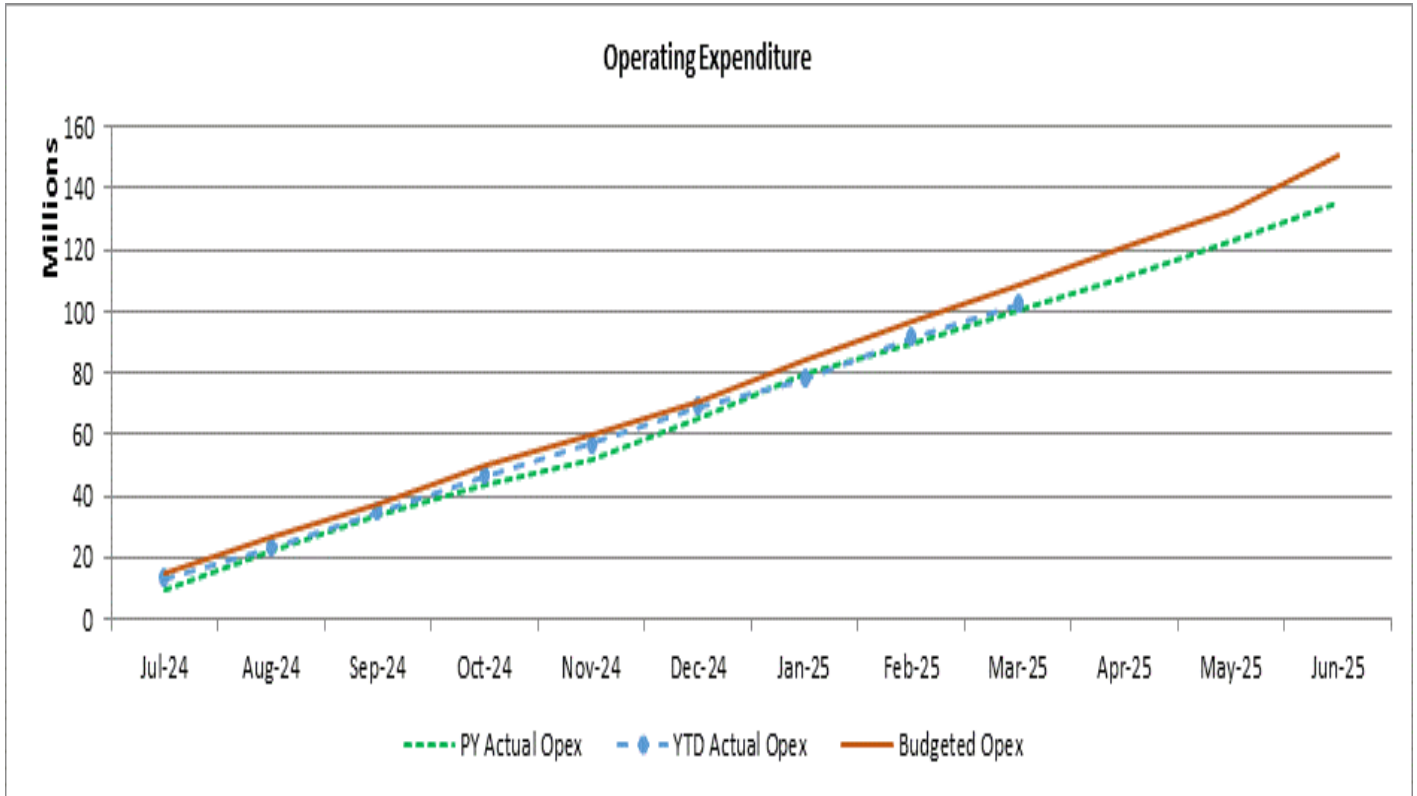


Operating Revenue comprises the following items – Rates and Utility Charges, Fees and Charges, Rental Income, Interest Received, Sale of Contract and Recoverable Works, Operating Grants, Subsidies and Contributions, Other Recurrent Revenue.

Operating revenue for March YTD was \$144,002,113 which is favourable when compared to budget by \$413,439. This positive outcome is primarily due to higher than expected revenue from general rates, a contribution for water purchases in Moranbah, increased potable water sales, recoverable works revenue and investment income partially offset by the cash flowing of grant revenue for the DRFA November 2021 event.

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

OPERATING EXPENDITURE

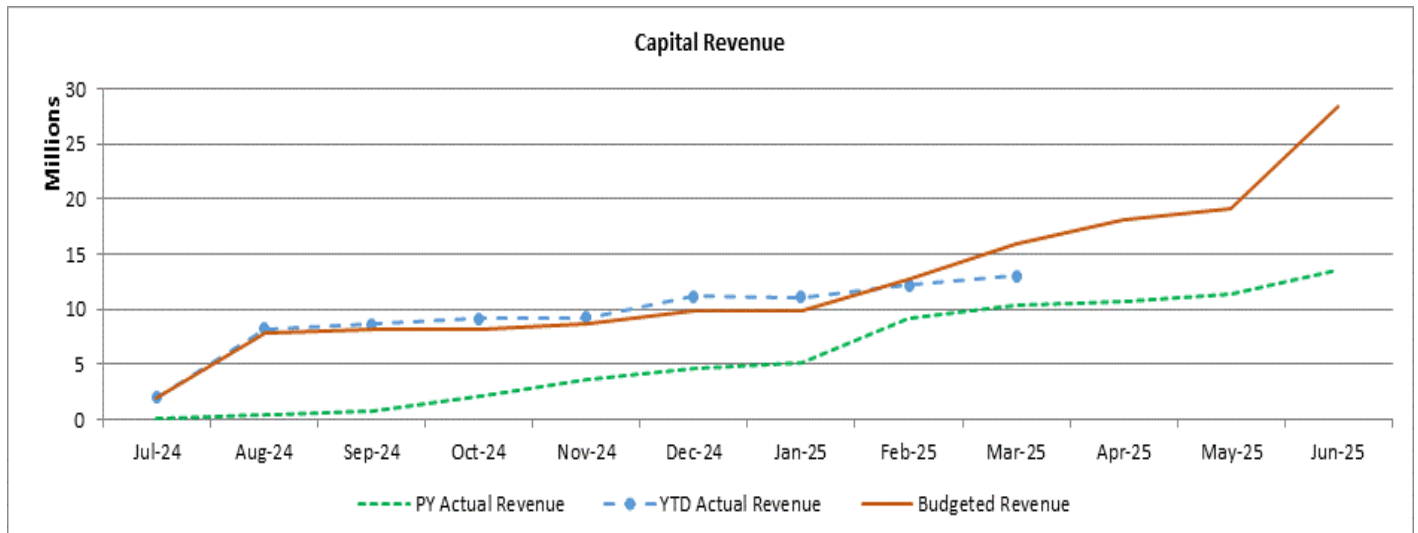


Operating expenditure consists of Employee Expenses, Materials and Services, Finance Costs and Depreciation.

Actual operating expenditure for March YTD was \$102,270,309 which is favourable to budget by \$6,552,967. This favourable result is predominantly due to lower than budgeted employee expenses and allocated cashflow for materials and services expenditure.

It is noted that cash flowing 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

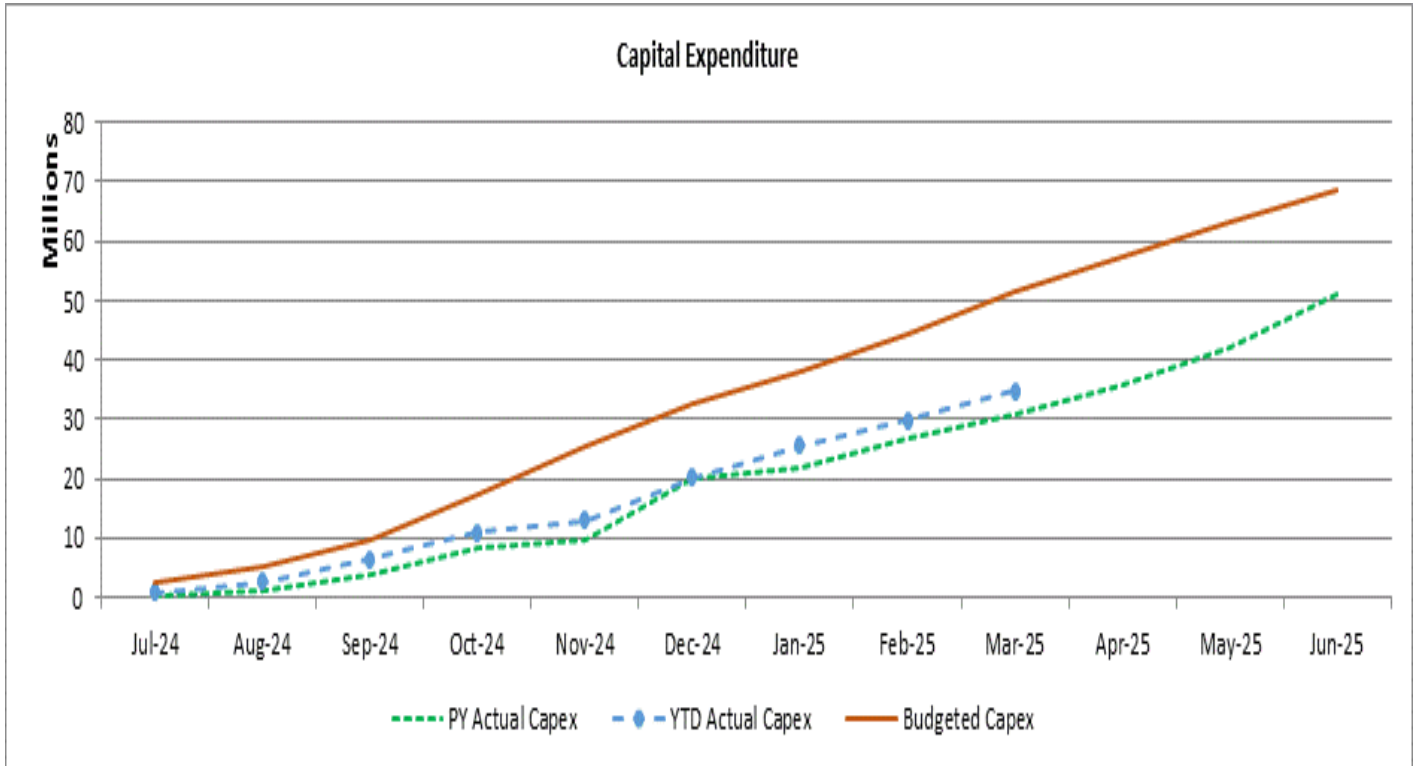


Capital Revenue for March YTD is \$13,009,234 which consists of grants, contributions and proceeds from the disposal of assets. This revenue is unfavourable to year to date budget by \$2,873,390. This unfavourable variance is predominately due to the cash flowing of grant funding for the Isaac Events Centre, Nebo Showgrounds Masterplan Stage 1, a contribution to Mabbin Road works and proceeds from the disposal of assets which were timed in line with the expected delivery of works. Revenue will undergo further examination during end-of-year processes to ensure alignment with milestones as per AASB 1058 Revenue Recognition Standard.

Budgeted capital revenue for 2024/2025 is detailed below:

Grants	Revised Budget	YTD Actuals
Resource Community Infrastructure Fund	6,896,356	2,000,000
Philips Creek Bridge	4,995,000	4,995,000
Roads of Significant Infrastructure	2,410,273	1,136,392
Bridges Renewal Program	2,009,073	-
Roads to Recovery Program	1,879,103	1,560,000
Nebo Showgrounds Masterplan Stage 1	1,625,745	-
Transport Infrastructure Development Scheme	1,477,707	522,914
Local Roads & Community Infrastructure Grants	1,455,754	-
W4QLD 24 - 27	1,180,000	190,000
Sale of Plant and Equipment	998,698	747,800
REFF	700,000	700,000
Local Government Grants and Subsidies Program	681,589	427,422
Building our Regions	612,258	244,690
Disaster Ready	376,500	-
Solar Grant	344,437	39,525
HVSP	322,729	322,729
Contribution to Mabbin Road	250,000	-
STIP	22,609	-
Developer Contributions	122,773	122,773
Other various Minor Grants	-	9
Total	28,360,604	13,009,234

CAPITAL EXPENDITURE



Capital expenditure (\$34.6M) is under YTD budget (\$51.7M) excluding commitments, noting that when the \$37.5M of commitments are included, the capital expenditure is at 105.3% of annual budget. It should be noted that \$19.1M of commitments relate to the Phillips Creek Bridge construction with the majority of this expenditure anticipated to occur in the 25/26 financial year. Excluding this project YTD actuals and commitments are at (\$51.9M) or 82.4% of the annual budget, leaving \$11.1M unspent and uncommitted YTD.

Major budgeted projects for 2024/2025 financial year are:

Project	Revised Budget	YTD Actuals	YTD Commitments
MBH Community Centre - Refurbishment	10,998,539	9,114,512	991,734
Phillips Creek Bridge Construction	5,550,000	1,129,903	19,127,772
REG Surface Renewal Program	3,781,500	3,692,402	78,216
Fleet / Plant replacement program	3,774,264	2,634,101	1,011,751
REG Resheeting Program	3,492,063	2,321,102	718,193
Cooroora Creek Bridge Replacement	2,511,342	143,703	2,561,545
Isaac Resources Excellence Precinct	2,000,000	427,067	1,927,591
NBO Showgrounds Masterplan Stage 1	1,683,452	162,916	7,229
REG Floodway Construction	1,676,000	1,633,448	1,818
Eaglefield Road- Pave and Seal (ROSI)	1,560,000	101,952	1,592,515
Peak Downs Mine Road Recon & Widen	1,535,414	205,684	296,001
Dysart-Clermont Road Upgrade- ROSI	1,452,841	1,410,325	16,917
ST LAW Water Storage & Raw Water Main	1,090,371	876,041	167,037
MBH WTP - roof replacement	991,177	700,855	193,574

CAPITAL FUNDING AND PROJECT COMMITTALS

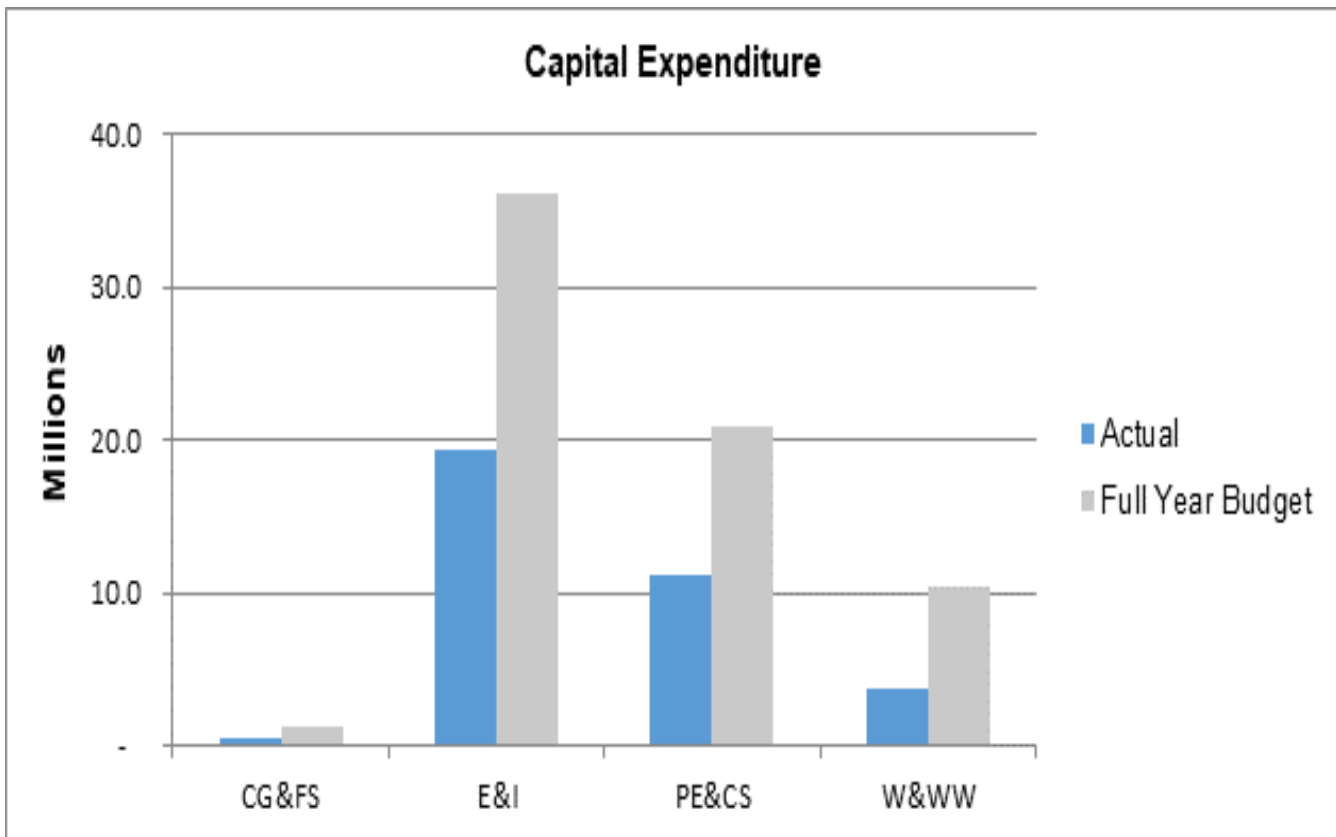
Capital expenditure is financed through loan borrowings, proceeds on disposal of assets, general reserves and the future capital sustainability reserve.

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 March 2025.

Department	YTD Actual	YTD Commitment	YTD Total Expenditure	Full Year Budget	% Complete	% Complete
					(YTD Actual vs FY Budget)	(YTD Total vs FY Budget)
CG&FS	477,096	187,235	664,331	1,219,674	39.1%	54.5%
E&I	19,321,235	28,611,575	47,932,810	36,181,235	53.4%	132.5%
PE&CS	11,070,735	3,751,477	14,822,212	20,817,818	53.2%	71.2%
W&WW	3,778,351	4,939,202	8,717,553	10,317,304	36.6%	84.5%
TOTAL	34,647,418	37,489,488	72,136,906	68,536,031	50.6%	105.3%

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	83.54%	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%	29.24%	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%	47.00%	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	2.72	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%	98.49%	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%	65.24%	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	0.26	0.73	0.74

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

As Council controlled revenue is a contextual measure, there are no targets specified for this ratio. Currently, the ratio is 83.54%, which is lower than Council's budget (85.03%), but higher than five-year average (82.42%).

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

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

- 3. Operating Surplus Ratio** - This ratio is an indicator of the extent to which revenues raised cover the operational expenses only or are available for capital funding purposes. The target result for this ratio is greater than 0% per annum for a tier 4 local government group. With a net operating surplus of \$6,966,406 year to date, the ratio is currently positive 29.24%, which is above the benchmark range. This ratio is above benchmark targets due to the half yearly rates being issued in March and is expected to return to benchmark range over the remainder of the financial year.

- 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 47%, which is above benchmark range (>0%) and annual budgeted 24.13%.

- 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 2.72 months. This ratio is expected to improve with the receipt of the second run rates revenue in April and stay above the benchmark for the remainder of the financial year.

- 6. Asset Sustainability Ratio** - This ratio is a guide as to whether infrastructure assets managed by Council are being replaced as they reach the end of their useful lives. Council's target is to have a result of greater than 80% per annum for a tier 4 local government group. At March the ratio is at 98.49%, higher than the 80% benchmark and the budgeted 91.78%.

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

The target result for this ratio is greater than 60% per annum for a tier 4 local government group. The ratio is currently positive 65.24%, which is above Council's benchmark but below the budget (66.48%) and the five-year average (68.23%).

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

The target result for this ratio is between 0-3 times for a tier 4 local government group. The ratio is currently 0.26 times, within Council's benchmark (0-3 times), and lower than the budget (0.74) and the five-year average (0.73).

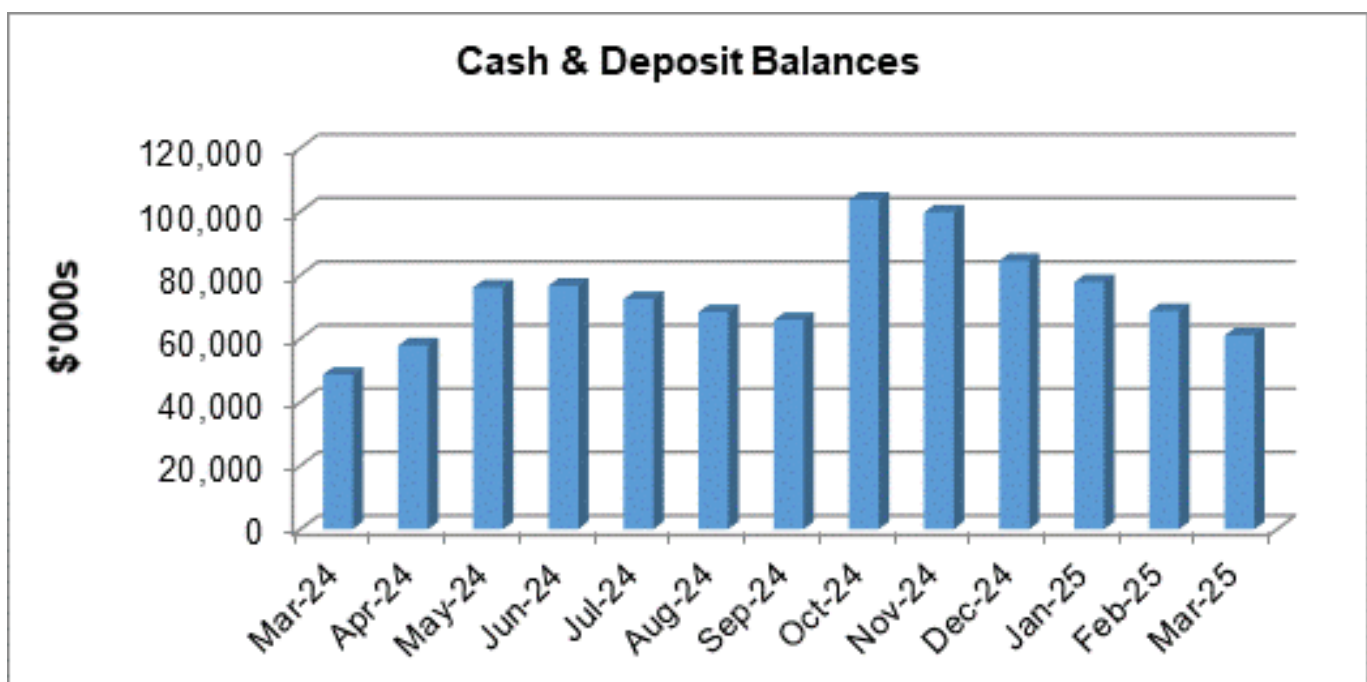
INVESTMENTS AND CASH BALANCES

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

ISAAC REGIONAL COUNCIL					
Investments					
For the Period Ended 31 March 2025					
Account	Description	Institution	Amount	Maturity Date	Interest Rate
5014-001-1124	NAB Term Deposit	NAB	5,000,000	17-Jun-25	5.10%
5016-001-1124	Police & Nurses Ltd Term Deposit	PNU	2,000,000	10-Jun-25	5.16%
6006-001-1124	Suncorp Term Deposit	SUNCORP	5,000,000	07-Aug-25	5.13%
10-000-1113	Cash at Bank - ANZ	ANZ	310,410		
10-000-1114	Cash at Bank NAB	NAB	330,473		3.60%
10-000-1115	NAB Savings account	NAB	365,162		4.25%
10-000-1116	QTC Operating Fund	QTC	42,833,387		4.99%
10-000-1117	ANZ Business Premium Saver	ANZ	0		
10-000-1118	Cash at Bank - NAB	NAB	5,112,571		3.60%
10-000-1131	Petty Cash		2,550		
10-000-1132	Floats		4,280		
Total Investments			60,958,834		

Bank	Credit Rating	% of Funds	Policy Total Profile
Queensland Treasury Corporation	QTC	70.27%	No Limit
National Australia Bank	AA-	17.73%	Maximum 60%
ANZ Banking Group	AA-	0.52%	Maximum 60%
Suncorp Bank	AA-	8.20%	Maximum 60%
Police & Nurses Ltd (P&N Bank)	A2	3.28%	Maximum 30%

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



LOANS

ISAAC REGIONAL COUNCIL							
Loans							
For the Period Ended 31 March 2025							
							Repayment Due 15 Jun 2025
Loan Name	Balance as at 31 March 2025	Rate as at 31 March 2025	Approved Term	Remaining Term	Principal	Interest	Total
Land Purchase - Moranbah	\$8,685,501	5.1	20	7.72	\$230,214	\$110,718	\$340,932
Land Development Moranbah	\$6,718,196	4.37	20	8.21	\$170,182	\$73,396	\$243,578
Waste Loan	\$2,111,317	2.22	20	16.22	\$27,075	\$11,691	\$38,766
Moranbah Community Centre	\$5,870,872	5.32	20	19.22	\$44,194	\$78,156	\$122,350
Total	\$23,385,886				\$471,665	\$273,962	\$745,627

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

ACCOUNTS RECEIVABLE

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

Accounts Receivable Ageing Analysis at 31 March 2025			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	561	4,839,715.29	57.17%
30 Day	23	363,593.33	4.30%
60 Day	4	11,217.54	0.13%
90 Day	113	3,250,946.08	38.40%
Total	701	8,465,472.24	100.00%

The Accounts Receivable balance at 31 March 2025 is \$8,465,472.24, which has increased from the 28 February 2025 balance of \$5,785,891.55.

- 30-day balance has increased this month due to a large progress claim invoice aging to 30 days.
- 60-day balance has increased due to an annual rent invoice and a Water & Waste connection invoice aging to 60 days.
- 90 days and over receivables have decreased due to the payment of large waste invoices. There are 113 invoices totalling \$3,250,946.08 in the 90-day category, comprising the following charges:
 - 1 Invoice totalling \$2,000,000.00 pertains to a large infrastructure grant. This invoice was previously awaiting approval for a variation to the funding agreement from the grant body. The variation approval has now been received, and the invoice was uploaded to the grant portal. However, due to departmental name changes within the grant body, the invoice details must be amended before re-uploading to the grant portal, further delaying payment.
 - 2 Invoices totalling \$591,900.72 relate to infrastructure access agreement invoices that are subject to a Dispute Notice issued under the agreement. Involved parties are working towards fully resolving the dispute. Part payment is expected within the next month.
 - 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 are currently being assessed by Liveability & Sustainability.
 - 2 Invoices totalling \$29,616.32 relate to Waste Management Facility invoices in various stages of recovery. The debtor account is on stop credit.
 - 31 Invoices totalling \$26,992.67 relate to Community Education & Compliance invoices in various stages of recovery.
 - 63 Invoices totalling \$17,703.95 relate to Housing invoices. The management and recovery of Housing invoices is the responsibility of Corporate Properties & Fleet.
 - 1 Invoice totalling \$8,341.48 relates to planning charges, which are currently being assessed by Liveability & Sustainability.
 - The remaining 11 invoices totalling \$1,702.90 relate to other charges in various stages of collection.

A review will be conducted by Account Receivable team with relevant departmental managers to determine if outstanding balances are deemed recoverable as part of the end of financial year process.

ACCOUNTS PAYABLE

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

Accounts Payable Ageing Analysis at 31 March 2025			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	127	834,748.47	78.88%
30 Day	14	211,768.39	20.01%
60 Day	5	-2,230.26	-0.21%
90 Day	18	14,018.60	1.32%
TOTAL	164	1,058,305.20	100.00%

The outstanding Accounts Payable balance as at 31 March 2025 was \$1,058,305.20. The 30, 60 and 90-day aging accounts total \$223,556.73 which compares to \$518,815.00 as at 28 February 2025. At the date this report was prepared, the following invoices remain unpaid.

- 30-day balance – \$211,768.39 (13 invoices / 1 credit) remain unpaid 1 invoice (\$471.26) requiring further information, 9 invoices (\$208,836.56) awaiting approval, 3 invoices (\$2,587.51) received late from the supplier (March) and 1 credit (-\$126.94) to be allocated to future invoices or refunded.
- 60-day balance – \$2,230.26 credit (1 invoice / 4 credits) remain unpaid with 1 invoice (\$234.30) awaiting approval (note internal invoice) and 4 credits (-\$2,464.56) to be allocated to future invoices or refunded.
- 90-day balance – \$14,018.60 (9 invoices / 9 credits) remain unpaid with 1 invoice (\$148.50) relating to a supplier within the IRC region. The 90-day balance consists of 1 invoice (\$2,898.50) awaiting approval, 1 invoice (\$148.50) received late from the supplier (March), 7 invoices (\$14,083.81) under discussion with the supplier and 9 credits (-\$3,112.21) to be allocated to future invoices or refunded.

YEAR TO DATE RATES REPORT

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

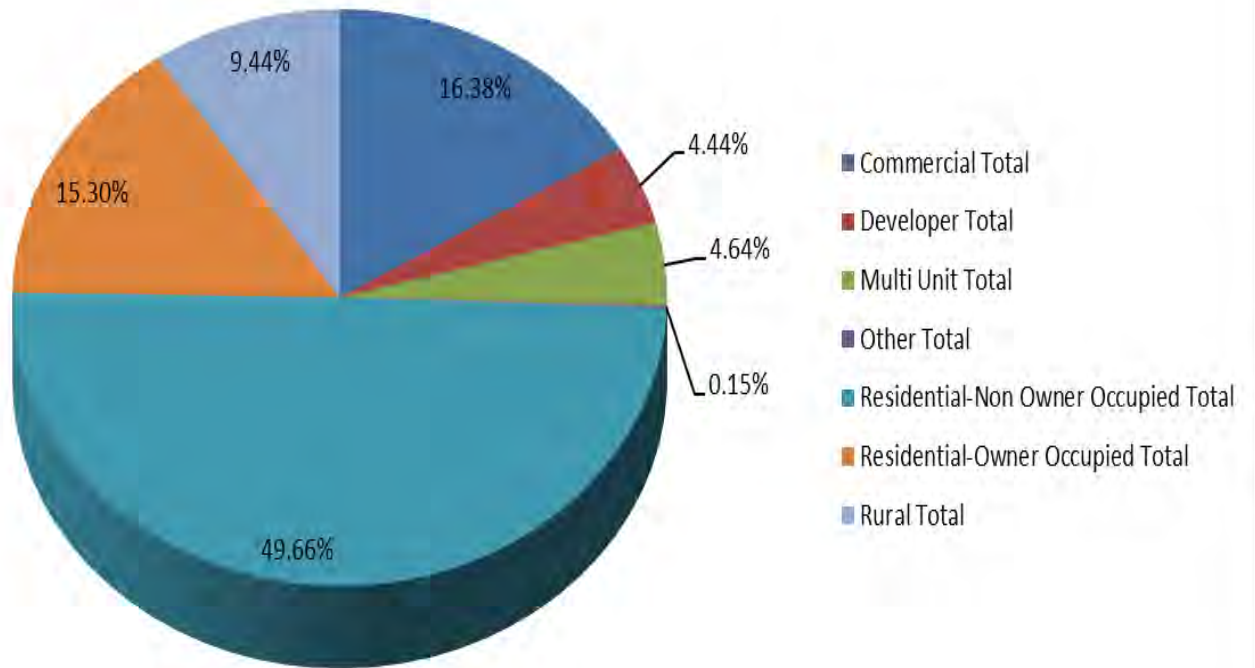
Rates Balancing Report As At 26 March 2025		
	26 Mar 2025	YTD 26 Mar 2024
Opening Balance	3,277,319	2,486,266
Rates Charges		
Rates Levied	115,373,296	57,035,170
Interest	350,204	283,515
Refunds	86,389	1,157,789
Total Rates	115,809,889	58,476,474
Discounts and Receipts		
Discounts	(3,753,260)	(3,672,012)
Receipts	(58,147,534)	(54,988,580)
Government Subsidy	(78,282)	(37,334)
Council Subsidy	(248,269)	(114,143)
Remissions	(22,965)	(43,429)
Write Offs	(106)	(180)
Total Discounts & Receipts	(62,250,415)	(58,855,679)
Legal	66,968	49,854
Closing Balance	56,903,762	2,156,914

Rates Breakdown	As At 26 Mar 2025
Rates in Credit	(383,868)
Rates Not Due Yet	53,738,122
Rates In Arrears	3,549,507
Total Rates Balance	56,903,762

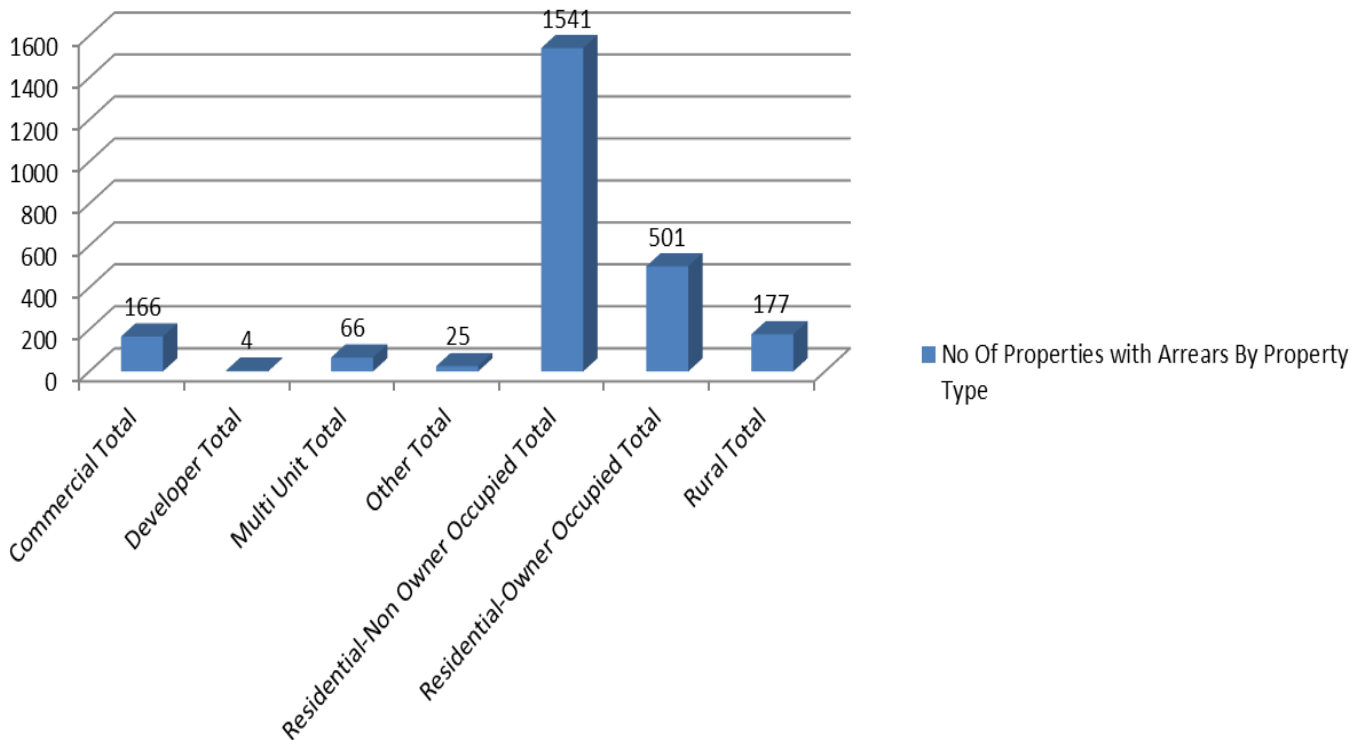
Variances in prior year comparisons can relate to the timing of rates processing and subsequent due dates.

Prior 2021	2021/22	2022/23	2023/24	2024/25	TOTAL
1,559,552	241,421	328,661	447,192	972,681	3,549,507
43.94%	6.80%	9.26%	12.60%	27.40%	100.00%

Percentage of Arrears By Property Type



No Of Properties with Arrears By Property Type



APPENDIX 1 – FINANCIAL STATEMENTS

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

Financial statement included:

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

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

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges	1	107,589,079	-	107,589,079	107,281,000	308,079	105,042,315	102.4%
Fees & Charges	2	4,010,775	-	4,010,775	3,789,666	221,109	4,688,603	85.5%
Rental Income		1,455,034	-	1,455,034	1,478,146	(23,112)	2,000,995	72.7%
Interest Received	3	3,318,764	-	3,318,764	3,180,297	138,466	4,323,730	76.8%
Sales of Contract & Recoverable Works	4	3,914,659	-	3,914,659	3,747,087	167,573	7,799,723	50.2%
Operating Grants, Subsidies & Contributions	5	14,577,774	-	14,577,774	14,933,351	(355,577)	16,886,836	86.3%
Other Recurrent Revenue		9,136,029	-	9,136,029	9,179,128	(43,099)	13,059,711	70.0%
		144,002,113	-	144,002,113	143,588,674	413,439	153,801,913	93.6%
Expenses								
Operating Expenses								
Employee Expenses	6	35,581,933	-	35,581,933	37,384,354	(1,802,421)	51,874,153	68.6%
Materials & Services	7	41,355,484	17,231,074	58,586,558	46,189,068	12,397,490	63,871,591	91.7%
Finance Costs		908,294	-	908,294	929,062	(20,767)	1,318,744	68.9%
Depreciation and Amortisation	8	24,424,598	-	24,424,598	24,320,793	103,805	33,348,319	73.2%
		102,270,309	17,231,074	119,501,383	108,823,276	10,678,107	150,412,807	79.4%
Operating Position Before Capital Items		41,731,804	(17,231,074)	24,500,730	34,765,398	(10,264,668)	3,389,106	722.9%
Capital Revenue								
Capital Revenue	9	12,261,435	-	12,261,435	14,982,624	(2,721,189)	27,361,906	44.8%
Proceeds from Sale of Land & PPE	10	747,800	-	747,800	900,000	(152,200)	998,698	74.9%
		13,009,234	-	13,009,234	15,882,624	(2,873,390)	28,360,604	45.9%
Net Result Attributable to Council in Period		54,741,038	(17,231,074)	37,509,964	50,648,022	(13,138,058)	31,749,710	118.1%
Total Comprehensive Income		54,741,038	(17,231,074)	37,509,964	50,648,022	(13,138,058)	31,749,710	118.1%
Council's operating position at month end is a \$41.7M surplus								

1. **Net Rates & Utility Charges** are \$308,079 favourable when comparing actuals to revised budget. This favourable variance is due to an increase in the general rates revenue. A notable increase was for a category movement of a single workers accommodation property during the rating period. This revenue will be examined as part of the Quarter 3 Budget Review.
2. **Fees & Charges** are \$221,109 favourable when comparing actuals to YTD budget. This favourable variance is primarily attributed to higher-than-expected revenue from potable water sales, resource sector building and plumbing fees, Moranbah swimming pool charges and works on roads corridors permits. The budgeted amount for this revenue will be reviewed as part of the Quarter 3 Budget Review.
3. **Interest Received** is \$138,466 favourable when compared to revised budget. This favourable variance arises from increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 3 Budget Review.
4. **Sales of Contract & Recoverable Works** are favourable to the budget by \$167,573. This favourable variance is due to cash flowing of recoverable works for Galilee and Bowen Basin. It should be noted that majority of Galilee and Bowen Basin income is cash flowed to be received over the remaining months of the financial year (\$1.3M) and will be closely examined at the Quarter 3 Budget Review to see if recovery will occur in the 2024/2025 financial year.
5. **Operating Grants, Subsidies & Contributions** are \$355,577 unfavourable compared to the YTD budget. This unfavourable variance is primarily due to the cash flowing of revenue for the DRFA November 2021 event, a contribution for guardrail replacement works, maintenance contributions generated from infrastructure agreements and the illegal dumping grant, partially offset by a contribution for water purchases in Moranbah.
6. **Employee Expenses** are favourable to the revised budget by \$1,802,421. This favourable variance is due to employee vacancies within Departments some of which are currently being backfilled through Agency Temp Staff (current actuals \$1.4M and commitments of \$658K).
7. **Materials & Services** actual expenses for the year to date are \$41,355,484 with \$17,231,074 being recorded in commitments, resulting in an unfavourable variance to YTD budget by \$12,397,490. Excluding commitments, YTD expenditure would be approximately \$4.8M below the YTD budget. This unfavourable variance is due to the inclusion of commitments. Significant commitments include \$4.4M for Galilee and Bowen Basin recoverable works, \$1.2M for RMPC works, \$1.2M for the Waste Levy, \$1.2M for water purchases, \$802K for IT expenses associated with the Digital Strategy, and \$696K for contractor costs at Waste Management Facilities.
8. **Depreciation and Amortisation** is unfavourable to the budget by \$103,805. This is primarily due to depreciation for the Roads, Bridge and Drainage, and Parks asset classes.
9. **Capital Revenue** for the financial year is \$2,721,189 unfavourable when compared to revised budget. This unfavourable variance is predominately due to the cash flowing of grant funding for the Isaac Events Centre, Nebo Showgrounds Masterplan Stage 1, a contribution to Mabbins Road works partially offset by the Roads to Recovery program which were timed in line with the expected delivery of works. Revenue will undergo further examination during end-of-year processes to ensure alignment with milestones as per AASB 1058 Revenue Recognition Standard.
10. **Proceeds from Sale of Land & PPE** is currently unfavourable compared to the revised budget by \$152,200. This unfavourable variance is due to the budgeted cash flow of funds expected from plant sales.

ISAAC REGIONAL COUNCIL				
Statement of Financial Position				
For the Period Ended 31 March 2025				
	Notes	Actual YTD	30 June 2024	Variance
		\$	\$	%
Current Assets				
Cash & Cash Equivalents		60,958,834	76,337,945	(20.1%)
Receivables		64,703,292	9,434,248	585.8%
Inventories		1,033,071	1,065,249	(3.0%)
Contract assets		63,216	2,784,197	(97.7%)
Other assets		1,219,313	4,288,431	(71.6%)
Total Current Assets		127,977,725	93,910,070	36.3%
Non-Current Assets				
Receivables		5,619,619	4,000,171	40.5%
Inventories		18,406,298	18,406,298	0.0%
Property, Plant and Equipment		1,229,100,881	1,219,383,744	0.8%
Intangible assets		-	501	(100.0%)
Total Non-Current Assets		1,253,126,799	1,241,790,714	0.9%
TOTAL ASSETS		1,381,104,524	1,335,700,784	3.4%
Current Liabilities				
Trade and other payables		3,991,522	11,054,970	(63.9%)
Provisions		9,638,741	9,981,009	(3.4%)
Borrowings		471,665	1,854,118	(74.6%)
Leases		81,007	81,007	0.0%
Contract liabilities		10,161,338	9,308,818	9.2%
Other liabilities		354,398	1,006,529	(64.8%)
Total Current Liabilities		24,698,672	33,286,451	(25.8%)
Non-Current Liabilities				
Trade and other payables		43,371	43,371	0.0%
Provisions		24,346,250	24,431,968	(0.4%)
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		51,124,200	51,209,917	(0.2%)
TOTAL LIABILITIES		75,822,872	84,496,368	(10.3%)
NET COMMUNITY ASSETS		1,305,281,652	1,251,204,416	4.3%
Community Equity				
Retained surplus		941,259,639	900,320,045	4.5%
Asset revaluation reserve		300,173,122	300,044,713	0.0%
Other reserves		63,848,891	50,839,658	25.6%
TOTAL COMMUNITY EQUITY		1,305,281,652	1,251,204,416	4.3%

ISAAC REGIONAL COUNCIL

Statement of Cash Flows

For the Period Ended 31 March 2025

	Actual YTD	30 June 2024	Variance
	\$	\$	%
Cash Flows from Operating Activities			
Receipts from customers	90,338,112	143,372,416	63.0%
Payments to suppliers and employees	(85,142,858)	(104,097,063)	81.8%
Cash provided by / (used in) net result	5,195,254	39,275,353	13.2%
Cash Flows from Investing Activities			
Profit / (Loss) on sale of capital assets	(44,417)	(4,792,284)	0.9%
Grants, subsidies, contributions and donations	12,268,168	13,626,210	90.0%
Payments for property, plant and equipment	(31,415,663)	(49,623,835)	63.3%
Net movement in loans to Community Organisations			0.0%
Net cash provided by investing activities	(19,191,912)	(40,789,909)	47.1%
Cash Flow from Financing Activities			
Proceeds from borrowings	-	4,145,882	0.0%
Repayment of borrowings	(1,382,453)	292,497	(472.6%)
Net cash provided by financing activities	(1,382,453)	4,438,378	(31.1%)
Net Increase / (Decrease) in Cash Held	(15,379,112)	2,923,822	(526.0%)
Cash at the beginning of the period	76,337,945	73,414,123	104.0%
Cash at the end of the Reporting Period	60,958,834	76,337,945	79.9%

Appendix 2 – Preliminary Executive Level Reports

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

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

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

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

Office of the CEO

	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Operating Grants, Subsidies & Contributions		263,968	-	263,968	275,201	(11,233)	311,934	84.6%
		263,968	-	263,968	275,201	(11,233)	311,934	84.6%
Expenses								
Operating Expenses								
Employee Expenses	1	3,306,291	-	3,306,291	3,479,644	(173,354)	4,800,626	68.9%
Materials & Services		1,324,330	388,403	1,712,733	1,704,787	7,946	2,101,852	81.5%
Corporate Overheads & Competitive Neutrality Costs		(4,077,827)	-	(4,077,827)	(4,077,827)	-	(5,437,102)	75.0%
		552,794	388,403	941,197	1,106,604	(165,408)	1,465,376	64.2%
Operating Position Before Capital Items		(288,826)	(388,403)	(677,229)	(831,404)	154,175	(1,153,442)	58.7%
Capital Revenue		-	-	-	-	-	-	0.0%
Net Result Attributable to Council in Period		(288,826)	(388,403)	(677,229)	(831,404)	154,175	(1,153,442)	58.7%
Total Comprehensive Income		(288,826)	(388,403)	(677,229)	(831,404)	154,175	(1,153,442)	58.7%

1. Employee Expenses for the financial year are favourable compared to budget by \$173,354. This favourable variance is primarily attributed to employee vacancies within People & Capability and Brand, Media, & Communications Departments.

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

Corporate, Governance & Financial
Service

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges	1	75,737,512	-	75,737,512	75,410,861	326,651	71,587,176	105.8%
Fees & Charges		106,686	-	106,686	91,500	15,186	122,000	87.4%
Rental Income		-	-	-	1,013	(1,013)	1,350	0.0%
Interest Received	2	3,145,184	-	3,145,184	3,012,148	133,036	4,099,530	76.7%
Sales of Contract & Recoverable Works		182,110	-	182,110	160,000	22,110	160,000	113.8%
Operating Grants, Subsidies & Contributions		7,140,328	-	7,140,328	7,142,445	(2,117)	7,478,601	95.5%
Other Recurrent Revenue		109,708	-	109,708	117,389	(7,681)	143,185	76.6%
		86,421,527	-	86,421,527	85,935,355	486,172	83,591,842	103.4%
Expenses								
Operating Expenses								
Employee Expenses	3	6,629,390	-	6,629,390	7,098,008	(468,618)	10,581,198	62.7%
Materials & Services	4	10,511,816	1,611,167	12,122,983	11,502,261	620,722	14,174,242	85.5%
Finance Costs		319,465	-	319,465	355,206	(35,741)	514,541	62.1%
Depreciation and Amortisation		600,094	-	600,094	574,009	26,084	1,264,562	47.5%
Corporate Overheads & Competitive Neutrality Costs		(12,620,889)	-	(12,620,889)	(12,620,889)	-	(16,827,852)	75.0%
		5,439,875	1,611,167	7,051,042	6,908,595	142,448	9,706,690	72.6%
Operating Position Before Capital Items		80,981,651	(1,611,167)	79,370,484	79,026,760	343,725	73,885,152	107.4%
Capital Revenue								
Capital Revenue		(9)	-	(9)	-	(9)	-	0.0%
Proceeds from Sale of Land & PPE		55	-	55	-	55	-	0.0%
		45	-	45	-	45	-	0.0%
Net Result Attributable to Council in Period		80,981,697	(1,611,167)	79,370,530	79,026,760	343,770	73,885,152	107.4%
Total Comprehensive Income		80,981,697	(1,611,167)	79,370,530	79,026,760	343,770	73,885,152	107.4%

- 1. Net Rates & Utility Charges** are \$326,651 favourable when comparing actuals to the revised budget. This favourable variance is due to an increase in the general rates revenue. A notable increase was for a category movement of a single workers accommodation property during the rating period. This revenue will be examined as part of the quarter 3 Budget Review.
- 2. Interest Received** is \$133,036 favourable when compared to revised budget. This favourable variance results from increased interest income from investments. The budgeted amount for this revenue will be reviewed as part of the Quarter 3 Budget Review.
- 3. Employee Expenses** for the financial year are favourable compared to budget by \$468,618. Of this favourable variance \$140,201 is due to Corporate Employee expenses, which are consolidated across the Council in this Directorate. Excluding Corporate Employee expenses, the position would be \$328,416 favourable due to various vacancies within this Directorate, noting that if agency temp staff YTD actuals of \$117,213 and YTD budget \$13,500 are included in the calculations there would be a \$224,703 favourable variance.
- 4. Materials & Services** for the financial year to date are \$620,722 unfavourable with \$10,511,816 in actual expenditure and \$1,611,167 in commitments against the YTD budget of \$11,502,261. Excluding commitments YTD expenditure would be \$990,445 below YTD budget. Large commitments to note are \$802K of IT expenses associated with the Digital Strategy and \$236K for computer / software licence expenses.

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

Engineering & Infrastructure Services

	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Fees & Charges		331,822	-	331,822	323,125	8,697	407,500	81.4%
Rental Income		1,245,624	-	1,245,624	1,253,001	(7,377)	1,710,668	72.8%
Sales of Contract & Recoverable Works	1	3,732,549	-	3,732,549	3,587,087	145,463	7,561,103	49.4%
Operating Grants, Subsidies & Contributions	2	5,243,692	-	5,243,692	6,015,632	(771,941)	7,160,349	73.2%
Other Recurrent Revenue		91,287	-	91,287	63,717	27,570	64,269	142.0%
		10,644,975	-	10,644,975	11,242,561	(597,587)	16,903,888	63.0%
Expenses								
Operating Expenses								
Employee Expenses	3	11,301,497	-	11,301,497	11,855,021	(553,524)	16,157,266	69.9%
Materials & Services	4	11,893,913	8,025,394	19,919,308	12,858,299	7,061,009	17,759,507	112.2%
Depreciation and Amortisation		13,307,932	-	13,307,932	13,238,476	69,456	17,635,309	75.5%
Corporate Overheads & Competitive Neutrality Costs		9,602,804	-	9,602,804	9,602,804	-	12,803,739	75.0%
		46,106,146	8,025,394	54,131,541	47,554,599	6,576,942	64,355,821	84.1%
Operating Position Before Capital Items		(35,461,172)	(8,025,394)	(43,486,566)	(36,312,038)	(7,174,528)	(47,451,932)	91.6%
Capital Revenue								
Capital Revenue	5	8,814,399	-	8,814,399	8,945,004	(130,605)	15,282,347	57.7%
Proceeds from Sale of Land & PPE	6	747,489	-	747,489	900,000	(152,511)	998,698	74.8%
		9,561,888	-	9,561,888	9,845,004	(283,116)	16,281,045	58.7%
Net Result Attributable to Council in Period		(25,899,284)	(8,025,394)	(33,924,678)	(26,467,034)	(7,457,644)	(31,170,887)	108.8%
Total Comprehensive Income		(25,899,284)	(8,025,394)	(33,924,678)	(26,467,034)	(7,457,644)	(31,170,887)	108.8%

- 1. Sales of Contract & Recoverable Works** are favourable to the budget by \$145,463. This favourable variance is due to cash flowing of recoverable works for Galilee and Bowen Basin. It should be noted that majority of Galilee and Bowen Basin income is cash flowed to be received over the remaining months of the financial year (\$1.3M) and will be closely examined at the Quarter 3 Budget Review to see if recovery will occur in the 2024/2025 financial year.
- 2. Operating Grants, Subsidies & Contributions** are \$771,941 unfavourable compared to the YTD budget. This unfavourable variance is primarily due to the cash flowing of revenue for the DRFA November 2021 event, a contribution for guardrail replacement works and maintenance contributions generated from infrastructure agreements.
- 3. Employee Expenses** are favourable compared to the revised budget by \$553,524. This favourable variance is predominantly due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$116K and commitments of \$53K).
- 4. Materials & Services** for the financial year to date are unfavourable by \$7,061,009, with \$11,893,913 in actual expenditure and \$8,025,394 in commitments against a YTD budget of \$12,858,299. Excluding commitments, YTD expenditure would be \$964,386 below the YTD budget. Significant commitments include \$4.4M for Galilee and Bowen Basin recoverable works and \$1.2M for RMPC works.
- 5. Capital Revenue** for the financial year is \$130,605 unfavourable compared to the revised budget. This unfavourable variance is due to cash flowing of a contribution for Mabbin Road works partially offset by the Roads to Recovery program.
- 6. Proceeds from Sale of Land & PPE** is currently unfavourable compared to the revised budget by \$152,511. This unfavourable variance is due to the budgeted cash flow of funds expected from plant sales.

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

Planning, Environment & Community
Service


	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Fees & Charges		2,599,756	-	2,599,756	2,525,474	74,281	2,896,903	89.7%
Rental Income		155,378	-	155,378	177,284	(21,906)	236,379	65.7%
Sales of Contract & Recoverable Works		-	-	-	-	-	78,620	0.0%
Operating Grants, Subsidies & Contributions		872,129	-	872,129	942,641	(70,512)	1,378,520	63.3%
Other Recurrent Revenue		17,551	-	17,551	11,234	6,317	54,979	31.9%
		3,644,814	-	3,644,814	3,656,633	(11,819)	4,645,401	78.5%
Expenses								
Operating Expenses								
Employee Expenses	1	8,396,106	-	8,396,106	8,956,459	(560,352)	12,244,635	68.6%
Materials & Services	2	5,905,083	1,981,676	7,886,759	6,957,781	928,978	9,312,033	84.7%
Finance Costs		554,843	-	554,843	540,018	14,825	756,546	73.3%
Depreciation and Amortisation		2,261,030	-	2,261,030	2,262,901	(1,871)	3,014,592	75.0%
Corporate Overheads & Competitive Neutrality Costs		2,503,399	-	2,503,399	2,503,399	-	3,337,865	75.0%
		19,620,461	1,981,676	21,602,137	21,220,558	381,580	28,665,671	75.4%
Operating Position Before Capital Items		(15,975,647)	(1,981,676)	(17,957,324)	(17,563,925)	(393,399)	(24,020,270)	74.8%
Capital Revenue								
Capital Revenue	3	2,739,525	-	2,739,525	5,330,101	(2,590,576)	10,750,304	25.5%
Proceeds from Sale of Land & PPE		256	-	256	-	256	-	0.0%
		2,739,781	-	2,739,781	5,330,101	(2,590,320)	10,750,304	25.5%
Net Result Attributable to Council in Period		(13,235,866)	(1,981,676)	(15,217,542)	(12,233,824)	(2,983,719)	(13,269,966)	114.7%
Total Comprehensive Income		(13,235,866)	(1,981,676)	(15,217,542)	(12,233,824)	(2,983,719)	(13,269,966)	114.7%

1. **Employee Expenses** are favourable compared to the YTD budget by \$560,352. This favourable variance is primarily due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$191K and commitments of \$64K).
2. **Materials & Services** for the financial year to date are unfavourable by \$928,978, with \$5,905,083 of actual expenditure and \$1,981,676 in commitments against the YTD budget of \$6,957,781. Excluding commitments, YTD expenditure would be \$1,052,698 below the YTD budget. Notable commitments include \$493K for legal expenses, \$482K for facilities management, and \$189K for consultancy fees.
3. **Capital Revenue** for the year to date is \$2,739,525 which is unfavourable compared to the budget by \$2,590,576. This unfavourable variance is predominately due to the cash flowing of grant funding for the Isaac Events Centre and the Nebo Showgrounds Masterplan Stage 1 which were timed in line with the expected delivery of works. Revenue will undergo further examination during end-of-year processes to ensure alignment with milestones as per AASB 1058 Revenue Recognition Standard.

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

Water & Waste

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges		31,851,567	-	31,851,567	31,870,139	(18,573)	33,455,139	95.2%
Fees & Charges	1	972,511	-	972,511	849,567	122,944	1,262,200	77.0%
Rental Income		54,032	-	54,032	46,848	7,184	52,598	102.7%
Interest Received		173,580	-	173,580	168,150	5,430	224,200	77.4%
Operating Grants, Subsidies & Contributions	2	1,057,658	-	1,057,658	557,433	500,225	557,433	189.7%
Other Recurrent Revenue		8,917,483	-	8,917,483	8,986,788	(69,306)	12,797,278	69.7%
		43,026,830	-	43,026,830	42,478,925	547,906	48,348,848	89.0%
Expenses								
Operating Expenses								
Employee Expenses	3	5,948,649	-	5,948,649	5,995,222	(46,573)	8,090,429	73.5%
Materials & Services	4	11,720,342	5,224,433	16,944,775	13,165,940	3,778,836	20,523,957	82.6%
Finance Costs		33,987	-	33,987	33,838	149	47,657	71.3%
Depreciation and Amortisation		8,255,542	-	8,255,542	8,245,407	10,135	11,433,856	72.2%
Corporate Overheads & Competitive Neutrality Costs		4,592,513	-	4,592,513	4,592,513	-	6,123,351	75.0%
		30,551,033	5,224,433	35,775,466	32,032,920	3,742,546	46,219,250	77.4%
Operating Position Before Capital Items		12,475,797	(5,224,433)	7,251,364	10,446,005	(3,194,640)	2,129,598	340.5%
Capital Revenue								
Capital Revenue		707,520	-	707,520	707,519	1	1,329,255	53.2%
		707,520	-	707,520	707,519	1	1,329,255	53.2%
Net Result Attributable to Council in Period		13,183,317	(5,224,433)	7,958,884	11,153,524	(3,194,640)	3,458,853	230.1%
Total Comprehensive Income		13,183,317	(5,224,433)	7,958,884	11,153,524	(3,194,640)	3,458,853	230.1%

- 
- 1. Fees & Charges** are \$972,511 compared to YTD budget of \$849,567 resulting in a favourable variance of \$122,944. This positive variance is primarily due to higher-than-expected revenue from potable water sales. The budgeted amount for this revenue will be reviewed as part of the Quarter 3 Budget Review.
 - 2. Operating Grants, Subsidies & Contributions** is favourable compared to budget by \$500,225. This favourable outcome arises from the invoicing of a contribution for water purchases in Moranbah, previously billed in arrears. This line item will be updated during the Quarter 3 Budget Review.
 - 3. Employee Expenses** for the financial year to date show a favourable variance of \$46,573, noting that if agency temp staff YTD actuals of \$978,771 and YTD budget \$786,698 are included in the calculations there would be a \$145,500 unfavourable variance.
 - 4. Materials & Services** for the financial year to date show an unfavourable variance of \$3,778,836, with \$11,720,342 in actual expenditure and \$5,224,433 in commitments. Excluding commitments, YTD expenditure would be \$1,445,598 below the YTD budget. Significant commitments include \$1.2M for water purchases, \$1.2M for the Waste Levy, and \$696K for contractor costs at Waste Management Facilities.

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Warren Clough
AUTHOR POSITION	Senior Safety and Resilience Partner

9.2

SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: CGFS0955

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

BACKGROUND

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

The main focus for the month has been:

- Review of all Health, Safety and Wellness documentation;
- Facilitating voting for the overall Hazard Hunter Winner for 2024; and
- Fire inspections to identify priority mitigation areas in the region.

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

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: 1 April 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 1 April 2025
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ATTACHMENTS

- Attachment 1 – Safety and Resilience Monthly Report March 2025

REFERENCE DOCUMENT

- Nil

SAFETY AND RESILIENCE MONTHLY REPORT

DATE	27 March 2025
TO	April 2025, Ordinary Council meeting
FROM	Senior Safety and Resilience Partners

1. SUMMARY

Snr Safety Partner has been attending ongoing meetings, assisting Water and Waste with their gap analysis of 45001, as part of their IMS.

S&R team facilitated voting for the overall Hazard Hunter Winner for 2024, with preparations now underway to conduct a BBQ and award presentation.

S&R team are currently reviewing all Health, Safety and Wellness documentation prior to seeking expressions of interest for new committee members from all staff.

The team, together with Director CGFS, reviewed the Safety and Resilience Business Plan for 2024/25 and the draft for 2025/26.

Fire inspections underway to identify priority mitigation areas in the region.

First meeting of the Local Disaster Management Group for 2025 took place on 27 March 2025.

Explanatory Note:

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

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

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

2. BEST PRACTICE SYSTEM

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

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

TARGET 100% of documents reviewed within required time limits.

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

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

• 100% documents reviewed within timeframes

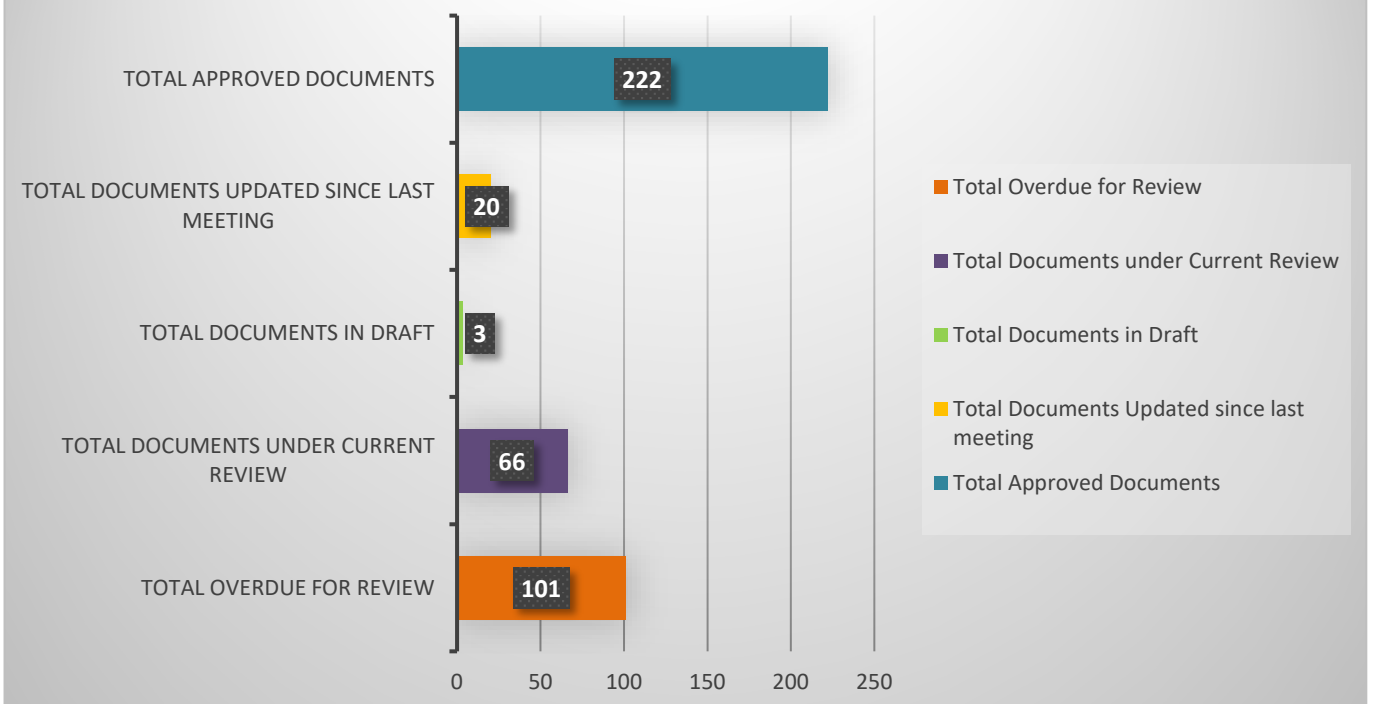
**BEST PRACTICE
SYSTEM**



SAFETY AND RESILIENCE MONTHLY REPORT

Document Type	222 Approved	101 Overdue	66 Reviewing	3 Draft	20 Updated
Checklists	5	7	2		0
Process / Flowcharts	15	9	9		3
Forms	51	23	17		5
Guidelines	63	33	6	1	7
Miscellaneous	2	3	1	1	
Plans	12	1	1		
Policies	3	0	4		
Procedures	7	11	13		2
SWMS	6	1	2		
Templates	11	10	1		
Terms of Reference	1	1	2		
Work Instructions	46	2	8	1	3

Safety System Documents - as at 31/03/2025



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

SAFETY AND RESILIENCE MONTHLY REPORT

2.1 LEGISLATIVE OR OTHER CHANGES

Nil

3. OBJECTIVES AND TARGETS

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

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

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

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

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 for 01/03/25-27/03/25, and 0 have been fully managed and closed.

Good reporting of hazards for the reporting period:

6 – Draft

4 – Approved

0 – Closed

1 – Complete

6 remain still at draft stage with no action taken within Lucidity. There was no Hazard Hunter presentation held during this reporting period. Voting has been completed for the overall Hazard Hunter winner for 2024, with preparations currently underway to arrange a BBQ and award presentation.

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: 119 events still sitting at draft stage requiring attention. The Safety and Resilience teams continuous review of “Draft” items have not revealed any high-risk items.

- 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



- 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 MARCH

The focus this month was on overdue actions. There have been **44** events recorded during the month to **27 March**, of these:

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

4.4 EMERGENCY MANAGEMENT COMMITTEE

No meeting held during this period

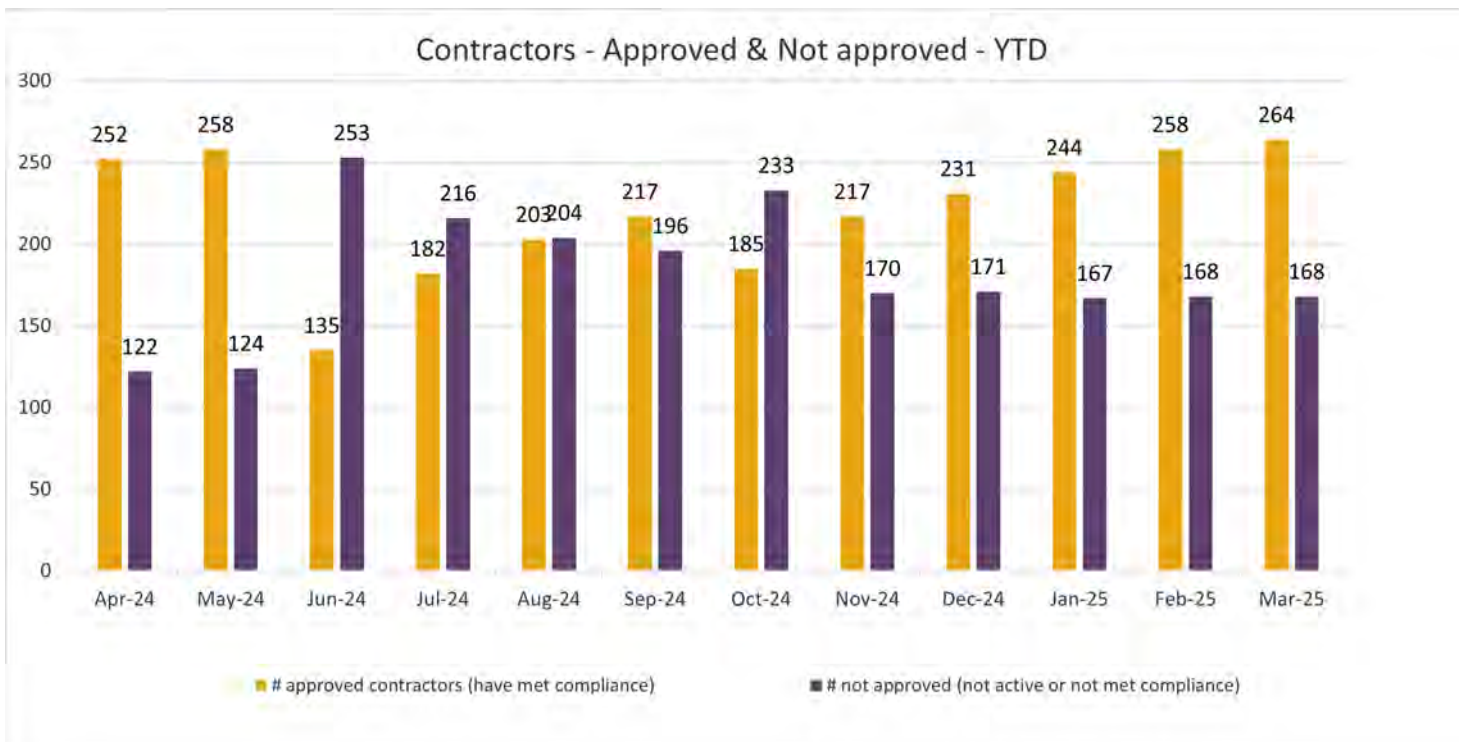
4.5 CONTRACTOR MANAGEMENT

OBJECTIVE Evaluation of contractor and project management documentation and processes.

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

STATUS: APPROVED contractor companies – 264

NOT APPROVED – 168



Noted a consistent ongoing improvement in the amount of approved contractors. The team will again be reviewing our current Not-Approved contractors wherever possible and archive those that haven't been engaged within the last financial year.

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

5. IMPROVING WORKER CONSULTATION

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

5.1 HEALTH, SAFETY, AND WELLBEING COMMITTEES

There was no HSW committee meeting held during this period.

A review of our HSW documentation is underway, with the intention of seeking expressions of interest for new Committee members along with advising staff of their ability to elect an HSR if a work group wishes to nominate and elect one. The next meeting is scheduled for the 15th of April.

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.

18 – Workers contacted to undergo work related vaccinations

10 - In progress

8 - Have not actioned

6.2 DRUG & ALCOHOL TESTING

The Safety & Resilience Partners conducted D&A testing at the Moranbah Depot on the 17th of March and the Nebo Parks & Recs team on the 20th of March.

20 tests were completed with **1** 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.

- **8** active (accepted) workers compensation cases.
- **25** non-work-related cases.
- **2** 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

6.4 Fluoride Testing

10 – Workers contacted to complete Fluoride testing

1 – Actioned to date

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: 2 WHS &/OR Environmental Audits completed against the plan. Dysart Depot and Clermont Historical Centre.

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: Total 64 overdue open actions as of 27 March 2025, with 42 of these being overdue >30 days.

- There are currently 64 overdue open actions as of the end of 27 March 2025.
- Of these 64 overdue open actions, 42 are overdue by greater than 30 days.
- These actions are aligned to incident (14), hazard (16), audit/inspections (22), improvement opportunity reports only (1), meetings and other (5), regulatory notification (2), non-conformity (2), blanks (2).
- The Safety and Resilience teams continuous review of assigned actions has not revealed any high-risk items, requiring immediate attention.
- There has been a reduction in both the number of overdue actions and overdue actions greater than 30 days, since the last report. Previously we had 89 overdue actions of which 60 were greater than 30 days.
- This has been the focus this month, with further improvement expected in April.

- 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

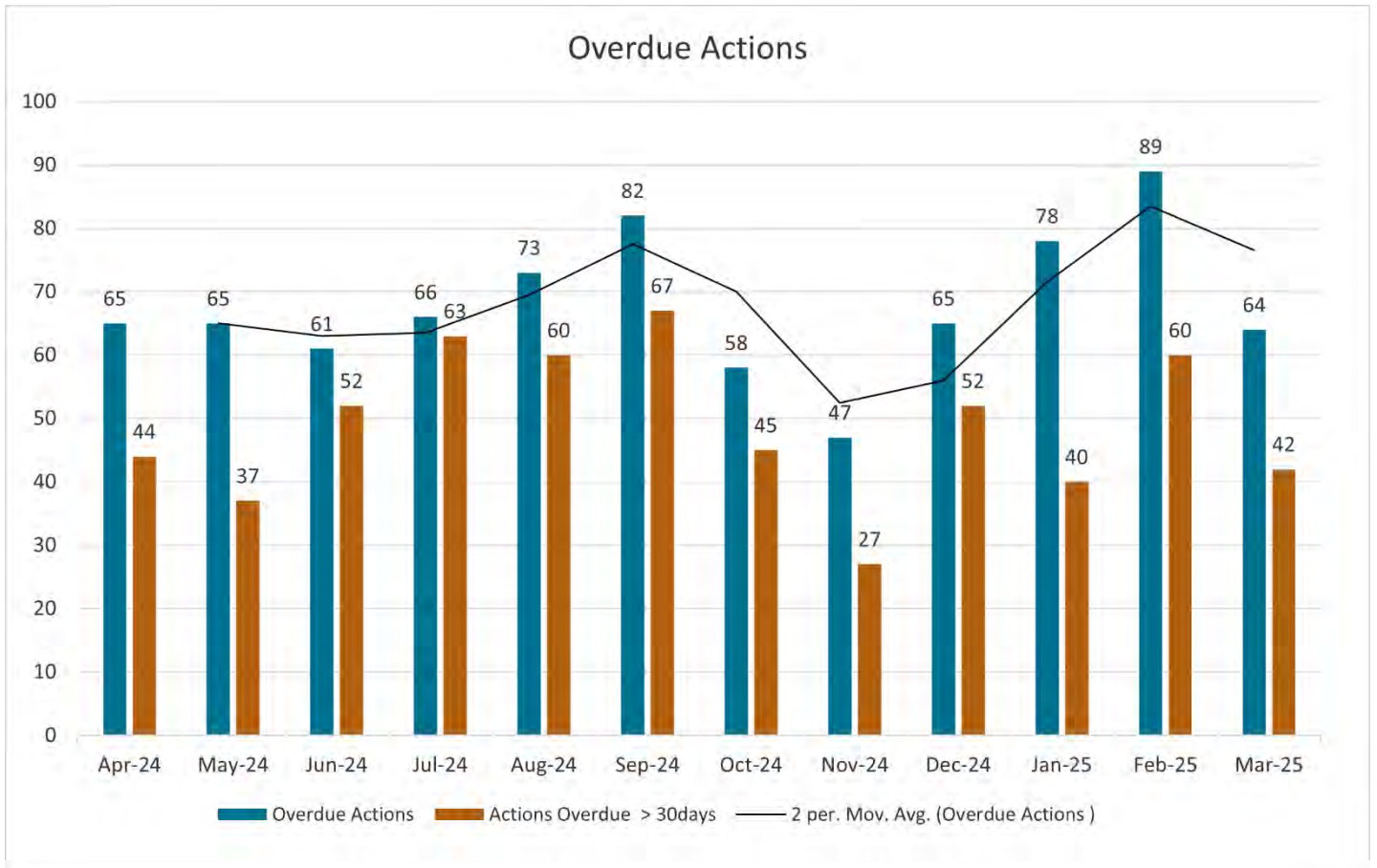


- Ensure that any identified corrective actions from incidents, hazards, audits have been entered and followed through to completion.
- Ensuring that actions raised are followed through to completion.
- Establish Change Management processes
- Ensuring that change is effectively consulted and managed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

CONTINUOUS IMPROVEMENT



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.

- Providing leaders with knowledge and tools to effectively manage the wellbeing and risk resilience of our workers
- Support supervisors in cultural leadership
- # 95% manager attendance at Safety leadership training

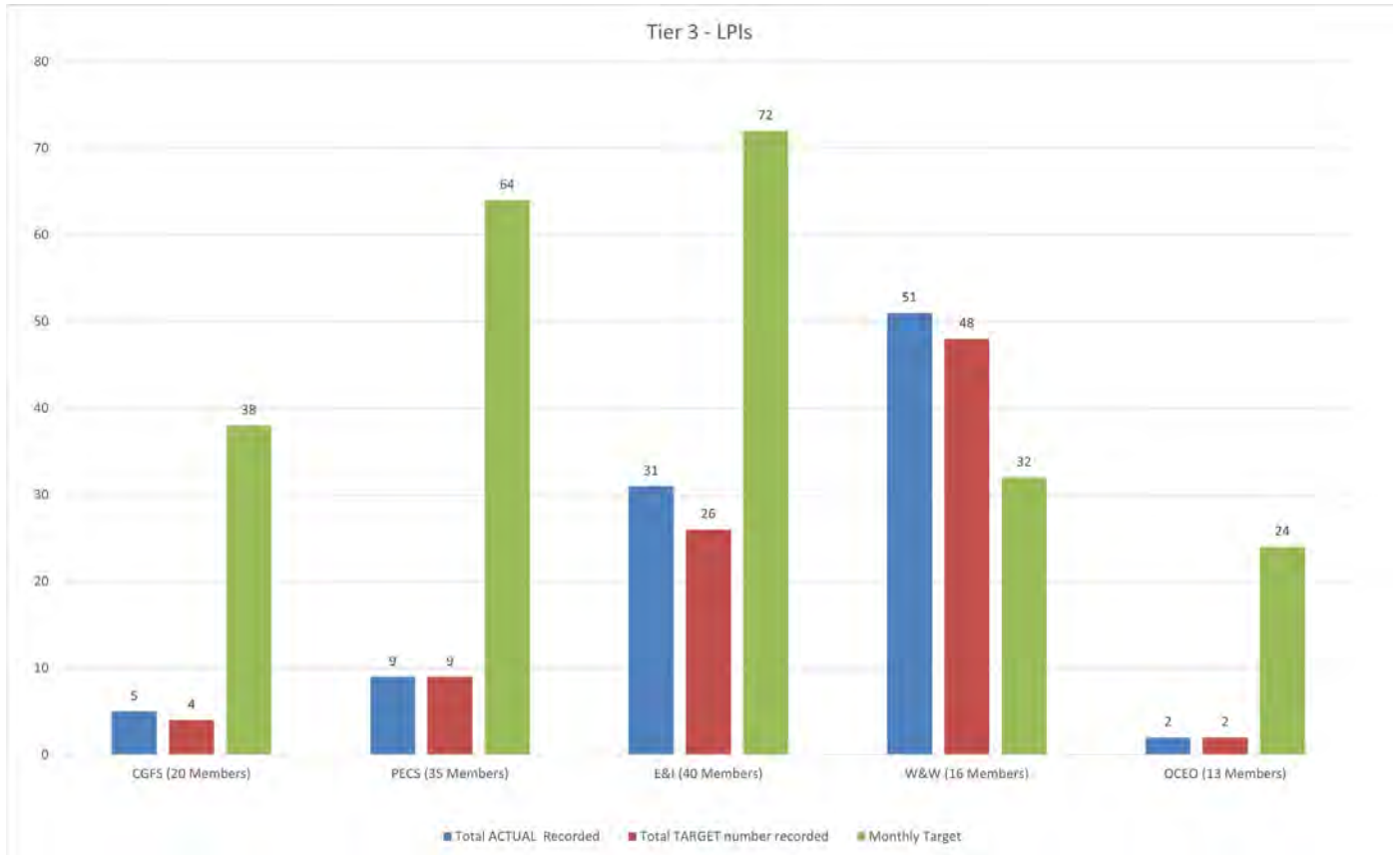
**EMPOWERING
AND
SUPPORTING
LEADERSHIP**



SAFETY AND RESILIENCE MONTHLY REPORT

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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- The Safety and Resilience team have been collaborating and reviewing the current way in which we report LPIs and who are required to complete these. Once relevant documentation has been updated, this will be communicated to staff.
- Continuing turnover, vacancies and training for new staff on LPIs are noted as contributing factor for a drop in LPIs being completed.

BACKGROUND

At their meeting held 17 March 2025, the Audit and Risk Committee (the **Committee**) discussed the pending conclusion of Mr Coates' six (6) year (maximum) tenure as a committee member in May 2025. This vacancy leaves one of the three external member positions vacant, and the role of Chair.

The Audit and Risk Committee Charter (the **Charter**) outlines that the Chair, and suitably qualified external members, are sourced through an expression of interest (**EOI**) process. The Charter is silent on the EOI process requirements, i.e., there is no mandatory external recruitment process.

Council has not previously delegated authority to appoint an external member or Chair, and a resolution is required.

An available course of action for these vacancies is outlined below, with the officer's recommendation in bold.

External Member Vacancy

Council can commence an EOI recruitment process as required under the Charter. It is desirable, but not essential, that the applicant observe the May 2025 meeting noting the timeframes, the existing membership of the Committee, and the nature of the role and expected experience of the successful applicant.

An internal EOI process is not available for this vacancy as a new external member is required.

Chair Vacancy

1. Include the chair position as part of the EOI recruitment process for the external member vacancy; or
2. Appoint a current and ongoing external member to fill this position, noting that an existing external committee member, Ms Kerry Phillips, expressed an interest in filling the Chair role at the Committee meeting on 17 March 2025.

The appointment of Ms Phillips as Chair is recommended as the preferred option for Council. Recruitment of an existing external committee member as Chair provides consistency of relevant corporate knowledge on the Committee while the new external member is familiarised with Isaac Regional Council. This is consistent with previous appointments, where an existing member has transitioned to this position.

Ms Phillip's tenure commencing July 2025 would be reviewed as per the contract terms and, pending any change, would continue as Chair in the third and final term.

IMPLICATIONS

The recommendations ensure compliance with the *Local Government Act 2009*, *Local Government Regulations 2012*, and the Charter.

CONSULTATION

Audit and Risk Committee

Chief Executive Officer

Director Corporate, Governance and Financial Services

BASIS FOR RECOMMENDATION

Maintain membership as per the Audit and Risk Committee Charter.

ACTION ACCOUNTABILITY

Chief Executive Officer with assistance of the Manager Governance and Corporate Services to progress actions.

KEY MESSAGES

Council is committed to being transparent and accountable in its activities and decision making.

Report prepared by: PETA EYSCHEN Manager Governance and Corporate Services Date: 8 April 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 8 April 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Audit and Risk Committee Charter

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Graham Bebington
AUTHOR POSITION	Manager Strategic Assets

9.4

STRATEGIC ASSETS QUARTERLY REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receives and notes the contents of the report which provides an overview and status update of the Strategic Assets Department's operations.*

Resolution No.: CGFS0957

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

- 1. Receives and notes the contents of the report which provides an overview and status update of the Strategic Assets Department's operations.**

Carried

BACKGROUND

The Strategic Assets department is responsible for:

- Asset Management Framework implementation and review.
- Asset Management Policies and strategic planning documents.
- Project Accountability Gateway (PAG) – Capital Works Program facilitation of planning and decision making.
- Coordinate asset class management plans with the asset owners.
- Ensure compliance of the Asset Management functions, including the Strategic Asset Management Plan with legislative requirements.

IMPLICATIONS

The attached documents:

- FY25 Strategic Assets Business Plan, and;
- Strategic Assets Quarterly Report – April 2025

are available to provide Council visibility into the operational aspects of the Strategic Assets department.

CONSULTATION

Director Corporate Governance and Financial Services

Strategic Assets Department

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:

GRAHAM BEBINGTON
Manager Strategic Asset Management

Date: 1 April 2025

Report authorised by:

DARREN FETTEL
Director Corporate Governance and Financial Services

Date: 1 April 2024

ATTACHMENTS

- Attachment 1 – Strategic Asset Management Business Plan 2024/2025
- Attachment 2 – Strategic Asset Management Quarterly Report – April 2025
- Attachment 3 – ACAMP 2022

REFERENCE DOCUMENT

- Nil

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

Strategic Asset Management

BUSINESS PLAN
FINANCIAL YEAR – 2024/2025

Prepared by: Graham Bebington
Current as at: 31/03/2025

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PURPOSE

The purpose of this Business Plan is to ensure the implementation of Isaac Regional Council's Corporate Plan through the programs, functions and services provided of the Strategic Asset Management (SAM) department.

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

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

SCOPE

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

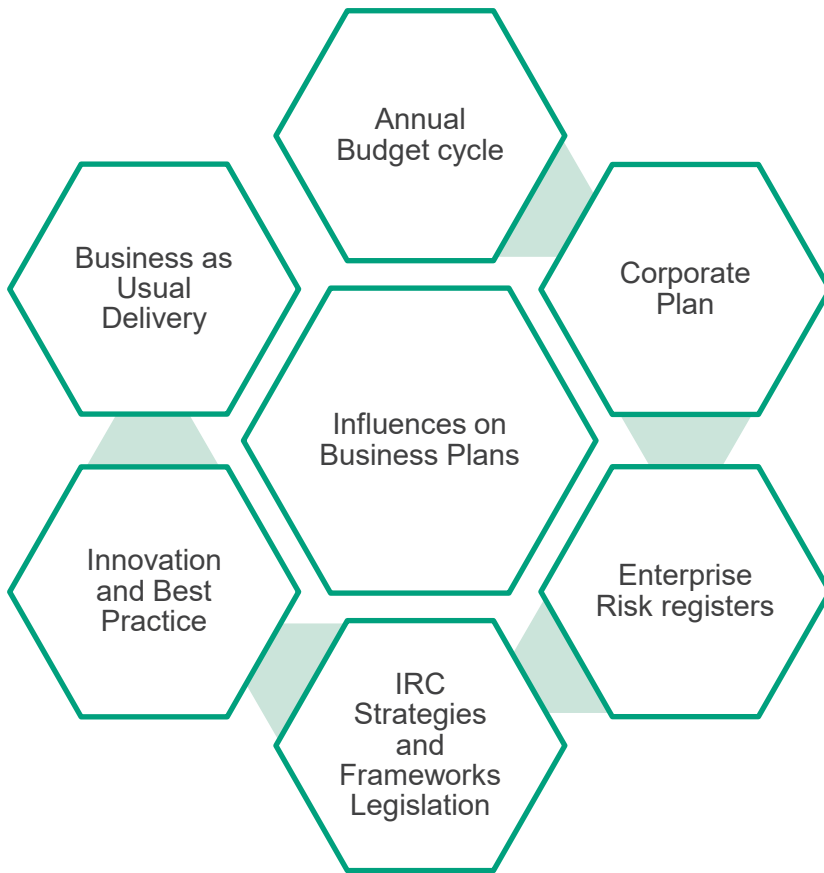
KEY FOCUS AREAS

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

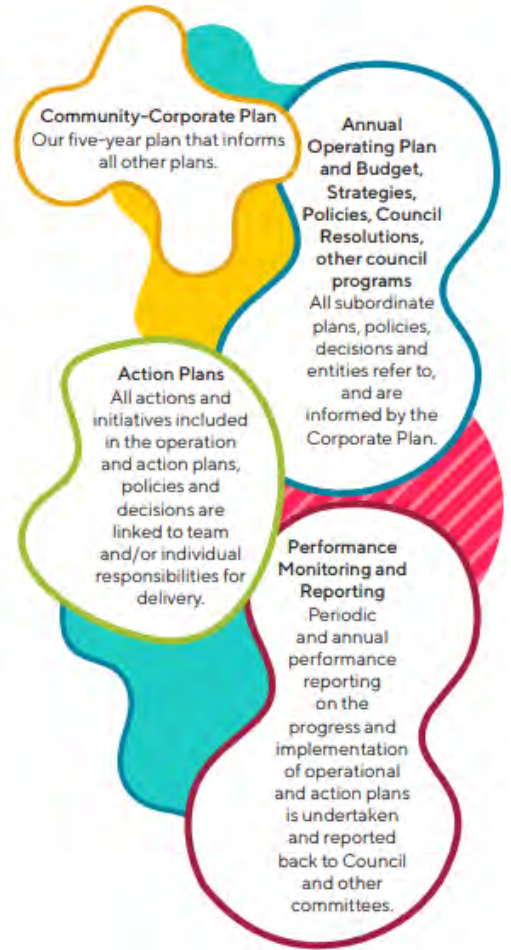


BUSINESS PLAN INFLUENCES

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



OUR STRATEGIC PLANNING FRAMEWORK



HOW WILL WE MEASURE OUR SUCCESS?

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

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

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

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

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

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

STRATEGIC ASSET MANAGEMENT ON A PAGE

DEPARTMENT NAME Strategic Asset Management

DEPARTMENT OBJECTIVES

To ensure an integrated approach to internal organisational services across IRC. The department is responsible for the strategic asset management functions across council, including overseeing Council's Project Accountability Gateway (PAG) function.

KEY FUNCTIONS

Strategic and Operational Asset Management
 Asset Management Framework implementation and review
 Asset Management Policies and strategic planning documents
 PAG – Capital Works Program facilitation of planning and decision making
 Establish and assist with and monitoring of Asset Management systems and practices
 Coordinate asset class asset management plans with the asset owners
 Ensure compliance with the Asset Management functions, including the Strategic Asset Management Plan with legislative requirements.
 Reports to Council on Asset Management Activities as per the SAMP – AM Improvement Activity Plan

KEY STAKEHOLDERS

Elected members
 All IRC departments
 Community
 Internal and external auditors

RESOURCES

4 full time positions

KEY STRATEGIES

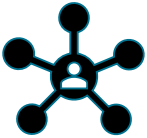
Corporate Plan
 Annual Operational Plan
 Local Government Infrastructure Plan
 IRC Planning Scheme
 Strategic Asset Management Plan Framework

KEY LEGISLATION

Local Government Act 2009 (Qld)
Local Government Regulations 2012 (Qld)

KEY INFLUENCES

Policy review and redevelopment



OVERVIEW



STRATEGY



INFLUENCES AND RISKS

Inter-Directorate support for the PAG and asset management

Audit findings and recommendations

State and Federal Government Policy and/or legislative amendments

Regulators and Auditors – requirements, expectation changes and notices

KEY RISKS

Staff Turnover

Corporate knowledge capture

Corporate memory and information

Resistance to change

Resistance to adopt asset management practices

Inter-Directorate Teamwork/Awareness

Small team – knowledge/backup and timing of results

KEY BUSINESS AS USUAL

(TOP 5)

Strategic Asset Management Framework

Project Accountability Gateway process

Strategic Asset Management Plan

Input into Asset Class Plans

Performance Reporting

- SAMP-AM Improvement
- Assistance with Asset Class Plans
- Assistance with Operational and Maintenance Plans
- Annual Report



PRIORITIES & PROJECTS

KEY OPERATIONAL PROJECTS

PAG (Project Accountability Gateway)

Asset Class Asset Management Plans (ACAMPs)

Maintenance of Operational Asset Register and alignment with Financial Asset Register

Assistance with asset recalculations and asset data capture/condition ratings

KEY CAPITAL PROJECTS

Nil

DEPARTMENT OVERVIEW

OUR OBJECTIVES

Strategic Asset Management is committed to the following:

- Assist with development of Asset Management Plans per Asset Class.
- Monitor and revise endorsed ACAMPs with Asset Owners.
- Facilitate the PAG process to develop Capital Works Program for 2025-26 budget and beyond.
- Implement and monitor the SAMP - Asset Management Improvement Plan.
- Assist with Asset Class Risk Management and Criticality Framework.
- Assist with development of Asset Management Plans per Asset Class.
- Continue to refine the Asset Operational Register (OAR) through data update, verification and collection.
- Advise on the development of asset condition assessments for asset classes.
- Major periodic maintenance and renewal schedules using the OAR developed through Tech-One.
- Review and continue with the PAG process to develop Capital Works Program for 2021-22 budget.
- Ensure current and desired levels of service are driving each Asset Class Plan – workshop with relevant stakeholders.
- Ensure the Asset Management Steering Committee is functioning as intended and the Asset Management Working Group is fulfilling its role and is being supported.

OUR FUNCTIONS AND SERVICES

The Strategic Asset Management team delivers a range of services under the following programs:

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Strategic Asset Management Framework	Annual review	Internal
PAG process	Ongoing BAU/Annual	Internal
Strategic Asset Management Plan	10 year plan. 5 yearly review.	Internal
Input into Asset Class Plans	Annual review	Internal
Performance reporting		
• SAMP-AM Improvement Plan	Quarterly	Internal
• Assistance with Asset Class Plans	Quarterly	Internal
• Assistance with Operational and Maintenance Plans	Quarterly	Internal
Annual Report	Input Annually	Both
Corporate Plan	Input Annually	Internal

Internal Audit compliance	As scheduled in Internal Audit Plan - Annually	Internal
Asset management advice	Ongoing	Both
Develop & implement project management framework	Ongoing	Internal
Asset Management Working Group facilitation	Monthly as necessary	Internal
Asset Management Steering Committee advice and reporting	Quarterly as necessary	Internal
Operational Asset Registers	Ongoing	Internal

PEOPLE RESOURCES (AS AT MARCH):

UNIT	NUMBER OF STAFF	TENURE TYPE
Manager	1	Full Time
Asset Coordinator	1	Full Time
Asset Officer	1	Full Time
Project Coordination Officer	1	Full time

KEY CUSTOMERS/STAKEHOLDERS

INTERNAL	EXTERNAL
Elected members	Queensland State Government
Chief executive officer	Federal Government
Directors	Department of Infrastructure, Local Government and Planning
AM Steering Committee	Department of Finance
SLT Managers	Queensland Treasury and Trade
Asset Custodians and Operators	Ratepayers / Community groups
Staff utilising or modifying assets	Local businesses and commercial operators
	Contractors / Developers
	Queensland Audit Office
	Other Regional Councils
	Internal / External Auditors

STRATEGIES INFLUENCING DEPARTMENT

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

STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
Vision & values	We're delivering and in changing world. At Isaac, the how matters.
2023-2028 Corporate Plan	Community Engagement strategic objective – themes. Leading and enabling a changing world Engaged communities. Inclusive growth for a progressive economy Liveability through design and infrastructure Vibrant natural assets Governance for accountability
Annual operational plan	Includes the themes and strategies of the corporate plan and items in this business plan as to identifying priorities of projects and services
Asset management plan	Asset class asset management plans
Project management framework	How we will project manager the delivery of projects
Enterprise risk management Framework	How we identify and manage risks
Management Plan and Objectives Procedure	How the business planning process is managed at Isaac.

LEGISLATIVE INFLUENCES ON DEPARTMENT

REGULATION	RELATED POLICIES
<i>Local Government Act 2009</i> (Qld) (LGA 2009)	Quality Management Policy
<i>Local Government Regulation 2012</i> (Qld)	
<i>Information Privacy Act 2009</i> (& IP Regulation 2009)	
<i>Public Records Act 2002</i>	
<i>Right to Information Act 2009</i> (& RTI Regulation 2009)	
<i>Work Health and Safety Act 2011</i> (Qld)	WHS Policy Statement and Health and Wellbeing Policy Statement
Environmental	Environmental Management Policy
	Queensland Financial Accountability Framework
	Financial Reporting Requirements
	Financial Reporting Requirements for Queensland Government Agencies (FRRs)

DEPARTMENTAL INFLUENCES AND RISKS

DEPARTMENT INFLUENCES/IMPACTS

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

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
Internal	Policy review and redevelopment	Opportunity
Internal	Inter-Directorate support for the PAG	
Internal	Active participation by stakeholders in implementing recommendations/business improvement activities	
Internal	Acceptance of asset management principles by the Directorates	Opportunity
Internal	Preparedness and willingness to change	Opportunity
Internal	Council priorities change	Risk
Internal	Audit findings and recommendations	Opportunity
External	State and Federal Government Policy and/or legislative amendments	Risk
External	Strong relationships with asset management experts	Opportunity
External	Local Government networking and inter-council best practice workshops	Opportunity
External	Relationships with State Agencies – DILGP, Treasury, Queensland Audit Office	Opportunity
External	Relationships with neighbouring councils and service providers	Opportunity
External	Industry common agreements on process	
External	Regulators and Auditors – requirements, expectation changes and notices	
External	Customer survey results	

DEPARTMENT IDENTIFIED RISKS

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

REGISTER REFERENCE	DESCRIPTION OF RISK	RISK REGISTER REF #	MITIGATION ACTIVITIES REQUIRED
Operational risk register			
Internal audit risk register			
External audit risk register			

DEPARTMENT PRIORITIES AND PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS

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

Current Year

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET	MEASURE OF SUCCESS (KPI)
	Develop and endorse Asset Class Asset Management Plans.	OPS	Endorsement of ACAMPs
	Coordinate and develop Capital Works Program for 2025/26 through the PAG process.	OPS	Adoption of Capital Works program
	Continually improve and document the processes used to identify	OPS	Acceptance by asset owners
	Investigate the integration of FAR & OAR into one register and the resourcing of same during the implementation of TechOne.	OPS	Seemliest integration into Tech1
	Audit directorates and report on the adoption of the OAR for capture of maintenance task and condition assessment of relevant assets.	OPS	Incorporated into ACAMPs
	Integrate GIS and OAR, with FAR, to best advantage users of the systems.	OPS	User start using and have confidence in GIS

Ongoing or Future Years

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
26/27		Review and assess TechOne as the integrated solution for IRC and ensure the optimum usage of system capabilities. Assessment of the use of Assetic Predictor	OPS

	as the main long-term asset renewal and financial modelling tool.	
26/27	Coordinate and develop Capital Works Program for 26/27 through PAG process.	OPS
26/27	Review the SAMP as further information from AMPs becomes available on risk/criticality and levels of service provision.	OPS
26/27	Review TechOne capabilities and assess if a long-term asset renewal and financial modelling tool would be beneficial and cost effective for Council.	OPS
26/27	Review and Monitor ACAMPs	OPS
26/27	Assist the Finance department in the development of long term financial plans (10 and 30 years)	OPS
27/28	Assess any benefits to IRC of obtaining accreditation under ISO 55000:2104 Asset Management	OPS

STRATEGIC ASSETS

QUARTERLY UPDATE APRIL 2025

Current as at 31.03.2025

Presented by **Manager Strategic Assets**

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EXECUTIVE SUMMARY

This report is a quarterly update for the Strategic Assets Department presented in April 2025 for the period 01/01/2025 to 31/03/2025.

HIGHLIGHTS

- Completion of Gateway 0 to 3 of the Project Accountability Gateway (PAG) process.
- Continual update of Operation Asset Register (OAR) as projects are completed, and alignment of the OAR to the Financial Asset Register (FAR).
- Review and update of asset data for all of the Asset Class Asset Management Plans (ACAMP).
- TechnologyOne CiA Implementation – review existing OAR data and checking it is compatible for implementation.

3-MONTH OUTLOOK

- Revision and update of all ACAMPs for endorsement by Standing Committees by December 2025.
- Continual update of Operation Asset Register (OAR) as projects are completed, and alignment of the OAR to the Financial Asset Register (FAR).
- Finalise 2025/26 Capital Works program through PAG system.
- CiA Implementation – review of all existing OAR data's compatibility.

EMERGING ISSUES

- Confidence levels and gaps in historical and condition data for all assets.

FINANCES

- Actual expenditure remains within budget.

RESOURCES

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

CURRENT STATUS

1 CURRENT STATUS

1.1 PROJECT ACCOUNTABILITY GATEWAY (PAG) PROCESS

OVERVIEW OF STAGE 0

During January and February, the team collated all the projects proposed by managers for the Directors to review. After the Directors review the Stage 0 gateway spreadsheet was shared with all Councillors and the Directors consulted with Divisional Councillors for their responses to the proposed budget refer to Figure 1 for summary of PAG0.

OVERVIEW GATE 1 & 2

Following the initial review Gate0, the managers submitted their Capital Access Proposal Forms for each project. The team has checked these forms to ensure that their is sufficient details in these forms for a project brief. Below is a summary of these stages.

Mid February 2025 – PAG submissions closed. Resulting in 246 proposals totaling \$85.6M

CGFS – 6 Proposals	Total	\$ 1.3M
E & I – 128 Proposals	Total	\$56.1M
PECS – 34 Proposals	Total	\$16.9M
W & W – 78 Proposals	Total	\$11.3M
TOTAL		\$85.6M

From all these proposals and at the end of Gate 2 the total for committed/new projects is as follows:

Total of committed / new -	\$64.3M
Less Philip Creek Bridge -	\$14.05M
Less IREP -	\$10.2M
TOTAL	\$40.05M

By removing the two major projects from the total shows the overall budget of \$40.05 million.

OVERVIEW GATE 3 & 4

During April ELT and Strategic Assets Unit will review, prioritise and moderate proposal submitted. Gate 4 will review and approve Capital Project listing by ELT, Standing Committees and Council workshop for inclusion in Budget papers.

1.2 ASSET CLASS ASSET MANAGEMENT PLANS (ACAMP)

The Strategic Assets Unit commenced writing the 13 ACAMPs in 2022/3. The ACAMPs are based on the [insert word] template and were collated with the respective asset owners. The Asset Classes are as follows:

1. Wastewater Services - Asset Class Asset Management Plan
2. Water Services - Asset Class Asset Management Plan
3. Plant and Fleet - Asset Class Asset Management Plan
4. Waste Services - Asset Class Asset Management Plan
5. Transport - Asset Class Asset Management Plan

6. Safety and Resilience - Asset Class Asset Management Plan
7. Aquatic Recreational Services- Asset Class Asset Management Plan
8. ICT- Asset Class Asset Management Plan
9. Economy & Prosperity- Asset Class Asset Management Plan
10. Park and Recreation- Asset Class Asset Management Plan
11. Corporate Properties Buildings Asset Class Asset Management Plan
12. Cemeteries - Asset Class Asset Management Plan
13. Community Facilities Buildings- Asset Class Asset Management Plan

The Unit has started to review and update the data for each ACAMP.

All plans were completed to draft stage around 2023. With the passing of time, it is now intended to review the plans to recognise the new corporate plan and update with latest asset data available.



TWO MONTH OUTLOOK

2 TWO MONTH OUTLOOK

2.1 FINALISE PAG

The unit will complete Gateway 3 & 4 to finalise the Capital Project listings for inclusion in the Budget papers, we will also hold a Project Wrap up meeting with the Finance to review the process.

2.2 ACAMPS

Complete review of all asset data for the ACAMPS and start finalising them with the most up to date data.
Recommence the Asset Management Working Group in May

2.3 CIA IMPLEMENTATION

Continue to update data and work with the implementation team to provide asset data and OAR hierarchies.

2.4 OAR

Continual update of the OAR with new projects been capitalised and review of historical asset data to improve both the OAR and FAR.



REPORTING

3 REPORTING

3.1 PAG

PAG Gateways are on track to be completed by April.

3.2 ACAMPS

All ACAMPs are approximately 70% complete and will be brought to the Standing Committees when completed. Deadline to have all ACAMPs endorsed by the Standing Committees is December 2025. The Unit is on schedule to achieve this deadline.

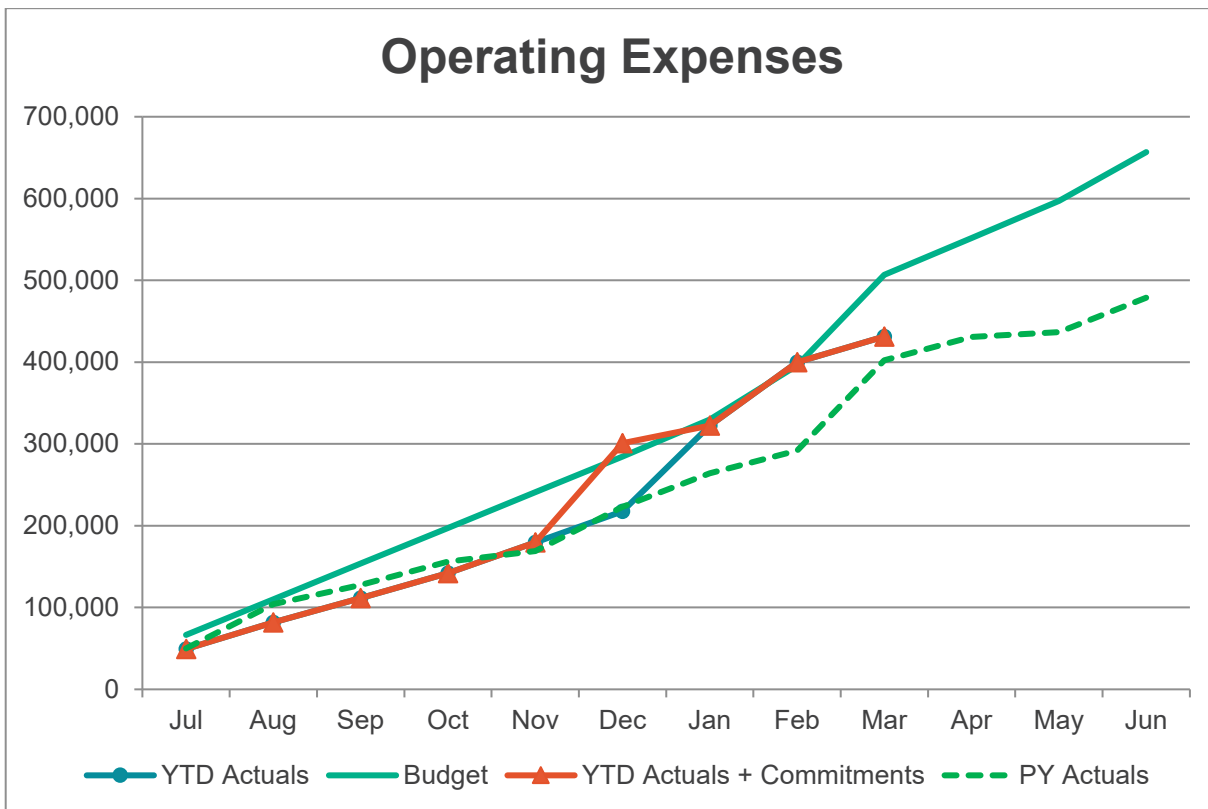
3.3 CIA IMPLEMENTATION

Continual updating of data and working with the team.

3.4 OAR

Continuous update of new data and working on the Stormwater existing assets to identify the data.

3.5 FINACIAL (BUDGET)



ACAMP EXECUTIVE SUMMARY – TRANSPORT

ASSETS COVERED BY THIS PLAN



• Roads – Rural	3,075km	\$420.4M
• Roads – Urban	243km	\$ 82.6M
• Bridges	26 Bridges	\$ 31.5M
• Culverts & Open Drains – Major	176	\$ 14.3M
• Culverts & Open Drains – Minor	1,849	\$ 24.4M
• Floodways	165,297m2	\$ 28.3M
• Carparks, Kerb & Channel	Total	\$ 38.6M
• Footpaths & Cycleways	Total	\$ 16.9M
• Stormwater	Total	\$ 79.5M
TOTAL TRANSPORT		\$736.5M

COSTS



	Per Year	10 Years
Depreciation Expense (as at June 2022)	(\$11,150,000)	(\$111.5M)
Represented by:		
• Floodways – Renewals	\$ 80,000	\$ 0.8M
• Footpaths – Renewals	\$ 100,000	\$ 1.0M
• Urban Drainage – Renewals	\$ 50,000	\$ 0.5M
• Culverts – Renewals	\$ 200,000	\$ 2.0M
• Bridges – Renewals	\$ 500,000	\$ 5.0M
• Unsealed Roads (Gravel Resheeting) – Renewals	\$ 3,500,000	\$ 35.0M
• Sealed Roads (Rehabilitation) – Renewals	\$ 250,000	\$ 2.5M
• Sealed Roads (Asphalt Overlay) – Renewals	\$ 300,000	\$ 3.0M
• Sealed Roads (Reseals) – Renewals	\$ 3,500,000	\$ 35.0M
• Upgrade Infrastructure – Renewals	\$ 1,860,000	\$ 18.6M
• Transfer to Reserves	\$ 810,000	\$ 8.1M
TOTAL RENEWALS	\$11,150,000	\$111.5M
Operational & Maintenance Expenditure	\$11,950,000	\$119.5M
Represented by:		
• Roads – Grading	\$ 1,950,000	\$ 19.50M
• Roads – Slashing / Herbicide	\$ 245,000	\$ 2.45M
• Roads – Pothole Patching & Repairs	\$ 415,000	\$ 4.15M
• Roads – Inspections & Reactive Maintenance	\$ 295,000	\$ 2.95M
• Roads – Plant Hire	\$ 1,185,000	\$ 11.85M
• Roads – Sundry	\$ 4,760,000	\$ 47.60M
• Boat Ramps	\$ 5,000	\$ 0.05M
• Administration & Corporate Expenses	\$ 2,345,000	\$ 23.45M
• Footpaths	\$ 540,000	\$ 5.40M
• Recoverable Works	\$ 210,000	\$ 2.10M
TOTAL OPERATION & MAINTENANCE EXPENSE	\$11,950,000	\$119.50M

LEVELS OF SERVICE



- Council's current level of service is driven by its Depreciation Budget. Budgeted depreciation allocated on assessment of the required works to be undertaken.
- Council is still developing the detailed knowledge required to sufficiently define the trade-offs between different services standards and the required funding levels necessary. Future revisions of this Asset Management Plan will incorporate defined / revised service levels, costs of providing the service and available resources.

FUTURE DEMANDS



- Changes in population, age profile of the population, community's service expectation, resource sectors and ISAAC Local Government Infrastructure Plan may lead to changes in demand.
- Demands will be approached using a combination of managing existing assets, service level reviews, upgrading existing assets and new assets to meet demand.

RISK MANAGEMENT



- Implementing regular condition assessments in line with remedial works programs.
- Planned maintenance programs to address areas of concern.

IMPROVEMENT PLAN



- Maintain customer and technical levels of service to enable the management of community expectations within funding availability.
- Establish enhanced condition assessment practices in line with industry guidelines.

ACAMP EXECUTIVE SUMMARY – WATER SERVICES

ASSETS COVERED BY THIS PLAN



	2022 estimate*	June 2023**
Water source assets: borefields, weirs, pump stations, pipelines, flowmetres, reservoirs, buildings, dosing systems, Supervisory Control and Data Acquisition (SCADA), electrical and mechanical equipment etc	\$65 million	\$78 million
Water treatment assets: clarifiers, filtration systems, dosing systems, pumps, flowmeters, buildings, SCADA, electrical and mechanical equipment etc	\$69 million	\$77 million
Water distribution assets: pipelines, valves, hydrants, pump stations, reservoirs, buildings, dosing systems, flowmetres, customer metres, SCADA, electrical and mechanical equipment etc	\$152 million	\$177million
Total Replacement Value assets in Carmila, Clermont, Dysart, Glenden, Middlemount, Moranbah, Nebo and St Lawrence	\$286 million	\$332 million

*Valuation based on 2019 report **Revaluation report 30 June 2023

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$58.6 million
Acquisition	\$3.9 million
<u>Operation and Maintenance</u>	<u>\$108.5 million</u>
Total	\$171.0 million

LEVELS OF SERVICE



- All council owned assets are monitored, and maintenance undertaken as required
- Meets customer requirements and Australian Drinking Water Guidelines
- Meets utility market requirements
- Planned budget over the next 10 years is sufficient to fund the required capital works

FUTURE DEMANDS



- Possible demand management measures include treated wastewater recycling, education and public awareness, water loss management, pricing, drought management, and water restrictions.

RISK MANAGEMENT



- Our present budget levels are adequate to continue to manage risks in the medium term.

IMPROVEMENT PLAN



- Review the asset hierarchy framework that outlines asset classification, service classification, financial classification and the mandatory attributes of each asset type.
- Continually update & review OAR for all asset classes, and links to FAR & GIS.
- Conduct periodic analysis to calculate volume consumed and volume produced to determine unaccounted water.



ACAMP EXECUTIVE SUMMARY – WASTEWATER SERVICES

ASSETS COVERED BY THIS PLAN



	2022 estimate*	June 2023**
Wastewater collection assets: pipelines, maintenance holes, pump stations, flowmetres, SCADA, backup power generation etc	\$119 million	\$144 million
Wastewater treatment plant assets: inlet works, primary treatment, secondary treatment, tertiary treatment, buildings, storage dams/tanks, electrical and mechanical equipment, SCADA, biosolids disposal, disinfection etc	\$58 million	\$72 million
Treated wastewater discharge assets: pipelines, valves, hydrants, pump stations, reservoirs, buildings, dosing systems, flowmetres, customer metres, SCADA, electrical and mechanical equipment etc	\$6 million	\$8 million
Total Replacement Value assets in Clermont, Dysart, Glenden, Middlemount, Moranbah and Nebo	\$184 million	\$224 million

*Valuation based on 2019 report **Revaluation report 30 June 2023

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$32.6 million
Acquisition	\$3.7 million
Operation and Maintenance	\$47.2 million
Total	\$83.5 million

LEVELS OF SERVICE



- All council owned assets are monitored, and maintenance undertaken as required
- Meets customer requirements and Australian Guidelines for Water Recycling
- Meets wastewater market requirements
- Planned budget over the next 10 years is **sufficient** to fund the required capital works

FUTURE DEMANDS



- Population fluctuations in towns and growth in demand in both residential and commercial would be the factors of impact on service delivery.

RISK MANAGEMENT

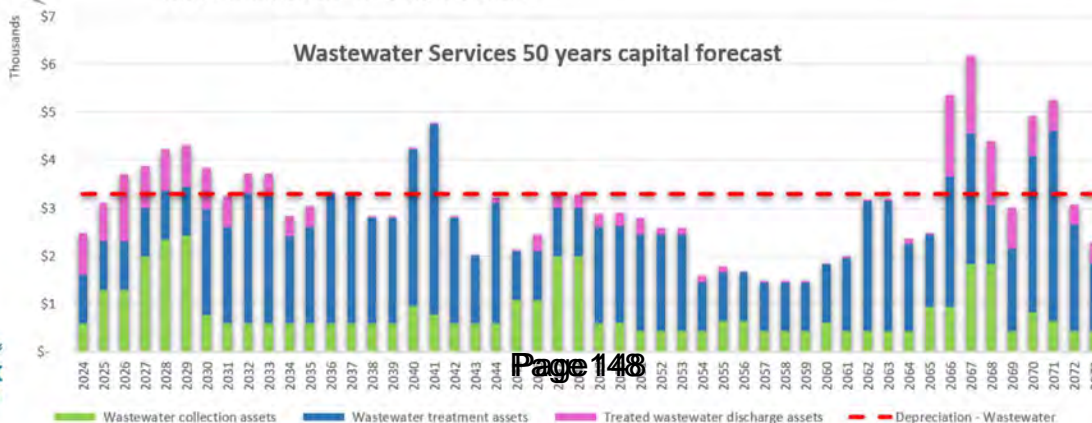


- Our present budget levels are adequate to continue to manage risks in the medium term.
- Potential vulnerability to flood inundation in extreme weather.

IMPROVEMENT PLAN



- Continually update & review OAR for all asset classes, and links to FAR & GIS
- Identify additional wastewater recycling opportunities
- Conduct periodic analysis to calculate volume collected and volume treated to determine loss /infiltration of wastewater.



ACAMP EXECUTIVE SUMMARY – WASTE SERVICES

ASSETS COVERED BY THIS PLAN



Asset Category	Dimension	Annual maximum limit of tonnage	Replacement Value (\$'000)
Landfill	Moranbah – 49 Ha	50,000 tonnes	\$10,044*
	Clermont – 112 Ha	5,000 tonnes	\$1,412*
	Dysart – 88 Ha	2,000 tonnes	\$3,453*
	Glenden – 60 Ha	5,000 tonnes	\$1,294*
Transfer Station	Carmila – 1.94 Ha	N/A	\$175*
	Greenhill – 1.06 Ha		\$315*
	Middlemount – 13 Ha		\$914*
	Nebo (Within WWTP Footprint)		\$526*
	St Lawrence – 69 Ha		\$852*
Landfill restoration	N/A	N/A	\$11,900**
TOTAL			\$31,200**

*Financial Asset Register April 2022

**30 June 2021 Financial Statements

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD (2023-2032)



Acquisition	\$8.5 million		
Renewal	\$0.2 million		
Rehabilitation	\$4.3 million	10 years planned budget	\$92.9 million
<u>Operation and Maintenance</u>	<u>\$84.0 million</u>	<u>10 years funding required</u>	<u>\$97.1 million</u>
Total funding required	\$97.1 million	10 years funding shortfall	\$4.2 million

LEVELS OF SERVICE



- Meets customer and legislative requirements.
- All council owned assets are monitored, serious defects are corrected.
- Planned budget is **insufficient** to continue providing existing services at current levels.

FUTURE DEMANDS



- Growth in population (+0.5% p.a.) might lead to increased tonnage (5% over 10 years).
- Changes in State Government legislation and/or policy (e.g. mandated waste target)
- Potential increased regulation of carbon emissions and landfill gas (LFG)
- Increased costs of recycling.

RISK MANAGEMENT



- Operation, maintenance, renewal and upgrade of existing infrastructure to meet service levels set by Council in annual budgets.
- Management of demand and supply to rationalise provision of services.
- Consideration of commercial opportunities (e.g. cost recovery and fee for service) in all aspects of our service delivery.
- Regulatory and safety compliance works will take precedence over other planned works.

What we cannot do

- Acceptance of hazardous waste
- Acceptance of more waste than the amounts limited by the EA
- Acceptance of waste without charging sufficient amount to cover Council costs and State government Waste Levy

IMPROVEMENT PLAN



- Council will need to continue to seek external funding support from State and Federal Government Grants
- Document customer and technical levels of service to enable the management of community expectations within funding availability
- Maintain landfill security for the region

ACAMP EXECUTIVE SUMMARY – INFORMATION AND COMMUNICATION TECHNOLOGY ASSETS COVERED BY THIS PLAN



Asset Category	Dimension	Replacement Value (\$'000)
WAN	Antenna, Monopole, Power supply(batteries), Tower, Radio base station, Concrete pad, Microwave radio links, Enclosure, Aircon, GPS Tracker, Ethernet switches	\$3,222
Radio equipment	2-way radio systems, TV/radio transmitter, Satellite receiver, Mobile booster, Antennas	\$693
Buildings and Structure	Donga, Storage, Cabinet, Rack, Fence, Aircon, Fire alarm	\$1,490
Server and Arrays	Servers	\$1,553
On-premises software	On-premises software	\$1,012
Office Computers and Devices	Printer, Specialised laptop, Scanner	\$457
Structured Cabling	LAN, Wireless LAN, Switches	\$293
Generators and UPSs	Generator, UPS, TVSS, Transfer Switch	\$232
Audio-Visual Equipment	Conference System, PA system, etc	\$169
Phone System	Phone system	\$120
Specialised equipment	Theodolite, Survey Gear, Weighbridge System	\$69
TOTAL		\$9.3 million

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD (2023-2032)



Acquisition	\$0.08 million
Renewal	\$4.3 million
<u>Operation and Maintenance</u>	<u>\$64.6 million</u> *Note approximately 25% of O&M is related to assets.
Total funding required	\$97.1 million

LEVELS OF SERVICE



- Reliable services with appropriate system speed
- Availability of ICT hardware and software to meet various functional requirements (e.g. accounting, engineering, records etc).
- Planned budget is **sufficient** to continue providing existing services at current levels.

FUTURE DEMANDS



- Move towards cloud-hosted systems from on-premises.
- Requirement for Artificial Intelligence (AI), big data analysis and Internet of Things (IoT).
- Getting close to the end of economic life (Radio, 2 way radio)

RISK MANAGEMENT



- Maintain the remote access capabilities.
- System/network design with built-in redundancy e.g. virtual servers, generator back up.
- Ability to move staff to multiple office locations.

IMPROVEMENT PLAN



- Review the need to centralise ICT function across the organisation. (For Business efficiency and better cost tracking).
- Streamlining of IT Business Continuity plan (BCP) with corporate wide BCP. This plan will be reviewed annually instead of standard 3 years.

ACAMP EXECUTIVE SUMMARY – SAFETY AND RESILIENCE

ASSETS COVERED BY THIS PLAN



Asset Category	Dimension	Replacement Value (\$'000)
Flood warning systems	30 flood warning systems which includes Cameras, road signs, sensors and modems	\$1,630
SES buildings	Carmila, Clermont, Clairview, Dysart, Glenden, Moranbah (including Local Disaster Coordination Centre), Middlemount, Nebo, St Lawrence	\$2,120
TOTAL		\$3.75 million

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$1.09 million
<u>Operation and Maintenance</u>	<u>\$7.66 million</u>
Total	\$8.75 million

*excluding acquisition projects which are funded by external grants and no certainty to proceed.

LEVELS OF SERVICE



- Flood warning systems and road signs satisfy guidelines and specifications set by relevant authorities (e.g. BOM, TMR and CMDG).
- Council owned assets are monitored, and maintenance undertaken as required.
- No plan to increase current level of services unless commercially viable.

FUTURE DEMANDS



- Changes in legislations and organisational arrangements set by state and federal governments
- Flood studies outcomes, changes in planning scheme or utilisation of systems may result in relocation of flood warning systems assets.

RISK MANAGEMENT



- The utilisation of safety and resilience assets continue to be monitored to assist with the decision making for the acquisition of new assets, relocation of existing assets, or the disposal of assets to suit a change in demand.
- Continue to seek funding assistance from the Federal and State Governments

IMPROVEMENT PLAN



- Document specific condition assessment guidelines for each asset category with a rating method of 1-5.
- External condition assessments of SES assets to be undertaken.
- Undertake investigations with regard to future viability or disposal of underutilised SES buildings assets.
- Review utilisation of inherited flood warning systems assets

ACAMP EXECUTIVE SUMMARY – PARK AND RECREATION

ASSETS COVERED BY THIS PLAN



Asset Category	Dimension	Replacement Value
Sportsgrounds and courts	Sporting ovals, Tennis courts, Netball courts, skate parks, pistol club etc	\$5.4 million
Play equipment and fixtures	Park furniture, exercise equipment, kids' playgrounds etc	\$4.8 million
Landscaping	Turfed areas, garden beds, irrigation etc	\$3.7 million
Buildings and structures	Buildings, shades, boat ramps, pedestrian bridges, fences, utilities etc	\$27.0 million
Roads, pathways and car parks	Access roads, parking areas, footpaths etc	\$2.1 million
Security and lighting	Poles, lights etc	\$3.6 million
Signage	Access roads, parking areas, footpaths etc	\$0.3 million
TOTAL		\$46.9 million

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$5.1 million
<u>Operation and Maintenance</u>	<u>\$59.0 million</u>
Total	\$64.1 million

- Projected renewal budget for the next 10 years is \$4.3 million. The **shortfall of \$0.8 million** is expected to be funded by state and federal government grant.

LEVELS OF SERVICE



- All council owned assets are monitored, and maintenance undertaken as required.
- Value for money.
- The open space allocation benchmark Ha/1000 is considered. ROSS 2020 identified 10.70Ha/1,000 people across the region and above benchmark of 4Ha.
- Planned budget is **insufficient** to continue providing existing services at current levels.

FUTURE DEMANDS



- Demand for more/different services and upgrade of existing infrastructure.
- Demand for services will alter due to the transient workforce nature.
- Monitor utilisation and demand for assets.

RISK MANAGEMENT



- Regular condition monitoring, servicing and/or remedial works to reduce risks
- Management of demand and supply to rationalise provision of services

What we cannot do

- Upgrade of all identified functional deficiencies in relation to non-essential infrastructure.
- Provision of services on behalf of state and federal government departments (e.g. Policing, CCTV operations) without commercial considerations.
- Upgrade or replacement of assets with a 'customer interest life-span' less than the planned asset lifespan.

IMPROVEMENT PLAN



- Identify and seek external funding grants to supplement renewal funding.
- Develop internal service levels in consultation with relevant cross functional teams (e.g. roads, water, community facilities).

ACAMP EXECUTIVE SUMMARY – CORPORATE PROPERTIES BUILDINGS

ASSETS COVERED BY THIS PLAN



Asset Category	Replacement value
Employee housing (approximately 153 properties)	\$35.6 million
Fatigue accommodation (approximately 15 properties)	\$5.6 million
Social Housing (approximately 9 properties)	\$2.1 million
Rental- Isaac Affordable Housing Trust (approximately 19 properties)	\$5.4 million *
Rental- other (approximately 37 properties)	\$8.0 million
Library (approximately 5 properties)	\$2.0 million
Museum (approximately 9 properties)	\$2.7 million
Office (approximately 6 properties)	\$18.7 million
Replacement Value Total	\$80.2 million

*Valuation 2015

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$19.8 million
Operation and Maintenance	\$30.8 million
Total	\$50.6 million

*Disposal (\$7.5 million) is proposed.

LEVELS OF SERVICE



- Assets are monitored and repairs are undertaken to keep assets in good health.
- Value for money. (Cost recovery for rental investment buildings is 36%).
- Adequate utilisation.
- Planned budget levels are considered to be **adequate** to meet projected service levels.

FUTURE DEMANDS



- Demand for building services (especially housings) varies in each town due to fluctuations in market conditions.

RISK MANAGEMENT



- The utilisation rates of corporate properties buildings will continue to be monitored to assist with the decision making for the acquisition of new assets or the disposal of assets to suit a change in demand.
- Fees and charges are likely to increase to improve financial viability and focus on cost recovery.

What we cannot do

- Upgrade or addition of new buildings without considering impact on operational costs or commercial merits
- Upgrade or addition of new buildings without considering an 'exit strategy'.
- Unplanned increase(s) in service levels without commercial considerations;
- Provision of housing services on behalf of state and / or federal governments without commercial considerations

IMPROVEMENT PLAN



- Investigations on underdeveloped or underutilised sites for further development.
- Investigations on oversupply of residential buildings which could be potentially salvaged / sold to reduce capital and operational expenses.
- Review of staff housing policies and practices and identify alternative options (diversification through rental market, employee contracts, mortgage subsidies, etc).

ACAMP EXECUTIVE SUMMARY – PLANT AND FLEET SERVICES

ASSETS COVERED BY THIS PLAN

Plant

• Trucks	36	\$5,211,655
• Forklift	8	\$ 240,876
• Graders	7	\$2,600,435
• Backhoes	4	\$ 833,098
• Loader	5	\$1,072,253
• Excavator	1	\$ 185,690
• Attachments	14	\$ 209,545
• Generators	5	\$ 200,896
• Grasscutters	47	\$2,172,431
• Marine	4	\$ 82,460
• Minor Plant	13	\$ 911,014
• Rollers	4	\$ 284,365
• Sprayers		
• Trailers		

Fleet

• Passenger Vehicles	199	\$7,653,003
•		



Asset Category	Dimension	Asset costs
Plant	Earth moving, forklift, grass cutting, light commercial, Minor plants, rollers, sprayers, trailers, truck, attachments, generators	\$17.5 million*
Fleet	Passenger vehicles	\$8.0 million*
Buildings Carmila, Clermont, Dysart, Middlemount, Glenden, Moranbah, Nebo, St Lawrence Clarke Creek, May Downs, Mackenzie River	Depots and camps including specialised equipment on sites	\$10.1 million
Asset Cost Total		\$37.3 million

* Original cost based on financial asset register 30 June 2022

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$48.2 million
Sale of assets	-\$14.1 million
<u>Operation and Maintenance</u>	<u>\$51.9 million</u>
Total	\$86.0 million

*Sales of assets and renewal estimate of plant and fleet assets refer to 10 Year Fleet and Plant Replacement Program (resolution: 8162)

LEVELS OF SERVICE



- Prioritize cost-effectiveness while also taking sustainability into consideration.
- Compliance with Federal and State legislation and local government by-laws.
- Compliance with WH&S legislation, IRC policy and sound management principles.

- Compliance with council's contractual obligations with internal and external customers.
- Council owned assets are monitored, and maintenance undertaken as required.

FUTURE DEMANDS



- Changes in population, community expectations, and council operations
- Changes in technologies
- Changes in legislation

RISK MANAGEMENT



- Continual review and implementation of renewal program which optimise 10 years renewal program and which minimise life-cycle cost.
- Continual review and update internal hire rate to recover cost.
- Implement maintenance procedure.

IMPROVEMENT PLAN



- Continual utilisation monitoring of plant and fleet assets.
- Undertake condition assessment of buildings assets.
- Continual monitoring of incidents report and pre-start check report on WH&S system (Lucidity) to ensure safe and effective operations of assets.

ACAMP EXECUTIVE SUMMARY – ECONOMY & PROSPERITY

ASSETS COVERED BY THIS PLAN



Asset Category	Dimension	Replacement Value (\$'000)
Aerodrome and Aeroplane Landing Area (ALA)	Clermont Aerodrome (Sealed runway, Unsealed runway, Buildings)	\$9,186
	Nebo Aeroplane Landing Area (Shelter, Sealed runway, Concrete Helipad)	\$870
	St Lawrence Aeroplane Landing Area (Unsealed runway)	\$797
Saleyard and Show ground	Nebo Showground	\$3,331
	Clermont Showground	\$4,086
	Clermont Saleyard	\$1,381
Monash Lodge (excluding units)	Aged care facility (Lot plan 3SP237968)	\$3,611
Animal Management Facilities	Moranbah and Middlemount	\$221
Caravan Park	Theresa Creek Dam camping ground	\$1,089
	Clermont Caravan Park	\$2,132
Washdown Facility	Clermont	\$143
	Nebo	\$703
TOTAL		\$27.5 million

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Renewal	\$4.6 million
<u>Operation and Maintenance</u>	<u>\$25.1 million</u>
Total	\$29.7 million

*excluding acquisition projects which is funded by external grants and no certainty to proceed.

LEVELS OF SERVICE



- Aerodrome and ALA assets meet CASA guidelines and customer requirements.
- All council owned assets are monitored, and maintenance undertaken as required.
- No plans to change current level of services unless commercially viable.

FUTURE DEMANDS



- There will be a change in demand for increased services across Council and additional assets will be required to provide and maintain those services.

RISK MANAGEMENT



- The utilisation rates of economy and prosperity assets continue to be monitored to assist with the decision making for the acquisition of new assets or the disposal of assets to suit a change in demand.
- Ongoing maintenance requirements are to be considered during the planning stages of projects to consider whether or not the current availability of resources is deemed sufficient.

IMPROVEMENT PLAN



- Commercial viability of services needs to be reviewed including washdown facilities in Clermont and Nebo which are getting close to end of economic life
- Document specific condition assessment guidelines for each asset category with a rating method of 1-5. The guidelines must be asset category specific.

ACAMP EXECUTIVE SUMMARY – COMMUNITY FACILITIES BUILDINGS

ASSETS COVERED BY THIS PLAN



Asset Category	Dimension	Replacement value at June 2022
Community Use	Community hall / centre	\$25.7 million
Daycare and kindergarten	Daycare and kindergarten	\$9.3 million
Sports and club facilities	Arts, crafts, gymnasium	\$15.3 million
Replacement Value Total		\$50.3 million

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD



Acquisition	\$9.5 million (including \$7.5 million RCIF* grant)
Renewal	\$8.4 million
<u>Operation and Maintenance</u>	<u>\$23.7 million</u>
Total	\$41.5 million

*Resources Community Infrastructure Fund

LEVELS OF SERVICE



- Assets are monitored and repairs are undertaken to keep assets in good health.
- Fit for purpose
- Adequate utilisation and availability
- Planned budget levels are considered to be **adequate** to meet projected service levels.

FUTURE DEMANDS



- Changes in population, age profile of the population, community's service expectation, resource sectors and ISAAC Local Government Infrastructure Plan may lead to changes in demand.
- Demands will be approached using a combination of managing existing assets, service level reviews, upgrading existing assets and new assets to meet demand.

RISK MANAGEMENT



- The utilisation rates of corporate properties buildings will continue to be monitored to assist with the decision making for the acquisition of new assets or the disposal of assets to suit a change in demand.
- Fees and charges are likely to increase to improve financial viability and focus on cost recovery.

What we cannot do

- Upgrade or addition of new buildings without considering impact on operational costs or commercial merits
- Upgrade or addition of new buildings without considering an 'exit strategy'.
- Unplanned increase(s) in service levels without commercial considerations
- Provision of public services (e.g. health, childcare) on behalf of state and / or federal governments without commercial considerations


IMPROVEMENT PLAN



- Undertake periodic checks for leased facilities (eg daycare and kindergarten) to ensure assets are in good health in accordance with the lease condition.
- Improved focus will be required on cost recovery and seeking additional funding grants from state and federal governments as childcare is a shared responsibility.
- Undertake annual review of fees and charges to implement cost recovery initiatives and / or to rationalise services.

ACAMP EXECUTIVE SUMMARY – AQUATIC RECREATIONAL SERVICES

ASSETS COVERED BY THIS PLAN (\$'000)

	Clermont Swimming Centre	\$1,966	Middlemount Swimming Pool	\$2,118
	Dysart Swimming Pool	\$3,299	Moranbah Greg Cruickshank Aquatic Centre	\$6,386
	Flaggy Rock Swimming Pool	\$70	Nebo Swimming Pool	\$1,260
	Glenden Swimming Pool	\$2,261	St Lawrence Swimming Pool	\$132
	8 pools Replacement value Total			\$18.0 million

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD (\$'000)



Renewal	\$12.1 million
Operation and Maintenance	\$17.6 million
Total	\$29.7 million

Asset categories	10 years renewal estimate (\$'000)
Pools 50m, less than 50m, toddler pool	\$2,450
Dosing systems	\$2,850
Filtration systems Filtration equipment and media	\$1,475
Underground utilities: Pipelines, valves, balance tanks etc	\$1,150
Electrical and mechanical equipment: Lights, pumps, vacuum etc	\$1,720
Buildings: Reception, kiosk, amenities, storage, plant rooms, fences, gates etc	\$1,200
Landscaping: Lawns, plants, irrigation, play equipment, outdoor furniture etc	\$500
General structures: Shades, grandstand etc	\$450
Carparks: Parking bays, driveways, line marking etc	\$150
Signage	\$160
Total renewal funding required	\$12.1 million
10 years planned budget	\$4 million (\$8 million shortfall)

LEVELS OF SERVICE



- All council owned assets are monitored, and maintenance undertaken as required
- Meets customer requirements
- Planned budget is **insufficient** to continue providing existing services at current levels

FUTURE DEMANDS



- Communication with community on what is affordable is a key to respond changes in the community's service expectations.

RISK MANAGEMENT



- Electrical and mechanical equipment (e.g. pumps), underground utilities, filtration and dosing equipment are identified as critical assets.
- Regular condition monitoring, servicing and/or remedial works to reduce risks

IMPROVEMENT PLAN



- Identify and seek external funding grants to supplement renewal funding
- Undertake a review of commercial (e.g. management / lease agreements) arrangements for aquatic recreational facilities
- Conduct periodic analysis to calculate water volume consumed at each pool

ACAMP EXECUTIVE SUMMARY – CEMETERIES

ASSETS COVERED BY THIS PLAN



Cemetery	Utilised (March 2022)		Available Capacity		Dimension	Replacement Value
	Burial Total*	Wall Total *	Burial	Wall		
Clermont Cemetery	4131	44	124	124	carparks, pathways, landscaping, fencing, furniture, irrigation system etc	\$601,000
Moranbah Cemetery	158	4	24	24		
Dysart Cemetery	54	0	21	21		
Nebo Cemetery	21	6	> 20	> 20		
Glenden Cemetery	11	N/A	> 20	> 20		
St Lawrence Cemetery	155	7	> 20	> 20		
Middlemount Cemetery	2	N/A	> 20	> 20		
Blair Athol Cemetery (closed) Clermont	121	N/A	No further interments are permitted.		Various redundant assets	Note: Closed cemeteries
Copperfield Cemetery (closed) Clermont	303	N/A				

* including reserved

TOTAL \$601,000
(Financial Asset Register June 2021)

WHAT IT WILL COST OVER THE 10-YEAR PLANNING PERIOD (2023-2032)



Renewal	\$13,000
Acquisition	\$175,000
Operation and Maintenance	\$982,000
Total	\$1,170,000

LEVELS OF SERVICE



- All council owned assets are monitored, and maintenance undertaken as required
- Available spaces for Burials/Columbarium wall
- Planned budget over the next 10 years is **sufficient** to fund the required capital works

FUTURE DEMANDS



- Changes in population, age profile of the population, community's service expectation and distribution of mines across towns may lead to changes in demand.
- Utilisation rates and remaining capacity of Cemeteries will continue to be monitored.
- Continue to work with community and stakeholders to understand expectations and needs and develop expansion plans of cemeteries to address requirements.

RISK MANAGEMENT



- Our present budget levels are adequate to continue to manage risks in the medium term

IMPROVEMENT PLAN



- Determine Council's current performance against each measure (Current Levels of Service) and put in place systems-based processes to track changes in levels of service.
- Develop simple methods for total cost tracking of Cemetery Services.
- Cemetery register to be updated based on a topographic survey.

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Trudi Liekefett
AUTHOR POSITION	Manager People and Capability

9.5

PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

The Committee recommends that Council:

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

Resolution No.: CGFS0960

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

HIGHLIGHTS:

Leading and Managing Programme

The Isaac Regional Council's internal Leading and Managing Programme facilitated by LGMA commenced in March with twelve (12) participants enrolled. This programme is designed to develop leadership skills over the course of six (6) workshops. The first two (2) workshops focused on learning and communication styles, active listening, managing conflict and values. Participants were paired up with a team member who profiled differently to themselves, and this pairing will continue throughout the programme.

Confrontational People Workshop

The second Confrontational People Workshop occurred in March with fifteen (15) staff members enrolling and completing the training. The intent of this training is to gain skills on dealing with people/customers and differing personalities, as well as difficult situations in the workplace.

Parks and Recreation Restructure

The Moranbah Parks and Recreation Team has undergone a restructure, resulting in the formation of two (2) distinct teams, Horticulture and Open Space and Assets. This change supports operational efficiency, provides clear leadership pathways, and ensures the team receives the necessary guidance and support to perform at their best.

Duke of Edinburgh Award Student Placement

Isaac Regional Council is supporting three (3) Moranbah State High School students with their voluntary placements for the Duke of Edinburgh Awards. These students will be hosted in our Community Hubs, Governance and People and Capability teams. The hosting is for 13 weeks, with each student participating for 1 hour per week to meet the award requirements.

LGMA Learning and Development Village Exchange

The Learning and Development team co-hosted the LGMA Learning and Development Exchange with presentation from Local Government Association of Queensland Ltd on First Start Funding and Qld Water on training funds and water industry training.

LGMA People and Culture Forum

The People and Capability Team recently sent three (3) staff members to the People and Culture Forum, hosted by LGMA in Brisbane. This forum is designed to equip HR and People and Culture teams with proactive strategies to effectively manage workplace conflicts while minimising liability reducing risk.

Employee Engagement Survey

Gallup has won the tender to conduct the latest Employee Engagement Survey tender and for two years following. In addition to the survey and analysis, Gallup will provide workshops aimed at developing leaders from Executive to Supervisor level in how to improve engagement with their teams. The 2025 survey is proposed to commence on Tuesday 6 May 2025.

Joint Consultative Committee

The Joint Consultative Committee (JCC) met in March with discussions ranging from staff amenities, equal work equal pay, requests for medical information, silica monitoring and controls and heat stress management. Update provided on Fleet, Digital Strategy and Positive Duty Plan.

RECRUITMENT AND ONBOARDING UPDATE:

The People and Capability team successfully recruited and onboarded eighteen (18) new and existing employees up to 31 March 2025:

Directorate	Position Title	Work Location
CGFS	Payroll Officer	St Lawrence
CGFS	Finance Officer	Clermont
CGFS	Senior Systems Officer	Moranbah

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Directorate	Position Title	Work Location
E&I	Coordinator Capital Projects	Moranbah
E&I	Labourer	Glenden
E&I	Senior Project & Administration Services Officer	Moranbah
E&I	Plant Operator	Clermont
E&I	Mobile Mechanical Fitter	Moranbah
PECS	Children's Programs Officer	Dysart
PECS	Casual Pool Lifeguard	Moranbah
PECS	Casual Lifeguard	Moranbah
PECS	Centre Operations Leader - Moranbah	Moranbah
PECS	Hospitality Officer	Moranbah
PECS	Hospitality Casual	Moranbah
W&W	Water & Wastewater Operator In Training	Middlemount
W&W	Plumber	Moranbah
W&W	Waste Management Officer	Moranbah
W&W	Customer Administration Officer	Moranbah

There were eight (8) employee separations up to the 31 March 2025:

Directorate	Position Title	Work Location
CGFS	Payroll Officer	Clermont
E&I	Roller Plant Operator	Dysart
E&I	Design and Planning Engineer	Moranbah
PECS	Hospitality Casual	Dysart
PECS	Casual Pool Lifeguard	Moranbah
PECS	Community Relations Officer	Nebo
PECS	Casual Pool Lifeguard	Moranbah
PECS	Lead Environmental Health Officer	Moranbah

PEOPLE AND CAPABILITY LEARNING & DEVELOPMENT UPDATE:

Figure 1.0 Estimated Data - Employee Training March 2025

Directorate	OCEO	E&I	PECS	W&W	CGFS
Number of Employees - March 2025	10	17	28	9	2

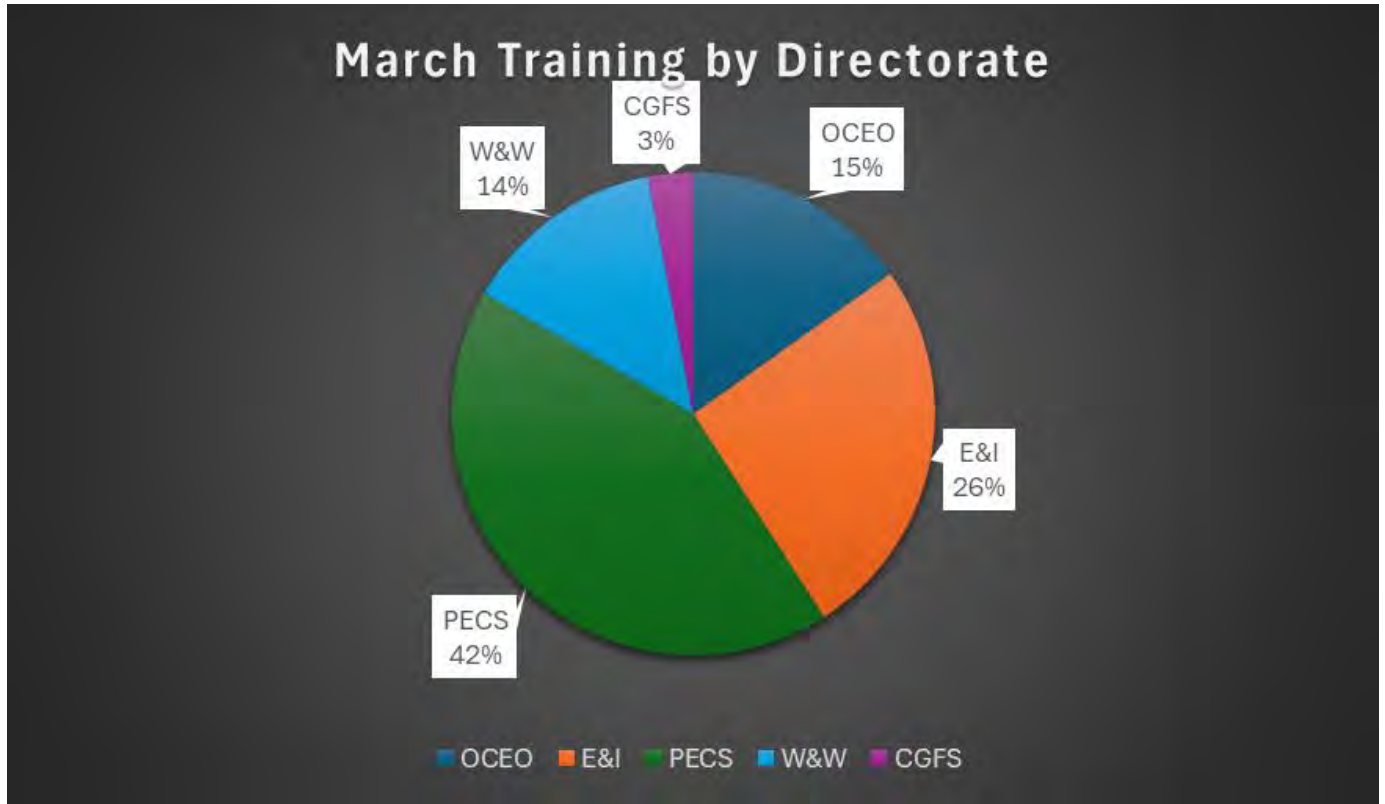


Figure 2.0 Estimated Data – Training Separated by Gender

Women	Men
43	23

Figure 3.0 Estimated Data – Training Separated by Mandatory VS Desirable

Mandatory	Desirable
17	49

Figure 4.0 Estimated Data - Total Hours of Training – March 2025

Training Course	TOTAL HOURS	OCEO (TOTAL EMPLOYEES)	E&I (TOTAL EMPLOYEES)	PECS (TOTAL EMPLOYEES)	W&W (TOTAL EMPLOYEES)	CGFS (TOTAL EMPLOYEES)
Apprentice Block Training	105		2		1	
Apprentice - Training site visit	3		1			
Authorised Persons & Local Govt Worker	8			2		2
Back to Basics - Transitioning to Planning Practice (4 sessions)	4			1		
Dealing with Confrontational People	45			15		
Forklift	39		3			
Ignite Programme	7.5		1			

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Training Course	TOTAL HOURS	OCEO (TOTAL EMPLOYEES)	E&I (TOTAL EMPLOYEES)	PECS (TOTAL EMPLOYEES)	W&W (TOTAL EMPLOYEES)	CGFS (TOTAL EMPLOYEES)
Influential Communicator (2 sessions)	6		1			
Leading & Managing Programme	180		5	3	4	
LGMA - Enhancing your emotional intelligence for growth webinar	6	5		1		
People & Culture Forum	39	3				
Propellor	22.5	1		2		
Provide CPR	37.5	1	4	1	3	
Provide CPR/LVR	5		1			
2025 QLD Legal Series - How do the Building Act and Planning Act intersect?	1			1		
Total	508.50	10	18	26	8	2

NB: Employee numbers will vary between March 2025 figure and Training Course employee figure due to the same person going to four different sessions

FINANCIAL REPORT:

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

DEVIATION FROM BUDGET AND POLICY:

Nil

ACTION ACCOUNTABILITY:

Not Applicable.

<p>Report prepared by: TRUDI LIEKEFETT Manager People and Capability Date: Monday 1 April 2025</p>	<p>Report authorised by: CALE DENDLE Chief Executive Officer Date: Tuesday 2 April 2025</p>
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ATTACHMENTS

- Attachment 1 - People and Capability Establishment Report – April 2025

REFERENCE DOCUMENT

- Nil

DATE: 4 April 2025

PEOPLE AND CAPABILITY

ESTABLISHMENT REPORT:

Establishment Report Notes:

Approved FTE:	Permanent positions approved and endorsed by Council. Consist of full-time, part-time and casual.
All Positions FTE:	1. Positions approved and endorsed by Council. Consist of full-time, part-time and casual.
	<p>2. Temporary positions approved by the CEO for temporary fixed-term engagement for a specific task or period. Consist of full-time, part-time and casual. Positions will be removed from the organisation structure upon completion of term.</p> <ul style="list-style-type: none"> • Examples of engagement: <ul style="list-style-type: none"> ○ Filling a position due to known absences like approved long term leave, parental leave, secondment. ○ Project with a known end date, like Capital Works Projects, Community Support State Funding. ○ Filling short-term vacancy needs before finalisation of the recruitment process. ○ Handling unexpected short-term workload increases.
Headcount:	<p>1. Approved FTE: Number of employees sitting against an approved and endorsed position by Council.</p> <p>2. All Positions FTE: Number of employees sitting against approved and temporary positions within the organisational structure.</p>

APPROVED FTE

OCEO
Approved FTE
26

Department	
Chief Executive Officer	4
People & Capability	13
Advocacy & External Affairs	9

CGFS
Approved FTE
72.7

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

E&I
Approved FTE
189.7

Department	
Director Engineering & Infrastructure	2
Bowen Basin and Galilee Operations	5
Parks & Recreation	60.5
Infrastructure East	17
Infrastructure West	57
Corporate Properties & Fleet	29.2
Plant, Fleet & Workshop	14
Infrastructure Planning & Technical Services	5

PECS
Approved FTE
103.6

Department	
Director Planning, Environment & Community Services	6
Economy & Prosperity	11
Liveability & Sustainability	12
Community Education & Compliance	16
Engaged Communities	11.7
Community Hubs	30.8
Community Facilities	16.1

W&W
Approved FTE
77.1

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

APPROVED FTE	469.10
FILLED	395.30
VACANT	73.80
HEADCOUNT	404.00

ALL POSITIONS (FTE)

OCEO All Positions FTE 28
--

Department	
Chief Executive Officer	4
People & Capability	15
Brand Media & Communications	9

ALL POSITIONS	502.00
FILLED	425.70
VACANT	76.30
HEADCOUNT	442.00

CGFS All Positions FTE 75.4
--

Department	
Director Corporate, Governance & Financial Services	3
Financial Services	25
Information Solutions	20.7
Governance & Corporate Services	4
Contracts & Procurement	8
Safety & Resilience	11
Enterprise Asset	4

E&I All Positions FTE 193.7
--

Department	
Director Engineering & Infrastructure	2
Bowen Basin and Galilee Operations	7
Parks & Recreation	61.5
Infrastructure East	17
Infrastructure West	58
Corporate Properties & Fleet	29.2
Plant, Fleet & Workshop	14
Infrastructure Planning & Technical Services	5

PECS All Positions FTE 124.6

Department	
Director Planning, Environment & Community Services	7
Economy & Prosperity	12
Liveability & Sustainability	12.5
Community Education & Compliance	17
Engaged Communities	12.7
Community Hubs	36.1
Community Facilities	27.3

W&W All Positions FTE 80.3

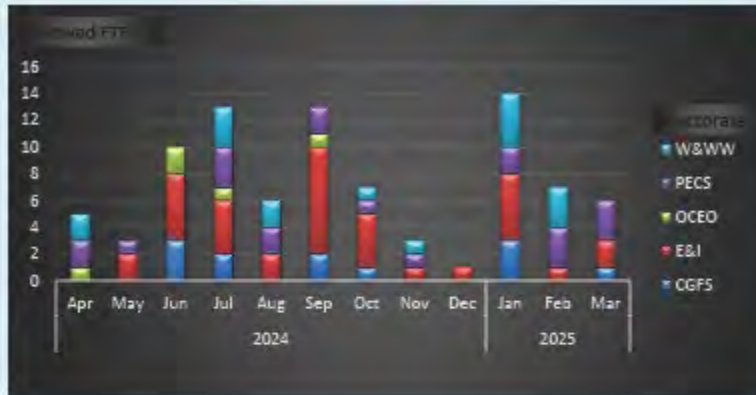
Department	
Director Water & Waste	2
Water & Wastewater Operations	43
Waste Management Operations	17.6
W&W Business Services	12.7
W&W Planning & Projects	5

APPROVED FTE DASHBOARD - APRIL 2024 TO MARCH 2025

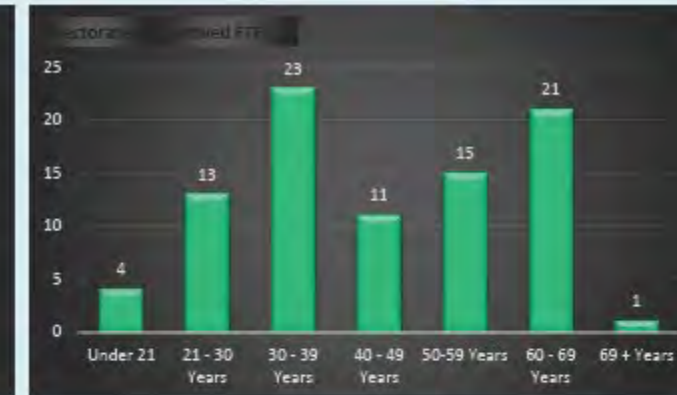
TURNOVER REASON



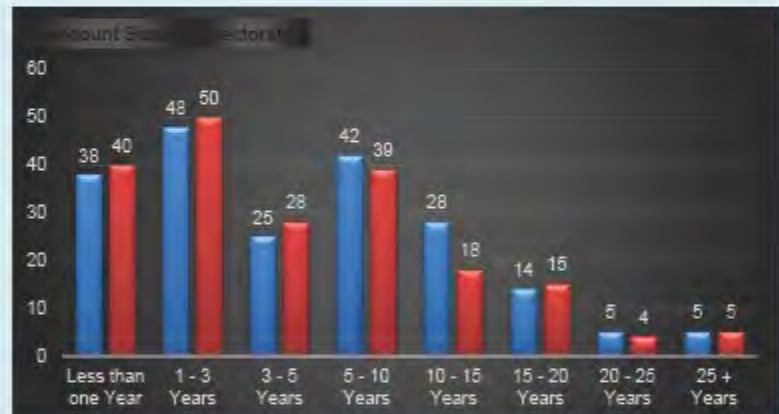
TURNOVER - 12 MONTHS



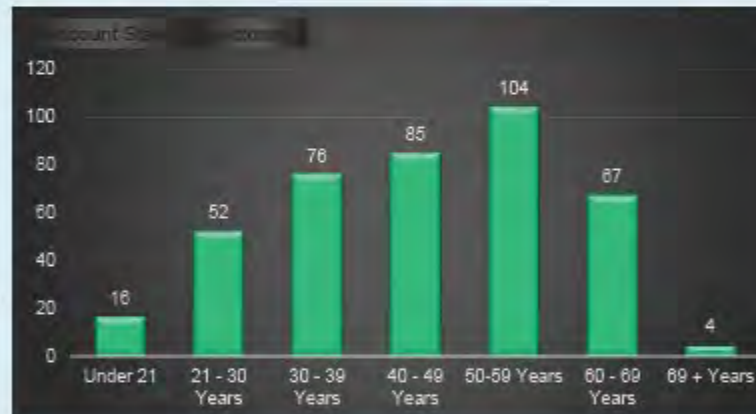
TURNOVER AGE DEMOGRAPHICS



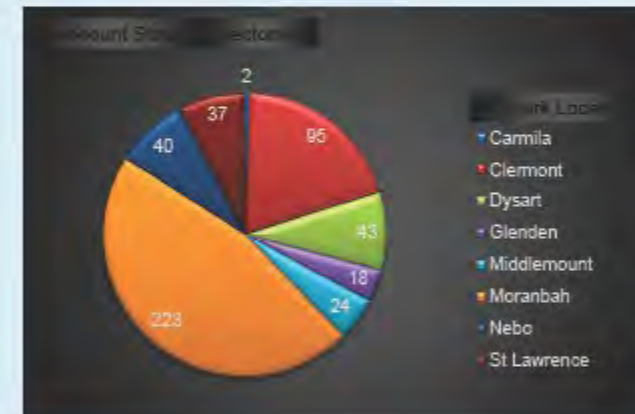
EMPLOYEE LENGTH OF SERVICE



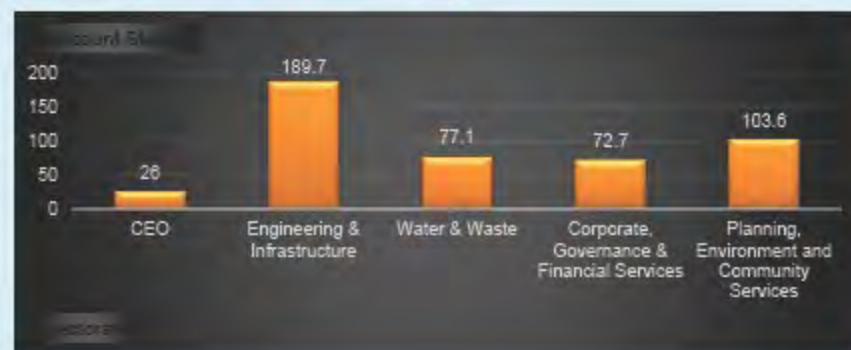
EMPLOYEE AGE DEMOGRAPHICS



POSITION LOCATION



APPROVED FTE BY DIRECTORATE



CURRENT EMPLOYEE DEMOGRAPHICS

No. OF EMPLOYEES	HIRING	TURNOVER
404	93	88



ANNUAL TURNOVER %

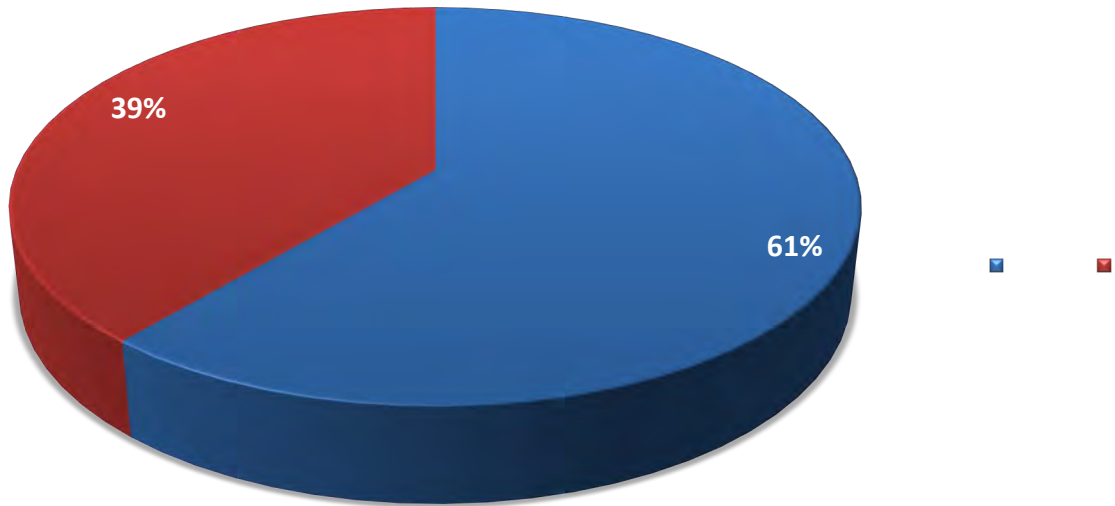
21.95%

RECRUITMENT UPDATE

Positions Filled up to 31 March 2025.

Position No.	Position Title	Location	FTE	Effective
CEO Office				
No positions filled for OCEO in March 2025.				
Corporate Governance and Financial Services				
41,039.00	Payroll Officer	St Lawrence	1.00	3/03/2025
41,041.00	Finance Officer	Clermont	1.00	3/03/2025
44,221.00	Senior Systems Officer	Moranbah	1.00	17/03/2025
Engineering and Infrastructure				
51,506.00	Coordinator Capital Projects	Moranbah	1.00	17/03/2025
52,264.00	Labourer	Glenden	1.00	31/03/2025
56,060.00	Senior Project & Administration Services Officer	Moranbah	1.00	31/03/2025
56,204.00	Plant Operator	Clermont	1.00	24/03/2025
58,213.00	Mobile Mechanical Fitter	Moranbah	1.00	10/03/2025
Planning, Environment and Community Services				
66,703.30	Children's Programs Officer	Dysart	1.00	31/03/2025
67,517.00	Casual Pool Lifeguard	Moranbah	0.50	17/03/2025
67,521.00	Casual Lifeguard	Moranbah	0.50	10/03/2025
67,630.00	Centre Operations Leader - Moranbah	Moranbah	1.00	3/03/2025
67,633.20	Hospitality Officer	Moranbah	0.70	10/03/2025
67,636.00	Hospitality Casual	Moranbah	0.50	10/03/2025
Water and Wastewater				
81,044.00	Water & Wastewater Operator In Training	Middlemount	1.00	3/03/2025
81,063.00	Plumber	Moranbah	1.00	3/03/2025
83,007.00	Waste Management Officer	Moranbah	1.00	29/03/2025
84,406.30	Customer Administration Officer	Moranbah	1.00	3/03/2025

Internal & External Recruitment for the Month



CURRENT VACANCIES

Recruitment Report – Current Vacancies as at 26 February 2025 – 76 (FTE) Vacant Positions.

Position No.	Position Title	No of Days Vacant	Vacancy Status
CEO Office			
13,005.00	Brand, Media & Communications Coordinator	126	On Hold- Backfilled with acting duties
13,010.00	Advocacy Coordinator	129	On Hold - Under review with management
Corporate Governance and Financial Services			
40,003.00	Business Transformation Manager	165	On Hold - Under review with management
41,200.00	Insurance and Finance Officer	5	On Hold - Under review with management
44,000.00	Chief Information Officer	118	Advertising
44,223.00	Systems Officer	5	Advertising
45,003.00	Senior Governance Officer	51	Advertising
47,000.00	Manager Safety & Resilience	36	Advertising
47,004.00	Safety and Resilience Partner	111	Advertising
Engineering and Infrastructure			
51,507.00	Civil Engineering Student	185	Advertising
51,508.00	Project Support Officer	75	Shortlisting
52,211.00	Leading Hand	345	On Hold - Under review with management
52,214.00	Labourer	296	Shortlisting
52,227.00	Parks Maintenance Officer	285	On Hold - Under review with management
52,228.00	Apprentice Parks and Recreation	89	On Hold - Under review with management
52,242.00	Truck Driver	191	Advertising
52,264.00	Labourer	292	Medical
55,204.00	Plant Operator	52	Medical
55,305.00	Loader Operator	35	On Hold - Under review with management
56,066.00	Trainee - Administration	418	Advertising
56,210.00	Water Truck (Truck Crew)	4	On Hold - Under review with management
56,214.00	Grader Operator	41	On Hold - Under review with management
56,428.00	Grader Operator	248	On Hold - Under review with management
56,513.00	MR Truck Driver	105	Medical
56,610.00	Roller Plant Operator	10	On Hold - Temporarily backfilled with LabourHire
56,611.00	Grader Operator	122	On Hold - Temporarily backfilled with LabourHire
57,507.00	Apprentice Carpenter	203	On Hold - Under review with management
57,509.00	Electrician	200	On Hold - Under review with management
57,510.00	Apprentice Electrician	50	On Hold - Under review with management
57,513.00	Plumber - Commercial	96	On Hold - Under review with management
57,610.00	Maintenance Officer West	116	On Hold - Under review with management
57,612.00	Cleaner	291	Medical
57,622.00	Cleaner	304	On Hold - Under review with management
57,634.00	Cleaner	248	Medical
58,000.00	Manager Corporate Properties & Fleet	530	On Hold- Backfilled with acting duties
58,204.00	Overseer Maintenance	155	On Hold - Under review with management
58,210.00	Trade Assistant	45	Letter of Offer

Position No.	Position Title	No of Days Vacant	Vacancy Status
59,000.00	Manager Infrastructure Planning and Technical Serv	205	On Hold - Under review with management
59,015.00	Design and Planning Engineer	6	On Hold - Under review with management
Planning, Environment and Community Services			
60,001.00	Team Leader - Business Services PECS	141	On Hold- Backfilled with acting duties
60,100.00	Manager Strategic Policy & Projects	40	On Hold - Under review with management
63,522.00	Land Protection Officer	45	Due to Start
63,523.00	Environment and Sustainability Officer	55	Letter of Offer
64,542.00	Community Compliance Officer	303	On Hold - Under review with management
64,544.00	Cadet Community Compliance Officer	487	Reference Check
64,551.00	Environmental Health Officer	925	Advertising
65,510.00	Departmental Administration Officer - EC	91	Interview
65,611.00	Moranbah Community Relations Officer	147	On Hold - Under review with management
65,612.00	Community Relations Officer	1	On Hold - Under review with management
66,701.00	Program Leader - Library Services	131	Interview
66,713.00	Frontline Service Officer	44	Interview
66,732.00	Frontline Service Officer	34	Interview
66,748.00	Frontline Service Officer	-2	Advertising
66,754.00	Frontline Service Officer	20	Interview
66,756.00	Frontline Service Officer	208	Interview
67,502.00	Departmental Administration Officer - CF	56	Letter of Offer
67,511.00	Casual Pool Lifeguard	16	On Hold - Under review with management
67,517.00	Casual Pool Lifeguard	4	Due to Start
67,527.30	Casual Pool Lifeguard	40	Due to Start
67,530.00	Casual Pool Lifeguard	4	Due to Start
67,600.00	Manager Council Operated Community Facilities	21	On Hold - Under review with management
67,613.00	Hospitality Casual	6	Reference Check
67,631.00	Team Leader - Catering	1176	Reference Check
67,634.00	Hospitality Casual	171	Advertising
Water and Waste			
81,013.00	Senior Water & Wastewater Operator	741	Advertising
81,014.00	Water & Wastewater Operator	21	Reference Check
81,022.00	Electrician	35	Advertising
81,023.00	Water & Wastewater Operator	56	Advertising
81,024.00	Water & Wastewater Operator	56	Advertising
81,030.00	Senior Water & Wastewater Operator	397	Advertising
81,057.00	Senior Water & Wastewater Operator	93	Advertising
83,008.00	Waste Management Officer	29	Advertising
84,401.00	Team Leader - Customer Administration	21	Advertising
84,407.00	Business Services Trainee	15	Advertising
84,411.00	Program Leader - Assets and Investment	105	Due to Start
86,602.00	Planning Engineer	151	Letter of Offer

INFORMATION BULLETIN

Position No.	Position Title	No of Days Vacant	Vacancy Status
86,606.00	Project Manager	309	On Hold - Under review with management

Vacant Positions – ON HOLD UNDER REVIEW WITH MANAGEMENT > 350 DAYS

Position No.	Position Title	No of Days Vacant	Vacancy Status	Comments
56,612.00	Labourer	607	On Hold - Under review with management	With Manager for review - RPMC positions have been advertised multiple times but have not been able to source suitable candidates. Manager is currently looking at changes for this team.
56,613.00	Truck Driver	682	On Hold - Under review with management	With Manager for review - RPMC positions have been advertised multiple times but have not been able to source suitable candidates. Manager is currently looking at changes for this team.
56,614.00	Water Truck Driver	462	On Hold - Under review with management	With Manager for review - RPMC positions have been advertised multiple times but have not been able to source suitable candidates. Manager is currently looking at changes for this team.
58,205.00	Team Leader - West	452	On Hold - Under review with management	Position will no longer be required in org structure - Restructure of department underway.
64,501.00	Community Education Officer	458	On Hold - Under review with management	Under review with Manager, P&C have followed up multiple times, currently are reviewing the PD, this role has been advertised 5+ times in the last 12 months.

VACANT POSITIONS – LABOUR HIRE ENGAGEMENT

Position No.	Position Title	Vacancy Status
Corporate Governance and Financial Services		
46,201.00	Stores Officer	Long term leave coverage - Temporarily backfilled with Labour Hire
Engineering and Infrastructure		
56,065.00	Works Admin Officer	On Hold - Temporarily backfilled with Labour Hire
55,204.00	Plant Operator	On Hold - Temporarily backfilled with Labour Hire
57,610.00	Maintenance Officer - West	Labour hire required to backfill vacancy
Planning, Environment and Community Services		
64,511.00	CEC Administration Officer	On Hold - Temporarily backfilled with Labour Hire
Water and Waste		
84,401.00	Administration Officer	On Hold - Temporarily backfilled with Labour Hire
81,013.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
81,057.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
81,023.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
81,030.00	Senior Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
81,024.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire

TURNOVER DEMOGRAPHICS

Figure 1.0 Turnover Demographics – Reason for Turnover up to 31 March 2025

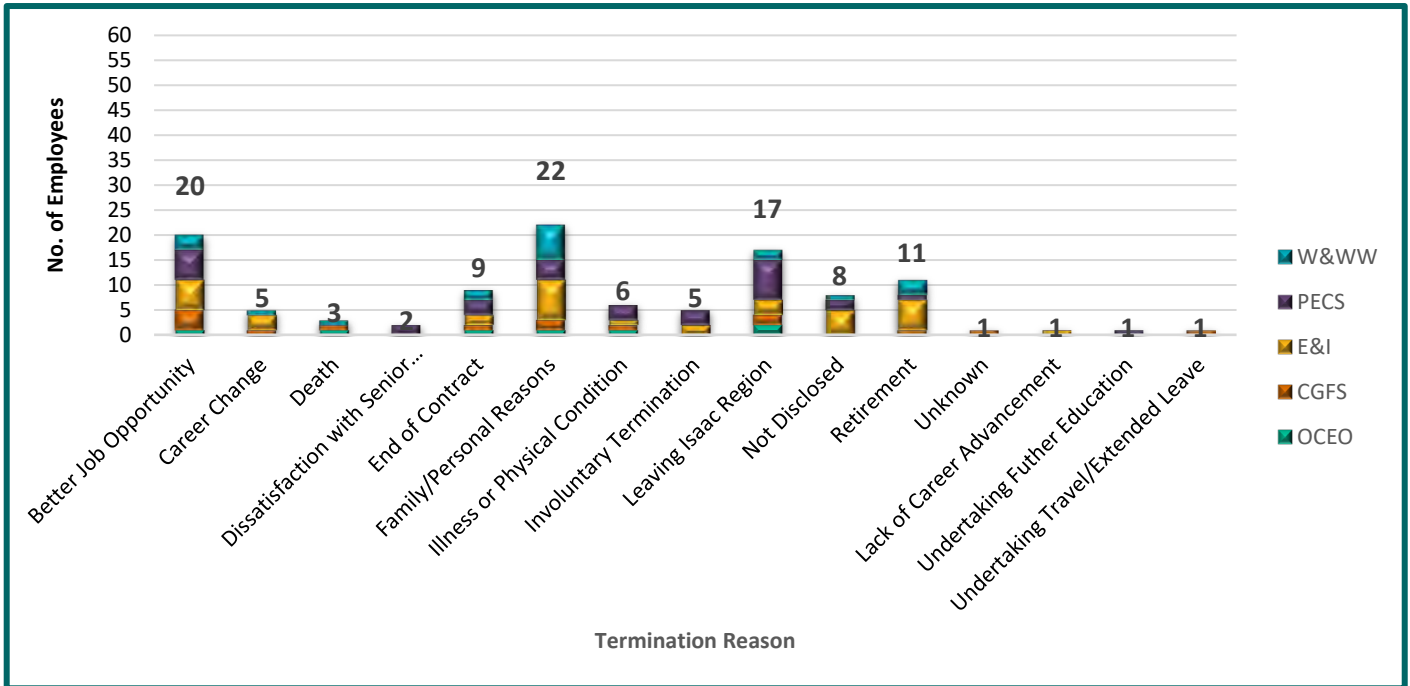


Figure 2.0 Turnover Demographics –Turnover by Months 12 months –1 April 2024 to 31 March 2025.

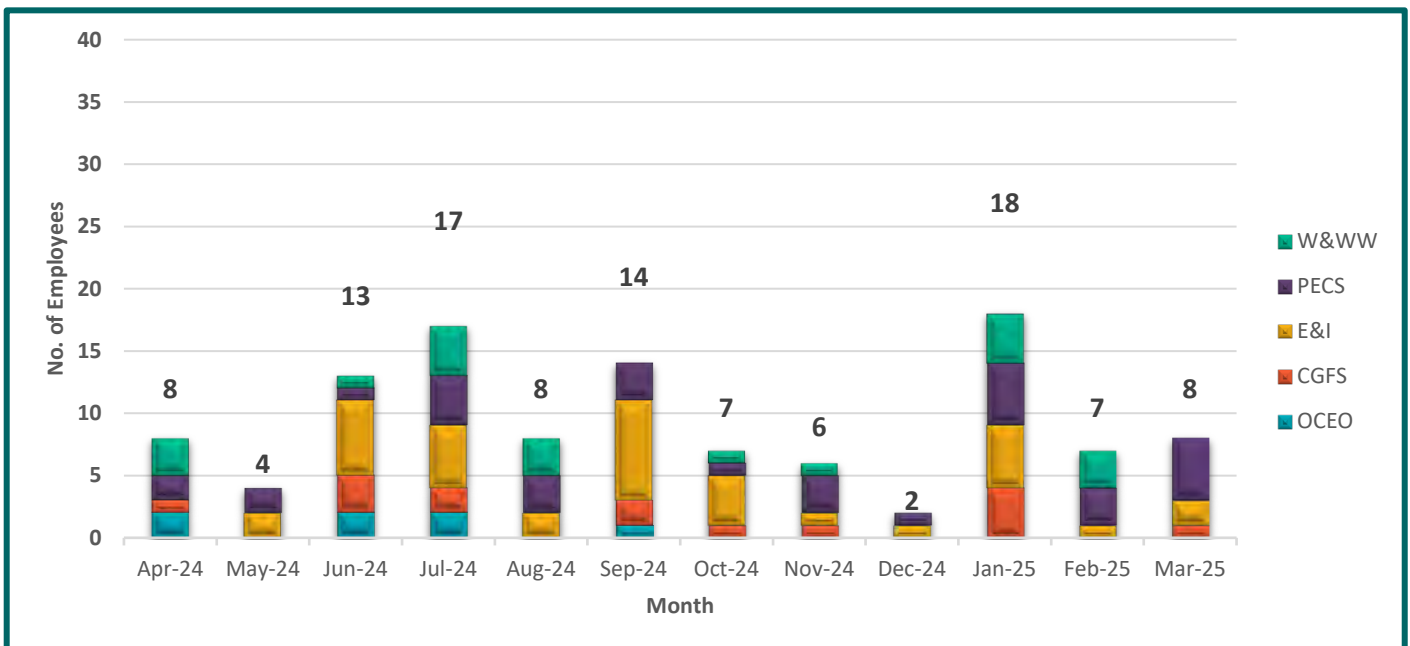


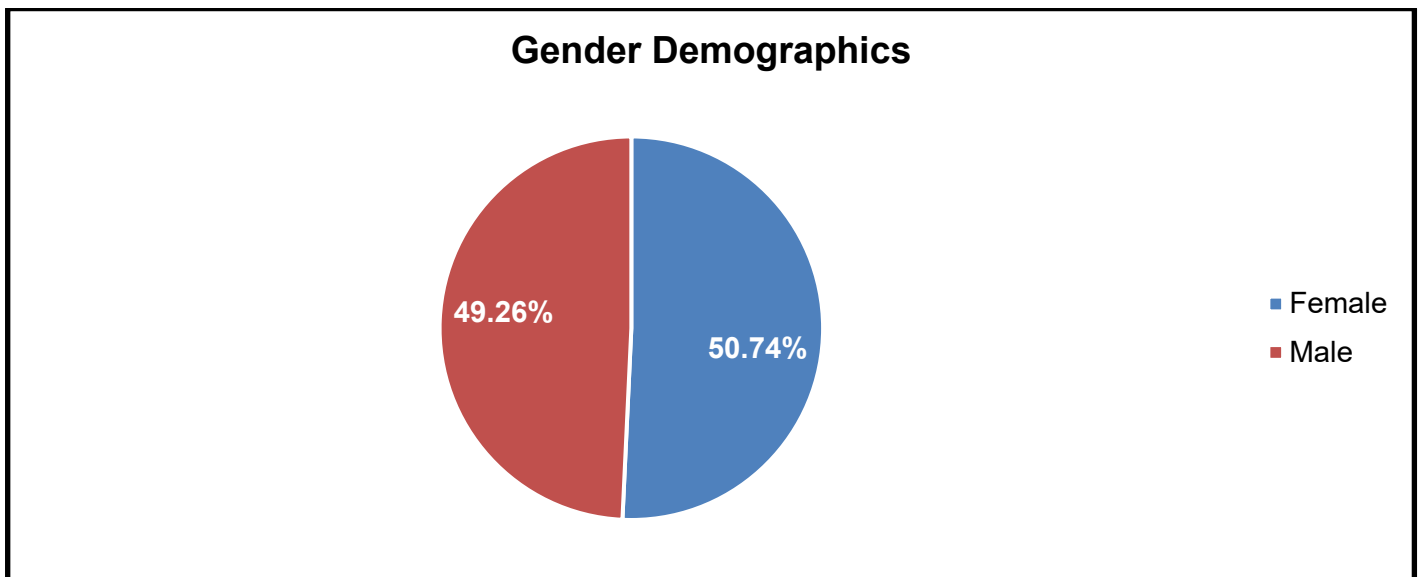
Figure 3.0 Turnover Demographics –Turnover by Directorate 12 months – 1 April 2024 to 31 March 2025.

Employee Turnover by Directorate Established Positions		From date	1/04/2024	To date	31/03/2025
Directorate	Appointed	Turnover	Current	Percent (%)	
Office of the CEO	6	5	23	26.09%	
Corporate, Governance & Financial Services	10	11	66	16.42%	
Engineering and Infrastructure	37	35	162	23.13%	
Planning, Environment and Community Services	22	20	88	21.11%	
Water and Waste	18	17	65	25.00%	
TOTALS	93	88	404	22.03%	



WORKFORCE – DEMOGRAPHICS

Figure 1.0 Workforce Demographics – Male vs Female employees



WORKFORCE - LEAVE

Figure 1.0 Workforce Demographics – Excess **Annual Leave** by Directorate up to Pay Period Ending (PPE) 21 March 2025.

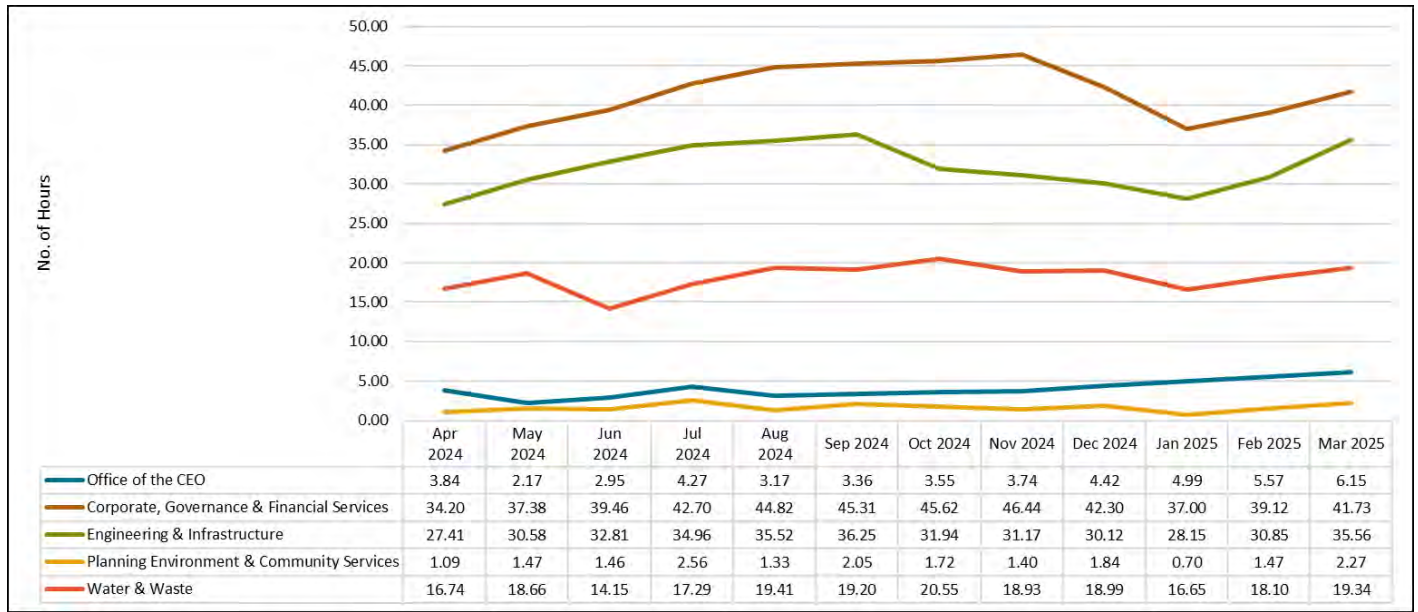
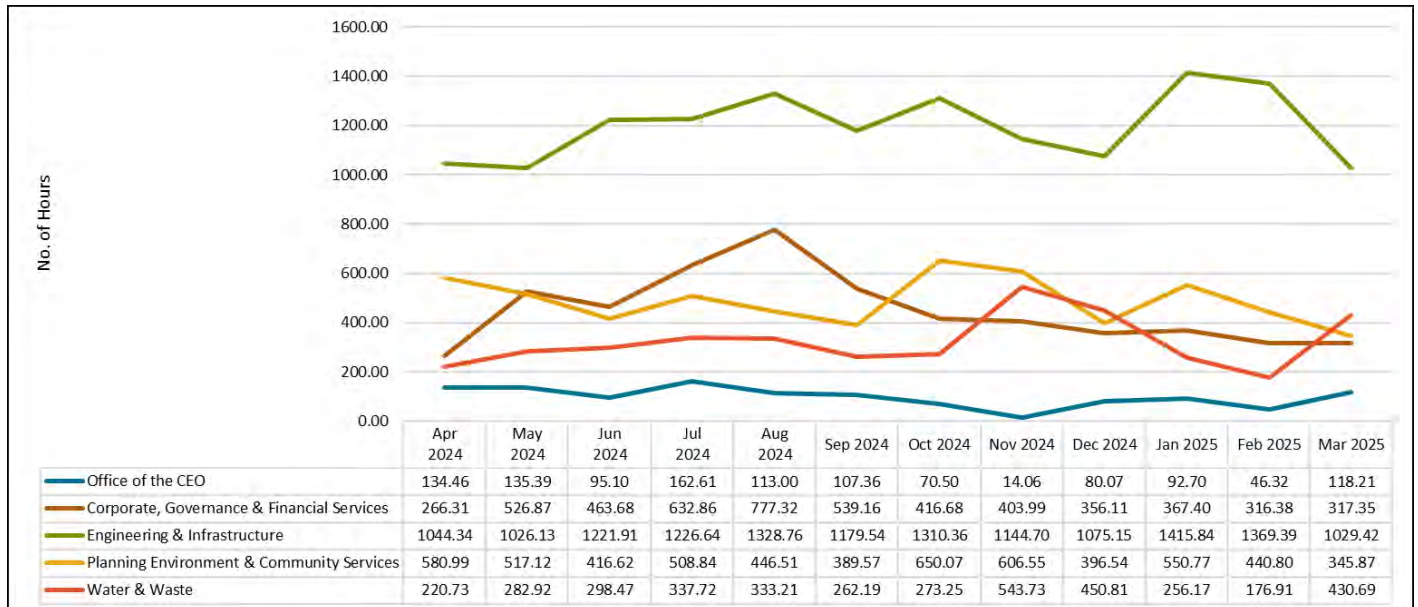
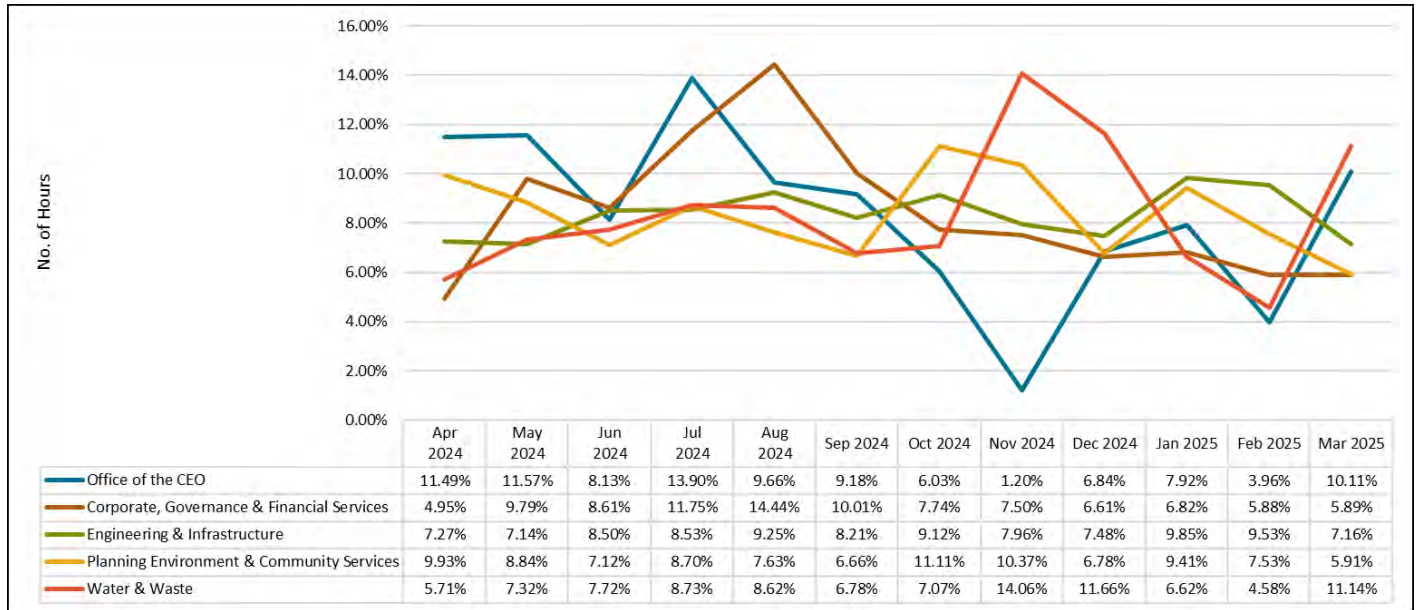


Figure 2.0 Workforce Demographics – **Sick Leave Taken** by Directorate up to Pay Period Ending (PPE) 21 March 2025.



Hours taken



Absenteeism percentage

Report authorised by:

CALE DENDLE

Chief Executive Officer

Date 4 April 2025

Sufficient funds existed at the time of approval of the minor grants contained in this report. A recommendation on an internal transfer of funds within the Engaged Communities Department is contained in the report on Major Grants, which is also to be presented to Council in April 2025.

Division	Allocation	Total Spend	Remaining Budget	Remaining funds balanced to TechOne	Reason for difference
1	\$42,000.00	\$13,417.28	\$18,190.00	\$18,190.00	N/A
2	\$42,000.00	\$5,714.28	\$23,828.00	\$23,828.00	N/A
3	\$42,000.00	\$16,294.91	\$6,854.00	\$6,854.00	N/A
4	\$42,000.00	\$16,294.91	\$6,854.00	\$6,854.00	N/A
5	\$42,000.00	\$16,295.02	\$6,854.00	\$6,854.00	N/A
6	\$42,000.00	\$22,103.73	-\$40,667.00	-\$40,667.00	N/A
7	\$42,000.00	\$32,504.32	-\$9,953.00	-\$9,953.00	N/A
8	\$42,000.00	\$31,250.00	-\$20,750.00	-\$20,750.00	N/A
Total	\$336,000.00	\$153,874.45	-\$8,790.00	-\$8,790.00	N/A

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 March to 28 March 2025.

2024/25 MINOR GRANTS

DIVISION	APPLICANT	VALUE	PURPOSE	BREAKDOWN
3,4, 5	Moranbah Tennis	\$1,000.00	Moranbah Tennis to host a junior coaching clinic on 29-30 March 2025.	Funds will be used to pay for a tennis coach to come to Moranbah to run the junior coaching clinic. The total cost of the event of the day is \$1,160.00
3,4,5	Moranbah State School P&C	\$1,000.00	Moranbah State School P&C to host Cocktails in the Coalfields 2025.	Funds will be used to purchase consumables for the event. The total cost of the event is \$30,000
6	Clermont Golf Club	\$1,000.00	Clermont Golf Club to host 10 golf events throughout 2025.	Funds will be used for prize money for the golfing events. The total cost of event is \$1,500.00

7	CTM Links	\$1,000.00	CTM Links to purchase merchandise for the Middlemount NAIDOC event 2025.	Funds will contribute to the purchase of NADIOC Logo merchandise for the children to take home on the day of the event. The total cost for the event \$10,333.50
7	Moranbah Rodeo-Rodeo	\$1,000.00	Middlemount Rodeo to host their annual Rodeo on 30 May 2025.	Funds will be used to contribute to the costs of hiring officials, security and ambulance. The total cost of the event is \$20,000.00
7	Moranbah Rodeo-Campdraft	\$1,000.00	Middlemount Rodeo to host their annual Campdraft on 2-4 May 2025.	Funds will be used to contribute to the costs of hiring officials, security and ambulance. The total cost of the event is \$20,000.00
8	St Lawrence Recreation Group	\$1,000.00	St Lawrence Rec Group to hold their annual Campdraft on 30 May-1 June 2025.	Funds will be used to contribute towards the payment of the ambulance. The total cost of the event is \$42,100.00

CONSULTATION

Divisional Councillors

Director Planning, Environment and Community Services

Manager Engaged Communities

Engaged Communities Grants Officer

Engaged Communities Departmental Administration Officer

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by: DONNA WILSON Engaged Communities Grants Officer Date: 26 March 2025	Report authorised by: DANIEL WAGNER Director Planning, Environment and Community Services Date: 26 March 2025
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ATTACHMENTS

- NIL

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Donna Wilson
AUTHOR POSITION	Engaged Communities Grants Officer

9.7 MAJOR GRANT APPLICATIONS SUMMARY ROUND THREE FY2024-2025

EXECUTIVE SUMMARY

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the applications received during round three (3) of the Community Grants Program for FY2024-2025. A total of 17 applications were received for Round Three.

OFFICER RECOMMENDATION

That the Committee recommends that Council:

- Approves a transfer of \$20,000 from Cost Centre 1134-7634 (Stakeholder Engagement Activities – Consultancy Fees) to fund the recommended Major Grant Applications outlined in this report, along with anticipated minor grants for the remainder of the 2024/25 Financial Year.**
- Approves the following applications for the Community Grants Round Three FY2024-2025 as follows:**

Application 1	Dysart Community Support (Auspicing For Variety Bash)
Project	Dysart Community Support (auspicing for Variety Bash) are holding a Pork N Pint Race/ Community Day at the Jolly Collier Hotel on 24 May 2025. Dysart Community Support are seeking Council's support of \$5,000.00 to cover the cost of the pigs, jumping castle and trophies. The quote for the jumping castle is \$2,000.00. The Square Peg quote for trophies is \$314.00 The overall cost for the event is \$23,564.00 This meets the co contribution requirements.
Officer Recommendation	
Details	Approve \$2,314.60 (excluding GST) for the local element only and not to support the Variety Bash
Proposed Budget Source	Division 2

Application 2	Clermont Rodeo And Show (Auspicing For Gold Cup Campdraft)
Project	Clermont Rodeo and Show (auspicing for Gold Cup Campdraft) are hosting their annual Campdraft on 19-22- June 2025. They are seeking Council's support of \$5,000.00 to contribute towards the payment of the ambulance and announcer. The quote for the ambulance is \$6,393.22. The quote for the announcer is \$4,350. The overall cost of the event is \$146,450. This meets the co contribution requirements.

Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 1 and 6

Application 3 Clermont Race Club	
Project	Clermont Race Club are hosting their annual races on the 21 June 2025. They are seeking Councils support of \$5,000 to go towards the payment of security. The quote for the for security is \$8,000.00. The overall cost of event is \$54,400. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 1 and 6

Application 4 Clermont Community Business Group (Auspicing For Motherland)	
Project	Clermont Community Business Group (auspicing for Motherland Australia) are hosting a Mother's Day luncheon on 6 June 2025. They are seeking Councils support of \$5,000 to go towards the cost of catering and the keynote speaker. The quote for Pennys Plaza is \$2,510. The quote for Grace Brennan \$5,000. The overall cost of the event is \$19,500. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$1,000.00 (excluding GST) for a minor grant
Proposed Budget Source	Division 1 and 6

Application 5 Clermont Community Business Group (Auspicing For Lily's Mission- Clermont Challenge)	
Project	Clermont Community Business Group (auspicing for Lily's Mission- Clermont Challenge) are hosting their annual fundraiser on the 19 July 2025. This year's proceeds will go to Navicare and shop Isaac cards. They are seeking Councils support of \$5,000 to go towards the payments of Shop Isaac cards, butcher, Bidfood, Clermont signs, photography, prizes and event styling. Shop Isaac cards is \$2,000. The quote for the butcher is \$1,264. The quote for Bidfood is \$404.61. The quote for Clermont signs is \$487.74. The quote for prizes is \$370.00. The quote for event styling is \$2,000. The overall cost of the event is \$9,000. This meets the co contribution amount.
Officer Recommendation	

Details	Approve \$2,500.00 (excluding GST)
Proposed Budget Source	Division 6

Application 6 Clermont Artslink

Project	Clermont Artslink are hosting their annual wombat festival on 9-11 May 2025. The highlight of this year's event is a large wildlife experience. They are seeking Councils support of \$5,000 to pay for the D'Aguliar wildlife experience, Wild puppets and Lloyd Saunders. The quote for D'Aguliar is \$7,297.40. The quote for Wild puppets is \$1,255. The quote for Lloyd Saunders is \$3,000. The overall cost of the event is \$18,592.40. This meets the co contribution amount.
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Officer Recommendation

Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 1 and 6

Application 7 Clermont Rodeo And Show (Ausspicing For Clermont Rodeo)

Project	Clermont Rodeo and Show (auspicing for Clermont Rodeo) are holding their annual rodeo on 31 May 2025. They are seeking Councils support of \$5,000 to go towards the cost of the ambulance and the announcer. The quote for the ambulance is \$3,439.38. The quote for the Announcer is \$4,350. The overall cost of the event is \$71,500. This meets the co contribution amount.
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Officer Recommendation

Details	Approve \$4,600.00 (excluding GST)
Proposed Budget Source	Division 1 and 6

Application 8 Ctm Links – Men's Health Week

Project	CTM Links are hosting their annual Men's Health Week event in June 2025. An exact date has not been set. They are seeking Councils support of \$5,000 to go towards the facilitator Simon Santosha. The quote for the presenter is \$7,260. The overall cost of event is \$10,000. This meets the co contribution amount.
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Officer Recommendation

Details	Approve \$2,500 (excluding GST)
Proposed Budget Source	Division 7

Application 9 Australian Stock Horse Society- Nebo	
Project	Australian Stock Horse Society- Nebo to host their annual Campdraft and Challenge on 29-31 August 2025. They are seeking Councils support of \$5,000 to go towards the cost of transport and the ambulance. The quote for Willouby transport is \$15,180. The quote for the ambulance is \$4,354.71. The overall cost of event is \$19,534.71. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000
Proposed Budget Source	Division 8

Application 10 Queensland Blue Light- Clermont	
Project	QLD Blue Light- Clermont are holding the program Blue Edge 2025. This will run from 29 April- 27 June 2025. They are seeking Councils support of \$5,000 to go towards shirts, program consumables, running shoes, laundry costs and program insurance. The quote for QLD Blue Light is \$5,000. The overall cost of event is \$14,300. This does not cover the co contribution amount.
Officer Recommendation	
Details	Approve \$3,000
Proposed Budget Source	Division 6

Application 11 Moranbah Bulldogs (Australian Football Association)	
Project	Moranbah Bulldogs (Australian Football Association) are celebrating their 50 years with a date to be confirmed. They are waiting for the final draw to be announced so they can make sure it coincides with their home game. They are seeking Councils support of \$5,000 to go towards the payment of their jerseys. The overall cost of event is \$13,000. The quote for the jerseys is \$10,131. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$1,000 (excluding GST) for a minor grant
Proposed Budget Source	Approve equally from Divisions 3, 4 and 5

Application 12 Life Church Clermont	
Project	Life Church Clermont are hosting their annual Kids Club Extreme on 3-5 July 2025. They are seeking Councils support for the payment of the bus, petting zoo, Bidfood and JJ'S rubbish. The quote for the bus is \$4,897.50. The quote for the petting zoo is

	\$625. The quote for JJ's is \$946.96. The quote for Bidfood is \$1,478.27. The overall cost of event is \$11,300. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$2,500 (excluding GST)
Proposed Budget Source	Division 6

Application 13	Clermont Community Housing
Project	Clermont Community Housing are preparing renovations to the Lagoona offices. They are creating two new office spaces for visiting service providers. They are seeking Councils support of \$10,000 to contribute towards the works and materials. The quote for C-MACS Solution \$9,246.61. The quote for the builder \$4,950. The overall cost of event is \$18,000. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 6

Application 14	Clermont Rodeo And Show (Auspicing For Hoch And Wilkinson)
Project	Clermont Rodeo and Show (auspicing for Hoch and Wilkinson) are hosting their annual Beef Expo and Trade Display. They are seeking Councils support of \$5000 for the sponsorship of the Grand Champion Exhibit of the day.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 6

Application 15	Clermont Isolated Childrens Parents Association
Project	Clermont Isolated Children's Parents Association are hosting their annual sports camp on 24-29 August 2025. They are seeking Councils support of \$5,000 to go towards the camp shirts. The quote for the shirts is \$7,699.50. The overall cost of the event is \$77,700. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$4,600 (excluding GST)
Proposed Budget Source	Division 1 and 6

Application 16 Dysart Golf Club	
Project	Dysart Golf Club are building a mini golf attraction at the club. This will be opened to the public and attract tourists to Dysart. They are seeking Councils support of \$5,000 to pay for the giant black headed python, echidna and green frog. A plaque will be set to recognise Council. The quote for Nature works (stage 2) design is \$12,000. The overall cost of the project is \$317,450. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 2

Application 17 Nebo Bushman's Carnival	
Project	Nebo Bushman's Carnival are hosting their three annual major events for 2025. Nebo Rodeo, Nebo Cutting Show and Nebo Campdraft. They are seeking Councils support of \$15,000 to contribute towards transport costs. The quote for transport is \$15,000 for each of the three events at a total of \$45,000. The overall cost of the project is \$189,000. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$15,000.00 (excluding GST)
Proposed Budget Source	Division 8

3. ***Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.***
4. ***Notes that further budget adjustments may be undertaken at Council's third quarter budget review to ensure sufficient funds are available for community grants for the remainder of the financial year.***

Resolution No.: PECS1257

Moved: Cr Terry O'Neill Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves a transfer of \$20,000 from Cost Centre 1134-7634 (Stakeholder Engagement Activities – Consultancy Fees) to fund the recommended Major Grant Applications outlined in this report, along with anticipated minor grants for the remainder of the 2024/25 Financial Year.**

Carried

Resolution No.: PECS1258

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the following application 1 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Dysart Community Support (auspicing for Variety Bash) are holding a Pork N Pint Race/ Community Day at the Jolly Collier Hotel on 24 May 2025. Dysart Community Support are seeking Council's support of \$5,000.00 to cover the cost of the pigs, jumping castle and trophies. The quote for the jumping castle is \$2,000.00. The Square Peg quote for trophies is \$314.00 The overall cost for the event is \$23,564.00 This meets the co contribution requirements.
Details	Approve \$2,314.60 (excluding GST) for the local element only and not to support the Variety Bash.
Budget Source	Division 2
Carried	
NOTE: The Committee has requested that the dollar amount of \$2,314.60 is checked as it appears that it should be \$2,314.00.	

Resolution No.: PECS1259

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the following application 2 for the Community Grants Round Three FY2024-2025 as follows:

Project	Clermont Rodeo and Show (auspicing for Gold Cup Campdraft) are hosting their annual Campdraft on 19-22- June 2025. They are seeking Council's support of \$5,000.00 to contribute towards the payment of the ambulance and announcer. The quote for the ambulance is \$6,393.22. The quote for the announcer is \$4,350. The overall cost of the event is \$146,450. This meets the co contribution requirements.
Details	Approve \$5,000.00 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: PECS1260

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the following application 3 for the Community Grants Round Three FY2024-2025 as follows:

Project	Clermont Race Club are hosting their annual races on the 21 June 2025. They are seeking Councils support of \$5,000 to go towards the payment of security. The quote for the for security is \$8,000.00. The overall cost of event is \$54,400. This meets the co contribution amount.
Details	Approve \$5,000.00 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: PECS1261

Moved: Cr Terry O'Neill Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves the application 4 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Clermont Community Business Group (auspicing for Motherland Australia) are hosting a Mother’s Day luncheon on 6 June 2025. They are seeking Councils support of \$5,000 to go towards the cost of catering and the keynote speaker. The quote for Pennys Plaza is \$2,510. The quote for Grace Brennan \$5,000. The overall cost of the event is \$19,500. This meets the co contribution amount.
Details	Approves \$1,000.00 (excluding GST) for a minor grant
Budget Source	Division 1 and 6
Carried	

Resolution No.: PECS1262

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 5 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Clermont Community Business Group (auspicing for Lily’s Mission- Clermont Challenge) are hosting their annual fundraiser on the 19 July 2025. This year’s proceeds will go to Navicare and shop Isaac cards. They are seeking Councils support of \$5,000 to go towards the payments of Shop Isaac cards, butcher, Bidfood, Clermont signs, photography, prizes and event styling. Shop Isaac cards is \$2,000. The quote for the butcher is \$1,264. The quote for Bidfood is \$404.61. The quote for Clermont signs is \$487.74. The
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	quote for prizes is \$370.00. The quote for event styling is \$2,000. The overall cost of the event is \$9,000. This meets the co contribution amount.
Details	Approves \$2,500.00 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.: PECS1263

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 6 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Clermont Artslink are hosting their annual wombat festival on 9-11 May 2025. The highlight of this year's event is a large wildlife experience. They are seeking Councils support of \$5,000 to pay for the D'Aguliar wildlife experience, Wild puppets and Lloyd Saunders. The quote for D'Aguliar is \$7,297.40. The quote for Wild puppets is \$1,255. The quote for Lloyd Saunders is \$3,000. The overall cost of the event is \$18,592.40. This meets the co contribution amount.
Details	Approve \$5,000.00 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: PECS1264

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 7 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Clermont Rodeo and Show (auspicing for Clermont Rodeo) are holding their annual rodeo on 31 May 2025. They are seeking Councils support of \$5,000 to go towards the cost of the ambulance and the announcer. The quote for the ambulance is \$3,439.38. The quote for the Announcer is \$4,350. The overall cost of the event is \$71,500. This meets the co contribution amount.
Details	Approve \$4,600.00 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: PECS1265

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 8 for the Community Grants Round Three FY2024-2025 as follows:**

Project	CTM Links are hosting their annual Men's Health Week event in June 2025. An exact date has not been set. They are seeking Councils support of \$5,000 to go towards the facilitator Simon Santosha. The quote for the presenter is \$7,260. The overall cost of event is \$10,000. This meets the co contribution amount.
Details	Approve \$2,500 (excluding GST)
Budget Source	Division 7
Carried	

Resolution No.: PECS1266

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Approves the application 9 for the Community Grants Round Three FY2024-2025 as follows:

Project	Australian Stock Horse Society- Nebo to host their annual Campdraft and Challenge on 29-31 August 2025. They are seeking Councils support of \$5,000 to go towards the cost of transport and the ambulance. The quote for Willoughby transport is \$15,180. The quote for the ambulance is \$4,354.71. The overall cost of event is \$19,534.71. This meets the co contribution amount.
Details	Approve \$5,000
Budget Source	Division 8
Carried	

Resolution No.: PECS1267

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Approves the application 10 for the Community Grants Round Three FY2024-2025 as follows:

Project	Queensland Blue Light- Clermont are holding the program Blue Edge 2025. This will run from 29 April- 27 June 2025. They are seeking Councils support of \$5,000 to go towards shirts, program consumables, running shoes, laundry costs and program insurance. The quote for QLD Blue Light is \$5,000. The overall cost of event is \$14,300. This does not cover the co contribution amount.
Details	Approves \$3,000

Budget Source	Division 6
Carried	

Resolution No.: PECS1268

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Approves the application 11 for the Community Grants Round Three FY2024-2025 as follows:

Project	Moranbah Bulldogs (Australian Football Association) are celebrating their 50 years with a date to be confirmed. They are waiting for the final draw to be announced so they can make sure it coincides with their home game. They are seeking Councils support of \$5,000 to go towards the payment of their jerseys. The overall cost of event is \$13,000. The quote for the jerseys is \$10,131. This meets the co contribution amount.
Details	Approves \$1,000 (excluding GST) for a minor grant
Budget Source	Approve equally from Divisions 3, 4 and 5
Carried	

Resolution No.: PECS1269

Moved: Cr Terry O'Neill Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Approves the application 12 for the Community Grants Round Three FY2024-2025 as follows:

Project	Life Church Clermont are hosting their annual Kids Club Extreme on 3-5 July 2025. They are seeking Councils support for the payment of the bus, petting zoo, Bidfood and JJ'S rubbish. The quote for the bus is \$4,897.50. The quote for the petting zoo is \$625. The quote for JJ's is
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	\$946.96. The quote for Bidfood is \$1,478.27. The overall cost of event is \$11,300. This meets the co contribution amount.
Details	Approve \$2,500 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.: PECS1270

Moved: Cr Alaina Earl Seconded: Cr Terry O’Neill

That the Committee recommends that Council:

- Approves the application 13 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Clermont Community Housing are preparing renovations to the Lagoon offices. They are creating two new office spaces for visiting service providers. They are seeking Councils support of \$10,000 to contribute towards the works and materials. The quote for C-MACS Solution \$9,246.61. The quote for the builder \$4,950. The overall cost of event is \$18,000. This meets the co contribution amount.
Details	Approve \$5,000.00 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.: PECS1271

Moved: Cr Alaina Earl Seconded: Cr Terry O’Neill

That the Committee recommends that Council:

- Approves the application 14 for the Community Grants Round Three FY2024-2025 as follows:**

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Project	Clermont Rodeo and Show (auspicing for Hoch and Wilkinson) are hosting their annual Beef Expo and Trade Display. They are seeking Councils support of \$5000 for the sponsorship of the Grand Champion Exhibit of the day.
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.: PECS1272

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 15 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Clermont Isolated Children's Parents Association are hosting their annual sports camp on 24-29 August 2025. They are seeking Councils support of \$5,000 to go towards the camp shirts. The quote for the shirts is \$7,699.50. The overall cost of the event is \$77,700. This meets the co contribution amount.
Details	Approves \$4,600 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: PECS1273

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 16 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Dysart Golf Club are building a mini golf attraction at the club. This will be opened to the public and attract tourists to Dysart. They are seeking Councils support of \$5,000 to pay for the giant black headed python, echidna and green frog. A plaque will be set to recognise Council. The quote for Nature works (stage 2) design is \$12,000. The overall cost of the project is \$317,450. This meets the co contribution amount.
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 2
Carried	

Resolution No.: PECS1274

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves the application 17 for the Community Grants Round Three FY2024-2025 as follows:**

Project	Nebo Bushman's Carnival are hosting their three annual major events for 2025. Nebo Rodeo, Nebo Cutting Show and Nebo Campdraft. They are seeking Councils support of \$15,000 to contribute towards transport costs. The quote for transport is \$15,000 for each of the three events at a total of \$45,000. The overall cost of the project is \$189,000. This meets the co contribution amount.
Details	Approve \$15,000.00 (excluding GST)
Budget Source	Division 8
Carried	

Resolution No.: PECS1275

Moved: Cr Alaina Earl Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Notes that further budget adjustments may be undertaken at Council's third quarter budget review to ensure sufficient funds are available for community grants for the remainder of the financial year.

Carried

BACKGROUND

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

As of 12 March 2025, Council has received 17 applications with requests to the value of \$74,015 for Round Three of the Major Community Grants Program, which have been reviewed by the Community Grants Evaluation Panel as per the attached table (Attachment 1). The panel assessed each application on its merit, with particular focus on what the funds will be used for, the target group and reach, and how the project helps to develop resilient, adaptive and vibrant communities.

Applications have been assessed by a Panel chaired by the Manager Engaged Community against the Community Grants Guidelines and the assessment criteria of;

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

LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

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

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

CO-FUNDING

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

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

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

Community Group/Organisation	Amount Applied (excluding GST)	Amount Recommended (excluding GST)	Breakdown
Dysart Community Support (auspicing for Variety Bash)	\$5,000.00	\$2,314.60	Quote for HIBBLES is \$2,000.00 Quote for Square Peg Moranbah is \$341.00. Overall cost of event is \$23,564
Clermont Rodeo and Show (auspicing for Gold Cup Campdraft)	\$5,000.00	\$5,000.00	Quote for ambulance is \$6,393.22. Quote for announcer is \$4,350. Overall cost of event is \$146,450.
Clermont Race Club	\$5,000.00	\$5,000.00	Quote for security is \$6,822.52. This did not cover the 40% co contribution. Overall cost of event is \$54,400.
Clermont Community Business Group (auspicing for Motherland Australia)	\$5,000.00	\$1,000.00	Quotes for Pennys Plaza catering is \$2,510. Quote for keynote speaker- Grace Brennan is \$5,000. Overall cost of event is \$19,500.
Clermont Community Business Group (auspicing for Lily's mission- Clermont challenge)	\$5,000.00	\$2,500.00	Quote for the butcher is \$1,264. The quote for Bidfood is \$404.61. The quote for shop Isaac cards is \$2,000. The quote for Clermont signs \$487.74. The quote for photography is \$710.00. The quote for prizes \$370.00. The overall cost of event is \$9,000.
Clermont Artslink	\$10,000.00	\$5,000.00	Quote for D'Aguliar Wildlife is \$7,297.40. The quote for Wild puppets is \$1,255. The quote for Lloyd Saunders is \$3,000. The overall cost of event is \$18,592.40.

Clermont Rodeo and Show (auspicing for Clermont Rodeo)	\$5,000.00	\$4,600.00	Quote for Ambulance is \$3,439.38. Quote for announcer is \$4,350. This did not cover the 40% co contribution. Overall cost of event is \$71,500.
CTM Links	\$5,000.00	\$2,500.00	Quote for presenter Simon Santosha is \$7,260. This did not cover the 40% co contribution. Overall cost of event is \$10,000.
Australian Stock Horse Society- Nebo	\$5,000.00	\$5,000.00	Quote for Willougby transport is \$15,180. Quote for ambulances is \$4,354.71. Overall cost of event is \$24,995.
QLD Blue Light-Clermont	\$5,000.00	\$3,000.00	Quote from QLD Blue Light is \$5,000. This did not cover the 40% co contribution amount. The overall cost of event is \$14,300.
Moranbah Bulldogs (Australian Football Association)	\$5,000.00	\$1,000.00	Quote for the team jerseys is \$10,131. Overall cost of event is \$13,000.
Life Church Clermont	\$5,000.00	\$2,500.00	Quote for the bus is \$4,897.50. The quote for the petting zoo is \$625.00. The quote for JJ Richards is \$946.96. The quote for Bidfood is \$1,478.27. This did not cover the 40% co contribution amount. The overall cost of event is \$11,300.
Clermont Community Housing	\$5,000.00	\$5,000.00	Quote for the builder is \$4,950. The quote for the C-MACS Solution is \$9,246.61. The overall cost of event is \$18,000.
Clermont Rodeo and Show (auspicing for Hoch and Wilkinson)	\$5,000.00	\$5,000.00	Sponsorship of the Grand Champion Exhibit of the day.
Clermont ICPA	\$5,000.00	\$4,600.00	Quote for the camp shirts is \$7,699.50. This did not cover the 40% co contribution amount. Overall cost of event is \$77,700.
Dysart Golf Club	\$5,000.00	\$5,000.00	Quote for Nature Works (stage 2) design is \$12,000. Overall cost of event is \$317,450.
Nebo Bushman's Carnival	\$15,000.00	\$15,000.00	Quote for the transport over each event is \$15,000. Total of \$45,000. The overall cost of all three events is \$189,000.

IMPLICATIONS

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

Division	Allocation	Total Spend	Proposed Round Spend	Remaining Budget	Remaining Funds balanced to TechOne	Reason for difference
Division 1	\$42,000.00	\$13,417.28	Nil	\$18,190.00	\$18,190.00	N/A
Division 2	\$42,000.00	\$5,714.28	\$7,315.00	\$23,828.00	\$23,828.00	N/A
Division 3	\$42,000.00	\$16,294.91	\$333.33	\$6,854.00	\$6,854.00	N/A

Division 4	\$42,000.00	\$16,294.91	\$333.33	\$6,854.00	\$6,854.00	N/A
Division 5	\$42,000.00	\$16,295.02	\$333.34	\$6,854.00	\$6,854.00	N/A
Division 6	\$42,000.00	\$22,103.73	\$43,200.00	\$-40,667.00	\$-40,667.00	N/A
Division 7	\$42,000.00	\$32,504.32	\$2,500.00	\$-9,953.00	\$-9,953.00	N/A
Division 8	\$42,000.00	\$31,250.00	\$20,000.00	\$-20,750.00	\$-20,750.00	N/A
TOTAL	\$336,000.00	\$153,874.45	\$74,015.00	\$-8,790.00	\$-8,790.00	

Note – Figures in the above table have been rounded

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

CONSULTATION

Internal

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

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

<p>Report prepared by: DONNA WILSON Engaged Communities Grants Officer</p> <p>Date: 18 March 2025</p>	<p>Report authorised by: DANIEL WAGNER Director Planning, Environment and Community Services</p> <p>Date: 18 March 2025</p>
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ATTACHMENTS

- Attachment 1 - Major Grants Summary Assessment

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

IRC Major Grants Evaluation Summary

Application #	Community Group/Auspice	Project Description	Division/Town	Past funding	Acquittal-Previous	Eligible project	Score	Amount requested (ex GST)	Amount Recommended (Ex GST)	Officers Recommendation	Comments	Further action
1	Dysart Community Support (auspicing for Variety Bash)	Dysart Community Support (auspicing for Variety Bash) are holding a Pork N Pint Race day/Community day at the Jolly Collier Hotel on 24 May 2025. This is a fundraising event for the Variety Bash. They are seeking Councils support of \$5,000 to go towards the cost of the following: Pigs- \$6,050 Hibbles jumping castle-\$2,000 Square peg- \$314.00 Total= \$8,364 Total cost of event- \$23,564 This meets the Co contribution amount	Division 2	2022- Minor Grant- \$1,000- Purchase equipment 2021- Major Grant- \$5,000- Love Bites	Yes	Yes	50/100	\$5,000	\$2,314.60	To approve the Community fun day and payment towards the Jumping castle and the trophies to help activate Dysart but not to support Variety due to the volume of Variety Bash cars in the Isaac Region.	Complete application	
2	Clermont Rodeo and Show (auspicing for Clermont Gold Cup Campdraft)	Clermont Rodeo and Show (auspicing for Clermont Gold Cup Campdraft) to host their annual Campdraft on 19-22 June 2025. The day will include opportunities for trade stalls from local businesses. They are seeking Councils support of \$5,000 to go towards the cost of the ambulance and announcer. The quote for the ambulance is \$6,393.22. Announcer- \$4,350 Total- \$10,743.22 Overall cost of the event is \$146,450 This meets the Co contribution amount	Division 1 and 6	2024- Major Grant- \$5,000- Campdraft	Yes	Yes	90/100	\$5,000	\$5,000.00	To approve	Complete application	
3	Clermont Race Club	Clermont Race Club are hosting their annual races on the 21 June 2025. They are seeking Councils support of \$5,000 to go towards the payment of security. The quote for security is \$8,000.00. The overall cost of the event is \$54,400 This meets the co contribution amounts.	Division 1 and 6	2020- Major Grant- \$5,000- Race Day 2021- Major Grant- \$5,000- Race Day 2022- Major Grant- \$5,000- Race Day 2023- Major Grant- \$5,000- Race Day 2024- Major Grant- \$5,000- Race Day	No	Yes	90/100	\$5,000	\$5,000.00	To approve	Complete application	

4	Clermont Community Business Group (auspicing for Motherland Australia)	Clermont Community Business Group (auspicing for Motherland Australia) are hosting a mothers day event on 6 June at Clermont Showgrounds pavilion. It aims to bring around 180 women for a meaningful luncheon focussed on breaking the stigma surrounding challenges of motherhood. This will include women's mental health, women balancing life and for isolated women to come together for support. The event will begin at 11:00am with a grazing lunch, followed by a panel discussion featuring Grace Brennan the founder of Buy from the Bush as the key note speaker. They are seeking Councils support of \$5,000 to go towards the payment of catering and the payment of the key note speaker. Quotes are as follows: Penny's Plaza- \$2,510 Grace Brennan- \$5,000 Total- \$7,510 Overall cost of event- \$19,500 This meets the Co contribution amount	Division 1 & 6	No previous funding for Motherland Australia	Yes	Yes	90/100	\$5,000	\$1,000.00	To approve for a minor grant being a new event	Complete application	
5	Clermont Community Business Group (auspicing for Clermont Community Challenge- Lily's Mission)	Clermont Community Business Group (auspicing for Clermont Community Challenge- Lily's Mission) are hosting their fundraiser on the 19th July at Hoods Lagoon for a community walk. This years proceeds will go to Navicare and shop Isaac cards for local families that require assistance while receiving treatment. They are seeking Councils support of \$5,000 to go towards the payment of shop Isaac cards, prizes, entertainment, photography, catering, singer, event styling and shirts. The quotes are as follows: Butcher- \$1,264 Bidfood- \$404.61 Shop Issac cards- \$2,000 Clermont Signs- \$487.74 Photography- \$710.00 Prizes- \$370.00 Event Styling- \$2,000 Total- \$7,897.59 Total cost of event is \$9,000 This covers the Co contribution amount.	Division 6	2023- Major Grant- \$5,000- Lily's Mission	Yes	Yes	90/100	\$5,000	\$2,500.00	To approve		

6	Clermont Artslink	<p>Clermont Artslink are hosting their annual Wombat Festival on 9-11 May 2025. The highlight of this years festival will be a large marquee wildlife experience which will be open for school visits and rest home/NDIS residents for wombat cuddles. They are seeking Councils support of \$10,000 to go towards D'Aguliar Wildlife display, entertainment, live artist and hire costs. The quotes are as follows: D'Aguliar Wildlife- \$7,297.40 Wild Puppets- \$1,255 Lloyd Saunders- \$3,000 Animalistic Prints- \$1,280 Arco Iris Interiors- \$1,450 Highlands events and hire- \$1,860 Jam and Butler- \$1,450 Jam and Butler- \$1,000 Total- \$18,592.40 Overall cost of event- \$49,241 This meets the Co contribution amount</p>	Division 1 and 6	<p>2021- Major Grant- \$5,000- Gold and Coal 2022- Minor Grant- \$1,000- Roald Dahl 2022- Major Grant- \$5,000- Gold and Coal 2022- Major Grant- \$5,000- Wombat Festival 2023- Major Grant- \$5,000- Wombat Festival 2023- Major Grant- \$5,000- Gold and Coal 2024- Major Grant- \$5,000- Wombat Festival 2024- Major Grant- \$4,261- Gold and Coal</p>	No	Yes	90/100	\$10,000	\$5,000.00	To approve		
7	Clermont Rodeo and Show (auspicing for Clermont Rodeo)	<p>Clermont Rodeo and Show (auspicing for Clermont Rodeo) are holding their annual Rodeo on 31 May 2025. The Clermont Rodeo has Australian champions and on the world map for Rodeos. They are seeking Councils support of \$5,000 to go towards the cost of the ambulance and the announcer. The quotes are as follows: Ambulance- \$3,439.38 Announcer- \$4,350.00 Total- \$7,789.38 Overall cost of event is \$71,500 This meets the Co contribution amount</p>	Division 1 and 6	No previous funding since 2018	Yes	Yes	90/100	\$5,000	\$4,600.00	To approve		

8	CTM Links	<p>CTM Links are hosting their annual Men's Health Week event in Middlemount in June 2025. An exact date is yet to be set. The funding will provide a professional development workshop, community dinner and information session on the topic of working with men and boys and gender difference. The presenter will be Simon Santosha. They are seeking Councils support of \$5,000 to go towards the cost of the facilitator.</p> <p>The quotes are as follows: Simon Santosha- \$7,260 Total cost of event- \$10,000 This meets the co contribution amount.</p>	Division 7	<p>2022- Major Grant- \$5,000- Men's Health Week 2023- Major Grant- \$5,000- Men's Health Week 2023- Minor Grant- \$1,000- NAIDOC 2023- Major Grant- \$5,000- Christmas Party 2024- Major Grant- \$5,000- Men's Health 2024- Minor Grant- \$1,000- NAIDOC 2024- Major Grant- \$5,000- Christmas Party 2025- Minor Grant- \$1,000- NAIDOC</p>	Yes	Yes	90/100	\$5,000	\$2,500.00	To approve		
9	Australian Stock Horse Society- Nebo	<p>Australian Stock Horse Society- Nebo are hosting their annual Campdraft and Challenge on the 29-31 August 2025 at Nebo Showgrounds. This event will raise funds for Nebo SES, CQ Rescue and Nebo Ambulance. They are seeking Councils support of \$5,000 to go towards the payment of ambulances and stock transport.</p> <p>The quotes are as follows: Ambulance 1- \$1,202.73 Ambulance 2- \$1,824.83 Ambulance 3- \$1,327.15 Willoughby transport- \$15,180.00 Total- \$19,534.71 Overall cost of event is \$24,995 This meets the Co contribution amount.</p>	Division 8	2024- Major Grant- \$5,000- Nebo Campdraft and Challenge	Yes	Yes	80/100	\$5,000	\$5,000.00	To approve		

10	QLD Blue Light- Clermont	<p>QLD Blue Light- Clermont branch are holding Blue Edge 2025. This will run from 29 April to 27 June 2025. The program is designed to extend a young person's mind and physical capability. This program will run twice a week over 8 weeks. Please see the proposal attached for further information as it was too long to include in the project description. They are seeking Councils support of \$5,000 to go towards shirts, program consumables, running shoes, laundry costs, program insurance. The quote from QLD Blue Light is \$5,000 The overall cost of event is \$14,300</p>	Division 6	<p>2021- Minor Grant- \$1,000- Disco 2022- Minor Grant- \$1,000- Skate Event</p>	Yes	Yes	90/100	\$5,000	<p>To approve \$3,000 \$5,000 requested minus 40% co contribution= \$3,000 On the application they have \$5,850 in volunteer labour which is ineligible and \$3,450 from a Glencore grant</p>	To approve		
11	Moranbah Bulldogs (Australian Football Association)	<p>Moranbah Bulldogs are celebrating their 50 years with a date to be confirmed as they are awaiting the final draw to be announced so they can make sure it coincides with their home game. They are seeking Councils support of \$5,000 to go towards the purchase of their special addition jerseys. The quote for the jerseys is \$10,131. The over call cost of the event is \$13,000. This meets the Co contribution amount</p>	Division 3, 4, 5	2021- Major grant- \$4,500- Julie Ann Smith Ladies Day	Yes	Yes	80/100	\$5,000	\$1,000.00	To approve a minor grant for the overall event. Jerseys are ineligible as a uniform and no further quotes were supplied in the timeframe.		

12	Life Church Clermont	<p>Life Church Clermont are hosting their annual Kids Club Extreme on 3-5 July. This year they are aiming for 150 kids. They are seeking Council support of \$5,000 to go towards the bus that transports the kids back and forth each day.</p> <p>The quote for the bus is \$4,897.50 Quote for petting zoo \$625.00 Quote for JJ's- \$946.96 Bidfood-\$1,478.27 Total= \$7,947.73 The overall cost of the event is \$11,300. This covers the co contribution amount.</p>	Division 6	<p>2022- Major Grant- \$5,000- Christmas in the park 2022- Major grant- \$3,995- Kids Club Extreme 2023- Minor Grant- \$1,000- Kids Club Extreme 2024- Major grant- \$5,000- Christmas in the Park 2024- Major grant- \$5,000- Kids Club Extreme</p>	Yes	Yes	80/100	\$5,000	\$2,500.00	To approve		
13	Clermont Community Housing	<p>Clermont Community Housing are preparing renovations to the Lagoon offices. They are creating two new office spaces for visiting service providers. This building is Council owned and approvals have been given. They are seeking Councils support of \$10,800 to contribute to the works and materials.</p> <p>The quotes are as follows: Builder- \$4,950 C-MACS Solution- \$9,246.61 Love painting- \$550.00 Carpet One- \$1,309.92 Total- \$16,056.53 The overall cost of event is \$18,000 This meets Co contribution amount.</p>	Division 6	No previous funding	N/A	Yes	80/100	\$5,000	\$5,000.00	To approve		

14	Clermont Rodeo and Show (ausping for Hoch and Wilkinson)	Clermont Rodeo and Show (auspicing for Hoch and Wilkinson) are hosting their annual Beef Expo and Trade Display. They are seeking Councils support of \$5,000 for the sponsorship of the Grand Champion Exhibit of the day.	Division 1 and 6	2024- Major Grant- \$5,000- Beef Expo	Yes	Yes	70/100	\$5,000	\$5,000.00	To approve		
15	Clermont ICPA Sports Camp	Clermont ICPA are hosting their annual sports camp at the Clermont Showgrounds and Sports field on 24 29 August. This camp is designed for rural children from years 4-7. They are seeking Councils support of \$5,000 to go towards the payment of camp shirts. The quote for the shirts is \$7,699.50 The overall cost of the event is \$77,700 This meets Co contribution amount.	Division 1 and 6	2022- Major Grant- \$5,000- Sports Camp 2023- Major Grant- \$5,000- Sports Camp 2024- Major Grant- \$5,000- Sports Camp	Yes	Yes	80/100	\$5,000	\$4,600.00	To approve		

16	Dysart Golf Club	<p>Dysart Golf Club are building a mini golf attraction at the club. This will be open to the general public and will hopefully attract tourists to the Dysart area. They are seeking Councils support of \$5,000 to pay for the giant black headed python, echidna and green frog. A plaque will be set to recognise Council. The quote for Nature Works (stage 2) design is \$12,000. The overall cost of the project is \$317,450. This meets the co contribution amount.</p>	Division 2	<p>2023- Minor Grant- \$1,000- Materials 2023- Major Grant- \$5,000- Dysart Open 2023- Major Grant- \$2,020- Family Day 2024- Major Grant- \$5,000- Family Day 2024- Major Grant- \$5,000- Christmas Party 2025- Major Grant- \$1,000- Golf Day</p>	Yes	Yes	80/100	\$5,000	\$5,000.00	To approve		
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MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Kelly Shepherd
AUTHOR POSITION	Senior Community Leasing Officer

9.8 CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – LAGOONA TENURE ARRANGEMENTS

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of Lot 3 on C9569, located at 2 Lime Street, Clermont, by way of a three (3) year Licence to Occupy plus a three (3) year option to Clermont Community Housing and Other Services Inc.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over Lot 3 on C9569, located at 2 Lime Street, Clermont, by way of a three (3) year Licence to Occupy plus a three (3) year option to Clermont Community Housing and Other Services Inc.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a three (3) year Licence to Occupy plus a three (3) year options to Clermont Community Housing and Other Services Inc.**
 - a. Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$473.00 incl GST, matrix attached.**
 - b. Acknowledging that the facility is a Council asset with additions and alterations being conducted by Clermont Community Housing and Other Services Inc, repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**
- 4.**

Resolution No.: PECS1276

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over Lot 3 on C9569, located at 2 Lime Street, Clermont, by way of a three (3) year Licence to Occupy plus a three (3) year option to Clermont Community Housing and Other Services Inc.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a three (3) year Licence to Occupy plus a three (3) year options to Clermont Community Housing and Other Services Inc.**
 - a. Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$473.00 incl GST, matrix attached.**
 - b. Acknowledging that the facility is a Council asset with additions and alterations being conducted by Clermont Community Housing and Other Services Inc, repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Carried

BACKGROUND

On 1 July 1994, the Belyando Shire Council entered into a 30-year lease agreement with the Mackay Regional Health Authority for the use of Lot 3 on C9569, located at 2 Lime Street, Clermont. The lease, which was for the purpose of Home and Community Care and a Community Health Centre, expired on 30 June 2024.

Clermont Community Housing and Other Services Inc. was established around 1987 and operated from various rented premises until 2012, when its last rented location was sold. At that point, the Mackay Regional Health Authority relocated its Home & Community Care and Community Health Centre services to the Clermont Hospital, leaving only the Aged Care section operating from the facility.

As a result of this, Clermont Community Housing and Other Services Inc. engaged in discussions with the Council and Mackay Regional Health Authority to become a sub-lessee at the Lagoon facility at 2 Lime Street, Clermont. During this process, it was identified that certain built assets on the site breached the land boundary, preventing the sub-lease from being registered.

In early 2024, as discussions were underway regarding a new tenure agreement, it was discovered that Mackay Regional Health Authority no longer wished to retain tenure over the facility. However, Clermont Community Housing and Other Services Inc. expressed strong interest in securing an agreement with the Council and was also open to entering into a Memorandum of Understanding with the Mackay Regional Health Authority to maintain access to the facility.

It was then determined that the boundary breach had not been addressed in the intervening years. The breach significantly impacted the ability to offer a new lease, as the titles office would not accept it until the issue was resolved. To address this, the Community Facilities department sought assistance from the internal Engineering and Infrastructure department to facilitate a partial road closure and reconfiguration of the lot.

Due to the lengthy timeline required to execute the partial road closure and reconfiguration, it was concluded that the most appropriate solution was to offer an interim Licence to Occupy to Clermont Community Housing and Other Services Inc., pending resolution of the land issue.

Leasing Process Followed:

- Meeting of Internal Stakeholders including the Division 6 Councillor and Division 1 Councillor
- Meeting of all Stakeholders including Mackay Regional Health Authority & Clermont Community Housing and Other Services Inc
- In-Principle Agreement prepared, presented and signed
- Report written for Standing Committee

BUILDING INSPECTION

An electrical audit and safety inspection was conducted on the facility identifying some non-compliance issues. Community Facilities is seeking quotes for rectification works and will fund from the operational budget. Substantial works being undertaken on the sewerage system.

IMPLICATIONS

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

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

CONSULTATION

Internal

- Director PECS – In principle support
- Division 6 Councillor – In principle support
- Division 1 Councillor – In principle support
- Manager Community Facilities – In principle support
- Community Relations Officer – In principle support
- Senior Community Leasing Officer - In principle support

External

- Mackay Regional Health Authority
- Clermont Community Housing and Others Services Inc

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

Report prepared by:	Report authorised by:
KEN TUCKER	DANIEL WAGNER
Manager Community Facilities	Director Planning Environment and Community Services
Date: 18 March 2025	Date: 18 March 2025

ATTACHMENTS

- Attachment 1 – In Principle Agreement – CCHAOSI – Redacted
- Attachment 2 – Tenure Fee Matrix
- Attachment 3 – Map with Club Assets Identified

REFERENCE DOCUMENT

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

IN PRINCIPLE AGREEMENT

SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

Type of Tenure: 3-year Licence to Occupy
Address of Premises: 2 Lime Street, Clermont Qld 4721
Lot on Plan Description: Lot 3 on C9569
Areas (Subject to Survey): 0.6580 HA

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

Lessee: Clermont Community Housing and Other Services (CCHAOS) Inc
 Incorporation #: IA18582
 ABN: 11 106 424 769
Contact for Lessee: Attention: Robyn Cross
 Telephone: 0413 376 295
 Email: president@cchaosi.com.au

TENURE

Commencement Date:	1 May 2025
Term:	(3) Three years
Expiry Date:	30 April 2028
Option:	(3) Three years

RENTAL

Gross Rental:	\$442.00 per annum (<i>Licence to Occupy fees are not subject to GST</i>)
Rent Review:	Annual adjustment proportionate with CPI movement each anniversary of the Commencement Date

Terms and Conditions: In accordance with the Licence to Occupy

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

INCLUSIONS:

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

EXCLUSIONS:

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

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

- Electricity
- Water Usage
- Telephone/Internet charges

SPECIAL CONDITIONS

Stated Use: Local Government

Intended Use: Community Support Services

Tenure Documentation: Licence to Occupy

Legal Fees: Each party to pay their own

INSURANCE	Refer Part 8: Insurances, Indemnities and Guarantee within the Standard Terms Document
Public Liability Insurance:	\$20,000,000
Certificate of Currency:	To be supplied by applicant annually with a copy of the receipt showing payment
Damage Policy:	Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items
Workers Compensation:	Insure under the Workers Compensation Act, all persons it employs to work upon the Premises

Make Good Clause:	<p>The lessee agrees to submit to the Lessor for approval a complete scope of works prior to installation for any fit-out works.</p> <p>Return the premises to the Lessor in the same or better condition as was at the lease commencement date. Make good works, as specified by the Lessor, may include but not be limited to:</p> <ul style="list-style-type: none"> • removal of any structures erected by the Lessee; • commercial cleaning of the premises; • removal of any fittings and fixtures installed by the Lessee; • repair of any surface damaged or altered by the Lessee; and • any other rectification works as directed by the Lessor. <p>Ensure the land and buildings are clear of all waste, etc and is clean, tidy and in a reputable state.</p>
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Information Update:	<p>The Lessee must complete a Community Group Annual Update each year and provide a copy of Annual General Meeting Minutes and Certificate of Currency for all policies held.</p> <p>Additionally, if the Committee changes at a time other than at the Annual General Meeting this information must be provided to Council.</p>
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For & on behalf of: Clermont Community Housing and Other Services (CCHAOS) Inc

Name: Robyn Cross Lou Power

Committee Position: President Vice President

Signature: [Redacted Signature] [Redacted Signature]

Date: 27/02/2025 27.02.2025

ATTACHMENT 2 – TENURE FEE MATRIX

COMMUNITY GROUP: CLERMONT COMMUNIT HOUSING AND OTHER SERVICES INC – LAGOONA FACILITY

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2		-
Land 5,001m2 – 15,000m2	3	6,580m2	3
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5	Yes	5
ON COSTS			
Council pays electricity	5		-
Council pays water	5		-
Council maintains field/courts	5		-
MEMBERSHIP			
20 or less	1		1
21 – 50	2		-
51 – 100	3		-
101 – 200	4		-
201 or more	5		-
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING			
In past 3 years \$0 - \$5,000	1		-
In past 3 years \$5,001 - \$10,000	2		-
In past 3 years \$10,001 - \$15,000	3		-
In past 3 years \$15,001 - \$20,000	4		-
In past 3 years > \$20,000	5		-
RISK TO COUNCIL			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		-
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		-
TOTAL POINTS			10
Category Fee Points Score 5 – 10	\$300.00		\$300.00
Category Fee Points Score 11 - 15	\$450.00		
Category Fee Points Score 16 - 20	\$600.00		
Category Fee Points Score > 20	\$750.00		
Base Fee (State Rent as per Part1, Section 37A, 2(a))	\$130.00		\$130.00
	Total Tenure Fee excl GST		\$430.00
	GST		\$43.00
	Total Tenure Fee incl GST		\$473.00

ATTACHMENT 3 – SITE LOCATION

COMMUNITY GROUP: CLERMONT COMMUNITY HOUSING & OTHER SERVICES INC – LAGOONA

LOT ON PLAN: LOT 3 ON C9569

STREET, ADDRESS: 2 LIME STREET, CLERMONT



- The orange line is the current boundary of the lease.
- On the eastern side of the land is where the facility breaches the boundary into road reserve.
- The red rectangle is an *estimate* of the part of the road reserve that needs a Permanent Road Closure.

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Kelly Shepherd
AUTHOR POSITION	Senior Community Leasing Officer

9.9 MORANBAH TENNIS ASSOCIATION INCORPORATED – TENURE ARRANGEMENTS

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, by way of a ten (10) year trustee lease to Moranbah Tennis Association Incorporated.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, by way of a ten (10) year trustee lease to Moranbah Tennis Association Incorporated.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into a ten (10) year trustee lease over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, to Moranbah Tennis Association Incorporated.**
 - a. Lease fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$473.00 inc GST per annum, matrix attached.**
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.**
 - c. Acknowledging that all built assets are owned by the Moranbah Tennis Association Incorporated therefore all repairs and maintenance will be the responsibility of the club.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 and 3 above.**

Resolution No.: PECS1277

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolve that an exception from inviting written quotes or tenders is granted for tenure over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, by way of a ten (10) year trustee lease to Moranbah Tennis Association Incorporated.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolve to enter into a ten (10) year trustee lease over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, to Moranbah Tennis Association Incorporated.**
 - a. Lease fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$473.00 including GST per annum, matrix attached.**
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.**
 - c. Acknowledging that all built assets are owned by the Moranbah Tennis Association Incorporated therefore all repairs and maintenance will be the responsibility of the club.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 and 3 above.**

Carried

BACKGROUND

Moranbah Tennis Association Incorporated is currently under a ten (10) year trustee lease agreement which is scheduled to expire on 15 June 2025. They are a well-established and respected group providing sporting activities to the Moranbah community.

The club has provided and maintained all their own assets and have remained compliant with lease clauses and expectations without fail.

Leasing Process Followed:

- Meeting of Internal Stakeholders including the Division Councillor
- Meeting of all Stakeholders
- In-Principle Agreement prepared, presented and signed
- Report written for Standing Committee

IMPLICATIONS

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

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

CONSULTATION

Internal

- Director PECS – In principle support
- Division 5 Councillor – In principle support
- Manager Community Facilities – In principle support
- Manager Parks & Recreation – In principle support
- Senior Community Leasing Officer - In principle support

External

- Moranbah Tennis Association Incorporated President
- Moranbah Tennis Association Incorporated Secretary
- Moranbah Tennis Association Incorporated Treasurer

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

Report prepared by:	Report authorised by:
KEN TUCKER	DANIEL WAGNER
Manager Community Facilities	Director Planning Environment and Community Services
Date: 10 March 2025	Date: 10 March 2025

ATTACHMENTS

- Attachment 1 – In Principle Agreement – Moranbah Tennis Association Incorporated – Redacted
- Attachment 2 – Tenure Fee Matrix
- Attachment 2 – Site Map

REFERENCE DOCUMENT

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

IN PRINCIPLE AGREEMENT

SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

Type of Tenure: 10-year lease

Address of Premises: Eastern Sporting Fields via Tallon Street, Moranbah, Qld 4744

Lot on Plan Description: BSP214729 being part of 133 on GV265

Areas (Subject to Survey): 7849m²

Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Telephone: 1300 ISAACS (472 227)

Facsimile: 07 4941 8666

Email: records@isaac.qld.gov.au

Lessee: Moranbah Tennis Association Incorporated

Incorporation #: IA04829

ABN: 42 556 883 486

Contact for Lessee: Attention: Simone Myles

Telephone: 0408 769 566

Email: MORANBAHTENNIS@HOTMAIL.COM

TENURE

Commencement Date: 16 June 2025

Term: 10 years

Expiry Date: 15 June 2035

RENTAL

Gross Rental: \$430.00 ex GST per annum

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

Terms and Conditions: In accordance with the Standard Terms Document supplied to the Lessee.

Maintenance: The community group will remain responsible for all repairs and maintenance to their own assets.

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

- Electricity
- Water
- Rates

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

SPECIAL CONDITIONS

Department of Resources Stated Use: Recreation

Intended Use: Tennis

Tenure Documentation: Form 7 Lease Document
Form 20 Standard Terms Document

Legal Fees: Each party to pay their own
INSURANCE Refer Part 8: Insurances, Indemnities and Guarantee within the Standard Terms Document

Public Liability Insurance: \$20,000,000

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

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

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

Make Good Clause: The lessee agrees to submit to the Lessor for approval a complete scope of works prior to installation for any fit-out works.

Return the premises to the Lessor in the same or better condition as was at the lease commencement date. Make good works, as specified by the Lessor, may include but not be limited to:

- removal of any structures erected by the Lessee;
- commercial cleaning of the premises;
- removal of any fittings and fixtures installed by the Lessee;
- repair of any surface damaged or altered by the Lessee; and
- any other rectification works as directed by the Lessor.

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

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

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

For & on behalf of: Moranbah Tennis Association Incorporated

Name:

SIMONE MYLES

Committee Position:

SECRETARY

Signature:

[Redacted Signature]

Date:

9/2/25

ATTACHMENT 2 – TENURE FEE MATRIX

COMMUNITY GROUP: MORANBAH TENNIS ASSOCIATION INC

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2		-
Land 5,001m2 – 15,000m2	3	7849m2	3
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5		-
ON COSTS			
Council pays electricity	5	No	-
Council pays water	5	Yes	5
Council maintains field/courts	5	No	-
MEMBERSHIP			
20 or less	1		-
21 – 50	2	30	2
51 – 100	3		-
101 – 200	4		-
201 or more	5		-
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING			
In past 3 years \$0 - \$5,000	1		-
In past 3 years \$5,001 - \$10,000	2		-
In past 3 years \$10,001 - \$15,000	3		-
In past 3 years \$15,001 - \$20,000	4		-
In past 3 years > \$20,000	5		-
RISK TO COUNCIL			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		-
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		-
TOTAL POINTS			10
Category Fee Points Score 5 – 10	\$300.00		\$300.00
Category Fee Points Score 11 - 15	\$450.00		
Category Fee Points Score 16 - 20	\$600.00		
Category Fee Points Score > 20	\$750.00		
Base Fee (State Rent as per Part1, Section 37A, 2(a))	\$130.00		\$130.00
Total Tenure Fee per annum for Licence to Occupy	GST does not apply		\$430.00
	GST		\$43.00
Total Tenure Fee per annum for Lease	Including GST		\$473.00

ATTACHMENT 3 – SITE LOCATION

COMMUNITY GROUP: MORANBAH TENNIS ASSOCIATION
INCORPORATED

LOT ON PLAN: BSP214729 BEING PART OF LOT 133 ON GV265

ADDRESS: EASTERN SPORTING FIELDS, VIA TALLON
STREET, MORANBAH



MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Kelly Shepherd
AUTHOR POSITION	Senior Community Leasing Officer

9.10

PLAYGROUP QUEENSLAND LTD – TENURE ARRANGEMENTS

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah, by way of a ten (10) year trustee lease to Playgroup Queensland Ltd.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah, by way of a ten (10) year trustee lease to Playgroup Queensland Ltd.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into a ten (10) year trustee lease agreement with Playgroup Queensland Ltd over GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah.**
 - a. Lease fees to be charged in accordance with 2024-2025 Fees & Charges – annual tenure fee \$803.00 incl GST, matrix attached.**
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.**
 - c. Acknowledging that the building structure is owned by Isaac Regional Council therefore all repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the trustee lease; and
Acknowledging that all play equipment is owned by Playgroup Queensland Ltd therefore repairs and maintenance responsibilities will be the remit of the organisation.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Resolution No.: PECS1278

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolve that an exception from inviting written quotes or tenders is granted for tenure over GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah, by way of a ten (10) year trustee lease to Playgroup Queensland Ltd.
2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolve to enter into a ten (10) year trustee lease agreement with Playgroup Queensland Ltd over GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah.
 - a. Lease fees to be charged in accordance with 2024-2025 Fees and Charges – annual tenure fee \$803.00 incl GST, matrix attached.
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.
 - c. Acknowledging that the building structure is owned by Isaac Regional Council therefore all repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the trustee lease; and acknowledging that all play equipment is owned by Playgroup Queensland Ltd therefore repairs and maintenance responsibilities will be the remit of the organisation.
3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.

4. Carried

BACKGROUND

Playgroup Queensland Ltd entered into tenure with Council for the first time on 1 November 2009. The most recent tenure the group has had is a trustee lease which expires 31 March 2025. Representatives of Playgroup Queensland Ltd visited the site in February 2025 and met with the Manager and Overseer for Parks & Recreation. Playgroup Queensland Ltd was very happy with the facility and complimented Council.

Leasing Process Followed:

- Meeting of Internal Stakeholders including the Division Councillor
- Meeting of all Stakeholders
- In-Principle Agreement prepared, presented and signed
- Report written for Standing Committee

BUILDING INSPECTION

A Building Compliance Inspection was not required as there are limited built assets.

IMPLICATIONS

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

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

CONSULTATION

Internal

- Director PECS – In principle support
- Division 5 Councillor – In principle support
- Manager Community Facilities – In principle support
- Manager Parks & Recreation – In principle support
- Overseer Parks & Recreation – In principle support
- Senior Community Leasing Officer – In principle support

External

- Playgroup Queensland Ltd – Quality and Innovation Lead
- Playgroup Queensland Ltd – Area Manager

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

Report prepared by: KEN TUCKER Manager Community Facilities Date: Insert Date	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: Insert Date
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ATTACHMENTS

- Attachment 1 – In Principle Agreement – Playgroup Queensland Ltd - Redacted
- Attachment 2 – Tenure Fee Matrix
- Attachment 3 – Site Map

REFERENCE DOCUMENT

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

IN PRINCIPLE AGREEMENT

SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

Type of Tenure: 10-year lease

Address of Premises: Eastern Sporting Fields via McCool Street, Moranbah Qld 4744

Lot on Plan Description: GSP214729 being part of 133V265

Areas (Subject to Survey): 907m²

Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Telephone: 1300 ISAACS (472 227)

Facsimile: 07 4941 8666

Email: records@isaac.qld.gov.au

Lessee: Playgroup Queensland Ltd

Incorporation #: IA00881

ABN: 80 180 917 496

Contact for Lessee: Attention: Penny Creamer

Telephone: 1800 007 529

Email: finance@playmatters.org.au

TENURE

Commencement Date: 1 April 2025
Term: 10 years
Expiry Date: 31 March 2035

RENTAL

Gross Rental: \$730.00 ex GST per annum
Rent Review: Annual adjustment proportionate with CPI movement each anniversary of the Commencement Date

Terms and Conditions: In accordance with the Standard Terms Document supplied to the Lessee.

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

INCLUSIONS:

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

EXCLUSIONS:

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

Outgoings:

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

- Electricity
- Water
- Rates

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

SPECIAL CONDITIONS

Department of Resources Stated Use:	Recreation	
Intended Use:	Playgroup	
Tenure Documentation:	Form 7 Form 20	Lease Document Standard Terms Document
Legal Fees:	Each party to pay their own	
INSURANCE	Refer Part 8: Insurances, Indemnities and Guarantee within the Standard Terms Document	
Public Liability Insurance:	\$20,000,000	
Certificate of Currency:	To be supplied by applicant with a copy of the receipt showing payment	
Damage Policy:	Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items	
Workers Compensation:	Insure under the Workers Compensation Act, all persons it employs to work upon the Premises	

Make Good Clause:	<p>The lessee agrees to submit to the Lessor for approval a complete scope of works prior to installation for any fit-out works.</p> <p>Return the premises to the Lessor in the same or better condition as was at the lease commencement date. Make good works, as specified by the Lessor, may include but not be limited to:</p> <ul style="list-style-type: none"> • removal of any structures erected by the Lessee; • commercial cleaning of the premises; • removal of any fittings and fixtures installed by the Lessee; • repair of any surface damaged or altered by the Lessee; and • any other rectification works as directed by the Lessor. <p>Ensure the land and buildings are clear of all waste, etc and is clean, tidy and in a reputable state.</p>
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Information Update:	<p>The Lessee must complete a Community Group Annual Update each year and provide a copy of Annual General Meeting Minutes and Certificate of Currency for all policies held.</p> <p>Additionally, if the Committee changes at a time other than at the Annual General Meeting this information must be provided to Council.</p>
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For & on behalf of: Playgroup Queensland Ltd

Name: Penny Creamer

Committee Position: CEO

Signature:

[Redacted Signature]

Date: 14/03/2025

ATTACHMENT 2 – TENURE FEE MATRIX

COMMUNITY GROUP: MORANBAH PLAYGROUPS – PLAYGROUP QUEENSLAND LTD

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2	907m2	2
Land 5,001m2 – 15,000m2	3		-
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5		5
ON COSTS			
Council pays electricity	5		5
Council pays water	5		-
Council maintains field/courts	5		-
MEMBERSHIP			
20 or less	1		-
21 – 50	2		-
51 – 100	3		-
101 – 200	4		-
201 or more	5	278 members in Isaac	5
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING			
In past 3 years \$0 - \$5,000	1		-
In past 3 years \$5,001 - \$10,000	2		-
In past 3 years \$10,001 - \$15,000	3		-
In past 3 years \$15,001 - \$20,000	4		-
In past 3 years > \$20,000	5		-
RISK TO COUNCIL			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		-
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		-
TOTAL POINTS			18
Category Fee Points Score 5 – 10	\$300.00		
Category Fee Points Score 11 - 15	\$450.00		
Category Fee Points Score 16 - 20	\$600.00		\$600.00
Category Fee Points Score > 20	\$750.00		
Base Fee (State Rent as per Part1, Section 37A, 2(a))	\$130.00		\$130.00
Total Tenure Fee per annum for Licence to Occupy	GST does not apply		\$730.00
	GST		\$73.00
Total Tenure Fee per annum for Lease	Including GST		\$803.00

ATTACHMENT 3 – SITE LOCATION

COMMUNITY GROUP: PLAYGROUP QUEENSLAND LTD
LOT ON PLAN: GSP214729 BEING PART OF LOT 133 ON GV265
ADDRESS: EASTERN SPORTING FIELDS, VIA MCCOOL STREET, MORANBAH



MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Maggi Stanley
AUTHOR POSITION	Manager Engaged Communities

9.11

**PLANNING ENVIRONMENT AND COMMUNITY SERVICES
QUARTERLY DEPARTMENTAL REPORT – ENGAGED COMMUNITIES**

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview of the Engaged Communities Department's current status and future direction.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receive and note the content of this report.**

Resolution No.: PECS1279

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes the content of the Planning, Environment and Community Services Quarterly Departmental Report – Engaged Communities.**

Carried

BACKGROUND

The Engaged Communities department was formed in 2019, following a functional review of the Planning, Environment and Community Services (PECS) directorate. The creation of the department was intended to deliver excellence in how communities relate to, engage and do business with Council through contemporary practice which is highly attuned to the needs and aspirations of Isaac Communities. Engaged Communities is responsible for leading Council's functions across our primary interfaces with communities through the interdependent functions of Community Events and Activation, Community Hubs, Community Development and Community Engagement.

Following a period of turnover and temporary arrangements in the department leadership roles, permanent appointments have been made to the M3 (Manager Engaged Communities) and M4 (Coordinator Community Hubs and Coordinator Community Development) roles. A Program Leader – Community Events and Activation has also recruited to coordinate event planning and community activation initiatives on a regional basis.

The department has recently also absorbed some of the key functions of the Manager Strategic Policy and Projects role previously based in the Office of the Director Planning, Environment and Community Services (PECS) including social impact assessment (SIA), social infrastructure needs analysis and planning, social sustainability and climate change response policy frameworks, data analysis and monitoring of customer satisfaction and quality of life.

The common theme, and goal, across all department functions is delivering an outstanding customer experience (CX). The demonstrated benefits to local governments of getting CX right include:

- **Improved trust between community and Council** – people are more likely to trust and support Council initiatives when they feel their needs are met consistently and efficiently.
- **Better engagement** – A positive CX ensures residents feel valued and heard and are more likely to engage positively, participate in community programs and provide feedback
- **More inclusive** – focussing on CX leads to services which are more accessible to all residents and improves access and equity
- **Evidence-based decision making and policy development** - a strong CX system includes mechanisms for ongoing community feedback, enabling Council to make data-driven decisions which reflect the needs and aspirations of the community.
- **Stronger public – private partnerships** – good CX means Council is better able to work with local businesses, partners and other levels of government
- **Reduction in complaints and reputational risk** – CX involves establishing clear, proactive communication and support systems which address issues before they become complaints

A critical driver of outstanding CX is employee experience (EX). Numerous studies, including those conducted by Gallup, Harvard Business Review and McKinsey, consistently demonstrate the correlation between positive EX and positive CX. Delivering positive social outcomes relies heavily on ensuring employees are appropriately supported and engaged in the workplace and is a particular focus for the Engaged Communities team.

OPERATIONS

Quick stats:

- 1 x M3, 2 x M4, 6 x Program/Area Leaders, 40 x other staff
- On average 45,000 library visits, 70,000 library loans and 12,000 library program participants per year
- 16,000 front counter visits, 23,000 calls and 350 QGAP transactions per year
- 3,000 museum/tourist information visits per year
- \$6m Budget
- Over 150 Civic and Council supported/led community events per year

Key service areas:

Art galleries, frontline services, call centre, civic and community events, community grants program, community engagement, community development, Regional Arts Development Fund (RADF) and Isaac Arts

and Cultural Advisory Committee (IACAC) secretariat, Queensland Government Agent Program (QGAP), museums, social impact assessment, libraries, neighbourhood centres, social sustainability policy framework, climate change response policy framework, social infrastructure framework, customer satisfaction and quality of life surveys and data analysis, social planning, social strategy.

Programming:

The following table presents some key programs for the Engaged Communities team. It is not intended to be an exhaustive list of all day-to-day operations.

Corporate Plan Theme	Ongoing/BAU	Future initiatives
Leading and Enabling		
We will actively monitor, plan and advocate for the progressive futures of our communities	<ul style="list-style-type: none"> Participate in Major Projects Working Group Regional Customer Satisfaction Survey Regional Quality of Life Survey 	<ul style="list-style-type: none"> Develop comprehensive social baselines to inform Council's strategic planning efforts. Research and collaborate with community to develop data (qualitative and quantitative) driven assets based community development plans and initiatives tailored to the unique characteristics and aspirations of communities.
We will embed climate-related risks, uncertainties and adaptation requirements into our strategies, policies, procedures and decision-making		<ul style="list-style-type: none"> Embed Climate related risk (e.g. heat stress) into event planning processes Develop set of indicators to measure current social adaptive capacity to inform future planning
We will continue to develop the capability of Council, it's people and technology so it is responsive to the changing nature of work and ongoing needs of the community.	<ul style="list-style-type: none"> Ongoing training in customer service skills 	<ul style="list-style-type: none"> Implement new Telephony platform which will enable call monitoring, advanced reporting, and FSO coaching & training (ICT lead) Design professional development plans and deliver training to relevant staff in critical skills including community

		<p>development, community engagement, social impact assessment (SIA) and social infrastructure needs analysis and planning.</p> <ul style="list-style-type: none"> • Embed EX principles in overarching strategies and plans
Engaged Communities		
<p>We will advocate for the provision of essential services including housing, childcare and aged care, disability and youth services and healthcare including mental health and allied health within the region.</p>	<ul style="list-style-type: none"> • Ad hoc monitoring of community sentiment 	<ul style="list-style-type: none"> • Develop and implement tools and resources to effectively monitor, capture and report on community sentiment and felt/expressed need
<p>We will support our communities to help themselves so that people and places are responsive, connected, cared for and safe.</p>	<ul style="list-style-type: none"> • Administration of Isaac Community grants Program • Deliver contemporary library programs including First Five Forever (F5F), Literacy, Digital Literacy, STEM learning, robotics and coding. • Administration of Regional Arts Development Fund (RADF) 	<ul style="list-style-type: none"> • Include community activation programs in community development strategies and plans • Develop agreed community development principles which seek to empower communities in preference in those which inadvertently foster dependencies. • Investigate mentoring/support programs/models for emerging community leaders • Embed social sustainability and social impact principles into community programming
<p>We will continue to improve our neighbourhoods and community assets, so they are inclusive, fit-for purpose, accessible and adaptable.</p>	<ul style="list-style-type: none"> • Continue implementation of the Community Hubs project 	<ul style="list-style-type: none"> • Develop strategic asset management plans for standalone community facing facilities which are currently falling into disrepair (e.g. Clermont Museum)

		<ul style="list-style-type: none"> • Social Infrastructure needs analysis and Framework
<p>We will embed effective and genuine community consultation processes across the organisation to enable participation, engagement and collaboration.</p>	<ul style="list-style-type: none"> • Community Engagement Framework and toolkit • Implement and maintain online community engagement portal (Speak Up) • Community Engagement Advisory 	<ul style="list-style-type: none"> • Implement Stakeholder Engagement mapping software to understand and respond to stakeholder networks • Investigate refreshed Customer Service Charter and strategy to provide clarity around organisational targets and expectations. • Investigate models to monitor and improve customer response times as required.
<p>We will support residents and visitors to activate assets which enable participation in an array of recreational and social pursuits across the region.</p>	<ul style="list-style-type: none"> • Develop and Deliver Council's annual civic event program • Implementation of Arts and Cultural Action Plan • Management and support of the Isaac Arts and Cultural Advisory Committee 	<ul style="list-style-type: none"> • Develop resources to assist community organisations to plan and execute their own events • Develop Strategic Arts and Cultural Plan to supersede expired plan
<p>We will encourage young people to have a say about the issues which affect them, and they are empowered to make a meaningful contribution to decision making and future-planning in their community.</p>	<ul style="list-style-type: none"> • Youth Summit and Action group • Continue to implement findings of Isaac Youth Unmet Needs study 	<ul style="list-style-type: none"> • New initiatives arising from Youth Summit and formation of Youth Action Group

OPERATIONAL REVIEW

To enable the Engaged Communities team to deliver on the objectives of the corporate plan, some minor changes to the department structure have been proposed:

- Community Relations Officer positions (65111, 65612, 65613, 65614 & 65615) – amend job title to Community Development Officer, revise position description and reclassify from Stream A - level 3 to level 4, to Stream A - level 4 to level 5.
- Manager Strategic Policy and Projects (60100) – amend job title to Program Leader – Social Impact, revise position description, reclassify from M4 contract to Stream A - level 6 and Change reporting line from Director PECS (60000) to Manager Engaged Communities (65500).

- Engaged Communities Grants Officer (65511) – change of reporting line from Departmental Administration Officer (65510) to Program Leader - Social Impact (60100)
- Digital Learning and Systems Officer (66704) – change reporting line from Coordinator Community Hubs (66700) to Program Leader - Library Services (66701)
- Arts and Cultural Programs Assistant (65604) – amend job title to Engaged Communities Programs Assistant and change of reporting line from Coordinator Community Development to Departmental Administration Officer.

The above changes will be supported by professional development plans for relevant staff inclusive of

- CHC52121 – Diploma of Community Development
- IAP2 certification (noting this is already budgeted for some officers to complete in 2025FY)
- Trainer Assessor (in-house)
- Social Impact Assessment, Social Planning and Needs Analysis (in-house)
- Cross train in other Engaged Communities functions.

IMPLICATIONS

Financial

The proposed changes to the department structure represent a budget cost saving of \$50,939 at the lowest banded scenario (current status) and an additional budget requirement of \$7,383 at the highest banded scenario. Given the highest banded scenario is highly unlikely to occur within the next 18 months, no significant budget implications for salaries and wages are identified for the 2024/2025 or 2025/2026 financial years.

Training and development costs are estimated at \$39,000 over 2-3 years. Funds required will be requested through established budget approvals processes.

Social Impact

A more measurable and strategic approach to social development in alignment with the provisions of the Corporate Plan 2023 – 2028 is anticipated to foster net-positive social impact across people's way of life, community, environment, economic outlook, health and wellbeing, participation in decisions which affect their lives, culture, and fears and aspirations for the future.

CONSULTATION

Director Planning Environment and Community Services
Engaged Communities Department
Manager Budgets and Statutory Reporting
People and Capability Business Partner

BASIS FOR RECOMMENDATION

The basis for recommendation is to provide Councillors with visibility over current and future operational focus of the Engaged Communities Department.

ACTION ACCOUNTABILITY

The Manager Engaged Communities is responsible for strategic-level delivery of Engaged Communities functions 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 departments area of operations.

Report prepared by:	Report authorised by:
MAGGI STANLEY	DAN WAGNER
Manager Engaged Communities	Director Planning, Environment and Community Services
Date: 24 March 2024	Date: 24 March 2024

ATTACHMENTS

- Attachment 1 - Operational Review
- Attachment 2 – Budget Analysis

REFERENCE DOCUMENT

Nil

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MEETING DETAILS

Ordinary Meeting
Wednesday 23 April 2025

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

9.12

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
FY2024-2025 CAPITAL PROJECTS PROGRESS REPORT AS AT
24 MARCH 2025**

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 24 March 2025.***

Resolution No.: PECS1279

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

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 24 March 2025.**

Carried

BACKGROUND

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

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

Practical Completion achieved – Defect Liability Period in place

- Completion of the Clermont Civic Centre roof replacement
Revised completion date 30 June 2025
- Completion of the Flaggy Rock Community Centre septic tank replacement
Project Complete
- Commencement of preliminary works for the Nebo Showgrounds revitalisation project Stage 1
Tender Pending evaluation, negotiation and award
- Commencement of solar installations funded under the Reef Guardian Councils program
Tender for Clermont awarded delivery dependent on completion of roof replacement.
- Commencement of planning and design for the Moranbah and Clermont Country University Centres
Moranbah Centre construction awarded

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

At practical completion, Isaac Regional Council received an interim Certificate of Completion from the certifier that had multiple conditions attached. Contractor and Council are now working diligently through these items for timely rectification.

Council requested a full roof inspection report from a suitably qualified inspector, please see attachment 2 for the Isaac Events Centre Roof Analysis.

Isaac Country Universities

Moranbah centre currently out for tender with responses anticipated. Project will require a variation to the funding agreement milestones as it is currently behind schedule.

CONSULTATION

Director Planning, Environment and Community Services
Planning, Environment and Community Services Leadership Team
Aurecon

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

<p>Report prepared by: MARK DAVEY Program Manager – Capital Delivery Date: 24 March 2025</p>	<p>Report authorised by: DANIEL WAGNER Director Planning, Environment and Community Services Date: 24 March 2025</p>
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ATTACHMENTS

- Attachment 1 – PECS 2024-2025 Capital Projects Progress Summary as at 24 March 2025
- Attachment 2 - Isaac Events Centre Roof Analysis

REFERENCE DOCUMENT

- NIL

PECS 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

2024/25 PECS Capital Budget Status and Completion Rate as at 24 March 2025

Carry Forward Budget	\$ 6,003,232.00
Adopted Budget	\$ 14,814,586.00
FY 2024/25 PECS Capital Budget	\$ 20,817,818.00
Actual Expenditure	\$ 10,623,613.21
Remaining Budget (Actual)	\$ 10,194,204.79
Commitments	\$ 3,563,736.65
Remaining Budget (uncommitted)	\$ 6,630,468.14

51.03 Percent of Budget Spent - March (Excluding Commitments)



\$10,194,205 of YTD Budget Remaining - March (Excluding Commitments)

68.15 Percent of Budget Spent - March (Including Commitments)



\$6,630,468 of YTD Budget Remaining - March (Including Commitments)

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW212906	Equipotential bonding	83,441	83,440.65	0	0.35	Complete	2/09/2024	Project Complete	N/A	100%
CW222965	DYS Community Hub	383,766	22,527.22	365,215.00	-3,976.22	Construction	30/06/2025	Externally funded project. Please note that these works are being combined with CW253318 DYS Library External Works. Construction has begun with all works to be completed by 30 May allowing the month of June as contingency.	Low	30%
CW222966	STLAW Community Hub	143,173.00	0	25,100.00	118,073.00	Planning/ Design	30/06/2025	Project is at risk of non-completion this financial year. Consultation with Council and community will be undertaken prior to June 30, 2025, to inform FY25/26 project.	High	10%
CW223013	MBH Community Centre - Refurbishment	10,998,539	8,742,691.83	731,512.30	1,524,334.87	Complete	31/03/2025	Practical completion reached complete with defects being rectified	N/A	100%
CW233122	CLM Aerodrome Refuelling Tank	67,118	75,109.90	0	-7,991.90	Complete	30/10/2024	Project Complete.	N/A	100%
CW233123	CLM Caravan Park Emergent Electrical Work	219,378	83,298.55	20,345.58	115,733.87	Procurement	28/02/2026	Procurement in progress for remaining scope of the emergent stage 2 works and estimated construction for such completion by end of April/early May	Medium	60%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

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	6,253.40	15,362.20	3,717.40	Construction	31/03/2025	Primary scope of works complete, remaining budget is for fabrication repairs with works awaiting	Low	90%
CW243164	MBH Animal Management Centre Renewal	99,182	54,578.96	63,107.00	-18,503.96	Construction	31/05/2025	Further fencing required which has been ordered at no cost to council but this mistake by the contractor has extended the scheduled completion date. Airconditioning units being finalised. CCTV component of project awarded and will require additional funds at Q3.	Low	80%
CW243165	CLM Museum Drainage Rectification	97,914	97,274.00	657.80	-17.80	Construction	7/01/2025	Project Complete.	N/A	100%
CW243166	Flaggy Rock Septic - Partial replacement	214,315	214,315.09	0	-0.09	Complete	2/09/2024	Project Complete	N/A	100%
CW243170	CORP Pools Emergent and/or Prog Renewals	19,980	19,980.00	0	0	Complete	30/08/2024	Project Complete	N/A	100%
CW243171	CLM Swim Pool design and emergent works	4,750	4,750.00	0	0	Complete	30/09/2024	Project Complete	N/A	100%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW243172	CLM Civic Centre Roof replacement	611,382	0	119,400.02	491,981.98	Procurement	30/06/2025	This project is a high priority. Tender closes 25 March. Evaluation process to be completed.	Medium	10%
CW243175	CORP Halls/Centres Emergent and/or Prog	79,376	71,601.40	0	7,774.60	Complete	30/09/2024	Project Complete	N/A	100%
CW243176	CLM Caravan Park Utilities Renewal	19,744	10,753.73	800.00	8,190.27	Construction	31/03/2025	Final works progressing	Low	90%
CW243227	DYS Miners Memorial	150,000	5,000.00	12,200.00	132,800.00	Planning/ Design	30/06/2025	Project working group has been meeting to enable the design of the Dysart Memorial, this is progressing with the key feature (laser-cut steel globe) completed and overall design in final stages. This project is at risk of non-delivery by June 30 as completion will be dependent on external parties providing additional capital investment for its completion. The required financial co-contributions will be calculated at the completion and adoption of the design.	Medium	20%
CW243241	NBO Showgrounds Stage 1	1,683,452	162,915.50	7,229.47	1,513,307.03	Procurement	30/06/2025	Externally funded project Full tender package issued to market with high level of interest by local contractors. Some of the project budget	Medium	30%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								is at risk of non-expenditure as works will need to be undertaken around signature events and may run into Q1/Q2 of FY25/26, this will still align with the external funding agreement but not Councils reporting periods. Final stages of evaluation are being completed.		
CW243246	Isaac Solar	415,490	64,449.99	78,403.74	272,636.27	Procurement	30/06/2026	Externally funded project Clermont Solar has been awarded and working with contractor for commencement date. Moranbah Solar is being delivered by Corporate Properties.	Medium	10%
CW243250	CLM Showgrounds Main Arena Renewal	13,231	6,747.75	157.94	6,325.31	Construction	2/06/2025	Main surface renewal completed, remaining perimeter upgrades to occur Q3	Low	80%
CW253316	Isaac Country University Centres	700,000	0	48,100.00	651,900.00	Procurement	2/12/2025	Full budget expenditure by 30 June will be unachievable. Moranbah Centre design complete, and construction being awarded. Moranbah Centre will be completed on or before 30 May 2025.	High	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								Initial design considerations for the Clermont Centre are underway. Revised completion date aligns with the executed funding agreement.		
CW253317	CORP Town Christmas Trees	88,776	88,829.88	0	-73.88	Complete	21/11/2024	Project Complete	N/A	100%
CW253319	CLM Saleyards pens renewal	185,000	176,946.69	955.00	7,098.31	Construction	31/03/2025	Main construction complete small remaining budget will be expended in fabrication repairs by end March	Low	80%
CW253320	CLM Showgrounds Electrical renewals	185,000	6,940.00	0	178,060.00	Planning/ Design	30/06/2025	Submains testing report completed and tender preparation during February 2025 for March release to market. Completion date to be determined following receipt of quotes.	Medium	20%
CW253321	MBH - GCAC 25m Thermal cover renewal	125,000	0	0	125,000.00	Procurement	30/06/2025	Procurement documents have been sent out to tender, tender closes 28 th of February. Forecasted completion 30 th of June 2025.	High	20%
CW253322	GLN - Pool amenity and grandstand area	180,417	0	0	180,417.00	Procurement	30/05/2025	Authority to Tender forms requires signing by Procurement to allow out for tender. Forecasted completion 30/05/2025.	High	30%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253323	MBH - GCAC Plant room rectification	348,380	0	0	348,380.00	Procurement	30/05/2025	Project has been awarded. Forecasted completion on the 30/05/2025.	Medium	30%
CW253324	CORP - Pools Emergent Renewals	118,733	68,754.26	46,543.47	3,435.27	Construction	30/06/2025	Purchasing of equipment has progressed as required.	Low	60%
CW253325	MBH - 50m pool expansion joint renewal	195,000	0	93,363.42	101,636.58	Construction	30/06/2025	Contract has been awarded and will commence in early May 2025 and be completed in late May 2025 allowing the month of June as contingency.	Medium	20%
CW253326	DYS - Pool Light Pole replacement	30,000	22,077.70	0	7,922.30	Construction	28/02/2025	Project Complete	N/A	100%
CW253327	GLN Rec Centre - Toilets Stump renewal	31,968	0	0	31,968.00	Planning/ Design	30/06/2025	Have deferred \$230k. Further scoping activities to be undertaken to determine risks and proposed methods of repair/replacement of existing stumps under squash courts/sports hall.	High	0%
CW253329	STL Hall - Kitchen upgrade	65,000	0	4,999.00	60,001.00	Planning/ Design	30/06/2025	Catch up meeting with owner of company on the 24/03/2025 to get concept plans on track.	High	30%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253330	CORP Halls Emergent and /or Prog renewal	120,000	107,907.20	2,376.08	9,716.72	Construction	30/06/2025	Flaggy Rock - Waiting for contractor to come back to site when the site is dry. Works 70% completed at Flaggy Rock. Camila Hall works have been completed.	Low	80%
CW253331	Isaac Resources Excellence Precinct	2,000,000	426,522.99	1,927,908.63	299,394.96	Construction	25/06/2027	Externally funded project. Multi-stage project. Project Management has been awarded. Design tender has been awarded. Road tender is waiting on final signatures to be awarded. Advice received from the consulting engineers states that the road infrastructure will expend a high portion of the nominated budget, and these works will be completed by 30 June 2025 – weather dependant. Water and sewer investigation ongoing.	Medium	10%
CW253334	MELC Expansion & Renovation Works	800,000	0	0	800,000.00	Planning	30/06/2026	Works are being managed by MELC with payments made on actual expenditure. Estimate of budget entered for the 2025 FY. Total project budget of \$2.166M \$1.6M funded from LRCI	Low	

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								\$300k Federal Gov grant \$266k MELC cash reserves Initial invoice of circa \$600k received by Council. Stage 1 works completed to date include demolition of bathroom basins and toilets, with reinstallation of new items by 28 February 2025. Tiling and flooring activities in bathrooms have commenced. While initial demolition works were delayed, expected project completion date remains 30 June 2026.		
CW253337	MBH Childcare Sewer Mains Replacement	140,000	0	0	140,000	Planning	30/06/25	New Project		
OVERALL		20,642,818	10,623,613.21	3,563,736.65	6,630,468.14					

ISAAC EVENTS CENTRE ROOF ANALYSIS

The revitalization of the Moranbah Community Centre, now the Isaac Events Centre was funded through round one of the Resources Community Infrastructure Fund (RCIF). This was a highly competitive funding round, with specific requirements needed for consideration. As part of this process, Isaac Regional Council were required to prove commitment to both the project and the infrastructure. This was done through acknowledgment of roof works undertaken by the Community Facilities Department in Financial Year 2019/20, and because of this, the main roof became a nominated exclusion from the scope of works in the application.

During construction, there were a few occurrences of water egress from the main hall roof. Towards the end of the project, Council officers requested a full condition report be undertaken to inform future requirements. This has been completed; the Conclusion and Recommendation are:

Condition Report Conclusion:

The roof of the Moranbah Community Centre is exhibiting widespread signs of deterioration and failure across various components. The observed damages include:

- Corrosion of roof sheeting and fasteners
- Deteriorated flashing connections and inadequate flashing coverage
- Debris buildup contributing to corrosion and potential water ingress
- Foot traffic damage
- Inadequate installation of gutters and downpipes
- Previous repairs heavily reliant on silicone, indicating ongoing issues

The severity and extent of these issues indicate that the roof has reached the end of its serviceable lifespan. Due to the widespread nature of the damage, repairs are not a feasible option. A full roof replacement is recommended to ensure the long-term integrity and functionality of the building.

Condition Report Recommendation:

Complete roof system replacement, including:

- Removal of existing roof sheeting, flashings, and gutters
- Installation of new, high-quality roofing materials
- Proper installation of flashings to prevent water ingress
- Installation of new gutters and downpipes with appropriate leaf guards

This replacement should be carried out in accordance with relevant Australian Standards and manufacturer's instructions to ensure a durable and reliable roofing system for the Moranbah Community Centre.

//
Officers Recommendation:

Include the roof replacement in the FY 2025/26 Pag process for Councillor consideration.

While a full replacement assessment hasn't been undertaken, a desktop review has been completed by Woollam Constructions and the findings are listed below. Woollams were requested to assist with this information given their recent intimate knowledge of the facility.

- Capital Works Program

Attachment 1 – Economy and Prosperity Department Quarterly Update April 2025 is attached to provide Council with an overview and status update of the Economy and Prosperity Department’s key projects and operational commitments.

Attachment 2 – Economy and Prosperity Departmental Business Plan 2024-25 is attached to provide Council with an overview and status update of the Economy and Prosperity Department’s objectives and the strategies and structures in place for achieving them.

IMPLICATIONS

The provision of departmental reports will provide Council visibility of the operational aspects of the Economy and Prosperity department.

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 direction and operational deliverable of the of the Economy and Prosperity department, 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:

JOEL REDDEN
Acting Manager Economy and Prosperity

Date: 25 March 2025

Report authorised by:

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

Date: 25 March 2025

ATTACHMENTS

- Attachment 1 – Economy and Prosperity Department Quarterly Update April 2025

- Attachment 2 – Economy and Prosperity Departmental Business Plan 2024-25

REFERENCE DOCUMENT

- Nil

ECONOMY AND PROSPERITY DEPARTMENT

QUARTERLY UPDATE APRIL 2025

Current as at 21.03.2025

Presented by Acting Manager Economy and Prosperity



EXECUTIVE SUMMARY

This report is a quarterly update for the Economy and Prosperity Department presented in April 2025.

HIGHLIGHTS

ECONOMIC DEVELOPMENT AND TOURISM

- Some improved restructuring of direct reporting lines to the Manager has occurred
- 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.
- Continue to manage an elevated workload and external and internal requests with a reduced corporate knowledge workforce

ECONOMIC STIMULUS ASSETS

- Theresa Creek Dam operating model report workshopped with Council.

3-MONTH OUTLOOK

ECONOMIC DEVELOPMENT AND TOURISM

- St Lawrence Wetlands Weekend delivery
- Anne Street Land Sale Strategy complete.
- Commencement of Regional Place Activation Program

ECONOMIC STIMULUS ASSETS

- Presentation of Unmanned fuel tanks report. Procurement of facility underway.
- Theresa Creek Dam operating model completed. Drafting of successful model tenure document in progress.
- 2023/2024 capital works carry over projects completed.

EMERGING ISSUES

The department is currently facing a significant challenge with the departure of the department manager and an officer on extended leave. This situation has created a gap in leadership and operational capacity, potentially impacting project timelines and overall productivity. Efforts are underway to manage the transition and ensure continuity of services, but the team is experiencing increased pressure to maintain performance levels during this period of reduced staffing.

ANNUAL OPERATIONAL PLAN 2024/25

Item	Service area	Description	Measure of success	Measure of success (date)	Status	Comments
AOP09	Nebo Showgrounds Revitalisation Project Stage 1	Deliver Stage 1 projects of the Nebo Showgrounds Master Plan in accordance with the Commonwealth funding agreement.	Stage 1 is delivered in line with funding agreement's key deliverables and timeframes.	Q4	On target	Scoping for Stage 1 works with AECOM as project management support consultants and NSMPAC working group completed, issue to market conducted and award pending end of Q3. Onsite construction timing to be confirmed post award.
AOP10	Theresa Creek Dam Masterplan	**Develop the master plan for Theresa Creek Dam (TCD)	The Theresa Creek Dam master plan is adopted.	Q2	Complete	TCD operational review near complete engagement with Council conducted and final report due April 25.
AOP15	Tourism Trail	Develop the Isaac Tourism Trail's Strategic Plan Initiative	Strategic Plan is developed and endorsed by Council.	Q4	Complete	Delivery of some action items occurring, but project impacted by loss of the Mackay Isaac Tourism Isaac Tourism Development officer at the end of 2024. Recruitment still ongoing.

DEPARTMENTAL BUSINESS PLAN 2024/25

Corporate Plan Link	Project of BAU PRIORITY	Op or Cap Budget	Measure of Success	Status	Comments
ECONOMIC DEVELOPMENT AND TOURISM					
Economic Development					
Progressive Economy	Economic Development Framework new strategy	Operational	Strategy adopted	On Target	<ul style="list-style-type: none"> Existing strategy concluding and new strategy proposed for development in 2025/26 financial year.
Leading and enabling	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	Operational	Participation and support provided	On Target	<ul style="list-style-type: none"> E&P's participation in The Cooperative Research Centre for Transformations in Mining Economies (CRC TiME) activities is ongoing, with highlights including attendance at the annual forum and plans for a Global Coal Transitions workshop in Brisbane in May 2025. E&P and CRC TiME are developing an itinerary to bring the contingent to the Isaac region, with further details to be provided. E&P is on the steering committee for two projects with research occurring in the region: the Mine Pit Lakes Assessment (Project 4.9) and Future Economic Development Pathways (Project 1.8). E&P continues its engagement with EnviroMETS on the Lighthouse 2.0 Project, funded under the Resources Environment and Future Fund (REFF) program. Additionally, E&P is engaging with regional entities such as Regional Development Australia Greater Whitsunday (RDAGW), the Department of State Development, Infrastructure and Planning (DSDIP), the Resources Centre of Excellence (RCOE), and the Greater Whitsunday Alliance (GW3) to unlock future potential. There is also ongoing industry engagement and promotion of Post-Mine Land Use (PMLU) for end-of-life sites.

					<ul style="list-style-type: none"> The development of the Isaac Region Excellence Precinct (IREP) facility is another initiative with opportunities to support the development of PMLU opportunities.
Progressive Economy	Supporting role in the project delivery and development of the Isaac Resources Excellence Precinct and Country University Centre	Operational / Capital	E&P supporting role and actions delivered on	On Target	<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
Engaged Communities	Monash Lodge	Operational	Plan actions delivered or actioned	On Target	<ul style="list-style-type: none"> Belyando Enterprise Network Inc (BENI group) was awarded a 5-year facilitation agreement (executed on 15/03/2023, expiring in 2028) to deliver a Clermont seniors living concept. The agreement includes an intent to grant tenure if the Beni group can meet the following requirements: establish an operating entity (noting that the Beni group is not intended to be the 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, and secure funding to deliver the concept. 6-monthly reporting schedule on the facilitation agreement and bi-monthly meetings. A funding application for the Partnerships and Precinct program was submitted in 2024 to review and update initial planning works, but no advice has been received yet regarding the outcomes. The group has encountered several issues impacting project delivery but maintains ongoing

					advocation towards funding and resourcing the project
Progressive Economy	Investment Attraction	Operational	Investment attraction framework actions delivered		<ul style="list-style-type: none"> The department continues to handle initial development enquiries and major industry engagement, promoting local employment, content, workforce accommodation benefits, and facilitating site development. There has been a significant increase in renewable energy project engagement. The renewal of Council's investment attraction collateral, including the Live Work, Invest, and Economic Indicator reports, is proposed for 2025/2026, with potential funding from Brand, Media and Communication resources. <p>The onboarding of a Renewable Energy Coordinator has freed up resources, and the onboarding of a Property Development Coordinator is progressing well.</p>
Business Support					
Progressive Economy	Business Support	Operational	Plan actions delivered or actioned	Below Target	<ul style="list-style-type: none"> The establishment of the Isaac Business Chamber has been completed, with engagement with Council and GW3 ongoing. A planning meeting to assess 2025 collaborative activities is scheduled for December. The Shop Isaac program has been impacted by E&P resourcing over the last 18 months. Renewed promotional collateral has just been finalised, and planning for 2025's promotional campaigns and business and industry engagement is progressing in Q1/Q2 2025. Notably, over \$900,000 has been loaded on cards since the program's inception in 2021, with the true potential of the program likely not yet realised, presenting a significant opportunity for industry engagement. Membership to the Qld Small Business Friendly Council has been completed, with ongoing

					<p>engagement in the program. Workforce planning guides branded with Isaac collateral, the Renew Australia Regional Place Activation Program, and other activities are progressing.</p> <ul style="list-style-type: none"> E&P has key membership representation on several committees and working groups, including the Skilling Queenslanders for Work Advisory Committee, Local Buying Foundation Advisory Committee, METS Diversification Working Group, Qld Local Content Leaders Network, and Qld Future Skills Partnership, all of which support economic and social benefits to regional SMEs and the community.
Engaged Communities	Delivery of the St Lawrence Wetlands Weekend event (Annual)	Operational	Event delivered; visitation growth attained & event funding sustainability progression	On Target	<ul style="list-style-type: none"> Delivery of the St Lawrence Wetlands Weekend event (Annual) June 2025. 2024 event awarded - Mackay Isaac tourism Gold, Qld Tourism Bronze. 2025 event planning well progressed with headline activities, fees review, community engagement, partnership seeking and site layout activities all continuing.
Natural Assets	Delivery of the activities from the Isaac Tourism Trails Strategic Plan	Operational	Number of progressed, delivered actions from the strategic plan	Below Target	<ul style="list-style-type: none"> Project deliverables have been impacted by ongoing recruitment challenges for the Mackay Isaac Tourism (MIT) funded Isaac Tourism Development Officer role, with MIT reviewing the position due to continued vacancies (4 appointments in 4 years). Key focus project areas include cultural experiences development (e.g., 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, 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, and

					<p>major events support (e.g., St Lawrence Wetlands, Nebo Rodeo).</p> <ul style="list-style-type: none"> 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 where the Council would act as a facilitator, not a direct investor. <p>Marketing efforts through/with MIT include a review of Regional Tourism Organisations (RTOs) by TEQ, with IRC monitoring outcomes. A new MIT marketing/development manager has been recruited to set the marketing plan for 2025, and a review of the Experience Isaac brochure to incorporate trails will occur post-TEQ RTO outcomes.</p>
Progressive Economy	Adoption of the RV & Camping analysis strategy and progress priority delivery	Operational	Development of identified priority projects	Below Target	<ul style="list-style-type: none"> Engagement with the Parks and Recreation (P&R) department to explore methods for collecting visitor data at various sites. This may include a hybrid approach, such as anecdotal counting by staff who regularly access sites like St Lawrence Recreation Grounds, Carmilla Beach, Mt Britton, Lake Elphinstone, and using traffic counters at Notch Point, as well as the booking system for Theresa Creek Dam and St Lawrence/Carmilla campgrounds. Booking system for TCD is planned to be implemented in early 2025 but has been delayed, with Carmilla and St Lawrence to follow later in the year. Other council sites currently operating as free of charge (FOC) may also be evaluated for potential inclusion in the booking system based on their value. Audit of Council campground assets and the proposed level of service is scheduled for 2025. Options analysis for Moranbah RV Park is proposed for Q3/Q4 of the 2024/2025 fiscal year.

Natural Assets	Adoption of the Recreational Fossicking & Prospecting strategy and progression of development of new General Permission Areas (GPA's) as identified in the audit	Operational	Strategy adopted	Below Target	<ul style="list-style-type: none"> Collaborating with the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development (formerly the Department of Resources), Parks and Wildlife Services (QPWS), and other state agencies to advance the draft, with a focus on reviewing regulation references. Progress has been affected by resource constraints and other ongoing activities. Audit of Council land holdings with potential for GPA development is complete and will move forward.
ECONOMIC STIMULUS ASSETS					
Asset Management					
Progressive Economy	Conduct an operating model options review for Theresa Creek Dam	Operational	Project delivered to budget and timing	On Target	<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 January 2026. Council report to be considered Q4 24/25.
Urban Design and Infrastructure	Clermont Aerodrome Unmanned fuel tanks	Operational	Project delivered to budget and timing	Below Target	<ul style="list-style-type: none"> Project assessment complete with recommendation report to Council pending Q4 24/25.
Urban Design and Infrastructure	Conduct assessment of the Nebo airstrip and options for renewal	Operational	Project delivered to budget and timing	On Target	<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.

					<ul style="list-style-type: none"> Next steps proposed Council briefing Q4 24/25 once utilisation data is better informed.
Engaged Communities	Support and deliver on the varying regional Land Development activities including an Anne St, Nebo Land sale strategy	Operational	Drafted Strategy Funding achieved and or development of identified priority projects to shovel ready	On Target	<ul style="list-style-type: none"> Anne Street, Nebo market ready sale strategy - Engagement with Department 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 GWC, 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.
Capital Works Program					
Engaged Communities	Nebo Showgrounds Master Plan delivery	Operational / Capital	Stage 1 works delivered to program and funding milestones	On Target	<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. Full tender package issued to market with high level of interest by local contractors. Some of the project budget is at risk of non-expenditure as works will need to be undertaken around signature events and may run into Q1/Q2 of FY25/26, this will still align with the external funding agreement but not Councils reporting periods. Tender closed on 18 February with 9 responses. Evaluation process underway.

Engaged Communities	Dysart Miners Memorial	Capital	Project delivered to budget and timing	Below Target	<ul style="list-style-type: none"> Project working group has been meeting to enable the design of the Dysart Memorial, this is progressing with the key feature (laser-cut steel globe) completed and overall design in final stages. This project is at risk of non-delivery by June 30 as completion will be dependent on external parties providing additional capital investment for its completion. The required financial co-contributions will be calculated at the completion and adoption of the design.
Progressive Economy	Clermont Saleyards Pen renewal	Capital	Project delivered to budget and timing	Complete	<ul style="list-style-type: none"> Primary project complete, minor fabrication repairs to be completed by end May.
Progressive Economy	Clermont Showgrounds Electrical	Capital	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> Submains testing report completed and tender preparation during February 2025 for April release to market. Completion date to be determined following award of project.
Urban Design and Infrastructure	Clermont Caravan Park Electrical	Capital	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> Procurement in progress for remaining scope of the emergent stage 2 works and estimated construction for such completion by end of April/early May.
Urban Design and Infrastructure	Other 23/24 carry overs under final works	Capital	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> Nebo truck wash, Clermont Caravan Park utilities, Clermont Showgrounds Main arena renewal. All near complete.

ECONOMY & PROSPERITY

BUSINESS PLAN FINANCIAL YEAR – 2024/2025

Prepared by: **Shane Brandenburg**
Current as at: **03/09/2023**



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PURPOSE

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

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

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

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

SCOPE

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

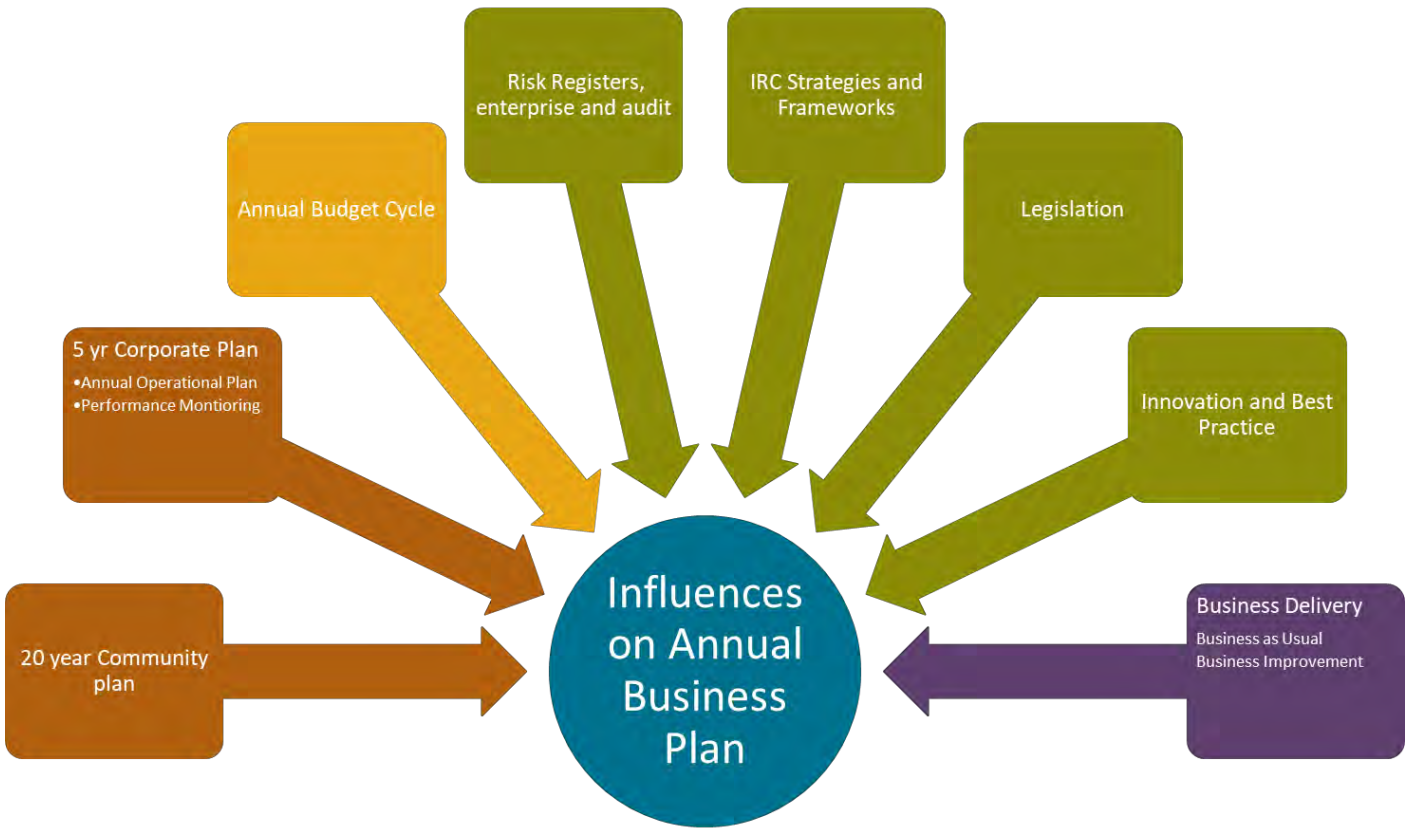
KEY FOCUS AREAS

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



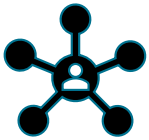
BUSINESS PLAN INFLUENCES

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



ECONOMY AND PROSPERITY PLAN ON A PAGE

DEPARTMENT NAME	ECONOMY & PROSPERITY
DEPARTMENT OBJECTIVES	<p>To pursue its Noble Purpose of Building Communities through engagement, trust, innovation and value.</p> <p>The Economy and Prosperity Department ensures an integrated approach to internal organisational services by identifying and pursuing socio-economic, tourism development and value creation opportunities.</p>
KEY FUNCTIONS	<p>Economic Development, Tourism & Business Support Strategy development and program delivery,</p> <p>Economic stimulus Asset's Management</p> <p>Regional Economic and Tourism Development Partnerships & initiatives</p>
KEY STAKEHOLDERS	<p>Regional Economic & Tourism development peak bodies, RDA MIW, GW3, MIT, DSDMIP, MRC, WRC, CHDC, Livestock industry peak bodies, LGAQ, Regional SME's, Community & Industry</p>
RESOURCES	<p>9 full time staff and 1 trainee</p>
KEY STRATEGIES	<p>Corporate Plan, Enterprise Risk Management, Community Plan, Economic Development framework, Tourism & Business Support Strategies, Isaac Tourism Trails Strategic plans (including RV & Camping analysis, Recreational prospecting and fossicking strategy, VIC assessment), Clermont Saleyards & Showgrounds, Nebo Showgrounds & Theresa Ck Dam Master plans</p>
KEY LEGISLATION	<p>Local Government Act 2009 (LGA 2009), Work health and Safety Legislation, Land Act 1994, Strong and Sustainable Resource Communities Act 2017, Environmental Protection Act 1994, Animal care and protection Act 2001 (Qld)</p>
KEY INFLUENCES	<p>Global and National economic conditions & impacts, State & Federal Govt Policy and/or legislative amendments, Industry 4.0 & 5.0 technological change,</p>
KEY RISKS	<p>Workplace culture/psychological safety/staff health & wellbeing, staff attraction and retention, budget and resourcing.</p> <p>External influences regional economy and liveability</p>
KEY BUSINESS AS USUAL (TOP 5)	<p>Economic Development & Investment attraction programs</p> <p>Tourism Development programs</p> <p>Business Support programs</p> <p>Asset Management</p>



OVERVIEW



STRATEGY



INFLUENCES AND RISKS



	Regional ED networks, strategy development, engagement and advocacy for Isaac region
KEY OPERATIONAL PROJECTS	<p>Delivery of the Isaac Tourism Trails Strategic Plan including activities detailed for the Trails development, RV & Camping analysis, Prospecting strategy and VIC assessment.</p> <p>Local Govt Housing action plan deliverables (including a land sale strategy for Anne St, Nebo)</p> <p>CRC TIME project participation & deliverables</p> <p>Isaac Resources Excellence Precinct development including CUC</p> <p>St Lawrence Wetlands Weekend Festival</p> <p>TCD Operational model review</p>
KEY CAPITAL PROJECTS	<p>Ongoing delivery, project development, advocacy and attainment of funding for;</p> <ul style="list-style-type: none">• Nebo showgrounds Master Plan Stage 1• Clermont Showgrounds Electrical renewal• Clermont Saleyards Pen renewal• Clermont Caravan Park Electrical renewal• Dysart Miners memorial

DEPARTMENT OVERVIEW

OUR OBJECTIVES

To pursue its Noble Purpose of Building Communities through engagement, trust, innovation and value. The Economy and Prosperity Department ensures an integrated approach to internal organisational services across the organisation by identifying and pursuing socio-economic, tourism development and value creation opportunities.

OUR FUNCTIONS AND SERVICES

The Economy and Prosperity Department delivers a range of services under the following programs:

- Economic Development Strategy and program delivery
- Tourism Development Strategy and program delivery
- Business Support Development Strategy and program delivery
- Asset Management and Business development of direct economic stimulus assets – Saleyards and showgrounds, Aerodromes, Caravan Parks and TCD
- External grants management
- Data Bureau Management
- Advocacy
- Regional Economic and Tourism Development Partnerships
- Regional development initiatives

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Economic Development Framework Program delivery	Initial development and ongoing implementation	Both
Tourism Development Strategy Program delivery	Initial development and ongoing implementation	Both
Business Support Strategy Program delivery	ongoing implementation	Both
Asset Management and Planning for direct economic stimulus assets -i.e Saleyards, Showgrounds, aerodromes, TCD, Clm Caravan Park, Monash Lodge, Fossicking GPA's	Initial development and ongoing implementation	Both
Clermont Saleyards stakeholder meeting	TBC	Both
Nebo Showgrounds Advisory Committee	Bi-monthly	Both
Advocacy support and delivery	Ongoing – and project delivery as required	Internal
Data research and advice	Ongoing	Both
Local and Regional Economic development industry relationship networking engagement and contribution	Ongoing – multiple industry projects and networking group participation i.e., LBF, MTL, GW3, GWFN, RSDC etc.	External
Investment attraction policy, prospectus and marketing	Ongoing	Both
Economic impact and infrastructure services modelling	Ongoing	Both
Tourism Events attraction and delivery	St Lawrence Wetlands Weekend – annual event Ongoing	Both
Visitor Information Services, guides and marketing collateral	Ongoing	Internal
Mackay Isaac Tourism	Ongoing – Tourism action groups, marketing, projects	Both
Small Business week	Yearly program	External

PEOPLE RESOURCES (AS AT JANUARY 2024)

UNIT	NUMBER OF STAFF	TENURE TYPE
Management/Administration	2	Full time
Economic and Tourism Development Advisor	1	Full-time
Economic and Tourism Development Officer's	2	Full time
Aerodrome Operations	1	Full time
Saleyards Operations	4	3 Full time, 1 2 yr fixed term

KEY CUSTOMERS/STAKEHOLDERS

INTERNAL	EXTERNAL
Elected members	Economic Development Queensland
Chief Executive Officer	Office of the Coordinator General
Directors	LGAQ (Local Government Association of Queensland)
Managers	Greater Whitsunday Alliance (GW3)
All staff	Regional Development Australia Mackay Isaac Whitsunday (RDAMIW)
Senior Advisor	Mackay Tourism Ltd (MTL)
Brand, Media and Communication	Mackay Regional Council ED team
Liveability and sustainability Team	Central Highlands Development Corporation (CHDC)
Engaged Communities Team	Whitsunday Council ED team
	Livingstone Regional Council ED team
	Department State Development, Manufacturing, Infrastructure and Planning (DSDMIP)
	Nebo Showgrounds Master Plan Advisory Committee
	State government departments (DNRME, DAF (Department of Agriculture and Fisheries) etc)
	Federal government departments

STRATEGIES INFLUENCING DEPARTMENT

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

STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
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Vision & values	We're delivering and in changing world. At Isaac, the how matters.
Community plan (20 Years)	Community Engagement strategic objective
Five-year corporate plan Themes	Infrastructure, Governance, Communities, Environment and Economy
Annual operational plan	Includes the themes and strategies of the corporate plan and items in this business plan as to identifying priorities of projects and services
Asset management plan	Asset class plan
Project management framework	How the project will deliver on projects
Enterprise risk management Framework	How we identify and manage risks
Management Plan and Objectives Procedure	How the business planning process is managed at Isaac.

LEGISLATIVE INFLUENCES ON DEPARTMENT

REGULATION	RELATED POLICIES
Local Government Act 2009 (LGA 2009)	Quality Management Policy
Local Government Regulation 2012	
Information Privacy Act 2009 (& IP Regulation 2009)	
Public Records Act 2002	
Right to Information Act 2009 (& RTI Regulation 2009)	
Work Health and Safety Act Queensland 2011	WHS Policy Statement and Health and Wellbeing Policy Statement
Environmental	Environmental Management Policy
Strong and Sustainable Resource Communities Act 2017	Social Sustainability Policy
Animal care and protection Act 2001 (Qld)	

DEPARTMENTAL INFLUENCES AND RISKS

DEPARTMENT INFLUENCES/IMPACTS

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

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
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INTERNAL	Councillor Support for Initiatives & expectation of deliverables	RISK & OPPORTUNITY
INTERNAL	Cost recovery on Economy and Prosperities stimulus assets	RISK & OPPORTUNITY
INTERNAL	Adequate resourcing and budget for service delivery on operational & capital projects as well as meeting service levels required for asset management	RISK & OPPORTUNITY
INTERNAL	Staff turnover	RISK
EXTERNAL	State and Federal Government Policy and/or legislative amendments	RISK & OPPORTUNITY
EXTERNAL	Regional Development Initiatives (Economic, Social, Tourism)	OPPORTUNITY
EXTERNAL	Northern Australia Development Initiatives	OPPORTUNITY
EXTERNAL	Political influences/climate	RISK & OPPORTUNITY
EXTERNAL	Industry 4.0, technological change/Climate change	RISK & OPPORTUNITY
EXTERNAL	Global commodity trends and impacts to regional resource conditions	RISK & OPPORTUNITY

DEPARTMENT IDENTIFIED RISKS

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

REGISTER REFERENCE	DESCRIPTION OF RISK	RISK REGISTER REF #	MITIGATION ACTIVITIES REQUIRED
Operational risk register			
Internal audit risk register			
External audit risk register			

DEPARTMENT PRIORITIES AND PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS

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

Current Year 2024/25

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET	MEASURE OF SUCCESS (KPI)
Primary project listing			
EC1, G3, C4, C1	Deliver on E&P's endorsed Capital works projects program; Dys Miners memorial, Clm Saleyards renewal, Showgrounds electrical, Clm Caravan park electrical	Capital	Projects delivered to budget and timing
EC1, G3, C4, C1	Nebo Showgrounds Master Plan delivery of Stage 1 works	Operational/Capital	Stage 1 works delivered to program and funding milestones
C4, EC5	Delivery of the St Lawrence Wetlands Weekend event (Annual) growing the profile of Isaac as a tourism destination	Operational	Event delivered; visitation growth attained & event funding sustainability progression
C1, EC1, EC5, I1, EN1, G3	Delivery of the activities from the Isaac Tourism Trails Strategic Plan including; <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 	Operational	Number of progressed, delivered actions from the strategic plan
C1, EC1, EC5, I1, EN1, G3	Delivery of activities from the RV & Camping analysis strategy and progress priority delivery of the activities within being; <ul style="list-style-type: none"> RV & Camping whole of region site facility audit RV park facility options analysis for Moranbah 	Operational	Number of progressed, delivered actions from the strategic plan
C1, EC1, EC5, I1, EN1, G3	Adoption of the Recreational Fossicking & Prospecting strategy and progression of development of new GPA's as identified in the audit	Operational	Strategy adopted
Secondary project listing			
C1, I5, I6	Conduct assessment of the Nebo airstrip and options for renewal	Operational	Adopted renewal position

EC1, C4, EN1	Deliver an Isaac Region Land sale strategy with regard to Council's Anne st estate, Nebo	Operational	Drafted Strategy
EC3, EC5, EC6	Deliver a whole of Council Telecommunications policy with associated departments	Operational	Policy Adopted
EC1, G3, C4, C1	Theresa Ck Concept Development Plan projects funding and or shovel ready development/delivery (multi year project)	Operational	Funding achieved and or development of identified priority projects to shovel ready
C1, EC1, I1, EN1, G3	Deliver on activities from Local govt Housing Action plan and other regional Housing development activities	Operational	Plan actions delivered or actioned
C1, EC1, I1, EN1, G3	Conduct a Regional Industrial & Commercial land audit	Operational	Audit completed
EC1, EC2, G1	Supporting role in the project delivery and development of the Isaac Resources excellence Precinct and Country University Centre	Operational/Capital	E&P supporting role and actions delivered on
EC1, EC2, EC3, EN1, G3	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	Operational	Participation and support provided

Ongoing or Future Years

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
2025/ 2026	EC3, EC5, EC6	Embrace economic and social innovation and pursue economic diversification and social attraction/retention opportunities for the Isaac region development of; <ul style="list-style-type: none"> New Economic Development Framework New Business Support Strategy 	Operational
2025/ 2026	C1, I5, I6	Conduct market analysis and operating model review of Clermont Saleyards	Operational
2025/ 2026/ 2027	C2, C3, C4	Delivery of the St Lawrence Wetlands Weekend event (Annual)	Operational
2025/2026	C1, I5, I6	Nebo Showgrounds Master Plan delivery (multi year), successful funding and delivery on Stage 1 & 2a & 2b.	Capital

2025/ 2026/ 2027	C1, EC1,EC5, I1, EN1, G3	<p>Delivery of the priority activities from each of the Isaac Tourism Trails Strategic Plans documents below;</p> <ul style="list-style-type: none"> • Tourism Trails Strategic Plan • RV & Camping analysis, • Fossicking & Prospecting strategy • VIC assessment. <p>(multi- year project)</p>	Operational/Capital
2025/ 2026	C1, I5, I6	Theresa Ck Concept Development Plan delivery (multi year) – deliver on priority projects	Capital
2025/2026	C1, I5, I6	Deliver the 2019-2024 Tourism Strategy Item 2.4.0 - Create a regional tourism events strategy	Operational
2026/2027	C1, I5, I6	Conduct engagement and review of Clermont Saleyards & Showgrounds Revitalisation project Master Plan – remaining Stage 2 & 3 projects	Operational

MEETING DETAILS

Ordinary Meeting
Wednesday 23 April 2025

AUTHOR

Robert Perna

AUTHOR POSITION

Director Engineering and Infrastructure

9.14

ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – MARCH 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the committee recommends that Council:

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

Resolution No.: E&I0810

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

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

Carried

BACKGROUND

Progressive updates of the financial and physical position of projects in the 2024/2025 Engineering and Infrastructure Capital Works program are required to ensure that Council is aware of the progress of and risk to the delivery of the program.

IMPLICATIONS

The attached Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary spreadsheet identifies the financial and physical position of all projects.

Compliance

To ensure that the Engineering and Infrastructure 2024/2025 Capital Works Program is achieved within the identified timeframes of the 2024/2025 financial year.

Benefits

Council can see a monthly progress report detailing progress of projects in the Engineering and Infrastructure 2024/2025 Capital Program. This report communicates risks/failures/delays that have been identified within the Engineering and Infrastructure 2024/2025 Capital Works program.

Project Highlights

Capital works have been hampered by the recent wet weather. Notwithstanding this the month saw the final major project, Peak Downs Mine Road Rehabilitation issued for tender. This project was planned over this FY and next FY and is on track.

Early procurement for the 25/26 Capital program has commence with ordering of the first of the replacement vehicles.

The team is focused on closing out the 24/25 program and planning for the 25/26 program to ensure high completion.

CONSULTATION

- 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 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: 1 April 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: 3 April 2025
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ATTACHMENTS

- CONFIDENTIAL Attachment 1 – E&I Capital Project Progress Summary March 2025

REFERENCE DOCUMENT

- Nil

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MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Jason Frost
AUTHOR POSITION	Manager Infrastructure

9.15

INFRASTRUCTURE DEPARTMENT OPERATIONAL UPDATE – MARCH 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. Notes the Infrastructure Department monthly update for March 2025.

Resolution No.: E&I0811

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Notes the Infrastructure Department monthly update for March 2025.

Carried

NOTE:

The report title states the month of February, amendment are to be made to the report prior to going to Council, changing the month to March.

BACKGROUND

The below information highlights the monthly activities of the Infrastructure Department.

MANAGER INFRASTRUCTURE HIGHLIGHTS

- Wet weather at the end of February resulted in potholes across the region, particularly on the key roads, Bruce Highway, Peak Downs Highway, Peak Downs Mine Road, Saraji Road, Dysart Middlemount Road and Fitzroy Development Road. Working with internal teams and contractors there was up to 6 pothole patching crews across the region and they were able to address all of the potholes over a two-week period after the rain.
- Wet weather again at the end of March is likely to impact works programs again throughout April.

- A meeting with the Manager Infrastructure, Division Councillor and representatives of the Middlemount community and mines was held in March and this was a great opportunity to provide an overview of Councils role in the maintenance of both the local and state-controlled road network in the area as well as receive feedback from the community on their concerns and priorities. This was a very positive meeting for all parties.

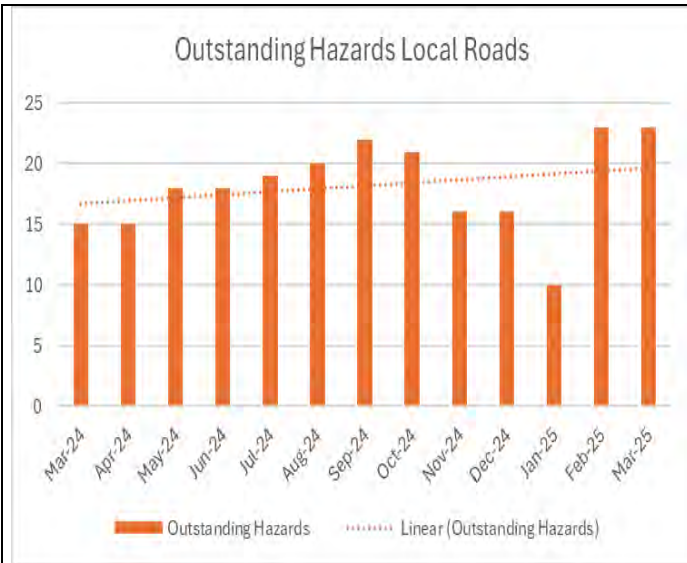
ACHIEVEMENTS COMPLETED – MARCH 2025:

Clermont and surrounding area	
Frankfield Road	Programmed maintenance grading 100% complete
Town streets	Clean out of gutters and storm drains, replacement of street and traffic signage
Laglan Road	Slashing
Laglan Road	Completion of drainage works and vegetation clearing
Laglan Road	Completed Gravel Resheet – Capital project
Dysart and surrounding area	
Golden Mile Road	Pothole patching
Dysart Clermont Road, Golden Mile Road, Bedford Weir Road	Road Closures due to Flooding
Saraji Road 100%, Dysart Township 100%	Slashing
Carfax Rd, May Downs Carfax Road	Gravel Patching
May Downs Carfax	Guidepost replacement
Middlemount and surrounding area	
Middlemount township	Pothole patching
Moranbah and surrounding area	
Goonyella Road 100%, Red bucket rest area 100%	Slashing
Moranbah Access Road, Peak Downs Mine Access Road, Moranbah town streets	Pothole patching
Mills Avenue, McCool Street, Shaw St	Concrete footpath repairs
Sarchedon Drive, Moranbah Town Streets	Herbicide spraying
Nebo and surrounding area	
Tierawoomba Road 50% complete	Maintenance grading

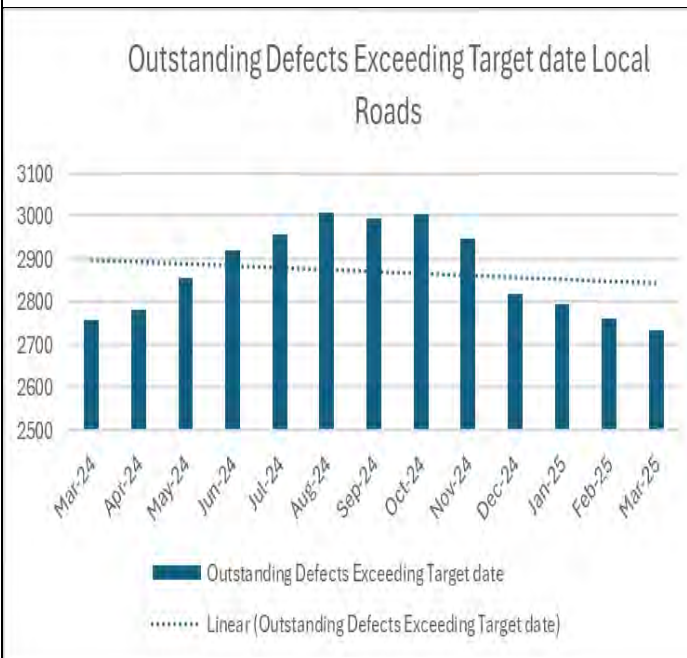
Turrawulla Road, touch up scours and corrugations to make safe for road users.	
Strathfield Road, Airstrip Road and Leggett's Road	Slashing
Water Street	Concreting bollards
Turrawulla Road and Lizzie Creek Road	Widening and drainage works
Street sweeping in east region	
Coast and surrounding area	
Nimmitabel Road, Schneiders Road and Ripplebrook Roads 100% complete	Programmed maintenance grading (Full length) 100%
State Controlled Network	
33B Peak Downs Hwy 33A Peak Downs Hwy 85C Fitzroy Development Road Malbrough Sarina Road Oxford Downs Sarina Road Nebo patching crew 33 A&B	Pothole patching
St Lawrence Croydon Rd	Maintenance grading (awaiting dry conditions to proceed)
Gregory Hwy- 100% Gregory Development-100% 33A & 33B Peak Downs Hwy-100% Suttor Development-100% Marlborough Sarina 100%	Slashing

Local Road Hazards and Defects Update

	<p>Outstanding Hazards local roads</p> <p>This graph shows the number of defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard.</p> <p>In the last three months the number of outstanding defects has reduced.</p> <p>Upon review of the data there are some defects that have been completed and not</p>
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closed out in the system. This will be addressed in the next month. There are planned works in the procurement phase to address some defects. Temporary measures such as signage have been put in place to reduce the risk until the works are completed.



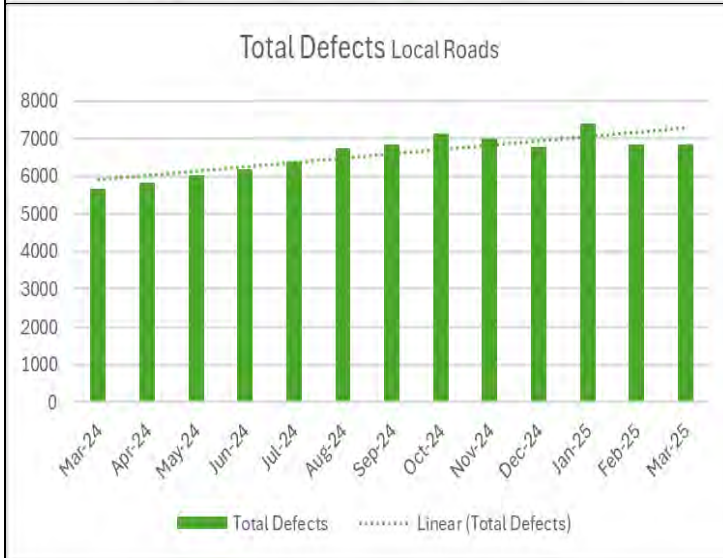
Outstanding Defect Exceeding Target Date Local Roads

This graph shows number of defects each month for the past year that have been raised and are past the response time (based on the Main Roads requirements) This graph includes all defects. Some defects are raised at a lower intervention level. Whilst these defects have a response time for TMR on the local road network they are monitored and used to predict future workload and help to inform some of the capital program development. This is being reviewed to be able to separate out the different types of defects for future reports



Defect Raised and Accomplished Local Roads

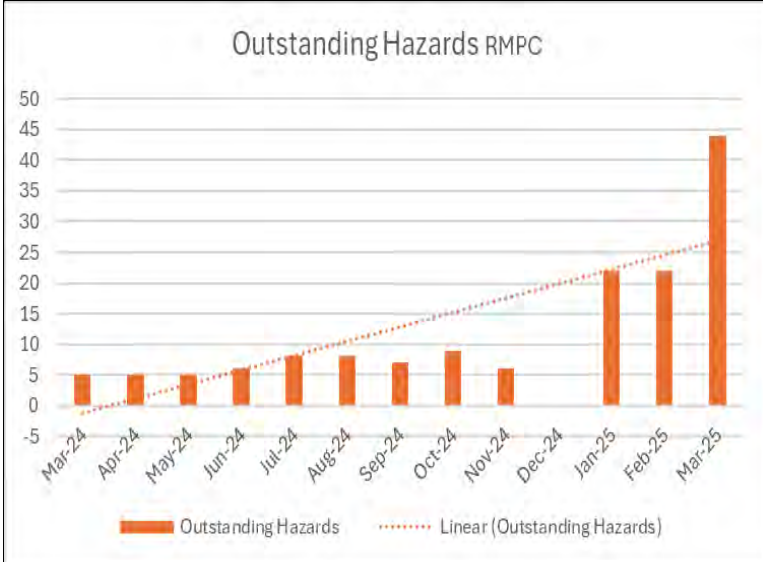
This graph shows number of defects and accomplishments each month for the past year that have been raised and completed



Total Defects Local Roads

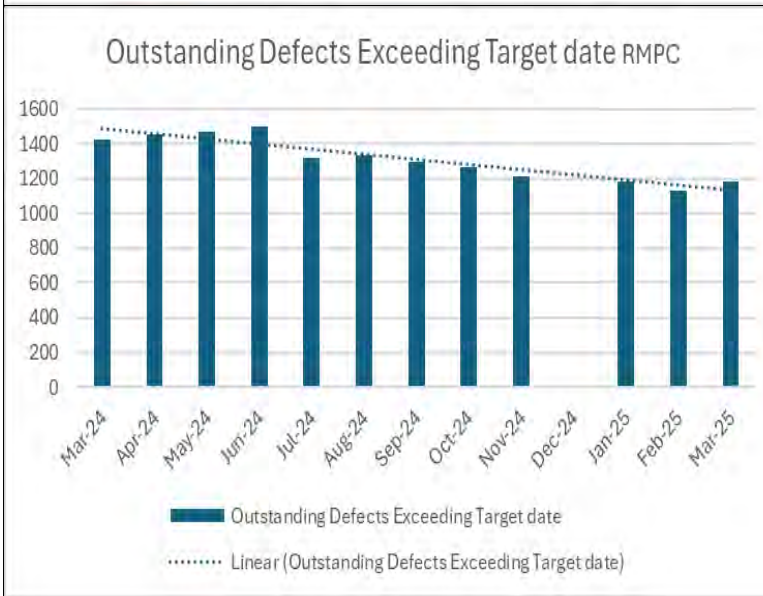
This graph shows the total number of defects each month for the past year that have been raised and have not been completed

RMPC Hazards and Defects Update



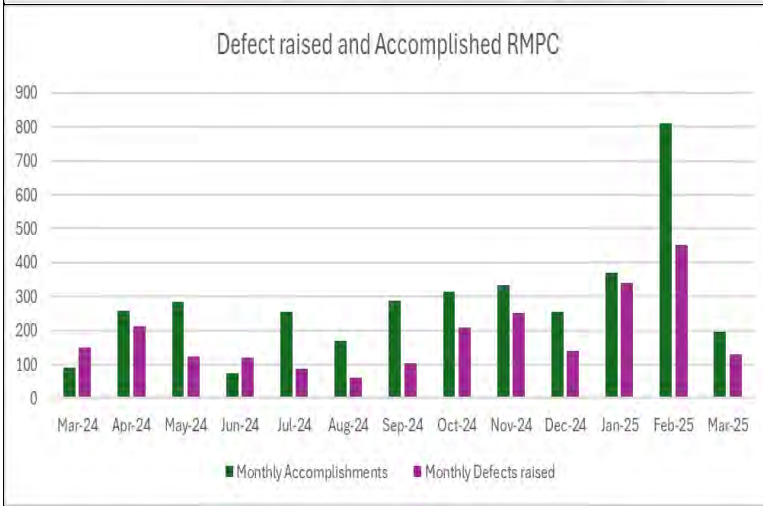
Outstanding Hazards RMPC

This graph shows number of defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard.



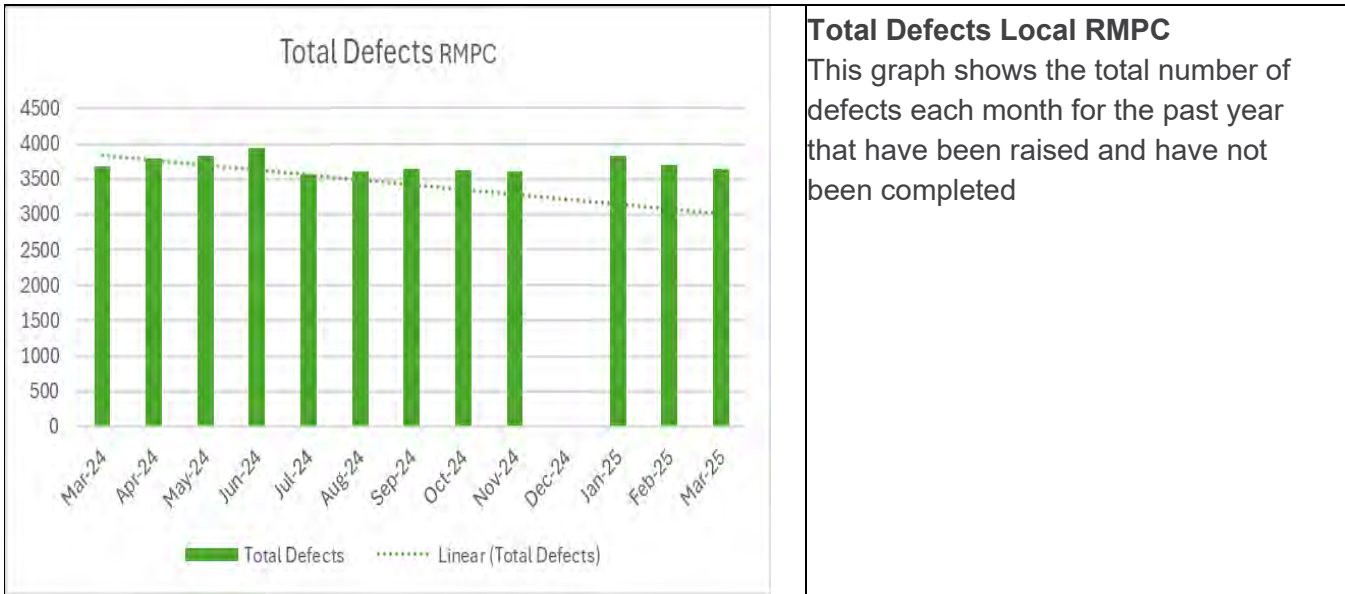
Outstanding Defect Exceeding Target Date RMPC

This graph shows number of defects each month for the past year that have been raised and are past the response time as per Main Roads Standard



Defects Raised and Accomplished RMPC

This graph shows number of defects and accomplishments each month for the past year that have been raised and completed



Total Defects Local RMPC
 This graph shows the total number of defects each month for the past year that have been raised and have not been completed

RMPC Hazards and Defects Update

Extensive Pothole Patching works across the network both Internal and external crews	
Completion of May Downs Road	Grading works
Bruce Hwy	Pothole patching
33B & 33A Peak Downs Hwy	Pothole Patching

RMPC Programmed Works

State Network	Slashing 60%
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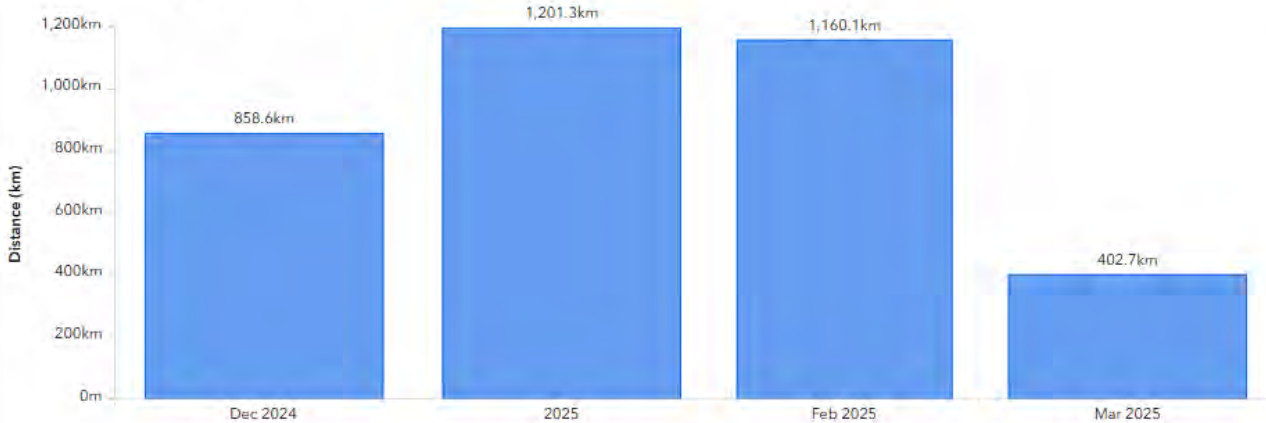
ROAD INSPECTORS UPDATE

The below survey graphs are based on the data collected using the RACAS camera for the previous 3 months. The team undertake 2 types of inspections depending on the road hierarchy: weekly inspections on the Bruce Highway (3 monthly RACAS), fortnightly inspections on the State Highways (6 monthly RACAS), monthly and bimonthly inspections on the developmental roads (6 monthly RACAS) and 6 monthly inspections on all other roads with RACAS.

The ratings are a measurement of roughness with rating 1 to 3 being within intervention level and 4 being at intervention level with 5 being above intervention level.

Survey Distance 3,622.6km

Distance Surveyed per Month



Unsealed Roads Condition



Average Rating
3.6

Sealed Roads Condition



Average Rating
2.7

* 2179.79 km inspected for month of March * 1507.26 km (33.5%) total network for March
* 929.52 km State Road for month of March * 577.74km Local Roads for month of March

PLANNED WORKS FOR APRIL 2025: THIS PROGRAM IS SUBJECT TO CHANGE DEPENDING ON WEATHER CONDITIONS AND EMERGENT WORKS

Clermont and surrounding area

Frankfield Road, Peakvale Road	Maintenance program (%)
Laglan Road, Alpha Road	Slashing and herbicide spraying

Tree removal Cottonpatch lane Street Sweeping in the west region starts on April 1st	Other works
Dysart and surrounding area	
PDMA Rd, Saraji Rd, Valkyrie Rd, golden Mile Rd	Pothole Patching and Guideposts
Maydowns Carfax Rd, Warwick Park Rd	Gravel Patching
Dysart Clermont Rd, Golden Mile Rd, Valkyrie Road	Slashing
Middlemount and surrounding area	
As required	Slashing
Moranbah and surrounding area	
Rugby Union Fields, soccer fields	Footpath repairs and renewal
Nebo and surrounding area	
Tieawoomba Rd, Creek approaches at Ch 34.83 - 33.99 – 28.33 rectification complete. 100% grading Ch 15.24 to Ch 35.2 complete (weather pending)	Programmed maintenance grading
Dozer works for widening and drainage on Turrawulla and Lizzie Creek Roads Complete weather pending	Other Works
Coast and surrounding area	
Crew doing touch up work on northern roads and then will be on leave.	Programmed maintenance grading
Float north and repair hazard scours before easter/Anzac on Seaview Drive, Notch Point Road, Cape Palmerston Road	Reactive inspections and cleanup activities following storms
State Controlled Network	
Network	Pothole patching
Fitzroy Development Road Bruce Hwy segments	Slashing
St Lawrence Croydon	Maintenance Grading

CLERMONT WORK CAMP

CLERMONT WORK CAMP – CURRENT ROTATION

Completed Projects March Rotation:

- Unveiling Stand for the Clermont Police Station – Unveiling curtains made at the Capricornia Correctional Centre.
- Nebo Chairs – ongoing
- Wagon – ongoing
- Moranbah Race Club – Full day – Maintenance jobs - Completed
- Vegetation sites - Completed

Workshop / Site Projects:

- QCWA Steps (tbc)
- Wagon – Camp
- Nebo garden chair refurbishment x 2
- Artslink Tables x 8 – In house projects for wombat festival preparation (tbc)
- Clermont Pony Club – 10 x jump rails (tbc)
- Clermont Junior Cricket Club Shelter (tbc)
- IRC Unveiling stand (tbc)

Permanent workers:

- Showgrounds
- Aerodrome
- Museum
- Clermont Golf Club

Current intended program for April:

- Vegetation Control for 20 Sites – Vegetation is heavy and hard on the equipment. Weather constraints

ACTION ACCOUNTABILITY

The Manager Infrastructure and the leadership team are accountable for delivery of effective works across the region.

KEY MESSAGES

Isaac Regional Council is committed to transparent decision making, identifying and managing its risks and continuous improvement.

Report prepared by: JASON FROST Manager Infrastructure Date: 2 April 2025	Report authorised by: ROBERT PERNA Director Engineering and Infrastructure Date: 2 April 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Malcolm Gardiner
AUTHOR POSITION	Acting Manager Fleet

9.16

FLEET DEPARTMENT OPERATIONAL UPDATE – 1 DECEMBER 2024 TO 31 MARCH 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the operational activities undertaken by the Fleet Department.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the operational update provided for the Fleet Department – 1 December 2024 to 31 March 2025.**

Resolution No.: E&I0812

Moved: Cr Rachel Anderson **Seconded:** Cr Alaina Earl

That the Committee recommends that Council:

- 1. Notes the operational update provider for the Fleet Department – 1 December 2024 to 31 March 2025.**

Carried

BACKGROUND

The Fleet Department main areas of concern are:

- Management of Councils Workshops
- Fleet and Plant Maintenance
- Purchasing of new Fleet and Plant and other Capital delivery projects.

Management of Council Workshops

Generally, over the quarter the workshops have run smoothly. The exception is the Moranbah Depot where power outages have been experienced. This has been a long-term problem but in recent times the number of interruptions has increase.

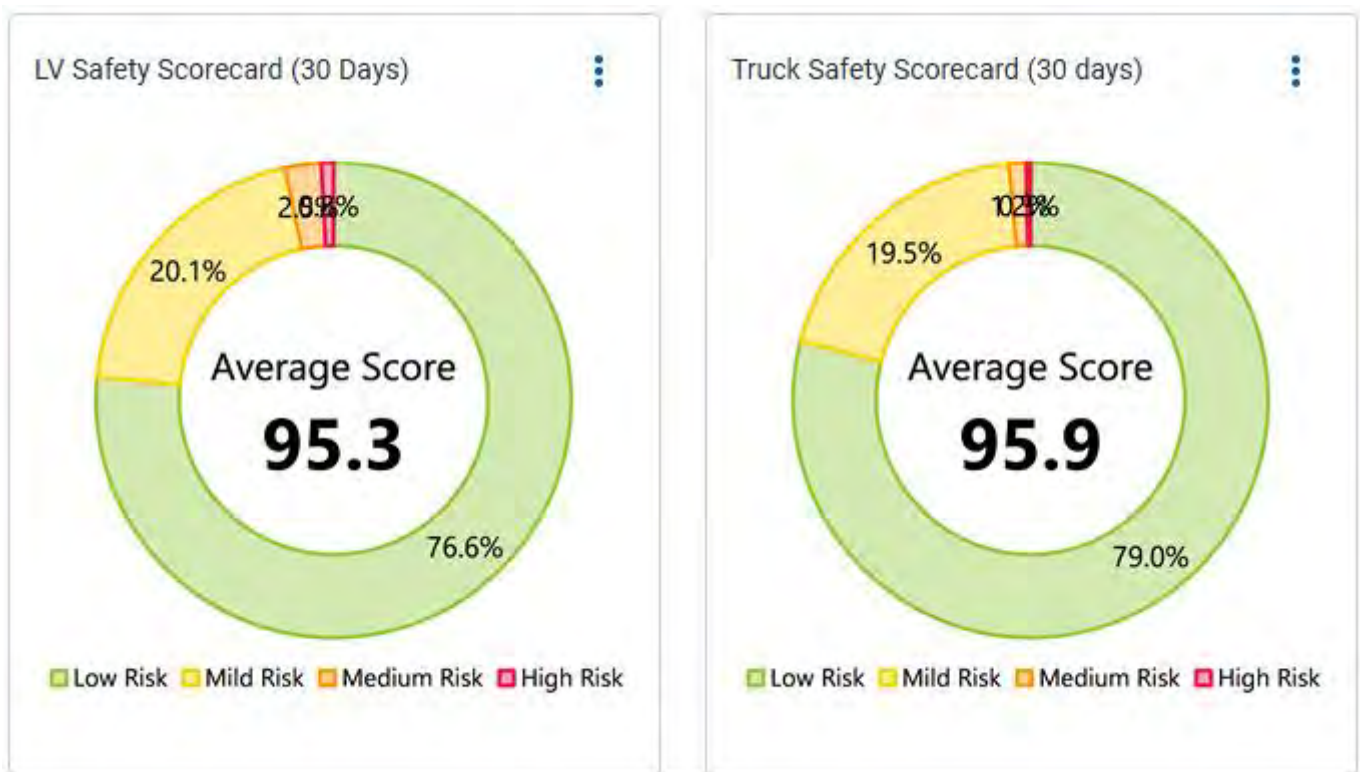
Extensive investigations have been undertaken, and it appears that the main cable into the depot is not sufficiently large enough to handle peak demands. A project has been approved to upgrade the main input cable and works are due to commence in late April/ early May. This should resolve the issue.

Fleet and Plant Maintenance

The team continue to use a mix of internal and external providers to provide Fleet and Plant maintenance. The use of external resources has allowed the team to balance the demands while still ensuring reasonable work life balance for staff.

Key components of the maintenance program are scheduled maintenance (manufactures recommended servicing frequencies), prestart report defect, data extracts from the onboard VMS system and emergency breakdowns. A degree of agility is required from the team to meet these demands. Below is a sample of the data from the VMS system. Whilst the data displayed is averaged, the team are able to interrogate the data to individual vehicles where safety issues are concerned. Alarms are forwarded for issues like speeding, excessive breaking and not wearing seat belts and when received the team follow up with individuals.

VMS Reporting



Purchasing of new Fleet and Plant and other Capital delivery projects

Plant purchases for this financial year have been finalised. Delivery of light vehicles continues to be an issue. Of the 30 vehicles ordered, 20 vehicles are still to be delivered. Suppliers have advised that 15 will definitely

be delivered this financial year and we are awaiting advice on the remaining 5. The 25/26 Fleet replacements are in the process of being ordered to limit future impacts.

The only other outstanding capital project is the upgrade to the Moranbah Depot electricity supply and as mentioned this is ordered and will be delivered this financial year.

Staff

During the quarter through leave and resignations the team have been short staffed. Fortunately, we have been successful in employing a fitter and now have a full complement of fitters.

The key highlight for the previous quarter was Donald Scott 10 years of service and the formal recognition of his prior learning (RPL) for awarding his certified Fitter accreditation. Special thanks to the Learning and Development team for their efforts in assisting Don with the process to obtain the accreditation.

Challenges

The area of travel to services plant continues to drain resources. Planning is required to maintain a reasonable level of service and the team do this well by incorporating external resources when required.

In terms of Asset management, the team is working on options for a preferred replacement strategy for our light vehicle fleet. IPWEA recommend a 4-year or 120,000km replacement program. Whilst most of our users don't exceed 120,000km in a 4-year period there are some high km users. The team is developing a strategy to rotate vehicles between high usage users and low usage user to maximise utilisation and return at sale. This will involve greater standardisation of "addition" to vehicles and willingness of staff to change vehicles.

IMPLICATIONS

Plant and fleet department are professional in how they ensure that fleet and plant availability remain high.

CONSULTATION

- Fleet Team

BASIS FOR RECOMMENDATION

The report provides council with an understanding of the Plant and Fleet Department Operations.

ACTION ACCOUNTABILITY

Acting Manager Fleet to continue to lead and develop team members to ensure continued service delivery for internal and external customers.

KEY MESSAGES

Fleet operations continue to strive to maintain a high level of Service to ensure other departments can undertake their roles in supporting the community

Report prepared by: MALCOLM GARDINER Acting Manager Fleet Date: 1 April 2025	Report authorised by: ROBERT PERNA Director Engineering and Infrastructure Date: 2 April 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Guy Stevenson
AUTHOR POSITION	Consultant Engineer Infrastructure Planning and Technical Services

9.17

INFRASTRUCTURE PLANNING AND TECHNICAL SERVICES DEPARTMENT OPERATIONAL UPDATE – 1 DECEMBER 2024 TO 31 MARCH 2025

EXECUTIVE SUMMARY

The intent of the report is to provide an update on the operational activities undertaken by the Infrastructure Planning and Technical Services department.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the operational update provided for the Infrastructure Planning and Technical Services Department – 1 December 2024 to 31 March 2025.**

Resolution No.: E&I0813

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Notes the operational update provided for the Infrastructure Planning and Technical Services Department – 1 December 2024 to 31 March 2025.**

Carried

BACKGROUND

The Infrastructure Planning and Technical Services Department focuses on the strategic direction of, and program development for, Councils roads and drainage infrastructure. Key areas include:

- Asset Planning and Program Development (for asset renewals and new capital works)
- Investigations (usually following on from external requests)
- Management of operational works, development applications and road corridor permit applications
- Coordination of compliance actions for road construction material and water resource extraction
- Coordination with other CMDG council members regarding design standards
- Development and submissions of external funding application

- Minor in-house road infrastructure designs
- Management of design consultancy engagements

Asset Planning and Program Development

During the period the team have been progressing a number of projects including

- Coordinating Walking Local Government Grant program – this project is a grant funded project that is developing a “master Plan” for walking paths within the Moranbah precinct. The project involves identifying major and secondary attractions and preferred walking paths to those attractions. Major and secondary attractions include schools, town centre, McDonalds, IREP and dining areas. The plan will consider deficiencies in those paths and provide recommendations for potential upgrades. These recommendations can then be used for grant funding opportunities. The Queensland government have specific Walking Path grant opportunities aimed to improve lifestyles. Consultation has occurred with the schools.
- Local Government Infrastructure Plan (LGIP) review – In conjunction with the Liveability and Sustainability department the team have been reviewing the existing LGIP and updating as applicable for the Roads and Drainage assets.
- Bowen Basin Regional Roads and Transport Group – Updating the Statement of Intents (SOI) for the Local Roads of Regional Significance. This sets out how Council intends to maintain / upgrade this road set. For our LRRS roads maintain only is the primary intent.
- PAGS 2025-26 – completion of the Concept briefs for the proposed 25/26 Capital program.
- The team are working with consultants to complete the 24/25 design projects with major projects being Mills/Goonyella intersection Upgrade and Federation Walk extension.
- Traffic counter program – continuation of placement of traffic counters and analysis of the resultant traffic counts.

Assessment and Investigations

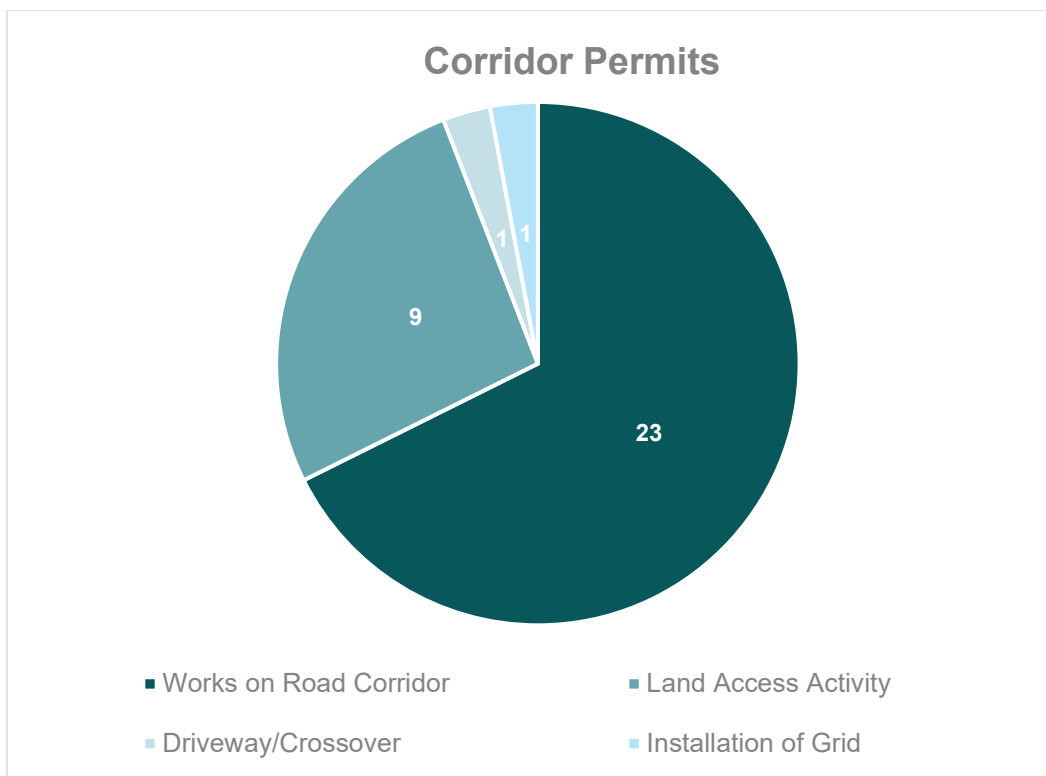
The team receive regular enquiries about issues on the network and request to gain access to network infrastructure. Some key investigations included:

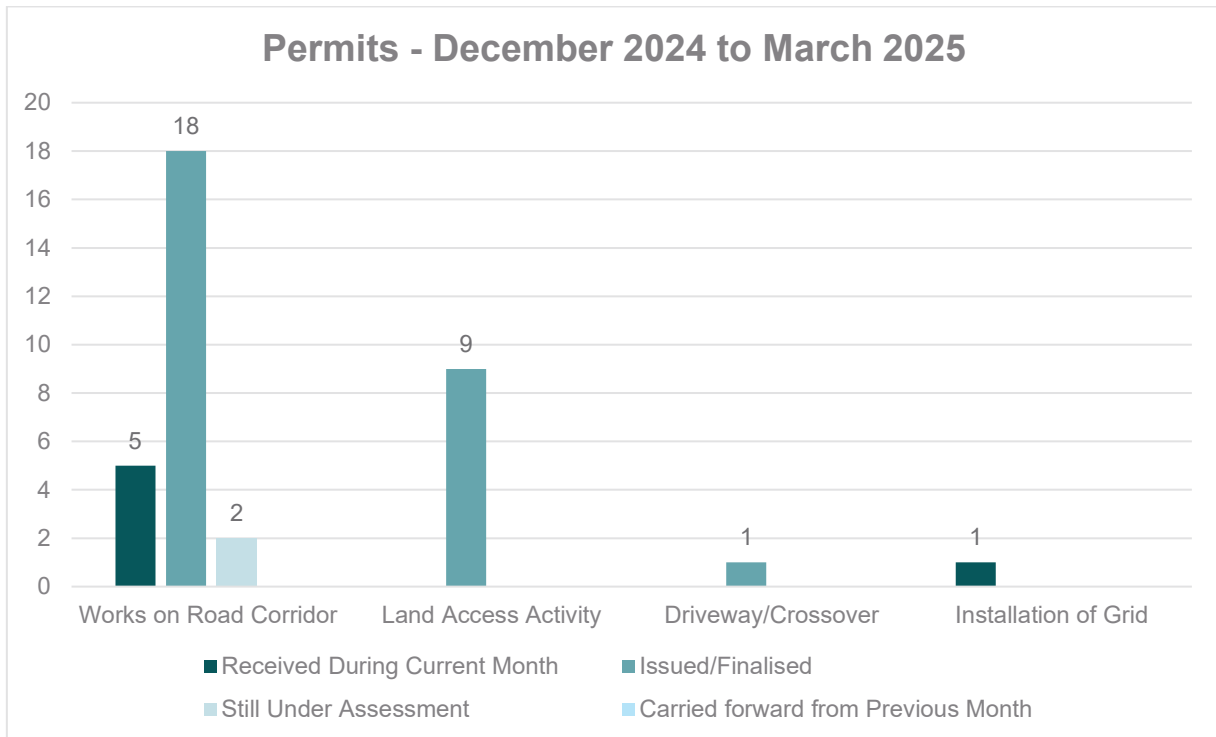
- Nebo intersection investigation - A request was received from QPS to install a roundabout at the intersection of Reynolds Street and Oxford Street, Nebo to reduce potential accidents from motorists failing to stop at the stop sign. After a thorough investigation a stage approach has been adopted with the first stage being to provide larger Regulatory signage and better line marking to highlight the intersection.
- Road renaming request – Red Rock Road – the team is following the Road Renaming Policy and have undertaken the appropriate engagement. A report will be submitted to council with recommendations for consideration.
- Bus Route Assessment - A new bus route request has been submitted. This new route is from Pasha Road to Moranbah with seven (7) collection points. The team are assessing the route.

Corridor Management

The IPTS team provide permits for any works happening in the road reserves as part of an overarching corridor management system. Through these permits the team set conditions on third parties and then inspect works to ensure conditions are met.

The number of permits processed across the quarter are shown below:



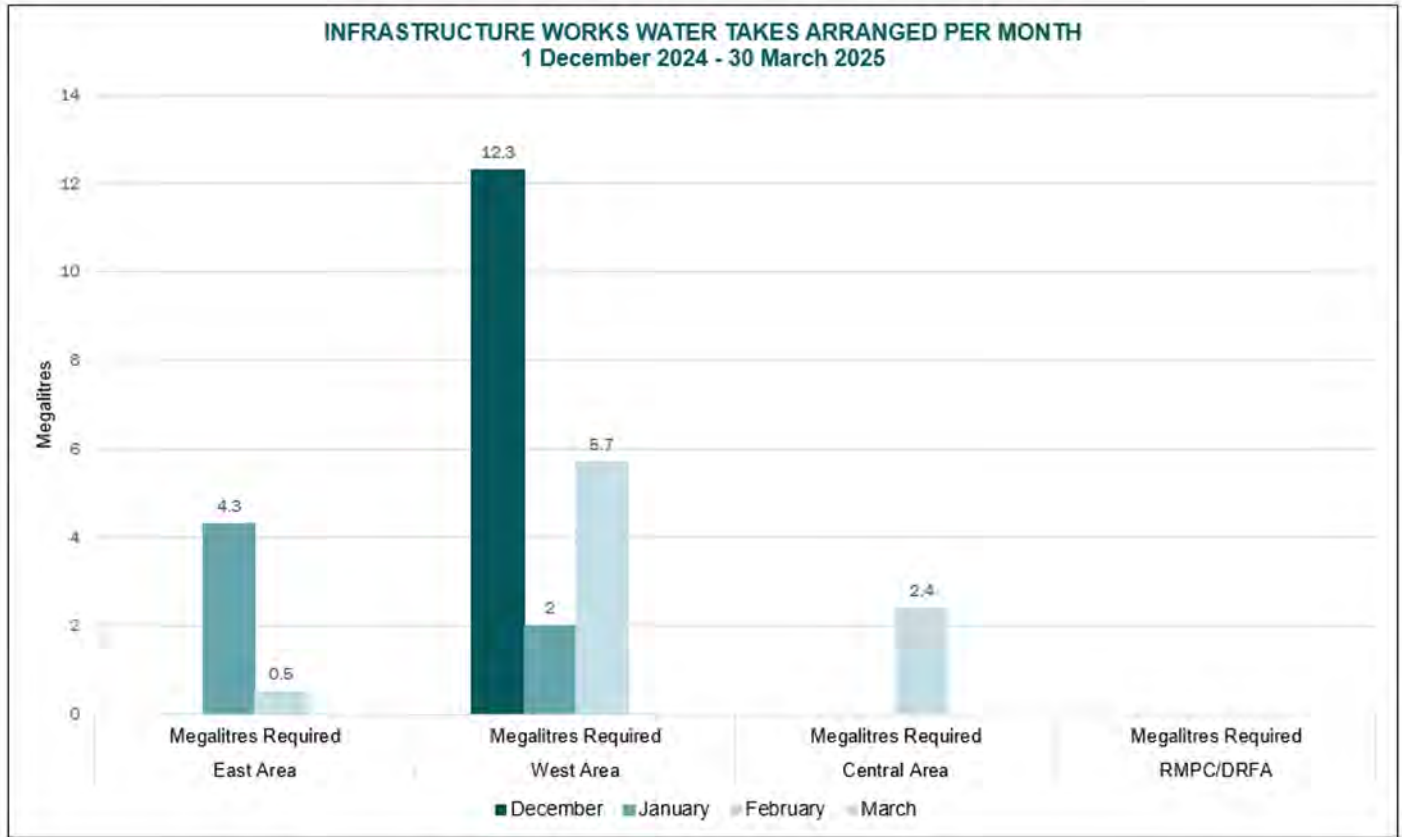


Note: The above charts reflect those processed by the IPTS team. Further works on road corridor applications received from mining proponents are processed by Galilee and Bowen Basin Operations team.

A full review of all corridor permit application forms was conducted to improve the customer experience. Forms reviewed included:

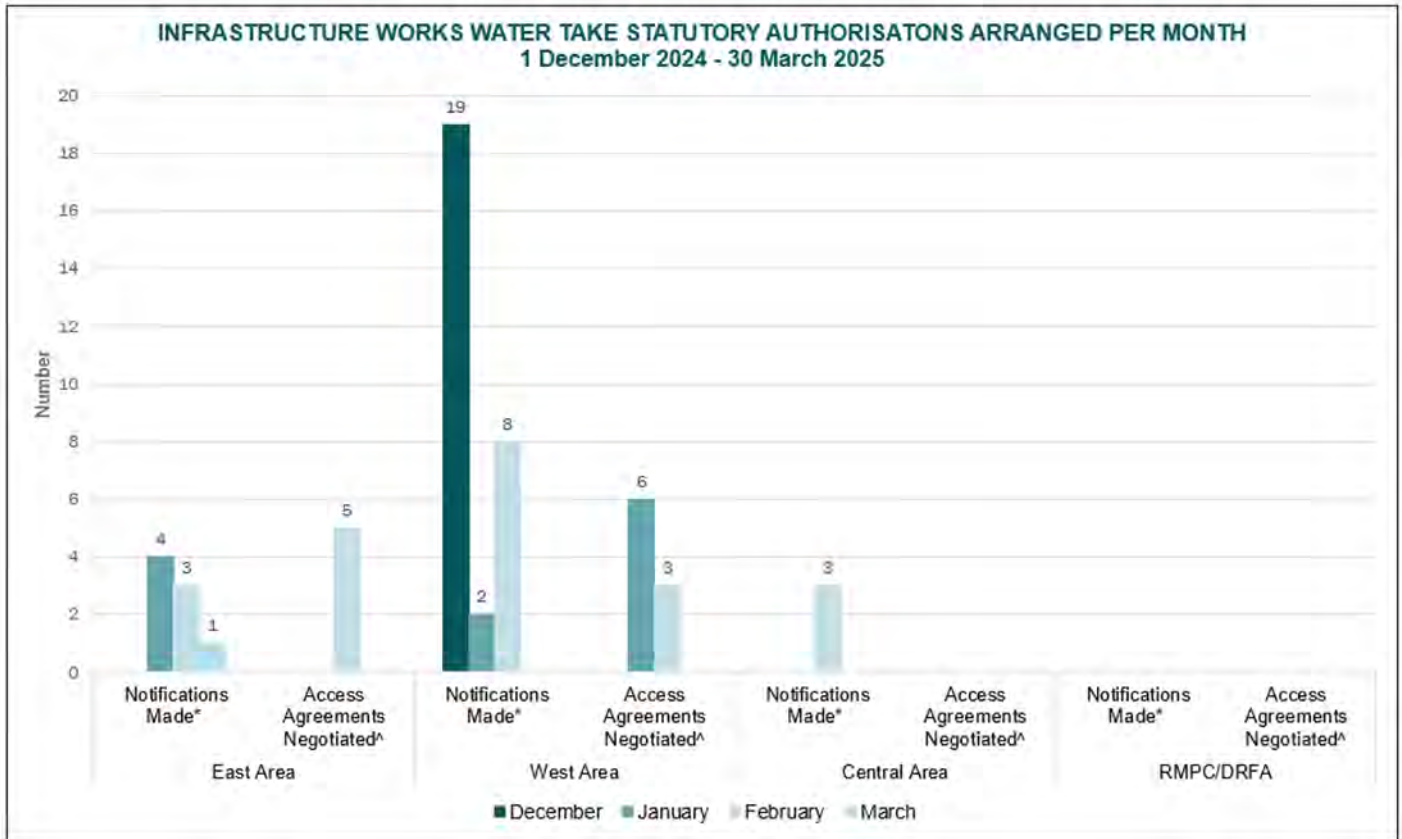
- Works on Road Corridor Application (WORC)
- Application to Install/Repair/Replace Driveway
- Request to vary Works on Road Corridor Application
- Application to Install/Repair/Replace Grid

Natural Resources Management (Construction Water And Gravel)



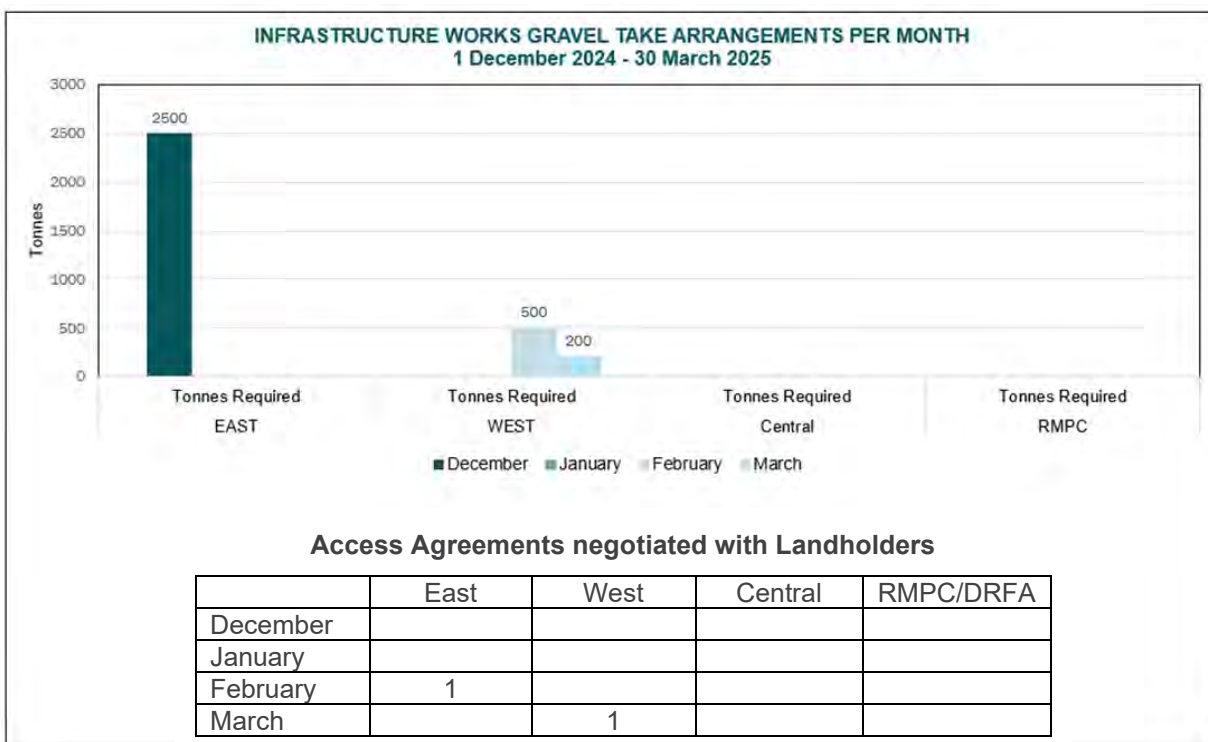
The chart above reflects the amount of water notified to the statutory authority as an exemption for the take of water as a Constructing Authority. The notifications are required to be submitted 10 business days in advance of the take. The water is sourced from Council-owned assets (bores and dams) as well as privately owned sources.

The next chart then reflects the number of notifications to the statutory authority and the access agreements negotiated with landholders. The access agreements are required for travel across private property to access state-owned water (rivers, creeks, etc) and also for access to private water sources and to document the grant of water to Council by landholders.



* Notifications made to the Department of Regional Development Manufacturing and Water for an exemption for the take of water as a Constructing Authority

^ Access agreements with landholders for entry to private property for the take of water



The chart above shows the amount of material (gravel) extracted across the region and the associated access agreements negotiated with landholders for the grant of the material and to travel across their land.

Traffic Counter Installations						
Street/Road	Town	Chainage	Start Date	Finish Date	ADT	% HV
Cowan Street	Glenden	0.010	11/03/2024	14/10/2024	59	17
East West Road (West of School)	Kilcummin	0.240	1/10/2024	29/10/2024	8	28
East West Road (East of School)	Kilcummin	3.090	1/10/2024	29/10/2024	9	70
Watkins Road	Nebo	0.010	1/10/2024	29/10/2024	4	39
Utah Drive	Moranbah	0.590	30/09/2024	28/10/2024	403	15
Daintree Street (EB)	Clermont	0.615	30/09/2024	28/10/2024	262	12
Daintree Street (WB)	Clermont	0.615	30/09/2024	28/10/2024	303	29
Venus Road	Clermont	0.060	30/09/2024	28/10/2024	26	75
Golden Downs Road	Dysart	0.300	30/09/2024	28/10/2024	70	43
Lizzie Creek Road	Turrawulla	0.500	30/09/2024	28/10/2024	16	19
Dysart Clermont Road	Dysart	0.100	30/09/2024	28/10/2024	307	36
Grasstree Road	Middlemount	12.460	30/09/2024	28/10/2024	333	34
Airport Road	Clermont	0.010	30/09/2024	28/10/2024	26	29
Haig Street	Clermont	0.160	30/09/2024	28/10/2024	203	47
McDonald Flat Road	Clermont	0.060	30/09/2024	28/10/2024	905	29
Hetherington Street	Clermont	0.030	30/09/2024	28/10/2024	238	24
Percy Albert Drive	Clermont	0.100	3/10/2024	29/10/2024	131	55
Wattle Hill Road	Clermont	0.060	3/10/2024	29/10/2024	251	24
French Street	Clermont	0.600	30/09/2024	28/10/2024	48	48
Racecourse Road	Clermont	0.050	30/09/2024	28/10/2024	171	9
Cheeseborough Road	Clermont	0.160	30/09/2024	28/10/2024	420	34
Turrawulla Road	Nebo	0.100	30/09/2024	28/10/2024	39	44
Cottonpatch Lane	Clermont	0.220	11/11/2024	3/02/2025	89	4
Capella Lane	Clermont	0.180	5/11/2024	28/01/2025	11	5
Golden Mile Road (Before Mine Access)	Dysart	6.690	18/02/2025	11/03/2025	823	29
Golden Mile Road (After Mine Access)	Dysart	11.300	18/02/2025	11/03/2025	431	31
Lake Vermont Mine Access Road	Dysart	Enterance	18/02/2025	11/03/2025	474	50
Carfax Road	Dysart	31.390	18/02/2025	11/03/2025	25	55
Eaglefield Road	Pasha	21.230	18/02/2025	11/03/2025	31	35
Glenavon Road	Pasha	0.200	11/11/2024	10/03/2025	31	24
Wuthung Road	Moranbah	0.060	11/11/2024	Traffic counters on Wuthung and Kenlogan Roads		
Kenlogan Road	Kenlogan	42.640	11/11/2024	have been scheduled for a 12 month capture.		

In addition to the above traffic counter works, a major traffic analysis was undertaken in Moranbah for the intersections of

- Moranbah Access Road, Goonyella Road and Mills Avenue
- Goonyella Road and Isaac Way
- Goonyella Road and Curtain Street
- Goonyella Road and depot access

The above Moranbah counts were commission for design project currently underway.

IMPLICATIONS

Infrastructure Planning and Technical Services Department continue to operate to maintain and improve service levels for internal and external customers through the compilation of data and Technical analysis of that data.

CONSULTATION

- Coordinator Natural Resources
- Technical Officer IPTS
- Asset and Planning Engineer
- Director Engineering and Infrastructure

BASIS FOR RECOMMENDATION

Infrastructure Planning and Technical Services provides technical advice, infrastructure planning advice, design services and road corridor management services to support Council's works delivery.

ACTION ACCOUNTABILITY

Manager Infrastructure Planning and Technical Services to continue to lead and develop team members to ensure continued service delivery for internal and external customers.

KEY MESSAGES

The IPTS team provides regular operational updates to keep Council informed of ongoing and developing operational initiatives consistent with its areas of responsibility.

Report prepared by:	Report authorised by:
GUY STEVENSON	ROBERT PERNA
Consultant Infrastructure Planning and Technical Services	Director Engineering and Infrastructure
Date: 2 April 2025	Date: 2 April 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Wednesday 23 April 2025

AUTHOR

Jessica Bugeja

AUTHOR POSITION

Research and Policy Advisor

9.18

**2024-2028 LOCAL GOVERNMENT GRANTS AND SUBSIDIES
PROGRAM STAGE 2 APPLICATION – NEBO STAFF HOUSING**

EXECUTIVE SUMMARY

This report seeks Council's endorsement of the 2024-2028 Local Government Grants and Subsidies Program (LGGSP) Nebo Staff Housing Stage 2 application.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Endorses a Stage 2 application to the Local Government Grants and Subsidies Program for the development of 5x 2-bedroom units in Nebo.*
- 2. Approves councils contribution of approximately \$1,127,454 representing 40% of the total project costs.*
- 3. Delegates Authority to the Chief Executive Officer to submit the required application to the Department of Housing, Local Government, Planning and Public Works.*

Resolution No.: E&I0814

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

- 1. Endorses a Stage 2 application to the Local Government Grants and Subsidies Program for the development of 5 x 2-bedroom units in Nebo.**
- 2. Approves Councils contribution of approximately \$1,127,454 representing 40% of the total project costs.**
- 3. Delegates Authority to the Chief Executive Officer to submit the required application to the Department of Housing, Local Government, Planning and Public Works.**

Carried

BACKGROUND

The Local Government Grants and Subsidies Program (LGGSP) supports councils to deliver priority projects that improve the infrastructure and services local communities need. The LGGSP supports projects under a 60/40 split with 60% being covered by LGGSP.

On 9 August 2024, Council submitted three projects for consideration under the 2024-2028 Local Government Grants and Subsidy Program (LGGSP). They were:

1. Construction of recycled water main for Sarchedon Drive and Tallon Street Moranbah – total cost \$4,000,000 (Infrastructure Project Priority 1).
2. Construction of 5x 2-bedroom units at Nebo for staff housing – total cost \$2,500,000 (Infrastructure Project Priority 2).
3. Development of a Tourism infrastructure Deficiency Review Report – total cost \$150,000. (Planning Project Priority 1).

In October 2024, the Queensland Government's Department of Housing, Local Government, Planning and Public Works advised Council its project, Supply 5x new multiple dwellings for Council Staff Housing in Nebo received in-principle endorsement to proceed to Stage 2 of the LGGSP application process (see attached letter).

The project working group subsequently met with the Department to gain a detailed understanding of stage two submission requirements, and in response, have been meeting fortnightly to strengthen the project application's support documentation. The attached Funding Application Report by Aurecon comprehensively directly addresses the additional stage two requirements and will support the project's funding application.

As per the LGGSP funding program requirements, the application must include demonstrated Council support for the updated project by way of minutes or budgets. In lieu of the 2025/2026 budget finalisation, this report seeks Council's support of the project's stage 2 application. Stage 2 applications under the LGGSP close 31 May 2025.

There have been no fundamental changes to the project scope. The project will still construct 5x 2-bedroom, 2 bathroom units including private open space, covered carport and small garden shed at 49 Water Street, Nebo .

There have been minor changes to the project's overall high-level project cost estimate. This is due to project refinement combined with the Department's stage 1 advice to Council that the project's budget contingency was considered low for this style of project and they would consider an increase in the contingency.

IMPLICATIONS

A summary of the project's cost is identified below:

Project phase	Indicative concept capital costs
Planning and development	\$235,763
Design	\$80,000
Approvals	\$42,918
Procurement	[Stage 2 – ADDED] \$15,000

Construction	\$1,737,161
Finalisation	\$20,000
Risk and administration	<i>[Stage 2 – ADDED & REVIEWED]</i> \$687,342
TOTAL	\$2,818,636
<i>LGGSP Funding 60%</i>	\$1,691,182
<i>Isaac Regional Council Funding 40%</i>	\$1,127,454

The following table identifies the financial changes between stage 1 and stage 2.

Project phase	Stage 1	Stage 2	Change
Total High Level Project Cost Estimate	\$2,539,012	\$2,818,636	\$279,624
LGGSP Funding 60%	\$1,523,407	\$1,691,182	\$167,775
Isaac Regional Council Funding 40%	\$1,015,605	\$1,127,454	\$111,849

Following Council resolution 8832 an amount of \$1,000,000 was allocated from depreciation in the Long Term Financial Forecast.

Resolution No.: 8832

Moved: Cr Rachel Anderson

Seconded: Cr Viv Coleman

That Council:

1. **Supports the nominations of the following projects for submission under the Local Government Grants and Subsidies Program (LGSSP) on a 60/40 (60% LGSSP / 40% Council) funding arrangement:**
 - I. **Construction of Recycled Water Infrastructure for Sarchedon Drive and Tallon Street Moranbah – total cost \$4,000,000 (Infrastructure Project Priority 1).**
 - II. **Construction of 5 x 2 bedroom units at Nebo for staff housing – total cost \$2,500,000 (Infrastructure Project Priority 2).**
 - III. **Tourism Infrastructure Deficiency Review Report to commence implementation of recommendations from the approved Isaac Tourism Trails Strategy – total cost \$150,000 (Planning Project Priority 1).**
2. **Authorises the allocation of Council's contribution for the relevant projects as follows:**

- I. **Construction of Recycled Water Infrastructure for Sarchedon Drive and Tallon Street Moranbah - \$1,600,000 via unallocated depreciation within the 2024/25 financial year or future years as required (Infrastructure Project Priority 1).**
 - II. **Construction of 5 x 2 bedroom units for staff housing - \$1,000,000 via unallocated depreciation within the 2024/25 financial year or future years as required (Infrastructure Project Priority 2).**
 - III. **Tourism Infrastructure Deficiency Review report to commence implementation of recommendations from the approved Isaac Tourism Trails Strategy - \$60,000 via a quarterly budget review (Planning Project Priority 1).**
3. **Delegates the Authority to the Chief Executive Officer to submit the required application to The Department of Housing, Local Government, Planning and Public Works.**
 - 4.

Carried

If the project is successful in its stage 2 application to LGGSP, Council will require to contribute \$1,127,454. This is currently budgeted through unallocated depreciation over the 26/26 financial year. No further financial implications are anticipated.

CONSULTATION

- Director Engineering and Infrastructure
- Executive Assistant, Engineering and Infrastructure
- Coordinator Corporate Properties
- Maintenance Officer, Corporate Properties and Fleet
- Research and Policy Advisor
- Manager, Environment and Planning - Aurecon

BASIS FOR RECOMMENDATION

Council has been successful in progressing to stage two of the LGGSP for the Supply 5x new multiple dwellings for Council Staff Housing in Nebo. The application could attract up to \$1,691,182 of Queensland government money to support the project and deliver staff housing outcomes.

ACTION ACCOUNTABILITY

Research and Policy Advisor to prepare Stage 2 Application package

Chief Executive Officer (or delegate) to approve Stage 2 Application package for submission.

KEY MESSAGES

Council supports an application to Stage 2 of the LGGSP for the Supply 5x new multiple dwellings for Council Staff Housing in Nebo.

Report prepared by:

JESSICA BUGEJA
Research and Policy Advisor

Date: 3 April 2025

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 3 April 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Letter to CEO – 2024-28 LGGSP
- CONFIDENTIAL Attachment 2 – Funding Application Report
- CONFIDENTIAL Attachment 3 – IRC New Builds – Nebo – Stage 2 High Level Cost Estimates

REFERENCE DOCUMENT

- Nil

PAGES 333 TO 395 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Ordinary Meeting
Wednesday 23 April 2025

AUTHOR

Amal Meegahawattage

AUTHOR POSITION

Manager Planning and Projects

9.19

WATER AND WASTE 2024-25 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: W&W0553

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

BACKGROUND

Regular updates on the financial and physical status of projects within the 2024/25 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 essential 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 roof of the 5.7ML water reservoir to protect and extend its lifespan. Structural works are progressing well, with 95% of roof sheeting installed. The epoxy lining is complete, and the expansion seal gasket is scheduled for early April. External wall preparation is underway, and the team is in regular contact with the contractor to address risks. Project completion is expected by April 2025.

2. CW233155 – Clermont Water Treatment Plant Modernisation

This upgrade ensures compliance with the Drinking Water Quality Management Plan. The turbidity analyser system was upgraded in September 2024 with new EPA 180.1-compliant analysers installed and calibrated, and the associated control panel upgrade is also complete. The chemical dosing system upgrade is currently under tender evaluation as a Design and Construct contract. The tender evaluation process is nearly finalised, although prices submitted were significantly above expectations. In response, the evaluation panel, in consultation with the Procurement team, will initiate negotiations with shortlisted tenderers to explore price adjustments and potential alternative delivery strategies before finalising the preferred contractor.

Project completion is forecast for September 2025, with \$500,000 allocated to the 2025/26 financial year to support delivery. The funding agency has approved the revised completion timeline.

3. CW243181 – Moranbah Sewer Pump Station Upgrades

This project aims to increase the capacity and operational efficiency of the Moranbah Sewer Pump Station. Following contract award in July 2024, potholing was completed, and materials were ordered. The contractor mobilised on-site in late September. Non-return valves have been delivered and are scheduled for installation once timing is confirmed by the supplier.

4. CW243205 – Moranbah Rectification of Landfill Cell

This project seeks to stabilise and rectify the Moranbah landfill cell to ensure compliance with environmental regulations. A geotechnical specialist conducted option analysis workshops in January 2025. Following consultation with the Director of Water and Waste, the Waste Management Department, and Governance, the Planning and Projects team initiated the conclusion of the geotechnical engagement. A project management consultant is now progressing the preparation of Design and Construct tender documentation, which will be released via the Local Buy Vendor Panel in mid-April.

5. CW243185 – Moranbah Recycled Water Network

This multi-stage, multi-year project supports improved recycled water management through the construction of recycled water mains, staged irrigation, and evaporator installations. Works include recycled water mains along Sarchedon Drive, Tallon Street, and parts of Mills Avenue. Draft community consultation plans for Sarchedon Drive have been prepared, with Councillors requesting involvement in the upcoming on-site meeting. GBA Engineers began design in February 2025, with site surveys and service location completed in March. Design completion is expected by late May, and Stage 1 construction is due for completion by January

2026. Procurement for portable evaporators is in planning, with units priced at approximately \$300K for a 0.5ML/day unit and \$1.1M for a 1.5ML/day unit.

6. CW243239/CW243240 – Carmila and Greenhill Landfill Capping

This project ensures compliance through capping works at the Carmila and Greenhill landfill sites. A design review led to a reduced scope and a cost saving of approximately \$200,000 from the designer's previous cost estimates. The design consultant is finalising the aftercare plan. Additional funding was allocated in the Q2 budget to support remaining design tasks and geotechnical testing, ensuring completion of documentation within the financial year.

7. CW253266 – Dysart Waste Management Facility Repurpose to Transfer Station

This project repurposes the Dysart landfill into a transfer station. An initial Design and Construct tender received a compliant but over-budget bid, with a subsequent bid also exceeding available funding. In consultation with Waste Services, the project scope was revised to complete only the design in FY 2024/25, deferring construction to FY 2025/26. The design contract was awarded in March, with the draft concept design now complete. \$525K was carried forward as part of the Q2 budget adjustment.

8. CW253273 / CW253274 – Carmila and St Lawrence Water Treatment Plant Upgrades

This project upgrades SCADA systems, chemical dosing, and monitoring infrastructure at both water treatment plants. Planning commenced in July 2024, with initial site investigations completed. The Operations Team is finalising the Project Requirements document. Both upgrades will be bundled into a single Design and Construct contract with separable portions. Most of the funding was carried forward via the Q2 budget adjustment to align with construction in Q1–Q3 2025/26.

9. CW253275 – CORP Sewer Relining 2025

This project includes CCTV inspection and relining of selected sewer network segments. The contract was awarded in January 2025. CCTV surveying works commenced in late March and are expected to be completed by early to mid-April. Operations will review footage over the next 2–3 months to finalise relining areas. \$600K is expected to carry forward into 2025/26. The contract spans three years and is subject to ongoing risk monitoring.

10. CW253282 – CORP Water Network Water Meters

This project replaces outdated water meters to improve billing accuracy and water consumption tracking. To date, 57 of 450 meters have been replaced. The remaining 393 meters have been procured, and installation is expected to be completed by the end of April.

11. CW253287 – Glenden Water Treatment Plant Turbidity Analyser on Filters

This project involves installing turbidity analysers on filters at the Glenden Water Treatment Plant to improve water quality monitoring and regulatory compliance. The contract was awarded in February 2025. The design is complete and endorsed by Operations. Procurement of analysers is currently underway.

12. CW253290 – Middlemount Water Network Augmentation

This project involves installing a new water main in Middlemount, with a drainage component on Nolan Drive included as a separable portion. The contractor has completed water main location and is clearing the alignment. Works are expected to continue into the 2025/26 financial year.

13. CW253291 – Nebo Water Network Avdata

This project provides improved monitoring of commercial water usage through the installation of an Avdata system at the Nebo truck-fill point. Construction and commissioning were completed in February 2025.

14. CW253283 – CORP Switchboards

This project targets the replacement of ageing switchboards to improve operational reliability and ensure compliance. The contract has been awarded, and planning is complete. Electrical schematics have been endorsed by Operations, and fabrication is currently underway.

PROGRESS PHOTOS



Image 1: Moranbah Water Treatment Plant Roof Replacement – Floor and Wall Epoxy Complete



Image 2: St Lawrence Water Storage – New Air Valve installed between Plant and Supply Line



Image 3: Middlemount Water Network Augmentation – Water Main Alignment near Reservoir being cleared



Image 4: Middlemount Water Network Augmentation – Water Main Roadside Alignment being cleared



Image 5: COPR Sewer Relining – CCTV Camering on Barcoo Drive Moranbah in Progress



Image 5: Moranbah Water Treatment Plant Drinking Water Compliance – Marking Out Turbidity Analyser Locations

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 Projects Capital Works Project Managers

BASIS FOR RECOMMENDATION

To provide Council with a clear monitoring tool to track capital works delivery for the Water and Waste Directorate by providing transparent and relevant reporting. This report will help identify and communicate any project delays, overspends and project risks.

ACTION ACCOUNTABILITY

The Managers and the Director of Water and Waste oversee the scoping, procurement, and completion of the projects identified within the 2024/25 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.

WATER AND WASTE

Report prepared by:

AMAL MEEGAHAWATTAGE
Manager Planning and Projects

Date: 26 March 2025

Report authorised by:

SCOTT CASEY
Director Water and Waste

Date: 31 March 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Water and Waste Capital Projects Progress Summary Spreadsheet March 2025

REFERENCE DOCUMENT

- Nil.

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THIS PAGE HAS INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Kirstie Mathews
AUTHOR POSITION	Program Leader – Customer Administration and Business

9.19

WATER AND WASTE DEPARTMENTAL REPORT – CUSTOMER ADMINISTRATION AND BUSINESS

EXECUTIVE SUMMARY

The purpose of this report is to present an update of the customer service, administration and business functions of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes this report regarding an update of the customer service, administration and business functions of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.***

Resolution No.: W&W0554

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

- 1. Receives and notes this report regarding an update of the customer service, administration and business functions of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.**

Carried

BACKGROUND

The Water and Waste (W&W) Customer Administration and Business team comprises of six (6) positions including (2) positions under recruitment, with the entire team being based in Moranbah.

The Customer Administration and Business team comprises:

1. Program Leader – Customer Administration and Business undertaking contract management including telecommunication leases and raw, potable and effluent water regulation, policy development and governance, budget management and reporting, business improvement initiatives and waterwise activities.

2. Team Leader – Customer Administration provides supervision, coaching and mentoring to the Customer Administration team, coordinating water meter reading across the region, MiWater system and data management, customer service, complaints and administrative support and document management, projects and waterwise activities.
3. Customer Administration Officers (CAO) provide customer service to Isaac resident's requests and enquiries in a variety of ways including water connections, water leaks, sewer overflows, missed kerbside waste services and waste facility enquiries. They maintain and monitor plumbing requests and act as a liaison between residents, customers and field staff, inputting and collating data for accurate monthly billing, developing public notices and providing administrative and MiWater systems support to the whole directorate.
4. Trainee Business Services assists with and learns both the Compliance, Integrated Management System and CAO functions and roles and assists in administrative duties including meeting minutes.

Implications and Six-Monthly Update

Telecommunications

Project IRC-W&W-1024-SFQ0042 for cadastral surveys was awarded in January 2025 with works underway. Water towers in Moranbah, Dysart, Clermont and Middlemount will be completed in 2024/2025 with coastal locations Nebo, Glenden, St Lawrence and Carmila to be completed in the 2025/2026 financial year.

The completion of surveys will allow for formalised equipment leases for existing third-party infrastructure upon W&W assets to be drawn up, while allowing for new opportunities to be completed in a timelier matter as all leases must have an accurate survey indicating the lease equipment location.

Cadastral surveys are due to be completed for review Monday, 31 March 2025.

Approximately eight (8) new lease agreements are pending following the completion of these surveys.

Education

Carrying on with last year's success of the Waterwise Calendar Drawing Competition, the team are preparing for the 2025 event, to combine Water Night planned for October 2025. Water Wednesdays have also been reinvigorated, utilising entries from last year's competition as inspiration for weekly waterwise tips and tricks in consultation with the Brand, Media and Communications team.

Business Services invited the Water and Waste People and Capability Partners to explore the Moranbah Wastewater Treatment Plant in December 2024. This visit assisted them with gaining more understanding of the operations and tasks carried out by the operators allowing them insight into challenges that are experienced in recruitment for this area.

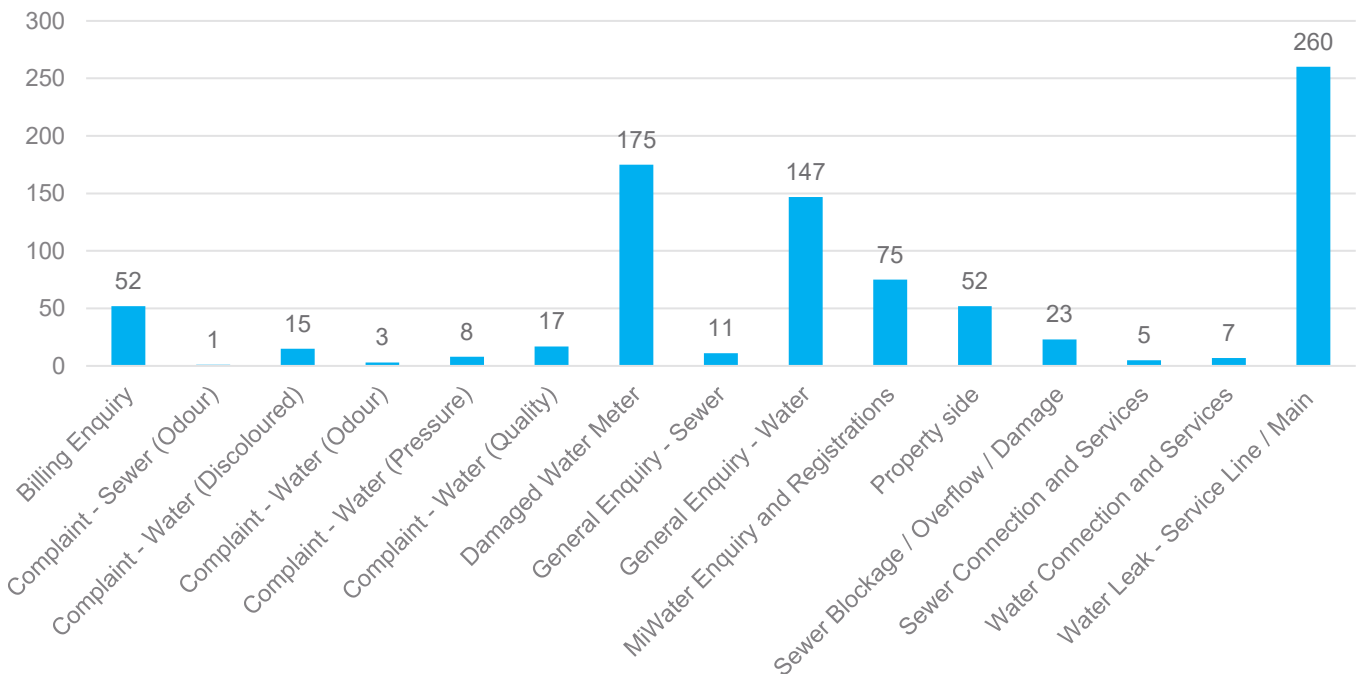


Image 1: People and Capability Business Partners visiting the Moranbah Wastewater Treatment Plant

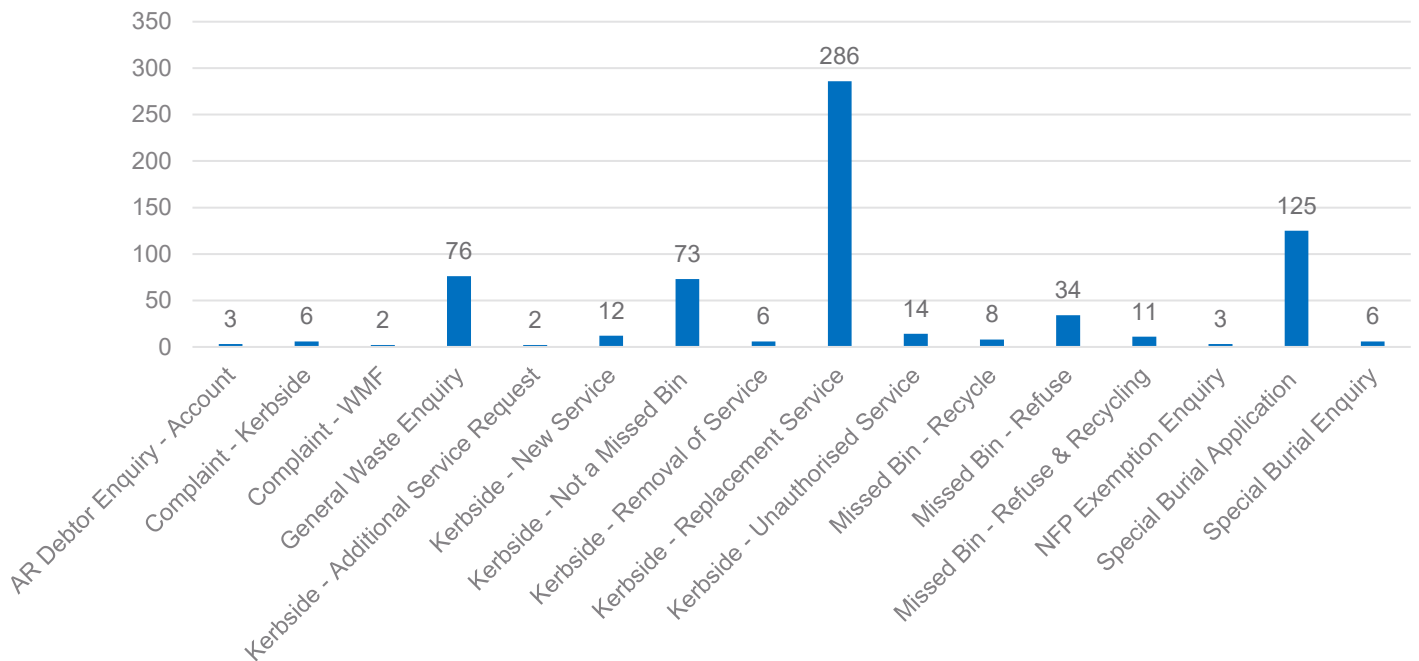
Customer Service Requests (CRMs)

A total of 1526 CRMs (average of 59 per week) were received during Q2 and Q3, by the Business Services Team. Dependant on the priority of the requests and as per the W&W Customer Service Standards, the team adhere to strict response times for each CRM and have an average close out rate of 6.4 days. A snapshot of these CRMs can be seen below.

Water & Wastewater CRMs Q2 & Q3 2025

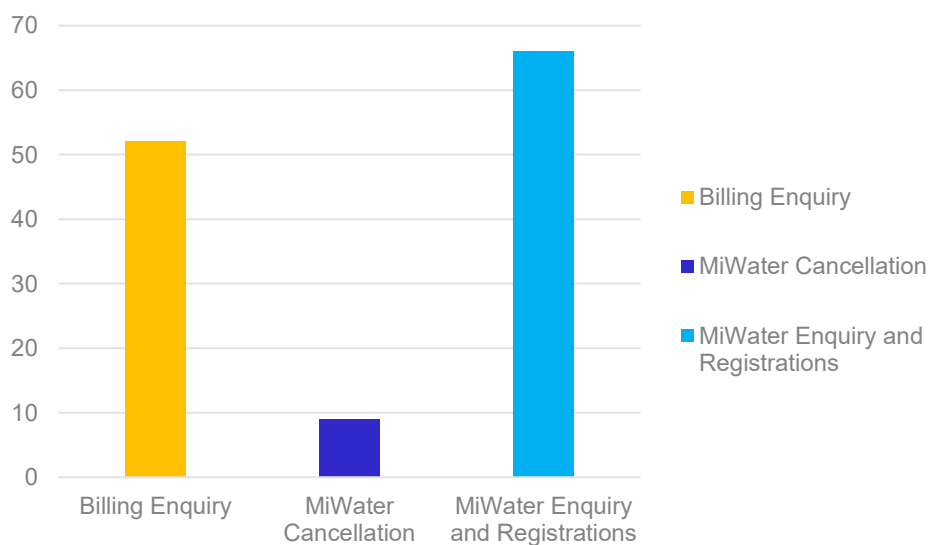


Waste CRMs Q2 & Q3 2025



Following the most recently completed June 2024 to December 2024 water billing, the uptake of MiWater has been significant in townships such as Moranbah and Clermont. MiWater cancellations have been captured within this period however each instance is due to change in property ownership. Below illustrates the MiWater uptake, cancellations against Billing Enquiries received.

Miwater CRMS Q2 & Q3 2025



Meter Replacement Project (MRP) – Moranbah

The remaining 396 Water Meters and Automatic Meter Readers (AMR) scheduled to be carried out under the Meter Replacement Project IRC-W&W-0724-Q1337 are due to be completed by Friday, 9 May 2025.

The initial project completion is anticipated to see a reduction in manual meter reads continually completed on the same water meters within Moranbah, pathing the way for the ability to investigate alternative water meters that may not have been manually read for an extended period.

The project will be carried into the 2025/2026 financial year in collaboration between the Planning and Projects and Business Services Departments.

The MRP is to be undertaken for a period of 3 years. Over the next 12 months, the MRP is anticipated to assist in reducing the amount of reactive works undertaken for AMR replacements by the Council plumbing team. Furthermore, the project will assist in ensuring meters are mechanically sound and legislative requirements of meter replacement and or calibration vs. kilolitres delivered via the meter are met.

Monthly Business Activities

Each month CAOs attend to secretariat directorate meetings. These meetings include but are not limited to:

- Cleanaway Monthly Contract Meeting
- Waste Whole Team Talk
- Plumbers Meeting
- Landfill Management Contract Meeting
- Operators Meeting

Moreover, CAOs also complete end of month activities to provide financial and data reporting needs to the W&W directorate. The end of month activities, some of which are completed twice a month is shared between the team and includes:

- Chlorine Gas – Ordering, Reconciliation & Stocktake
- Debtor Invoice Reporting – Waste Billing
- Cleanaway kerbside reporting / bin activity
- Debtor Prep and Invoice – Reconciliation & Reporting – Septic Waste
- Debtor Invoice – Reporting – Standpipe Billing
- Plumbing Reporting – Weekly - Current Tasks
- Plumbing Reporting – Fortnightly - Completed Tasks
- Directorate Contact List – Update
- Repair Work Order Forms
- Directorate 'Monday Mantra' – Fortnightly affirmations
- Water & Wastewater ECM Tasks

CONSULTATION

- Director Water and Waste
- Manager Business Services
- Executive Assistant to the Director W&W

ACTION ACCOUNTABILITY

Manager Business Services is responsible for ensuring all deliverables for the Business Services Department are completed as per Policy and the Business Services 2024/2025 Business Plan.

KEY MESSAGES

The Customer Administration and Business team is the support hub for the entire W&W Directorate. Providing this support structure allows the directorate to increase the focus and reliability of customer service and administration for Isaac residents and ensures that Councils performance continues to improve.

Report prepared by: KIRSTIE MATHEWS Program Leader – Customer Administration and Business Date: 28 March 2025	Report authorised by: SCOTT CASEY Director Water and Waste Date: 31 March 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Water and Waste Customer Service Standards
- Business Services 2025/2026 Business Plan

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Tait Suridge
AUTHOR POSITION	Program Leader – Compliance and IMS

9.21

AUDITOR GENERAL CORRESPONDENCE REPORT

EXECUTIVE SUMMARY

The purpose of this report is to provide an outline of the recommendations provided in the Managing Queensland's regional water quality performance audit report and to demonstrate the positive position Water and Waste is currently placed in response to these recommendations.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes this report outlining the Water and Waste Directorate's position in response to the recommendations from the Queensland Audit Office report "Managing Queensland's regional water quality".**

Resolution No.: W&W0555

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

- 1. Receives and notes this report outlining the Water and Waste Directorate's position in response to the recommendations from the Queensland Audit Office report "Managing Queensland's regional water quality".**

Carried

BACKGROUND

In 2024, the Queensland Audit Office completed an audit to examine how effectively four (4) regional and remote Councils were supplying safe drinking water to their communities and how the Department of Local Government, Water and Volunteers (DLGWV) regulates drinking water across Queensland. From this audit, four (4) recommendations were made for all Councils across Queensland:

1. Assess record keeping of essential activities for managing drinking water quality to ensure they are:
 - a. Maintaining up-to-date standard operating procedures
 - b. Recording maintenance and inspection results

-
- c. Developing schedules and timelines for upcoming periodic activities
 - d. Recording verification monitoring (regular water testing) results and analysis of water quality trends
2. Ensure appropriate oversight of compliance with management plans, risks to drinking water quality, improvement actions, and recommendations from independent audits
 3. Assess and address identified capability and expertise gaps
 4. Test their emergency response plans periodically for high-risk events, and train staff in how to respond

Overall, the Water and Waste (W&W) Directorate are already well placed in all the recommendations and has documentation and records to support this. The below outlines where W&W is currently placed and any proposed future changes that may be implemented.

Record Keeping of Essential Activities

Up to Date Standard Operating Procedures

The Operations and Maintenance Department (O&M) has a project currently underway to update all operating manuals across the eight (8) water treatment plants (WTP). Middlemount WTP, Dysart WTP, Clermont WTP and Moranbah WTP have had drafts completed. These are being reviewed by operational staff before final document control and distribution is completed. Nebo WTP has an Operational Manual developed when the plant was commissioned 5 years ago and is still up to date. Carmila, St Lawrence and Glenden are all going through major plant process upgrades within the next 18 months and these documents will be updated at his time and until such time, the existing manuals are being referred to.

W&W have various Work Instructions, Guidelines and Procedures which compliment the operating manuals for both generic and plant specific tasks which include but are not limited to Response to Changing Raw Water Quality Procedure, Maintenance and Calibration Guidelines and Work Instructions, Chlorine Gas Work Instructions, Fluoride Work Instructions, Cleaning Clarifiers and Backwash Tank Work Instructions, and Sampling and Laboratory Sampling Work Instructions.

All W&W documents are reviewed on a 2 yearly basis, in line with the Corporate Document Control Procedure (CORP-PRO-001) and tracked and overseen by the W&W Directorate's Integrated Management System (IMS).

Maintenance and Inspection Results

W&W utilise both internal and external maintenance and inspections depending on the task and the requirement for a suitably qualified person to undertake the works.

Internally, a Technical Officer – Dams, Maintenance Fitter, Electrician, Operators and Supervisors all complete maintenance and inspections and record these activities accordingly. The Technical Officer – Dams, completes monthly dam and reservoir inspections which are all recorded in Lucidity with corresponding photos and any required actions. The Maintenance Fitter completes a Maintenance check sheet through Lucidity which records the site, asset number, technical information, condition, condition rating, photos and actions arising. All other internally completed maintenance and inspections are recorded on document controlled

forms or checklists which are then uploaded to ECM with hard copies kept onsite or with the maintenance personal.

Externally engaged contractors who complete maintenance or inspections for W&W are required to provide service reports including details of scope completion, condition assessment results and improvement recommendations. These reports are then uploaded to ECM as well as identifying and documenting critical asset information including make, model, serial number and current condition for transfer to the corporate asset team for register updates.

Schedules and Timelines

The Water and Wastewater Preventative Maintenance Program was established in August 2022 to transition from reactive maintenance to a structured, proactive approach. Currently 30 preventative maintenance programs are completed across O&M. These include but are not limited to Bi-annual Air Compressor and Blower Servicing, Annual Lift, Dosing and Pressure Pump Servicing, Bi-Annual servicing of the Chlorine Gas Systems, and Annual Flow Meter Verification Testing. Each preventative maintenance schedule has been scaled from a criticality, compliance, risk and budget viewpoint.

The upcoming three (3) monthly preventative maintenance schedule is provided to the operational teams on a monthly basis to assist with planning requirements.

In addition to scheduled preventative maintenance, capital projects and other regular activities occur requiring the development of schedules and timelines. Project Managers communicate capital project schedules with operations through email, phone calls and discussions at monthly operational meetings. A weekly Capital Project Update email is distributed to the W&W Directorate for oversight of the progress and status of current projects.

In any given year, there are 15 regulatory reporting requirements associated with Isaac Regional Council's supply of safe drinking water for eight (8) of Isaac's communities. To capture these ongoing requirements, reoccurring actions have been allocated to appropriate staff in Lucidity to ensure the requirements are met by the due dates as determined by DLGWV and Queensland Health.

Verification Monitoring

Both the Operational and Verification Monitoring program for the eight (8) Water Treatment Plants (WTP) is described in the Isaac Regional Council's Drinking Water Quality Management Plan (DWQMP). The DWQMP was last reviewed in 2023 and approved by the Regulator, DLGWV the following year with no required updates or amendments.

Operational monitoring for all WTP's are now recorded on a program maintained by the Queensland Water Directorate, SWIMLocal. This program allows for alerts and notifications to be sent to required personnel upon entry of non-compliant results allowing early notification to further reduce untimely reportable events.

Analytical reports from the National Association of Test Authorities (NATA) accredited laboratory, Mackay Regional Council Laboratory Services, are recorded in ECM and reviewed by operational and compliance staff. Sampling data is available to download from the Laboratory's MonitorPro Program for analysis by the Process Engineer and Data Integrity and Compliance Officer.

Compliance with Management Plans, Risks, Improvement Actions and Independent Audits

As part of the DWQMP review in 2023, a series of risk workshops were completed for each WTP and the overall water network with WTP Operators, Plumbers, Supervisors, Planning Engineer, Treatment Engineer, Compliance Team and management. This produced a robust Risk Management Improvement Program (RMIP) which is embedded into the DWQMP and is reviewed and reported on in the Annual DWQMP report.

Internally documented systems have been put into place to ensure any non-compliance with the DWQMP is reported and documented accordingly. All non-conformances with the DWQMP are recorded in Lucidity and reported through to the regulator as required. Regular refresher and updating of training is completed with the operational team on reporting expectations through the monthly operational meetings.

The *Water Supply Safety and Reliability Act 2008* requires a drinking water service provider to have a Drinking Water-Quality Management System certified auditor conduct an audit on its DWQMP on a 4 yearly basis. The last audit conducted on Isaac Regional Council's DWQMP was completed in 2022 with the next audit due in 2026. Any actions or recommendations arising from the audit report is captured in Lucidity and allocated accordingly.

In addition to the DWQMP Audit, W&W complete both internal and external IMS audits. These audits identify areas for improvement in quality, safety and environment and are an additional mechanism for ensuring compliance with management plans and highlighting any risk or improvement actions for individual plants.

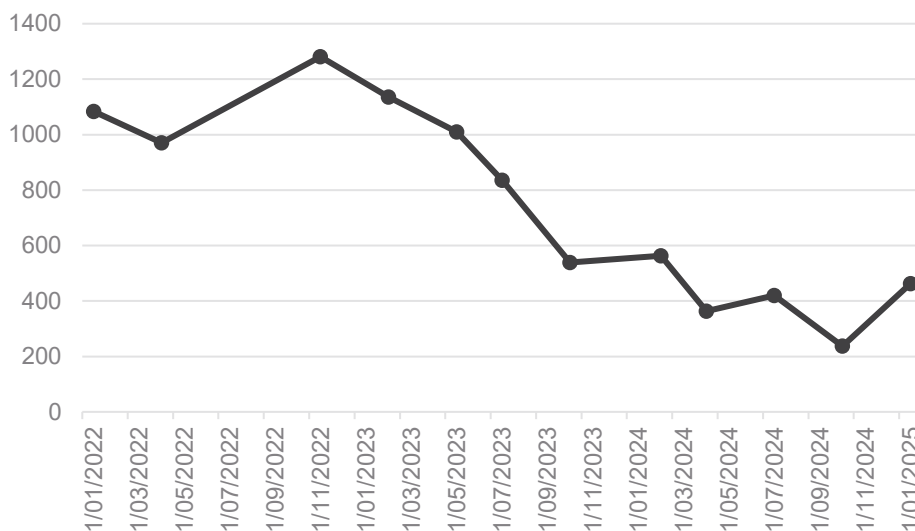
All actions in Lucidity are reported on monthly through a report sent to the W&W leadership team and are reviewed quarterly through IMS Management Review meetings for oversight.

Capabilities and Expertise

The Learning and Development (L&D) Team has recently reviewed the WTP Operator capabilities and training matrix including examining the mandatory vs desirable needs. Some capabilities are the same across all WTP's however there are some processes and chemical differences which alter the mandatory requirements from plant to plant including Certificate for Fluoride Training and Fluoridation of Public Water Supplies, monitor and operate liquefied chlorine gas disinfection process, and Statement of Attainment for Operate a Breathing Apparatus. The mandatory work instructions vary from plant to plant however there are a number of core work instructions for all Operators, Operators in Training and Trainee Operators.

Each month, a report of identified training gaps is emailed through to the leadership team to organise completion with their teams and for liaising with L&D. In addition to the monthly report, all training gaps are discussed at the quarterly IMS Management Review meeting with a review of any trends or areas of concern or improvement identified and discussed. W&W has reviewed and improved its training process resulting in a significant reduction in identified training gaps since 2022.

Number of Mandatory Needs



W&W has an ongoing need to attract and retain suitably qualified Operators. W&W and People and Capability are developing a W&W Recruitment and Retention Plan alongside regular Service Delivery Model meetings to ensure mechanisms to combat this need are constantly assessed and progressed.

Emergency Response Plans

Emergency response plans are created and owned by the Safety and Resilience Team with W&W having input into plans which are directly impacted by W&W operations including Chlorine Gas Leak (CORP-GDS-012), Power Failure Water and Wastewater Sites (CORP-GDS-090) and Programmable Logic PLC Failure Water and Wastewater (CORP-GDS-089). Hard copies of all applicable emergency response plans for each plant are kept in the sites Emergency Management Folder in the office of the WTP. These are reviewed as part of the IMS internal audit program for currentness.

Process reviews are conducted across every plant every year through the IMS Consultation and Performance Evaluation Plan (WW-PLN-002). The process review is designed to evaluate readiness to respond, refresh knowledge and evaluate documentation for incident management, emergency response plans, work instructions, workflows and any other documentation that is relevant to the presented scenario. Normal operation is not impacted during the process review however it is used to identify any gaps or improvements required in the response to an incident including updating documentation or creating new documentation. The process review is captured in Lucidity with any actions arising allocated accordingly.

IMPLICATIONS

W&W are well placed in all aspects of the recommendations presented in the Audit Report and have robust systems in place through the IMS to ensure they continue to supply safe drinking water to Isaac communities and have the documentation to support it. W&W continue to identify areas for improvement through internal and external audit programmes and allocate actions arising from these appropriately.

Through interactions with Queensland Water Directorate and DLGWV, W&W continue to remain up to date with changes and updates to legislation, the Australian Drinking Water Guidelines and regulatory reporting which impact the delivery of safe drinking water across the region.

CONSULTATION

- Director Water and Waste
- Manager Business Services
- Manager Operations and Maintenance

BASIS FOR RECOMMENDATION

To note the current positive position of the Water and Waste Directorate against the four recommendations made by the Queensland Audit Office in the Managing Queensland's regional water quality performance audit report.

ACTION ACCOUNTABILITY

Manager Operations and Maintenance is responsible for the water functions within Isaac Regional Council and the Manager Business Services is responsible for the IMS and coordinating the ongoing IMS certification.

KEY MESSAGES

W&W have documented processes and records in place for all recommendations which were put forward by the Queensland Audit Office in response to the Managing Queensland's regional water quality performance audit conducted in 2024. Through the IMS, W&W follow a continuous improvement journey to ensure the continued provision of safe drinking water to Isaac communities and compliance with statutory and legislative requirements.

Report prepared by: TAIT SURIDGE Program Leader – Compliance and IMS Date: 28 March 2025	Report authorised by: SCOTT CASEY Director Water and Waste Date: 31 March 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Drinking Water Quality Management Plan (DWQMP) WW-PLN-127
- Internal Process Review Scenario Form Template (WW-TMP-070)
- Managing Queensland's regional water quality Performance Audit Report. Report 7: 2024-25
- W&W IMS Consultation & Performance Evaluation Plan (WW-PLN-002)

MEETING DETAILS**Ordinary Meeting**

Wednesday 23 April 2025

AUTHOR

Stephen Wagner

AUTHOR POSITION

Manager Operations and Maintenance

9.22**WATER FLUORIDATION IN ISAAC REGION****EXECUTIVE SUMMARY**

Fluoridation of drinking water in Queensland has seen many directions over the last 15 years and this report provides an overview of the journey that Isaac Regional Council has taken before and during this time leading to the current position.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes this report outlining the journey that Isaac Regional Council has endured on Fluoridation in drinking water.***

Resolution No.: W&W0556

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That the Committee Recommends that Council:

- 1. Receives and notes this report outlining the journey that Isaac Regional Council has endured on Fluoridation in drinking water.**

Carried

BACKGROUND

Water fluoridation is the controlled addition of fluoride to public water supplies to reduce tooth decay. Fluoridated water maintains fluoride levels that are deemed to be effective for cavity prevention, achieved naturally or through supplementation. In the mouth, fluoride slows tooth enamel demineralization and enhances remineralization in early-stage cavities. The World Health Organization (WHO) recommends fluoride levels of 0.5–1.5 mg/L, depending on climate and other factors.

The goal of water fluoridation is to prevent tooth decay which affects 60–90% of school children worldwide. Sources indicate that fluoridation reduces cavities in children, with reviews estimating reductions of 35% in baby teeth and 26% in permanent teeth when no other fluoride sources are available.

According to the most recent data available, 24 countries around the world — including Australia, United Kingdom, United States of America and Canada add fluoride to their drinking water supplies.

The Australian Dental Association (QLD) and the Australian Medical Association (QLD) have been advocating heavily, in recent times, supporting the inclusion of fluoride in drinking water. Their argument has been the health benefits to children (refer to attachment A and B).

“Dental caries (tooth decay) remains the most common preventable chronic disease in Queensland, especially in children. Poor oral health is proven to contribute to a greater risk of other conditions such as heart disease, stroke, uncontrolled diabetes, respiratory diseases and mental illness.”

The Australian Government view is that water fluoridation is the most effective means of achieving fluoride exposure that is community wide. Water fluoridation helps protect teeth against decay. Adding fluoride to drinking water is thought to be the cheapest and most effective way of providing oral health benefits to the entire community.

Mandatory fluoridation was announced by the Queensland Government in December 2007 before overturning this decision and placing the decision in the hands of Local Government in December 2012.

Fluoridation in Queensland is regulated under the *Water Fluoridation Act 2008* and *Water Fluoridation Regulation 2020* (refer to attachment C). This Act and Regulation for water fluoridation specifies requirements for personnel, reporting, training, inspection, monitoring, surveillance, and actions in case of overdose, along with technical requirements for each major compound used.

Moranbah township was established in 1969. The Moranbah Water Treatment Plant is believed to been built in the early 1970s by the Utah Development Company. An American influence was seen in the design and construction of the Moranbah Water Treatment Plant and fluoridation was included at the time of construction.

Sodium Fluoride (NaF), is used in the Moranbah Water Treatment Plant, and this chemical does not affect the appearance, taste, or smell of drinking water and is a white, odorless powder. Sodium fluoride is generally more expensive than the other compounds commonly used but is easier and safer to handle. NaF is toxic in gram quantities by ingestion or inhalation therefore stringent safety guidelines are adhered to within Isaac Regional Council (Council) when using this chemical. The Water and Waste team have robust systems in place through the Integrated Management System (IMS) to ensure continued improvement to supply safe drinking water to Isaac communities. Two full time employees have specialist training to monitor, operate and report the fluoridation system and a further four are scheduled to complete this training shortly.

In 2011, Harrison Grierson Consulting Engineers were engaged by Council to investigate the installation of fluoride into Clermont, Dysart, Glenden and Middlemount Water Treatment Plants. An Isaac Fluoride Design Report was produced and funding of \$2,477,702.00 was approved by the Department of State Development, Infrastructure and Planning under the Queensland Fluoridation Capital Assistance Program. Evidence indicates that a decision was made in 2014 not to implement fluoridation into these plants and the funding was not taken up (refer to attachment D and E).

In 2024, a condition assessment and Fluoride Option Report was carried out to audit the testing process, treatment process, maintenance and regulatory requirements. The QLD Water Fluoridation Code of Practice provides design criteria for (new) fluoridation facilities using fluoride compounds in Section 3 of the Code of Practice was referenced to identify shortfalls against the current design of the fluoride dosing system at the Moranbah Water Treatment Plant. A number of identified improvements have been addressed since that report was completed but there remains a number of items still to be addressed at an estimated cost of \$1.5mil to \$1.8mil (refer to attachment F).

The resolution of these outstanding items will be investigated as part of the FY2526 capital program with capital investment scheduled in future budget cycles.

IMPLICATIONS

Financial obligation to maintain the present level of delivery, acknowledging the Australian and Queensland Governments and dental/medical associations views and recommendations, and public health references.

CONSULTATION

- Director Water and Waste
- Program Leader – Compliance and IMS

BASIS FOR RECOMMENDATION

To inform Council of Isaacs present position on water fluoridation.

ACTION ACCOUNTABILITY

The Manager Operations and Maintenance is responsible for the treatment and delivery of water for Isaac Regional Council residents, businesses and corporations, within the region that have water service areas.

KEY MESSAGES

Isaac has one treatment plant delivering fluoridated water to Moranbah. This plant requires upgrades to stay compliant and safe and acknowledgement that the other seven towns do not have water fluoridation.

Report prepared by:	Report authorised by:
STEPHEN WAGNER	SCOTT CASEY
Manager Operations and Maintenance	Director Water and Waste
Date: 28 March 2025	Date: 31 March 2025

ATTACHMENTS

- Attachment A – Australian Dental Association Position Statement
- Attachment B – Australian Medical and Australian Dental Association Letter of Correspondence
- Attachment C – Water Fluoride Regulations 2020
- Attachment D – Fluoride Capital Assistance Program Agreement
- Attachment E – Correspondence Cancelling Funding for Fluoride Capital Program
- Attachment F – Moranbah Water Treatment Plant Water Fluoride Options Report

REFERENCE DOCUMENT

- Nil



Position Statement –Water Fluoridation

PURPOSE

ADAQ's official position on fluoridation of public water supplies.

This position is an integral part of ADAQ's vision for all Queenslanders to enjoy excellent oral health regardless of where they live. It is based on the overwhelming evidence about the safety of regulated fluoridation in the Australian context.

This document briefly details the history and *status quo* of fluoridation in Queensland and includes useful messages to reassure the public.

POSITION STATEMENT

About 90% of the Australian population has access to fluoridated water, but only about 72% of Queenslanders do. Community fluoridation is one of the simplest, safest and most inexpensive preventative health measures known to unquestionably work at every life stage.

ADAQ supports the re-introduction of state government-led water supply fluoridation in Queensland now. The Queensland government should reverse the 2012 changes to the *Water Fluoridation Act 2008*.

While these changes are legislated, ADAQ urges all local councils who do not currently fluoridate their water supplies to consider doing so as a priority, for the immediate benefit of their constituents.

Sufficient funding should be made available to local government as soon as possible, to fund construction or maintenance of fluoridation plants and training for qualified operation staff. The state government should commit to support Councils' fluoridation capital costs and promote fluoridation where it's currently not provided.

Local councils should be supported in the design and procurement for new infrastructure, performing checks and testing, training personnel, and inform their constituents on the benefits of fluoridation. Any infrastructure grants should be tied to the requirement to maintain or implement water fluoridation in the most appropriate way for the type of water supply and local characteristics.

ADAQ is open to work with Queensland Health and other public health stakeholders on a public education campaign to inform Queenslanders and their local councillors about the safety and efficacy of fluoridated water, and debunk harmful myths.

OVERARCHING PRINCIPLES

ADAQ's vision is for all Queenslanders to enjoy excellent oral health. Everyone deserves access to ethical and effective dental care, driven by clinical excellence.

All Queenslanders should be able to access fluoridated water, regardless of age, social status, or where they live.

Community fluoridation is one of the cornerstones of modern preventive dentistry.

It is ethical to fluoridate community water, because it provides an undisputed oral health benefit to all social groups (NHMRC 2017; UNESCO, 2008;52).

State and local governments have a responsibility to make decisions that provide the best possible community health outcomes.

However, as with other public health measures, fluoridation decisions should rest with the state department of health: councils do not have public health expertise to make an informed decision on behalf of their communities.

Individual choice is never impinged by mandatory community fluoridation as people can still choose to not drink from water supplies.

CONTEXT

- The current *Guidelines for use of fluorides in Australia* (The Guidelines; Australian Research Centre for Population Oral Health, 2019) identify fluoride use as essential to dental caries prevention. The Guidelines recommend the following:
 1. *Water fluoridation should be continued as it is an effective, efficient, socially equitable and safe population approach to the prevention of caries in Australia.*
 2. *Water fluoridation should be extended to as many non-fluoridated areas of Australia as possible, supported by all levels of Government.*
 3. *The level of fluoride in the water supply should be within the range 0.6–1.1 mg/L.*
 4. *For people who choose to consume bottled or filtered water containing fluoride, manufacturers should be encouraged to market bottled water containing approximately 1.0 mg/L fluoride and water filters that do not remove fluoride. All bottled water and water filters should be clearly labelled to indicate the concentration of fluoride in water consumed or resulting from the use of such products.*
 5. *People in non-fluoridated areas should obtain the benefits of fluoride in drinking water using bottled water with fluoride at approximately 1 mg/L.*
- The Australian Government’s National Health and Medical Research Council (NHMRC) has supported community water fluoridation since 1952. The latest *Public Statement* on fluoridation was released in 2017 and confirms the evidence that water fluoridation can reduce tooth decay incidence by up to 44% in kids, and about 25% in adults. (NHMRC, 2017).
- Community Water Fluoridation is recognised in the foundation areas of the current *National Oral Health Plan 2015-2024*:

Community water fluoridation is a cost-effective and equitable means of increasing exposure to the protective effects of fluoride, thereby reducing tooth decay across the population, and subsequently reducing pain, suffering and costs to individuals and

government, The impact of community water fluoridation on tooth decay is supported by overwhelming scientific evidence, and recognised by health and professional organisations as one of the most important public health interventions. (p.7)

(...) Given the substantial oral health disparities and inequalities in access to dental care that can exist and the improved design and reducing cost of fluoridation plants, extending coverage to smaller communities may be appropriate. (p.23)

- Most health organisations in Australia and internationally, including the World Health Organisation, and the FDI World Dental Federation, continue to support and encourage water fluoridation as a public health measure. This support is based on a substantial body of scientific evidence from studies around the world. The following organisations publicly support water fluoridation in Australia: all branches of the Australian Dental Association, Australian Medical Association (AMA), Public Health Association of Australia, Royal Australasian College of Physicians, Australasian Academy of Paediatric Dentistry, National Rural Health Alliance.
- Queensland Health supports fluoridation; however, the current Palaszczuk Government has so far fallen short of committing to mandatory fluoridation, to reverse the 2012 changes to legislation that put back decision-making to local councils.
- A 2011 Queensland Government factsheet quoted that: *for each \$1 invested in water fluoridation, the estimated saving for an individual is between \$12.60 – \$80.00, with greatest benefit to the most disadvantaged.*
- In 2019, AMAQ estimated the reintroduction of water fluoridation would cost less than \$1 per person. However, the Local Government Association of Queensland (LGAQ) disputed this estimate because it did not allow for capital costs.
- LGAQ's official position remains that councils should be allowed to decide on the issue, in consultation with their communities. However, in Australia oral health is a state government responsibility; therefore, should fluoridation be made compulsory, relevant capital and recurrent costs should be fully funded by the state.

REGULATION & STATUS QUO ON WATER FLUORIDATION IN QUEENSLAND

The legislative framework for water fluoridation in Queensland is comprised of the *Water Fluoridation Act 2008* (the Act), the *Water Supply (Safety and Reliability) Act 2008*, and the *Water Fluoridation Regulation 2020* (the Regulation). Queensland Health is the government agency responsible for the administration and enforcement of the water fluoridation legislative framework.

The object of the Act is to promote good oral health in Queensland by the safe fluoridation of public potable water supplies. The Regulation prescribes the key requirements relating to the addition of fluoride, and the monitoring of fluoride in reticulated water. This legislative framework was introduced in 2008 and, at that time, prescribed mandatory fluoridation of all water supplies serving at least 1,000 people.

Subsequent amendments to the Act in late 2012 removed the mandatory requirement, instead allowing local governments to determine whether it is in the best interests of their communities to add, not add, or cease to add fluoride to water supplies in their area.

Currently, 51 out of 77 local government areas in Queensland are without fluoridated supplies. These include major populated areas in SEQ such as: Cairns, Bundaberg, Rockhampton, Hervey Bay.

The following councils in Queensland **do not** fluoridate water. Available data shows corresponding higher rates of dental decay.

Bundaberg Regional Council	Livingstone Shire Council
Burdekin Shire Council	Mackay Regional Council
Cairns Regional Council	Mount Isa City Council
Cassowary Coast Regional Council	North Burnett Regional Council
Charters Towers Regional Council	Paroo Shire Council
Cloncurry Shire Council	Rockhampton Regional Council
Doomadgee Aboriginal Shire Council	South Burnett Regional Council
Fraser Coast Regional Council	Southern Downs Regional Council
Gladstone Regional Council	Tablelands Regional Council
Hinchinbrook Shire Council	Whitsunday Regional Council

Five councils have naturally high levels of fluoride (Artesian waters basin), which in some cases exceeds safe fluoride levels:

Bulloo Shire, Diamantina, Kowanyama Aboriginal Shire, McKinlay Shire and Quilpie Shire.

The prescribed fluoride concentration is specified in Section 4 of the Water Fluoridation Regulation 2020 and is modulated to account for naturally occurring fluorides and for higher exposure in hotter parts of Queensland where people would drink more water routinely (source: Seqwater). As follows:

water supply in local government area listed in Schedule 1, part 1:	0.6 mg/L.
water supply in local government area listed in Schedule 1, part 2:	0.7 mg/L.
water supply in local government area listed in Schedule 1, part 3:	0.8 mg/L.

Queensland Health updated its *Water Fluoridation Code of Practice* (the Code) in October 2021. The Code details the criteria fluoridation facilities and water suppliers must meet to ensure safe and effective operation. In the Code, it is mentioned that: *Water fluoridation is a very effective public health measure that results in true cost savings as it saves more money than it costs to implement and operate in the majority of communities.* (p.6)

Seqwater is the state government bulk water supply authority. It adds fluoride to the water of the most populated areas of Queensland, under direction of councils.

The local councils serviced by Unitywater (Moreton Bay, Sunshine Coast and Noosa) have all elected to fluoridate. (Source: [Unitywater](#)).

In 2019, The Therapeutic Goods Administration (TGA) confirmed that fluoridated water is an 'excluded good' for the purposes of the *Therapeutic Goods Act 1989*, thus clarifying that

state and territory governments are responsible for regulating fluoride in reticulated supplies as public health measure. (source: TGA [media releases](#)).

HISTORICAL NOTES

The effects of fluoride on oral health were first noted in 1901 by American dentist Frederick McKay in Colorado Springs, US.

Fluoride has been added to drinking water for over 75 years. In Australia, Tasmania was the first state to begin fluoridation in Beaconsfield, in 1953, followed by NSW in 1956.

In Queensland, the *Fluoridation of Public Water Supplies Act 1963* maintained local governments' full decision powers, thus failing to lift fluoridation uptake

A colourful debate had dragged on in the Sunshine State throughout the 1950s and 1960s. There were genuine social concerns which have been summarised by dental historians as: *sheep, climate and sugar*: fluoridated water would be bad for the sheep, subtropical climates changed fluoride absorption, and the thirsty work of cane cutters would put them in danger of excess intake (Akers & Foley, 2012. Akers & Porter, 2004).

Water fluoridation in Queensland was mandated by the state government only in 2008 (for water supplies serving more than 1000 people).

ADAQ was heavily involved in reviewing the proposed legislation and battling misinformation campaigns from anti-fluoridationists.

The legislation was amended in 2012, with decision-making responsibility and funding handed back to local government authorities 'on behalf of their communities', on an 'opt-in/opt-out' basis. As a result, many councils opted out on account of unsustainable financial burden due to capital and ongoing costs of maintaining plants and qualified staff.

The Queensland Government claimed to 'have taken onboard the views of the community'. At the time, Premier Campbell Newman did not deny that it was mainly a cost-saving move for his government, and pointed critics to the wide availability of fluoride through toothpaste and tablets. According to RTI released documents, the Queensland Fluoridation Capital Assistance Program (QFCAP) costs to 2011, amounted to \$131 million.

Some councils had already received funding for fluoridation infrastructure by 2012, and in some case built, when they decided against fluoridation on behalf of their communities. In 2020, *The Australian's* Sarah Elks estimated that councils in Cairns and Rockhampton each received nearly \$2 million for fluoridation equipment only to turn off supplies in 2013.

Many SEQ councils decided against opting-out only because they would have to bear the costs of removing their supplies from the main network.

Some councils initially started out fluoridation but subsequently stopped. This is the case of Hinchinbrook Shire Council in North Queensland, which started fluoridation in 2013 and voted against it in 2017.

By then, rates of tooth decay in Queensland started showing a lower prevalence in fluoridated areas. This was picked up by dental professionals moving practices between fluoridated and non-fluoridated areas and is evidenced formally in many studies. For

example, the *Queensland Child Oral Health Survey 2010-2012* found children in Townsville had the lowest prevalence of tooth decay in the state. Townsville had been steadily fluoridated since 1964.

Since the Act was amended in 2012, smaller and low-cost sodium fluoride saturator systems were developed which make fluoridating small water supplies more economical. In NSW, the Mendooran water supply is fluoridated for the benefit of just 400 (source: NSW Health, 2015).

In 2016, Premier Anastacia Palaszczuk made a public commitment to support Councils' fluoridation capital costs¹. However, her government had previously confirmed that there were no plans to reverse back the 2012 changes. Moreover, there is to date no evidence that consultation with health stakeholders or councils has happened since the 2016 commitment on the subject.

The issue of fluoridation is resurfacing in the media slowly after the COVID-19 pandemic, here in Queensland and in other states.

FLUORIDATION MYTHS

Fluoride is a naturally occurring substance that filters from rocks to water sources.

Scientific evidence to date has consistently debunked all anti-fluoridation arguments and conspiracy theories on the effects of fluoride on human health and the environment.

After over 75 years of water fluoridation, there are many studies worldwide that prove that children growing up in unfluoridated areas have higher dental decay rates than those who had access to fluoridated water, regardless of fluoride toothpaste availability (see for example, Armfield 2005).

The dangers of over-exposure to fluoride are low. High levels of fluorosis from naturally occurring fluoride are not as prevalent in Australia as in some Northern Hemisphere countries. Regulations already allow for modulating maximum allowed amounts. Moreover, high fluoride products are age restricted in Australia.

Reported increases in the prevalence of fluorosis in recent years are likely due to inadvertent ingestion of topical fluorides from toothpastes (Do & Spencer, 2015; Do, L. et al., 2017).

A recent UQ study by Professor Loc Do provides some reassurance on the topic of neurotoxicity. The study found that: *exposure to fluoridated water during the first 5 years of life was not associated with altered measures of child emotional and behavioural development and executive functioning.* (Do et al., 2023).

¹ The original media statement can be viewed here: [Premier to support Council fluoridation capital costs - Ministerial Media Statements](#).

TERMINOLOGY

Fluoridation means here the controlled addition of prescribed forms of fluoride to drinking water for the purposes of oral health benefit. In Queensland, the prescribed fluoride compounds are: fluorosilicic acid (H_2SiF_6), sodium fluoride (NaF) and sodium fluorosilicate (Na_2SiF_6). Fluoride is added by dosing to achieve prescribed concentration, or blending, where the source water contains naturally occurring fluoride.

Fluoride concentration refers to the concentration of fluoride ion in water.

Fluoridation facilities include buildings and equipment for dosing or blending prescribed fluoride, including associated storage and safety equipment.

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CONTACTS

If you have any queries relating to this Position Statement, please contact us: adaq@adaq.com.au or 07 3252 9866.

ADAQ acknowledges the Traditional Owners across Australia and their continuing connection to land, sea and community. We pay respect to all First Nations Peoples and their Elders, past, present and emerging.



6 November 2024

Councillor Kelly Vea Vea
Mayor
Isaac Regional Council

Email: records@isaac.qld.gov.au

Dear Mayor

We seek your explicit support to ensure water fluoridation is available to benefit your community.

Dental caries (tooth decay) remain the most common preventable chronic disease in Queensland, especially in children. Poor oral health is proven to contribute to a greater risk of other conditions such as heart disease, stroke, uncontrolled diabetes, respiratory diseases and mental illness.

This has a massive financial cost on the entire community and continues to drain public health resources. Doctors and dentists also continue to be distressed by increasing rates of preventable tooth decay and the widening dental health gap between patients living in areas where community water fluoridation is not available.

Thankfully, fluoridation is widely considered one of the safest and most cost-effective preventative strategies against dental caries. It has been available in Australia for 70 years and across Queensland since 2007 when it was implemented to combat childhood rates of tooth decay up to 30% higher than the national average.

In 2012, however, this vital public health service was delegated to local councils. Since then, Queenslanders' access to fluoridated water has declined from 90% to nearly 70% with children and remote and First Nations communities impacted the most.

These ill-conceived decisions were made despite the wealth of sound evidence to support water fluoridation at the recommended levels as safe and effective. Conversely, there is no scientific evidence to support the many extreme and unfounded claims of fluoride's adverse outcomes on general health.

It is essential that Gympie Regional Council acts in the interests of the community it was elected to serve by ensuring its decisions are based on accurate and up-to-date scientific information, including in relation to fluoridation. To assist, our organisations offer your Councillors a professional briefing from dentists and doctors about water fluoridation. Additional information can also be accessed on [ADAQ's website here](#).

We reiterate our call for all Queenslanders to have access to the benefits of fluoridated drinking water, regardless of where they live and would welcome an opportunity to discuss this important issue with you further.



Yours sincerely

Dr Jay Hsing
President
ADAQ

Dr Nick Yim
President
AMA Queensland

Enc: ADAQ Statement on Water Fluoridation in Queensland

Copy to:

The Hon Tim Nicholls MP, Minister for Health and Ambulance Services
clayfield@parliament.qld.gov.au

The Hon Ann Leahy MP, Minister for Local Government and Water and Minister for
Fire, Disaster Recovery and Volunteers
warrego@parliament.qld.gov.au



Queensland

Water Fluoridation Act 2008

Water Fluoridation Regulation 2020

Current as at 21 February 2020

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Queensland

Water Fluoridation Regulation 2020

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Water Fluoridation Regulation 2020

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Water Fluoridation Regulation 2020

Part 1 Preliminary

1 Short title

This regulation may be cited as the *Water Fluoridation Regulation 2020*.

2 Definitions

The dictionary in schedule 3 defines particular words used in this regulation.

Part 2 Fluoride forms and concentrations

3 Forms of fluoride—Act, s 12

- (1) For section 12(a) of the Act, the following forms of fluoride are prescribed—
 - (a) fluorosilicic acid (H_2SiF_6);
 - (b) sodium fluoride (NaF);
 - (c) sodium fluorosilicate (Na_2SiF_6);
 - (d) naturally occurring fluoride contained in water.
- (2) A form of fluoride mentioned in subsection (1)(a), (b) or (c) is a *fluoride compound*.
- (3) A form of fluoride mentioned in subsection (1)(d) is *naturally occurring fluoride*.

4 Fluoride concentrations—Act, s 12

- (1) For section 12(b) of the Act, the following fluoride concentrations must be maintained in the public potable water supply by the public potable water supplier—
 - (a) if the water supply is located in a local government area listed in schedule 1, part 1—0.6mg/L;
 - (b) if the water supply is located in a local government area listed in schedule 1, part 2—0.7mg/L;
 - (c) if the water supply is located in a local government area listed in schedule 1, part 3—0.8mg/L.
- (2) The fluoride concentration mentioned in subsection (1) for the public potable water supply includes the concentration of naturally occurring fluoride in the water supply.
- (3) The public potable water supplier complies with subsection (1) if the measured fluoride concentration for the public potable water supply for each day, averaged over a quarter, is within 0.1mg/L of the fluoride concentration mentioned in subsection (1) for the water supply.
- (4) In this section—

measured fluoride concentration, for a public potable water supply, means the fluoride concentration measured by a prescribed test of fluoridated water from the water supply.

Part 3 Adding fluoride compounds

Division 1 Preliminary

5 Application of part

This part applies in relation to a public potable water supplier adding a fluoride compound to a public potable water supply.

Division 2 Quality of fluoride compounds

6 Analysis certificates for supplied fluoride compounds

- (1) This section applies if a quantity of the fluoride compound to be added to the public potable water supply is not accompanied by a batch analysis certificate issued by an accredited laboratory.
- (2) The public potable water supplier must ask the manufacturer, importer or supplier of the fluoride compound for a copy of a batch analysis certificate for the fluoride compound issued by an accredited laboratory.
- (3) If the manufacturer, importer or supplier of the fluoride compound does not comply with the request, the public potable water supplier must—
 - (a) send a sample of the fluoride compound to an accredited laboratory for analysis to determine the concentrations of any impurities in the fluoride compound; and
 - (b) obtain the results of the analysis.

7 Impurities affecting public health

The public potable water supplier must not add the fluoride compound to the public potable water supply if a batch analysis certificate for a sample of the fluoride compound indicates—

- (a) an impurity of a type mentioned in column 1 of the table in schedule 2 exists in the fluoride compound; and
- (b) the concentration of the impurity exceeds the stated concentration for the fluoride compound mentioned in column 2, 3 or 4 of the table in schedule 2 opposite the type of impurity.

Division 3 Automatic fluoride dosing equipment and operators

8 Using automatic fluoride dosing equipment for fluoride compounds

The public potable water supplier must use automatic fluoride dosing equipment that—

- (a) has the rate of feed of the fluoride compound paced to the flow of water into the public potable water supply; and
- (b) has at least 2 devices that independently monitor the flow of the water, at least 1 of which measures the rate of flow of the water; and
- (c) is designed in a way that ensures if part of the equipment fails, the fluoride compound is not added to the water supply.

9 Notice if automatic fluoride dosing equipment not in operation

- (1) The public potable water supplier must give the chief executive a notice if its automatic fluoride dosing equipment has not been in operation for a continuous period of 14 days.
- (2) The notice must be given in the approved form within 1 business day after the end of the period.

10 Notice if automatic fluoride dosing equipment resumes operation

- (1) The public potable water supplier must give the chief executive a notice if its automatic fluoride dosing equipment resumes operation after it has not been in operation for a continuous period of 14 days or longer.
- (2) The notice must be given in the approved form within 5 business days after the day the automatic fluoride dosing equipment resumes operation.

11 Keeping fluoride compounds and equipment

- (1) The public potable water supplier must keep its automatic fluoride dosing equipment in a building or room separated from other water treatment equipment.
- (2) The public potable water supplier must keep its fluoride compound—
 - (a) in a weatherproof building; and
 - (b) in a building or room separated from other substances used for water treatment.

12 Qualified persons to operate automatic fluoride dosing equipment

The public potable water supplier must ensure each person employed to operate its automatic fluoride dosing equipment is appropriately qualified.

Part 4 Adding naturally occurring fluoride

Division 1 Preliminary

13 Application of part

This part applies in relation to a public potable water supplier adding naturally occurring fluoride to a public potable water supply.

Division 2 Water blending equipment and operators

14 Using water blending equipment for naturally occurring fluoride

The public potable water supplier must use water blending equipment that—

- (a) has the rate of feed of naturally occurring fluoride paced to the flow of any other water used to dilute the naturally occurring fluoride; and
- (b) has a device designed to measure the rate of flow of the water; and
- (c) is designed in a way that ensures if part of the equipment fails, naturally occurring fluoride is not added to the public potable water supply.

15 Notice if water blending equipment not in operation

- (1) The public potable water supplier must give the chief executive a notice if its water blending equipment has not been in operation for a continuous period of 14 days.
- (2) The notice must be given in the approved form within 1 business day after the end of the period.

16 Notice if water blending equipment resumes operation

- (1) The public potable water supplier must give the chief executive a notice if its water blending equipment resumes operation after it has not been in operation for a continuous period of 14 days or longer.
- (2) The notice must be given in the approved form within 5 business days after the day the water blending equipment resumes operation.

17 Qualified persons to operate water blending equipment

The public potable water supplier must ensure each person employed to operate its water blending equipment is appropriately qualified.

Part 5 Water analyses, record keeping and reporting

18 Purpose of part

This part prescribes requirements in relation to—

- (a) analysing a public potable water supply to which fluoride has been added by a public potable water supplier; and
- (b) recording and reporting the results of the analysis.

19 Prescribed testing by water suppliers

- (1) The public potable water supplier must each day—
 - (a) collect at least 1 sample of fluoridated water from the public potable water supply at a point where the fluoridated water has a consistent concentration of fluoride; and
 - (b) measure the concentration of fluoride in the fluoridated water using an approved method (a *prescribed test*).
- (2) The public potable water supplier must keep the results of a prescribed test for at least 5 years from the day the test was performed.

20 Monthly laboratory testing

- (1) The public potable water supplier must on 1 day of each month—

- (a) divide a sample collected under section 19(1)(a) into 2 parts; and
 - (b) measure the concentration of 1 part of the sample using an approved method; and
 - (c) send the other part of the sample to an accredited laboratory to measure the concentration of fluoride in the part using an approved method.
- (2) The public potable water supplier must obtain the results of the analysis performed under subsection (1)(c).
 - (3) The public potable water supplier must keep the results of the analysis for at least 5 years from the day the analysis was obtained by the water supplier.

21 Chief executive may require additional test

- (1) The chief executive may ask the public potable water supplier to—
 - (a) collect an additional sample of fluoridated water from the public potable water supply; and
 - (b) measure the concentration of fluoride in the fluoridated water using an approved method (the *additional test*) within 1 day of the request being made.
- (2) The public potable water supplier must—
 - (a) comply with the request under subsection (1); and
 - (b) notify the chief executive of the results of the additional test within 1 day of carrying out the test.

22 Daily recording of fluoride compound information

- (1) This section applies if the form of fluoride added to the public potable water supply is a fluoride compound.
- (2) The public potable water supplier must each day record—
 - (a) the volume of water to which the fluoride compound has been added; and

-
- (b) the amount of the fluoride compound the water supplier has added for the day, even if the amount is zero; and
 - (c) the calculated fluoride concentration of the fluoridated water; and
 - (d) the fluoride concentration of the fluoridated water, measured by a prescribed test.
- (3) The record must be made in the approved form before the end of the day to which the record relates.
- (4) For subsection (2)(c), the calculated fluoride concentration of fluoridated water is the concentration of the fluoridated water worked out using the following formula—

$$\frac{A}{B} + C$$

where—

A means the amount of the fluoride compound in milligrams that the public potable water supplier has added for the day.

B means the volume of water in litres to which the public potable water supplier has added the fluoride compound for the day.

C means the concentration of the naturally occurring fluoride measured in milligrams for each litre contained in the public potable water supply before the fluoride compound is added to the water supply for the day.

23 Reporting fluoridation information

- (1) The public potable water supplier must prepare a report for each quarter stating the following information for the quarter—
- (a) the number of samples of water taken for prescribed testing under section 19 by the water supplier;
 - (b) the average fluoride concentration of fluoridated water measured by prescribed tests performed by the water supplier;

- (c) the maximum fluoride concentration of fluoridated water measured by prescribed tests performed by the water supplier;
 - (d) the minimum fluoride concentration of fluoridated water measured by prescribed tests performed by the water supplier.
- (2) The report must be given to the chief executive in the approved form within 30 business days after the end of each quarter.
- (3) Subsection (4) applies if—
- (a) the local government for the public potable water supply makes a decision under section 7(3) of the Act that fluoride not be added to the water supply; and
 - (b) the public potable water supplier ceases to add fluoride to the water supply during a particular quarter.
- (4) The requirement under subsection (1) to prepare a report continues to apply to the public potable water supplier for the particular quarter.

Part 6 Miscellaneous

24 Supporting information for fluoridation notice

- (1) Subsection (2) applies if a public potable water supplier for a public potable water supply gives a fluoridation notice to the chief executive under section 13(3)(a) of the Act.
- (2) The public potable water supplier must give the chief executive supporting information for the fluoridation notice about the way in which the water supplier intends to add fluoride or cease to add fluoride to the public potable water supply.
- (3) The supporting information must be given to the chief executive in the approved form with the fluoridation notice.

25 Prescribed entity—Act, s 73

For section 73(b) of the Act, NATA is the entity prescribed.

26 Forms

The chief executive may approve forms for use under this regulation.

Part 7 Repeal

27 Repeal

The Water Fluoridation Regulation 2008, SL No. 394 is repealed.

**Schedule 1 Fluoride concentrations for
local government areas**

section 4(1)

Part 1 Fluoride concentration 0.6mg/L

Burke
Carpentaria
Cloncurry
Doomadgee
Kowanyama
McKinlay
Morningson

Part 2 Fluoride concentration 0.7mg/L

Aurukun
Banana
Barcaldine
Barcoo
Blackall-Tambo
Boulia
Bulloo
Burdekin
Cairns
Cassowary Coast
Central Highlands

Charters Towers
Cherbourg
Cook
Croydon
Diamantina
Douglas
Etheridge
Flinders
Gladstone
Hinchinbrook
Hope Vale
Isaac
Livingstone
Lockhart River
Longreach
Mackay
Mapoon
Mareeba
Mount Isa
Murweh
Napranum
Northern Peninsula Area
Palm Island
Paroo
Pormpuraaw
Quilpie
Richmond
Rockhampton

Tablelands
Torres
Torres Strait Island
Townsville
Whitsunday
Winton
Woorabinda
Wujal Wujal
Yarrabah

Part 3 **Fluoride concentration 0.8mg/L**

Balonne
Brisbane
Bundaberg
Fraser Coast
Gold Coast
Goondiwindi
Gympie
Ipswich
Lockyer Valley
Logan
Maranoa
Moreton Bay
Noosa
North Burnett
Redland
Scenic Rim

Somerset
South Burnett
Southern Downs
Sunshine Coast
Toowoomba
Western Downs

Schedule 2 Impurities affecting public health

section 7

Column 1	Column 2	Column 3	Column 4
	Fluorosilicic acid	Sodium fluoride	Sodium fluorosilicate
Impurity	mg/L	mg/kg	mg/kg
Antimony	47	130	180
Arsenic	160	440	590
Barium	32,000	30,000	20,000
Beryllium	950	2,600	3,600
Cadmium	32	88	120
Chromium (total)	790	2,200	3,000
Copper	32,000	30,000	20,000
Lead	160	440	590
Mercury	16	44	59
Nickel	320	880	1,200
Selenium	160	440	590
Uranium	270	750	1,000

Schedule 3 Dictionary

section 2

accredited laboratory means an Australian laboratory accredited by NATA as competent to perform the type of analyses required under this regulation.

approved form means a form approved by the chief executive under section 26.

approved method means—

- (a) SPADNS colorimetric method; or
- (b) ion-selective electrode method; or
- (c) ion chromatography.

automatic fluoride dosing equipment means mechanical equipment that automatically adds a fluoride compound to water.

batch analysis certificate, for a fluoride compound, means a certificate stating the concentration of impurities in the fluoride compound.

fluoridated water means water to which fluoride has been added.

fluoride compound see section 3(2).

NATA means the National Association of Testing Authorities, Australia ACN 004 379 748.

naturally occurring fluoride see section 3(3).

prescribed test see section 19(1)(b).

quarter means each of the following—

- (a) 1 January to 31 March of each year;
- (b) 1 April to 30 June of each year;
- (c) 1 July to 30 September of each year;
- (d) 1 October to 31 December of each year.

water blending equipment means equipment that blends naturally occurring fluoride with another source of water.



Queensland
Government

Department of
**State Development,
Infrastructure and Planning**

Our ref: OUT13/3501

27 NOV 2013

Mr Terry Dodds
Chief Executive Officer
Isaac Regional Council
PO Box 97
MORANBAH QLD 4744

Dear Mr Dodds

I refer to the following projects for which the Isaac Regional Council (the council) received funding approvals in May 2012 under the Queensland Fluoridation Capital Assistance Program (QFCAP):

Project	Maximum Approved Funding (GST exclusive)
Fluoridation of the Clermont Water Treatment Plant	\$609 107.00
Fluoridation of the Dysart Water Treatment Plant	\$627 985.00
Fluoridation of the Glenden Water Treatment Plant	\$608 131.00
Fluoridation of the Middlemount Water Treatment Plant	\$632 479.00

Amendments to the *Water Fluoridation Act 2008* (the Act) and *Water Fluoridation Regulation 2008* (the Regulation) in November and December 2012 removed the mandatory requirement for water fluoridation.

It would be appreciated if the council could advise the Department of State Development, Infrastructure and Planning (DSDIP) its future intentions with regard to water fluoridation.

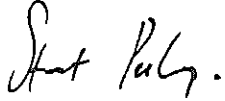
Council is reminded that the QFCAP ceases on 30 June 2014, and all expenditure reimbursement claims must be lodged with DSDIP by 1 April 2014.

DSDIP is aware the council had signed and returned Financial Incentive Agreement (agreement) documents to DSDIP. However, the agreements were not counter-signed (executed) by DSDIP when they were returned, as the Queensland Government was determining the future policy of water fluoridation in Queensland. Consequently, the council will be required to enter into fresh agreements with DSDIP in order to be reimbursed for any eligible expenses incurred on these projects.

63 George Street
PO Box 15009
City East Queensland 4002
Telephone + 61 7 3247 3055
Facsimile + 61 7 3898 0486
Website: www.dsdip.qld.gov.au

If you require any further information, please contact Mr Michael Norris, Senior Project Officer, Major Projects Office, DSDIP on 3404 8214, who will be pleased to assist or e-mail fluoride@dsdip.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Stuart Pickering". The signature is written in a cursive style with a large initial 'S'.

Stuart Pickering
Deputy Director-General
Major Projects Office

Financial Incentive Agreement

Queensland Fluoridation Capital Assistance Program

Between **State of Queensland through the Department of State Development, Infrastructure and Planning (ABN 29 230 178 530)** of Level 7, 63 George Street, Brisbane, Queensland (the State)

Name: Isaac Regional Council

ABN: 39 274 142 600

Address: Grosvenor Complex, Batchelor Place, Moranbah Qld 4744

(the Recipient)

Background

- A. The Water Fluoridation Act 2008 (**Act**) and the Water Fluoridation Regulation 2008 (**Regulation**) requires public potable water suppliers (**PPWS**) to fluoridate certain water supplies.
- B. The Queensland Fluoridation Capital Assistance Program (**the Program**) provides funding to PPWS for new fluoridation infrastructure in regional Queensland.
- C. The Department of State Development, Infrastructure and Planning (**the Department**) administers the Program on behalf of the State.
- D. The Recipient is a PPWS and has applied to the Department for financial assistance under the Program for the Project identified in Schedule 1 (**the Project**).
- E. The State has agreed to provide financial assistance to the Recipient in consideration for the Recipient completing the Project on the terms of this Agreement.

By signing the below, the parties are entering to an agreement that consists of this cover page and the attached terms and Schedules.

Signed as an Agreement on

2014

Signed for and on behalf of the **State of Queensland** through the **Department of State Development, Infrastructure and Planning** ABN 29 230 178 530 by a duly authorised person in the presence of:

Signature of witness

Signature of Authorised Person

Full name of witness

Full name of Authorised Person

Signed for and on behalf of **the Recipient** by its Chief Executive Officer in the presence of:

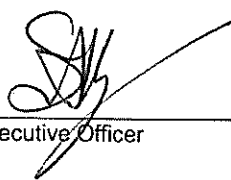


Signature of witness

Signature of Chief Executive Officer

PATRICIA HUGHES

Full name of witness


ACTING
SCOTT ANDREW RILEY

Full name of Chief Executive Officer

Operative provisions

1. Definitions and interpretation

1.1 Definitions

In this Agreement:

Acquittal Form means the form titled "Queensland Fluoridation Capital Assistance Program Acquittal form" published by the Department.

Act means the Water Fluoridation Act 2008.

Business Day means a day that is not a Saturday, Sunday, bank holiday or public holiday in Brisbane, Australia.

Code means the Water Fluoridation Code of Practice (revised September 2013).

Commencement Date means the Commencement Date specified in Schedule 1.

Department means the Department of State Development, Infrastructure and Planning.

Determination means the determination made by the Commissioner of Taxation under section 29-70(3) of *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* which is cited as *A New Tax System (Goods and Services Tax) Act 1999 Classes of Recipient Created Tax Invoice Determination (No. 1) 2000*.

Eligible Project Costs means those reasonable costs incurred by the Recipient for the Project for which the Recipient is eligible to receive funding under the Program Guidelines.

Financial Assistance means the funding provided by the State to the Recipient for Eligible Project Costs.

Force Majeure Event means an event beyond the reasonable control of the affected party, which occurs without the fault or negligence of the affected party but, in the case of the Recipient, does not include acts, omissions or unavailability of the Recipient's personnel or subcontractors.

Government Body means:

- (a) the State of Queensland; or
- (b) a department, service, agency, authority, commission, corporation, instrumentality, board, office or other entity established for a State government purpose; or
- (c) a part of an entity mentioned in paragraph (b).

Infrastructure means the new fluoridation infrastructure being constructed by the Recipient under the Project.

Party or Parties means the State and the Recipient.

Payment means a payment by the State to the Recipient of Financial Assistance.

Program means the Queensland Fluoridation Capital Assistance Program.

Program Guidelines means the document titled "Guidelines for public potable water suppliers in regional Queensland" published by the Department in August 2011.

Progress Report means the fortnightly reports required to be submitted by the Recipient to the State under clause 4.4.

Project means the project identified in Schedule 1.

Project Closeout Report means a completed report based on the template document published by the Department titled "Project closeout report for public potable water suppliers".

Project Milestone means the milestones specified in the Project Schedule in Schedule 1.

Recipient means the recipient of funding identified in Schedule 1.

Records means books of account, transaction records and operating records relating to the Project and includes all information necessary to prepare a Progress Report.

Regulation means the Water Fluoridation Regulation 2008.

Site means the site of the Project specified in Schedule 1.

Subsidy Claim means a claim submitted by the Recipient for the payment of Financial Assistance upon the achievement of a Project Milestone.

Subsidy Claim Form means the form titled "Subsidy Claim Form" published by the Department.

Term means the period commencing on the Commencement Date and ending on the Termination Date.

Termination Date means the Termination Date specified in Schedule 1.

1.2 Interpretation

In this Agreement headings are for convenience only and do not affect interpretation and, unless the contrary intention appears:

- (a) a "person" includes an individual, the estate of an individual, a corporation, an authority, an association or a joint venture (whether incorporated or unincorporated), a partnership and a trust;
- (b) a reference to a party includes that party's executors, administrators, successors and permitted assigns, including persons taking by way of novation and, in the case of a trustee, includes a substituted or an additional trustee;
- (c) a reference to a document (including this Agreement) is to that document as varied, novated, ratified or replaced from time to time;
- (d) a reference to a statute includes its delegated legislation and a reference to a statute or delegated legislation or a provision of either includes consolidations, amendments, re-enactments and replacements;
- (e) a word importing the singular includes the plural (and vice versa), and a word indicating a gender includes every other gender;
- (f) a reference to a party, clause, schedule, exhibit, attachment or annexure is a reference to a party, clause, schedule, exhibit, attachment or annexure to or of this Agreement, and a reference to this Agreement includes all schedules, exhibits, attachments and annexures to it;
- (g) if a word or phrase is given a defined meaning, any other part of speech or grammatical form of that word or phrase has a corresponding meaning;
- (h) "includes" in any form is not a word of limitation; and
- (i) a reference to "\$" or "dollar" is to Australian currency.

2. Term

This Agreement commences on the Commencement Date and terminates on the Termination Date unless terminated earlier in accordance with clause 11.

3. Payments

3.1 Payments payable on achievement of Milestones

- (a) The State will provide the Financial Assistance to the Recipient upon the achievement of the relevant Project Milestone and receipt of the Deliverables specified in Schedule 1.
- (b) Subject to the Subsidy Claim complying with clause 3.2, payments will be made within 20 Business Days of the Minister's delegate approving the Subsidy Claim.

3.2 Subsidy Claims

Subsidy Claims submitted by the Recipient must be in the Subsidy Claim Form and must (other than for the first payment) attach the following:

- (a) colour photographs of the completed Project works to which the claim relates;
- (b) copies of invoices for the Eligible Project Costs incurred by the Recipient for the Project works to which the claim relates;
- (c) the budget and cost report for the Project works to which the claim relates;
- (d) if there is a material variation to the original approved design or upon request by the Department, copies of detailed design plans; and
- (e) upon request by the Department, copies of contract or tender documents used by the Recipient to engage service providers.

3.3 Withholding Payment

The State may withhold any Payment at any time if the Recipient fails to comply with this Agreement.

4. Recipient's Obligations

In consideration of the State providing the Financial Assistance, the Recipient will comply with this clause 4.

4.1 Project

The Recipient must:

- (a) carry out the Project in accordance with the Project Schedule contained in Schedule 1;
- (b) exercise due care and skill in carrying out the Project;
- (c) notify the State of any matter which may adversely affect:
 - (i) the Project; or
 - (ii) the Recipient's ability to complete the Project by date specified in Schedule 1, within 10 Business Days of becoming aware of that matter; and
- (d) use suitable qualified project management, technical and professional personnel to carry out the Project works.

4.2 Operate and maintain

Upon completion of the Project, the Recipient must operate and maintain the Infrastructure in accordance with the Act, Regulation and Code of Practice.

4.3 Use of Financial Assistance

The Recipient must:

- (a) ensure that the Financial Assistance is used only for the purpose of the Project and in accordance with this Agreement;
- (b) only use Infrastructure purchased with the Financial Assistance for the purpose of the Project;
- (c) only claim Financial Assistance for Eligible Project Costs;
- (d) not dispose of any Infrastructure purchased with the Financial Assistance during the Term without the State's prior approval; and
- (e) refund any unexpended Financial Assistance to the State.

4.4 Reporting

- (a) During the Term, the recipient must submit fortnightly Progress Reports to the State in the form directed by the State.
- (b) If the State is not satisfied with any aspect of a Progress Report, the Recipient must amend the Progress Report and provide such further information as requested by the State.

4.5 Access and information

The Recipient must:

- (a) permit the State to access and attend the Site; and
- (b) provide the State with information or material reasonably requested by the State within 10 Business Days of receiving such a request.

4.6 Compliance with law

- (a) The Recipient must comply with the Act, Regulation, Code of Practice and all other applicable regulatory and legislative requirements.

4.7 Records

- (a) The Recipient must keep and maintain complete and accurate Records.
- (b) The Recipient must allow the State access to the Recipient's premises for the purpose of inspecting or copying the Records.

- (c) At the State's request, the Recipient must:
 - (i) provide a copy of the Records to the State; and
 - (ii) have the Records audited at the Recipient's expense and provide a copy of the auditor's report to the State.
- (d) This clause 4.7 applies from the Commencement Date until the 12 months after the termination or expiration of this Agreement.

4.8 Insurance

- (a) Title and risk in all equipment purchased by the Recipient with the Financial Assistance remains with the Recipient.
- (b) The Recipient must effect and maintain the insurance policies specified in Schedule 1.
- (c) The Recipient must ensure that the insurance policies required by this clause 4.8 cover all contractors, sub-contractors, employees, licensees and invitees of the Recipient in respect of the Project.
- (d) The Recipient must provide certificates of currency and copies of the insurance policies required by this clause 4.8 to the State:
 - (i) prior to commencing any work in relation to the Project and, in any event, within 20 Business Days of the Commencement Date; and
 - (ii) within 20 Business Days of each anniversary of the Commencement Date; and
 - (iii) within 20 Business Days of receiving a written request from the State.

5. Confidentiality

- (a) Subject to clause 5(b), each Party must keep:
 - (i) the terms of this Agreement;
 - (ii) Progress Reports; and
 - (iii) Recordsconfidential and only use such information and documents for the purpose of this Agreement.
- (b) A Party may make any disclosure in relation to this Agreement:
 - (i) with the consent of the other Party;
 - (ii) to its employees, contractors, professional adviser, financier or auditor on a need to know basis for the purpose of fulfilling this Agreement provided that the person is obliged to keep the information disclosed confidential;
 - (iii) to comply with the law, or a requirement of a regulatory body;
 - (iv) to any Minister and their personal and departmental advisors; and
 - (v) if the information disclosed has come into the public domain through no fault of the party making the disclosure.
- (c) A Party must immediately notify the other Party of any breach of confidentiality and must take reasonable steps to prevent or stop an anticipated breach of confidentiality or limit an actual breach of confidentiality.
- (d) The State or a Government Body may disclose the terms of this Agreement, Progress Reports and records in circumstances where disclosure is required to be made in accordance with established governmental policies, procedures or for public accountability purposes, provided that such disclosure is only to the extent required in the relevant circumstances.

6. Public announcements

Any public announcements made by the Recipient about the Project must:

- (a) be agreed with the State prior to release; and
- (b) acknowledge the Financial Assistance provided by the State.

7. Indemnity

The Recipient is liable for and indemnifies the State against all liability, loss, costs and expenses (including legal fees, costs and disbursements on the higher of a full indemnity basis and a solicitor and own client basis, determined without taxation, assessment or similar process and whether incurred by or awarded against the State) arising from or incurred in connection with:

- (a) any breach of this Agreement by the Recipient; and
- (b) any act or omission of the Recipient, its agents or contractors in connection with the Project.

8. Limit on liability

- (a) The State's liability under this Agreement is limited to the amount of the Financial Assistance.
- (b) To the extent permitted by law, the State and its officers, employees, agents, contractors or suppliers are not liable for any Consequential Damages even if the State, its officers, employees, agents, contractors or suppliers are aware of the possibility of those Consequential Damages.
- (c) For the purposes of this clause 8, "Consequential Damages" means special, incidental, indirect, exemplary, punitive or consequential damages, loss of revenue, loss of profits, loss of production, loss of data, loss of goodwill or credit, loss of reputation or future reputation or publicity, loss of use, loss of interest, damage to credit rating, loss or denial of opportunity, loss of anticipated savings, or increased or wasted overhead costs; or which relates to additional expenses incurred or rendered futile; or which is not a natural or immediate consequence of the cause of action; or which is suffered as a result of a claim by a third party, whether in contract, tort, statute or otherwise.

9. No future funding

- (a) The State is under no obligation to provide further funding (in excess of the Financial Assistance described in this Agreement) in relation to the Project.
- (b) Without limiting clause 9(a) and for the avoidance of doubt, the State is not liable for the following costs associated with the Project:
 - (i) ongoing operation and maintenance costs;
 - (ii) asset depreciation costs; or
 - (iii) insurance of capital works.

10. Suspension

- (a) The State may suspend the payment of Financial Assistance to the Recipient if the Recipient refuses, neglects or fails to perform any part of this Agreement (including by failing to meet any Project Milestone).
- (b) This clause 10 does not prejudice any of the State's rights under this Agreement or at law (including a right of termination under clause 11).

11. Termination

11.1 Breach Notice

- (a) If the Recipient breaches this Agreement (including by failing to meet any Project Milestone) and such a breach is capable of remedy, the State may issue a notice (**Breach Notice**) to the Recipient notifying the Recipient of the breach.
- (b) If the Recipient receives a Breach Notice, the Recipient must remedy the breach to the satisfaction of the State within 10 Business Days of receiving the Breach Notice.

11.2 Immediate termination

The State may terminate this Agreement immediately by notice in writing if:

- (a) the Recipient fails to remedy a breach in accordance with clause 11.1(b); or
- (b) the Recipient commits a breach of this Agreement that is not capable of remedy; or
- (c) the Recipient is, or admits in writing that it is, or is declared to be, or is taken under any applicable law to be (for any purpose), insolvent or unable to pay its debts; or
- (d) the Recipient notifies the State that it is unable or unwilling to commence or continue with the Project.

11.3 Effect of termination

- (a) Subject to clause 11.3(b), termination of this Agreement pursuant to this clause 11 does not affect any obligation or rights of a party that has accrued at that time.
- (b) If the State terminates this Agreement under clause 11.2, the State may require the Recipient to repay all or part of the Financial Assistance and such sum will be a debt due and payable to the State within 10 Business Days.

12. Force Majeure

- (a) Neither party will be liable for, or in breach of this Agreement as a result of any delay or failure to perform its obligations under this Agreement if such delay or failure is due to a Force Majeure Event.
- (b) Either party may terminate this Agreement if the other party's performance of its obligations under this Agreement is materially affected by a Force Majeure Event lasting more than 60 days.

13. Dispute Resolution

13.1 Dispute Notice

If a Party considers that a dispute has arisen, the Party may send the other Party a notice setting out a full description of the matters in dispute (**Dispute Notice**).

13.2 Negotiation

The Contact Officers of each Party must meet (whether in person, by videoconference or by teleconference) within 3 Business Days of receipt of a Dispute Notice and attempt to resolve the dispute.

13.3 Referral of Dispute

- (a) Any dispute that cannot be resolved between the Parties within 5 Business Days of receipt of a Dispute Notice shall be referred to the immediate supervisor of each Contact Officer for resolution.
- (b) If the dispute is not resolved within 5 Business Days after its referral to the representatives of each of the Parties listed in clause 13.3(a), the dispute shall be referred to:
 - (i) for the Recipient, the person holding the position of Chief Executive Officer (or equivalent); and
 - (ii) for the State, the Director General of the Department or their authorised delegate, for resolution.
- (c) If the dispute is not resolved within 10 Business Days after its referral to the representatives of each of the Parties listed in clause 13.3(b), clause 13.4 will apply.

13.4 Mediation

- (a) If a dispute is not resolved by negotiation or in accordance with clause 13.3, a Party may refer the dispute to a mediator agreed between the Parties.
- (b) If the Parties cannot agree on a mediator, either Party may request the President of the Queensland Law Society to nominate a mediator.

13.5 Continuing Performance

Each Party must continue to perform its obligations under this Agreement, notwithstanding the existence of a dispute.

14. Survival of clauses

The following clauses survive termination or expiry of this Agreement clause 4.7 (Records), clause 5 (Confidentiality), clause 6 (Public announcements), clause 7 (Indemnity), clause 8 (Liability), clause 13 (Dispute Resolution) and clause 16 (General).

15. GST

15.1 Interpretation

Words or expressions used in this clause 15 which are defined in the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) have the same meaning in this clause.

15.2 GST exclusive

Unless otherwise expressly provided, the Financial Assistance payable under this Agreement and any amount referred to in this Agreement are exclusive of GST.

15.3 Gross up of consideration

Despite any other provision in this Agreement, if the Financial Assistance is consideration for a taxable supply, the State will pay to the Recipient an amount equal to the GST payable on the taxable supply at the same time as the Financial Assistance is provided.

15.4 Recipient created tax invoices

The Recipient and the State agree, in relation to any taxable supply made under this Agreement by the Recipient to the State:

- (a) the State will issue tax invoices for those taxable supplies;
- (b) the Recipient will not issue tax invoices for those taxable supplies;
- (c) the Recipient acknowledges that it is registered for GST at the date of this Agreement and that it will immediately notify the State if it ceases to be registered;
- (d) the State acknowledges that it is registered for GST at the date of this Agreement and that it will immediately notify the Recipient if it ceases to be registered; and
- (e) the State must not issue a document that would otherwise be a recipient created tax invoice, on or after the date when the State or the Recipient has failed to comply with the requirements of the Determination.

16. General

16.1 Notices

Each communication (including each notice, consent, approval, request and demand) under or in connection with this Agreement:

- (a) must be in writing;
- (b) must be addressed in accordance with Schedule 1;
- (c) must be signed by the party making it or (on that party's behalf) by the solicitor for, or any attorney, director, secretary or authorised agent of, that party;
- (d) must be delivered by hand or posted by prepaid post to the address, or sent by fax to the number, of the addressee, in accordance with clause 16.1(b); and
- (e) is taken to be received by the addressee:
 - (i) (in the case of prepaid post sent to an address in the same country) on the third day after the date of posting;
 - (ii) (in the case of prepaid post sent to an address in another country) on the fifth day after the date of posting by airmail;
 - (iii) (in the case of fax) at the time in the place to which it is sent equivalent to the time shown on the transmission confirmation report produced by the fax machine from which it was sent; and
 - (iv) (in the case of delivery by hand) on delivery,

but if the communication is taken to be received on a day that is not a working day or after 5.00 pm, it is taken to be received at 9.00 am on the next working day ("working day" meaning a day that is not a Saturday, Sunday or public holiday and on which banks are open for business generally, in the place to which the communication is posted, sent or delivered).

16.2 Governing law

This Agreement is governed by and must be construed according to the law applying in Queensland.

16.3 Jurisdiction

Each party irrevocably:

- (a) submits to the non-exclusive jurisdiction of the courts of Queensland, and the courts competent to determine appeals from those courts, with respect to any proceedings that may be brought at any time relating to this Agreement; and
- (b) waives any objection it may now or in the future have to the venue of any proceedings, and any claim it may now or in the future have that any proceedings have been brought in an inconvenient forum, if that venue falls within clause 16.3(a).

16.4 Amendments

This Agreement may only be varied by a document signed by or on behalf of each party.

16.5 Waiver

- (a) Failure to exercise or enforce, or a delay in exercising or enforcing, or the partial exercise or enforcement of, a right, power or remedy provided by law or under this Agreement by a party does not preclude, or operate as a waiver of, the exercise or enforcement, or further exercise or enforcement, of that or any other right, power or remedy provided by law or under this Agreement.
- (b) A waiver or consent given by a party under this Agreement is only effective and binding on that party if it is given or confirmed in writing by that party.
- (c) No waiver of a breach of a term of this Agreement operates as a waiver of another breach of that term or of a breach of any other term of this Agreement.

16.6 Further acts and documents

Each party must promptly do all further acts and execute and deliver all further documents (in form and content reasonably satisfactory to that party) required by law or reasonably requested by another party to give effect to this Agreement.

16.7 Consents

A consent required under this Agreement from a party may be given or withheld, or may be given subject to any conditions, as that party (in its absolute discretion) thinks fit, unless this Agreement expressly provides otherwise. A consent required under this Agreement from a party may not be unreasonably withheld, unless this Agreement expressly provides otherwise.

16.8 Assignment

A party cannot assign, novate or otherwise transfer any of its rights or obligations under this Agreement without the prior consent of each other party.

16.9 Entire agreement

To the extent permitted by law, in relation to its subject matter, this Agreement:

- (a) embodies the entire understanding of the parties, and constitutes the entire terms agreed by the parties; and
- (b) supersedes any prior written or other agreement of the parties.

16.10 Severance

If at any time a provision of this Agreement is or becomes illegal, invalid or unenforceable in any respect under the law of any jurisdiction, that will not affect or impair:

- (a) the legality, validity or enforceability in that jurisdiction of any other provision of this Agreement; or
- (b) the legality, validity or enforceability under the law of any other jurisdiction of that or any other provision of this Agreement.

16.11 No relationship

Nothing in this Agreement shall be taken as giving rise to any employment, agency, partnership or joint venture relationship between the Parties.

Schedule 1 - Project Details

1.	Project	Fluoridation of the Clermont Water Treatment Plant
2.	Site	Lot and Plan: Lot 150 on Plan CLM571 Address: Jeffrey Street, Clermont Qld 4721
3.	Recipient Contact Officer	Name: Casey De Pereira
4.	Recipient address for notices	Address: PO Box 97, Moranbah Qld 4744 E-mail: casey.depereira@isaac.qld.gov.au
5.	State Contact Officer	Name: Michael Norris
6.	State address for notices	Address: PO Box 15009 CITY EAST QLD 4002 E-mail: fluoride@dsdip.qld.gov.au
7.	Term	Agreement Commencement Date: Agreement Termination Date: 30 June 2014
8.	Amount of Financial Assistance	\$609,107.00 <i>exclusive of GST</i>
9.	Insurance	<ul style="list-style-type: none"> • Public liability insurance for the amount of \$10,000,000 minimum in respect of each claim • Workers' compensation insurance for the Recipient's employees in accordance with the Workers' Compensation and Rehabilitation Act 2004 (Qld) • General insurance against loss or damage to the Site caused by or resulting from accident, fire, theft, malicious damage or storms and any other insurable risk which property of a similar nature is commonly insured against • Professional indemnity insurance for the amount of \$10,000,000 minimum in respect of each claim covering the Recipient and its employees and agents

10.	Project Schedule		
Milestone	Deliverable(s)	Date	Payment
Approval of the grant of Financial Assistance to the Recipient under this Agreement is granted by the Department of State Development, Infrastructure and Planning	Copy of this Agreement executed by the Recipient	/ /2014	_____% of the Financial Assistance
Award building contract	The Recipient agrees to provide evidence to the Department that the building contract has been awarded.	____ / ____ /2014	_____% of the Financial Assistance
Fluoridation Equipment is Received on Site	The Recipient agrees to provide evidence to the Department that fluoridation equipment has been received on site.	____ / ____ /2014	_____% of the Financial Assistance
Fluoride is added to the water	The Recipient agrees to notify the Department that fluoride has been added to the water supply by the prescribed regulated date.	____ / ____ /2014	_____% of the Financial Assistance
Completion of the Project	<ul style="list-style-type: none"> • Project Closeout Report for the Project; • Completed Subsidy Claim Form; • Budget and cost report; and • Colour photographs of the completed Project. 	1 April 2014	Eligible % of the Financial Assistance

Schedule 2 Project Details

1.	Project	Fluoridation of the Dysart Water Treatment Plant
2.	Site	Lot and Plan: Lot 2 on Plan D111229 Address: 16 Bradford Street, Dysart Qld 4745
3.	Recipient Contact Officer	Name: Casey De Pereira
4.	Recipient address for notices	Address: PO Box 97, Moranbah Qld 4744 E-mail: casey.depereira@isaac.qld.gov.au
5.	State Contact Officer	Name: Michael Norris
6.	State address for notices	Address: PO Box 15009 CITY EAST QLD 4002 E-mail: fluoride@dssip.qld.gov.au
7.	Term	Agreement Commencement Date: Agreement Termination Date: 30 June 2014
8.	Amount of Financial Assistance	\$627 985.00 <i>exclusive of GST</i>
9.	Insurance	<ul style="list-style-type: none"> • Public liability insurance for the amount of \$10,000,000 minimum in respect of each claim • Workers' compensation insurance for the Recipient's employees in accordance with the Workers' Compensation and Rehabilitation Act 2004 (Qld) • General insurance against loss or damage to the Site caused by or resulting from accident, fire, theft, malicious damage or storms and any other insurable risk which property of a similar nature is commonly insured against • Professional indemnity insurance for the amount of \$10,000,000 minimum in respect of each claim covering the Recipient and its employees and agents

10.	Project Schedule		
Milestone	Deliverable(s)	Date	Payment
Approval of the grant of Financial Assistance to the Recipient under this Agreement is granted by the Department of State Development, Infrastructure and Planning	Copy of this Agreement executed by the Recipient	/ /2014	_____% of the Financial Assistance
Award building contract	The Recipient agrees to provide evidence to the Department that the building contract has been awarded.	____ / ____ /2014	_____% of the Financial Assistance
Fluoridation Equipment is Received on Site	The Recipient agrees to provide evidence to the Department that fluoridation equipment has been received on site.	____ / ____ /2014	_____% of the Financial Assistance
Fluoride is added to the water	The Recipient agrees to notify the Department that fluoride has been added to the water supply by the prescribed regulated date.	____ / ____ /2014	_____% of the Financial Assistance
Completion of the Project	<ul style="list-style-type: none"> • Project Closeout Report for the Project; • Completed Subsidy Claim Form; • Budget and cost report; and • Colour photographs of the completed Project. 	1 April 2014	Eligible % of the Financial Assistance

Schedule 3 - Project Details

1.	Project	Fluoridation of the Glenden Water Treatment Plant
2.	Site	Lot and Plan: Lot 7 on Plan HLN214 Address: Usher Terrace, Glenden Qld 4743
3.	Recipient Contact Officer	Name: Casey De Pereira
4.	Recipient address for notices	Address: PO Box 97, Moranbah Qld 4744 E-mail: casey.depereira@isaac.qld.gov.au
5.	State Contact Officer	Name: Michael Norris
6.	State address for notices	Address: PO Box 15009 CITY EAST QLD 4002 E-mail: fluoride@dndip.qld.gov.au
7.	Term	Agreement Commencement Date: Agreement Termination Date: 30 June 2014
8.	Amount of Financial Assistance	\$608 131.00 <i>exclusive of GST</i>
9.	Insurance	<ul style="list-style-type: none"> • Public liability insurance for the amount of \$10,000,000 minimum in respect of each claim • Workers' compensation insurance for the Recipient's employees in accordance with the Workers' Compensation and Rehabilitation Act 2004 (Qld) • General insurance against loss or damage to the Site caused by or resulting from accident, fire, theft, malicious damage or storms and any other insurable risk which property of a similar nature is commonly insured against • Professional indemnity insurance for the amount of \$10,000,000 minimum in respect of each claim covering the Recipient and its employees and agents

10. Project Schedule			
Milestone	Deliverable(s)	Date	Payment
Approval of the grant of Financial Assistance to the Recipient under this Agreement is granted by the Department of State Development, Infrastructure and Planning	Copy of this Agreement executed by the Recipient	/ /2014	% of the Financial Assistance
Award building contract	The Recipient agrees to provide evidence to the Department that the building contract has been awarded.	/ /2014	% of the Financial Assistance
Fluoridation Equipment is Received on-Site	The Recipient agrees to provide evidence to the Department that fluoridation equipment has been received on-site.	/ /2014	% of the Financial Assistance
Fluoride is added to the water	The Recipient agrees to notify the Department that fluoride has been added to the water supply by the prescribed regulated date.	/ /2014	% of the Financial Assistance
Completion of the Project	<ul style="list-style-type: none"> • Project Closeout Report for the Project; • Completed Subsidy Claim Form; • Budget and cost report; and • Colour photographs of the completed Project. 	1 April 2014	Eligible % of the Financial Assistance

Schedule 4 Project Details

1.	Project	Fluoridation of the Middlemount Water Treatment Plant
2.	Site	Lot and Plan: Lot 17 on CNS222 Address: Nolan Drive, Middlemount Qld 4746
3.	Recipient Contact Officer	Name: Casey De Pereira
4.	Recipient address for notices	Address: PO Box 97, Moranbah Qld 4744 E-mail: casey.depereira@isaac.qld.gov.au
5.	State Contact Officer	Name: Michael Norris
6.	State address for notices	Address: PO Box 15009 CITY EAST QLD 4002 E-mail: fluoride@dndip.qld.gov.au
7.	Term	Agreement Commencement Date: Agreement Termination Date: 30 June 2014
8.	Amount of Financial Assistance	\$632 479.00 <i>exclusive of GST</i>
9.	Insurance	<ul style="list-style-type: none"> • Public liability insurance for the amount of \$10,000,000 minimum in respect of each claim • Workers' compensation insurance for the Recipient's employees in accordance with the Workers' Compensation and Rehabilitation Act 2004 (Qld) • General insurance against loss or damage to the Site caused by or resulting from accident, fire, theft, malicious damage or storms and any other insurable risk which property of a similar nature is commonly insured against • Professional indemnity insurance for the amount of \$10,000,000 minimum in respect of each claim covering the Recipient and its employees and agents

10. Project Schedule			
Milestone	Deliverable(s)	Date	Payment
Approval of the grant of Financial Assistance to the Recipient under this Agreement is granted by the Department of State Development, Infrastructure and Planning	Copy of this Agreement executed by the Recipient	/ /2014	— % of the Financial Assistance
Award building contract	The Recipient agrees to provide evidence to the Department that the building contract has been awarded.	— / — /2014	— % of the Financial Assistance
Fluoridation Equipment is Received on Site	The Recipient agrees to provide evidence to the Department that fluoridation equipment has been received on site.	— / — /2014	— % of the Financial Assistance
Fluoride is added to the water	The Recipient agrees to notify the Department that fluoride has been added to the water supply by the prescribed regulated date.	— / — /2014	— % of the Financial Assistance
Completion of the Project	<ul style="list-style-type: none"> • Project Closeout Report for the Project; • Completed Subsidy Claim Form; • Budget and cost report; and • Colour photographs of the completed Project. 	1 April 2014	Eligible % of the Financial Assistance

Attachment E

From: Christina.Gee@isaac.qld.gov.au
Sent: 13 May 2014 02:06:30 +1000
To: fluoride@dsdip.qld.gov.au
Subject: RE: Water Fluoridation Expenditure Reimbursement Supporting Evidence
Attachments: image001.png, Letter to DSDIP re QLD Fluoridaton capital assistance program for CLM MMT DYS and GLN.pdf

Hi Michael,

Attached is a copy of the letter which will be sent out today.

Regards,

Christina

Christina Gee

Acting Manager Business Support | Engineering and Infrastructure

Phone: (07) 4941 3084 | Mob: 0427 968 897 | Fax: (07) 4941 8666

PO Box 97 | MORANBAH QLD 4744

christina.kuno@isaac.qld.gov.au | www.isaac.qld.gov.au



From: Fluoride [mailto:fluoride@dsdip.qld.gov.au]
Sent: Monday, 12 May 2014 12:02 PM
To: Christina Gee
Subject: Water Fluoridation Expenditure Reimbursement Supporting Evidence

Good Afternoon Christina

Hope you are well. I've assessed Isaac Regional Council's (the council) expenditure reimbursement supporting evidence for the four water fluoridation projects.

It all seems in order as far as I can see. I only have one question – I've attached a copy of an invoice from Local Buy for \$260.00 (excluding GST). The invoice mentions an attached data sheet detailing what the invoice was for. This sheet wasn't included in the package of information you sent me.

It would be appreciated if you could send me a copy of this data sheet.

Please call me if you have any questions on this matter.

Regards

Michael Norris
Senior Project Officer

Queensland Water Fluoridation Implementation Program
Department of State Development, Infrastructure and Planning
Level 8, 63 George Street Brisbane
PO Box 15009 City East Queensland 4002 Australia

TELEPHONE NUMBER 3452 7761

Email michael.norris@dsdip.qld.gov.au

Website www.dsdip.qld.gov.au

Please consider the environment before printing this email

Tomorrow's Queensland: strong, green, smart, healthy and fair



Our Ref.: E&ICDeP:CG

12 May 2014

Michael Norris
Senior Project Officer
Queensland Water Fluoridation Implementation Program
Department of State Development, Infrastructure and Planning
PO Box 15009
City East QLD 4002

Dear Michael,

RE QUEENSLAND FLUORIDATION CAPITAL ASSISTANCE PROGRAM FOR CLERMONT, DYSART, MIDDLEMOUNT AND GLENDEEN

The purpose of this letter is to confirm that Issac Regional Council will not be going forward with fluoridation of the water treatment plants located in Clermont, Dysart, Middlemount and Glenden at this point in time.


Had time permitted, Issac Regional Council would have preferred to engage in community consultation regarding the fluoridation of the water treatment plants and would have taken action accordingly. Additionally, if the Department of State Development, Infrastructure and Planning extend the deadline of the fluoridation capital assistance program, Issac Regional Council would undertake the necessary community consultation.

Under the previous mandatory fluoridation requirement, which has since been superseded through legislative amendments, the project design was undertaken and no further progress has been made to date.

In light of the impending funding deadline Issac Regional Council will be requesting reimbursement only for works performed since inception to date.

Yours faithfully



 TERRY DODDS
Chief Executive Officer

ENGAGE | ELEVATE | EMPOWER

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THE LEADING EXPERT IN WATER AND WASTEWATER MANAGEMENT



**ISAAC REGIONAL COUNCIL
MORANBAH WTP FLUORIDE OPTIONS REPORT
JULY 2024**

Client:

Isaac Regional Council
PO Box 97
Moranbah QLD 4744

Prepared by:

Sexton Engineering Services Pty Ltd
ABN 70 652 327 921
Lot 7, 38-40 Osprey Close
Bayview Heights QLD 4868

www.sextonengineeringservices.com.au

Date	Revision No.	Description	Author
18/06/2024	1	Fluoride Options Report	Mark Sexton
24/06/2024	2	Amendments requested by Stephen Wagner	Mark Sexton
15/07/2024	3	Amendments requested by Stephen Wagner	Mark Sexton

Disclaimer:

Sexton Engineering Services has prepared this report for the sole use of the Client and for the intended purposes as stated in the agreement between the Client Representative and Sexton Engineering Services under which this work was completed. The report may not be relied upon by any other party without the express written agreement of Sexton Engineering Services. Sexton Engineering Services has exercised due and customary care in the creation of this manual but has not, save as specifically stated, independently verified information provided by others. Sexton Engineering Services assumes no liability for any loss resulting from errors, omissions or misinterpretations made by others. The use of this report by third parties without written authorisation by Sexton Engineering Services shall be at their own risk and Sexton Engineering Services accept no duty of care to any such third party. Any recommendations, opinions or findings stated in this report are based on circumstances and facts as they existed at the time Sexton Engineering Services performed the work. Any changes in such circumstances and facts upon which this report is based may adversely affect any recommendations, opinions and/or findings contained in this report. No part of this report may be copied or duplicated without the express written permission of the Client and Sexton Engineering Services. Where field investigations have been carried out, these have been restricted to a level of detail required to achieve the stated objectives of the work referred to in the Agreement however may have been revised between the Client Representative and Sexton Engineering Services.

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Background

Isaac Regional Council (IRC) has operated a Fluoride Dosing System at the Moranbah Water Treatment Plant (WTP) for approximately 50 years. There is no documented record of any significant upgrades to the Fluoride Dosing System since it was first installed and commissioned at the Moranbah WTP.

The Moranbah WTP has two (2) treatment process trains, the Main Plant and the Bobby Plant. The Fluoride Dosing System at the Moranbah WTP doses fluoride into the filtered water prior to the Treated Water Storage Reservoirs. At the time of writing, Treated Water Reservoir No. 1 is offline, therefore filtered water from the Main WTP and Bobby Plant is dosed with fluoride as it enters Treated Water Reservoir No. 2. Treated Water Reservoir No. 3 is interconnected with Treated Water Reservoir No. 2 by an underground pipeline.

Subject to demand, the Moranbah WTP Treated Water Storage Reservoirs typically store 2-3 days of treated water onsite. This creates a smoothing (balancing) effect on the fluoride level through the Treated Water Reservoirs.

There is currently no automation associated with the Fluoride Dosing System nor any online monitoring of Fluoride levels at the Moranbah WTP. The operation of the Moranbah WTP Fluoride Dosing System is reliant on WTP Operator sampling of the treated water and adjusting the speed of the fluoride dosing pumps to achieve the desired fluoride concentration in the treated water supplied to the Moranbah community.

Due to the operational issues surrounding the existing Fluoride Dosing System at the Moranbah WTP, IRC has engaged Sexton Engineering Services to provide a Fluoride Options Report.

Introduction

Sexton Engineering Services was engaged by IRC for the provision of Fluoride Options Report for the Moranbah WTP Fluoride Dosing System.

The scope of works addressed in the Fluoride Options Report is listed below:

- Undertake site inspection of current Fluoride Dosing System, Fluoride Testing and Sampling locations.
- Review of Fluoride Dosing System operation; equipment, management/control of fluoride dosing, operating procedures, operational issues, sampling, testing, control of dosing pumps, fluoride analyser sampling location, current testing regime and plant performance, and SCADA monitoring system.
- Review documentation associated with the existing fluoride dosing system at the Moranbah WTP.
- Review overall Fluoride Dosing System installation versus current QLD Water Fluoridation Code of Practice.
- Recommendations to address Fluoride Dosing System deficiencies, cost estimates to rectify, and Operator training options.
- Considerations associated with the option of ceasing to dose fluoride at the Moranbah WTP.
- Whole-of-life cost-benefit analysis of fluoride dosing for both Moranbah community and IRC.

Undertake site inspection of current Fluoride Dosing System, Fluoride Testing/Sampling locations.

Mark Sexton of Sexton Engineering Services visited the Moranbah WTP on 8 May 2024 to undertake a site inspection of current Fluoride Dosing System. The site inspection included the following tasks:

- Inspect existing Fluoride Dosing Plant:
 - Batching system.
 - Dosing System including dose rate control.
- Inspect fluoride dosing locations at Main Plant and Boby Plant (collectively known as the Moranbah WTP).
- Inspect fluoride sampling location at Moranbah WTP.
- Inspect fluoride sampling locations within Moranbah water reticulation network:
 - O'Neill Street.
 - Archer Drive.
 - Langford Court.
- Review existing fluoride testing practices.
- Review fluoride dosing performance.
- Review of SCADA monitoring system.

During the site inspection, Perry Glinster, Water and Wastewater Operator from IRC accompanied Mark Sexton of Sexton Engineering Services. The section below outlines the findings of Mark Sexton following the site visit and addressed the scope of works outlined in the Introduction section of this report.

Existing Fluoride Dosing System

The current Fluoride Dosing System was installed approximately 50 years ago at the Moranbah WTP. The Fluoride Dosing System is located in the room between the Site Laboratory and the WTP Administration Area (Site Office, Bathrooms, Smoko Room). The signage on the access door to the Fluoride Batching System is adequate. The door is locked by the WTP Operator when the room is not in use.



Photo 1: Moranbah WTP Fluoride Batching Rom

The Fluoride Dosing System at the Moranbah WTP consists of the following equipment:

- Fluoride Batching/Dosing Tanks (2):
 - Each tank has a mixer and water fill valve.
- Fluoride Dosing Pumps (2):
 - One pump dedicated to dose fluoride to Main Plant.
 - One pump dedicated to dose fluoride to Boby Plant.
- Service water connection to each Fluoride Batching/Dosing Tank.



Photo 2: Moranbah WTP Fluoride Batching System

Fluoride dosing at the Moranbah WTP occurs when filtered water from the Filters at the Main Plant or Boby Plant enters the Treated Water Storage Reservoirs. When the flow switch on the filtered water pipeline from each plant detects flow, a signal is sent to the respective Fluoride Dosing Pump to start. When the flow switch detects no (zero) flow, a signal is sent to the respective Fluoride Dosing Pump to stop.

The existing Fluoride Dosing System dosing rate is operated manually by the WTP Operator. The WTP Operator tests water from the Treated Water Reservoir No. 2 on a daily basis. Based on the fluoride concentration measured in Treated Water Reservoir No. 2, the WTP Operator adjusts the speed of the fluoride dosing pumps to achieve a fluoride concentration between 0.65 – 0.75 mg/L (ppm).

Note: The prescribed target for the Moranbah WTP is 0.7 mg/L in the Water Fluoridation Regulation 2020.



Photo 3: Moranbah WTP – Main Plant Flow switch and Fluoride Dosing location



Photo 4: Moranbah WTP Reservoir No. 2 – Fluoride Sampling Location

Currently, the Moranbah WTP does not have an operating online fluoride analyser to continuously monitor the fluoride concentration (level) in the Treated Water Reservoirs.



Photo 5: Moranbah WTP Fluoride Analyser (not currently operating)

This Moranbah WTP Fluoride Analyser has not been fully operational for some time. This unit has recently been inspected by a qualified contractor to recommend what is required to restart fluoride monitoring. Quotes to have repairs carried out are presently being sort. It should also be investigated whether an analog (fluoride concentration value) signal can be sent to the SCADA at the Moranbah WTP to assist the WTP Operator with monitoring.

There is also no feedback from the Fluoride Dosing System to SCADA or the WTP Operator via phone or tablet. This includes the absence of any alarms to notify the WTP Operator in regard to under or overdosing of fluoride into the treated water being supplied to the Moranbah water reticulation network.

The following water quality parameters are currently monitored on the outlet to the Treated Water Reservoirs:

- pH.
- Chlorine.
- Turbidity.

If the existing Fluoride Analyser in Photo 5 above can be recommissioned or a new Fluoride Analyser installed, then it is recommended that Fluoride Analyser concentration is added to the SCADA page below.



Photo 6: Moranbah WTP – Treated Water SCADA Page

The WTP Operator also collects water samples from Moranbah water reticulation network at the following locations:

- O'Neill Street.
- Archer Drive.
- Langford Court.

These samples are taken to the Moranbah WTP Site Laboratory for testing by the Moranbah WTP Operator.



Title: Moranbah Reticulation Sampling Points

- Water Sample Points
- Reservoirs
- WTP

0 1 2 km

Figure 1: Moranbah Reticulation Sampling Points – Aerial Photo



Photo 7: Moranbah Reticulation Network - O'Neill Street Fluoride Sampling Location



Photo 8: Moranbah Reticulation Network - Archer Drive Fluoride Sampling Location



Photo 9: Moranbah Reticulation Network - Langford Court Fluoride Sampling Location

Review of Fluoride Dosing System operation; equipment, management/control of fluoride dosing, operating procedures, operational issues, sampling, testing, control of dosing pumps, fluoride analyser sampling location, current testing regime and plant performance, and SCADA monitoring system.

Existing Fluoride Dosing System Operation

The Moranbah WTP Fluoride Dosing System is primarily a manually controlled system operated by the Moranbah WTP Operator. The current system is manually intensive compared to modern fluoride dosing systems, and relies heavily on the WTP Operator to undertake the following manual tasks on a daily basis:

- Monitor Fluoride Batching/Dosing Tank levels.
- Manually batch fluoride solution using 5kg dissolvable bags.
- Manually start/stop mixer on Fluoride Batching/Dosing Tank when batching fluoride solution.
- Sample and test fluoride concentration in treated water at Moranbah WTP.
- Sample and test fluoride concentration in Moranbah water reticulation network.
- Manually adjust Fluoride Dosing Pump speed to achieve target fluoride concentration in treated water.

The Moranbah WTP Fluoride Dosing System has the following deficiencies:

- Fluoride Dosing System not connected to PLC/SCADA.
- Fluoride Dosing System not connected to an operating Fluoride Analyser.
- Fluoride Dosing System does not provide alarms to WTP operational staff.
- Fluoride dosing is not flow paced and relies on signal from flow switch on filtered water pipeline to operate.
 - Note: If the flow switch is faulty, fluoride could be dosed to filtered water pipeline during periods of zero filtered water flow and lead to an overdose of fluoride into the Treated Water Reservoirs.
 - Note 2: Subject to the time of the overdose, the WTP Operator may not detect the overdose of fluoride until up to 24 hours (as testing is conducted once per day) after the overdose event starting.

Modern Fluoride Dosing Systems include the following features that don't currently exist at the Moranbah WTP:

- Fluoride Dosing is flow paced against filtered water flowrate to ensure correct fluoride dose rate. i.e. likelihood of over or under dosing of fluoride is minimised.
- Filtered water flow (to which fluoride is dosed) is measured by two devices (flowmeter and flow switch).
- Fluoride Dosing System monitored on plant SCADA:

- System can be started/stopped from SCADA by WTP Operator or automatically by PLC/SCADA.
- Plant alarms to notify WTP staff when operating conditions are outside acceptable range.
- Fluoride Analyser connected to PLC/SCADA.
- Fluoride Analyser installed on Treated Water Reservoir outlet to continuously measure fluoride concentration in treated water.

Current Testing Regime

The Moranbah WTP Operator undertakes the following testing each week:

- Moranbah WTP Treated Water Reservoir No. 2:
 - And test from sample water tap in onsite laboratory:
 - Test every day
- Reticulation Network
 - Two (2) towers:
 - East Tower:
 - Lanford Court – Site 1.
 - West Tower (located at WTP):
 - O'Neill Street – Site 2.
 - Archer Drive – Site 3.
- Testing protocols:
 - On Tuesday and Wednesday each week, all three (3) sites in the reticulation network are tested.
 - On Monday and Thursday, one (1) of the three (3) sites in the reticulation network is tested.

The WTP Operator uses two (2) methods to test the fluoride:

- HACH HQ44d:
 - Calibrated on a weekly basis by WTP Operator.
 - Uses TISAD III Reagent.
 - Main instrument used for testing.
- HACH DR3900:
 - Uses SPADNS2 Fluoride Reagent.
 - Backup instrument used for testing.

Typically, the difference in fluoride concentration results between the two benchtop analysers is 0.01 mg/L which is considered negligible. See Photos 10 and 11 below.



Photo 10: HACH HQ44d – Used by WTP Operator for fluoride testing at Moranbah WTP



Photo 11: HACH DR3900 – Used by WTP Operator for fluoride testing as backup instrument at Moranbah WTP

The WTP Operator advised that the Material Safety Data Sheet (MSDS) for the Fluoride Chemical (Fluorodose) is located in the Fluoride Batching Room and in the Site Laboratory. See Photos 12 and 13 below.

A Fluorodose label show in Photo 14 below is out of date (refers to 10 x 5kg dissolvable sachets of Sodium Fluoride) and should be removed to avoid confusion with staff working in the room.

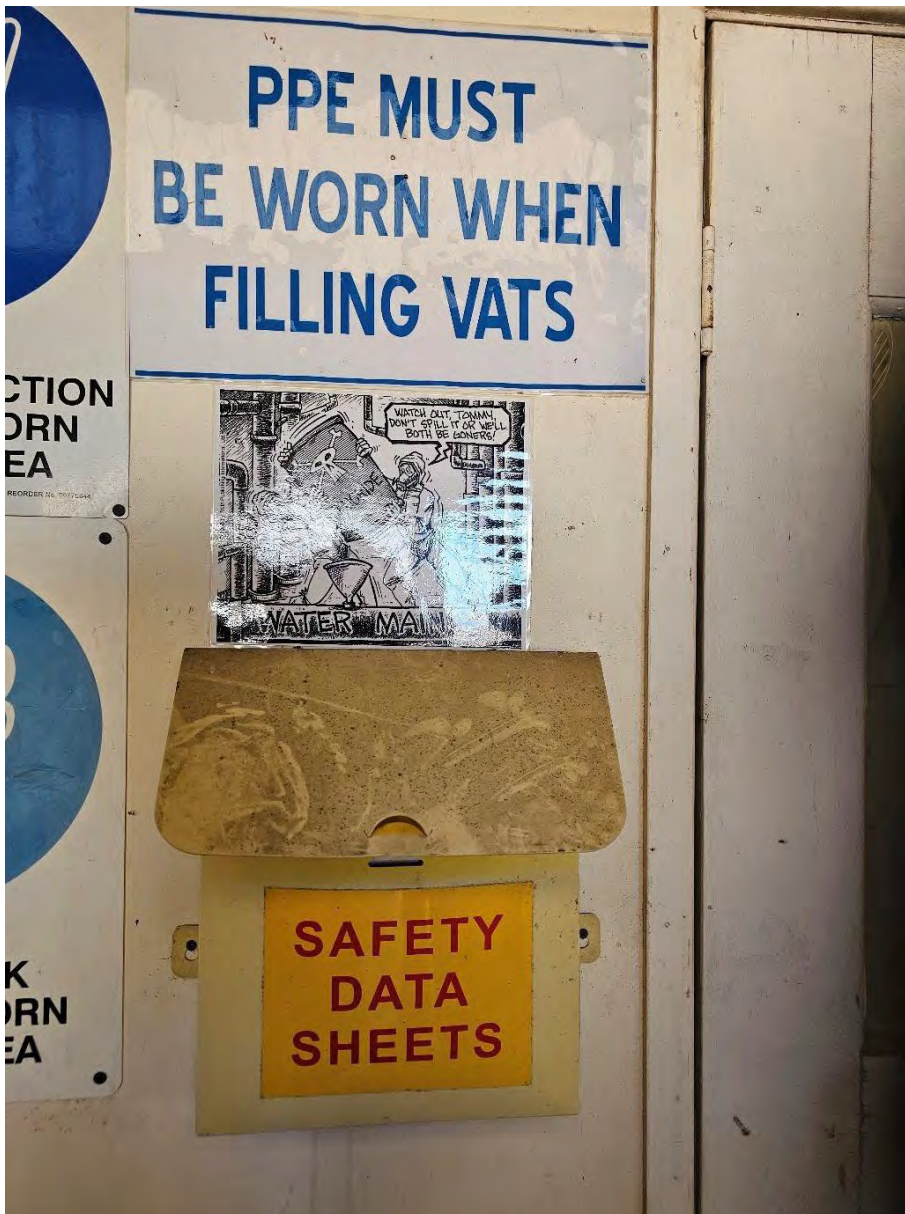


Photo 12: MSDS (SDS) holder in Fluoride Batching Room



Photo 13: MSDS (SDS) folder in Site Laboratory

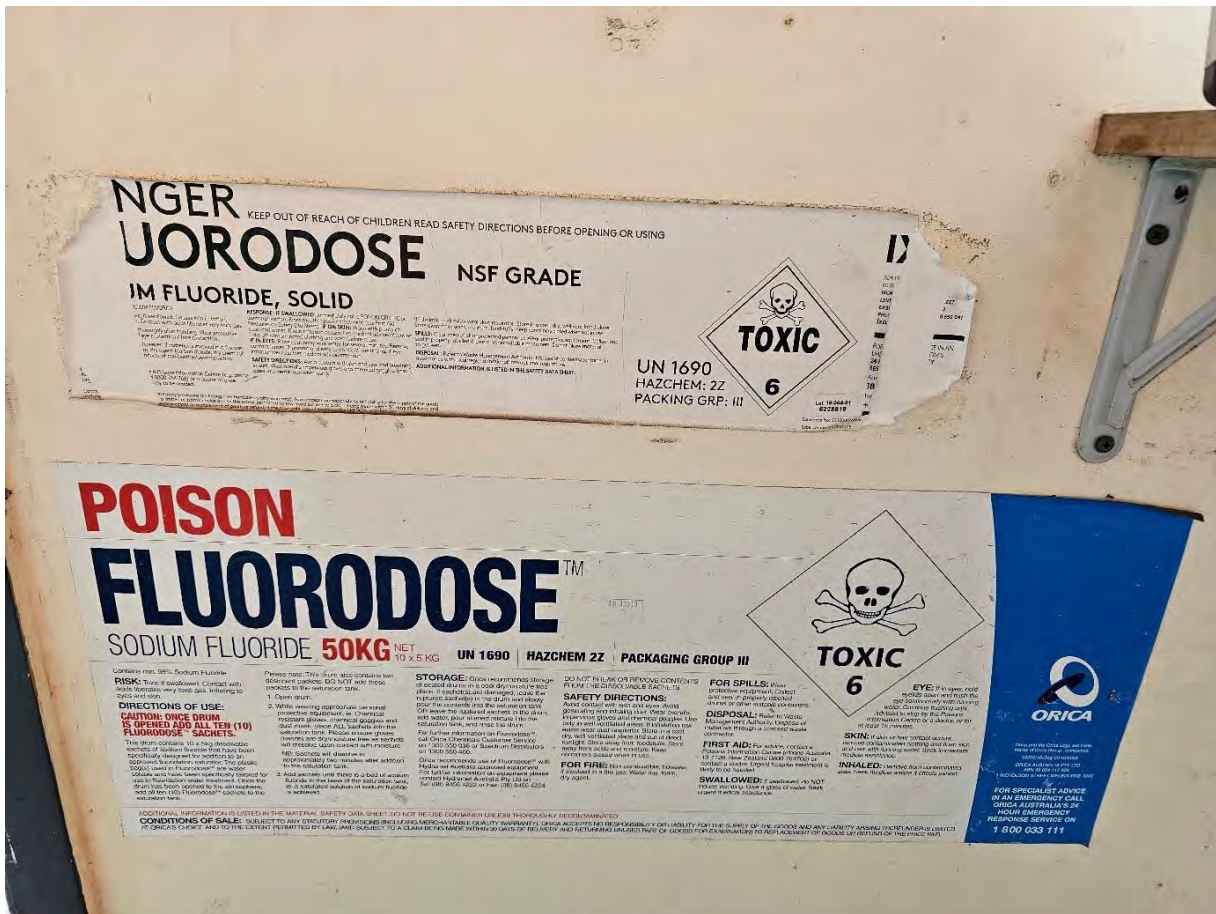


Photo 14: Fluorodose Label on wall of Fluoride Batching Room

SCADA Monitoring System

As discussed in the previous section, the Moranbah WTP Fluoride Dosing System is not on SCADA and there are no process alarms in place for the system. This needs to be rectified as a matter of urgency should IRC decide to continue with water fluoridation at the Moranbah WTP.

Modern Fluoride Dosing Systems are monitored by WTP Operators using SCADA, as well as a fluoride analyser on the treated water being supplied to the water authorities' customers. SCADA alarms are typically in use for non-standard process conditions, such as high fluoride, plant equipment and or instrumentation failures (i.e. faulty flow switch, fluoride dosing pump failed to start/stop).

Other Operational Issues

Batching Fluoride

When batching fluoride, the WTP Operator is required to manually open the water supply valve to the Fluoride Batching Tank. When filling the tank, the operation of the mixer leads to splashing of fluoride solution over the walls of the tank. The mixer should not be started until the mixer blades are adequately submerged to reduce the likelihood of liquid splashing over the walls of the tank.

The WTP Operator stated that a mixer operating at a slower speed may reduce splashing. As the WTP Operator adds the Fluorodose bags after the tank is filled with water, starting the mixer when the tank is full should also minimise splashing.



Photo 15: Fluoride Batching Tank Mixer

Fluorodose Bags not dissolving properly

The WTP Operator advised that sometimes the Fluorodose bags do not dissolve properly. This may be due to the material used for the bags and this issue should be raised with the fluoride supplier. There is a strainer installed between the Fluoride Batching Tank and the Fluoride Dosing Pumps. The strainer should be checked and cleaned weekly to prevent blockage of the strainer and ensure that the fluoride solution can effectively flow to the fluoride dosing pumps.

The WTP Operator could monitor the water temperature of the fluoride solution and see whether the dissolvability of the bags is exacerbated with colder water (likely to be experienced in winter). If there is a link between water temperature and bag dissolvability, a water heater could be installed on the water supply line to the Fluoride Batching Tank.



Photo 16: Fluorodose Dissolvable Bag

Fluoride Dosing Pump Operation

The WTP Operator advised that the Fluoride Dosing Pump starts when the Flow Switch detects flow for 10 (ten) minutes and stops when the Flow Switch detects zero flow. This means that each time the filtered water flows from the Filters to the Reservoirs that filtered water is not fluoridated for a 10 (ten) minute period. This will result in a lower fluoride concentration in the treated water. It is recommended that this period is reduced from 10 (ten) minutes to 2 (two) minutes.

Unlike the current arrangements at the Moranbah WTP, in order to comply with the item 3.4.3 of the Queensland Water Fluoridation Code of Practice (October 2021), the physical indicators of water flow through the fluoridation facility are typically a combination of a flow meter with a flow-sensing device such as a flow switch.

If IRC decide to continue operation of the current Fluoride Dosing System, a magnetic flowmeter should be installed on the filtered water pipeline between the Filters and Treated Water Reservoirs at both the Main Plant and Boby Plant.



Photo 17: Filtered Water Flowmeters should be installed upstream of Fluoride Dosing Point on each pipeline (from Main Plant and Boby Plant).

Storage and Disposal of used Fluorodose Storage Buckets from Moranbah WTP

The WTP Operator has two (2) locations of used Fluorodose Storage Buckets at the Moranbah WTP:

- Fluoride Batching Room (see Photo 18 below)
- Chemical Storage Shed (see Photos 19 and 20 below)

It is recommended that the WTP Operator removes the used Fluorodose Storage Buckets from the Fluoride Batching Room and take them to the Chemical Storage Shed.

The IRC Water and Waste Team should contact the supplier to ask them whether they will take back the buckets for reuse by the supplier. Alternatively, IRC should organise collection and transport of the buckets to IRC's licenced waste facility. Fluoride is a regulated waste product and should be disposed of correctly to minimise environmental harm.



Photo 18: Fluoride Batching Room – Used Fluorodose Buckets



Photo 19: Chemical Storage Shed – Used Fluorodose Buckets



Photo 20: Chemical Storage Shed – Second stake of used Fluorodose Buckets

Review of documentation associated with the existing fluoride dosing system at the Moranbah WTP.

The Moranbah WTP operator uses the following documentation to manage the operation of the existing fluoride dosing system at the Moranbah WTP:

- Moranbah WTP Daily Test Log Sheet.
- Fluoride Vat Level Log Sheet – Monthly.
- Work Instruction - Drinking Water Compliance Sample Process (WW-WI-033).
- Work Instruction – Ordering and Receiving a Shipment of Fluoride (WW-WI-100).
- Work Instruction – Suspected Fluoride Overdose (WW-WI-101).
- Work Instruction – Calibration Testing Fluoride (WW-WI-104).
- Work Instruction – Chemical Handling and Storage (WW-WI-106).
- Work Instruction – Weekly Fluoride Switch Check Moranbah WTP (WW-WI-127).

These documents are reviewed below.

Moranbah WTP Daily Test Log Sheet

This is used to record water quality data in the raw water, filtered water and treated water. This includes the results of the daily fluoride grab samples taken from Treated Water Reservoir No.2 at the Moranbah WTP, as well as within the Moranbah water reticulation network.

Results from the Daily Operator Log Sheet are entered into the SWIMS database by the WTP Operator on a Council issued tablet.

A copy of the Moranbah WTP Daily Test Log Sheet is provided in Appendix 2.

Fluoride Vat Level Log Sheet – Monthly

This log sheet is used by the WTP Operator to record Fluoride Batching Tanks volumes and record when refilling the tanks with new fluoride solution. It also provides the WTP Operator with a record of the daily quantity of fluoride added to the Moranbah WTP treatment process.

A copy of the Fluoride Vat Level Log Sheet – Monthly is provided in Appendix 10.

Work Instruction – Drinking Water Compliance Sample Process

The intent of this Work Instruction is to ensure WTP operators undertake sampling in accordance with regulations and that samples are managed in accordance with chain of custody to laboratories as required for water operations.

This Work Instruction is used to assess the ability of the WTP Operator to undertake this task, and only successfully trained staff can perform this Work Instruction.

A copy of the Ordering and Receiving a Shipment of Fluoride Work Instruction is provided in Appendix 4.

Work Instruction – Ordering and Receiving a Shipment of Fluoride

The intent of this Work Instruction is to provide the authorised IRC representative with a step-by-step procedure to order Fluoride chemical and then how to manage receipt of the product onsite.

This Work Instruction is used to assess the ability of the WTP Operator to undertake this task, and only successfully trained staff can perform this Work Instruction.

A copy of the Ordering and Receiving a Shipment of Fluoride Work Instruction is provided in Appendix 5.

Work Instruction – Suspected Overdose of Fluoride

The intent of this Work Instruction is to ensure safe and consistent processes when dealing with a suspected fluoride overdose. This Work Instruction provides a detailed task list which explains the order of activities that the WTP Operator must follow in the event of a suspected overdose of Fluoride.

This Work Instruction is used to assess the ability of the WTP Operator to undertake this task, and only successfully trained staff can perform this Work Instruction.

A copy of the Suspected Overdose of Fluoride Work Instruction is provided in Appendix 6.

Work Instruction – Calibration / Testing Fluoride

The intent of this Work Instruction is to safely and consistently calibrate equipment when testing fluoride. This Work Instruction provides a detailed task list which explains the order of activities that the WTP Operator must follow to calibrate the benchtop fluoride analyser as well as testing water samples using the benchtop fluoride analyser.

This Work Instruction is used to assess the ability of the WTP Operator to undertake this task, and only successfully trained staff can perform this Work Instruction.

A copy of the Calibration Testing Fluoride Work Instruction is provided in Appendix 7.

Work Instruction – Chemical Handling & Storage

The intent of this Work Instruction is to provide safe and consistent information to staff on correct handling and storage of chemicals. This Work Instruction provides a detailed task list which explains the order of activities that the WTP Operator must follow when handling and storing chemicals.

This Work Instruction is used to assess the ability of the WTP Operator to undertake this task, and only successfully trained staff can perform this Work Instruction.

A copy of the Chemical Handling and Storage Work Instruction is provided in Appendix 8.

Work Instruction – Weekly Fluoride Switch Check Moranbah WTP

The intent of this Work Instruction is to ensure operators undertake safe and consistent processes when checking the spring-loaded switches and flow switch on the fluoride dosing system. This Work Instruction is completed on a weekly basis by the WTP Operator.

A copy of the Weekly Fluoride Switch Check Moranbah WTP Work Instruction is provided in Appendix 9.

Other Documents

The Moranbah WTP Operator should also be mindful of the following documents regarding the Moranbah WTP Fluoride Dosing System:

- Moranbah Drinking Water Quality Management Plan – 2- December 2023.
- *Water Fluoridation Regulation 2020*.

A copy of these documents can be found in Appendix 1 and 3 respectively.

Comments

Following a review of the documentation currently in use at the Moranbah WTP Fluoride Dosing System, it is recommended that IRC commences use of Form 4D from Queensland Health in order to comply with the Queensland Water Fluoridation Code of Practice – October 2021.

Section 12.2 (Appendix 2 – Approved forms) of the Queensland Water Fluoridation Code of Practice – October 2021 states:

“The following forms are approved under the Water Fluoridation Regulation 2020 (the Regulation).

Form 1 – Fluoridation notice. This form must be used to notify the Chief Executive of the Department of Health that a water supplier intends to add, or cease to add, fluoride to a public potable water supply from a stated date. This notice must be submitted at least 30 days prior to the stated date. This fluoridation notice must also be published at least once in a newspaper circulating in the area of the state serviced by the water supply.

Form 2 – Notice of non-operation. This form must be used to notify the Chief Executive if a fluoride dosing facility is continuously non-operational for a period of 14 days. This form must be submitted to the Chief Executive within 1 business day after the end of the 14-day period.

Form 3 – Notice of resumed operation. This form must be used to notify the Chief Executive when operation of fluoride dosing equipment resumes after a notifiable period of non-operation. This form must be submitted to the Chief executive within five business days of operation resuming.

Form 4 A, B, C & D – Recording requirements. These forms must be used to ensure that the recording requirements of the Regulation are met. If these forms are filled in correctly, the requirements of section 22 of the Regulation will be fulfilled. Only one form, either A, B, C or D needs to be used depending on the fluoridation system being used at the treatment plant.

- Form A is for dry feeder systems.*
- Form B is for acid feed systems.*
- Form C is for batch solution feed systems.*
- Form D is for saturator systems.*

Form 5 – Quarterly reporting form. This form must be used when submitting the quarterly reports as required under section 23 of the Water Fluoridation Regulation. The completed form must be submitted to the Department of Health within 30 business days of the completed quarter.

A copy of all approved forms can be found at

<https://www.health.qld.gov.au/public-health/industry-environment/environment-land-water/water/fluoridation>".

Use of Form 4D

The Form 4D is most suitable for the Moranbah WTP Fluoride Batching System as it is most similar to a 'saturator' system. Form 4D is a Daily Record Sheet. The WTP Operator records the following information on Form 4D:

- Volume of Water Treated (ML).
- Amount of fluoride solution added to water (L).
- Solution strength (g/100 mL or %).
- Fluoride ion content.
- Amount of fluoride ion added to water (kg).
- Fluoride ion concentration in treated water (mg/L):
 - Calculated.
 - Measured.
- Additional records.

An example of Form 4D is shown in Figure 2 below.

Queensland Health

Form 4D – Daily Record Sheet – Saturator Feed

Water Fluoridation Regulation 2020 Section 22(2)



Week Ending:

Day	Date	Time	Column 1 Water treated (ML) [Section 22 - 2a]	Column 2 Amount of fluoride solution added to water (L)	Column 3 Solution strength ^a (g/100mL or %)	Column 4 Fluoride ion content ^b	Column 5 Amount of fluoride ion added to water ^c (kg) [Section 22 - 2b]	Fluoride ion concentration in treated water (mg/L)		Additional records*	
								Calculated ^d [Section 22 - 2c]	Measured ^e [Section 22 - 2d]		
Sat											
Sun											
Mon											
Tues											
Wed											
Thurs											
Fri											
Water supplier:			Name of treatment plant:				Operator:				
Fluoride compound used:			Name of supplier:				Supervisor:				

NB: In the notes below, the Water Fluoridation Code of Practice is abbreviated to 'WF CoP' and the Water Fluoridation Regulation 2020 is abbreviated to 'WF Reg'.

^a The solubility of NaF is 4 % and the solubility for Sodium fluorosilicate (Na₂SiF₆) is 0.64%

^b For sodium fluoride (NaF) the fluoride ion content is 45.2% and for sodium fluorosilicate (Na₂SiF₆) the fluoride ion content is 60.6%.

^c Column 5 = Column 2 x Column 3 x Column 4 ÷ 10000.

^d Calculated fluoride ion concentration = (Column 5 ÷ Column 1) + fluoride concentration in raw water.

^e Fluoride must be measured by an approved method listed in the WF Reg, Schedule 3, Dictionary.

[] brackets indicate the section in the WF Reg, to which this requirement relates.

* Operators may use these columns to capture additional records such as the results of reticulation sampling, verification samples, average results of online analysers, etc.

Version 2.0 – November 2021

Figure 2: Form 4D – Daily Record Sheet – Saturator Feed

Review overall Fluoride Dosing System installation versus current QLD Water Fluoridation Code of Practice.

The QLD Water Fluoridation Code of Practice provides design criteria for (new) fluoridation facilities using fluoride compounds in Section 3 of the Code of Practice.

The following table compares the design criteria from the Code of Practice against the current design of the Fluoride Dosing System at the Moranbah WTP:

The Fluoridation Facility

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.2.1	The fluoridation facility must be designed to support easy operation and maintenance, as well as safe, consistent and accurate addition of fluoride compounds to the water supply.	The existing facility is difficult to operate due to its manual operation and reliance on the operator to manually adjust the fluoride dosing rate.	No
3.2.2	A weather-proof building must be provided for the storage of fluoride compounds. Where other water treatment chemicals are also to be stored within the building, separate rooms for these chemicals must be provided.	Fluoride compounds are stored within the Fluoride Dosing Room in sealed buckets as well as in a separate Chemical Storage Shed.	Yes
3.2.3	Fluoridation equipment must be kept separate from other water treatment plant equipment in a separate building or room (the 'fluoridation room').	The Fluoridation equipment is kept in a separate room.	Yes
3.2.4	A laboratory where fluoride analyses can be performed must be located external to the fluoridation room but within or in close proximity to the fluoridation facility.	The laboratory is located in an external room to the fluoridation room and adjacent to the fluoridation facility.	Yes
3.2.5	All dosing equipment must be automated.	The dosing pumps are automated against the operation of the flow switch on the filtered water pipeline.	No

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
		However, the dosing pumps are not automated against the filtered water flowrate and the dosing pump flowrate is manually controlled by the WTP Operator. In addition, the batching tank mixers and make-up water system is manually controlled.	
3.2.6	The facility should have access to adequate power, water supply and necessary equipment.	The facility has mains power, treated water supply and necessary equipment to batch and dose fluoride into the filtered water pipeline.	Yes
3.2.7	The fluoridation room should be purpose designed: <ul style="list-style-type: none"> • for the type of fluoridation system that it will house. • to allow easy cleaning and removal of spilt fluoride compound. • to include a hose and stop cock. 	The fluoridation room has been designed adequately for the existing fluoride batching and dosing system. Cleaning and removal of spilt fluoride compound is washed into a drain connected to the site wastewater collection system. There is a hose and stop cock available to hose down waste.	Yes
3.2.8	The fluoridation facility design should provide the ability to: <ul style="list-style-type: none"> • Permit rapid measurement of the fluoride dosing rate. • measure in real time the water flow and fluoride concentration. • conduct a gross check that the estimated concentration of fluoride in water is being achieved to within 5% of the prescribed fluoride concentration. 	The existing facility does not have the ability to: <ul style="list-style-type: none"> • Permit rapid measurement of the fluoride dosing rate • measure in real time the fluoride concentration. • conduct a gross check that the estimated concentration of fluoride in water is being achieved to within 5% of the prescribed fluoride concentration. 	No
3.2.9	The floor of the fluoridation room should be made of concrete.	The existing facility has a floor made from concrete.	Yes

3.2.10	Careful thought needs to be given to the physical layout of equipment within the fluoridation room so that operator safety can be assured. For example, trip hazards and items that people	The existing facility has a set of steps to enable to WTP Operator to add fluoride chemical to the fluoride batching system tanks. However, although the steps have non-slip tape attached there are no handrails for the WTP Operator	No
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Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
	may walk into or hit their heads on should be avoided.	to safely mount and dismount the stair platform.	
3.2.11	Pipes, conduits and ducts should be identified as referenced in AS1345 - Identification of the contents of pipes, conduits and ducts.	The existing facility has labelled pipes identifying the material within each pipe.	Yes
3.2.12	The installation of all equipment, valves, controls and access points should facilitate easy access for all expected operational and maintenance requirements (e.g. relative locations, mounting height and general access).	Within the existing facility the equipment and valves provide suitable access for operational and maintenance requirements. However, access to the flow switches on the filtered water pipework requires a ladder. Any maintenance conducted on the flow switches should be performed by a qualified electrician to coordination with the WTP Operator.	Yes



Photo 21: Moranbah WTP Fluoride Storage – Compliant with Code of Practice Item 3.2.2



Photo 22: Moranbah WTP Site Laboratory – Compliant with Code of Practice Item 3.2.4



Photo 23: Moranbah WTP Fluoride Dosing Pumps – Non-Compliant with Code of Practice Item 3.2.5



Photo 24: Moranbah WTP Fluoride Batching Room – Compliant with Code of Practice Item 3.2.7



Photo 25: Moranbah WTP Conduit Labelling – Compliant with Code of Practice Item 3.2.11

Electrical Controls

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.3.1	Control panels, such as electrical control panels for the fluoridation facility should be located outside of the fluoridation room.	The existing facility is controlled from an electrical control panel in a separate room.	Yes

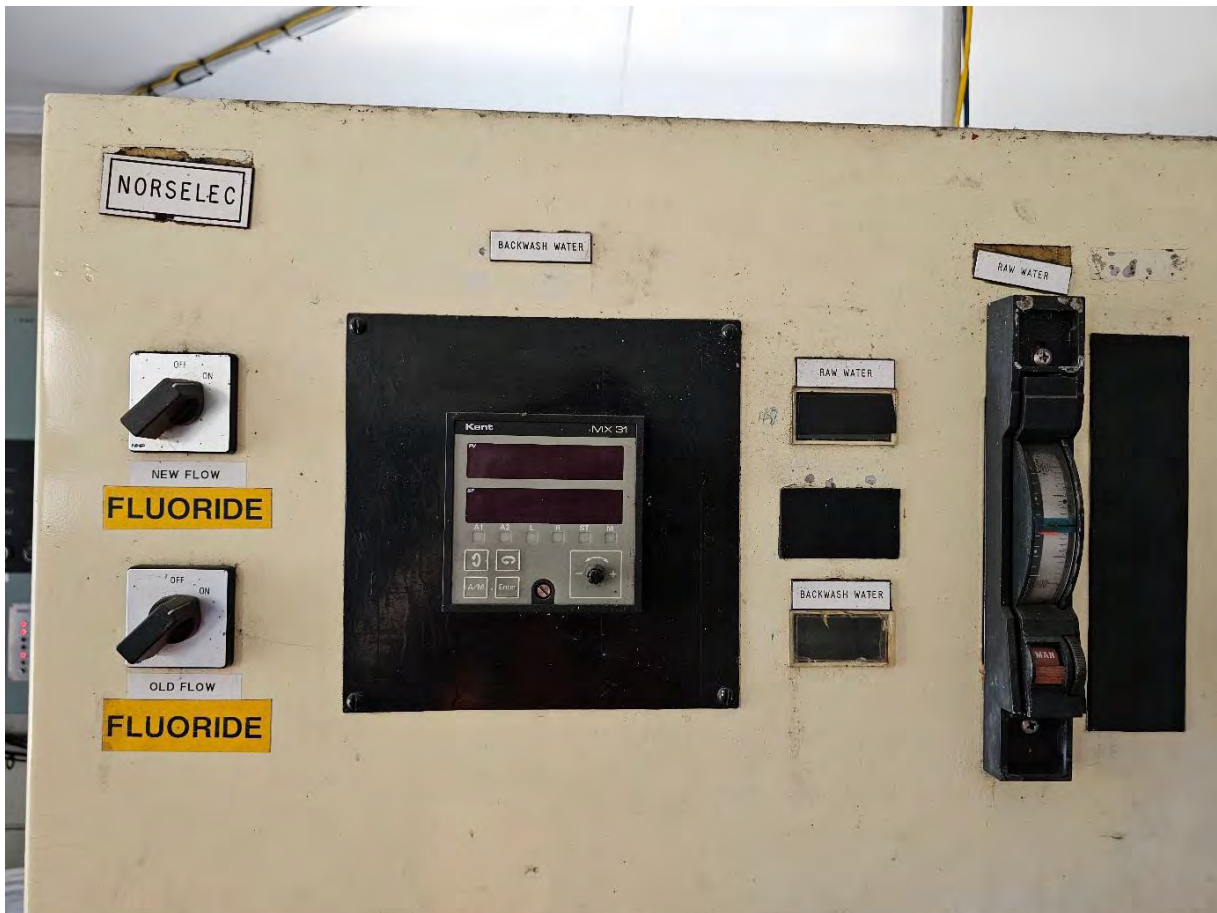


Photo 26: Moranbah WTP Fluoride Control Panel – Compliant with Code of Practice Item 3.3.1

Flow measuring devices

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.4.1	The system must have the rate of feed of the fluoride paced to the flow of the water.	The existing facility does not have a flowmeter on the fluoride dosing line and is not flow paced.	No
3.4.2	The system must have at least two devices that independently monitor the flow of water, one of which must be a flow meter.	The existing facility does not have two devices that independently monitor the flow of water. This is only a flow switch.	No
3.4.3	The physical indicators of water flow through the fluoridation facility can be via two flow meters or by a combination of a flow meter with a flow-sensing device such as a flow switch.	The existing facility does not have a flow meter installed.	No
3.4.4	The two separate physical indications of water flow through the fluoridation dosing facility should be hard wired in series, either directly or via programmable logic controller (PLC) coding, in the control loop for starting and stopping the fluoridation system. Where possible, the use of electromagnetic flow meters is recommended as they can achieve an accuracy of $\pm 1-2\%$. The failure of either one of the devices must stop the fluoridation system from operating. That is, they must be interlocked.	The existing facility relies on a signal for the flow switch to start/stop the fluoride dosing pump to the Main Plant and Boby Plant. Neither plant has a flow meter installed to indicate/measure flow.	No
3.4.5	For a gravity flow supply, the first flow signal could originate from a flow meter (upstream location) and the second signal could come from a secondary flow-based measuring device or control device installed on the downstream side of the dosing point. The flow indication or flow measuring device should be	The existing facility does not have a secondary flow-based measuring device.	No

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
	positioned to provide a true representation of flow through the plant or from a bore.		
3.4.6	For pumped supplies, the fluoridation system pump should be electrically interlocked with the pump supplying water.	Not applicable to existing facility. Fluoride is dosed into the Treated Water Reservoirs before being pumped into the reticulation network.	N/A
3.4.7	The system must be designed in a way that ensures fluoride is not added to the water supply in the event of system failure or when water is not flowing.	The existing facility will stop operating when the flow switch detects no flow.	Yes



Photo 27: Moranbah WTP Filtered Water Pipeline Flow Switch – Compliant with Code of Practice Item 3.4.7

Achieving the prescribed concentration

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.5.1	The fluoridation system must be designed to consistently achieve the prescribed fluoride concentration for the relevant local government area as detailed in Schedule 1 of the Regulation.	The existing facility can consistently achieve the prescribed fluoride concentration for the relevant local government area as detailed in Schedule 1 of the Regulation.	Yes
3.5.2	The maximum rate for the addition of fluoride which achieves the prescribed concentration at the maximum facility flow must be set in the control system and/or the dosing/blending pump or dry feeder so that it cannot be exceeded. This setpoint should be password protected so that only an authorised person (e.g. the water treatment plant supervisor) can change it.	The existing facility is not connected to the control system.	No
3.5.3	Fluoridation systems, including pumps, should be sized appropriately so that the dosing pump, running at full capacity, delivers as close as practicable to the desired concentration of fluoride when the plant is running at the maximum flow rate. The size of the fluoridation system should be such that fluoride cannot be delivered into treated water at concentrations that lead to an exceedance of 1.5 mg/L of fluoride in the reticulation system.	The dosing pumps at the existing facility are operating between 95-98% of their maximum dosing rate to achieve the prescribed fluoride concentration of 0.7 mg/L. It is unlikely that the fluoridation system can achieve greater than 1.0 mg/L of fluoride in the reticulation system as the pump capacity is limited.	Yes



Photo 28: Moranbah WTP Fluoride Dosing Pumps – Compliant with Code of Practice Item 3.5.3

Backflow prevention

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.6.1	It is important that fluoride compound is not siphoned backwards into the solution water system should a failure of the solution water system occur. This possibility could cause problems to other equipment, create a health hazard, or result in an environmental release.	The existing facility has an RPZ valve on the solution (potable) water pipeline connected to the fluoridation system. Siphoning is not possible.	Yes
3.6.2	The system should therefore have a backflow prevention device, such as an air gap, that complies with AS/NZS 3500, fitted upstream of the point where the fluoride compound is dissolved (e.g. mixing tanks) or injected (dosing pumps) to avoid contamination of the drinking water supply.	See comments above.	Yes

The fluoride injection point

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.7.1	<p>The point where fluoride is added to the water supply should be located:</p> <ul style="list-style-type: none"> • where adequate mixing with water being fluoridated can occur. • where other water treatment processes do not interfere with mixing. • upstream of any treated water storage reservoir. 	<p>Fluoride is currently added to the common inlet pipe upstream of the Treated Water Reservoirs. The Treated Water Reservoirs provide an adequate opportunity for the fluoride to mix with the filtered water before it is pumped offsite.</p>	Yes
3.7.2	<p>Where there is no storage reservoir between the point where fluoride is added to the water supply and water service offtakes, at least one online fluoride analyser – interlocked with the fluoridation system – should be provided downstream of the point where fluoride has been added to the water supply at a location where adequate mixing has taken place. In addition, water suppliers should employ at least one additional safeguard such as:</p> <ul style="list-style-type: none"> • the adoption of a fluoride solution flow meter with high flow alarm. • the use of a day tank or; • the use of two flow meters (rather than the use of one flow meter and a flow switch) such that discrepancies in flow readings result in shutdown of the fluoride dosing system 	<p>Not applicable, fluoride added to storage reservoirs at the Moranbah WTP.</p>	N/A
3.7.3	<p>The point where fluoride is added to the water supply should occur after any coagulation, filtration and pH adjustment to avoid substantial losses that can occur if fluoride reacts with other water treatment chemicals such as</p>	<p>Fluoride is added after coagulation, filtration and pH adjustment.</p>	Yes

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
	aluminium, calcium or magnesium. This can cause the fluoride to form a precipitate and thereby cease to be in solution, reducing its effectiveness.		
3.7.4	Where the total hardness of the water used for dissolving sodium fluoride compound exceeds 75 mg/L as calcium carbonate the system should include a water softener. This applies only to the water used to make up the fluoride solutions in the mixing tanks and does not apply to the main water supply being treated.	The total hardness of the potable water used at the Moranbah WTP for dissolving sodium fluoride compound is typically 50 mg/L. A water softener is not required at the Moranbah WTP.	Yes
3.7.5	Where a day tank is used the following principles should be adhered to: <ul style="list-style-type: none"> • The volume of fluoride solution contained in the day tank should not exceed that required to achieve the prescribed concentration for the maximum volume of treated water produced over a 24-hour period, with reserve capacity necessary to allow a top up. • The transfer of fluoride solution should be controlled by a pump, be initiated manually and stopped automatically (manual initiation can include initiation via a SCADA system). • The refilling line should have a motorised valve. • The pump discharge line should have an anti-siphon motorised valve installed. • The transfer of fluoride solution should not be repeated within any 24-hour period. 	Not applicable, fluoride added to storage reservoirs at the Moranbah WTP.	N/A
3.7.6	A mixing process designed to achieve adequate mixing should be provided between the point	There are three (3) treated water reservoirs with volumes of 5.3 ML, 8 ML and 13.8 ML.	Yes

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
	<p>where fluoride is added to the water supply and any sampling point. Without sufficient mixing the validity of results from sampling and analysis cannot be assured.</p>	<p>This volume is adequate to enable mixing between the point where fluoride is added to the water supply and any sampling point.</p>	



Photo 29: Moranbah WTP Bobby Plant Fluoride Injection Point – Compliant with Code of Practice Item 3.7.1

Prevention of manual operation

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.8.1	Other than for filling the day tank (see section 3.7.5) equipment should be designed such that it is impossible for it to be switched to manual mode.	The existing fluoridation system is operated as a manual system.	No
3.8.2	The system should be used and operated in automatic mode to prevent possible incorrect operation in manual mode.	The existing fluoridation system lacks the automation to enable the system to be operated in automatic mode.	No
3.8.3	No component of the system should be capable of being manually plugged into standard electrical outlets for continuous operation.	The existing fluoride dosing pumps are hardwired into the mains power supply and have individual isolation switches.	Yes



Photo 30: Moranbah WTP Dosing Pumps Hardwired – Compliant with Code of Practice Item 3.8.3

Online monitoring and alarms

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
3.9.1	All key components should be alarmed with appropriate technology to alert the operator of a failure in the system even if the site is unattended.	The existing facility has no alarms.	No
3.9.2	The failure of any of the key components of the fluoridation system (including stop/start/pacing signals, feeders, dosing pumps, solution transfer pumps, solution tank levels, mixers and dilution water pumps) should result in an alarm being generated and a response by operational staff.	There are no alarms generated by failure of any key component of the fluoridation system.	No
3.9.3	It is important to provide fluoridation facility operators with the ability to accurately monitor the fluoridation system and equipment performance. Local indicators that should be considered include water flow, fluoride feed rate, pressure and level indicators, storage levels, equipment status, alarms, ammeters and hours run.	The existing facility does not provide fluoridation facility operators with the ability to accurately monitor the fluoridation system and equipment performance. The existing facility is not on the Moranbah WTP SCADA system, nor are there any local indicators aside from the fluoride dosing pump stroke rate.	No
3.9.4	Though not a primary control, online monitoring of fluoride concentration in the fluoridated water may also be used as part of the fail-safe system. The online monitoring system can be interlocked with the fluoridation system to shut it down when the concentration of fluoride exceeds a maximum set point.	The existing facility does not have online monitoring of fluoride concentration in the fluoridated water. The WTP Operator identified an existing fluoride analyser that is out of service (for reasons unknown).	No

Continuity of fluoride supply

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
4.4.1	The capacity of the storage/feed hopper or tank should be no larger than is required to ensure continuity of fluoridation.	The existing facility has two (2) batching/storage tanks that combined provide up 7 days' supply of fluoride solution based on typical usage of 260 – 350 L/day.	Yes



Photo 31: Moranbah WTP Dosing Pumps Hardwired – Compliant with Code of Practice Item 3.8.3

Fluoride batch solution feed systems

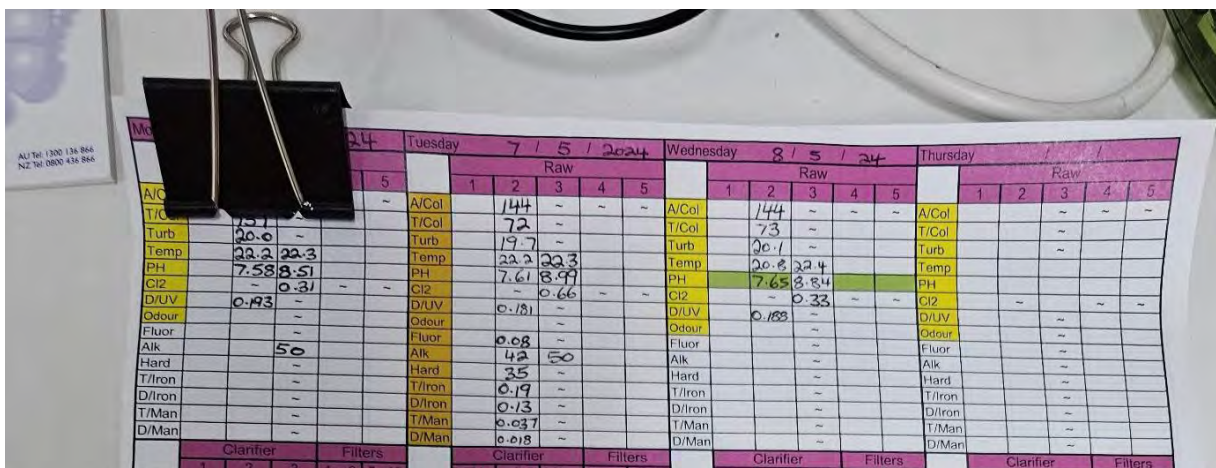
Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
4.6.1	Fluoride batch solution feed systems should include: <ul style="list-style-type: none"> • two batching tanks with mechanical mixers. • a dilution water meter. • a potable dilution water source. • a method for calibrating dosage rates. • a metering pump with pressure relief and; • a loading valve on the delivery side of the pump. 	The existing facility has: <ul style="list-style-type: none"> • two batching tanks with mechanical mixers. • a potable dilution water source. • a method for calibrating dosage rates. • a loading valve on the delivery side of the pump. The other design criteria items are not installed.	No
4.6.1.1	The two batching tanks containing the dissolved fluoride compound should be located in a bunded area.	The existing facility is not bunded, however the waste collected on the floor is collected and drained to the Moranbah backwash collection tanks.	Partial
4.6.12	Suitable methods for calibrating dose rates include a graduated calibration tube or calibrated dipsticks	The batching tanks have a drawn-on scale to measure the liquid volume in the tank.	Yes



Photo 32: Moranbah WTP Fluoride Dosing System Graduated Lines – Compliant with intent of Code of Practice Item 4.6.12

Maintaining fluoride concentration

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
6.1.1	The fluoride concentration of the natural fluoride source water must not vary to the extent that the blending regime cannot be adjusted to accurately achieve the prescribed concentration.	The natural fluoride source water is tested weekly and typically varies between 0.08 – 0.10 mg/L. The variance of 0.01 mg/L is considered minimal based on the prescribed concentration of 0.70 mg/L.	Yes
6.1.2	Flow meters must be installed on both the regular water supply and the water containing naturally occurring fluoride	The existing facility does not have flowmeters on either the regular water supply or the water containing naturally occurring fluoride.	No



Parameter	Tuesday 7/5/2024					Wednesday 8/5/24					Thursday				
	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
A/Col	~	~	~	~	~	~	~	~	~	~	~	~	~	~	~
Turb	18.1	~	~	~	~	144	~	~	~	~	~	~	~	~	~
Temp	20.0	~	~	~	~	72	~	~	~	~	~	~	~	~	~
PH	7.58	8.51	~	~	~	19.7	~	~	~	~	~	~	~	~	~
Cl2	~	0.31	~	~	~	22.2	22.3	~	~	~	20.8	22.4	~	~	~
D/UV	0.93	~	~	~	~	7.61	8.99	~	~	~	7.65	8.84	~	~	~
Odour	~	~	~	~	~	0.66	~	~	~	~	0.33	~	~	~	~
Fluor	~	~	~	~	~	0.181	~	~	~	~	0.188	~	~	~	~
Alk	~	50	~	~	~	0.08	~	~	~	~	~	~	~	~	~
Hard	~	~	~	~	~	42	50	~	~	~	~	~	~	~	~
T/Iron	~	~	~	~	~	35	~	~	~	~	~	~	~	~	~
D/Iron	~	~	~	~	~	0.19	~	~	~	~	~	~	~	~	~
T/Man	~	~	~	~	~	0.13	~	~	~	~	~	~	~	~	~
D/Man	~	~	~	~	~	0.037	~	~	~	~	~	~	~	~	~
						0.018	~	~	~	~	~	~	~	~	~

Photo 33: Moranbah WTP Daily Operator Log Sheet – Compliant with intent of Code of Practice Item 6.1.1

Operational performance criteria for fluoridation facilities

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.1.1	Operators of the fluoridation facility must be appropriately qualified. This means they must have the necessary training, knowledge and experience to competently operate a fluoridation facility.	The operators of the Moranbah WTP fluoride facility have not completed the formal fluoride training course. Only one (1) IRC Water & Waste employee is currently trained to operate the fluoride facility, however their current role does not include operation of the fluoride facility at all times.	No
8.1.2	A sufficient number of competent people must be available to operate the fluoridation facility. A minimum of two fluoridation facility operators should be qualified.	See comment above. Only one competent person is available to operate the fluoridation facility.	No
8.1.3	All fluoride dosing facility operators should be trained and competent in following all SOPs for the fluoridation facility.	The operators of the Moranbah WTP fluoride facility have been trained and are competent in following all SOPs for the fluoridation facility.	Yes

Maintaining adequate supply of fluoride compound

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.2.1	Sufficient quantities of fluoride compound should be available or kept in storage to ensure continuity of water fluoridation.	There were two (2) pallets of Fluorodose buckets in the Chemical Storage Shed onsite at the time of the site inspection. Based on current fluoride usage, there is estimated to be 3-4 months of Fluorodose stored at the Moranbah WTP.	Yes

Fluoride compound quality

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.3.1	The water supplier must, on the receipt of each batch of fluoride compound, obtain a copy of the batch analysis certificate from the manufacturer, importer or supplier.	The WTP Operator advised that the Fluorodose is supplied with a batch analysis certificate.	Yes
8.3.8	It is recommended that the water supplier develop an SOP for the receipt of fluoride compounds. An SOP for the receipt of fluoride chemicals could include checks against chemical specifications, checks that the product is accompanied by the necessary paperwork (a batch analysis certificate issued by an Australian-based laboratory accredited by NATA and an SDS), and checks on the integrity of packaging .and that the product has not been tampered with.	Refer to Work Instruction – Ordering and Receiving a Shipment of Fluoride (WW-WI-100).	Yes

Quality of naturally occurring water for blending

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.4.1	The blending of a naturally occurring fluoride source should not result in any ADWG health or aesthetic parameters being exceeded in the final, treated water.	The natural fluoride level is less than 0.10 mg/L and has minimal effect on IRC achieving the ADWG health guideline of < 1.5 mg/L.	Yes

Prescribed fluoride concentration for the applicable local government

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.5.1	The water supplier must ensure the average measured fluoride concentration over a quarter meets the prescribed fluoride concentration, as per Schedule 1 of the Regulation.	The WTP Operator operates the Fluoride Dosing System between the range of 0.65 – 0.75 mg/L. This aligns with the prescribed fluoride regulation of 0.7 mg/L for Moranbah.	Yes

Analysis of fluoride in treated water

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.6.1	The water supplier must analyse the concentration of fluoride in the fluoridated water each day, from a location where the fluoridated water would have a consistent concentration of fluoride. The sampling point location should be far enough downstream from the point where the fluoride is added to the water supply to ensure the fluoride is well mixed, but prior to any customer connection, reservoir or tank.	The WTP Operator samples the treated water in Treated Water Reservoir No. 2. This is a well-mixed sample. It is recommended that a new sample point is installed upstream of the Treated Water Reservoir in the future.	Yes
8.6.2	The water supplier must use a method of analysis that has been prescribed under the Regulation. Prescribed analysis methods include the following (see Glossary for further information): <ul style="list-style-type: none"> • ion-selective electrode (ISE) method. • SPADNS method. • ion chromatography method. 	The WTP Operator uses the following methods of analysis: <ul style="list-style-type: none"> • ion-selective electrode (ISE) method. • SPADNS method. 	Yes
8.6.3	The method should conform to the latest edition of Standard Methods for the Examination of Water and	Method used by WTP Operator is conforming.	Yes

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
	Wastewater (see AWWA/WEF 2017 in section 10 References).		
8.6.4	Staff should be appropriately trained in the method used to analyse fluoride and must follow any SOPs associated with fluoride analysis.	WTP Operator uses Work Instruction – Calibration Testing Fluoride (WW-WI-104).	Yes
8.6.5	The analysis SOP should ensure that the fluoride calibration standard(s), quality control samples and the routine fluoride samples are at the same temperature before proceeding with the analysis.	This is not currently stated in the SOP. The SOP should be amended to include this requirement.	No
8.6.6	The laboratory where fluoride analysis is performed should contain appropriate resources to ensure accurate fluoride concentration analysis.	The site laboratory has the appropriate level of resources.	Yes
8.6.7	Analytical equipment should be permanently set up. Bench space should be adequate for analysis and sufficient storage available for consumables (such as plastic ware, reagents and spare parts). The area should not be exposed directly to sun or high temperature. Air conditioning is preferred. A small fridge for storing samples and reagents at a constant low temperature should be provided.	The analytical equipment is permanently setup with adequate space for analysis.	Yes
8.6.8	Appropriate spare equipment/parts for the laboratory should be available on site.	The site laboratory has an appropriate quantity of spare equipment/parts onsite.	Yes



Photo 34: Moranbah WTP Site Laboratory arrangement

Quality assurance of fluoridated water supply requirements

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.7.1	On one day each month the water supplier must split a daily sample into two parts and analyse one part using a prescribed analysis. The other part must be forwarded to an Australian-based laboratory that is NATA accredited for fluoride analysis, and the results of analysis provided to the water supplier.	The WTP Operator advised that this task is completed. This complies with the Code of Practice. The sample is sent to the Mackay Regional Council Laboratory for testing.	Yes
8.7.2	A daily quality control sample should be analysed by the water supplier along with the mandatory daily samples of fluoridated water. This sample should be analysed using the same prescribed analysis as the routine samples.	The WTP Operator advised that this task is completed. This complies with the Code of Practice.	Yes

Records and reporting requirements

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.8.1	For fluoridation facilities using a fluoride compound the water supplier must record, on the approved form, the daily: <ul style="list-style-type: none"> • volume of fluoridated water. • amount of fluoride compound added even if the amount is zero. • calculated fluoride concentration of fluoridated water. • measured fluoride concentration in the fluoridated water from a point where the fluoride has a consistent concentration (see section 8.6.1) 	The WTP Operator currently used a tablet device to record the Fluoride Vat volume, Fluoride usage, Fluoride Vat concentration and Fluoride dosing pump flowrate. A separate daily Operator log sheet is used to record the measured fluoride concentration in the fluoridated water supply. It is recommended that IRC commence use of the approved Form 4D from Queensland Health to record details of	Yes, however approved form should be utilised.

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
		fluoride dosing system in the future.	
8.8.2	The water supplier must record the fluoride concentration in the locally analysed monthly quality control split sample as well as the fluoride concentration in the other split sample analysed by an Australian-based laboratory (which is NATA accredited for the prescribed analysis) as noted in section 8.7.	IRC receive results of the fluoride testing conducted by the Mackay Regional Council Laboratory and provide this information to the WTP Operators.	Yes
8.8.10	The water supplier must complete Fluoridated Water Quarterly Reports in the approved form (Form 5 Notice – Fluoridated Water Quarterly Report). The completed form must be submitted to the Chief Executive of the Department of Health within 30 business days of the completed quarter.	The WTP Operator advised that this task is completed by the IRC Water and Waste Supervisor North.	Yes
8.8.11	The quarterly report must contain the following information: <ul style="list-style-type: none"> • the number of samples taken for the reporting period. • the quarterly average measured fluoride concentration in the fluoridated water. • the maximum measured fluoride concentration. • the minimum measured fluoride concentration in the fluoridated water. • the prescribed concentration for the local government area. • the number of times the fluoride concentration exceeded 1.5 mg/L, and; • in instances where the average measured fluoride concentration is not within 0.1 mg/L of the prescribed concentration, an explanation as to why the 	The WTP Operator advised that this task is completed by the IRC Water and Waste Supervisor North.	Yes

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
	prescribed concentration was not met.		

Equipment Calibration

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.9.1	An SOP should be established for the calibration of analytical equipment.	WTP Operator uses Work Instruction – Calibration Testing Fluoride (WW-WI-104).	Yes

Equipment Maintenance

Code of Practice Design Criteria No.	Design Criteria	SES Comment	Compliant with Code of Practice
8.10.1	Daily inspections should be conducted to assess the condition of equipment in the fluoridation facility.	The WTP Operator undertakes daily inspection of the Fluoride Dosing System.	Yes
8.10.2	The fluoridation facility and associated equipment should be adequately maintained to achieve reliable operation.	The WTP Operator coordinates maintenance works with their line manager in order to maintain the existing Fluoride Dosing System.	Yes
8.10.3	Saturator tanks should be periodically cleaned out to remove the build-up of insoluble cinders.	The WTP Operator regularly drains and hoses out the Fluoride Batching Tanks to remove any residual debris in the tanks.	Yes

Recommendations to address Fluoride Dosing System deficiencies, cost estimates to rectify, and Operator training options.

Recommendations to address Fluoride Dosing system deficiencies

The following deficiencies have been identified with the existing Fluoride Dosing System at the Moranbah WTP:

- There is almost no automation of the Fluoride Dosing System (aside from the dosing pump being controlled by the flow switch on the filtered water pipeline).
- The fluoride dosing pumps do not dose fluoride based on a filtered water flowrate, instead the pumps operate at a fixed speed set by the WTP Operator.
- The existing facility does not include a working online fluoride analyser and relies on the WTP Operator to sample and test the treated water fluoride concentration to set the fluoride dosing pump rate.
- The fluoride dosing system is not monitored on SCADA.
- There are no alarms generated by failure of any key component of the fluoridation system.
- There is only one trained staff member in the IRC Water and Waste team to operate the Fluoride Dosing Facility, however their current role does not include operation of the Moranbah WTP Fluoride Facility at all times.

In order to address the existing Fluoride Dosing System plant deficiencies, there are two (2) options:

- Upgrade existing Fluoride Dosing System.
- Install new Sodium Fluoride Saturator System.

Upgrade of existing Fluoride Dosing System

This would require an upgrade to the following aspects of the existing system:

- Automation of fluoride batching process (excluding manual addition of Fluoride to tank).
- Installation of filtered water flowmeters to automate fluoride dosing pumps.
- Addition of Fluoride Dosing System to SCADA.
- Addition of Fluoride Dosing System alarms to SCADA.
- Addition of Fluoride Analysers on inlet and outlet of Treated Water Reservoir/s.

The cost of this option is likely to be in the range of \$200,000 to \$300,000 ex. GST. Given the age and nature of the existing Fluoride Dosing System, and the need to continue using Fluorodose bags, the Fluoride Dosing System will remain a partially manual process.

Install new Sodium Fluoride Saturator System

The Sodium Fluoride Saturator System would be supplied with the following equipment and infrastructure:

- New Building designed to suit Saturator System:
 - Saturator Tank (1) with Vacuum Loader (for adding 25kg bags of Sodium Fluoride).
 - Fluoride Dosing Pumps (2) as part of Pump Skid.
 - Fluoride Dosing Flowmeter.
 - The new building will be air conditioned, and a dehumidifier may be required if a new sodium fluoride product storage room is required.

- Other items
 - New Flowmeter on filtered water pipeline (from Boby Plant and Main Plant):
 - 2 x DN375 flowmeter on filtered water pipelines from Main Plant.
 - 1 x DN250 flowmeter on filtered water pipeline from Boby Plant.
 - New Fluoride Analyser on Treated Water Reservoir (this should sample water from within the Reservoir and not on the outlet of the Reservoir).
 - A new switchboard with HMI to be located inside the new building.
 - Connect new Saturator System to existing SCADA for monitoring.
 - Connect new Saturator System to existing SCADA Alarm system.

It is recommended that IRC install a Sodium Fluoride Saturator System. Saturator Systems are the most common type of fluoride dosing system for Water Treatment Plants the size of the Moranbah WTP (Up to 260 L/s (80 L/s from the Boby Plant, 180 L/s from the Main Plant)).

Cost estimates to rectify

The recommended rectification basis is to install a new Sodium Fluoride Saturator System at the Moranbah WTP. This would include all equipment referred to in the section above.

In order to determine the current (Year 2024) cost of a Sodium Fluoride Saturator System, an example is taken from Sexton Engineering Services experience as Project Manager for the installation of new Sodium Fluoride Saturator Systems in Year 2011 for Central Highlands Regional Council (CHRC).

The table below provides the details of the capital costs for the Saturator Systems constructed at four (4) water treatment plants operated by CHRC:

Location	Plant Production	Saturator System Cost (Year 2011)
Blackwater WTP	19.0 ML/day	\$1.1 M
Emerald WTP	22.0 ML/day	\$1.1 M
Sapphire WTP	4.3 ML/day	\$1.0 M
Tieri WTP	7.1 ML/day	\$0.9 M

Note: The costs above included all civil, electrical and mechanical costs associated with the Saturator Systems. The fluoride buildings installed at CHRC were a prefabricated building with all electrical and plumbing services installed prior to delivery to site.

Based on a maximum production of 22 ML/day at the Moranbah WTP, a cost comparison with the Emerald WTP is reasonable.

To determine the Year 2024 capital cost of the Emerald WTP Saturator System, the Consumer Price Index (CPI) has been compared between 31 March 2011 (time of tender award) and 31 March 2024 (latest available CPI figure on Australian Tax Office website):

- CPI 31 March 2011: 98.3*
- CPI 30 March 2024: 137.4*

Therefore, the Year 2024 cost of the Moranbah WTP Sodium Fluoride Saturator System is estimated to cost: $\$1.1 \text{ M} \times (137.4/98.3) = \1.54 M

*The CPI cost indices can be found at the link below:

<https://www.ato.gov.au/tax-rates-and-codes/consumer-price-index>

Photos of the Tieri WTP Fluoride Dosing Systems are provided below for reference only.



Photo 36: Tieri WTP Fluoride Building



Photo 37: Tieri WTP Fluoride Dosing System



Photo 38: Tieri WTP Fluoride Switchboard Control Panel

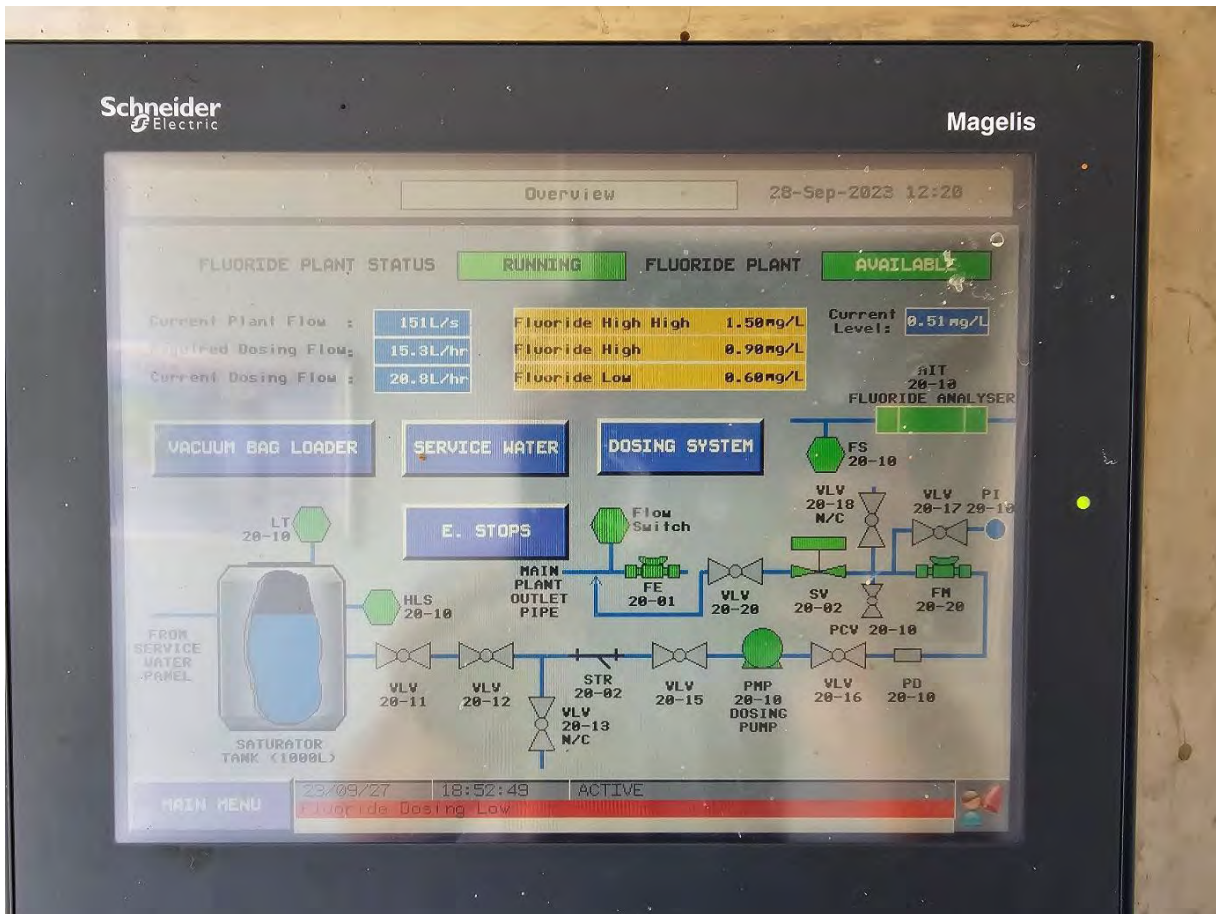


Photo 39: Tieri WTP Fluoride Switchboard Control Panel Human Machine Interface (HMI)

Operator Training Options

For an IRC WTP Operator to handle and operate the water fluoridation system, they must first successfully complete the following course:

- NWPTRT012 - Operate and control fluoride addition process:
 - Supersedes and is equivalent to NWP276A - Monitor, operate and report fluoridation processes.

This course involves both online training as well as hand-on instruction at the completion of the online training section of the course. At the current time, there is only one (1) IRC staff member who has successfully completed the course.

The IRC staff member who is trained to operate the Moranbah WTP Fluoride Dosing System does not currently act in an operator role at IRC. Subsequently, the Moranbah WTP Fluoride Dosing System is not operated by a qualified operator. This is non-compliant with section 8.1.1 and 8.1.2 of the *Water Fluoridation Code of Practice – October 2021* which states the following:

8.1.1 Operators of the fluoridation facility must be appropriately qualified. This means they must have the necessary training, knowledge and experience to competently operate a fluoridation facility.

8.1.2 A sufficient number of competent people must be available to operate the fluoridation facility. A minimum of two fluoridation facility operators should be qualified.

It is strongly recommended that if Fluoride Dosing is to continue at the Moranbah WTP that the nationally recognised unit of competency NWPTRT012 - Operate and control fluoride addition process be completed by IRC Water and Waste staff at the Moranbah WTP.

The cost to train additional staff in the course above is approximately \$600 per person, excluding the cost of travel, accommodation and associated costs.

Considerations associated with the option of ceasing to dose fluoride at the Moranbah WTP.

Option of ceasing to dose Fluoride at the Moranbah WTP

Where a decision to cease fluoridation is made under the *Water Fluoridation Act 2008*, the water supplier should ensure that the fluoride dosing facility is fully decommissioned and any remaining fluoride compounds are disposed of or removed from site.

Decommissioning should include the physical removal of the fluoride injection point, not just turning off the valve. The water supplier may decommission or dispose of water fluoridation assets as they wish so long as they do not breach environmental protection, work health and safety or public health legislation.

Following the decommissioning of fluoride dosing infrastructure documentation such as Drinking Water Quality Management Plans, standard operating procedures, workplace health and safety manuals and site induction procedures should also be updated.

Queensland Health can provide further guidance on decommissioning upon request.⁶

Note 6: Source: FAS – Local government fluoridation decisions – August 2022 Version 2.0.

Process to Decommission IRC Fluoride Dosing Facilities

Decommissioning will involve the following steps at each site:

- Drain and empty Fluoride Batching tanks, flush with water and remove from building.
- Disconnect Fluoride Dosing pumps and flush with water and remove from building:
 - Note: This pump could be repurposed by IRC.
- Removal of Fluoride Dosing Injection Point and flush with water.
- Removal of Sodium Fluoride buckets/bags from Dosing Room:
 - Note: Potential opportunity to sell to another Council.
- Removal of PPE:
 - Potential opportunity to use for another site operated by IRC.
- Electrical disconnection of Fluoride Dosing equipment.
- Clean of Fluoride Building including hose down of all surfaces with water.
- Removal of any fluoride waste products from site by licenced waste contractor.
- Update to WTP documentation:
 - Drinking Water Quality Management Plan (DWQMP).
 - Work Instructions (WI's).
 - Operation and Maintenance Manual.

Whole-of-life cost-benefit analysis of fluoride dosing for both Moranbah community and IRC.

Advantages of Water Fluoridation to community

According to a 2017 National Health and Medical Research Council (NHMRC) report, there is strong and consistent evidence that community water fluoridation is associated with a decrease in both the occurrence and severity of tooth decay across the population. In children, fluoridation reduces tooth decay by 26% to 44%, while in adults tooth decay is decreased by 27%. These decreases ultimately improve a person's overall health and wellbeing, while reducing their financial outlay for healthcare.

Water Fluoridation provides a financial benefit to the community via direct savings in dental treatment for an individual person. For every \$1 spent on water fluoridation, between \$7 and \$18 is saved in avoided treatment costs for dental care*. Water fluoridation is a cost-effective way of reducing dental health care costs for the community.

The NHMRC review also examined the role of water fluoridation in addressing inequalities in dental health according to social factors. Studies have shown that those with low income, low education levels or who live in rural and remote areas have significantly higher rates of tooth decay than their counterparts. This same trend is also observed for First Nations people, who were found to exhibit less favourable oral health behaviours and had reduced access to a dentist. The report found consistent evidence that fluoride is equally protective against tooth decay across all socio-economic groups. Moreover, additional evidence was found to suggest that it even reduces inequality in tooth decay experienced across groups.

More than 150 major health organisations, including the World Health Organisation, the Australian Medical Association and the Australian Dental Association, support water fluoridation.

* "NHMRC Water Fluoridation and Human Health in Australia: Questions and Answers". See link below:

<https://www.nhmrc.gov.au/sites/default/files/documents/attachments/water-fluoridationqa.pdf>

NHMRC review of potential health effects of Water Fluoridation

The NHMRC has searched for evidence reporting any possible human health outcomes of water fluoridation. Those health effects which are of particular interest to the community are discussed in more detail below.

CANCER

There is no association between community water fluoridation and any form of cancer, including osteosarcoma and Ewing sarcoma (types of bone cancer).

COGNITIVE FUNCTION AND INTELLIGENCE

There is no association between community water fluoridation as practised in Australia and cognitive function or intelligence of children and adults.

While some overseas studies suggested a possible link, these studies took place in countries where fluoride levels greatly exceed the levels seen in Australia and did not take into account factors such as parental education and the presence of arsenic in drinking water (1).

KIDNEY HEALTH

There is no reliable evidence of an association between community water fluoridation as practised in Australia and kidney stones or chronic kidney disease.

Kidney Health Australia state that there is no evidence that consumption of optimally fluoridated water causes chronic kidney disease or poses any risks for people with established chronic kidney disease.

MUSCLE AND SKELETAL HEALTH

There is no association between community water fluoridation as practised in Australia and hip fracture (1).

There is no reliable evidence of an association between community water fluoridation as practised in Australia and skeletal fluorosis, osteoporosis or musculoskeletal pain (1).

THYROID HEALTH

There is no reliable evidence of a link between community water fluoridation as practised in Australia and thyroid function, including goitre (enlargement of the thyroid gland) and hypothyroidism (underactive thyroid) (1).

The information above has been taken from Item 19 on page 7 of the NHMRC Water Fluoridation and Human Health in Australia: Questions and Answers document. See link on Page 74 above.

Scientific evidence on community Water Fluoridation

The science underpinning community water fluoridation and indeed the use of fluorides generally for preventing tooth decay is reviewed periodically worldwide. In all cases the conclusions support the ongoing continuation of community water fluoridation initiatives.

The 2015 New Zealand review found compelling evidence that fluoridation of water at the established and recommended levels produced broad benefits for the dental health of New Zealanders.

The 2015 United States Public Health Service review found that community water fluoridation remains an effective public health strategy for delivering fluoride to prevent tooth decay and is the most feasible and cost-effective strategy for reaching entire communities.

The 2015 Ireland review found that, in community water fluoridated areas, there is no strong evidence that community water fluoridation is definitively associated with negative health effects. However, the evidence base examining the association between health effects and community water fluoridation is limited.

The information above has been taken from Item 21 on page 9 of the NHMRC Water Fluoridation and Human Health in Australia: Questions and Answers document. See link on Page 74 above.

Although there is no medically proven evidence that Fluoride has a direct effect on human health, if absorbed at recommended levels, there are many unproven myths that Fluoride has an increased risk of osteosarcoma, a type of bone cancer, impaired brain development in infants and children and problems with thyroid, pineal gland, fertility, kidney, and cardiovascular health.

Can drinking fluoridated tap water result in consumption of too much fluoride?

No. NHMRC found no evidence that community water fluoridation at current Australian levels causes human health problems. To help protect teeth against tooth decay, only very small amounts of fluoride are needed in water. NHMRC supports Australian states and territories fluoridating their drinking water supplies within the range of 0.6 to 1.1 mg/L.

The NHMRC Nutrient Reference Values for Australia and New Zealand identifies 10 milligrams per day as the upper level of fluoride intake for an average-sized adult. To meet or exceed this level of intake means drinking at least 10 litres per day of water with fluoride at current Australian levels. However, regardless of any fluoride content in the water, this is a dangerously high level of water intake and is not recommended because of the risk of water overloading, even for people such as athletes, outdoor workers, military personnel and those living in hot and humid climates, who may approach this level of consumption occasionally.

People with specialised needs, such as renal dialysis patients, should follow the advice of their medical professionals based on their particular circumstances, which may include a wide variety of factors such as diet, body mass, history and other more significant ions in the water such as potassium, sodium or chloride. In no case would the level of fluoride in fluoridated water be the limiting factor in the amount of water that could be safely consumed

The information above has been taken from Item 35 on page 12 of the NHMRC Water Fluoridation and Human Health in Australia: Questions and Answers document. See link on Page 74 above.

Dental Fluorosis

Dental fluorosis is caused by a high intake of fluoride from multiple sources during the time when teeth are developing inside the jawbone, usually from birth to six or eight years of age. It can appear as white lines or areas on the surface of both primary and permanent teeth and is identified after teeth erupt.

In Australia dental fluorosis has declined over the time period during which the extent of community water fluoridation has expanded. The decline in dental fluorosis is linked to reduced exposure to fluoride from other sources such as toothpaste, which is now available in low fluoride toothpastes for children. The use of low fluoride toothpaste is now actively promoted along with public health messages and guidelines about the appropriate use of these products (e.g. use only a small pea-sized amount; encourage children not to swallow toothpaste).

In Australia, where dental fluorosis has been identified, in most cases it is classified as very mild or mild. Mild to very mild dental fluorosis does not affect the function of the teeth, is not of aesthetic concern to those who have it and is associated with a protective benefit against tooth decay in adult teeth. Moderate dental fluorosis is very uncommon and severe dental fluorosis is rare in Australia. The very small amount of moderate and severe dental fluorosis in Australian children aged 8-14 years is not statistically different between fluoridated and non-fluoridated areas, meaning there is no evidence that community water fluoridation gives rise to these forms of dental fluorosis.

The information above has been taken from Item 13 and 14 on page 5 of the NHMRC Water Fluoridation and Human Health in Australia: Questions and Answers document. See link on Page 74 above.

Cost to ratepayers to operate fluoride

The Queensland Government does not currently have a funding program to assist with operation and maintenance costs associated with water fluoridation. Instead, the operation and maintenance costs associated with Water Fluoridation are borne by IRC.

The cost to operate the Moranbah WTP fluoride dosing facility at IRC in is tabled below:

Fluoride Costs	Units	Cost	Total per Item
Chemical costs – fluoride	312	\$68.00	\$21,216.00
Chemicals used for testing in laboratory	104	\$21.00	\$2,184.00
Employee costs – Total operator wage costs x 5% (estimate of Operator time used to operate Fluoride system)	104	\$80.00	\$8,320.00 (Includes 5%)
Maintenance costs – repairs and maintenance	1	\$2,375.00	\$2,375.00
Waste disposal costs – costs to dispose of buckets used to store dissolvable 5kg fluoride bags	312	\$5.00	\$1,560.00
PPE, Gloves, shield, mask, overalls.	12	\$27.00	\$324.00
Training	2	\$2,750.00	\$5,500.00
Reporting to Regulator	4	\$87.00	\$348.00
Total (overall)			\$41,827.00

Investment of savings from discontinuing fluoride dosing into water asset renewal programs/water infrastructure

Based on a review of costs in the table above, IRC can redirect potential savings in the order of \$40,000 per year from ceasing Water Fluoridation at the Moranbah WTP. These savings can be used in water asset renewal programs/water infrastructure. Some examples of where these savings could be utilised by the IRC Water and Waste department are:

- Purchase of critical spare parts for Water or Wastewater Treatment Plants.
- Purchase of additional water quality monitoring equipment for Water or Wastewater Treatment Plants.
- Additional budget to support Preventative Maintenance Program.

APPENDICIES

Fluoride Options Report Reference Documents

Appendix 1 - Moranbah Drinking Water Quality Management Plan – 2- December 2023

Appendix 2 - Moranbah WTP Daily Test Log Sheet

Appendix 3 - Water Fluoridation Regulation 2020.

Appendix 4 - Work Instruction - Drinking Water Compliance Sample Process (WW-WI-033)

Appendix 5 - Work Instruction – Ordering and Receiving a Shipment of Fluoride (WW-WI-100)

Appendix 6 - Work Instruction – Suspected Fluoride Overdose (WW-WI-101)

Appendix 7 - Work Instruction – Calibration Testing Fluoride (WW-WI-104)

Appendix 8 - Work Instruction – Chemical Handling and Storage (WW-WI-106)

Appendix 9 - Work Instruction – Weekly Fluoride Switch Check Moranbah WTP (WW-WI-127)

Appendix 10 – Fluoride Vat Level Log Sheet – Monthly

Appendix 11 - QLD Water Fluoridation Code of Practice - October 2021

Appendix 12 - QLD Health Form 4D Daily Record Sheet - Saturator Feed

MEETING DETAILS

Ordinary Meeting
Wednesday 23 April 2025

AUTHOR

Jason Grandcourt

AUTHOR POSITION

Manager Waste Services

9.23 REQUEST FOR WAIVER OF WASTE DISPOSAL FEES FROM A NOT-FOR-PROFIT – MORANBAH OP SHOP

EXECUTIVE SUMMARY

The purpose of this report is to consider a request from a Not-For-Profit, Moranbah Op Shop to waive waste disposal fees.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Approves the application from the Moranbah Op Shop (27 Bacon Street, Moranbah) for the waiving of waste disposal fees, with a limit of \$1,000.00 (excluding GST) for the 2024/2025 Financial Year.*

Resolution No.:

Moved: Cr Rachel Anderson **Seconded:** Cr Simon West

That the Committee Recommends that Council:

- Approves the application from the Moranbah Op Shop (27 Bacon Street, Moranbah) for the waiving of waste disposal fees, with a limit of \$1,000.00 (excluding GST) for the 2024/2025 Financial Year.**

Lost

Resolution No.: **W&W0557**

Moved: Cr Rachel Anderson **Seconded:** Cr Simon West

That the Committee requests that the Request for Waiver of Waste Disposal Fees from a Not-For-Profit – Moranbah Op-Shop Report is presented to the Water and Waste Standing Committee Meeting in May 2025 with additional information to be provided with alternative options as discussed by the Committee.

Carried

BACKGROUND

Moranbah Op Shop, located at 27 Bacon Street, Moranbah, is a Not-for-Profit (NFP) supporting the community by providing affordable goods, supporting charitable activities, and promoting environmental sustainability.

Moranbah Op Shop is committed to reducing waste and minimising the amount of material that ends up in local landfills. They achieve this by encouraging the donation and reuse of items and extend the life of products and reduce the community's environmental footprint, however not all items donated to the op shop are salvageable. Some donated items are in such poor condition that they cannot be resold or repurposed, leaving the Op Shop with the responsibility of properly disposing of these materials.

The Moranbah Op Shop made a request seeking Council's support in the form of free or heavily discounted dumping rates for non-salvageable items and that this support would greatly assist them in managing the costs associated with waste disposal, allowing them to focus their resources on our core mission of serving the community and promoting sustainability.

Discussion

Up until recently, the Waste Services Department had no mechanism to recommend the waiving of waste disposal fees. With the recent communications from NFPs providing community support seeking waste disposal fee waiving, a process has been developed that is aligned with Council's policy intent for NFPs.

The applicant has advised Waste Services, that they currently are disposing of approximately 500kg per week, paying \$130 to \$170 per week. That would equate to \$6,760 to \$8,840 per annum.

The maximum amount that can be waived for waste disposal by the Chief Executive Officer under the existing policy is \$1,000. As this request exceeds that limit, this report is to advise Council of the request and amount that can be waived.

If approved, the fee waiving will be administered in accordance with Council's Community In-Kind Support Policy CORP-POL-146. Should approval be granted, this would only apply for 2024/2025 Financial Year and the applicant will be required to re-apply for 2025/2026 Financial Year prior to 30 June 2026.

IMPLICATIONS

As waste disposal fees have not been waived in the past for NFPs, it is important that the implementation of the process is aligned with Council's intent. This report outlines that the activities of the Moranbah Op Shop are aligned with Council's overarching approach to waste management and the recommendation in this report confirms Council's support of Not-for-Profit organisations and the work that they do for the community.

CONSULTATION

- Projects and Contracts Coordinator – Waste Services
- Manager Waste Services
- Director Water and Waste

BASIS FOR RECOMMENDATION

Application aligns with the goals of Isaac Regional Council's Community In-Kind Support Policy CORP-POL-146.

ACTION ACCOUNTABILITY

Manager Waste Services is responsible for the administration of any fee waiving of waste disposal fees on behalf of Council.

KEY MESSAGES

Isaac Regional Council's waiving of waste disposal fees for NFPs contributes towards the ability of NFPs to provide sustainable services to the communities across the region.

Report prepared by:	Report authorised by:
JASON GRANDCOURT	SCOTT CASEY
Manager Waste Services	Director Waste and Waste
Date: 30 March 2025	Date: 31 March 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Kielly Glanville
AUTHOR POSITION	Senior Business Partner – Learning and Development

10.1

AICD TRAINING FOR ELECTED MEMBERS 2024—2028 TERM OF COUNCIL

EXECUTIVE SUMMARY

This report is provided on the request from Resolution No.: 9032 (26 February 2025) point 3 “*requests that a report is presented to Council at the March Ordinary Meeting on AICD Training for Elected Members for the 2024-2028 term of Council*”.

OFFICER’S RECOMMENDATION

That Council:

1. Consistent with the Councillor Professional Development Calendar (presented to Ordinary Meeting, 26 February 2025), affirms its intention to afford each councillor the opportunity to complete the Australian Institute of Company Directors’ Company Directors Course, noting that some councillors have already done so.
2. Extends the same offer to remaining councillors noting that the Mayor and Chief Executive Officer are authorised to approve professional development activities in line with Councillor Support (Expenses Reimbursement) Policy within budgetary limits.

BACKGROUND

The Australian Institute of Company Directors (AICD) is a not-for-profit organisation established to strengthen society by building the governance capability of organisational leaders. The AICD offers a range of tools, education and development courses and programs for senior leaders to improve their governance and leadership capability. The AICD course supports the five pillars of:

- Governance and the practice of directorship
- The legal environment
- Risk and strategy
- Financial literacy and performance
- Achieving board effectiveness.

The course consists of five days of facilitated session with an assessment period (optional) alongside pre-session reading.

A number of Councillors have previously completed the AICD session including current Cr's Vea Vea, Pickels, West and Coleman. If this same opportunity was to be afforded the balance of councillors, it is likely that budget would only accommodate a maximum of two candidates each financial year.

Course options:

Resource Industry Network

The Resource Industry Network (RIN) is currently working on AICD training to be delivered in Moranbah at an approximate course cost of \$9,200 per participant. Whilst the details are currently in the finalisation stage there is a commitment for a five-day workshop to be held mid-August and wrapping prior to 19 September 2025. For this course to be run a commitment of 12 participants is required at present the feel is that this target is obtainable.

Local Government Association Queensland

LGAQ are offering AICD course in Newstead at a current cost of \$8,370 (ex GST) with delivery being over five consecutive days Monday 28 July to Friday 1 August 2025. Additional budget will be required for flights and accommodation.

IMPLICATIONS

Attendance at AICD will exhaust individual Elected Member budget within the relevant financial year, additional budget may be required to accommodate this training to best benefit Elected Members term in office.

CONSULTATION

- Mayor Kelly Vea Vea
- Isaac Regional Council Elected Members
- Chief Executive Officer
- Coordinator Executive Support
- Resource Industry Network

PEOPLE AND CAPABILITY

BASIS FOR RECOMMENDATION

This report seeks Council resolution to support interested Councillors to attend AICD training where the budget can accommodate this training.

ACTION ACCOUNTABILITY

Chief Executive Officer to progress the Councillor development program.

Report prepared by:	Report authorised by:
KIELLY GLANVILLE	CALE DENDLE
Senior People and Capability Business Partner – Learning and Development	Chief Executive Officer
Date: 11 April 2025	Date: 11 April 2025

ATTACHMENTS

- LGAQ AICD Flyer

REFERENCE DOCUMENT

- Councillor Professional Development Matrix



Elevate your board's performance, together.

Company Directors Course™

World-class governance education, in-house.

Strong governance creates strong boards.

It's never been more important for boards to extend their skills and knowledge to meet the challenges of tomorrow. It makes sense that current, relevant learning unlocks your board's potential and inspires more critical perspectives on governance for performance.

For more than 40 years, the AICD's Company Directors Course has been the benchmark in Australian governance education. It is delivered in-house through Board Advance™, a specialist initiative from the AICD providing organisations with ongoing board performance assessment and in-house governance education.

By undertaking the Company Directors Course in-house, your governing team of directors and senior executives are provided with innovative opportunities to build their governance knowledge together.

Interactive learning is structured to promote understanding of contemporary governance topics relevant to your organisation's operating context and to equip leaders with the skills to be more confident and effective.

MEANINGFUL CONTRIBUTION AND REAL ADVANCEMENT.

It's well-established that high performing boards contribute more significantly to society in the areas of social equity and economic prosperity.

Through its courses, the AICD provides critical governance knowledge that underpins improved board productivity and performance.

Improved governance understanding leads to better outcomes, no matter the size or stage of your organisation.

The in-house Company Directors Course is designed to improve your board's performance in three important ways.

STRENGTHENING YOUR BOARD'S GOVERNANCE CAPABILITY.

Understanding of governance may differ between individual board directors, so this course sharpens the focus on consistent and confident decision making. Learning promotes the board and governing team's alignment to a core set of good governance principles and practices which underpin board productivity and performance.

FOSTERING YOUR GOVERNING TEAM'S COHESIVE GROWTH.

Building your governance understanding together improves board cohesion and performance. Developing a shared understanding of good governance through discussion of core governance principles and practical, relevant examples improves learning outcomes and growth as a governing team.

BOOSTING YOUR BOARD'S SECTOR-SPECIFIC EXPERTISE.

Your organisation's specific governance requirements originate from its operating context. Board Advance matches course facilitators with your organisation to ensure a meaningful learning experience, with relevant insights and case studies.

With a dynamic and contextualised approach, your team gains a real edge in governing for performance.





Key Course Themes

The Company Directors Course is delivered in-house through Board Advance, with your organisation's selected participants completing five core content themes in flexible delivery formats.

1	GOVERNANCE AND THE PRACTICE OF DIRECTORSHIP Understand the duties and practices of directorship, and a board's functions and responsibilities.
2	THE LEGAL ENVIRONMENT Analyse the responsibilities and functions of directors and officers and consider the impacts of a changing legal environment on board decision making.
3	RISK AND STRATEGY Examine the board's role in developing a culture appropriate for the risk tolerance of the organisation and explore the board's roles in developing and executing strategy.
4	FINANCIAL LITERACY AND PERFORMANCE Focus on financial literacy for directors and evaluate the board's explicit role in driving organisational performance.
5	ACHIEVING BOARD EFFECTIVENESS Investigate effective decision making, board dynamics, the impact of individual and collective performance and how a constructive board culture can create significant value for an organisation.

FLEXIBLE, IN-HOUSE DELIVERY.

The delivery of in-house governance education through Board Advance is structured to meet your organisation's requirements, while maintaining the integrity of the learning experience.

The learning approach consists of a series of facilitated discussions and interactive case studies that can augment understanding.

The Board Advance Team selects expert facilitators based on their directorship experience in a similar organisation, sector or industry, as well as their ability to engage and connect with participants.

The Company Directors Course will be delivered in a five-day intensive format (Monday to Friday), with each theme taking a full day to complete.

It is essential that all participants commit to the necessary background reading to get the most out of the team learning experience. We also recommend that participants complete the optional individual assessment to consolidate their knowledge.

COURSE INFORMATION

LOCATION: Local Government Association of Queensland (LGAQ) 25 Evelyn Street, Newstead Qld 4006

WHEN: Monday 28 July to Friday 1 August 2025

PARTICIPANT COURSE COST: \$8,370.00 + GST per participant

INVOICING: LGAQ will invoice the participant's Council for the full course fee. The participant is responsible for advising Council of this obligation. Council is responsible for seeking any reimbursement from the participant if applicable. Once a participant has registered for the course, the course fee is strictly non-refundable.

ENQUIRIES: Christina Fenton, AICD, +617 3222 5511

DPD UNITS: This event will earn you 50 DPD points

REGISTRATION: email LGAQregistrations@aicd.com.au

AICD MEMBERSHIP

All registered participants for this course are offered complimentary 12 months membership with AICD.

If you are interested in finding out more about AICD membership, please contact Christina Fenton, or access the [AICD website here](#).

ORDINARY MEETING OF COUNCIL

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Joel Redden
AUTHOR POSITION	Acting Manager Economy and Prosperity

10.2

ST LAWRENCE WETLANDS WEEKEND 2025 – ADDITIONAL FEES AND CHARGES

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of St Lawrence Wetlands Weekend 2025 additional event fees and charges.

OFFICER'S RECOMMENDATION

That Council:

- Adopts the additional fees and charges for the 2025 St Lawrence Wetlands Weekend ticket sales, inclusive of GST:***

Name	Cost Recovery or Non Cost Recovery	Head of Power	GST	2024/25 FY Fee
Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider				
FOOD EXPERIENCES				
The Flakyard's 6 Course Degustation Dining Experience	NCR		Y	\$350.00

- Adds the additional regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' of Council's fees and charges schedule 2024/2025, adopted under Council Resolution No: 9081.***
- Provides delegation to the Chief Executive Officer to set fees and charges for the St Lawrence Wetlands Weekend event, subject to prior consultation with councillors and notification of decisions via a public notice.***

BACKGROUND

The St Lawrence Wetlands Weekend (SLWW) event offers an immersive experience in nature, local produce arts, and culture, set among the St Lawrence wetlands. Since 2008, the event has aimed to raise awareness of the wetlands' importance and beauty, attracting visitors from across Australia to the Isaac Coast.

In 2018, a strategic planning process was initiated to enhance the event's profile as a premier tourism destination and ensure ongoing benefits for the St Lawrence and broader Isaac region. The SLWW has successfully developed a reputation as a renowned tourism event, celebrating themes of tourism, cultural heritage, environment, arts, and local cuisine.

ORDINARY MEETING OF COUNCIL

The event is organised by the Isaac Regional Council in collaboration with key stakeholders and the local community, supported by event partners.

Fees and Charges

Fees and charges for the SLWW are adopted annually via council resolution. The fees and charges for the 2025 SLWW were adopted as part of Council's Fees and Charges Schedule 2024/25 on 26 March 2025 under Council Resolution No. 9081.

In addition to Council's fees and charges, a number of external providers who deliver experiences at the event, set their own fees and receipt income for these services separate to Council processes.

Additional Fees and Charges - the Flakyard's 6 Course Degustation Dining Experience

At previous years events, the 6 Course Degustation Dining Experience offered by the Flakyard has been one of these experiences in which the supplier has set and receipted their own fees.

The supplier of this experience has been unable to proceed on this basis for this year's event due to changes to their business structure and permitting requirements. To ensure the experience is provided at this year's event it is proposed that Council will recover the fees for this event, with the experience to be provided in Council's Fees and Charges Schedule 2024/25 accordingly.

IMPLICATIONS

Reputational

The Flakyard's 6 Course Degustation Dining Experience is one of the highlight experiences of the SLWW. The event showcases authentic local produce and Australian native ingredients and aligns with the event's content pillars, mission, vision, objectives, and values. There is a reputational risk to the SLWW if the experience is not provided at this year's event.

Financial and Resourcing

Council's management of the fees and charges for this experience raises minimal financial and/or resourcing risk to Council due to the popularity and attendance of the event in recent years. The fee proposed will ensure that Council is able to afford the supplier and achieve cost-neutrality for the experience. Resourcing impacts will be minimal as the supplier will continue to manage the logistics to deliver the experience. Council does take on the risk that if the experience was to be underattended that Council may not achieve cost-neutrality, however this is considered unlikely due to the popularity of the event in recent years.

Statutory Obligation

Council fees are obligated to be endorsed and published, and the report will meet statutory requirements.

CONSULTATION

Internal

Director Planning Environment and Community Services
St Lawrence Wetlands Weekend Strategic Planning Working Group
Economy and Prosperity Department
Manager Advocacy and External Affairs
Manager Budgets and Statutory Reporting

ORDINARY MEETING OF COUNCIL

BASIS FOR RECOMMENDATION

The basis for recommendation is to ensure Council's compliance for St Lawrence Wetlands Weekend event.

ACTION ACCOUNTABILITY

The Economy and Prosperity team to prepare the ticketing website for release of the tickets and work with the Brand Media and Communications team to deliver aligned marketing and communications for the event. The Finance department to add to the 2025 St Lawrence Wetlands Weekend event's Fees and Charges.

KEY MESSAGES

Continuous improvement towards achieving return on investment for the St Lawrence Wetlands Weekend event coupled with ongoing strategic planning and review will improve delivery outcomes in maximising benefit and minimising impacts.

Report prepared by:	Report authorised by:
JOEL REDDEN Acting Manager Economy and Prosperity	MICHAEL ST CLAIR Acting Director Planning, Environment and Community Services
Date: 07 April 2025	Date: 07 April 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- St Lawrence Wetlands Weekend – Business Plan on a page

MEETING DETAILS

Ordinary Meeting
Wednesday 23 April 2025

AUTHOR

Peta Eyschen

AUTHOR POSITION

Manager Governance and Corporate Services

10.3

**AUDIT AND RISK COMMITTEE MEETING MINUTES -
17 MARCH 2025**

EXECUTIVE SUMMARY

The purpose of this report is to present the unconfirmed minutes of the Audit and Risk Committee (the Committee) meeting held on Monday, 17 March 2025 and propose that the recommendations are adopted.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the Minutes of the Audit and Risk Committee meeting held on 17 March 2025.**
- 2. Adopts the key recommendations of the Audit and Risk Committee on 17 March 2025, namely:**
 - a. That ELT undertake critical review of the outstanding actions of the Consolidated External and Internal Audit Register prior to the May committee meeting;**
 - b. That where items of high risk remain overdue on the Consolidated External and Internal Audit Register, the relevant Director is to attend the May committee meeting and present a status update;**
 - c. That the Manager Governance and Corporate Services schedule calendar invitations as per the 2025 Calendar of Meetings for the audit and Risk Committee;**
 - d. That the Annual Self-Assessment survey be reviewed and potentially shortened;**
 - e. That steps be taken to hold a future planning session for Committee Members.**

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 17 March 2025 for their first scheduled meeting for the 2025 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 functions.

CONSULTATION

Audit and Risk Committee Chair

Chief Executive Officer

Director Corporate, Governance and Financial Services

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: PETA EYSCHEN Manager Governance and Corporate Services Date: 15 April 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 16 April 2025
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ATTACHMENTS

- CONFIDENTIAL – Unconfirmed Minutes – Audit and Risk Committee Meeting 17 March 2025

REFERENCE DOCUMENT

Nil

**UNCONFIRMED MINUTES FOR THE
AUDIT AND RISK COMMITTEE
OF ISAAC REGIONAL COUNCIL
HELD TUESDAY, 17 MARCH 2025
COUNCIL CHAMBERS, MORANBAH**

**AUDIT AND RISK COMMITTEE MEETING OF
ISAAC REGIONAL COUNCIL
HELD ON TUESDAY, 17 MARCH 2025
COUNCIL CHAMBERS, MORANBAH
OR MICROSOFT TEAMS**

1. WELCOME/OPENING MEETING

The Chairperson declared the meeting open, the time being 9:00am and welcomed all in attendance.

2. ATTENDANCE

Committee Members (Voting):

Mr Stephen Coates	Independent Chairperson (Sustainable Strategy Deployment)
Mr Peter Sheville	External Member (PSSP Company Limited) (via Teams)
Ms Kerry Phillips	External Member
Cr Jane Pickels	Deputy Mayor (Division 6)
Cr Melisaa Westcott	Councillor (Division 3)

OBSERVERS

Mr Cale Dendle	Chief Executive Officer (via teams)
Mr Darren Fettell	Director Corporate, Governance and Financial Services
Ms Peta Eyschen	Manager Governance and Corporate Services
Ms Eva Syminton	Governance Officer – Administration (Minute Secretary)
Mrs Dannette Barfield	Acting Senior Governance Officer (Minute Secretary)
Ms Megan Manuel	QAO (via teams)
Mr Robert Pita	Pitcher Partners (via teams)
Mr Dan Colwell	Pitcher Partners (via teams)
Mr James Turner	OCM (via teams)
Mr Wayne Gorrie	OCM (via teams)

MEETING MINUTES

17 March 2025

3. APOLOGIES

Resolution No.: AR25/101

Action:

Mover:

Seconded:

That the Audit and Risk Committee:

- Committee notes that there are no apologies.***

Carried

4. DECLARATION OF CONFLICT OF INTEREST

No conflicts of interest declared for this meeting.

NOTE:

The Committee 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 OF THE AUDIT AND RISK COMMITTEE

5.1 Minutes of the Audit and Risk Committee from Monday, 12 November 2024

Receipt and confirmation of minutes from the Audit and Risk Committee Meeting held on Monday, 12 November 2024, at the Council Chambers, Batchelor Parade, Moranbah.

Resolution No.: AR25/102

Action:

Minute Secretary

Mover:

Cr Pickles

Seconded:

Peter Sheville

That the Audit and Risk Committee recommends:

- To confirm the Minutes of the Isaac Regional Council Audit and Risk Committee Meeting held on Monday, 12 November 2024 at Isaac Regional Council, Council Chambers, Batchelor Parade, Moranbah.***

Carried

MEETING MINUTES

17 March 2025

6. BUSINESS ARISING FROM MINUTES / PREVIOUS MEETING

6.1 Matters arising from minutes – General verbal discussion

Resolution No.: AR25/103	Action:
Mover:	Seconded:
That the Audit and Risk Committee recommends:	
1. <i>To receive and note the verbal update provided on matters arising from the previous meeting minutes.</i>	
Carried	

6.2 Action List for noting

The Audit and Risk Committee noted the status update on Actions and the completed items as per the items on the agenda.

Resolution No.: AR25/104	Action:	Darren Fettell
Mover: Peter Sheville	Seconded:	Cr Westcott
That the Audit and Risk Committee recommends:		
1. <i>The attachment "Audit and Risk Action Item List" be received and noted.</i>		
Carried		
Action:		
<ul style="list-style-type: none">• Committee requests the Budget preparation guidelines be circulated out of session as per November meeting action item AR25/071.		

6.3 Audit and Risk Committee Annual Work Plan

Resolution No.: AR25/105	Action:
Mover: Peter Sheville	Seconded: Cr Westcott
That the Audit and Risk Committee recommends:	
1. <i>That the attached Audit and Risk Committee Annual Work Plan be received and noted.</i>	
Carried	

MEETING MINUTES

17 March 2025

7. CONTROLLED ENTITIES/COMMUNITY BOARDS

7.1 IAHT Annual Presentation from Isaac Affordable Trust Representative

Resolution No.:	AR25/106	Action:	Cale Dendle
Mover:	Kerry Phillips	Seconded:	Cr Westcott
That the Audit and Risk Committee recommends:			
1. That the IAHT Annual Presentation from the Isaac Affordable Trust Representative be received and noted.			
			Carried

7.2 MELC Annual Presentation from Moranbah Early Learning Centre Board of Representatives (Cale Dendle)

Resolution No.:	AR25/107	Action:	
Mover:	Kerry Phillips	Seconded:	Cr Pickles
That the Audit and Risk Committee recommends:			
1. That the MELC Annual Presentation from Moranbah Early Learning Centre Representative be received and noted.			
			Carried
Notes:			
<ul style="list-style-type: none">• Committee noted that a simplified balance sheet would be beneficial.			

7.3 Controlled Entities/community boards- Isaac Affordable Housing Trust – Financial Report as at 31 January 2025 (Cale Dendle)

Resolution No.:	AR25/108	Action:	IAHT Board
Mover:	Kerry Phillips	Seconded:	Cr Pickles
That the Audit and Risk Committee recommends:			
1. That the Isaac Affordable Housing Trust Financial Report as at 31 January 2025 be received and noted.			
			Carried

MEETING MINUTES

17 March 2025

Notes:

- Report to include cover page with summary of overarching operations in future IAHT Financial statement reports
- Committee is seeking clarification around the accounting policy for the \$1.3 million grant. Does the policy clarify whether the grant represents actual income year-to-date and determine if additional funds are expected in the future.
- Committee recommends reviewing the accuracy of current assets and current liabilities as a reflection of working capital. Specifically, it is important to identify the principal loan repayments due in the next twelve months and clarify why they are not shown as current liabilities.
- Committee recommends that the reports should have the budget and prior period comparatives for readability.
- Committee recommends that the list of properties be removed from the face of the statements and just include the totals with list as a note.

7.4 Controlled Entities/Community Boards – Moranbah Early Learning Centre - Financial Report Representative (Cale Dendle)

Resolution No.: AR25/109 Action: MELC Board

Mover: Kerry Phillips Seconded: Cr Pickles

That the Audit and Risk Committee recommends:

1. *That the Moranbah Early Learning Centre Financial Report as at 31 January 2025 be received and noted.*

Carried

Notes:

- Committee noted that it would be beneficial to have notes against line items and specific variances in the report.
- Report to inclusion of cover page with summary of the overarching operations in future MELC Financial statement reports.

8. LEGAL AND LEGISLATIVE MATTERS

8.1 CEO Update on Emerging Issues

Resolution No.: R25/110	Action:
Mover: Kerry Phillips	Seconded: Cr Westcott
That the Audit and Risk Committee recommends:	
1. <i>That the report by the Chief Executive Officer on current and emerging issues be received and noted.</i>	
Carried	

8.2 Legal and Legislative Matters – Verbal update by exception

Resolution No.: AR25/111	Action:
Mover: Peter Sheville	Seconded: Cr Pickles
That the Audit and Risk Committee recommends:	
1. <i>That the verbal update by the Chief Executive Officer on Legal and Legislative matters be received and noted.</i>	
Carried	

8.3 Draft QAO Report – Insight on Audit Committee’s in Local Government – Verbal Update (Cale Dendle)

Resolution No.: AR25/112	Action:
Mover: Peter Sheville	Seconded: Cr Pickles
That the Audit and Risk Committee recommends:	
1. <i>That the verbal update by the Chief Executive Officer on the Draft QOA Report ‘Insite on Audit Committee’s in Local Government’ be received and noted.</i>	
Carried	

Cale Dendle exited the meeting via teams at 9.40am.

MEETING MINUTES

17 March 2025

9. SAFETY AND RESILIENCE

9.1 Safety and Resilience Update

Resolution No.: AR25/114	Action:
Mover: Cr Westcott	Seconded: Kerry Phillips
That the Audit and Risk Committee recommends:	
1. <i>That the Safety and Resilience and Disaster Management Update be received and noted.</i>	
Carried	
Notes:	
<ul style="list-style-type: none">• General discussion regarding the benefits of a risk-based focus and psychosocial risk analysis in future reporting.	

Trudi Liekefett entered the chambers at 9.44am.

10. PEOPLE AND CAPABILITY

10.1 People and Capability Update

Resolution No.: AR25/113	Action:
Mover: Kerry Phillips	Seconded: Cr Pickles
That the Audit and Risk Committee recommends:	
1. <i>To receive and note the People and Capability status report.</i>	
Notes:	
<ul style="list-style-type: none">• General Discussion about the risk exposure from long term vacancies.	
Carried	

Trudi Liekefett left the chambers at 9.59am.

MEETING MINUTES

17 March 2025

11. EXTERNAL AUDIT

11.1 Client Strategy (Pitcher Partners)

Resolution No.:	AR25/115	Action:	
Mover:	Cr Pickles	Seconded:	Kerry Phillips
That the Audit and Risk Committee recommends:			
1. <i>That the Isaac Regional Council Audit Briefing Paper as at 6 March 2025 be received and noted.</i>			
2. <i>That the External Audit Plan for Isaac Regional Council for the financial year ending 30 June 2025 be received and noted.</i>			
			Carried
Notes:			
<ul style="list-style-type: none">• General verbal discussion regarding the regional management water quality audit.• General verbal discussion regarding AI and its risks and benefits.			

Break for Morning Tea at 10.10am.

James Turner, Wayne Gorrie Teams, Megan Manuel, Dan Colwell and Robert Pita re-entered the meeting (via teams) at 10.22am.

Meeting recommenced at 10.25am.

12. INTERNAL AUDIT

12.1 Internal Audit Progress Update

Resolution No.:	AR25/116	Action:	Manager Governance/ ELT
Mover:	Peter Sheville	Seconded:	Kerry Phillips
That the Audit and Risk Committee recommends:			
1. <i>That the Internal Audit Progress Update Report be received and noted.</i>			
			Carried
Notes:			

MEETING MINUTES

17 March 2025

- Each Committee member provided recommendations to OCM regarding the Annual Internal Audit Plan agreeing that assurance mapping should be a focus.
- Critical Review of outstanding actions to be circulated out of session following ELT review.
- Presentation required at next meeting for outstanding high-risk items.
- OCM's follow up of Open Audit Actions report to be circulated out of session.

13. GOVERNANCE and RISK MANAGEMENT

13.1 Governance Update

Resolution No.: AR25/117

Action:

Mover: Kerry Phillips

Seconded: Cr Pickles

That the Audit and Risk Committee recommends:

1. *That the Governance Update Report be received and noted.*

Carried

Jason Rivett entered the Chambers at 10.56am.

13.2 Consolidated External and Internal Audit Register Update

Resolution No.: AR25/118

Action:

Mover: Cr Westcott

Seconded: Peter Sheville

That the Audit and Risk Committee recommends:

1. *That the Consolidated External and Internal Audit Register Update Report be received and noted.*

Carried

13.3 Proposed Calendar of Meetings

Resolution No.: AR25/119

Action:

Mover: Cr Pickles

Seconded: Kerry Phillips

MEETING MINUTES

17 March 2025

That the Audit and Risk Committee recommends:

1. *That the 2025 Calendar of Meetings and Deadlines for the Audit and Risk Committee be adopted as per discussions and dates listed below.*
 - 19 May 2025
 - 21 August 2025
 - 29 September 2025
 - 10 November 2025
2. *That the Manager Governance and Corporate Services schedule calendar invitations as per the 2025 Calendar of Meetings for the Audit and Risk Committee.*

Carried

13.4 External Member Recruitment

Resolution No.: AR25/120

Action:

Mover: Cr Westcott

Seconded: Cr Pickles

That the Audit and Risk Committee recommends:

1. *That the External Member Recruitment be received and noted.*

Carried

13.5 Risk Management Update

Resolution No.: AR25/121

Action:

Mover:

Seconded:

That the Audit and Risk Committee recommends:

1. *That the Risk Management Update be received and noted.*

Carried

Notes:

- General discussion and question regarding awareness of use of AI and minimising risk to Isaac Regional Council.

MEETING MINUTES

17 March 2025

13.6 Risk Management Maturity Assessment Presentation

Resolution No.: AR25/135	Action:
Mover: Cr Pickles	Seconded: Peter Sheville
That the Audit and Risk Committee recommends:	
1. <i>That the Risk Management Maturity Assessment be received and noted.</i>	
Carried	

13.7 Emerging Risk/Ongoing Issues – General Verbal Discussion

Resolution No.: AR25/122	Action:
Mover:	Seconded:
Notes:	
• DEFERRED to future meeting.	
Carried	

14. FINANCIAL COMPLIANCE and INTERNAL CONTROLS

14.1 Financial Statements as 31 January 2025

Resolution No.: AR25/123	Action:
Mover: Peter Sheville	Seconded: Cr Westcott
That the Audit and Risk Committee recommends:	
1. <i>Receive the statutory financial and treasury reports for the period ending 31 January 2025.</i>	
Carried	

14.2 Financial Performance Monitoring – Analytics Oct 2024-Jan2025

Resolution No.: AR25/124	Action:
Mover: Kerry Phillips	Seconded: Peter Sheville

MEETING MINUTES

17 March 2025

That the Audit and Risk Committee recommends:

- To receive and note the status report.*

Carried

14.3 Insurance Update

Resolution No.: AR25/125

Action:

Mover: Kerry Philips

Seconded: Cr Pickels

That the Audit and Risk Committee recommends:

- That the Insurance Update Report be received and noted.*

Carried

14.4 Early Close – Asset Capitalisations

Resolution No.: AR25/126

Action:

Mover: Kerry Phillips

Seconded: Peter Sheville

That the Audit and Risk Committee recommends:

- Receive and endorse the report.*

Carried

14.5 2024/2025 2nd Quarter Budget Review

Resolution No.: AR25/127

Action:

Mover: Kerry Phillips

Seconded: Cr Westcott

That the Audit and Risk Committee recommends:

- That the proposed revised budget for 2024/2025 be received and noted.*

Carried

Notes:

MEETING MINUTES

17 March 2025

- Committee recommends that more information be given in regard to the watching brief points raised, potential further comments around how further is to be managed.

15 OPERATIONAL PROJECT DELIVERY

15.1 Digital Strategy Program Update

Resolution No.: AR25/128 Action:
Mover: Peter Sheville Seconded: Cr Pickles

That the Audit and Risk Committee recommends:

1. *Receives and notes the Digital Strategy Program update*

Carried

Scott Casey and Rob Perna entered the chambers at 11.25am.

Daniel Wanger entered meeting via Teams at 11.30am.

16 CAPITAL PROJECT DELIVERY & MAJOR PROJECT RISKS

16.1 Capital Project Delivery – Completion v Budget

Resolution No.: AR25/129 Action:
Mover: Kerry Phillips Seconded: Cr Pickles

That the Audit and Risk Committee recommends:

1. *That the status report be received and noted.*

Carried

16.1.1 Capital Project Delivery – Corporate, Governance and Financial Services

Resolution No.: AR25/130 Action:
Mover: Peter Sheville Seconded: Kerry Phillips

That the Audit and Risk Committee recommends:

MEETING MINUTES

17 March 2025

- 1. That the Capital Expenditure status report for the Corporate, Governance and Financial Services Directorate as at 24 January 2025 be received and noted.**

Carried

Peta Eyschen exited the Chambers at 11.38am.

16.1.2 Capital Project Delivery – Planning, Environment and Community Services

Resolution No.: AR25/131

Action:

Mover: Cr Westcott

Seconded: Kerry Phillips

That the Audit and Risk Committee recommends:

- 1. That the status report be received and noted.**

Carried

Peta Eyschen entered the Chambers at 11.42am.

Daniel Wagner (via teams) exited meeting at 11.42 am.

16.1.3 Capital Project Delivery – Water and Waste

Resolution No.: AR25/132

Action:

Mover: Peter Sheville

Seconded: Cr Pickles

That the Audit and Risk Committee recommends:

- 1. That the status report be received and noted.**

Carried

16.1.4 Capital Project Delivery – Engineering and Infrastructure

Resolution No.: AR25/133

Action:

Mover: Cr Pickles

Seconded: Kerry Phillips

That the Audit and Risk Committee recommends:

- 1. That the status report be received and noted.**

MEETING MINUTES

17 March 2025

Carried

Rob Perna, Scott Casey and Jason Frost exited the chambers at 11.54am.

Wayne Gorrie left via teams at 11.59am.

17 GENERAL BUSINESS

17.1 Audit and Risk Committee Annual Self-Assessment

Resolution No.: AR25/134

Action:

Mover: Stephen Coates

Seconded: Peter Sheville

That the Audit and Risk Committee recommends:

- 1. That the Audit and Risk Committee Annual Self-assessment survey findings report be received and noted.*
- 2. Committee suggested the annual self-assessment survey be reviewed and potential shortened.*
- 3. Committee suggests that a Planning session be held for Audit Members.*

Notes:

- Members suggest site visits and planning days.
- Elected members to engage further with reports to council, similar to Gladstone.

Carried

17.3 Committee Member Feedback – Deferred to next meeting

Resolution No.: AR25/136

Action:

Mover:

Seconded:

Carried

Note:

- Deferred to next meeting.

18 NEXT MEETING & CLOSURE

18.1 Next Meeting – Monday, 19 May 2025 to commence at 9.00am.

There being no further business the Chair closed the meeting at 12:05pm.

MEETING DETAILS	Ordinary Meeting Wednesday 23 April 2025
AUTHOR	Maria Borg
AUTHOR POSITION	Senior Disaster and Emergency Resilience Partner

10.4

LOCAL DISASTER MANAGEMENT GROUP MEETING MINUTES

EXECUTIVE SUMMARY

This report is to present the Local Disaster Management Group (LDMG) meeting minutes from 27 March 2025.

OFFICER'S RECOMMENDATION

That Council:

1. ***Receives the minutes from the Local Disaster Management Group meeting held on 27 March 2025.***

BACKGROUND

In accordance with Section 38 of the *Disaster Management Act 2003*, members of the Isaac LDMG are required to meet every six months as a minimum.

IMPLICATIONS

Nil

CONSULTATION

- Local Disaster Management Group
- Local Disaster Coordinator
- Senior Disaster and Emergency Resilience Partner

BASIS FOR RECOMMENDATION

Consideration and noting the Local Disaster Management Group meeting minutes for 27 March 2025.

ACTION ACCOUNTABILITY

Disaster Management Officer to send confirmed minutes to all members of the Isaac Local Disaster Management Group.

KEY MESSAGES

Regular reporting to meet good Governance.

Report prepared by: MARIA BORG Senior Disaster and Emergency Resilience Partner Date: 16 April 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 16 April 2025
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ATTACHMENTS

- Attachment 1 – Local Disaster Management Group Meeting Minutes – 27 March 2025

REFERENCE DOCUMENT

Nil.

MEETING MINUTES

LOCAL DISASTER MANAGEMENT GROUP

DATE	Thursday, 27 March 2025	START TIME	10.30 am
LOCATION	Disaster Management Complex		
CHAIR	LDMG Chairperson, Mayor Kelly Vea Vea		
SECRETARY	Maria Borg		

1. OPENING OF MEETING

1.1 The Chair will open the meeting and confirm Local Disaster Management Group attendance

1.2 Acknowledgment of Traditional Owners

2. ATTENDANCE

2.1 Apologies were received for the following people:

AGENCY	NAMES
Isaac Regional Council	Cr Jane Pickels Cale Dendle
State Emergency Service	Michael Young
Queensland Police Service	Adam Dyer
Queensland Fire Department	Sven Diga Geoff Dimond
Queensland Health – Mackay HHS	Lee Hazelwood
Queensland Reconstruction Authority	Chris Baker
Peabody	John Anger
Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts	Helen Styles
North Queensland Primary Health Network	Karin Barron

2.2 Introduction of all attendees

AGENCY	NAMES
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MEETING MINUTES

LOCAL DISASTER MANAGEMENT GROUP

Isaac Regional Council	Mayor Kelly Vea Vea Cr Viv Coleman Darren Fettell Daniel Wagner Maria Borg
Queensland Health – Mackay HHS	Melanie Hornery
State Emergency Service	Brandon Goode
Queensland Police Service	Supt Dean Cavanagh Sgt Jaella Christensen Sgt Aaron Rankin Josh McAnulty
Anglo American	Kristy Purdon Angela van Vuuren
BHP	Ben Randazzo
Bravus Mining	Michael Heap
Queensland Reconstruction Authority	Siobhan Hessing (proxy for Chris Baker)
Red Cross	Kay Drabsch
QPM Energy	Tim McIntyre
North Queensland Primary Health Network	Colleen Watkins

3. CONFIRMATION OF PREVIOUS MINUTES

3.1 The Local Disaster Management Group will review and confirm the minutes from previous minutes held on Thursday, 31 October 2024.

The minutes were accepted.

4. OUTSTANDING ACTIONS FROM PREVIOUS MEETING

No outstanding actions.

MEETING MINUTES

LOCAL DISASTER MANAGEMENT GROUP

5. CORRESPONDENCE

5.1 Incoming Correspondence

- IGEM – [2023-24 Severe Weather Season Review](#)
- IGEM – 2024 Disaster Management Plan Assessment (consultation and briefing paper)
- BOM – Flood Warning Infrastructure, notification of site acquisition

5.2 Outgoing Correspondence

- Nil

6. NEW AGENDA ITEMS

6.1 Bushfire Mitigation Planning – Brandon Goode, Isaac Regional Council

- Over view of bushfire mitigation 2024 activities across the region with 340Ha managed, 258 Ha burnt, residual risk 8%.
- Introduction of the internal regional Bush Fire Mitigation plan, which is about to go out for consultation.
- Implementation of the [IRC Roadside Burning Policy and Application](#) – for vegetation management activities at Council managed assets, including road reserves and stock routes.

6.2 Local Disaster Management Plan review – Maria Borg

- Annual review of the LDMP to commence, aiming for endorsement by the LDMG at the July meeting.
- Inclusion of information about flood modelling
- LDMG review of Severe Weather and Bushfire Sub Plans

ACTION: Local Disaster Management Plan to be sent out to the LDMG for review and feedback.

7. STANDING AGENDA ITEMS

7.1 Mackay District Disaster Management Group update – QPS Superintendent Dean Cavanagh

- Focus on prevention and preparedness and keeping people in their home to reduce risk at a local and district level.
- Critical infrastructure to keep people from being displaced – power, water and supply routes to keep groceries on shelves.

LOCAL DISASTER MANAGEMENT GROUP

- Preparing a vulnerability brief and working with LDMG's to understand critical infrastructure, and the predicted impacts various weather events have, and work towards developing plans to mitigate risk and resupply.

7.2 Mackay District Disaster Management Executive Officer update – Sgt Jaella Christensen

- Potential establishment of a resupply working group following lessons learnt from recent flooding events in Cairns where all access was cut, limiting food delivery to the north with only 18% food supply delivered.
- Look to pre-position resources before severe weather events.
- Mining camp food supply has potential to be impacted also.

7.3 Disaster Management Training – Josh McAnulty, QPS Emergency Management Coordinator

- Queensland Disaster Management Arrangements (QDMA) training scheduled every 2 years recommended for members to refresh their QDMA.
- Training can be completed face to face or online via the [Learning Management System](#) – LDMG members who require access can reach out for assistance.
- Other Recovery and Resupply training to be scheduled during
- Next QDMA training scheduled for 10 April in Moranbah.

7.4 Agency Updates – Core Members

- **Queensland Ambulance Service – Luke Allen, QAS OIC Moranbah**
NIL update provided. Agency representative was unable to attend.
- **Queensland Fire Department – Geoff Dimond, QFD Inspector**
NIL update provided. Agency representative was unable to attend.
- **Queensland Police Service – Aaron Rankin, QPS Moranbah Station**
New officers in region, would like senior QPS staff to complete QDMA training.
- **Queensland Health (MHHS) – Lee Hazelwood, Emergency Management Coordinator**
NIL update provided. Agency representative was called away during the meeting.

7.5 Isaac LDMG Update – Darren Fettell, Local Disaster Coordinator

- Concerning to see vandalism Flood monitoring network vandalism across the region, with considerations being discussed to mitigate in the future with public notification to be issued.
- Acknowledgement and thanks is extended to Alexis Coutts, former Deputy Local Disaster Coordinator, for her valuable contributions to the LDMG over the past few years, prior to her recent resignation from Council.
- Acknowledgement and thanks to Daniel Wagner, Local Recovery Coordinator who is also leaving Council in the next few weeks.

MEETING MINUTES

LOCAL DISASTER MANAGEMENT GROUP

- Progression of Council Emergency Management and Business Continuity Plan.

7.6 Isaac LDMG Recovery Update – Daniel Wagner, Local Recovery Coordinator

- Acting director prior to permanent to role as Director Planning, Environment and Community Services team, who will then assume role as Local Recovery Coordinator.
- Looking to appoint a Deputy Local Disaster Coordinator from within the department.
- Thanks to Maria for getting Frontline Service team members trained for LDMG and Recovery events.
- Flood modelling works are progressing, including updated flood studies and amendments to Councils planning scheme to follow.

7.7 Agency updates, by exception – Advisory Members

Australian Red Cross – Kay Drabsch

New representative for the agency, Sam Savage who has 10 years' experience.

Interested in the refocus on 'sheltering in place', and the probable impacts this has on Red Cross and the definitions of evacuation centres.

BHP – Ben Randazzo

Fire breaks and inspections completed around the Moranbah Airport.

Impacts to airport operations during TC Alfred with 98% flights incoming from Brisbane.

Working with Department Home Affairs to conduct a review of security arrangements following security incident in Melbourne recently, meeting with the regulator and engaging a consultant for additional input.

Conducting a mock exercise in August/September with agency participation welcomed.

QPM Energy

Vegetation management is maintained for well sites and tracks. Weather conditions has made it difficult to manage, and assistance provided by Anglo American in the field when needed.

Community Recovery, Department of Local Government, Water and Volunteers (Submitted by Helen Styles)

Community Recovery's operations in NQ and FNQ from Jan/Feb flood event have scaled right back to a skeleton team. Operations in SEQ from ex-TC Alfred are ongoing. Despite this, we have the required capacity and stand ready to support Mackay should recovery operations be required this wet season.

8. GENERAL BUSINESS

8.1 Attendees invited to raise general business.

MEETING MINUTES

LOCAL DISASTER MANAGEMENT GROUP

9. MEETING CLOSE

Mayor Kelly Vea Vea thanked everyone for their attendance, and called the meeting closed at 11.30am.

10. APPROVAL

These minutes are recorded as true and correct.

SIGNED

DATE

LDMG Chairperson, Mayor Kelly Vea Vea

DRAFT

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