

NOTICE OF MEETING

Dear Committee Members

You are requested to attend the following meeting of Council.

**COMMUNITY SERVICES
STANDING COMMITTEE MEETING OF
ISAAC REGIONAL COUNCIL**

TO BE HELD ON
TUESDAY, 10 MARCH 2026
COMMENCING AT 1.00PM

**ISAAC REGIONAL COUNCIL
MORANBAH COUNCIL CHAMBERS**

CALE DENDLE
Chief Executive Officer

HEIDI ROBERTS
Committee Officer
Director Community Services

Committee Members:
Cr Viv Coleman (Chair)
Mayor Kelly Veal
Cr Melissa Westcott
Cr Alaina Earl
Cr Terry O'Neill

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](#).

**COMMUNITY SERVICES
STANDING COMMITTEE MEETING
OF ISAAC REGIONAL COUNCIL
TO BE HELD ON
TUESDAY 10 MARCH 2026
COUNCIL CHAMBERS,
MORANBAH**

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

TABLE OF CONTENTS

1. OPENING OF MEETING

2. APOLOGIES

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONFIRMATION OF MINUTES

Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 1.00pm on Tuesday, 10 February 2026.

5. OFFICER REPORTS

5.1

MINOR COMMUNITY GRANTS FEBRUARY 2026

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a monthly report is provided to Council detailing the minor grants approved under delegation by the Manager Community and Cultural Services.

This report summarises all minor grants, school bursaries and individual or team development grants approved under delegation for the period 1 February to 28 February 2026.

5.2

OUT OF ROUND MAJOR GRANT APPLICATION – DYSART COMMUNITY SUPPORT (AUSPICING FOR VARIETY) – PORK N PINT RACES

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided

TABLE OF CONTENTS

to Council detailing the major grants applied for during the previous three months for councils' determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the major grant received out of round of the Community Grants Program for FY2025-2026.

5.3 OUT OF ROUND MAJOR GRANT APPLICATION – ARTSLINK CLERMONT

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided to Council detailing the major grants applied for during the previous three months for councils' determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the major grant received out of round of the Community Grants Program for FY2025-2026.

5.4 OUT OF ROUND MAJOR GRANT APPLICATION – MINING ENERGY UNION MORANBAH

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided to Council detailing the major grants applied for during the previous three months for councils' determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the major grant received out of round of the Community Grants Program for FY2025-2026.

5.5 ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE UNCONFIRMED MINUTES – 7 NOVEMBER 2025

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the Isaac Arts and Cultural Advisory Committee meeting held on 7 November 2025 and presents committee recommendations for consideration.

TABLE OF CONTENTS

5.6 ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES – 20 FEBRUARY 2026

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee provide recommendations to Council about the implementation of arts related policies, plans and the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the Isaac Arts and Cultural Advisory Committee meeting held on 20 February 2026 and presents committee recommendations for consideration.

5.7 COMMUNITY AND CIVIC EVENTS - MONTHLY EVENT CALENDAR UPDATE TO COUNCILORS

EXECUTIVE SUMMARY

The report outlines a proposal to provide all Councillors with a month in advance summary of upcoming events and activities being programmed across the wider Isaac region targeted at all cohorts in the Isaac community.

This report aligns with Council's Corporate Plan Strategic Theme: Engaged Communities. Priority 4: We will encourage a diversity of community events and arts programs to innovatively use our places and spaces; and Priority 5: We will encourage our communities to embrace opportunities for participation in events, arts and creative experiences which celebrate our stories, cultures, and identities.

5.8 DEVELOPMENT APPLICATION SEEKING A DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE – SERVICE STATION AT 19 CEMETERY ROAD, NEBO, DESCRIBED AS LOT 42 ON WHS349

EXECUTIVE SUMMARY

This report is presented to Council to decide a Development Application that has been made by Paluma Road Pty Limited c/- Jewell Planning for a Development Permit for Material Change of Use – Service Station at 19 Cemetery Road, Nebo, described as Lot 42 on WHS349.

5.9 MACKAY ISAAC TOURISM QUARTERLY REVIEW

EXECUTIVE SUMMARY

This report seeks to provide Mackay Isaac Tourism's (MIT) 2025/2026 Partner Reporting updates to Council for its information.

TABLE OF CONTENTS

5.10

**COMMUNITY SERVICES FY2025_2026 CAPITAL PROJECTS
PROGRESS REPORT AS AT 26 FEBRUARY 2026**

EXECUTIVE SUMMARY

This report is to provide an update to Council on the delivery of the Community Services 2025-2026 Capital Works Program.

6. GENERAL BUSINESS

7. CONCLUSION



UNCONFIRMED MINUTES

COMMUNITY SERVICES
STANDING COMMITTEE
MEETING OF
ISAAC REGIONAL COUNCIL

HELD ON
TUESDAY, 10 FEBRUARY 2026

COMMENCING AT 1.00PM

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 10 FEBRUARY 2026

Table of Contents	Page
1. Opening	4
2. Apologies and Leave of Absences	4
3. Declaration of Conflicts of Interest	4
4. Confirmation of Minutes	4
5. Officer Reports	5
6. General Business	14
7. Conclusion	14

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
COMMUNITY SERVICES
STANDING COMMITTEE MEETING

HELD IN COUNCIL CHAMBERS, MORANBAH

ON TUESDAY 10 FEBRUARY 2026 COMMENCING AT 1.00PM

ATTENDEES

Cr Viv Coleman, Division Eight Chair (*Via Videoconference*)
Cr Terry O'Neill, Division One
Cr Alaina Earl, Division Five
Cr Melissa Westcott, Division Three

**COMMITTEE
APOLOGIES**

Mayor Kelly Vea Vea

OBSERVERS

Cr Vern Russell, Division Two

OFFICERS PRESENT

Ms Heidi Roberts, Director Community Services
Mr Mick St Clair, Manager Planning and Environment
Ms Nishu Ellawala, Manager Community Education and Compliance
Mr Scott Jarvis, Manager Community and Cultural Services
Mr Mark Davey, Program Manager – Capital Delivery
Ms Emily Kennedy, Coordinator Community Development
Mr Shane Brandenburg, Manager Economy and Prosperity
Ms Tegan Philpott, Manager Public Affairs
Ms Brianna Baggow, Communications Officer
Ms Lavinnia Jones, Senior Executive Support
Ms Teika Kirkman, Executive Assistant to the Office of the Mayor and CEO

I believe it is in the public interest that Cr Melissa Westcott remain in the meeting; therefore I ask eligible councillors to decide if I may partake in the deliberation despite my declarable conflict of interest.

Resolution No.: COMM02/26-03

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Corporate Services Standing Committee grants permission for Cr Melissa Westcott to partake in deliberation and remain in the room for report 5.2 Isaac Events Centre Business Plan – 6 Month Operational Update, despite her declarable conflict of interest.

Carried

NOTE:

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

4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, at 1.00pm on Wednesday, 12 November 2025.

Resolution No.: COMM02/26-04

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah commencing at 1.00pm on Wednesday, 12 November 2025.

Carried

ATTENDANCE

Cr Jane Pickels, Division Six entered the meeting room at 1.02pm.

5. OFFICERS REPORTS

5.1 Isaac Youth – Future Anything Final Report

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information on the Isaac Youth Strategy 2025 – Future Anything Final Report, and an overview of the proposed strategy for the Isaac Youth for 2026.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. *Receives and notes the Isaac Youth Strategy – Future Anything Final Report*
2. *Notes the proposal for Isaac Youth Strategy 2026*

Resolution No.: COMM02/26-05

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Receives and notes the Isaac Youth Strategy – Future Anything Final Report**
2. **Notes the proposal for Isaac Youth Strategy 2026**

Carried

ATTENDANCE

Ms Rebekah McDonalds, Program Leader – Development Assessment entered the meeting room at 1.20pm.

Cr Viv Coleman left the meeting at 1.20pm

Ms Emily Kennedy, Coordinator Community Development left the meeting room at 1.20pm.

5.2 Isaac Events Centre Business Plan – 6 Month Operational Update

EXECUTIVE SUMMARY

This report presents a review of the operations of the Isaac Events Centre (IEC) against the IEC Business Plan Measures of Success over the first 6 months of the 2025/26 financial year (1 July 2025 to 31 December 2025). This report aligns with Council's Corporate Plan Strategic Theme Engaged Communities and specifically, Measure of Success 2: Improved usage and accessibility of Council's services and facilities.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Receives and notes the performance of the Isaac Events Centre (IEC) against the Measures of Success contained in Isaac Events Centre Business Plan, for the period of 1 July 2025 – 31 December 2025.**

Resolution No.: COMM02/26-06

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Receives and notes the performance of the Isaac Events Centre (IEC) against the Measures of Success contained in Isaac Events Centre Business Plan, for the period of 1 July 2025 – 31 December 2025.**

Carried

Note: That the frequency of the Isaac Events Centre reporting will be revised at the February Ordinary Meeting.

ATTENDANCE

Mr Shane Brandenburg, Manager Economy and Prosperity left the meeting room at 1.39pm and returned to the meeting room at 1.41pm.

5.3 Application For Extension to Currency Period (Mcu18/0023.02) – Material Change of Use for an Interim Use For Non-Residential Worker Accommodation Located At 20 Acacia Street, Moranbah, Described as Lot 1 Sp220917

EXECUTIVE SUMMARY

This report is presented to Council to decide an Extension Application that has been made by Civeo Property Pty Ltd c/- Town Planning Alliance to extend the currency period of the existing development approval at 20 Acacia Street, Moranbah.

The existing development approval is for a Material Change of Use for an Interim Use for Non-Residential Worker Accommodation (112 rooms) which prior to this extension request was due to lapse on 12 January 2024. The applicant is seeking a six (6) year extension to the currency period from the date the decision notice is issued by Council.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. **Approves the application for Extension to Currency Period (MCU18/0023.02) for Development Permit for Material Change of Use for an Interim Use for Non-Residential Worker Accommodation**

(ref: ULDA0024 and DEV2012/394) for a period of six (6) years from the date of the decision notice.

Resolution No.: COMM02/26-07

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Approves the application for Extension to Currency Period (MCU18/0023.02) for Development Permit for Material Change of Use for an Interim Use for Non-Residential Worker Accommodation (ref: ULDA0024 and DEV2012/394) for a period of six (6) years from the date of the decision notice.**

Carried

PROCEDURAL MOTION:

Resolution No.: COMM02/26-08

Moved: Alaina Earl

That the Community Services Standing Committee closes the meeting to the public at 1.43pm under Section 254J of the Local Government Regulation 2012, this report is to be considered in a closed session of Council as it contains information that is confidential. The information relates to commercial-in-confidence matters, to receive confidential discussions relating to Report 5.4 – Major Projects Update.

Carried

ATTENDANCE

Ms Rebekah McDonalds, Program Leader – Development Assessment left the meeting room at 1.43pm.

PROCEDURAL MOTION:

Resolution No.: COMM02/26-09

Moved: Cr Alaina Earl

That the Committee open the meeting to the public at 1.49pm.

Carried

CONFIDENTIAL REPORT

In accordance with the Local Government Act 2009 and Section 254J of the Local Government Regulation 2012, this report is to be considered in a closed session of Council as it contains information that is confidential. The information relates to commercial-in-confidence matters.

5.4 Major Projects Update

EXECUTIVE SUMMARY

This report updates Council on the status of Major Projects and their associated activities across Isaac.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the updates to Major Projects across Isaac;*
- 2. Receives the latest version of the Major Projects Engagement Tracker.*

Resolution No.: COMM02/26-10

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Notes the updates to Major Projects across Isaac;**
- 2. Receives the latest version of the Major Projects Engagement Tracker.**

Carried

ATTENDANCE

Cr Vern Russell left the meeting room and returned at 1.52pm.

5.5 Community Services FY 2025 - 2026 Capital Projects Progress Report as at 29 January 2026

EXECUTIVE SUMMARY

This report is to provide an update to Council on the delivery of the Community Services 2025-2026 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the monthly Community Services 2025-2026 Capital Progress Summary Report as at 29 January 2026.**

Resolution No.: COMM02/26-11

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Receives and notes the monthly Community Services 2025-2026 Capital Progress Summary Report as at 29 January 2026.**

Carried

Note: A list of capital projects expected to carry over into the next financial year is to be circulated prior to the June 2026 Standing Committee Meeting.

ATTENDANCE

Ms Lavinnia Jones, Senior Executive Support left the meeting at 2.07pm.

5.6

2025/2026 Annual Operation Plan – Quarterly Report - Second Quarter

EXECUTIVE SUMMARY

This report provides an update of Community Services progress towards achieving the Annual Operational Plan 2025-2026 objectives for the second quarter.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes Community Services second quarter progress update on the 2025-2026 Annual Operational Plan.***

Resolution No.: COMM02/26-12

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Receives and notes Community Services second quarter progress update on the 2025-2026 Annual Operational Plan.**

Carried

5.7 Economic Development Departmental Report – Q2 2025-26

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview and status update of the Economic Development department's projects and operational commitments from Q2 2025/26 and forthcoming activities.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the content of this report which provides an overview and status update of the Economic Development Department's major projects and operational commitments.*

Resolution No.: COMM02/26-13

Moved: Cr Aliana Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes the content of this report which provides an overview and status update of the Economic Development Department's major projects and operational commitments.*

Carried

I Cr Jane Pickels, inform the meeting that I have a prescribed conflict of interest for report 5.8 Out of Round Major Grant Application – Clermont Senior Bulls Cricket (Auspicing for Kennedy Livestock) – “Beyond Blue” Charity Gala Clermont due to my daughter commencing employment with Kennedy Livestock.

As a result of this prescribed conflict of interest, I will now leave the room.

ATTENDANCE

Cr Jane Pickels left the meeting at 2.18pm.

Ms Brianna Baggow, Communications Officer left the meeting at 2.18pm.

5.8 Out Of Round Major Grant Application – Clermont Senior Bulls Cricket (Auspicing for Kennedy Livestock) - “Beyond Blue” Charity Gala Clermont

EXECUTIVE SUMMARY

Under s195 of the Local Government Regulations 2012, Council is required to have a Community Grants Policy. Council’s Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided to Council detailing the major grants applied for during the previous three months for councils’ determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel’s recommendations on the major grant received out of round of the Community Grants Program for FY2025/2026.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Not approve the following out of round major grant application:**

Application 1	CLERMONT SENIOR BULLS CRICKET (AUSPICING FOR KENNEDY LIVESTOCK)
Project details	“Beyond Blue” Charity Gala Clermont
Total project cost	\$131,000
Grant requested	\$10,000
Minimum co-contribution required from applicant	\$52,400 <i>(Under IRC policy, grants between \$5,001 plus require a 40% co-contribution of total project cost by applicant)</i>
Applicant Co-contribution amount	\$121,000
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Not to support this application as it falls outside the Major Grant Round timeframes as outlined in the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.
Amount	Officers’ recommendations for Major Grants will align with the Isaac Community Grants Guidelines. Officers cannot recommended funding which exceeds \$5,000 (excluding

	GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.
Budget Source	Division 1 and 6

- 2. Advises the applicant (if approved) that 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.***
- 3. 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.:	COMM02/26-14		
Moved:	Cr Terry O'Neill	Seconded:	Cr Alaina Earl
That the Committee recommends that Council:			
1. Given the recent major flood event and acknowledging the uplift and support the Charity Gala and Beyond Blue will provide to the Clermont Community, Council resolve to approve this out of round Major Grant application and provide \$10,000 funding to the Clermont Senior Bulls Cricket (Auspicing for Kennedy Livestock) to support the "Beyond Blue" Charity Gala Clermont. Budget Source – Division 1 and Division 6.			
			Carried

ATTENDANCE

Cr Jane Pickels entered the meeting room at 2.25pm.

6. GENERAL BUSINESS

6.1 Stray Cats in Moranbah Town Square

Cr Alaina Earl requested an update on the stray cats in the Moranbah Town Square.

The Director Community Services, Heidi Roberts confirmed that an update will be included in a report that will be going to the March 2026 Ordinary Meeting.

6.2 Dysart Kindergarten Building

Cr Melissa Westcott requested an update on the status of the Dysart Kindergarten Building, particularly what department the request is sitting with.

The Manager Economic Development, Scott Jarvis provided a verbal update.

The Manager Liveability and Sustainability, Michael StClair provided a further verbal update on the Dysart Kindergarten Building.

6.3 Clermont Show Stall Holders

Cr Melissa Westcott enquired on how the Country Universities Centre and the Issac Affordable Housing Trust can get a stall at the Clermont Show, scheduled for the 25 – 27 May 2026.

The Manager Economic Development, Scott Jarvis confirmed that he will arrange with his team for the booking to be made.

6.4 Apex Park, Moranbah

Cr Melissa Westcott enquired on the status of the Apex Park project.

The Manager Liveability and Sustainability, Michael StClair provided a verbal update from a Planning standpoint.

The Director Community Services, Heidi Roberts provided a verbal update.

7. CONCLUSION

There being no further business, the Chair declared the meeting closed at 2.37pm.

These minutes will be confirmed by the Committee at the Community Services Standing Committee Meeting to be held on Tuesday 10 March 2026 in Moranbah.

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Donna Wilson
AUTHOR POSITION	Community Services Grants Officer

5.1

MINOR COMMUNITY GRANTS SUMMARY FEBRUARY 2026

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a monthly report is provided to Council detailing the minor grants approved under delegation by the Manager Community and Cultural Services.

This report summarises all minor grants, school bursaries and individual or team development grants approved under delegation for the period 1 February to 28 February 2026.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the minor community grants, school bursaries and individual or team development grants approved under delegation for the month of February 2026.***
- 2. Notes that further budget adjustments may be undertaken at budget review to ensure sufficient funds are available for community grants for the remainder of the financial year.***

BACKGROUND

The Isaac Regional Council (IRC) Community Grants Policy provides that the intent of the Grants policy is "To meet the statutory requirement under the *Local Government Regulation 2012, Part 5 section 195*, and to outline Council's commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region. This policy aims to support the distribution of funds in an equitable, transparent and sustainable manner."

Isaac Regional Council (IRC) provides both Major and Minor Grants and grant assistance can include:

- Cash contributions and/or donations (Major and Minor Grants).
- Bursaries and scholarships.
- Assets given or loaned.
- In-kind assistance, including:
 - Concessions via internal payment or
 - Waiver of Council fees and charges.
 - Labour provided by Council staff at no cost.
 - Repairs and maintenance provided by Council staff at no cost.

Major Grants

Major Grant applications are assessed in four set rounds through the financial year (July 1 - June 30). An applicant may only receive one Major Grant per round, unless exceptional circumstances are warranted. This applies to the applicant group and not the auspicing body. This is to ensure equitable access to funding for eligible applicants.

Applications are assessed for eligibility by a Council Officers in consultation with Divisional Councillor/s and internal subject matter experts. Recommendations are then made to Council through Ordinary Meetings for final resolution.

Major Grant rounds are scheduled annually in accordance with the following timetable.

Round 1 – Closes 12 September. Report to October Ordinary Council Meeting

Round 2 - Closes 12 December. Report to January Ordinary Council Meeting

Round 3 - Closes 12 March. Report to April Ordinary Council Meeting

Round 4 - Closes 12 June. Report to July Ordinary Council Meeting

Minor Grants

Minor Grants are assessed monthly and applicants may submit only one Minor Grant application per project, event or activity. The maximum value of minor grants issued per financial year must not exceed \$6,000 per applicant to ensure equitable availability of funds to community.

Minor Grants consist of:

- Cash contributions and/or donations.
- School bursaries and scholarships.
- Individual or Team Development Grants

School Bursaries

Primary School (Prep – Year 6): Up to \$250.00 - One application per year can be submitted by each primary school in the Isaac region.

High School (Year 7 – Year 12) Up to \$500.00 - Two applications per year can be submitted by each high school in the Isaac region.

Individual or Team Development Grants

National (Representing Queensland): Up to \$250 Individual or \$500 per team.

International (Representing Australia): Up to \$750 Individual or \$1,000 per team.

Note: A team is defined by three or more individuals from the same organisation representing the Isaac region by performing, competing, or representing at national or international competitions or events.

COMMUNITY SERVICES

Minor Grants February 2026

Eleven (11) applications were received and approved for the month of February 2026 to the value of \$11,000.00.

Individual or Team Development Grants (February: No Applications)

School Bursaries (February: No Applications)

Minor Grants (February: 11 Applications)

Division	Applicant	Number of Previous Applications 2025/26	Value	Event	Use of Funds
3, 4, 5	Moranbah Arts Council (auspicing for Girl guides)	2 x Majors	\$1,000	Excursion to the Gemfields.	Bus, accommodation and tours
3, 4, 5	Moranbah Golf Club	2 x Minor	\$1,000	Moranbah V'S Clermont Golf Day on the 14 & 15 February 2026	Shirts and prizes
3,4,5	Hinterland Community Care	3 x Minors	\$1,000	St Patrick's Seniors luncheon on 17 March 2026.	Catering
3,4,5	Play Matters (auspicing for Moranbah Playgroup)	1 x Minor	\$1,000	Replacement of front gate	Replacement of front gate
3,4,5	ROCK FM (4RFM)	1 x Minor	\$1,000	Purchase of Shop Isaac cards for fundraisers	Shop Isaac Cards
3,4,5	Moranbah CrossFit	1 x Minor	\$1,000	Purchase equipment upgrades	Purchase equipment
6	Clermont Golf Club	1 x Major 2 x Minors	\$1,000	Moranbah V'S Clermont Golf Day on the 14 & 15 February 2026.	Shirts, buses and prizes
8	St Lawrence Recreation Group	2 x Minor	\$1,000	Purchase a new Gazebo for the club.	Gazebo

8	St Lawrence Recreation Group	2 x Minor	\$1,000	Purchase an insert for the cold room for the club.	Cold room insert
8	Carmila Sports Reserve	3 x Minor 1 x Australia Day	\$1,000	Purchase fridge, freezer, and re-useable ice cubes.	Fridge, Freezer, and re-useable ice cubes
8	Carmila Sports Reserve (auspicing for Carmila RSL)	3 x Minor 1 x Australia Day	\$1,000	Purchase speakers for the Coast Anzac Day ceremonies.	Speakers

IMPLICATIONS

The different types of grants processed through the Community Grants Management Framework are managed through different cost centres as reflected in the Table 1 below, which summarises divisional budgets and **includes major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries** for the 2025/2026 financial year, including the minor and major grants for December 2025. For noting, it does not include in-kind support provided during the financial year as these are costed directly to the relevant department providing the in-kind support, however efforts will be made in the new year to provide this reporting.

Table 1 - Major grants, Minor grants, Multi-year grants, Individual and Team Development Grants and School bursaries for the 2025/2026 financial year to date. Note: Figures have been rounded.

Division	Allocation	Total Actual Spend/Commitments	Multi-Year Grant Commitments	Remaining Budget
1	\$50,000	\$28,552	\$6,142	\$15,306
2	\$50,000	\$27,276	\$1,143	\$21,581
3	\$50,000	\$28,074	\$5,768	\$16,158
4	\$50,000	\$28,074	\$5,768	\$16,158
5	\$50,000	\$28,074	\$5,768	\$16,158
6	\$50,000	\$47,953	\$1,142	\$905
7	\$50,000	\$29,364	\$5,768	\$14,868
8	\$50,000	\$17,350	\$0	\$32,650
Total	\$400,000	\$234 717	\$31,499	\$133 784

Division 2 – Remaining Grant Budget for 2025/26 = \$905. Council to note 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.

CONSULTATION

Director Community Services

Divisional Councillors

Manager Budgets & Statutory Reporting

Manager Community and Cultural Services

Departmental Administration Officer Community and Cultural Services

Grants Officer Community and Cultural Services

RISKS

Financial

If all eligible community groups / organisations and schools within the Isaac Region applied for the maximum allowed grants in the current financial year, we would not have enough funds allocated in the current 2025/26 grants budget to cover all applications.

While the Grant Funding Budget allocation was increased from \$336,000 in the 2024/25 F/Y to \$400,000 for the 2025/26 F/Y to cover all major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries, data compiled by officers indicates there are at least 150 community groups across the Isaac Regional eligible to submit minor grant applications. This would equate to \$900,000 annually in Minor Grants alone, if each eligible group applied for the maximum 6 x \$1,000 minor grants per financial year.

There are ten (10) Primary Schools, two (2) combined Primary and Secondary Schools, and three (3) secondary schools across the Isaac Region who are eligible to apply for School Bursaries each financial year, which would equate to a total of \$16,000 in School Bursary Grants.

The Community and Cultural Services Department is currently undertaking a review of Council's Community Grants Policy and the Isaac Community Grants Program Guidelines, with a Councillor Workshop programmed for March 2026 to discuss proposed recommendations and changes for 2026/27 financial year moving forward.

Division 2 – Remaining Grant Budget for 2025/26 = \$905. Council to note that further budget adjustments may be undertaken at Council's budget review to ensure sufficient funds are available for community grants for the remainder of the financial year.

BASIS FOR RECOMMENDATION

To update Council on the approval of minor community grants as per PECS-POL-126 Community Grants.

ACTION ACCOUNTABILITY

Manager Community and Cultural Services 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
Grants Officer Community Services

16 February 2026

Report authorised by:

HEIDI ROBERTS
Director Community Services

Date: 2 March 2026

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- PECS-POL-126 Community Grants Policy
- CORP-GDS-036 Isaac Community Grants Guidelines

MEETING DETAILS

Community Services Standing Committee Meeting
Tuesday 10 March 2026

AUTHOR

Scott Jarvis

AUTHOR POSITION

Manager Community and Cultural Services

5.2 OUT OF ROUND MAJOR GRANT APPLICATION – DYSART COMMUNITY SUPPORT (AUSPICING FOR VARIETY) – PORK N PINT RACES

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided to Council detailing the major grants applied for during the previous three months for councils' determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the major grant received out of round of the Community Grants Program for FY2025-2026.

OFFICER RECOMMENDATION

That the Committee recommends that Council:

- Not approve the following out of round major grant application:**

Application 1	DYSART COMMUNITY SUPPORT (AUSPICING FOR VARIETY)
Project details	Pork N Pint Pig Races
Total project cost	\$37,186
Grant requested	\$5,186.95
Minimum co-contribution required from applicant	\$14,874.40 <i>(Under IRC policy, grants over \$5,001 require a 40% co-contribution of total project cost by applicant)</i>
Applicant Co-contribution amount	\$31,999.05
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Not to support as this application: as it was a) received and requested to be processed out of round, and b) the grant value is higher than the \$5,000 threshold officers can recommend, under the Isaac Community Grants Guidelines (Adopted: 24 May 2022 – Resolution Number: 7862).

Amount	Officers recommendations for Major Grants must align with the Isaac Community Grants Guidelines. Officers cannot recommended funding which exceeds \$5,000 (excluding GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.
Budget Source	Division 2

2. 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.

BACKGROUND

This application for \$5,186.95 aligns with the goals of Isaac Regional Council’s Community Grants Program. The application was received by the IRC on Tuesday 10 February 2026 for an event which is scheduled to be held on Saturday 23 May 2026. The event organiser advised that if this application was processed and progressed in the normal Major Grant Round Three timeframes (Report to April Ordinary Council Meeting), this would not give the event organiser the ability to contract and prepay suppliers required for the event, so out of round consideration from council was requested.

The Isaac Regional Council (IRC) Community Grants Policy provides that the intent of the Grants policy is “To meet the statutory requirement under the Local Government Regulation 2012, Part 5 section 195, and to outline Council’s commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region. This policy aims to support the distribution of funds in an equitable, transparent and sustainable manner.”

Grant assistances include:

- Cash contributions and/or donations (Major and Minor Grants).
- Bursaries and scholarships.
- Assets given or loaned.
- In-kind assistance, including:
 - Concessions via internal payment or
 - waiver of Council fees and charges.
 - Labour provided by Council staff at no cost.
 - Repairs and maintenance provided by Council staff at no cost.

Major Grants

Major Grant applications are assessed in four set rounds through the financial year (July 1 - June 30). An applicant may only receive one Major Grant per round, unless exceptional circumstances are warranted. This applies to the applicant group and not the auspicing body. This is to ensure equitable access to funding for eligible applicants.

Applications are assessed for eligibility by the evaluation panel in consultation with Divisional Councillor/s and internal subject matter experts. Recommendations are then made to Council through ordinary meetings for final resolution.

Major Grant Rounds

Major Grant rounds are scheduled annually in accordance with the following timetable.

Round One (1) – Closes 12 September. Report to October Ordinary Council Meeting

Round Two (2) - Closes 12 December. Report to January Ordinary Council Meeting

Round Three (3) - Closes 12 March. Report to April Ordinary Council Meeting

Round Four (4) - Closes 12 June. Report to July Ordinary Council Meeting.

Grant Funding Recommendations

Major Grant recommendations from officers will align with the Isaac Community Grants Guidelines. Officers cannot recommended funding which exceeds \$5,000 (excluding GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.

Grant Type	Amount
Minor	Up to \$1,000 (excluding GST).
Major	Up to \$5,000 (excluding GST) - unless otherwise approved by Council resolution.

Grant Co-funding Requirements (as per IRC Community Grant Guidelines)

Council cannot be the sole funder for every project, event or activity. Co-contribution funding is required for all major grant requests over \$1,000.00. The table below outlines co-contribution funding requirements.

Amount Requested from Council	Minimum Co-contribution funding required from Applicant
Minor - Up to \$1,000	N/A (No co-contribution required for Minor Grant)
Major - \$1,001 to \$2,500	20% of total project costs
Major - \$2,501 to \$5,000	30% of total project costs
Major - \$5,000+	40% of total project costs

IMPLICATIONS

The different types of grants processed through the Community Grants Management Framework are managed through different cost centres as reflected in the Table 1 below, which summarises divisional budgets and includes major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries for the 2025/2026 financial year, including the minor and major grants for February 2026. For noting, it does not include in-kind support provided during the financial year as these are costed directly to the relevant department providing the in-kind support, however efforts will be made in the new year to provide this reporting.

Table 1 - Major grants, Minor grants, Multi-year grants, Individual and Team Development Grants and School bursaries for the 2025/2026 financial year to date. Note: Figures have been rounded.

Division	Allocation	Total Actual Spend/Commitments	Multi-Year Grant Commitments	Remaining Budget
1	\$50,000	\$28,552	\$6,142	\$15,306
2	\$50,000	\$27,276	\$1,143	\$21,581
3	\$50,000	\$28,074	\$5,768	\$16,158

4	\$50,000	\$28,074	\$5,768	\$16,158
5	\$50,000	\$28,074	\$5,768	\$16,158
6	\$50,000	\$47,953	\$1,142	\$905
7	\$50,000	\$29,364	\$5,768	\$14,868
8	\$50,000	\$17,350	\$0	\$32,650
Total	\$400,000	\$234,717	\$31,499	\$133 784

The following table summarises the applications received in Round Two FY2025-26, and further details are provided in Attachment 1.

Division	Applicant	Number of Previous Grant Applications 2025/26	Major Grants Out of Round - Amount requested	Amount Recommended
	Dysart Community Support (auspicing for Variety)	0	\$5,186.95	\$0

CONSULTATION

Director Community Services

Divisional Councillor

Departmental Administration Officer Community and Cultural Services

Grants Officer Community and Cultural Services

RISKS

Financial

If all eligible community groups / organisations and schools within the Isaac Region applied for the maximum allowed grants in the current financial year, we would not have enough funds allocated in the current 2025/26 grants budget to cover all applications.

While the Grant Funding Budget allocation was increased from \$336,000 in the 2024/25 F/Y to \$400,000 for the 2025/26 F/Y to cover all major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries, data compiled by officers indicates there are at least 150 community groups across the Isaac Regional eligible to submit minor grant applications. This would equate to \$900,000 annually in Minor Grants alone, if each eligible group applied for the maximum 6 x \$1,000 minor grants per financial year.

There are ten (10) Primary Schools, two (2) combined Primary and Secondary Schools, and three (3) secondary schools across the Isaac Region who are eligible to apply for School Bursaries each financial year, which would equate to a total of \$16,000 in School Bursary Grants.

The Community and Cultural Services Department is currently undertaking a review of Council's Community Grants Policy and the Isaac Community Grants Program Guidelines, with a Councillor Workshop programmed for March 2026 to discuss proposed recommendations and changes for 2026/27 financial year moving forward.

BASIS FOR RECOMMENDATION

The application was received by the IRC on Tuesday 10 February 2026 for an event which is scheduled to be held on Saturday 23 May 2026. The event organiser advised that if this application was processed and progressed in the normal Major Grant Round Three timeframes (Report to April Ordinary Council Meeting), this would not give the event organiser the ability to contract and prepay suppliers required for the event, so out of round consideration from council was requested.

While this application aligns with the goals of Isaac Regional Council's Community Grants Program, it was a) received and requested to be processed out of round, and b) the grant value is higher than the \$5,000 threshold officers can recommend, under the Isaac Community Grants Guidelines (Adopted: 24 May 2022 – Resolution Number: 7862), therefore officers must recommended to decline this application in compliance with the guidelines.

ACTION ACCOUNTABILITY

Manager Community and Cultural Services is responsible for the administration of the Isaac Regional Council Community Grants Program and the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
SCOTT JARVIS	HEIDI ROBERTS
Manager Community and Cultural Services	Director Community Services
Date: 16 February 2026	Date: 2 March 2026

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines
- PECS-POL-126 Community Grants Policy

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Scott Jarvis
AUTHOR POSITION	Manager Community and Cultural Services

5.3 OUT OF ROUND MAJOR GRANT APPLICATION – ARTSLINK CLERMONT

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided to Council detailing the major grants applied for during the previous three months for councils' determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the major grant received out of round of the Community Grants Program for FY2025-2026.

OFFICER RECOMMENDATION

That the Committee Recommends that Council:

- Not approve the following out of round major grant application:**

Application 1	ARTSLINK CLERMONT
Project details	Wombat Festival
Total project cost	\$53,500.00
Grant requested	\$10,000.00
Minimum co-contribution required from applicant	\$21,400.00 <i>(Under IRC policy, grants between \$5,001 plus require a 40% co-contribution of total project cost by applicant)</i>
Applicant Co-contribution amount	\$43,500.00
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Not to support as this application: as it was a) received and requested to be processed out of round, and b) the grant value is higher than the \$5,000 threshold officers can recommend, under the Isaac Community Grants Guidelines (Adopted: 24 May 2022 – Resolution Number: 7862).

Amount	Officers recommendations for Major Grants must align with the Isaac Community Grants Guidelines. Officers cannot recommended funding which exceeds \$5,000 (excluding GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.
Budget Source	Division 6

2. 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.

BACKGROUND

This application aligns with the goals of Isaac Regional Council’s Community Grants Program. The application was received by the Isaac Regional Council (IRC) on Wednesday 18 February 2026 for an event which is scheduled to be held on 7-10 May 2026. The event organiser advised that if this application was processed and progressed in the normal Major Grant Round Three timeframes (Report to April Ordinary Council Meeting), this would not give the event organiser the ability to contract and prepay suppliers required for the event, so out of round consideration from council was requested.

The Isaac Regional Council (IRC) Community Grants Policy provides that the intent of the Grants policy is *“To meet the statutory requirement under the Local Government Regulation 2012, Part 5 section 195, and to outline Council’s commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region. This policy aims to support the distribution of funds in an equitable, transparent and sustainable manner.”*

Grant assistances include:

- Cash contributions and/or donations (Major and Minor Grants).
- Bursaries and scholarships.
- Assets given or loaned.
- In-kind assistance, including:
 - Concessions via internal payment or
 - waiver of Council fees and charges.
 - Labour provided by Council staff at no cost.
 - Repairs and maintenance provided by Council staff at no cost.

Major Grants

Major Grant applications are assessed in four set rounds through the financial year (July 1 - June 30). An applicant may only receive one Major Grant per round, unless exceptional circumstances are warranted. This applies to the applicant group and not the auspicing body. This is to ensure equitable access to funding for eligible applicants.

Applications are assessed for eligibility by the evaluation panel in consultation with Divisional Councillor/s and internal subject matter experts. Recommendations are then made to Council through ordinary meetings for final resolution.

Major Grant Rounds

Major Grant rounds are scheduled annually in accordance with the following timetable.

Round One (1) – Closes 12 September. Report to October Ordinary Council Meeting

Round Two (2) - Closes 12 December. Report to January Ordinary Council Meeting

Round Three (3) - Closes 12 March. Report to April Ordinary Council Meeting

Round Four (4) - Closes 12 June. Report to July Ordinary Council Meeting.

Grant Funding Recommendations

Officer Major Grant recommendations will align with the Isaac Community Grants Guidelines. Officers cannot recommend funding which exceeds \$5,000 (excluding GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.

Grant Type	Amount
Minor	Up to \$1,000 (excluding GST).
Major	Up to \$5,000 (excluding GST) - unless otherwise approved by Council resolution.

Grant Co-funding Requirements (as per IRC Community Grant Guidelines)

Council cannot be the sole funder for every project, event or activity. Co-contribution funding is required for all major grant requests over \$1000.00. The table below outlines co-contribution funding requirements.

Amount Requested from Council	Minimum Co-contribution funding required from Applicant
Minor - Up to \$1,000	N/A (No co-contribution required for Minor Grant)
Major - \$1,001 to \$2,500	20% of total project costs
Major - \$2,501 to \$5,000	30% of total project costs
Major - \$5,000+	40% of total project costs

IMPLICATIONS

The different types of grants processed through the Community Grants Management Framework are managed through different cost centres as reflected in the Table 1 below, which summarises divisional budgets and includes major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries for the 2025/2026 financial year, including the minor and major grants for February 2026. For noting, it does not include in-kind support provided during the financial year as these are costed directly to the relevant department providing the in-kind support, however efforts will be made in the new year to provide this reporting.

Table 1 - Major grants, Minor grants, Multi-year grants, Individual and Team Development Grants and School bursaries for the 2025/2026 financial year to date. Note: Figures have been rounded.

Division	Allocation	Total Actual Spend/Commitments	Multi-Year Grant Commitments	Remaining Budget
1	\$50,000	\$28,553	\$6,143	\$15,306
2	\$50,000	\$28,277	\$1,143	\$21,581

3	\$50,000	\$28,074	\$5,768	\$16,158
4	\$50,000	\$28,074	\$5,768	\$16,158
5	\$50,000	\$28,074	\$5,768	\$16,158
6	\$50,000	\$47,953	\$1,143	\$905.00
7	\$50,000	\$29,364	\$5,768	\$14,868
8	\$50,000	\$17,350	\$0	\$32,650
Total	\$400,000	\$234,717	\$31,499	\$133,784

The following table summarises the applications received in Round Two FY2025-26, and further details are provided in Attachment 1.

Division	Applicant	Number of Previous Grant Applications 2025/26	Major Grants Out of Round - Amount requested	Amount Recommended
	Clermont Artslink	0	\$10,000.00	\$0

CONSULTATION

Office of the Chief Executive Officer

Director Community Services

Divisional Councillors

Departmental Administration Officer Community and Cultural Services

Grants Officer Community and Cultural Services

RISKS

Financial

If all eligible community groups / organisations and schools within the Isaac Region applied for the maximum allowed grants in the current financial year, we would not have enough funds allocated in the current 2025/26 grants budget to cover all applications.

While the Grant Funding Budget allocation was increased from \$336,000 in the 2024/25 F/Y to \$400,000 for the 2025/26 F/Y to cover all major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries, data compiled by officers indicates there are at least 150 community groups across the Isaac Regional eligible to submit minor grant applications. This would equate to \$900,000 annually in Minor Grants alone, if each eligible group applied for the maximum 6 x \$1,000 minor grants per financial year.

There are ten (10) Primary Schools, two (2) combined Primary and Secondary Schools, and three (3) secondary schools across the Isaac Region who are eligible to apply for School Bursaries each financial year, which would equate to a total of \$16,000 in School Bursary Grants.

The Community and Cultural Services Department is currently undertaking a review of Council's Community Grants Policy and the Isaac Community Grants Program Guidelines, with a Councillor Workshop programmed for March 2026 to discuss proposed recommendations and changes for 2026/27 financial year moving forward.

BASIS FOR RECOMMENDATION

The application was received by the IRC on Wednesday 18 February 2026 for an event which is scheduled to be held on 7-10 May 2026. The event organiser advised that if this application was processed and progressed in the normal Major Grant Round Three timeframes (Report to April Ordinary Council Meeting), this would not give the event organiser the ability to contract and prepay suppliers required for the event, so out of round consideration from council was requested.

While this application aligns with the goals of Isaac Regional Council's Community Grants Program, it was a) received and requested to be processed out of round, and b) the grant value is higher than the \$5,000 threshold officers can recommend, under the Isaac Community Grants Guidelines (Adopted: 24 May 2022 – Resolution Number: 7862). Therefore, in accordance with the guidelines, officers must recommend to decline this application

ACTION ACCOUNTABILITY

Manager Community and Cultural Services is responsible for the administration of the Isaac Regional Council Community Grants Program and the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

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: SCOTT JARVIS Manager Community and Cultural Services Date: 18 February 2026	Report authorised by: HEIDI ROBERTS Director Community Services Date: 2 March 2026
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines
- PECS-POL-126 Community Grants Policy

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Scott Jarvis
AUTHOR POSITION	Manager Community and Cultural Services

5.4 OUT OF ROUND MAJOR GRANT APPLICATION – MEU MORANBAH

EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a quarterly report is to be provided to Council detailing the major grants applied for during the previous three months for councils' determination, as per the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the major grant received out of round of the Community Grants Program for FY2025-2026.

OFFICER RECOMMENDATION

That the Committee Recommends that Council:

- Not approve the following out of round major grant application:**

Application 1	MEU MORANBAH
Project details	May Day
Total project cost	\$70,000.00
Grant requested	\$10,000.00
Minimum co-contribution required from applicant	\$28,000.00 <i>(Under IRC policy, grants between \$5,001 plus require a 40% co-contribution of total project cost by applicant)</i>
Applicant Co-contribution amount	\$60,000.00
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Not to support as this application: as it was a) received and requested to be processed out of round, and b) the grant value is higher than the \$5,000 threshold officers can recommend, under the Isaac Community Grants Guidelines (Adopted: 24 May 2022 – Resolution Number: 7862).

Amount	Officers recommendations for Major Grants must align with the Isaac Community Grants Guidelines. Officers cannot recommended funding which exceeds \$5,000 (excluding GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.
Budget Source	Division 3, 4, 5

2. 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.

BACKGROUND

This application aligns with the goals of Isaac Regional Council’s Community Grants Program. The application was received by the IRC on Wednesday 18 February 2026 for an event which is scheduled to be held on 4 May 2026. The event organiser advised that if this application was processed and progressed in the normal Major Grant Round Three timeframes (Report to April Ordinary Council Meeting), this would not give the event organiser the ability to contract and prepay suppliers required for the event, so out of round consideration from council was requested.

The Isaac Regional Council (IRC) Community Grants Policy provides that the intent of the Grants policy is *“To meet the statutory requirement under the Local Government Regulation 2012, Part 5 section 195, and to outline Council’s commitment to supporting communities in the region by providing financial and/or in-kind assistance to activities that build community capacity, encourage participation and make a positive and ongoing contribution to the region. This policy aims to support the distribution of funds in an equitable, transparent and sustainable manner.”*

Grant assistances include:

- Cash contributions and/or donations (Major and Minor Grants).
- Bursaries and scholarships.
- Assets given or loaned.
- In-kind assistance, including:
 - Concessions via internal payment or
 - waiver of Council fees and charges.
 - Labour provided by Council staff at no cost.
 - Repairs and maintenance provided by Council staff at no cost.

Major Grants

Major Grant applications are assessed in four set rounds through the financial year (July 1 - June 30). An applicant may only receive one Major Grant per round, unless exceptional circumstances are warranted. This applies to the applicant group and not the auspicing body. This is to ensure equitable access to funding for eligible applicants.

Applications are assessed for eligibility by the evaluation panel in consultation with Divisional Councillor/s and internal subject matter experts. Recommendations are then made to Council through ordinary meetings for final resolution.

Major Grant Rounds

Major Grant rounds are scheduled annually in accordance with the following timetable.

Round One (1) – Closes 12 September. Report to October Ordinary Council Meeting

Round Two (2) - Closes 12 December. Report to January Ordinary Council Meeting

Round Three (3) - Closes 12 March. Report to April Ordinary Council Meeting

Round Four (4) - Closes 12 June. Report to July Ordinary Council Meeting.

Grant Funding Recommendations

Officer Major Grant recommendations will align with the Isaac Community Grants Guidelines. Officers cannot recommend funding which exceeds \$5,000 (excluding GST). Applications requesting funding over \$5,000 must be approved by Council decision and resolution.

Grant Type	Amount
Minor	Up to \$1,000 (excluding GST).
Major	Up to \$5,000 (excluding GST) - unless otherwise approved by Council resolution.

Grant Co-funding Requirements (as per IRC Community Grant Guidelines)

Council cannot be the sole funder for every project, event or activity. Co-contribution funding is required for all major grant requests over \$1000.00. The table below outlines co-contribution funding requirements.

Amount Requested from Council	Minimum Co-contribution funding required from Applicant
Minor - Up to \$1,000	N/A (No co-contribution required for Minor Grant)
Major - \$1,001 to \$2,500	20% of total project costs
Major - \$2,501 to \$5,000	30% of total project costs
Major - \$5,000+	40% of total project costs

IMPLICATIONS

The different types of grants processed through the Community Grants Management Framework are managed through different cost centres as reflected in the Table 1 below, which summarises divisional budgets and includes major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries for the 2025/2026 financial year, including the minor and major grants for February 2026. For noting, it does not include in-kind support provided during the financial year as these are costed directly to the relevant department providing the in-kind support, however efforts will be made in the new year to provide this reporting.

Table 1 - Major grants, Minor grants, Multi-year grants, Individual and Team Development Grants and School bursaries for the 2025/2026 financial year to date. Note: Figures have been rounded.

Division	Allocation	Total Actual Spend/Commitments	Multi-Year Grant Commitments	Remaining Budget
1	\$50,000	\$28,552	\$6,142	\$15,306
2	\$50,000	\$28,276	\$1,143	\$21,581
3	\$50,000	\$28,074	\$5,768	\$16,158

4	\$50,000	\$28,074	\$5,768	\$16,158
5	\$50,000	\$28,074	\$5,768	\$16,158
6	\$50,000	\$47,953	\$1,143	\$905
7	\$50,000	\$29,364	\$5,768	\$14,868
8	\$50,000	\$17,350	\$0	\$32,650
Total	\$400,000	\$235,717	\$31,499	\$133,784

The following table summarises the applications received in Round Two FY2025-26, and further details are provided in Attachment 1.

Division	Applicant	Number of Previous Grant Applications 2025/26	Major Grants Out of Round - Amount requested	Amount Recommended
	MEU Moranbah	0	\$10,000.00	\$0

CONSULTATION

Office of the Chief Executive Officer

Director Community Services

Divisional Councillors

Departmental Administration Officer Community and Cultural Services

Grants Officer Community and Cultural Services

RISKS

Financial

If all eligible community groups / organisations and schools within the Isaac Region applied for the maximum allowed grants in the current financial year, we would not have enough funds allocated in the current 2025/26 grants budget to cover all applications.

While the Grant Funding Budget allocation was increased from \$336,000 in the 2024/25 F/Y to \$400,000 for the 2025/26 F/Y to cover all major grants, minor grants, multi-year grants, individual and team development grants, and school bursaries, data compiled by officers indicates there are at least 150 community groups across the Isaac Regional eligible to submit minor grant applications. This would equate to \$900,000 annually in Minor Grants alone, if each eligible group applied for the maximum 6 x \$1,000 minor grants per financial year.

There are ten (10) Primary Schools, two (2) combined Primary and Secondary Schools, and three (3) secondary schools across the Isaac Region who are eligible to apply for School Bursaries each financial year, which would equate to a total of \$16,000 in School Bursary Grants.

The Community and Cultural Services Department is currently undertaking a review of Council's Community Grants Policy and the Isaac Community Grants Program Guidelines, with a Councillor Workshop programmed for March 2026 to discuss proposed recommendations and changes for 2026/27 financial year moving forward.

BASIS FOR RECOMMENDATION

The application was received by the IRC on Wednesday 18 February 2026 for an event which is scheduled to be held on 4 May 2026. The event organiser advised that if this application was processed and progressed in the normal Major Grant Round Three timeframes (Report to April Ordinary Council Meeting), this would not give the event organiser the ability to contract and prepay suppliers required for the event, so out of round consideration from council was requested.

While this application aligns with the goals of Isaac Regional Council's Community Grants Program, it a) was received and requested to be processed out of round, and b) the grant value is higher than the \$5,000 threshold officers can recommend, under the Isaac Community Grants Guidelines (Adopted: 24 May 2022 – Resolution Number: 7862). Therefore officers recommend to decline this application in accordance with the guidelines.

ACTION ACCOUNTABILITY

Manager Community and Cultural Services is responsible for the administration of the Isaac Regional Council Community Grants Program and the Isaac Community Grants Guidelines - Adopted: 24 May 2022 – Resolution Number: 7862.

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: SCOTT JARVIS Manager Community and Cultural Services Date: 18 February 2026	Report authorised by: HEIDI ROBERTS Director Community Services Date: 2 March 2026
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines
- PECS-POL-126 Community Grants Policy

MEETING DETAILS

Community Services Standing Committee Meeting
Tuesday 10 March 2026

AUTHOR

Emily Kennedy

AUTHOR POSITION

Coordinator Community Development

**5.5 ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES
– 7 NOVEMBER 2025**

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the Isaac Arts and Cultural Advisory Committee meeting held on 7 November 2025 and presents committee recommendations for consideration.

OFFICER'S RECOMMENDATION

That committee recommends that Council:

- 1. *Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Friday, 7 November 2025.***
- 2. *Accepts the recommendations of the Isaac Arts and Cultural Advisory Committee meeting held on Friday, 7 November 2025.***
 - i. Endorses Council becoming a Corporate Member with Artists Connect Inc for 2026-27.***
 - ii. Approves Application 1 from Kelly Shann for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One***
 - iii. Approves Application 2 from for Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust the Regional Arts Development Fund 2025-2026 Community Grants Program Round One.***
- 3. *Approves Application 3 from Artists Connect Inc for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One***
 - i. Approves Application 4 from St Lawrence Recreation Group Incorporated for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One***
 - ii. Approves Application 5 from Jennifer Perry for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One***
 - iii. Advises the applicants that the Regional Arts Development Fund grant constitutes sponsorship of the event/activity and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the RADF 2025-2026 Community Funding Program Guidelines.***

BACKGROUND

The Isaac Arts and Cultural Advisory Committee (IACAC) provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and ensure community involvement in relation to the Arts and Cultural Policy and Action Plan, and the Public Art Policy and Action Plan. The Isaac Arts and Cultural Advisory Committee also provide strategic direction and advice to Council on the development and delivery of the Regional Arts Development Fund (RADF).

The Isaac Arts and Cultural Advisory Committee is an advisory body only and has no line of authority. However, the Committee has full right of access to all levels of management through the Chief Executive Officer. Committee Members will act as a customer liaison point for residents in Isaac.

As per the Committee's current Terms of Reference, meeting minutes must go to Council for endorsement and where appropriate approve recommendations of the Committee. Minutes presented with this report are the Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes for 7 November 2025 for Council's consideration and endorsement.

REGIONAL ARTS DEVELOPMENT FUND (RADF) GRANT ROUND ONE - 2025-2026

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Isaac Regional Council to support local arts and culture in regional Queensland. In the 2025-2026 The Regional Arts Development Fund funding year (1 July 2025 – 30 June 2026), Council is delivering the Regional Arts Development Fund program via a mixture of Council-led strategic initiatives and a community grants program presented via two application rounds.

Round One of the Regional Arts Development Fund grants program closed on Thursday 23 October 2025. A total of 6 applications were received for activities, events and initiatives aiming to be delivered between 1 February 2026 and 31 January 2027 with requests to the value of \$32,661.00.

IMPLICATIONS

Financial

\$45,000.00 has been allocated to the Regional Arts Development Fund (RADF) 2025-2026 funding year Community Grants program with the amount of \$30,000.00 allocated to Round One and the amount of \$15,000.00 allocated to Round Two. Round Two FY2025-2026 will open on 1 December 2025 and close on 9 February 2026.

Round 1 Applications	Grant Funds
RADF Round One 2025-2026 funding allocation	\$30,000.00
<i>Kelly Shann</i>	\$8,000.00
<i>Noosa Film Academy Pty Ltd As Trustee for the Huglin Family Trust</i>	\$8,000.00
<i>Artists Connect Inc</i>	\$3,061.00
<i>St Lawrence Recreation Group Incorporated</i>	\$1,760.00
<i>Jennifer Perry</i>	\$5,304.00
Total Recommended Round 1	\$26,125.00

Balance Round 1	\$3,875.00
TOTAL	\$30,000.00
RADF Round Two 2025-2026 funding (Round 2 allocation plus balance Round 1)	\$18,875

The budget for the 2025-2026 Regional Arts Development Fund (RADF) is as follows:

	Income	Expenditure
Council FY25-26 financial contribution	\$30,400.00	
Arts Queensland RADF funding offered	\$45,600.00	
Rollover of surplus funds from RADF 2024-2025	\$0.00	
RADF grants program		\$45,000.00 (\$30,000.00 in Round One; \$15,000.00 in Round Two)
Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan		\$5,000.00
Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum		\$11,000.00
Arts and Cultural activities to support the 2026 St Lawrence Wetlands Weekend		\$15,000.00
TOTAL	\$76,000.00	\$76,000.00
Balance	\$0	

CONSULTATION

Isaac Arts and Cultural Advisory Committee Members
 Acting Manager Community and Cultural Services

ARTS & CULTURAL DEVELOPMENT OFFICER BASIS FOR RECOMMENDATION

Consideration and adoption of Isaac Arts and Cultural Advisory Committee Minutes as per Terms of Reference and legislative requirements.

Isaac Regional Council is committed to arts and cultural development in the Isaac region.

ACTION ACCOUNTABILITY

Office of Community Services to ensure approved Minutes and/or Committee information are stored in corporate memory and actions recorded and registered for follow-up.

KEY MESSAGES

Council is committed to transparent decision making, identifying and managing its risks and continuous improvement. Creativity through arts and culture connects and energises our people, powers our communities by improving our health and sense of wellbeing and provides opportunities for cultural tourism that feed creative industry development.

Report prepared by:	Report authorised by:
EMILY KENNEDY	HEIDI ROBERTS
Coordinator Community Development	Director Community Services
Date: 19 November 2025	Date: 2 March 2026

ATTACHMENTS

- Attachment 1 - Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes – 7 November 2025

REFERENCE DOCUMENT

- Isaac Arts and Cultural Advisory Committee Terms of Reference 2018
- Isaac Arts and Cultural Advisory Committee Agenda – 7 November 2025



UNCONFIRMED MINUTES

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
OF
ISAAC REGIONAL COUNCIL

HELD ON
FRIDAY, 7 NOVEMBER 2025

COMMENCING AT 10.00AM
COUNCIL CHAMBERS, MORANBAH

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, BATCHELOR PARADE, MORANBAH,
ON FRIDAY 7 NOVEMBER 2025

Table of Contents	Page
1. OPENING OF THE MEETING	
2. ATTENDANCE	
3. APOLOGIES	
4. DECLARATION OF CONFLICTS OF INTEREST	
5. CONFIRMATION OF MINUTES	
• 5 September 2025 IACAC Minutes – <i>Confirmed at Ordinary Meeting of Council of 29 October 2025 (Resolution #9421)</i>	
6. BUSINESS ARISING	
7. REPORTS	
7.1 Regional arts Development Fund – Revised Funding and Guidelines	
7.2 Regional Arts Development Fund (RADF) 2025-2026 Community grants Program Round One Assessment of Applications	
8. GENERAL BUSINESS	
9. CONCLUSION	

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, BATCHELOR PARADE, MORANBAH
ON FRIDAY 7 NOVEMBER 2025

1. OPENING

The Chair declared the meeting open at 10.03 a.m. and welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. ATTENDANCE

ATTENDEES

Councillor Viv Coleman (Chair)
Councillor Jane Pickels
Jasmine Pearce (Entered the room at 10.14 am)
Emily Kennedy – Coordinator Community Development

OBSERVERS

Scott Jarvis – Acting Manager Community and Cultural Services
Anne-Marie Loeskow - Arts and Cultural Development Officer

MINUTE TAKER

Emily Kennedy

3. APOLOGIES

The Committee received apologies from:
Councillor Alaina Earl
Amanda Raymond
Tania Gillies

Resolution No.: IACAC0088

Moved: Emily Kennedy

Seconded: Councillor Coleman

**That the Isaac Arts and Cultural Advisory Committee accepts the apologies received from:
Councillor Alaina Earl, Amanda Raymond and Tania Gillies**

Carried

4. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared this meeting.

5. CONFIRMATION OF MINUTES

That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 29 October 2025 have been resolved by Council at its Ordinary Meeting on 29 October 2025.

Resolution No.: IACAC0089

Moved: Councillor Emily Kennedy

Seconded: Councillor Coleman

That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 29 October 2025 have been resolved by Council at its Ordinary Meeting on 29 October 2025 (Resolution #9421)

Carried

6. BUSINESS ARISING

Nil business arising this meeting

7. OFFICERS REPORTS

7.1 ARTIST ONNECT INC – 2026-27 CORPORATE MEMBERSHIP

EXECUTIVE SUMMARY

This report seeks endorsement of Council purchasing a 2026-27 Corporate Membership with Artist Connect INC.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Endorse Council becoming a Corporate Member with Artist Connect Inc for 2026-27*

Resolution No.: IACAC00090

Moved: Emily Kennedy

Seconded: Councillor Jane Pickels

That the Committee recommends that Council:

1. *Endorse Council becoming a Corporate Member with Artist Connect Inc for 2026-27.*

Carried

8. GENERAL BUSINESS

7.2 REGIONAL ART DEVELOPMENT FUND (RADF) 2025-2026 COMMUNITY GRANTS PROGRAM ROUND ONE – ASSESSMENT OF APPLICATIONS

EXECUTIVE SUMMARY

This report seeks approval to fund five of the six applications (one application was withdrawn prior to the round closing) received in Round One of the Regional Arts Development Fund (RADF) 2025-2026 Community Grants Program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Approves Application 1 from Kelly Shann for the Regional Arts Development Fund (RADF) 2025-2026 Community Grants Program Round One:*

Application 1 Kelly Shann	
Project	Clermont based digital content maker and videographer Kelly Shann has submitted an "Inspire" funding category application requesting \$8,000.00 (exclusive of GST) to support the continued production and professional editing of Life Journey, a locally produced video storytelling series that shares inspiring stories from people across the Isaac region and beyond.
<u>Officer Recommendation</u>	
Details	Approve \$8,000.00 (excluding GST)

Resolution No.: IACAC00091

Moved: Emily Kennedy

Seconded: Councillor Jane Pickels

That the Committee recommends that Council:

- 1. Approves Application 1 from Kelly Shann for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One*

Carried

- 2. Approves Application 2 from Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One*

Application 2 Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust	
Project	Noosa Film Academy Pty Ltd as trustee for the Huglin Family Trust has submitted an "Inspire" funding category application requesting \$8,000.00 to support delivery of "The Portmanteau of Possibilities: Lost and Found" intergenerational storytelling project between 31 July 2026 and 9 August 2026.
<u>Officer Recommendation</u>	
Details	Approve \$8,000.00 (excluding GST)

Resolution No.: IACAC00092

Moved: Emily Kennedy

Seconded: Councillor Jasmine Pearce

That the Committee recommends that Council:

- 2. Approves Application 2 from for Noosa Film Academy Pty Ltd as Trustee for the Huglin Family Trust the Regional Arts Development Fund 2025-2026 Community Grants Program Round One*

Carried

3. Approves Application 3 from Artists Connect Inc for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One

Application 3	Artists Connect Inc
Project	Artists Connect Inc has submitted a “Grow” funding category application seeking \$3,061.00 to pay for the website for the 2026-2027 Isaac Art Trail.
<u>Officer Recommendation</u>	
Details	Approve \$3,061.00 (excluding GST).

Jasmine Pearce left the room due to declared Conflict of interest at 10.28 am

Resolution No.: IACAC00093

Moved: Councillor Coleman

Seconded: Councillor Emily Kennedy

That the Committee recommends that Council:

3. Approves Application 3 from Artists Connect Inc for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One

Carried

Jasmine Pearce returned to the room at 10.30 am

4. Approves Application 4 from St Lawrence Recreation Group Incorporated for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One

Application 4	St Lawrence Recreation Group Incorporated
Project	St Lawrence Recreation Group Incorporated is auspicing a “Grow” category application by St Lawrence Creatives who are seeking support of \$1,760.00 towards a St Lawrence Creatives development activity to be facilitated by Carmila based established artist Sophie Pate.
<u>Officer Recommendation</u>	
Details	Approve \$1,760.00 (excluding GST)

Resolution No.: IACAC00094

Moved: Emily Kennedy

Seconded: Councillor Jane Pickels

That the Committee recommends that Council:

4. Approves Application 4 from St Lawrence Recreation Group Incorporated for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One

Carried

5. Approves Application 5 from Jennifer Perry for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One

Application 5	Jennifer Perry
Project	Mackay-based writer and family history researcher Jennifer Perry submitted an “Inspire” category funding application seeking support to run a “So Who Do You Think She Is” history program for women at the Clermont Museum over four Saturdays a fortnight apart seeking \$6,840.00 towards the cost of her facilitation fees, accommodation, travel and program costs, application fees for births, deaths and marriage certificates for participants’ ancestors.
Officer Recommendation	
Details	Approve \$5,304.00 (excluding GST). This lesser amount is recommended to ensure that participants pay their own fees for obtaining birth, death and marriage certificates for their respective ancestor, and also to ensure that the grant amount does not exceed 65% of the total cost of the project.

Resolution No.: IACAC00095

Moved: Jasmine Pearce

Seconded: Councillor Councillor Coleman

That the Committee recommends that Council:

5. Approves Application 5 from Jennifer Perry for the Regional Arts Development Fund 2025-2026 Community Grants Program Round One

Carried

6. Advises the applicants that the RADF grant constitutes sponsorship of the event/activity and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the RADF 2025-2026 Community Funding Program Guidelines.

Resolution No.: IACAC00096

Moved: Councillor Pickels

Seconded: Councillor Coleman

That the Committee recommends that Council:

6. *Advises the applicants that the RADF grant constitutes sponsorship of the event/activity and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the RADF 2025-2026 Community Funding Program Guidelines.*

Carried

8.1 PULSE ACADEMY

Discussion to acknowledge and thank Pulse Academy for supplying young performers as the talent for the videos recorded to promote the funding opportunities available under Councils Regional Arts Development Fund Community Grants Program.

8.2 ISAAC ARTS AND CULTURAL STRATEGIC PLAN

Arts Consultant Nicole Duyst has been appointed. Planning for Creative Engagement is underway with an initial online survey and creative workshops across the region. Possible dates are being proposed and will be put into committee members diaries for one-on-one sessions with the Arts Consultant and a workshop with the committee. There will also be a workshop with Council.

8.3 RE-ALLOCATION OF RADF BUDGET FOR COUNCIL-LED ARTS ACTIVITIES AT 2026 ST LAWRENCE WETLANDS FESTIVAL

Discussion about re-allocating the balance (\$15 000 less \$5 000 for ACI membership Report 7.1) of the RADF allocation for Council led arts activities. Options canvassed were investigating Council led activities or increasing the funding for round 2 of the RADF Community Funding Program. It was resolved to proceed with the later option.

9. CONCLUSION

There being no further business, the Chair declared the meeting closed at 10.46am

.....
CHAIR

..... / /
DATE

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Emily Kennedy
AUTHOR POSITION	Coordinator Community Development

5.6 ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES – 20 FEBRUARY 2026

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee provide recommendations to Council about the implementation of arts related policies, plans and the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the Isaac Arts and Cultural Advisory Committee meeting held on 20 February 2026 and presents committee recommendations for consideration.

OFFICER'S RECOMMENDATION

That committee recommends that Council:

- 1. Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Friday, 20 February 2026.**
- 2. Accepts the recommendations of the Isaac Arts and Cultural Advisory Committee meeting held on Friday, 20 February 2026.**
 - i. Provides in-principle support for the public art project proposed by Clermont Tourism Committee for two murals on the water reservoirs at Catholic Hill, Douglas Street, Clermont.**
 - ii. Authorises the Chief Executive Officer (or delegate) to negotiate and execute an agreement (Memorandum of Understanding) between Council and the Clermont Tourism Committee in relation to the mural project.**
 - iii. Approves the following applications for the Regional Arts Development Fund Community Grants Round Two FY2025-2026 as follows:**

Application 1	COURTNEY MARCH-PEACH
Project details	Professional development for this Moranbah-based piano teacher to attend the 16th Australasian Piano Pedagogy conference (The Art of Imagination) at Adelaide University from 6 to 10 July 2026. The funding will be expended on conference registration fees, flights to and from Adelaide, and accommodation.
RADF Grant Category	Develop
Total project cost	\$3,142.00
Grant requested	\$2,000

Minimum co-contribution required from applicant	\$1,099.70 <i>(Under 2025-26 RADF Community Funding Program Guidelines, applicants must make a significant contribution of at least 35% which may be in-kind.)</i>
Applicant Co-contribution amount	\$1,142.00
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Yes.
Amount	\$2,000 (excluding GST).

Application 2	NATASHA HARDIMAN
Project details	Delivery of a two-day songwriting workshop for young people aged 12 to 18 years in Moranbah on 6-7 July 2026 followed by a showcase event on 24 July 2026
RADF Grant Category	Grow
Total project cost	\$19,500
Grant requested	\$8,000
Minimum co-contribution required from applicant	\$6,825 <i>(Under 2025-26 RADF Community Funding Program Guidelines, applicants must make a significant contribution of at least 35% which may be in-kind.)</i>
Applicant Co-contribution amount	\$11,500
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Yes
Amount	\$8,000 (excluding GST).

Application 3	ST LAWRENCE WETLANDS FESTIVAL WORKING GROUP INCORPORATED
Project details	Support the costs of engaging 8 artists to deliver arts workshops on Saturday, 4 July 2026 at the St Lawrence Wetlands Festival.
RADF Grant Category	Inspire
Total project cost	\$14,259
Grant requested	\$8,000

Minimum co-contribution required from applicant	\$4,990.65 <i>(Under 2025-26 RADF Community Funding Program Guidelines, applicants must make a significant contribution of at least 35% which may be in-kind.)</i>
Applicant Co-contribution amount	\$6,259
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Yes
Amount	\$8,000 (excluding GST).

APPLICATION 4	WANGAN AND JAGALINGOU TRADITIONAL OWNERS ABORIGINAL CORPORATION
Project details	Support the inaugural Clermont Country & Culture Festival 2026 running from Monday 6 July to Sunday 12 July 2026, including week-long Indigenous and youth art exhibitions; school engagement activities incorporating Wirldi language, storytelling, music, and Junior Ranger experiences; community workshops in art, weaving, dance, and cultural knowledge; and live country music performances. The festival will culminate in a major NAIDOC Community Celebration at the Wangan Ceremonial Site on Saturday, 11 July 2026.
RADF Grant Category	Grow
Total project cost	\$62,200
Grant requested	\$8,000
Minimum co-contribution required from applicant	\$21,770 <i>(Under 2025-26 RADF Community Funding Program Guidelines, applicants must make a significant contribution of at least 35% which may be in-kind.)</i>
Applicant Co-contribution amount	\$54,200
Meets co-contribution requirements	Yes
Officer Recommendation	
Grant Recommended	Yes, subject to applicant providing quotations for eligible items that the RADF funds may be expended on.
Amount	\$8,000 (excluding GST).

Application 5		ARTISTS CONNECT INC	
Project details	Supporting the St Lawrence Artists Retreat 2026, an event to be held from Thursday 23 July to Sunday 26 July 2026 catering for 50 artists to gather for 4 days of collaboration, networking, creative skill sharing and arts business workshops, covering the cost of engaging three of the artists.		
RADF Grant Category	Grow		
Total project cost	\$44,656		
Grant requested	\$5,818.00		
Minimum co-contribution required from applicant	\$15,629.60 <i>(Under 2025-26 RADF Community Funding Program Guidelines, applicants must make a significant contribution of at least 35% which may be in-kind.)</i>		
Applicant Co-contribution amount	\$38,838.00		
Meets co-contribution requirements	Yes		
Officer Recommendation			
Grant Recommended	Yes.		
Amount	\$5,818.00 (excluding GST).		

Application 6		TONI CRANE	
Project details	Support the applicant, as an established artist, to support delivery of a workshop program on Saturday 4 July 2026 at the St Lawrence Wetlands Festival. The funding will be expended on the artist's facilitation fees as well as the costs of materials, accommodation, travel and meal expenses.		
RADF Grant Category	Inspire		
Total project cost	\$2,999		
Grant requested	\$1,949		
Minimum co-contribution required from applicant	\$1,049.65 <i>(Under 2025-26 RADF Community Funding Program Guidelines, applicants must make a significant contribution of at least 35% which may be in-kind.)</i>		
Applicant Co-contribution amount	\$1,050		
Meets co-contribution requirements	Yes		
Officer Recommendation			
Grant Recommended	Yes		
Amount	\$1,949 (excluding GST).		

-
- iv. Advises the applicants that 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 Regional Arts Development Fund 2025-2026 Community Funding Program Guidelines.**

BACKGROUND

The Isaac Arts and Cultural Advisory Committee provide a formal mechanism for Council to consult with key stakeholders, seek specialist advice and ensure community involvement in relation to the Arts and Cultural Policy and Action Plan, and the Public Art Policy and Action Plan. The Isaac Arts and Cultural Advisory Committee provide strategic direction and advice to Council on the development and delivery of the Regional Arts Development Fund (RADF).

The Isaac Arts and Cultural Advisory Committee is an advisory body only and has no line of authority. However, the Committee has full right of access to all levels of management through the Chief Executive Officer. Committee Members will act as a customer liaison point for residents in Isaac.

As per the Committee's current Terms of Reference, meeting minutes must go to Council for endorsement and where appropriate approve recommendations of the Committee. Minutes presented with this report are the Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes for 20 February 2026 for Council's consideration and endorsement.

Regional Arts Development Fund Grants Program

Applications are assessed against the Regional Arts Development Fund (RADF) 2025-2026 Community Funding Program Guidelines and the four assessment criteria of:

- Quality;
- Reach;
- Impact; and
- Viability.

Applications are also reviewed on their alignment with Council's locally identified priority areas for funding in 2025-2026 of:

- Community resilience - Using arts and cultural initiatives as a tool for positive social impact;
- Local content/local product – Valuing our local artists, performers, creators and arts administrators;
- Place-making – Facilitating creative activation of spaces and places; and
- Lifelong learning – Supporting opportunities for growth.

Regional Arts Development Fund Grants Program – Round One

Round One of the Regional Arts Development Fund grants program closed on Thursday 23 October 2025. A total of five (5) applications were received for activities endorsed to the value of \$26,125.00.

Regional Arts Development Fund Grants Program – Round Two

Round Two of the Regional Arts Development Fund grants program closed on Monday 9 February 2026 with a total of six (6) applications with requests to the value of \$33,767.00.

Clermont Tourism Committee Mural Application

In September 2024, the Clermont Tourism Committee contacted Council to seek approval for the painting of a mural on the old water reservoir at Catholic Hill, Douglas Street, Clermont.

Following initial conversations about the project, Community and Cultural Services staff liaised with the Clermont Tourism Committee and provided copies of the Public Art Policy, Action Plan and Guidelines to assist them with the preparation of a public art proposal. In December 2025, a completed proposal was received (Attachment 1 – Public Art Project Proposal, Clermont Tourism Committee).

The proposal from Clermont Tourism Committee seeks approval to paint a mural on the old water reservoir at Catholic Hill, Douglas Street, Clermont to celebrate Clermont’s heritage, identity, and natural environment by creating an artwork that is both visually striking and meaningful to the community.

On 10 February 2026 Council received an addendum to the Clermont Tourism Group’s application adding a second water tank to the scope, with an additional mural to commemorate the recent flood event in Clermont (January 2026) resulting from Ex-Tropical Cyclone Koji.

Mural Memorandum of Understanding

Prior to finalising a Memorandum of Understanding, further discussions with the Clermont Tourism Committee to clarify aspects of the public art proposal including the contracting entity for the project proponent, the works to be done to clear vegetation around the subject site to enable the mural to be seen from the road leading into the town of Clermont, Council’s operational requirements relating to the mural artists accessing the subject site, ownership of the mural upon completion, upkeep and maintenance of the mural, and de-accessioning of the mural.

IMPLICATIONS

Regional Arts Development Fund Grants Program

\$45,000.00 has been allocated to the Regional Arts Development Fund (RADF) 2025-2026 funding year Community Grants program with the amount of \$30,000.00 allocated to Round One and the amount of \$15,000.00 allocated to Round Two. \$10,000.00 from the St Lawrence Wetlands Weekend program funding, per the recommendation of the Isaac Arts and Cultural Advisory Committee, has been allocated to the 2025-26 RADF Grant funding.

The table below outlines the total expenditure to date for all grants including those recommended for Round Two.

	Funds available	Costs
RADF Round One 2025-2026 funding allocation	\$30,000.00	\$26,125.00
RADF Round Two 2025-2026 funding allocation	\$15,000.00	\$33,767.00

St Lawrence Wetlands Weekend Program Funding re-directed to Grants	\$10,000.00	
Arts And Cultural Heritage programming	\$5,000.00	
TOTAL	\$60,000.00	\$59,892.00

Clermont Tourism Committee Mural Application

Clermont Tourism Committee propose to cover the costs associated with mural creation and painting, plus site preparation and UV/anti-vandalism coating of the artwork. They have also noted their plans to install a solar light to illuminate the artwork. They also propose to be responsible for the cost of ongoing maintenance but propose that Council be responsible for mowing of the area around the water tank.

In their application, the proponent states that if future repairs or replacement of the tank is required, Clermont Tourism will restore the artwork. It is recommended that further discussions be undertaken with the proponent to confirm that it is Council's preference that Council take ownership of the artwork upon completion with associated maintenance/upkeep costs to be at Council's expense given upkeep expenses are expected to be minimal given the use of UV/anti-vandalism coating. If ownership of the artwork transfers to Council, it would be at Council's discretion when/if maintenance was conducted and when the mural would be de-accessioned.

The recommendation for Council to take ownership of the artwork on completion is based on Council's preferred position for previous public art projects completed in Middlemount and Nebo. Because Council owns the asset, the established practice is for Council to take ownership of the artwork on completion, as Council may wish to dispose of the asset in the future. If the artwork is owned by another entity this would impede Council's ability to deal with the redevelopment, disposal or demolition of asset in the future.

Benefits

If the project is approved and completed as planned, there is potential to connect Clermont to the existing Australian Silo Art Trail, therefore boosting the towns' cultural tourism appeal. With the Nolan Street, Middlemount water tank already on the Australian Silo Art Trail, Clermont may become an attractive destination for those following the trail should the town be added to the trail. If Council consents to this public art project, one of Council's conditions for consenting to their proposal should include an obligation on the project proponent to work to have Clermont officially added to the Australian Silo Art Trail.

CONSULTATION

Isaac Arts and Cultural Advisory Committee Members
 Manager Community and Cultural Services

ARTS & CULTURAL PROGRAMS OFFICER BASIS FOR RECOMMENDATION

Consideration and adoption of Isaac Arts and Cultural Advisory Committee Minutes as per Terms of Reference and legislative requirements.

Isaac Regional Council is committed to arts and cultural development in the Isaac region.

ACTION ACCOUNTABILITY

Office of Community Services to ensure approved Minutes and/or Committee information are stored in corporate memory and actions recorded and registered for follow-up.

KEY MESSAGES

Council is committed to transparent decision making, identifying and managing its risks and continuous improvement. Creativity through arts and culture connects and energises our people, powers our communities by improving our health and sense of wellbeing and provides opportunities for cultural tourism that feed creative industry development.

Report prepared by:	Report authorised by:
EMILY KENNEDY	HEIDI ROBERTS
Coordinator Community Development	Director Community Services
Date: 2 March 2026	Date: 2 March 2026

ATTACHMENTS

- Attachment 1 - Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes – 20 February 2026

REFERENCE DOCUMENT

- Isaac Arts and Cultural Advisory Committee Terms of Reference 2018
- Isaac Arts and Cultural Advisory Committee Agenda – 20 February 2026



UNCONFIRMED MINUTES

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
OF
ISAAC REGIONAL COUNCIL

HELD ON
FRIDAY, 20 FEBRUARY 2026

COMMENCING AT 10.00AM
COUNCIL CHAMBERS, MORANBAH

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, BATCHELOR PARADE, MORANBAH,
ON FRIDAY 20 FEBRUARY 2026

Table of Contents

Page

1. OPENING OF THE MEETING
2. ATTENDANCE
3. APOLOGIES
4. DECLARATION OF CONFLICTS OF INTEREST
5. CONFIRMATION OF MINUTES
 - 7 November 2025 IACAC Minutes –
6. BUSINESS ARISING
7. REPORTS
 - 7.1 Public Art Proposal Old Water Reservoirs at Catholic Hill, Douglas Street Clermont
 - 7.2 Regional Arts Development Fund (RADF) 2025-2026 Community grants Program Round Two Assessment of Applications
8. GENERAL BUSINESS
9. CONCLUSION

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, BATCHELOR PARADE, MORANBAH
ON FRIDAY 20 FEBRUARY 2026

1. OPENING

The Chair declared the meeting open at 10.03 a.m. and welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. ATTENDANCE

ATTENDEES

Tania Gillies
Scott Jarvis – Manager Community and Cultural Services proxy for Emily Kennedy - Coordinator Community Development

ATTENDEES VIA TEAMS

Councillor Viv Coleman (Chair)
Councillor Jane Pickels
Anne-Marie Loeskow Arts and Cultural Development Officer

OBSERVERS VIA TEAMS

Karina Croke – Community Development Officer-Dysart & Middlemount

MINUTE TAKER

Liesa Neilsen - Departmental Administration Officer - Community and Cultural Services

3. APOLOGIES

The Committee received apologies from:
Councillor Alaina Earl

UNCONFIRMED MINUTES

Amanda Raymond
Jasmine Pearce
Emily Kennedy – Coordinator Community Development

Resolution No.: IACA00097

Moved: Councillor Coleman

Seconded: Tania Gillies

**That the Isaac Arts and Cultural Advisory Committee accept the apologies received from:
Councillor Alaina Earl, Amanda Raymond, Jasmine Pearce and Emily Kennedy**

Carried

4. DECLARATION OF CONFLICTS OF INTEREST

Councillor Jane Pickles noted conflict of interest in respect of Report 7.1
Liesa Neilsen noted perceived conflict of interest in respect of Application 3 in Report 7.2
Tania Gillies noted conflict of interest in respect of Application 5 in Report 7.2

5. CONFIRMATION OF MINUTES

That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 7 November 2025 have not yet been resolved by Council. The referred Minutes are going before Council at its Ordinary Meeting on 25 March 2026.

6. BUSINESS ARISING

Nil business arising

7. OFFICERS REPORTS

Resolution No.: IACA00098

Moved: Councillor Coleman

Seconded: Tania Gillies

That although Councillor Jane Pickles has a perceived conflict of interest in respect of Report 7.1 given she is a committee member of the applicant, she be allowed to stay in the room while there is discussion about report 7.1 as she is on the committee for the applicant solely to provide a conduit to Council

Carried

7.1

PUBLIC ART PROPOSAL OLD WATER RESERVOIR AT CATHOLIC HILL, DOUGLAS STREET CLERMONT

EXECUTIVE SUMMARY

This report discusses the public art proposal submitted to Council by Clermont Tourism Committee for a mural project, proposed to be painted on the surface of the old water reservoir at Catholic Hill, Douglas Street, Clermont.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Provide in-principle support for the public art project proposed by Clermont Tourism Committee for two murals on the water reservoirs at Catholic Hill, Douglas Street, Clermont.*
- 2. Authorise the Chief Executive Officer (or delegate) to negotiate and execute an agreement (Memorandum of Understanding) between Council and the Clermont Tourism Committee in relation to the mural project.*

Resolution No.: IACAC00099

Moved: Councillor Coleman

Seconded: Scott Jarvis

That the Committee recommends that Council: Provide in-principle support for the public art project proposed by Clermont Tourism Committee for two murals on the water reservoirs at Catholic Hill, Douglas Street, Clermont.

Carried

Resolution No.: IACAC00100

Moved: Councillor Coleman

Seconded: Scott Jarvis

That the Committee recommends that Council: Authorise the Chief Executive Officer (or delegate) to negotiate and execute an agreement (Memorandum of Understanding) between Council and the Clermont Tourism Committee in relation to the mural project.

Carried

7.2

REGIONAL ART DEVELOPMENT FUND (RADF) GRANTS ROUND TWO 2025-2026

EXECUTIVE SUMMARY

This report seeks approval to fund the six applications received in Round Two of the Regional Arts Development Fund (RADF) 2025-2026 Community Grants Program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Approves Application 1 for the Regional Arts Development Fund (RADF) 2025-2026 Community Grants Program Round One:*

Application 1	COURTNEY MARCH-PEACH
Project	Professional development for this Moranbah-based piano teacher to attend the 16th Australasian Piano Pedagogy conference (The Art of Imagination) at Adelaide University from 6 to 10 July 2026. The funding will be expended on conference registration fees, flights to and from Adelaide, and accommodation.
Officer Recommendation	
Details	Approve \$2,000.00 (excluding GST)

Resolution No.: IACAC00101

Moved: Tania Gillies

Seconded: Councillor Jane Pickels

That the Committee recommends that Council:

1. Approves the funding of the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two application from Courtney March-Peach for the “16th Australasian Piano Pedagogy Conference The Art of Imagination” project to the amount of \$2,000.00 (excluding GST)

Carried

2. Approves Application 2 for the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two

Application 2	NATASHA HARDIMAN
Project	Delivery of a two-day songwriting workshop for young people aged 12 to 18 years in Moranbah on 6-7 July 2026 followed by a showcase event on 24 July 2026
Officer Recommendation	
Details	Approve \$8,000.00 (excluding GST)

Resolution No.: IACAC00102

Moved: Scott Jarvis

Seconded: Councillor Jane Pickles

That the Committee recommends that Council:

2. Approves the funding of the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two application from Natasha Hardiman for the “Launch 2-day songwriting workshop” project to the amount of \$8,000.00 (excluding GST).

Carried

Liesa Neilsen left the room at 10.17am prior to discussion about Application 3 due to perceived conflict of interest as she is a committee member of the applicant.

3. Approves Application 3 for the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two

Application 3	ST LAWRENCE WETLANDS FESTIVAL WORKING GROUP INCORPORATED
Project	Support the costs of engaging 8 artists to deliver arts workshops on Saturday, 4 July 2026 at the St Lawrence Wetlands Festival.
Officer Recommendation	
Details	Approve \$8,000.00 (excluding GST).

Resolution No.: IACAC00103

Moved: Councillor Jane Pickles

Seconded: Tania Gillies

That the Committee recommends that Council:

- 3. Approves the funding of the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two application from St Lawrence Wetlands Festival Working Group Incorporated for the “Arts workshops for the 2026 St Lawrence Wetlands Festival” project to the amount of \$8,000.00 (excluding GST).**

Carried

Liesa Neilsen returned to the room at 10.27am.

- 4. Approves Application 4 for the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two**

Application 4		WANGAN AND JAGALINGOU TRADITIONAL OWNERS ABORIGINAL CORPORATION	
Project	Support the inaugural Clermont Country & Culture Festival 2026 running from Monday 6 July to Sunday 12 July 2026, including week-long Indigenous and youth art exhibitions; school engagement activities incorporating Wirldi language, storytelling, music, and Junior Ranger experiences; community workshops in art, weaving, dance, and cultural knowledge; and live country music performances. The festival will culminate in a major NAIDOC Community Celebration at the Wangan Ceremonial Site on Saturday, 11 July 2026.		
<u>Officer Recommendation</u>			
Details	Approve \$8,000.00 (excluding GST)		

Resolution No.: IACAC00104

Moved: Councillor Jane Pickles

Seconded: Tania Gillies

That the Committee recommends that Council:

- 4. Approves the funding of the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two application from Wangan And Jagalingou Traditional Owners Aboriginal Corporation for the “Clermont Country & Culture Festival” project to the amount of \$8,000.00 (excluding GST).**

Carried

UNCONFIRMED MINUTES

Resolution No.: IACA00105

Moved: Councillor Viv Coleman

Seconded: Councillor Jane Pickles

That Tania Gillies, although a member of the Applicant, does not have a conflict of interest as she does not attend any of its committee meetings and she be allowed to stay in the room during discussion about Application 5

Carried

5. Approves Application 5 for the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two

Application 5	ARTISTS CONNECT INC
Project	Supporting the St Lawrence Artists Retreat 2026, an event to be held from Thursday 23 July to Sunday 26 July 2026 catering for 50 artists to gather for 4 days of collaboration, networking, creative skill sharing and arts business workshops, covering the cost of engaging three of the artists.
Officer Recommendation	
Details	Approve \$5,818.00 (excluding GST)

Resolution No.: IACAC00106

Moved:

Seconded: Councillor Jane Pickles

That the Committee recommends that Council:

- 5. Approves the funding of the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two application from Artists Connect Inc for the "St Lawrence Artists Retreat 2026" project to the amount of \$5,818.00 (excluding GST).***

Carried

6. Approves Application 6 for the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two

Application 6 TONI CRANE

Project	Support the applicant, as an established artist, to support delivery of a workshop program on Saturday 4 July 2026 at the St Lawrence Wetlands Festival. The funding will be expended on the artist's facilitation fees as well as the costs of materials, accommodation, travel and meal expenses.
<u>Officer Recommendation</u>	
Details	Approve \$1,949.00 (excluding GST)

Resolution No.: IACAC00107

Moved: Tania Gillies

Seconded: Councillor Jane Pickles

That the Committee recommends that Council:

- 6. Approves the funding of the Regional Arts Development Fund 2025-2026 Community Grants Program Round Two application from Toni Crane for the "Arts Workshop at 2026 St Lawrence Wetlands Festival" project to the amount of \$1,949.00 (excluding GST)".***

Carried

- 7. Advises the applicants that 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 RADF 2025-2026 Community Funding Program Guidelines.***

Resolution No.: IACAC00108

Moved: Tania Gillies

Seconded: Councillor Jane Pickles

That the Committee recommends that Council:

- 8. Advises the applicants that 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 RADF 2025-2026 Community Funding Program Guidelines.***

Carried

8. GENERAL BUSINESS

Nicole Dyst, the arts consultant engaged by Council to assist with developing an arts and cultural strategy, entered the meeting via teams at 10.45am. She provided an update regarding the community engagement sessions she facilitated in Clermont, Dysart, Middlemount, St Lawrence, Glenden, Nebo and Moranbah between Saturday 31 January 2026 and Sunday 8 February 2026. Nicole Dyst left the meeting at 11.17am

9. CONCLUSION

There being no further business, the Chair declared the meeting closed at 11.22 a.m.

.....
CHAIR

..... / /
DATE

MEETING DETAILS

Community Services Standing Committee Meeting

Tuesday 10 March 2026

AUTHOR

Scott Jarvis

AUTHOR POSITION

Manager Community and Cultural Services

5.7 COMMUNITY AND CIVIC EVENTS MONTHLY UPDATE TO COUNCILLORS

EXECUTIVE SUMMARY

The report outlines a proposal to provide all Councillors with a month in advance summary of upcoming events and activities being programmed across the wider Isaac region targeted at all cohorts in the Isaac community.

This report aligns with Council’s Corporate Plan Strategic Theme: Engaged Communities. Priority 4: We will encourage a diversity of community events and arts programs to innovatively use our places and spaces; and Priority 5: We will encourage our communities to embrace opportunities for participation in events, arts and creative experiences which celebrate our stories, cultures, and identities.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the Isaac Regional Council Community and Civic Events Calendar and proposed communication method to councillors moving forward.**

BACKGROUND

The Community Development team, in consultation with the Office of the Chief Executive Officer (CEO), Civic Venues and Economic Development, manages an extensive look ahead event calendar of upcoming community and civic events.

Community and Civic events are developed in consultation with community and through information gathered by Community Development Officers and Community Groups as they discuss the needs and desires of particular cohorts within the community.

The Calendar snapshot provides three category columns which identify key target demographic groups for each event. These categories provide the opportunity for councillors to review and assess how adequately Council is supporting our community, and the opportunity to provide feedback and input into areas where Council feels further support is required.

A sample of the Calendar proposed to be circulated to Councilors is provided in Attachment 1.

Councillors are currently kept up to date by a range of date claimers and event briefs circulated frequently to the Office of the CEO by the Community Development Team however, a holistic lookahead permits Councillors to provide feedback in advance of any additional events or programs they would like to see scheduled or cohorts more actively supported. Similarly, it permits any gaps to be identified and feedback received in community to be fed back to officers developing the events Calendar.

While the logistical date claimer and event brief process is programmed to continue, it is proposed that a month in advance the summary of the Events Calendar is provided to Councillors (by email) on the last Monday of each month, to provide a more wholistic overview of the upcoming events and activities being programmed across the wider Isaac region.

IMPLICATIONS

Financial

Suggestions regarding other events and programs will require budget consideration.

Service Levels

Ensuring we are targeting the right programs and events to the range of demographics across the Isaac region and being able to identify if there are any areas requiring more support or new activities.

Improved communication on events and activities in a consolidated monthly report.

Risk

The calendar is a live, working document, so there may be amendments made to the calendar post distribution to Councillors, including but not limited to additional events, cancellations, location and times.

Benefits

More Councillor oversight and understanding on the range and scope of community and civic events occurring across the region.

CONSULTATION

Director Community Services
Office of the Chief Executive Officer
Coordinator Community Development
Coordinator Civic Venues
Community Development Officers
Program Leader Civic Events and Activations

BASIS FOR RECOMMENDATION

This recommendation supports the continued improvement of information provision to councillors.

ACTION ACCOUNTABILITY

The Manager Community and Cultural Services to ensure resourcing, data collection and distribution of a month in advance calendar of events to councillors.

KEY MESSAGES

Isaac Regional Council Councillors kept up to date with a month in advance calendar of upcoming events and activities being programmed across the wider Isaac region.

Report prepared by: SCOTT JARVIS Acting Manager Community and Cultural Services Date: 16 February 2026	Report authorised by: HEIDI ROBERTS Director Community Services Date: 2 March 2026
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ATTACHMENTS

- Attachment 1 – Sample Calendar of Events – March 2026

REFERENCE DOCUMENT

- Nil

Event Name	Start Date	Community	Organiser	Category 1	Category 2	Category 3
International Women's Day Fun Run	Sunday, March 1, 2026	Moranbah	Janine	Women	Health & Wellbeing	Families
Australia Wide Nine Exhibition	Monday, March 2, 2026	Moranbah	IRC	Art & Culture	Tourism	Regional
WIMARQ Awards	Friday, March 6, 2026	Moranbah	WIMARQ	Women	Miners	Regional
Foxleigh Mine, International Women's Day Community Morning Tea	Friday, March 6, 2026	Middlemount	Foxleigh Mine	Women	Health & Wellbeing	Regional
Dysart Community Centre Paint & Sip	Friday, March 6, 2026	Dysart	Dysart Community Support Group	Women	Art & Culture	Entertainment
International Women's Day Business Lunch	Friday, March 6, 2026	Mackay	Resource Industry Network			
Dysart International Women's Day Luncheon	Saturday, March 7, 2026	Dysart	Isaac Business Chamber	Women	Art & Culture	Regional
Moranbah Selectability Triathlon for Mental Health	Saturday, March 7, 2026	Moranbah	Selectability	Sport	Families	Health & Wellbeing
Clermont State High School P & C Trivia	Saturday, March 7, 2026	Clermont	Clermont State School P & C	Entertainment	Men	Women
Middlemount Hotel Motel Paint & Sip	Saturday, March 7, 2026	Middlemount	Middlemount Hotel Motel	Women	Art & Culture	Regional
Nebo Inspiring Women in Isaac	Sunday, March 8, 2026	Nebo	IRC	Women	Art & Culture	Regional
Clermont Inspiring Women in Isaac - Luncheon	Sunday, March 8, 2026	Clermont	IRC	Women	Health & Wellbeing	Regional
LifeFlight Emergency Trauma Training	Tuesday, March 10, 2026	Dysart	Stanmore and Life Flight	Health & Wellbeing	Health Services	Regional

Inspiring Women in Isaac Regional Event	Saturday, March 14, 2026	Moranbah	IRC	Women	Entertainment	Regional
Moranbah Inspiring Women in Isaac – Rise & Run	Saturday, March 14, 2026	Moranbah	IRC	Women	Health & Wellbeing	Sport
Dysart St Paddy's Day Bowls Day	Saturday, March 14, 2026	Dysart	Dysart Bowls Club			
Glenden Inspiring Women in Isaac	Sunday, March 15, 2026	Glenden	IRC	Women	Art & Culture	Entertainment
Clermont Triathlon Tri & Thrive	Sunday, March 15, 2026	Clermont	Clermont Men's Shed	Regional	Health & Wellbeing	Sport
Seniors St Patricks Day Lunch - Moranbah	Tuesday, March 17, 2026	Moranbah	MDSS & Hinterland Community Care	Seniors	Disability	Entertainment
TIQ - TQTIP Townsville MIW	Monday, March 16, 2026	Townsville	TIQ			
Mackay Region Events & Conference Connect	Wednesday, March 18, 2026	Mackay	MRC			
TIQ - Queensland China Investment Roundtable	Wednesday, March 18, 2026	Brisbane	TIQ			
Isaac Renewable Energy Supply Chain Forum	Wednesday, March 18, 2026	Moranbah	Sumbiosis / IRC - Economic Development	Renewables	Industry	Miners
Middlemount Ride 2 School Day	Wednesday, March 18, 2026	Middlemount	Middlemount State School	Schools	Juniors (5-12)	Littlies (0-5)
St Lawrence Primary School - Ride 2 School Day	Thursday, March 19, 2026	St Lawrence	St Lawrence State School	Schools	Juniors (5-12)	Littlies (0-5)
Carmila State School - Ride 2 School	Friday, March 20, 2026	Carmila	Carmila State School	Schools	Juniors (5-12)	Littlies (0-5)
Dysart Ride 2 School Day	Friday, March 20, 2026	Dysart	Dysart State School	Schools	Juniors (5-12)	Littlies (0-5)
Glenden State School Ride 2 School Day	Friday, March 20, 2026	Glenden	Glenden State School	Schools	Juniors (5-12)	Health & Wellbeing

Moranbah East State School - Ride 2 School	Friday, March 20, 2026	Moranbah	Moranbah East State School	Schools	Juniors (5-12)	Littlies (0-5)
Nebo State School Ride 2 School Day	Friday, March 20, 2026	Nebo	Nebo State School	Schools	Juniors (5-12)	Health & Wellbeing
Qantas Special & Mackay Airport - Industry Briefing Breakfast	Friday, March 20, 2026	Mackay	Resource Industry Network			
Isaac Coast Inspiring Women in Isaac	Saturday, March 21, 2026	Carmila	IRC	Women	Health & Wellbeing	Seniors
Midlemount Inspiring Women in Isaac	Saturday, March 21, 2026	Middlemount	IRC	Women	Art & Culture	Regional
Dysart Inspiring Women in Isaac	Sunday, March 22, 2026	Dysart	IRC	Women	Art & Culture	Regional
Glenden Easter Egg Hunt	Sunday, March 22, 2026	Glenden	Glenden Rural Interest Group	Families	Juniors (5-12)	Entertainment
Dysart Community Triathlon	Sunday, March 22, 2026	Dysart	Mana Sports & Lesiure	Sport	Families	Health & Wellbeing
IYAG - Youth Summit	Monday, March 23, 2026	Moranbah	IRC	Youth (13-25)	Regional	Schools
2026 EDA National Roadshow	Tuesday, March 24, 2026	Brisbane	Economic Development Australia			
Glenden Mini Triatlon	Saturday, March 28, 2026	Glenden	Glenden Rural Interest Group	Families	Sport	Youth (13-25)
Moranbah Deb Ball	Saturday, March 28, 2026	Moranbah	ELAM	Youth (13-25)	Art & Culture	Entertainment
Moranbah Race Club	Saturday, 28 March 2026	Moranbah	Moranbah Race Club	Rodeos/Campdrafts/ Horse Races	Families	Entertainment
Clarke Creek Inspiring Women in Isaac	Saturday, March 28, 2026	Clarke Creek	IRC	Women	Health & Wellbeing	Seniors
Australia Wide Nine Exhibition	Sunday, March 29, 2026	Moranbah	IRC	Art & Culture	Tourism	Regional

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Michael St Clair
AUTHOR POSITION	Manager Planning and Environment

5.8 DEVELOPMENT APPLICATION SEEKING A DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE – SERVICE STATION AT 19 CEMETERY ROAD, NEBO, DESCRIBED AS LOT 42 ON WHS349

EXECUTIVE SUMMARY

This report is presented to Council to decide a Development Application that has been made by Paluma Road Pty Limited c/- Jewell Planning for a Development Permit for Material Change of Use – Service Station at 19 Cemetery Road, Nebo, described as Lot 42 on WHS349.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve with conditions MCU23/0007 for a Development Permit for Material Change of Use – Service Station at 19 Cemetery Road, Nebo, described as Lot 42 on WHS349 as per the attached content recommended for the Decision Notice.***

APPLICATION DETAILS

The application seeks approval for a new Service Station at 19 Cemetery Road, Nebo. The service station is proposed to operate 24 hours a day, 7 days a week and provide light and heavy vehicle truck refueling facilities along with an associated retail shop. The service station retail shop includes a small retail area, indoor dining area, toilet facilities and a separate truck drivers lounge. Back of house areas include cold room & freezer storage, kitchen, storeroom and a small office.

The subject site is located within the Nebo township, with frontage to the Peak Downs Highway and Cemetery Road. The site is a large 3.4ha allotment that is within the Industry zone under the *Isaac Region Planning Scheme 2021* (the Planning Scheme). The development is proposed over the western part of the lot, with the balance of the land to remain undeveloped.

The development application triggered Code Assessment against the Planning Scheme. Due to the site having frontage to the Peak Downs Highway (a state-controlled road), the application was referred to the State Assessment and Referral Agency (SARA). SARA has provided a concurrence agency response for the application, which includes conditions that require the intersection of the Peak Downs Highway and Cemetery Road to be upgraded to include a short channelized right turn lane and a short channelized left turn lane with street lighting. The upgrades are required prior to the use commencing.



Image 1: Subject site

Source: Intramaps

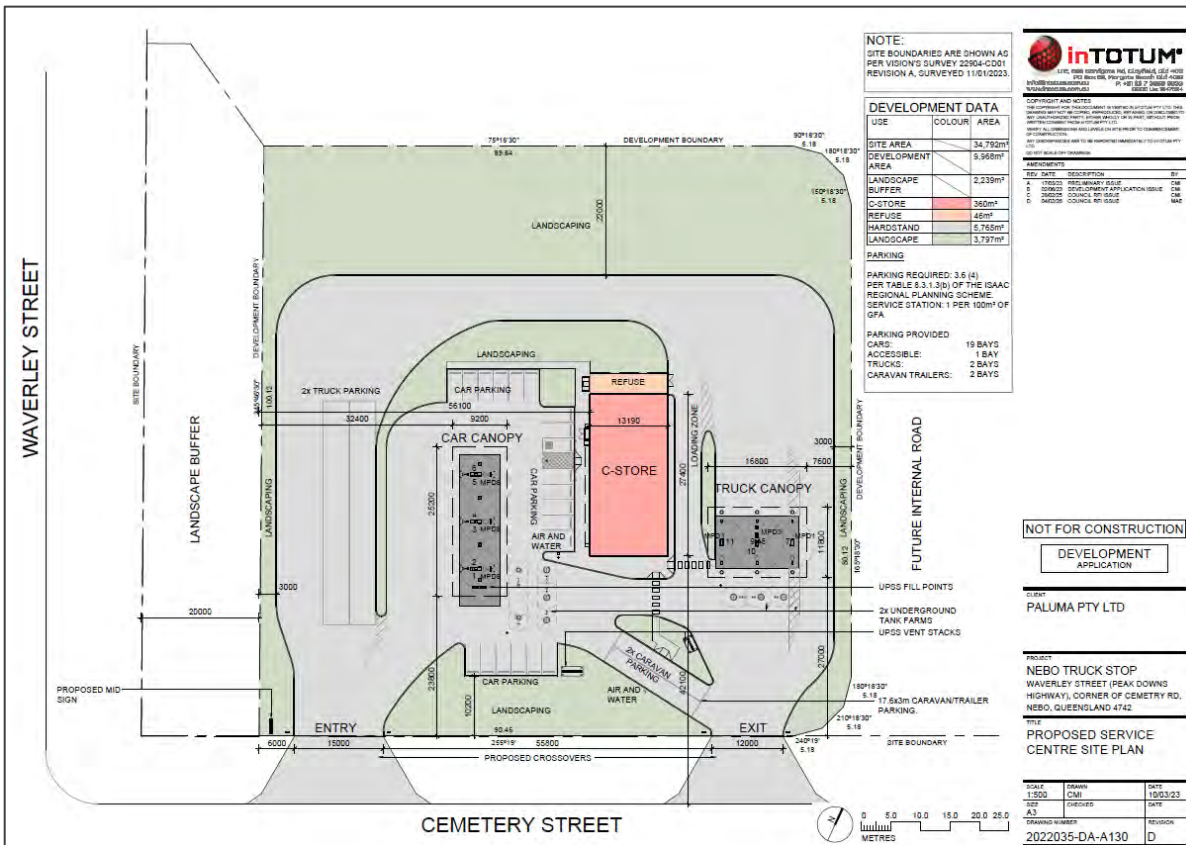


Image 2: Site Plan

Source: Application Material

Officers with support from consultants have completed assessment of the development application and technical reports submitted as part of the application. Through the assessment process the applicant provided response to Council's requests for information and further advice, which have demonstrated that the development is consistent with the planning scheme and can maintain compliance through detailed design, construction and operations, through imposing reasonable and relevant conditions. A summary of the assessment that has been completed and the key findings is provided below:

- The proposed land use is consistent with the purpose and overall outcomes of the Industry zone code.
- The applicant will be responsible for widening and upgrading Cemetery Road to ensure large vehicles can access the site. The applicant will also be responsible for undertaking upgrades to the intersection of the Peak Downs Highway and Cemetery Road in accordance with the requirements of the SARA.
- The proposal has been designed to ensure that no hazardous materials are stored within or below the defined flood level. Refueling areas and all buildings / structures will be located above the defined flood level.
- The proposal has been designed (and can be constructed and managed, subject to imposing conditions) to ensure that the use does not adversely impact on nearby sensitive land uses due to noise, air quality and lighting impacts.
- All stormwater and waste water generated on-site will be treated by proprietary treatment devices prior to being discharged from the site.
- The development can be connected to all relevant urban infrastructure required to service the proposal, including water, sewer, stormwater, electricity and telecommunications. The applicant will be responsible for all costs associated with the construction of this infrastructure.
- Landscaping will be provided along site boundaries to provide shade and soften the built form of the development when viewed from the street and neighboring properties.
- Conditions have been recommended to ensure that the development is designed, constructed and operated in a manner which minimizes potential for off-site impacts and ensures that appropriate infrastructure is provided and maintained for the duration of the use.

Further information regarding the proposed development and the assessment completed by planning officers and council's consultants is contained within Attachment 1 – Development Assessment Report.

IMPLICATIONS

- Budget – Council's statutory development assessment functions are delivered through Cost Centre 1099 – Development Approvals Corporate. Council's operational fees for undertaking these statutory functions are offset by the levying of development application fees which are levied on a cost-recovery basis in accordance with Council's adopted Fees and Charges.
- Resources – Approving the application will have no resource impacts.
- Reputational – The application was code assessable and did not require public notification in accordance with the *Planning Act 2016*. It is noted however that during the assessment process, the applicant unnecessarily undertook public notification despite it not being required for a Code Assessable application. During the public notification process there were fourteen (14) submissions received opposing the application. All of these submissions opposed the application on the basis of creating

competition to the existing service station in Nebo. While these submissions are not properly made and do not form an assessment benchmark in accordance with section 45(3) of the *Planning Act 2016*, officer's have engaged with these submitters to explain the processing error and its implications and will provide a further update following this application being decided.

- Legal – Officers envision no legal implications. As the application is code assessable there are no third-party appeal rights against any council decision.

CONSULTATION

Internal officers have been consulted as part of the assessment of this application. External consultants have also been engaged to peer review specialist reports, provide council officers with advice and recommended conditions. Section 8 of the Development Assessment Report attached contains details of internal and external consultation that has been undertaken.

BASIS FOR RECOMMENDATION

The development application has been assessed in accordance with the requirements for a Code Assessable application under section 45(3) of the *Planning Act 2016*. The application has been determined to comply with the relevant assessment benchmarks prescribed and is therefore recommended for approval, subject to relevant and reasonable conditions.

ACTION ACCOUNTABILITY

Director Community Services to issue the Decision Notice to the applicant within five (5) business days of the date of decision in accordance with the requirements under section 63) of the *Planning Act 2016*.

A copy of the Council's decision will be issued to the members of the community who made submissions during the (informal) public notification period by the Manager Planning and Environment.

KEY MESSAGES

- The development application has been assessed to comply with the relevant assessment benchmarks under the Isaac Region Planning Scheme 2021.
- Conditions have been recommended to ensure that the development is designed, constructed and operated in a manner which minimizes potential for off-site impacts and ensures that appropriate infrastructure is provided & maintained for the duration of the use.

Report prepared by:	Report authorised by:
MICHAEL ST CLAIR	HEIDI ROBERTS
Manager Planning and Environment	Director Community Services
Date: 16 February 2026	Date: 2 March 2026

ATTACHMENTS

- Attachment 1 - Development Assessment Report – MCU23/0007

REFERENCE DOCUMENT

- Nil

**ISAAC REGIONAL COUNCIL
DELEGATED AUTHORITY REPORT:
APPLICATION FOR DEVELOPMENT APPROVAL**

REPORT TITLE: Development application seeking a Development Permit for Material Change of Use – Service Station at 19 Cemetery Road, Nebo, described as Lot 42 on WHS349

AUTHOR: Rebekah McDonald, Program Leader Development Assessment

APPLICATION NUMBER: MCU23/0007

CLASSIFICATION: Section 45 Planning Act 2016

COUNCIL DIVISION: Division 8

RISK ASSESSMENT: Low

CORPORATE ALIGNMENT: Community and Corporate Plan – Liveability through Design and Infrastructure

DELEGATED AUTHORITY: Council Meeting of 17 November 2020, Resolution No. 6980 – Delegation No. PA19

1. APPLICATION SUMMARY

Applicant:	Paluma Road Pty Ltd
Consultant:	C/- Jewell Planning
Owner details:	Paluma Road Pty Limited
Proposal:	Development Permit for Material Change of Use – Service Station
Properly Made Date:	24 May 2023
Decision Due Date:	31 March 2026
Street Address:	19 Cemetery Road, Nebo
RP Description:	Lot 42 on WHS349
Planning Scheme and Version	Isaac Regional Planning Scheme, Version 1
Level of Assessment:	Code
Zone	Industry zone
Overlays	Flood hazard overlay (Potential flood hazard overlay)
Number of Properly Made Submissions	Not Applicable – Code Assessable Submissions were received as the applicant undertook public notification in error. However, the submissions are not properly made and cannot be considered as part of the assessment as the application is Code Assessable.
Referral Agencies	<u>Concurrence</u> <ul style="list-style-type: none"> • State Assessment and Referral Agency - Schedule 10, Part 9, Division 4, Subdivision 2 of the Planning Regulation 2017 <u>Advice</u> <ul style="list-style-type: none"> • NIL

Internal Consultation	Community Education and Compliance Engineering & Infrastructure – Manager Infrastructure Planning & Technical Services Water & Waste – Manager Operations and Maintenance, Manager Waste Services GIS
External Consultation	Becker Sunner Consulting Engineers Yarramine Environmental
Officers' recommendation	Approve with conditions

2. PROPOSAL

The purpose of this report is to assess an application for a Development Permit - Material Change of Use for a Service Station

The Isaac Regional Planning Scheme (the Planning Scheme) defines a service station as follows:

The use of premises for—

(a) selling fuel, including, for example, petrol, liquid petroleum gas, automotive distillate or alternative fuels or

(b) a food and drink outlet, shop, trailer hire, or maintaining, repairing, servicing or washing vehicles, if the use is ancillary to the use in paragraph (a).

Part 5 of the Planning Scheme categories the land use as subject to code assessment in the Industry zone, where not adjoining land in the residential zone. The application is therefore code assessable, as the adjoining land is in the Rural residential zone, which is not a 'residential zone' as defined under the *Planning Regulation 2017*.

2.1 DESCRIPTION OF PROPOSED DEVELOPMENT

The application seeks approval for a Service Station comprising a 360m² convenience retail and amenities building, associated truck and car fuel canopies, three truck parking bays, 13 car parks, landscaping, refuse facilities, loading zone, underground petroleum storage system (UPSS) and new internal access driveways. Refer to Figure 1.

The service station is proposed to operate 24 hours a day, 7 days a week and provide light and heavy vehicle truck refueling facilities along with an associated retail shop and toilet facilities.

The development is proposed over the western part of the lot, with the balance of the land to remain undeveloped. The proposal has been designed to consider the underlying industrial subdivision layout that has been approved over the site, to ensure that the proposal does not compromise future development of the land. Refer to Figure 2.

The service station retail shop includes a small retail area, indoor dining area, toilet facilities and a separate truck drivers lounge. Back of house areas include cold room & freezer storage, kitchen, storeroom and a small office.

A separate waste and mechanical plant room is located on the northern side of the retail store, which provides direct access via double doors to the loading zone at the rear of the site.

Access is proposed via Cemetery Road via two proposed driveways that will provide separate entry and exit points for vehicles. Vehicles will enter at the western driveway and exit via the eastern driveway which are approximately 55m apart on the sites frontage. The driveway is designed to provide a separate access pathway around the exterior of the site for service vehicles and trucks which connects to the loading bay and truck refuelling area located on the western side of the service station retail shop. Light vehicle parking areas, two car / trailer parks and two large vehicle parks are

to be located on-site. Nineteen (19) car parking spaces are located adjacent to the service station shop, with an additional bay for air and water facilities.

The proposed service station does not propose any electric vehicle charging facilities at this time.

The service station is well separated from the boundaries of the site. The footprint of the development is setback 20m from the Peak Downs Highway frontage and comprises a 3m wide landscape strip along the internal pavement / driveway area. The service station is setback 23m from the southern road boundary to Cemetery Road and comprises a wide landscaped area between the front boundary and car parking areas. The balance of the development area which is not established will comprise grassed open area.

A summary of the development’s key details are provided in the table below:

Development Summary	
Gross Floor Area	Service station retail area - 360m ²
Height	Service station retail – 4.5m Canopy (light vehicles) – 6m Canopy (heavy vehicles) – 6.2m
Setbacks	Peak Downs Highway (west) – 42.4m Cemetery Road (south) – 23.8m
Site Cover	9,968m ²
Parking	19 car parks 1 accessible (all abilities) car park 2 truck parking bays 2 caravan parking bays
Vehicular Access	Access is proposed via Cemetery Road. Two separate driveway crossovers are proposed allowing for one way entry/exit at each crossover and left to right circulation of traffic through the site
Staff	2 – 3 staff
Hours of Operation	24 hours a day, 7 days a week
Servicing	Access and circulation has been designed to allow for a 36m B-Double truck to enter and exit the site. On-site servicing has been factored into the design with swept paths provided.
Landscaping	3,797m ²

Extracts of the proposal plans for the development are provided below. The elevations provided include indicative branding for a BP service station. No signage or branding palette is approved by this application and may be subject to change depending on future operators of the service station.

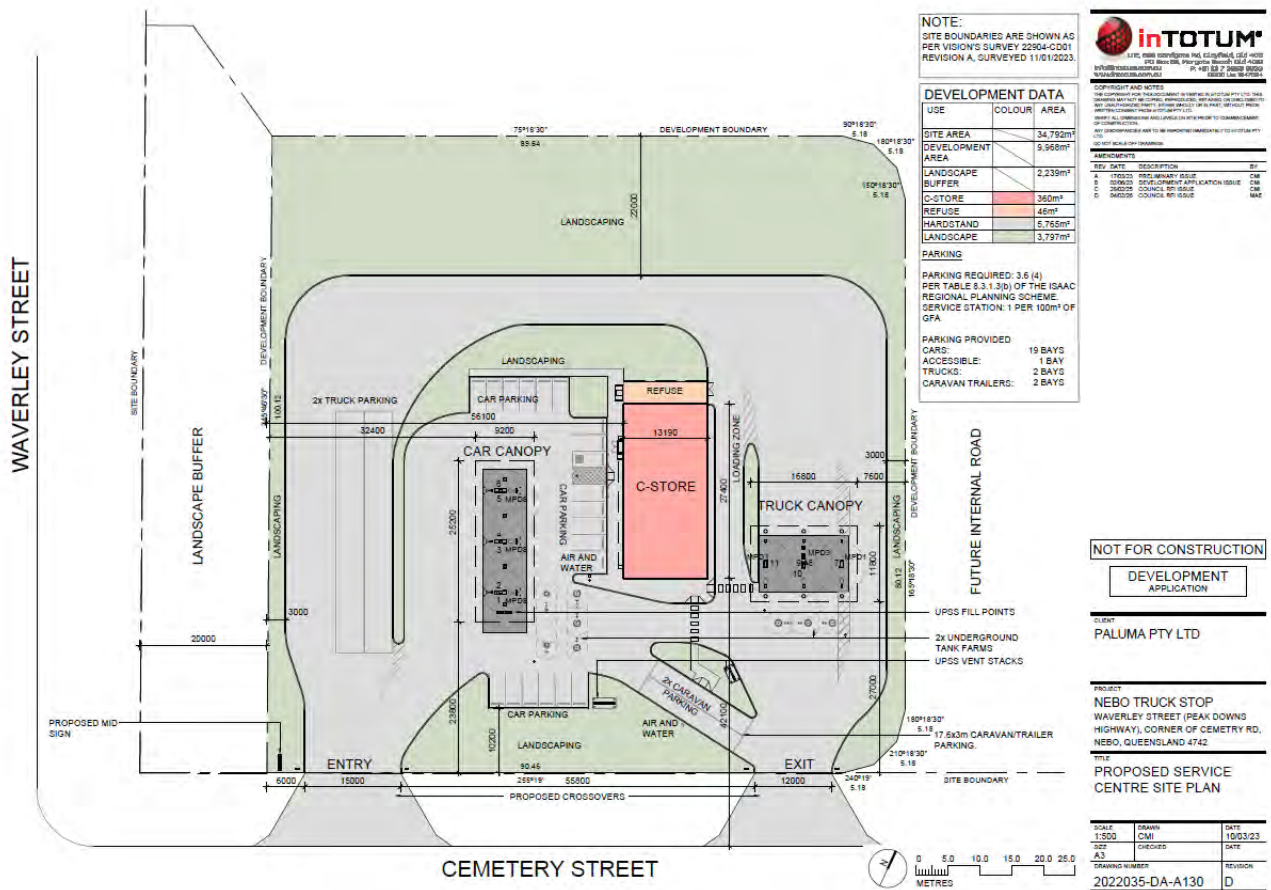


Figure 1. Site Plan

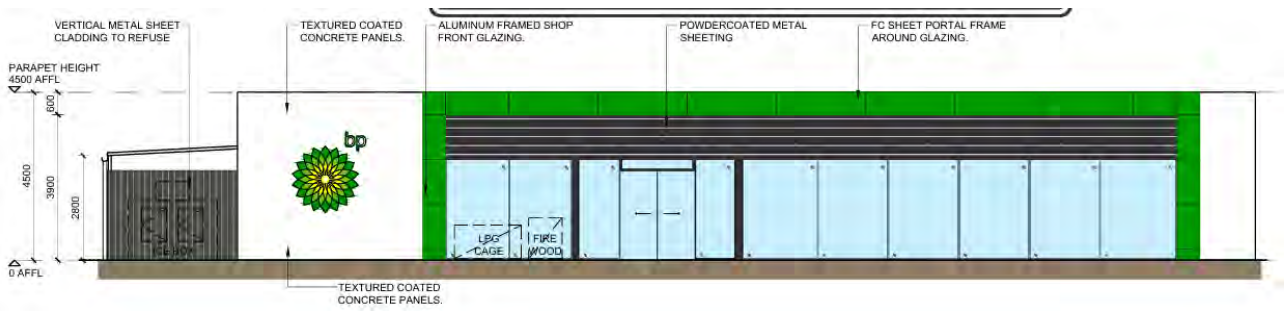


Figure 4. Elevations (service station retail)

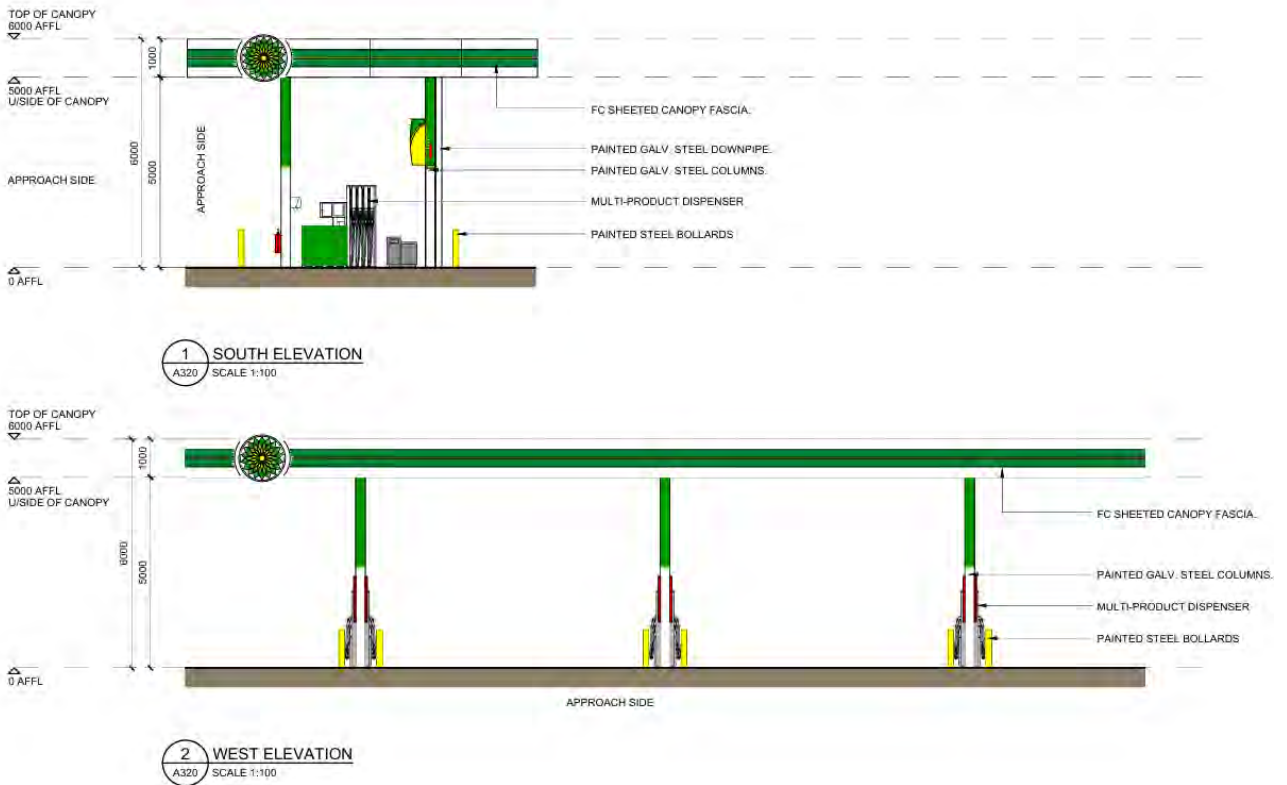


Figure 5. Elevations (light vehicle canopy)

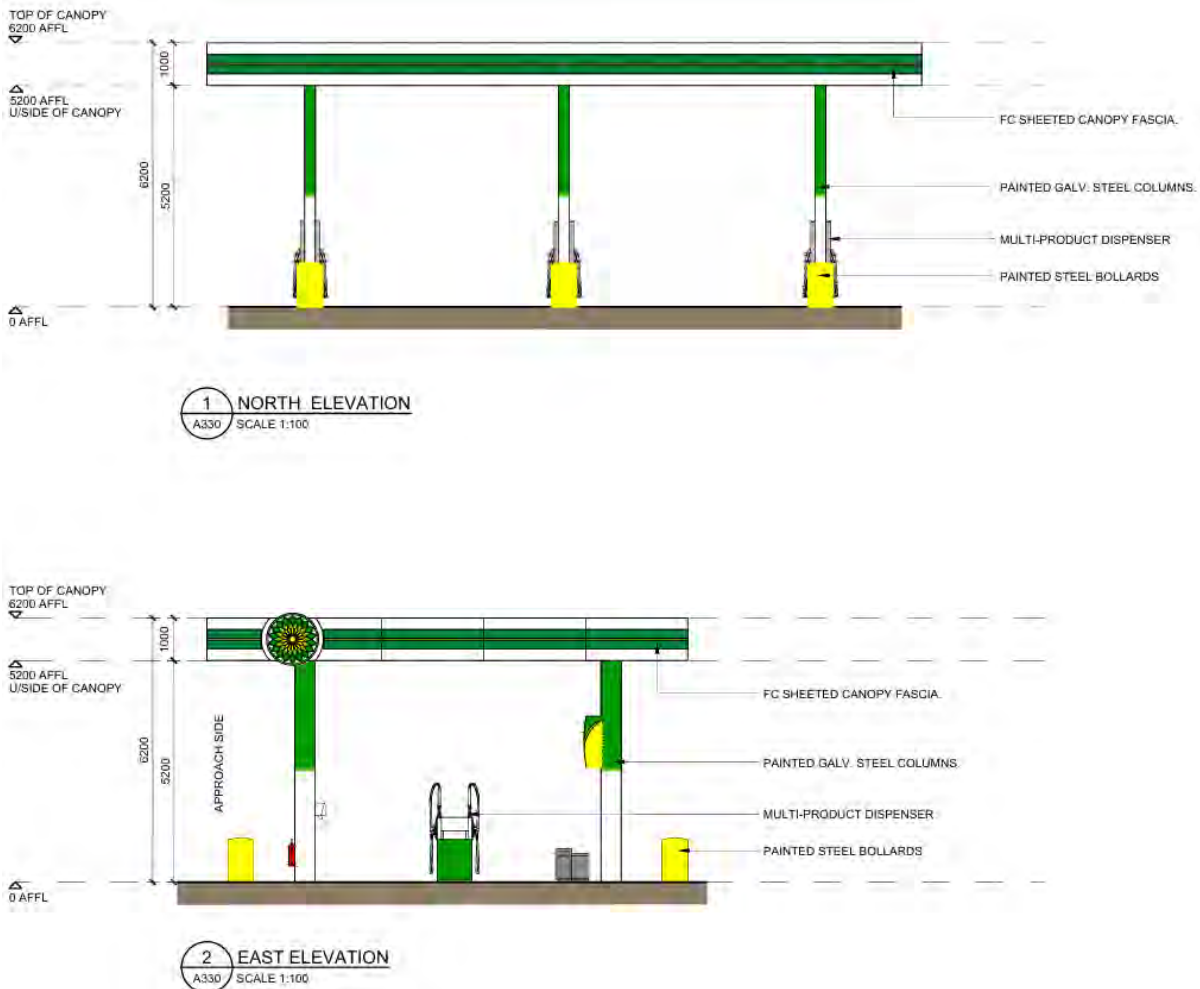


Figure 6. Elevations (heavy vehicle canopy)

3. SITE DETAILS

3.1 SITE FEATURES AND LOCATON

Site and Locality Description	
Land Area	34,792m ²
Existing Use of Land	Vacant land
Road Frontage	Peak Downs Highway – 100m Cemetery Road – 90m
Significant Site Features	Stormwater drainage channel along western boundary of the site parallel to Peak Downs Highway
Topography	Gentle sloping topography that slopes from east to west. The site levels vary from 202m AHD in the east to 199m AHD along the eastern boundary.
Vegetation	Sparse vegetation and open grassland
Easements	Not applicable
Site Context	The site is located with the township of Nebo, on a prominent site which has frontage to the Peak Downs Highway.
Surrounding Land Uses and Site Context	North – Industry zone (vacant land) South – Specialised centre zone (Civeo Workers Accommodation Village) and Industry zone (vacant land) East – Rural residential zone (dwelling house) West – Mixed zoning across the Peak Downs Highway including Limited development zone, Community facilities zone, Low and Low – medium residential zone (existing uses include residential dwellings).

The location of the subject site in relation to its surrounds is shown below:



Figure 7. Aerial image

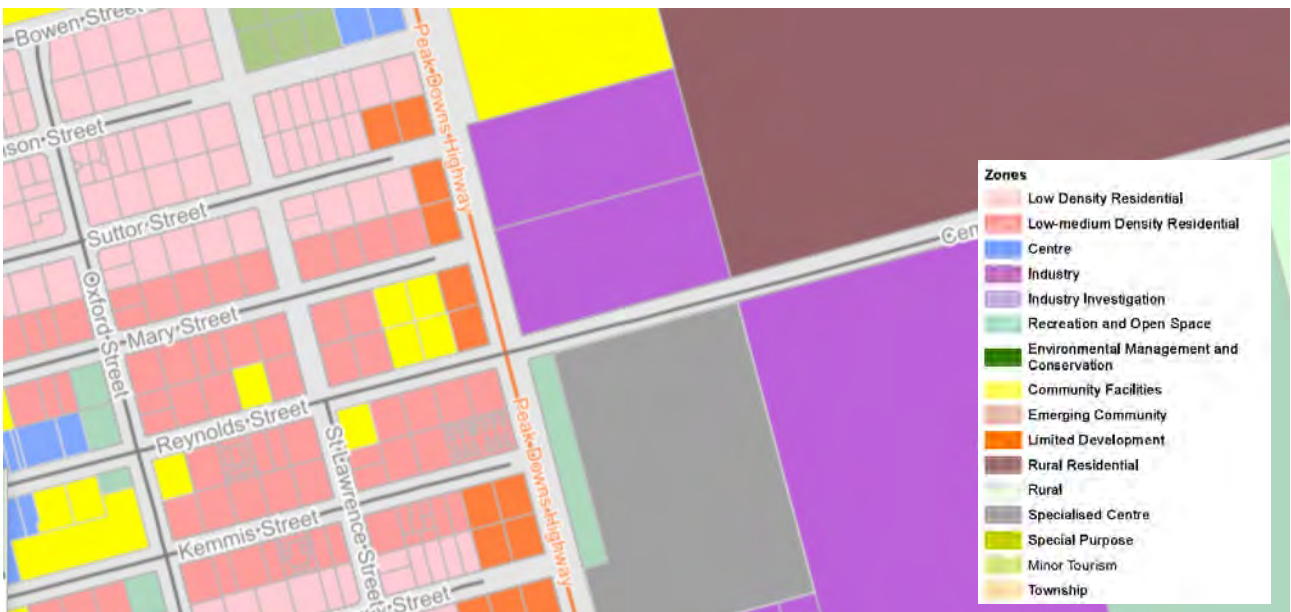


Figure 8. Zone map

3.2 DEVELOPMENT HISTORY OF SITE

The approval and application history is detailed below:

Application No.	Date	Approved Development
DA116	9 May 2007	Development Permit for Reconfiguring a Lot (14 lot industrial subdivision) and Preliminary Approval for a Material Change of Use to vary the effect of the planning scheme (Rural to Industrial).
PA09087	20 July 2011	Development Permit for Operational Works (Industrial subdivision stage 1)
DA116	18 May 2015	Extension to Currency Period for DA116. The currency period for this approval was extended by four years to 20 July 2019.
MCU19/0013 & RAL19/0016 (DA116)	29 August 2019	Extension to Currency Period for DA116. The currency period for this approval was extended by four years to 20 July 2023. Note: the currency period was automatically extended by a cumulative 24 months as a result of the Covid-19 Automatic Extension Provisions issued by the Planning Minister. Therefore, the approval lapsed on 20 July 2025.

The underlying subdivision has not been completed. However, the civil works that were approved under PA09087 have been substantially commenced with evidence of earthworks, some civil infrastructure in the ground and boxing out of road pavements undertaken. Council confirmed in writing in March 2024 that the operational works approval has not lapsed as the works had substantially commenced. There is outstanding information and further works that must occur to complete the works to a suitable standard. However, as the underlying subdivision has lapsed, a new development application will be required before any further works can be undertaken to complete the development.

4. ASSESSMENT

The proposed development triggers Code Assessment and has been assessed in accordance with section 45(3) which states as follows:

- (3) A code assessment is an assessment that must be carried out only –
- (a) against the assessment benchmarks in a categorising instrument for the development;
 - and;
 - (b) having regard to any matters prescribed by regulation for this paragraph.

4.1 FRAMEWORK FOR ASSESSMENT

Categorising Instruments for Statutory Assessment

In accordance with the *Planning Act 2016*, the following categorising instruments may contain assessment benchmarks applicable to development applications:

- the *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any variation approval

Of these, the planning instruments relevant to this application are discussed in this report.

4.2 ASSESSMENT BENCHMARK - PLANNING REGULATION 2017

The *Planning Regulation 2017* (the Regulation) prescribes assessment benchmarks that the application must be carried out against, which are additional or alternative to the assessment benchmarks contained in Council’s Planning Scheme. These assessment benchmarks may be contained within:

These assessment benchmarks are prescribed as being contained in:

- Part E of the State Planning Policy, to the extent they are not appropriately integrated into the Planning Scheme;
- the Regional Plan for a region, to the extent the regional plan is not identified in the planning scheme as being appropriately integrated in the planning scheme; and
- Schedule 10 of the Regulation.

Planning Regulation 2017	
Part E of the State Planning Policy	The Minister has identified that the <i>Isaac Regional Planning Scheme 2021</i> appropriately integrates the <i>State Planning Policy July 2017</i> (SPP) as it applies in the planning scheme area (excluding Strategic Ports). As such, a specific assessment against the SPP is not required, nor was it determined to be necessary.
Mackay Isaac Whitsunday Regional Plan 2012-2031	The Minister has identified that the planning scheme, specifically the strategic framework, appropriately advances the Mackay, Isaac, Whitsunday Regional Plan 2012, as it applies in the planning scheme area. The subject site is included within the urban footprint regional land use category for the purposes of the Regional Plan. A service station is a consistent use within this land use category and supports the needs of other surrounding urban uses.
Schedule 10 of the Regulation	Schedule 10 categorises particular development and details the relevant assessment benchmarks for development as relevant. Schedule 10 is not an assessment benchmark for council’s assessment of the proposed development. The application has been referred to the State Government for assessment against Schedule 10, Part 9 and a concurrence agency response has been provided.

4.3 ASSESSMENT BENCHMARK – ISAAC REGIONAL PLANNING SCHEME

The following sections relate to the provisions of the Planning Scheme.

Planning Scheme Details	
Planning Scheme:	Isaac Regional Planning Scheme 2021, Version 1
Zone:	Industry zone
Overlays:	Flood hazard overlay
Applicable Assessment Benchmarks:	<ul style="list-style-type: none"> • Industry zone code • Development works code • Landscaping code • Flood hazard overlay code

4.3.1 STRATEGIC FRAMEWORK

The proposal is code assessment and does not trigger assessment against the strategic framework. Section 43(2)(c) of the Planning Act 2016 states for code assessment, a strategic outcome (strategic framework) is not an assessment benchmark.

4.3.2 ZONE

The site is located within the Industry zone which has the following purpose:

“...to provide for a variety of industry activities and other uses and activities that:

- (i) support industry activities; and
- (ii) do not compromise the future use of premises for industry activities.

The proposal is for a business activity (service station) land use and subject to meeting the outcomes of the zone code, is an envisaged development for the zone.

4.3.3 PLANNING SCHEME CODES

The following assessment benchmarks identified in the Planning Scheme for the site are listed below:

- Industry zone code
- Development works code
- Landscaping code
- Flood hazard overlay code

Under the Planning Scheme, compliance with a code can be achieved by either compliance with the purpose and overall outcomes of the code, or, compliance with either the performance outcomes or acceptable outcomes. Acceptable outcomes are generally quantifiable provisions, with the performance and overall outcomes generally qualitative and performance based.

This is a ‘report by exception’ and only discusses issues where the development does not meet the relevant acceptable outcomes or a relevant performance outcome. These instances are outlined in the table below:

Code	Acceptable / Performance Outcome	Subject matter
Industry zone code	AO9.2 / PO9	Air quality
	AO13 / PO13	Hours of operation
	AO24 / PO24	Retail gross floor area
Development works code	PO33 & PO35	Road network
Landscaping code	AO3 / PO3	Street trees
	AO7.1 & AO7.2 / PO7	Shade trees Wheel stops
Flood hazard overlay code	Not applicable - Complies with all benchmarks	

4.3.1.1 Industry zone code

The proposed service station has been assessed against the Industry zone code and there are four (4) performance solutions proposed where the development does not comply with the acceptable outcomes. These are set out and discussed below.

Hours of operation

Acceptable Outcome AO13 of the Industry zone code states that where within 150m of a sensitive land use or land in a residential zone, hours of operation are limited to 7am to 6pm. Performance outcome PO13 requires hours of operation to be limited to minimise nuisance to any surrounding sensitive land uses.

The applicant has proposed to operate the service station 24 hours a day, 7 day a week. The site is located within 150m of approved (but not established) residential uses to the south, being the Civeo

accommodation camp. In addition, there are existing residential uses to the west, across the Peak Downs Highway on Reynolds Street and Kemmis Street.

The applicant has submitted a Noise impact assessment report with the application to assess the impacts the proposal could have on nearby sensitive land uses. Council has engaged Yarramine Environmental to peer review the assessment.

The peer review has concluded:

The updated assessment conducted by Live It Acoustics was found to be technically sound and generally consistent with accepted industry practices in Queensland. The methodology employed - including ambient noise monitoring, receptor selection, and propagation modelling - is both appropriate and robust. The assumptions and mitigation measures adopted represent reasonable and practical design responses.

Overall, the assessment is considered adequate in its findings and conclusions. It provides a reliable basis for evaluating potential noise impacts and supports the determination that the proposed development is capable of achieving compliance with the relevant acoustic criteria.

Subject to the implementation of the recommended mitigation measures, and the adoption of the acoustic approval conditions outlined in Attachment A, the noise impacts associated with the development are considered acceptable.

Conditions will be imposed allowing operations 24 hours, 7 days a week, with service vehicle deliveries limited to daytime hours in accordance with the recommendations made in the acoustic assessment. A condition will also be included for a complaints register to be established.

Therefore, the proposed development will be operated in a manner that attempts to minimise nuisance to surrounding land uses.

Retail gross floor area

Acceptable Outcome AO24 of the Industry zone code states that the maximum area of retail gross floor area is 80m². Performance outcome PO24 requires the retail components to be ancillary to the service station.

The proposed service station retail store has a gross floor area of 350m². This floor area is not all retail space, with majority of the store being occupied by back of house areas (cold room and freezer, store room and kitchen) and amenities (toilets and truck drivers lounge). No separate food and drink outlets are proposed, but the retail store includes a kitchen for preparing hot and cold meals and drinks for sale. The retail floor space is big enough to provide convenience needs for customers and remains ancillary to the service station use. Therefore, the proposal achieves compliance with PO24 of the Industry zone code.

Based on the assessment completed, the proposed development achieves the purpose and overall outcomes of the Industry zone code.

4.3.1.2 Development works code

The operational works for the underlying historical subdivision approval (PA09087) has been substantially commenced, with some water and sewer infrastructure in proximity to the site. However, due to the age of the approval and lack of any record of council inspections there are concerns that the standard of infrastructure provided does not meet current engineering standards or requirements. The applicant's engineer has made recommendation for inspections and testing to be undertaken to provide quality requirements have been met. Details of the state of the infrastructure and requirements for future operational works has been documented by Council in email correspondence dated 5 March 2024 (ECM Doc Set ID 5184481).

Therefore, the site has ability to be connected to all relevant urban infrastructure (water, sewer, stormwater, roads, electricity and telecommunications) and will be conditioned at operational works

stage to perform all relevant testing, inspections and rectification / construction works before any council assets are accepted as 'on maintenance'.

Becker Sunner Consulting Engineers have reviewed the application materials and provided a technical assessment for the application, with draft conditions recommended.

Many assessment benchmarks contained in the Development Works Code will be applicable at Operational Works stage.

Road network & upgrades

Performance outcome PO33 of the Development Works Code requires development to support a road hierarchy which facilitates efficient movement of all transport modes and appropriately integrates and connects with surrounding movement networks. Performance outcome PO35 requires roads providing access to the site to be provided, constructed and maintained to a standard which is adequate for the traffic type and volume likely to be generated by the activities on site.

The applicant provided a Traffic Impact Assessment for the development which identified the upgrades required to the Peak Downs Highway intersection only. The report included plans showing kerb and channel and widening of Cemetery Road, but have not detailed what works will be required for this development, instead stating that the operational works approval for the underlying subdivision is sufficient for the proposed service station development. To ensure the development is serviced by a road network which can cater for the type and volume of vehicles expected to access the site, further operational works will be required. Conditions will be imposed requiring Cemetery Road to be upgraded, including kerb and channel, pavement widening, street lighting and footpaths. Imposing conditions will ensure compliance with PO33 and PO35 of the Development works code is achieved at operational works stage.

4.3.1.3 Landscaping code

The applicant has provided a high-level concept landscaping plan for the site to identify areas that will be landscaped. The design & species selection for landscaping areas has not been provided, but can be conditioned to be demonstrated as part of a subsequent operational works stage. Therefore, many of the performance and acceptable outcomes will need to be complied with as part of a subsequent development application. Conditions are recommended to be imposed to require submission of a detailed landscape plan at Operational Works stage.

The proposed service station has been assessed against the Landscaping code and there are two (2) performance solutions proposed where the development does not comply with the acceptable outcomes. These are set out and discussed below.

Street trees

Acceptable outcome AO3 of the Landscaping code requires street trees to be provided at a rate of 1 tree per lot frontage, or 1 tree per 10 linear metres of road frontage, or 1 tree per 400m² of site area. Street trees will be conditioned to be provided in accordance with the requirements of AO3, to ensure compliance is achieved at construction stage. The species and location of trees is to be demonstrated at operational works stage, through the submission of a detailed landscape plan. Therefore, through conditions the development can achieve compliance with AO3.

Shade trees & wheel stops

Acceptable outcome AO7.1 of the Landscaping code requires shade trees to be provided at a rate of 1 tree per 6 car spaces. Acceptable outcome AO7.2 requires wheel stops to be provided in car parking areas to protect vegetation.

Landscaping areas are provided adjacent to the car parking areas located along the frontage of the site and behind the refueling area. However, the carparking spaces along the edge of the service station retail store do not include any landscaping. As the spaces are located close to the building in an area which is largely all concrete, providing landscaping to these spaces is challenging and unlikely to be practical. As these spaces are likely to be used for short-term parking and will be shaded from the shade cast by the adjoining retail shop and fuel canopy, the addition of landscaping for these spaces is not necessary. Other car parking areas will be conditioned to be provided with a minimum of 1 shade tree per six car spaces.

No wheel stops are shown on the proposal plans for car parking areas adjacent to landscaped areas. This can be conditioned to be provided at construction stage.

As such, the proposed development achieves compliance with the landscaping code, or can be conditioned to achieve compliance through imposing reasonable and relevant conditions.

4.3.1.4 Flood hazard overlay code

The proposed service station has been assessed against the Flood hazard overlay code and complies with all acceptable outcomes. Importantly, all fuel storage areas and refuelling area are located above the defined flood event identified in the Nebo Flood Study. Figure 9 identifies the location of the fuel storage areas in relation to the defined flood event. Conditions will be imposed to ensure all hazardous materials are stored outside the flood hazard area and the refuelling area is designed to prevent the flow of flood and stormwater waters from entering (e.g. through bunding or similar). All buildings are located above the defined flood event and the site has a flood free evacuation route, although the site may become isolated / cut off during a major event.

The proposal complies with the Flood hazard overlay code.

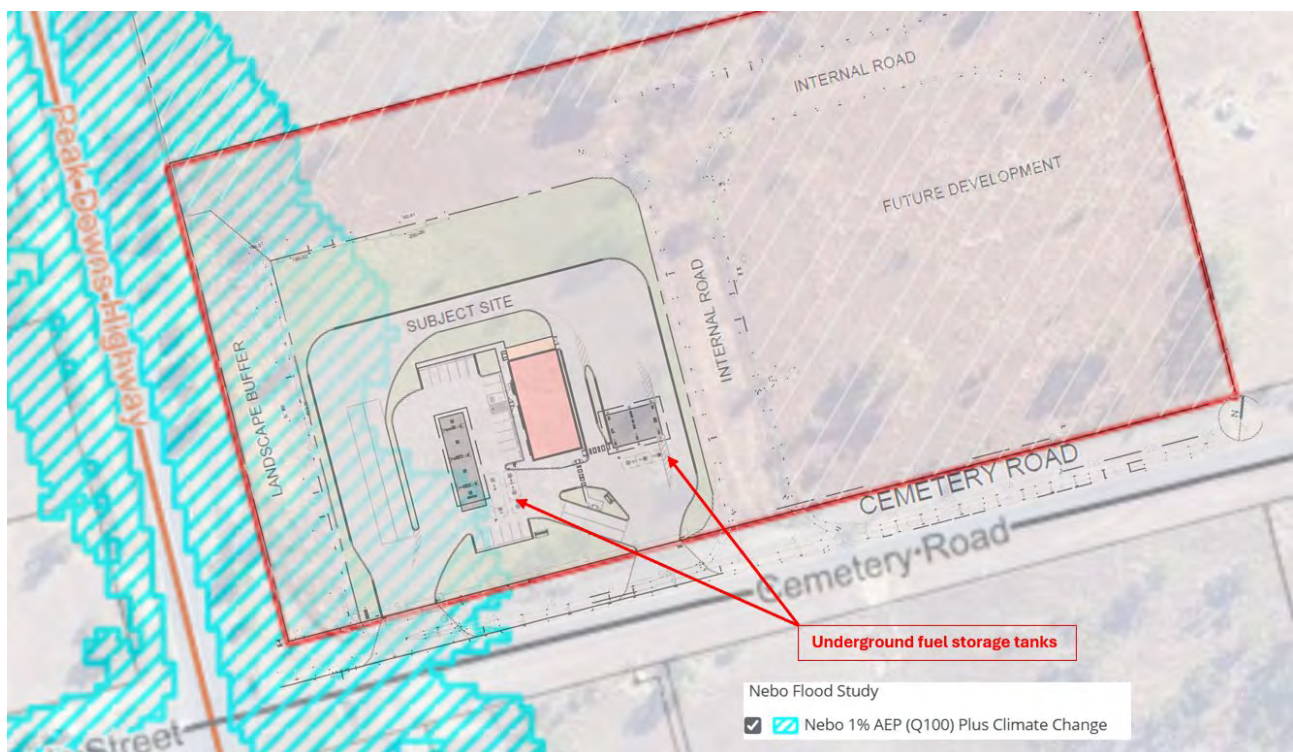


Figure 9. Defined flood event in relation to proposed site plan.

4.4 TEMPORARY LOCAL PLANNING INSTRUMENT

There is no Temporary Local Planning Instrument relevant to the site.

4.5 VARIATION APPROVAL

There is no Variation Approval applicable to the site.

5. OTHER CONSIDERATIONS

5.1 BUDGET AND RESOURCE IMPLICATIONS

No financial resource implications are envisaged. Infrastructure charges will be recovered in accordance with the details contained in Section 10.

5.2 LEGAL IMPLICATIONS

No legal considerations are envisaged. The application is Code Assessable and there are no third party appeal rights.

5.3 COUNCIL POLICY IMPLICATIONS

No policy implications are envisaged.

5.4. HUMAN RIGHTS

The *Human Rights Act 2019* provides that it is unlawful for a public agency to act or make a decision in a way that is not compatible with human rights, or to fail to give proper consideration to a human right.

This necessitates understanding the human rights that are protected. When making decisions or taking actions, consideration needs to be given to how that may impact on a person's human rights. Where there is a restriction on a person's human rights the restriction must be no greater than is justifiable to protect the rights of others or the community at large.

In assessing this application consideration has been given to the following sections of the Human Rights Act 2019:

- Section 15 – Recognition and equality before the law
- Section 24 – Property rights

It is the opinion of the assessing officer that no human rights have been limited by this decision.

6. CONSISTENCY WITH HIGHER ORDER APPROVAL

Section 66(2) of the *Planning Act 2016* states that a development condition must not be inconsistent with a development condition of an earlier approval in effect for the development, unless both the applicant and owner agrees in writing to the later condition.

The development application is not impacted by any higher order approvals.

7. REFERRALS

The application was referred to the following referral agencies in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*:

Concurrence

- Department of State Development, Infrastructure and Planning (State Assessment and Referral Agency - SARA)

SARA is a concurrence agency under Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 – Development application for a Material Change of Use adjacent to a State controlled road corridor.

The Department responded by letter dated 1 May 2025 (ref: 2306-34989 SRA), including conditions that require:

- Upgrade of the intersection of the Peak Downs Highway / Cemetery Road to include a short channelized right turn lane and a short channelized left turn lane with intersection lighting. The upgrades are required prior to the use commencing.
- Management of all stormwater to ensure no worsening of impacts on the Deak Downs Highway
- No direct access is permitted between the site and the Peak Downs Highway.

Advice

Nil

8. CONSULTATION

The application has been considered by internal referral officers and technical consultants who have provided comments and reasonable and relevant conditions. A summary of these internal referrals are provided in the table below.

Referral	Response
Internal	
Engineering & Infrastructure – Manager Infrastructure Planning & Technical Services	Comments provided about status of previous operational works approval / servicing for the site.
Water & Waste – Manager Operations and Maintenance	Comments provided about status of previous operational works approval / servicing for the site.
Manager Waste Services	No comments
Community Education and Compliance	No comments
GIS	No comments
External	
Becker Sunner Consulting Engineers	Provided peer review and assessment services for all engineering aspects. Conditions provided for inclusion in the decision notice.
Yarramine Environmental	Provided peer review of the specialist acoustic and air quality assessment reports. Initial review identified issues for further review / assessment. The applicant provided a response to these items on 19 December 2025. The peer review has concluded: <ul style="list-style-type: none"> • The acoustic assessment is technically sound and consistent with accepted industry practice. The assessment is considered adequate in its findings and conclusions and provides a reliable basis for evaluating potential noise impacts. The assessment supports the determination that the proposed development is capable of achieving compliance with the relevant acoustic criteria, subject to implementing the recommended mitigation measures and acoustic conditions set out in the report. Overall, the noise impacts associated with the development are acceptable. • The air quality assessment and the supplementary information provided is

	<p>considered technically sound and generally consistent with accepted industry practice. The assessment is adequate in its findings and conclusions, subject to the implementation of the recommended mitigation measures and conditions outlined in the report. The potential air quality impacts associated with the development are considered to be manageable.</p> <p>The peer review includes recommended conditions to be included in the decision to ensure compliance is achieved through detailed design, construction and operations.</p>
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9. PUBLIC NOTIFICATION

The application was code assessable and did not require public notification in accordance with the *Planning Act 2016*.

It is acknowledged that a process error occurred during the application and the applicant undertook public notification, despite not being required for a Code Assessable application. During the public notification process there were fourteen (14) submissions received by Council from members of the public. These submissions are not properly made and do not form an assessment benchmark in accordance with section 45(3) of the *Planning Act 2016*, as the application is Code Assessable.

The applicant provided a response to one of the key issues raised by the submitters, being economic need for the proposed service station. An Economic Needs Assessment was submitted as a response to further issued on 19 December 2025 and provided further context and information to address the question of economic need for a third service station in Nebo. Importantly, economic need is not an assessment benchmark that is called up in the planning scheme for a Code Assessable application so weight cannot be given to the Economic Needs Assessment provided.

10. INFRASTRUCTURE CHARGES

The development has an estimated infrastructure charge of \$39,721.30. An Infrastructure Charge Notice will be issued at the same time as the Decision Notice.

11. DRAFT CONDITIONS

Draft Conditions were issued to the applicant on 12 February 2026. The applicant provided minor c comments to Council on the draft conditions on 13 February 2026. The minor comments were administrative typos / corrections to the plan numbers & dates referenced in the conditions of approval. No other changes were proposed. The corrections made by the applicant have been adopted in the conditions included in the recommendation of this report.

12. CONCLUSION

The proposed development generally complies with the requirements of the planning scheme and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. The application is therefore recommended for approval.

13. PROPERTY NOTIFICATIONS

No property notifications are recommended in relation to this application.

14. RECOMMENDATION

That Council:

APPROVE WITH CONDITIONS MCU23/0007 for a Development Permit for Material Change of Use – Service Station at 19 Cemetery Road, Nebo, described as Lot 42 on WHS349 as per the attached content recommended for the Decision Notice.

ASSESSMENT MANAGER CONDITIONS

NO.	CONDITION	TIMING
GENERAL CONDITIONS		
1.	Carry out the approved development generally in accordance with the approved drawings and documents.	At all times unless otherwise stated
2.	Maintain the approved development generally in accordance with the approved drawings and documents and any relevant Council engineering or other approval required by the conditions.	To be maintained
3.	Where there is any conflict between the conditions of this Decision Notice and details shown on the Approved Drawings, the conditions prevail.	At all times
4.	The applicant must meet the full cost of all works and any other requirements associated with this development, unless specified in a particular condition.	At all times
5.	The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately.	At all times
6.	The applicant must demonstrate to Council compliance with the conditions of the approval prior to commencement of the changed use.	Prior to commencement of use
APPROVED DRAWINGS AND DOCUMENTS		

NO.	CONDITION				TIMING
7.	Except where amended by the conditions of this Decision Notice, the development is to be carried out, generally in accordance with the following approved drawings and/or documents: Approved Drawings:				At all times
	Plan No.	Re v	Plan Name	Date	
	2022035-DA-A000	C	COVER SHEET, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A100	C	SURVEY SITE PLAN EXISTING CONDITIONS, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A110	C	STREET VIEW SHEET 1 OF 2, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A111	C	STREET VIEW SHEET 2 OF 2, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A120	D	OVERALL SITE PLAN, prepared by <i>inTOTUM PTY LTD.</i>	04/02/2026	
	2022035-DA-A130	D	PROPOSED SERVICE CENTRE SITE PLAN, prepared by <i>inTOTUM PTY LTD.</i>	04/02/2026	
	2022035-DA-A150	D	VEHICLE PATH SITE PLAN - CARS, CARAVANS, AND TRAILERS, prepared by <i>inTOTUM PTY LTD.</i>	04/02/2026	
	2022035-DA-A151	D	VEHICLE PATH SITE PLAN - 19m AV TRUCK (DELIVERY) , prepared by <i>inTOTUM PTY LTD.</i>	04/02/2026	
	2022035-DA-A152	D	VEHICLE PATH SITE PLAN - 36m B-DOUBLE TRUCK, prepared by <i>inTOTUM PTY LTD.</i>	04/02/2026	
	2022035-DA-A200	C	PROPOSED SERVICE CENTRE BUILDING FLOOR PLAN, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A210	D	PROPOSED CAR CANOPY FLOOR PLAN, prepared by <i>inTOTUM PTY LTD.</i>	04/02/2026	
	2022035-DA-A220	C	PROPOSED TRUCK CANOPY FLOOR PLAN, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A300	C	PROPOSED SERVICE CENTRE BUILDING ELEVATIONS SHEET 1 OF 2, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A301	C	PROPOSED SERVICE CENTRE BUILDING ELEVATIONS SHEET 2 OF 2, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	
	2022035-DA-A320	C	PROPOSED CAR CANOPY ELEVATIONS SHEET 1 OF 2, prepared by <i>inTOTUM PTY LTD.</i>	28/02/2025	

NO.	CONDITION			TIMING
	2022035-DA-A321	C	PROPOSED CAR CANOPY ELEVATIONS SHEET 2 OF 2, prepared by inTOTUM PTY LTD.	28/02/2025
	2022035-DA-A330	C	PROPOSED TRUCK CANOPY ELEVATIONS SHEET 1 OF 2, prepared by inTOTUM PTY LTD.	28/02/2025
	2022035-DA-A331	C	PROPOSED TRUCK CANOPY ELEVATIONS SHEET 2 OF 2, prepared by inTOTUM PTY LTD.	28/02/2025
	2022035-DA-F001	C	UPSS NOTES LEGENDS AND SCHEDULES, prepared by inTOTUM PTY LTD.	28/02/2025
	2022035-DA-F100	D	UPSS PROPOSED SITE PLAN, prepared by inTOTUM PTY LTD.	04/02/2026
	2022035-DA-F150	D	UPSS VEHICLE PATH SITE PLAN - 19m AV FUEL TANKER, prepared by inTOTUM PTY LTD.	04/02/2026
	2022035-DA-F151	D	UPSS VEHICLE PATH SITE PLAN - 25m B-DOUBLE FUEL TANKER, prepared by inTOTUM PTY LTD.	04/02/2026
	2022035-DA-F152	D	VEHICLE PATH SITE PLAN - 17m AV DEF TANKER, prepared by inTOTUM PTY LTD.	04/02/2026
	2022035-DA-F200	D	HAZARD ZONE SITE PLAN, prepared by inTOTUM PTY LTD.	04/02/2026
	2022035-DA-S100	D	PROPOSED SIGNAGE SITE PLAN, prepared by inTOTUM PTY LTD.	04/02/2026
	2022035-DA-S400	C	PROPOSED SIGNAGE ELEVATIONS, prepared by inTOTUM PTY LTD.	10/03/2023
Approved Documents:				
	Document No.	Re v	Document Name	Date
	2672-02	B	Traffic Impact Assessment, prepared by Paragon Consulting Engineers Pty Ltd	August 2025
	1962d1-B	C	Noise Impact Assessment, prepared by Live It Acoustics	18/12/2025
	1962d2-A & 1962L2	B	Air Quality Assessment, prepared by Live It Acoustics (including response to Further Issues cover letter)	03/09/2025 & 18/12/2025

NO.	CONDITION	TIMING																								
8.	<p>Submit to and have approved by the Assessment Manager amended drawings and/or documents which incorporate the following:</p> <p>a. Relocate the underground fuel storage tank(s) for the main (light vehicle) refuelling area in accordance with the location shown on the approved plans.</p> <p>Once approved, the amended drawings will form part of the Approved Drawings for this development.</p> <p>The following drawings require amendment in accordance with this condition:</p> <table border="1" data-bbox="276 562 1126 981"> <thead> <tr> <th>Plan No.</th> <th>Rev</th> <th>Plan Name</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>2672-02-001</td> <td>A</td> <td>Existing Site Features, prepared by Paragon Consulting Engineers</td> <td>26/03/25</td> </tr> <tr> <td>2672-02-002</td> <td>B</td> <td>General Layout, prepared by Paragon Consulting Engineers</td> <td>01/09/25</td> </tr> <tr> <td>2672-02-003</td> <td>B</td> <td>Earthworks, prepared by Paragon Consulting Engineers</td> <td>01/09/25</td> </tr> <tr> <td>2672-02-004</td> <td>B</td> <td>Stormwater, prepared by Paragon Consulting Engineers</td> <td>01/09/25</td> </tr> <tr> <td>2672-02-005</td> <td>A</td> <td>Existing Sewer Long Section, prepared by Paragon Consulting Engineers</td> <td>01/09/25</td> </tr> </tbody> </table>	Plan No.	Rev	Plan Name	Date	2672-02-001	A	Existing Site Features, prepared by Paragon Consulting Engineers	26/03/25	2672-02-002	B	General Layout, prepared by Paragon Consulting Engineers	01/09/25	2672-02-003	B	Earthworks, prepared by Paragon Consulting Engineers	01/09/25	2672-02-004	B	Stormwater, prepared by Paragon Consulting Engineers	01/09/25	2672-02-005	A	Existing Sewer Long Section, prepared by Paragon Consulting Engineers	01/09/25	<p>Prior to / at operational works detailed design stage.</p>
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2672-02-003	B	Earthworks, prepared by Paragon Consulting Engineers	01/09/25																							
2672-02-004	B	Stormwater, prepared by Paragon Consulting Engineers	01/09/25																							
2672-02-005	A	Existing Sewer Long Section, prepared by Paragon Consulting Engineers	01/09/25																							
9.	<p>A legible copy of the Approved drawings and documents bearing "Council Approval" and the Conditions of this Decision Notice are to be available on site at all times during construction.</p>	<p>During construction</p>																								
BUILDING WORK																										
10.	<p>Complete all building work associated with this development approval, including work required by any of the Conditions of this Decision Notice; generally in accordance with the approved drawing(s), and/or documents.</p> <p>Where Building Work is Assessable Development, works are to be carried out in accordance with a current Development Permit.</p>	<p>Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained</p>																								
11.	<p>External details of the building, facade treatment and external materials, colours and finishes are to be generally in accordance with the approved drawings.</p>	<p>Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first, and then to be maintained</p>																								
OPERATIONAL WORK																										
12.	<p>Complete all Operational Work associated with this development approval, including work required by any of the Conditions of this Decision Notice generally in accordance with the approved drawings and/or documents.</p> <p>Where Operational Work is Assessable Development, works are to be carried out in accordance with a current Development Permit and the Capricorn Municipal Development Guidelines.</p> <p>Note:</p>	<p>Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever</p>																								

NO.	CONDITION	TIMING
	<i>This Decision Notice does not represent an approval to commence Operational Work. Any Operational Work associated with this Material Change of Use or other engineering work proposed on the premises may be subject to assessment under the Isaac Regional Council Planning Scheme.</i>	comes first and then to be maintained
COMMENCING AND CEASING USE		
13.	The Applicant is required to submit formal written notification to Council confirming the date of commencement of the use, within 10 business days the day after the use commences.	As indicated
SERVICE STATION USE REQUIREMENTS		
14.	The site must be kept in a clean and tidy state at all times. This includes, but is not limited to: a. Waste bins being collected / emptied at a suitable frequency to manage generated waste; b. Waste bins with secure lids or latches which prevent birds from accessing the waste.	Prior to commencement of the use and to be maintained at all times
15.	Chemical storage and use areas must be appropriately designed and managed to minimise the risk and impact of any accidental spills and/or releases of fuels, chemicals and other hazardous materials that may contaminate soil, stormwater, groundwater and/or air. Storage of fuels and chemicals on-site is undertaken in accordance with Australian Standard AS1940 – Storage and Handling of Flammable and Combustible Liquids.	Prior to commencement of use and at all times
16.	All fuel bowsers and dispensers must be designed to comply with Australian Standard / New Zealand Standard AS/NZ 2299 Fuel dispensing equipment for explosive atmospheres and be located to comply with Australian Standard AS1940 The storage and handling of flammable and combustible liquids.	Prior to commencement of use and at all times
17.	Locate inlets to bulk fuel storage tanks that ensures tankers, while discharging fuel, are standing wholly within the site and are on level ground.	At all times
18.	All underground bulk fuel storage tanks utilised for the storage system must be manufactured to comply with <i>Australian Standard AS 1692 Steel Tanks for Flammable and Combustible Liquids</i> and be located to comply with Australian Standard AS1940 <i>The storage and handling of flammable and combustible liquids</i> .	Prior to commencement of use and at all times
19.	Any underground bulk fuel storage system must not be installed on site unless it is designed by a qualified person and the person by whom it has been designed has provided the operator with: <ul style="list-style-type: none"> • A list of industry standards that have been followed in connection with the design of the system; and • A copy of the design specifications for the system. 	Prior to commencement of use and at all times
20.	Any underground bulk fuel storage system must not be commissioned unless it has been installed by a suitably qualified person and the person by whom it has been installed has provided the operator with: <ul style="list-style-type: none"> • A list of industry standards that have been followed in connection with the installation of the system; • A copy of the implementation specifications for the system; and • Current “as built” drawings for the system. Certification must be submitted to Council from a qualified person who certifies that the underground bulk storage system has been design and	Prior to commencement of use and at all times

NO.	CONDITION	TIMING
	installed in accordance with the system design and installation conditions of this Development Approval.	
21.	<p>Any underground bulk fuel storage system must not be commissioned unless an equipment integrity test of the system has been carried out in accordance with the written directions of a qualified person, and the system has been certified, by the person by whom the test was carried out, as having satisfied the test.</p> <p>A copy of the test certificate must be provided to Council upon request.</p>	Prior to commencement of use and at all times
22.	<p>Stage 1 Vapour Recovery Systems (VR1) must be installed for all tanks used for bulk fuel storage and must be designed and installed in accordance with the following requirements:</p> <ul style="list-style-type: none"> • Mixing of product must be prevented in pipe work common to more than one tank; • Spring-loaded vapour return adaptors, which close when the hose is disconnected, must be installed in the top of the riser of each fill inlet; and • Vapour recovery points must be located within two (2) metres of their respective fill inlet. <p>A copy of the vapour recovery design and installation certification must be provided to Council upon request.</p>	Prior to commencement of use and at all times
23.	<p>A leak detection system incorporating the following functions and features must be installed on site:</p> <ul style="list-style-type: none"> • Is able to detect a leak from any portion of the underground storage system; • Uses equipment that has been installed, calibrated and commissioned in accordance with the manufacturer's instructions; • Is capable of detecting a leak at a rate of 0.76 litres per hour or more with at least 95% accuracy and a probability of false detection of 0.05 or less (USEPA); • Has been certified by an independent third party, consistent with the current USEPA protocols and system of verification (USEPA 1990); • Reports with a frequency of not less than monthly; and • Is operated by a suitably trained person. <p>A copy of the leak detection installation certificate must be provided to Council upon request.</p>	Prior to commencement of use and at all times
CAR PARKING AND ACCESS		
24.	Construct and maintain reinforced industrial crossovers, suitable for fuel delivery vehicles, in the approved crossover locations.	Prior to commencement of the use and at all times thereafter
25.	<p>Provide and maintain sealed impervious surfaces in areas where potential spills of contaminants may occur.</p> <p>Construct and maintain all uncovered forecourt areas liable to contamination from vehicular activities using impermeable materials, free of gaps or cracks. Suitable materials include asphalt, reinforced concrete or equivalent.</p> <p>Construct and maintain all Fuel Dispensing Areas using impermeable materials, free of gaps or cracks. Suitable materials include waterproofed and reinforced concrete.</p>	Prior to commencement of the use and at all times thereafter
26.	Obtain a Development Permit for Operational Work for Engineering Works – Car Parking and Access Works.	Prior to site / operational /

NO.	CONDITION	TIMING
	<p>Note: <i>An Application for Works on Road Corridor/Road Property is required to be lodged with Council when works are proposed to be undertaken within the road reserve.</i></p>	<p>building work commencing</p>
<p>27.</p>	<p>Design, construct and maintain all car parking and access works generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, Manual of Uniform Traffic Control Devices (Queensland) and the provisions of a Development Permit for Operational Work (Engineering Work – Parking and Access Works).</p>	<p>At all times</p>
<p>28.</p>	<p>Design, construct and maintain the vehicular access, as per the Approved Drawings and documents and in accordance with the Capricorn Municipal Development Guidelines, Australian Standard AS2890 “Parking facilities” .</p>	<p>Prior to commencement of use/prior to operational work approval, whichever is applicable</p>
<p>29.</p>	<p>Signage must be installed at each driveway entry / exit in accordance with the following:</p> <ul style="list-style-type: none"> • The Cemetery Road (west) driveway is to be signed as ‘Entry Only’ with ‘No Exit’ signage to be installed within the site. • The Cemetery Road (east) driveway is to be signed as ‘Exit Only’ with ‘No Entry’ signage to be installed within the site facing the road. • Line marking (painted arrows) and signage is to be installed on-site to indicate movement pathways, giveway or stop signage, identify exit points for vehicles and restrict access (where required) for large vehicles. 	<p>Prior to commencement of the use and at all times thereafter</p>
<p>30.</p>	<p>Design, construct and maintain all driveways, internal circulation areas, manoeuvring areas, loading and unloading areas and refuse collection facilities in accordance with the standards specified in AS2890.2: 2018 - Parking facilities – Off-street commercial vehicle facilities and AS2890.5:1993 – Parking facilities – On-street parking.</p>	<p>At all times</p>
<p>31.</p>	<p>All vehicle operations associated with the development must be directed by suitable directional, informative, regulatory or warning signs in accordance with Australian Standard AS1742.10:2009 - Manual of uniform traffic control devices – Pedestrian control and protection and Australian Standard AS2890.1:2004 - Parking facilities – Off-street car parking.</p>	<p>Prior to commencement of the use and at all times thereafter</p>
<p>32.</p>	<p>Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the vehicle access / driveway/s has been designed and constructed in accordance with the conditions of this Decision Notice or any other relevant approval issued by the Assessment Manager.</p>	<p>Prior to commencement of use</p>
<p>AMENITY</p>		
<p>GENERAL AMENITY</p>		
<p>33.</p>	<p>The approved use must not create environmental nuisance or impact on the amenity of the neighbourhood as a result of noise, vibration, air, odour, water, waste of other emissions.</p> <p>Note: <i>The operation must comply with the requirement not to cause Environmental Nuisance or Environmental Harm as per the Environmental Protection Act 1994.</i></p>	<p>At all times</p>

NO.	CONDITION	TIMING
34.	Any storage of flammable and/or combustible liquids must comply with the minor storage provisions of <i>Australian Standard AS1940 - The Storage and Handling of Flammable and Combustible Liquids</i> .	At all times
35.	Utility elements are either: a. located within or behind the building; or b. screened by a 1.8m high solid wall or fence; or c. located behind landscaping having the same screening effect as a 1.8m screen	Prior to commencement of use
36.	The main entry to any building must be easily identifiable, and directly accessible from the primary street frontage and separate to the vehicle access points.	Prior to commencement of use
37.	The street number of the site must be clearly displayed and visible from the primary street frontage.	Prior to commencement of use
SAFETY & SECURITY		
38.	During operating hours, all parking areas, pedestrian areas and entrances/exits to the retail store, refuelling areas and public toilets must be well lit with vandal resistant lighting and with intensities to satisfy the requirements of <i>Australian Standard AS1158 "Public Lighting Code"</i> .	At all times
39.	After-hours access to loading docks, storage areas and the basement carpark must be restricted by a security gate, lockable doors and/or other suitably appropriate means. The site must be provided with a 24-hour security surveillance system.	At all times
HOURS OF OPERATION		
40.	The service station is permitted to operate 24 hours a day, seven days / week.	At all times
41.	Unless otherwise approved in writing by the Assessment Manager, all deliveries (including refuelling tankers), loading/unloading activities and refuse collection must be undertaken between the hours of: <ul style="list-style-type: none">• Monday – Saturday: 7am to 6pm• Sunday and Public Holidays: 9am to 5pm	At all times
NOISE		
42.	Noise from activity associated with the use of the site must not exceed the Acoustic Quality Objectives listed in the Environment Protection (Noise) Policy 2019 when measured at any sensitive receptor.	At all times
43.	Where considered warranted by Council and when requested in writing to do so, a noise investigation must be undertaken to investigate a complaint of noise nuisance. In such instances, a qualified person must monitor, interpret, and record all parameters that are required to be monitored to determine whether the Acoustic Quality Objectives listed in the <i>Environment Protection (Noise) Policy 2019</i> are being exceeded.	As specified
44.	All "refrigeration equipment", "pumps", "regulated devices", and "air conditioning equipment" as defined by <i>the Environmental Protection Act 1994</i> must be designed, installed, operated and maintained to comply with the noise standards as specified within the <i>Environmental Protection Act 1994</i> .	Prior to commencement of use and maintained at all times
45.	Drainage grating over trafficable areas must be well secured and maintained to prevent rattling.	At all times
46.	Driveway areas are to be finished with surface coatings which prevent tyre squeal. An uncoated surface is acceptable.	At all times

NO.	CONDITION	TIMING
47.	<p>A noise complaints management procedure for the site must be prepared and submitted to Council for endorsement. The complaints management procedure must include the following:</p> <ul style="list-style-type: none"> a) a contact person with whom complaints can be lodged; b) a clearly defined procedure for responding to and investigating complaints; and c) a notification protocol to all complainants of the outcome of complaint investigations. <p>A record of all noise complaints and investigation results including corrective actions must be maintained and made available for inspection at any time upon request by Council.</p>	At all times
AIR QUALITY		
48.	Odours or airborne contaminants which are noxious or offensive to public amenity or safety, likely to cause environmental harm or environmental nuisance or exceed the Air Quality Objectives listed in the <i>Environmental Protection (Air) Policy 2019</i> as measured at any sensitive receptor place must not be released to the atmosphere.	At all times
49.	Where considered warranted by Council and when requested in writing to do so, an air quality investigation must be undertaken (at the cost of the operator / owner) to investigate a complaint of air quality nuisance. In such instances, a qualified person must monitor, interpret, and record all parameters that are required to be monitored to determine whether the Air Quality Objectives listed in the <i>Environment Protection (Air) Policy 2019</i> are being exceeded.	As specified
LIGHTING		
50.	Light emanating from any source complies with Australian Standard AS4282 Control of the Obtrusive Effects of Outdoor Lighting or current version.	Prior to commencement of use and to be maintained at all times
51.	Outdoor lighting is provided in accordance with Australian Standard AS 1158.1.1 – Road Lighting – Vehicular Traffic Category V) Lighting – Performance and Installation Design Requirements or current version	Prior to commencement of use and to be maintained at all times
52.	Any vertical illumination resulting from direct, reflected or other incidental lighting emanating from the site must not exceed 8 lux when measured at any point 1.5m outside the site boundaries and at any level from ground level upwards.	At all times
53.	During operating hours, all parking areas, pedestrian areas and entrances/exits to the development must be well lit with vandal resistant lighting and with intensities to satisfy the requirements of <i>Australian Standard AS1158 “Public Lighting Code”</i> .	At all times
SCREENING OF PLANT AND SERVICES		
54.	Install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities or similar equipment located on the rooftop or to an external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the building facade or as an architectural feature that is visually consistent with the roof profile of the building.	Prior to commencement of use

NO.	CONDITION	TIMING
SITE BASED ENVIRONMENTAL MANAGEMENT PLAN		
55.	<p>Submit to Council for endorsement a Site Based Environmental Management Plan prepared by a qualified person that, at a minimum, includes the following:</p> <ul style="list-style-type: none"> • Operating procedures to prevent or minimise environmental harm; • Maintenance practices and procedures; • Contingency plans to deal with foreseeable risks and hazards including corrective responses to prevent and minimise environmental harm; • Emergency procedures; • Communication of procedures, plans, incidents, potential environmental problems and results; • Handling of environmental complaints; • Keeping and production of environmental records and reports; • Monitoring of the release of contaminants into the environment; and • Staff training and awareness of environmental issues. <p>The Site Based Environmental Management Plan must receive endorsement by Council. The endorsed Site Based Environmental Management Plan must be implemented, maintained and modified where necessary to maintain compliance with the requirements of this Development Approval at all times.</p>	Prior to commencement of the use.
ENGINEERING		
EARTHWORKS		
56.	Obtain a development permit for Operational work for Excavating and Filling.	Prior to site / operational / building work commencing
57.	<p>The Earthworks Plan is to include, but not be limited to the following:</p> <ol style="list-style-type: none"> a. The location of cut and/or fill; b. The type of fill to be used and the manner in which it is to be compacted; c. The quantum of fill to be deposited or removed and finished cut and/or fill levels; d. Retaining structures (if necessary); and e. Surface and sub-surface drainage controls (if applicable). 	As part of a development application for Operational Work (Excavating and Filling)
58.	Carry out Excavating and Filling activities in accordance with the Capricorn Municipal Development Guidelines, AS3798-2007 Guidelines on earthworks for residential and commercial developments, the Approved Drawings and the provisions of a development permit for Operational Work (Excavating and Filling).	At all times
59.	Ensure the excavating or filling does not concentrate or divert stormwater onto adjoining land to a degree which is worse than that which existed prior to the works.	At all times
60.	Ensure the excavation or filling does not result in the ponding or permanent retention of surface water either on the site or on adjoining land.	At all times

NO.	CONDITION	TIMING
61.	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the Earthworks have been designed and constructed generally in accordance with the Approved Drawings, the conditions of this Decision Notice and any other relevant approval issued by the Assessment Manager.	Prior to commencement of use
EROSION AND SEDIMENT CONTROL		
62.	Submit an Erosion and Sediment Control Plan as part of the Operational Works application for council approval. The Erosion and Sediment Control Plan must be prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7 'Erosion Control and Stormwater Management'.	Prior to site/operational/building work commencing and at all times during construction
STORMWATER		
63.	<p>The Lawful point of discharge for the development is Cemetery Road and Peak Downs Highway.</p> <p>Discharge all minor stormwater flows that fall or pass onto the site to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with the Capricorn Municipal Development Guidelines and Queensland Urban Drainage Manual, and concurrence agency requirements.</p>	Prior to commencement of building or operational work and to be maintained
64.	<p>Adjoining properties and roads are to be protected from ponding or nuisance from stormwater as a result of the works. Ensure the stormwater runoff from the site does not adversely impact on flooding or drainage (peak discharge and duration for all events up to the 1% AEP (Annual Exceedance Probability)) of properties that are upstream, downstream or adjacent to the site.</p> <p>Notes: <i>If remedial works are required that involve drainage, drawings are to be submitted and approval obtained from Council, to provide a means to rectify the site drainage.</i></p>	At all times
65.	The stormwater drainage system is to be designed to prevent hazardous materials, contaminated stormwater or run-off from being discharged from the site.	Prior to the commencement of any stormwater works and at all times thereafter
66.	<p>Obtain a Development Permit for Operational Work for Stormwater Drainage Works.</p> <p><i>Note:</i> <i>The existing Stormwater mains installed in Cemetery Road as part of Operational Works PA09087 do not have as-constructed certification and have not been accepted as a Council asset. The conditions herein apply to this infrastructure.</i></p>	Prior to site / operational / building work commencing
67.	Design, construct and maintain all Stormwater Drainage Works for the development generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual and the provisions of a Development Permit for Operational Work (Engineering Work – Stormwater Drainage Works).	Prior to the commencement of any stormwater works and at all times thereafter
68.	<p>Submit to Council a Site Based Stormwater Management Plan designed in accordance with the Capricorn Municipal Development Guidelines and the Queensland Urban Drainage Manual and certified by a suitably Registered Professional Engineer of Queensland. The Plan is to include, but not be limited to the following:</p> <p>a. The detailed design and layout of all necessary stormwater drainage systems and stormwater quality management systems.</p>	Prior to the issue of any Development Permit for Operational Work

NO.	CONDITION	TIMING
	<p>b. The provision of on-site detention / retention necessary to limit discharge to pre-development generated peak levels up to and including the Q100 ARI return interval (or 1 % AEP).</p> <p>c. The provision of stormwater quality improvement devices.</p> <p>d. Demonstration that the development will not in actionable nuisance on upstream or downstream properties.</p> <p>e. Incorporate details of ongoing maintenance and management actions required about any proposed detention basin and retention systems.</p> <p>Note: <i>Where there are affected property owners. The in principle agreement would note the characteristics of the flow, the proffered solution, and the necessity for registration of easement(s) (prior to submission of the Operational work approval).</i> <i>Detention storage must be visually integrated into the surrounding landscape and designed with a high level of visual amenity.</i></p>	
69.	<p>All proprietary stormwater quality treatment devices must be routinely checked, serviced and cleaned in accordance with the manufacturer's recommendations. Records of all maintenance activities undertaken must be kept and made available to council upon request. Where replacement cartridges or other necessary components for the system become unavailable, an alternative system must be retrofitted into the development to achieve an equivalent pollutant reduction outcome.</p>	At all times.
70.	<p>Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the stormwater drainage system has been designed and constructed in accordance with the conditions of this approval and any other relevant approval issued by the Assessment Manager.</p>	<p>Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first</p>
WATER		
71.	<p>Connect the development to Council's reticulated water network.</p>	<p>Prior to commencement of use and at all times thereafter</p>
72.	<p>Obtain a Development Permit for Operational Works for Water Works.</p> <p><i>Note:</i> <i>The existing water mains installed in Cemetery Road as part of Operational Works PA09087 do not have as-constructed certification and have not been accepted as a Council asset. The conditions herein apply to this infrastructure.</i></p>	<p>Prior to site / operational / building work commencing</p>
73.	<p>Any connections and alterations to Council's live water mains must be completed by Council at the applicant's expense, unless otherwise agreed to in writing by Council.</p>	<p>Prior to commencement of use</p>
74.	<p>Provide a metered service, and internal infrastructure as required, to satisfy the fire fighting and water supply demands of the development.</p> <p><i>Note:</i> <i>The Applicant should engage an appropriately qualified hydraulic consultant to assess the suitability of the water supply system to cater for the proposed development, including fire fighting requirements in accordance with the Code for Development works.</i></p>	<p>Prior to commencement of use</p>

NO.	CONDITION	TIMING
75.	Design, construct and maintain all Water Supply Works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.	Prior to commencement of use and at all times thereafter
76.	Remove all redundant water supply infrastructure, including but not limited to pipes and connection points.	Prior to commencement of use
77.	Submit As Constructed plans and provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the on-site water supply has been provided in accordance with the Capricorn Municipal Development Guidelines and/or the provisions of a Development Permit for Operational Works (Water Works).	Prior to commencement of use
SEWERAGE		
78.	Connect the development to Council's reticulated sewerage network.	Prior to commencement of use and at all times thereafter
79.	Obtain a Development Permit for Operational Works - Sewage Infrastructure. <i>Note:</i> <i>The existing sewer mains installed in Cemetery Road as part of Operational Works PA09087 do not have as-constructed certification and have not been accepted a Council asset. The conditions herein apply to this infrastructure.</i>	Prior to site / operational / building work commencing
80.	All waste water generated from the refuelling areas (under canopy) must pass through an Oil/Water Separator prior to being discharged to the sewer network.	At all times during operations
81.	The applicant must apply for Trade Waste approval and in accordance with Council's Trade Waste Policy and Trade Waste Environmental Management Procedure.	Prior to commencement of use and to be maintained at all times thereafter
82.	Any connections and alterations to Council's live sewer mains must be completed by Council at the applicant's expense, unless otherwise agreed to in writing by Council.	Prior to commencement of use
83.	Design, construct and maintain all sewerage works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works.	Prior to commencement of use and at all times thereafter
84.	Remove all redundant sewer infrastructure, including but not limited to pipes and connection points.	Prior to commencement of use
85.	The applicant must undertake all necessary upgrades of Council sewerage infrastructure, including but not be limited to the following: a. raising or lowering manhole lid levels b. pressure testing all sections of the development c. excavating and checking all lines for correct embedment and pipe materials Design, construct and maintain all sewerage works generally in accordance with the relevant standards identified within the Planning Scheme Policy SC4.2 Development Works and the provisions of a Development Permit for Operational Works – Sewage Infrastructure).	Prior to commencement of use

NO.	CONDITION	TIMING
86.	Provide As Constructed plans and certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the sewer infrastructure has been provided in accordance with the Capricorn Municipal Development Guidelines and/or the provisions of a Development Permit for Operational Works – Sewer Infrastructure.	Prior to commencement of use
ROADWORKS		
87.	Design and construct Cemetery Road for the full frontage of the development site to an industrial collector street standard in accordance with the Capricorn Municipal Development Guidelines, relevant Australian Standards, Manual of Uniform Traffic Control Devices, Approved Drawings and the provisions of a Development Permit for Operational Work (Road works).	Prior to commencement of use
88.	Upgrade the intersection of Cemetery Road and the Bruce Highway in accordance with the requirements to the Department of Transport and Main Roads.	Prior to commencement of use
89.	Obtain a Development Permit for Operational Work – Road works.	Prior to site / operational / building work commencing
90.	Repair any damage to existing kerb and channel, footpath or roadway (including removal of concrete slurry from footways, roads, kerb and channel and stormwater gullies and drain lines) and reinstatement existing traffic signs and pavement markings that have been removed or damaged during any works carried out in association with the approved development.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first
PEDESTRIAN AND BICYCLE PATHS		
91.	Pedestrian and bicycle paths must be provided for the development and along the full frontage of the site.	Prior to commencement of use
92.	Pedestrian and Bicycle paths are to be designed and constructed in accordance with the Capricorn Municipal Development Guidelines. Detailed designs are to be submitted to Council for approval as a part of an Operational Works Development Application.	Prior to Operational Work approval
STREET LIGHTING		
93.	Design and construct street lighting to a minimum of “P4” Standard in accordance with AS/NZS 1158.3.1:2015 - Lighting for Roads and Public Areas. Lighting is to be designed and certified by a Registered Professional Engineer of Queensland. Detailed designs are to be submitted to Council for approval as a part of an Operational Works Development Application.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first
ELECTRICITY AND TELECOMMUNICATIONS		
94.	Submit to the Council, evidence of an agreement with a telecommunication carrier to provide underground telecommunication services within and adjacent to the proposed development in accordance with the standards of the relevant service provider.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first

NO.	CONDITION	TIMING
95.	Enter into an agreement with an electricity supplier to provide necessary services to the approved development in accordance with the standards of the relevant service provider.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first
96.	Pad mount transformers must be located within the footprint of the existing site, with the area dedicated as new road reserve, unless otherwise agreed in writing by the Assessment Manager.	Prior to commencement of use
SERVICES AND STRUCTURES		
97.	<p>Supply and install all service conduits and meet the cost of any alterations to public utility mains, existing mains, services or installations required in connection with the approved development in accordance with the applicable Planning Scheme Codes and the Development Works Planning Scheme Policy including:</p> <ul style="list-style-type: none"> a. the provision of all services and/or conduits along the full length of any rear allotment access or access easement. b. the relocation of any fire hydrant and/or valves from the development's vehicular footway crossings if applicable. c. the retention and/or relocation of any existing foul water lines that currently exist within the site. <p>Submit to Development Assessment "As Constructed" drawings including an asset register, approved by a Registered Professional Engineer Queensland that are in accordance with the applicable Planning Scheme Codes, the Development Works Planning Scheme Policy and any other relevant infrastructure requirement; showing the works required by this condition.</p> <p>Note: <i>Applicants should liaise with the appropriate service authorities. Typical underground services and/or conduits to be constructed include power, phone, telecommunications, sewer, stormwater and gas, if applicable.</i></p>	Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first
98.	Ensure all existing and proposed utility services and connections (e.g. electricity, telecommunications, water and sewerage) are wholly located within the site or within a suitable easement to the satisfaction of Council.	Prior to commencement of use
99.	<p>Certification must be submitted to Council from an appropriately qualified surveyor which certifies that:</p> <ul style="list-style-type: none"> a. all constructed access and roadworks (including associated fill batters and retaining walls) are fully contained within a dedicated reserve or registered easement; b. all existing and proposed utility services and connections (e.g. electricity, telecommunications, water, sewerage) are wholly located within the site, or alternatively included within an easement where location within the site is not possible; c. all retaining walls and structures are fully contained within the site; and d. any fill, including fill batters, are wholly contained within the subject site and not on adjacent properties. 	Prior to commencement of use
EASEMENTS		
100.	<p>Lodge for registration at the Office of the Land Registry the following easement(s):</p> <ul style="list-style-type: none"> a. a sewerage easement having a minimum width of 3 metres as shown on the approved plan(s) of development or as determined in 	Prior to commencement of use

NO.	CONDITION	TIMING
	<p>any approval for Operational Works to the benefit of Council that includes any sewerage main existing or proposed traversing the land. The sewer main must be located centrally within the easement.</p> <p>b. an easement for water supply having a minimum width 3 metres as shown on the approved plan(s) of development or as determined in any approval for Operational Works to the benefit of Council that includes any water main existing or proposed traversing the land. The infrastructure must be located centrally within the easement.</p>	
101.	Draft easement documentation must be submitted to the Assessment Manager for endorsement Prior to commencement of use.	Prior to commencement of use
102.	Submit to Council for approval, a plan of subdivision showing the easement and the necessary easement documentation to demonstrate compliance with the requirements of the easement.	Prior to commencement of use
103.	All works must be kept clear of any existing or proposed easements on the subject land, unless agreed otherwise in writing by the Grantee.	At all times
104.	Ensure that any easements and rights pertaining to the parcels of land associated with this approval are maintained unless otherwise stated on the Approved Plan/s or the conditions of this approval.	At all times
105.	Submit to Council evidence of the registration of the necessary easement documentation within one month of the registration of the easement documentation.	As indicated
LANDSCAPING		
106.	<p>Provide landscaping throughout the site, in accordance with the approved plans, including but not limited to:</p> <ul style="list-style-type: none"> a. Minimum 3m wide landscaped strip along the side boundaries of the development footprint b. Minimum 3m wide landscaped strip across the frontage of the site (excluding driveways). <p>Landscaped areas are to comprise a combination of native trees, shrubs and groundcovers that are endemic to the local area, assist to provide shade to hardstand areas and soften the built form.</p> <p>The landscaped areas must be subject to ongoing maintenance and replanting programme (if necessary).</p>	Prior to commencement of the use and to be maintained at all times.
107.	<p>The balance area of the site (adjoining northern edge of driveway) must remain grassed and appropriately fenced off with bollards, a single strand chain link fence or other landscaping elements (e.g. sleeper blocks or boulders) to prevent vehicle access and parking on the balance of the site. Fencing is to remain in place at all times, unless otherwise approved by the assessment manager.</p> <p>The details of fencing treatments must be demonstrated at Operational works stage.</p>	Prior to commencement of the use and to be maintained at all times.
108.	<p>Submit as part of the Operational Works application a Detailed Landscaping Plan, prepared in accordance with the Approved Drawings, the Landscaping Code and have regard to the conditions of this approval and include, but not be limited to, the following features:</p> <ul style="list-style-type: none"> a. The area set aside for landscaping; b. Location and name of existing trees; c. A plan and schedule of all proposed trees, shrubs and ground covers which identifies: <ul style="list-style-type: none"> - The location and sizes at planting and at maturity of all plants; - The botanical and common names of plants must be provided; 	Prior to the commencement of any landscaping works on the site

NO.	CONDITION	TIMING
	<ul style="list-style-type: none"> - The location of all areas to be covered by turf or other surface material including pavement and surface treatment details; d. One (1) tree for each six (6) car parking spaces (excluding the car parking spaces located in front of the service station retail store); e. Street tree/s within the road reserve along the frontage of the site at 15 metre centres f. Where adjoining shade trees to landscape elements, wheel stops are provided within car parking spaces to protect vegetation from damage. g. Measures to ensure that the planted trees will be retained and managed to allow growth of the trees to mature size; h. Details of any landscaping structures, including entrance statements; i. Details of cutting and filling and all retaining structures, fences and associated finishes; j. Contours or spot levels if appropriate; k. Fence size and materials; l. Inclusion of a controlled underground or drip irrigation system. Any such system is to be fitted with an approved backflow water prevention device; m. Location of any drainage, sewerage and other underground services and any overhead power lines; n. Property boundary garden/landscape bed edge walls to be provided with sleeper or equivalent retaining walls to contain the garden material within the site. Such walls must be constructed to a height that is at or above the <u>insert either: adjacent kerb OR sealed car parking areas:</u> o. Vegetated screening of any electrical transformers, bin storage areas and the like from the road frontage; 	
109.	Provide certification from a Landscape Architect or other suitably qualified person that the landscaping has been constructed and established in accordance with the conditions of this and any other relevant approval issued by the Assessment Manager.	Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first
STREET TREES		
110.	Identify, retain and protect the existing street trees unless otherwise agreed in writing with the Assessment Manager. There must be no excavation, filling or storage of materials or plant within the drip line of the street tree(s).	At all times
111.	<p>Provide street tree/s within the road reserve along the frontage of Cemetery Road at 15 metre centres.</p> <p>Street trees are to be located in accordance with the Capricorn Municipal Development Guidelines and must comprise native species endemic to the local area.</p> <p>Street trees are to be established in accordance with an Operational works permit (landscaping).</p>	Prior to commencement of use
VEGETATION MANAGEMENT		
112.	Chip, mulch or dispose of cleared vegetation at a waste disposal facility operated by Council or salvage timber for reuse. No burning of cleared	Immediately after clearing of

NO.	CONDITION	TIMING
	material is permitted unless otherwise approved in writing by the Assessment Manager.	approved vegetation
FLOOD HAZARD		
113.	All electrical and data equipment, including switchboards, power points and light switches, must be located above the Defined Flood Event.	Prior to commencement of use
114.	Ensure materials stored on-site do not create a safety hazard and are contained in order to minimise movement in times of flood, or are readily able to be moved in a flood event.	At all times
115.	Hazardous or noxious, or other materials that may cause a detrimental impact on the environment if discharged in a flood must not be stored below the Defined Flood Level.	At all times
WASTE MANAGEMENT		
116.	All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.	At all times
117.	<p>An on-site Waste Management Plan must be submitted to and approved by the Assessment Manager. The plan must have regard to the conditions of this approval and include, but not be limited to, the following details:</p> <ul style="list-style-type: none"> a. the waste management process, including the type and size of receptacle/s to be utilised (e.g. 240 litre mobile waste bins, 1m³ bulk bins) for general waste and recycling; b. the location of waste receptacle storage areas and collection points; c. how waste collection vehicles will be able to safely and effectively access bins; and d. if bins are to be collected from the kerbside, demonstrate that this location has the capacity to adequately contain the maximum number of bins to be collected on collection day. 	Prior to commencement of use
118.	Ensure that any potential food / waste sources are covered and collected so that they are not accessible to wildlife.	At all times
119.	Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries etc.) that cannot be disposed of in Council's sewerage system or an on-site industrial waste treatment system in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	At all times

ADVICE NOTES

The following notes are included for guidance and information purposes only and do not form part of the assessment manager conditions:

ADVICES		
INFRASTRUCTURE CHARGES		
1.	Infrastructure Charges Notice (MCU23/0007) applicable to the approved development is attached to this Decision Notice.	As indicated
2.	An executed infrastructure agreement applies to this development. The requirements of the Development Permit should be read in conjunction with the provisions of the Infrastructure Agreement.	At all times

ENVIRONMENTAL HARM		
3.	<p>The <i>Environmental Protection Act 1994</i> states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard persons and entities, involved in the civil, earthworks, construction and operational phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm. Environmental harm is defined by the Act as any adverse effect, or potential adverse effect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property not connected with the use.</p>	At all times
STANDARD BUILDING REGULATIONS		
4.	<p>This approval does not include assessment against the siting requirements of the Queensland Development Code. Should the approved development require a siting relaxation against the Queensland Development Code, an application for a Siting Variation (Relaxation) must be lodged with and approved by Council as a referral agency for assessable building work.</p> <p>Note: <i>This development approval does not commit Council's delegate (Building officer) to approving any setbacks shown on the approved drawings.</i></p>	As indicated
BIOSECURITY		
5.	<p>Every individual and organisation has a legal responsibility to take practical and reasonable steps to reduce the movement or spread of matter that is listed as either restricted or prohibited under the <i>Biosecurity Act 2014</i>.</p> <p>The General Biosecurity Obligation (GBO) refers to anyone who knows or ought reasonably to know about their direct or indirect interactions with biosecurity matter. Under a GBO, individuals and corporations whose activities pose a risk must:</p> <ul style="list-style-type: none"> • take all reasonable and practical steps to prevent or minimise each biosecurity risk; • minimise the likelihood of causing a biosecurity event, and limit the consequences if an event is caused; and <p>prevent or minimise the harmful effects a risk could have, and not do anything that might make any harmful effects worse.</p>	At all times
FOOD ACT REQUIREMENTS		
6.	<p>All operators of the approved use will be required to comply with the <i>Food Act 2006</i> and Council's minimum requirements for food premises. All necessary approvals should be obtained from the Environmental Health Services Section of Council prior to commencement of the approved use.</p> <p>Note: <i>For further information about these requirements please contact Council's Environmental Health Services Section on 1300 883 699.</i></p>	At all times

ABORIGINAL CULTURAL HERITAGE		
7.	All development should proceed in accordance with the Duty of Care Guidelines under the <i>Aboriginal Cultural Heritage Act 2003</i> . Penalties may apply where duty of care under that act has been breached.	At all times
FIRE ANTS		
8.	<p>Fire ants were detected in the Isaac Region in July 2025, leading to the inclusion of some areas within a Fire Ant Biosecurity Zone.</p> <p>Fire ant biosecurity zones apply to anyone who deals with materials that can carry fire ants, sourced from inside the zones. This includes such as soil, hay, mulch, manure, mining and quarry materials, turf, and potted plants.</p> <p>This means that you must:</p> <ul style="list-style-type: none"> • check the fire ant biosecurity zones before moving these materials • employ fire ant-safe practices when moving or disposing of organic materials within the fire ant biosecurity zones (Biosecurity Regulation 2016). <p>For more information or to report findings of Fire Ants, visit the National Fire Ant Eradication Program Website (https://www.fireants.org.au/stop/biosecurity-zones) or call 132 ANT (13 22 68).</p>	At all times
CONTAMINATED LAND		
9.	It is strictly the applicant/owner's responsibility to source information regarding contaminated land from the Department of Resource Management, Contaminated Land section as Council has not conducted detailed studies and does not hold detailed information pertaining to contaminated land.	At all times
HOURS OF WORK		
10.	It is the applicant/owner's responsibility to ensure compliance with Section 440R of the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.	At all times
WATER AND SEWERAGE		
11.	Connection to water or sewer infrastructure is subject to further approvals. For further information about these requirements, please contact Council's Water and wastewater team on 1300 ISAACS (1300 472 227).	Prior to the commencement of Use
12.	Connection to the Water Supply system must be in accordance with Council's standard procedures and conditions for water connections to existing infrastructure. The applicant is to pay all relevant fees for the provision of a new non trunk property service/s and the disconnection of all other existing water services that will become redundant.	Prior to the commencement of Use
CAR PARKING AND ACCESS		
13.	An Application for Works on Road Corridor/Road Property is required to be lodged with Council when works are proposed to be undertaken within the road reserve.	Prior to the commencement of Use
FURTHER DEVELOPMENT APPROVALS		
14.	<p>Please be advised that the following development permits are required to be obtained before the development can be carried out:</p> <ol style="list-style-type: none"> a. Landscaping b. Stormwater 	Prior to site / operational/ building work commencing

	<ul style="list-style-type: none"> c. Site access, Vehicle Parking and Manoeuvring areas d. Earthworks (Excavating and/or Filling) e. Road Works f. Water Infrastructure g. Sewerage Infrastructure h. Electrical infrastructure 	
SIGNAGE		
15.	Any signage is to be provided in accordance Council’s Subordinate Local Law No.14 (Installation of Advertising Devices) 2011.	Prior to the commencement of Use

15. APPLICANT APPLICATION MATERIAL

Document	ECM Document ID
Town Planning Report	5062658
Response to Information Request (includes proposal plans and technical reports)	5411855 5412021
Response to Further Issues (includes Acoustic and Air quality assessment reports)	5455718

16. ATTACHMENTS

- Attachment 1 – Draft Decision Notice (inc. Appendices)
- Attachment 2 – Draft Statement of Reasons

ATTACHMENT 1 – DRAFT DECISION NOTICE

Officer:	Rebekah McDonald
Direct Telephone:	0447 771 003
Our Reference:	MCU23/0007
Your Reference:	25-2613

[Date]

Paluma Road Pty Limited
 c/- Jewell Planning
 PO Box 244
 MACKAY QLD 4740

Attention: Michael Jewell

Dear Michael,

Decision Notice
Planning Act 2016

I refer to your application and advise that on [decision date], Council decided to approve the application [in full] subject to conditions.

Details of the decision are as follows:

APPLICATION DETAILS

Application No:	MCU23/0007
Street Address:	19 Cemetery Road, Nebo
Real Property Description:	Lot 42 WHS349
Planning Scheme:	Isaac Regional Planning Scheme 2021, Version 1

DECISION DETAILS

Type of Decision:	Approval
Type of Approval:	Development Permit for Material Change of Use (Service Station)
Date of Decision:	[Decision Date]

CURRENCY PERIOD OF APPROVAL

Unless lawfully extended, the currency period for this development approval is 6 years starting the day that this development approval first took effect (Refer to Section 85 “Lapsing of approval at end of currency period” of the *Planning Act 2016*).

INFRASTRUCTURE

Unless otherwise specified, all assessment manager conditions of this development approval relating to the provision of infrastructure are non-trunk infrastructure conditions for Chapter 4 of the *Planning Act 2016*.

ASSESSMENT MANAGER CONDITIONS

LEFT BLANK INTENTIONALLY - CONDITIONS TO BE INSERTED AS PER DELEGATED AUTHORITY REPORT FOLLOWING DECISION

ADVICE NOTES

The following notes are included for guidance and information purposes only and do not form part of the assessment manager conditions:

LEFT BLANK INTENTIONALLY - ADVICE NOTES TO BE INSERTED AS PER DELEGATED AUTHORITY REPORT FOLLOWING DECISION

REFERRAL AGENCIES

The referral agencies applicable to this application are:

Referral Status	Referral Agency and Address	Referral Trigger	Response
Concurrence	Department of State Development, Infrastructure and Planning - MIWSARA@dsgmip.qld.gov.au PO Box 257, MACKAY QLD 4740	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 – Development application for a Material Change of Use adjacent to a State controlled road corridor.	The agency provided its response on 1 May 2025 (ref: 2306-34989 SRA), which includes conditions that must be satisfied. A copy of the response is attached to this Decision Notice.

FURTHER DEVELOPMENT PERMITS / APPROVALS REQUIRED

- Development Permit for Operational Works – Roadworks, access and carparking works, stormwater and drainage works, landscaping works, water and sewage works.
- Development Permit for Building Works
- Plumbing Works
- Application for works in a road corridor

SUBMISSIONS

Not applicable.

PROPERTY NOTES

Not applicable.

INCONSISTENCY WITH EARLIER APPROVAL (SECTION 66(2)(B) OR (C) OF THE PLANNING ACT 2016)

Not applicable.

ENVIRONMENTAL AUTHORITY

Not applicable.

RIGHTS OF APPEAL

You are entitled to appeal against this decision. A copy of the relevant appeal provisions from the *Planning Act 2016* is attached.

During the appeal period, you as the applicant may suspend your appeal period and make written representations to council about the conditions contained within the development approval. If council agrees or agrees in part with the representations, a “negotiated decision notice” will be issued. Only one “negotiated decision notice” may be given. Taking this step will defer your appeal period, which will commence again from the start the day after you receive a “negotiated decision notice”.

OTHER DETAILS

If you wish to obtain more information about Council’s decision, please contact Rebekah McDonald on 0447 771 003 or email planning.environment@isaac.qld.gov.au.

Yours faithfully

MICHAEL ST CLAIR
MANAGER PLANNING AND ENVIRONMENT

- Enc:
- Appendix 1 – Approved Plans / Documents
 - Appendix 2 - Appeal Rights
 - Appendix 3 - Infrastructure Charge Notice
 - Appendix 4 - Referral Agency Response

cc Department of State Development, Infrastructure and Planning – State Assessment and Referral Agency (via email: MIWSARA@dsmip.qld.gov.au)

APPENDIX 1 – APPROVED PLANS / DOCUMENTS

APPENDIX 2 – APPEAL RIGHTS

PLANNING ACT 2016 & THE PLANNING REGULATION 2017

Chapter 6 Dispute resolution

Part 1 Appeal rights

229 Appeals to tribunal or P&E Court

- (1) Schedule 1 of the *Planning Act 2016* states –
- (a) Matters that may be appealed to –
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
- (b) The person-
 - (i) who may appeal a matter (**the appellant**); and
 - (ii) who is a respondent in an appeal of the matter; and
 - (iii) who is a co-respondent in an appeal of the matter; and
 - (iv) who may elect to be a co-respondent in an appeal of the matter.

(Refer to Schedule 1 of the Planning Act 2016)

- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is –
 - (a) for an appeal by a building advisory agency – 10 business days after a decision notice for the decision is given to the agency; or
 - (b) for an appeal against a deemed refusal – at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises – 20 business days after a notice is published under section 269(3)(a) or (4); or
 - (d) for an appeal against an infrastructure charges notice – 20 business days after the infrastructure charges notice is given to the person; or
 - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given – 30 business days after the applicant gives the deemed approval notice to the assessment manager; or
 - (f) for any other appeal – 20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note –

See the P&E Court Act for the court's power to extend the appeal period.

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.
- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt. It is declared that an appeal against an infrastructure charges notice must not be about-
 - (a) the adopted charge itself; or
 - (b) for a decision about an offset or refund-
 - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

230 Notice of appeal

- (1) An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that-
 - (a) is in the approved form; and
 - (b) succinctly states the grounds of the appeal.
- (2) The notice of appeal must be accompanied by the required fee.
- (3) The appellant or, for an appeal to a tribunal, the registrar must, within the service period, give a copy of the notice of appeal to –
 - (a) the respondent for the appeal ; and
 - (b) each co-respondent for the appeal; and
 - (c) for an appeal about a development application under schedule 1, table 1, item 1 – each principal submitter for the development application; and
 - (d) for an appeal about a change application under schedule 1, table 1, item 2 – each principal submitter for the change application; and
 - (e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and
 - (f) for an appeal to the P&E Court – the chief executive; and
 - (g) for an appeal to a tribunal under another Act – any other person who the registrar considers appropriate.
- (4) The **service period** is –
 - (a) if a submitter or advice agency started the appeal in the P&E Court – 2 business days after the appeal has started; or
 - (b) otherwise – 10 business days after the appeal is started.
- (5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection (6).
- (6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.

231 Other appeals

- (1) Subject to this chapter, schedule 1 and the P&E Court Act, unless the Supreme Court decides a decision or other matter under this Act is affected by jurisdictional error, the decision or matter is non-appealable.
- (2) The *Judicial Review Act 1991*, part 5 applies to the decision or matter to the extent it is affected by jurisdictional error.
- (3) A person who, but for subsection (1) could have made an application under the *Judicial Review Act 1991* in relation to the decision or matter, may apply under part 4 of that Act for a statement of reasons in relation to the decision or matter.
- (4) In this section –
 - decision* includes-
 - (a) conduct engaged in for the purpose of making a decision; and
 - (b) other conduct that relates to the making of a decision; and
 - (c) the making of a decision or failure to make a decision; and
 - (d) a purported decision ; and
 - (e) a deemed refusal.
 - non-appealable*, for a decision or matter, means the decision or matter-
 - (a) is final and conclusive; and
 - (b) may not be challenged, appealed against, reviewed, quashed, set aside or called into question in any other way under the *Judicial Review Act 1991* or otherwise, whether by the Supreme Court, another court, a tribunal or another entity; and
 - (c) is not subject to any declaratory, injunctive or other order of the Supreme Court, another court, a tribunal or another entity on any ground.

232 Rules of the P&E Court

- (1) A person who is appealing to the P&E Court must comply with the rules of the court that apply to the appeal.
- (2) However, the P&E Court may hear and decide an appeal even if the person has not complied with the rules of the P&E Court.

APPENDIX 2 – INFRASTRUCTURE CHARGES NOTICE

Our Ref.: MCU23/0007

[DATE]

Paluma Road Pty Limited
 c/- Jewell Planning
 PO Box 244
 MACKAY QLD 4740

Attention: Michael Jewell

Dear Michael,

INFRASTRUCTURE CHARGE NOTICE

SECTION 119, PLANNING ACT 2016

ISAAC REGIONAL COUNCIL CHARGES RESOLUTION (NO. 3) 2021

APPLICATION DETAILS

APPLICATION TYPE: Material Change of Use – Service Station
 APPLICATION NUMBER: MCU23/0007
 APPLICANT: Paluma Road Pty Limited c/- Jewell Planning
 OWNER: Paluma Road Pty Limited
 SITE ADDRESS: 19 Cemetery Road, Nebo
 PROPERTY DESCRIPTION: Lot 42 WHS349
 PLANNING INSTRUMENT: Isaac Regional Planning Scheme 2021, Version 1

APPROVAL DETAILS

DECISION DATE: <insert decision date>
 NATURE OF APPROVAL: **Approved**
 TYPE OF APPROVAL: Development Permit – Material Change of Use – Service Station

THE INFRASTRUCTURE CHARGE

Date of Issue of Infrastructure Charge Notice: <to be inserted>
 Timing of Payment: In accordance with Section 122 of the *Planning Act 2016*:

If the charge applies for a material change of use—
When the change happens.

GROSS LEVIED CHARGE	\$69,948.00
CREDITS APPLIED	(\$30,226.70)
NET LEVIED CHARGE	\$39,721.30
APPLICABLE OFFSETS	NIL
APPLICABLE REFUNDS	NIL
INFRASTRUCTURE AGREEMENT IN PLACE AT TIME OF ISSUE OF THIS INFRASTRUCTURE CHARGES NOTICE	NIL
LEVIED CHARGE PAYABLE	\$39,721.30 (+ Annual Adjustments)

(Details of how these charges were calculated are shown overleaf)

ADJUSTMENTS TO THE INFRASTRUCTURE CHARGE

1. AUTOMATIC INCREASE PROVISION

An infrastructure charge levied by Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI Index applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI Index average¹.

If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase. The total sum levied for any of the infrastructure networks cannot exceed the maximum adopted charge rate for that infrastructure network calculated for the additional demand of the approved development.

Upon request Council shall provide the indexation amount that needs to be added to the levied charge and confirm the total amount outstanding.

2. INFRASTRUCTURE AGREEMENT

An Infrastructure Agreement may apply in respect of this Infrastructure Charges Notice. The Infrastructure Agreement may be entered into before or after the Decision Notice is issued for the approved development. An agreement about either or both of the following may be entered into:

- a. payment other than as provided by Section 122 of the *Planning Act 2016*, for instance payment by instalment;
- b. provision of infrastructure instead of paying all or part of the levied charge.

¹ 3-yearly PPI index average is defined in schedule 2 of the *Planning Act 2016* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

In the event of an inconsistency between an Infrastructure Agreement and this Infrastructure Charges Notice, the Infrastructure Agreement may prevail pursuant to Section 157 of the *Planning Act 2016*.

3. FAILURE TO PAY

A levied charge for infrastructure fixed by a local government is, for the purposes of recovery, as per Section 144(1) of the *Planning Act 2016*. This is taken to be a rate within the meaning of the *Local Government Act 2009*. This means:

- a. an adopted infrastructure charge may be recovered by court action for a debt;
- b. an adopted infrastructure charge may be recovered from the person for the time being owning the relevant land, regardless of who was the owner or other person upon whom the charges was imposed;
- c. interest is payable on overdue payments (Compound annual interest at 11% calculated daily is to be applied on an overdue charge); and
- d. if a levied charge is unpaid for 3 years, the land can be sold to recover the outstanding charges.

PAYMENT OF THE INFRASTRUCTURE CHARGE

1. PAYMENT BY MAIL

Confirm the current levied charge applicable and obtain an updated payment notice from Council's Planning Department.

Mail this updated payment notice immediately with your payment to: ISAAC REGIONAL COUNCIL, PO Box 97, MORANBAH QLD 4744.

NOTE: Cheques must be made payable to ISAAC REGIONAL COUNCIL

2. PAYMENT AT COUNCIL OFFICES

Confirm the current levied charge applicable.

Present written confirmation of charges with your payment to an Isaac Regional Council Office. Please see Council's website for locations.

NOTE: Cheques must be made payable to ISAAC REGIONAL COUNCIL

3. PAYMENT MADE BY CREDIT CARD

Credit Cards accepted: Mastercard or Visa

4. PAYMENT MADE BY ELECTRONIC FUND TRANSFER (EFT)

BSB:	084-789
Account No:	71 664 4960
Account Name:	ISAAC REGIONAL COUNCIL
Reference:	ICN MCU25/0010 ICN RAL25/0007

Provide Council with a copy of the EFT transfer receipt or remittance advice and copy of the confirmed current applicable levied charge.

OTHER MATTERS**1. LAPSING OF INFRASTRUCTURE CHARGES NOTICE**

This Infrastructure Charges Notice stops having effect to the extent the approved development stops having effect.

2. GOODS AND SERVICES TAX

The Federal Government has determined that rates and utility charges levied by a Local Government will be GST free. Accordingly, no GST is included in this Infrastructure Charges Notice.

3. APPLICABLE OFFSETS AND REFUNDS

Infrastructure offsets and refunds apply when developers are required to provide trunk infrastructure. These may be physical works (such as a sewer main) or land to accommodate infrastructure (for a future road upgrade). The infrastructure (or land) requirement will be conditioned as part of a development approval. In those circumstances, the cost of that trunk infrastructure will be offset against any infrastructure charges payable under the development approval (as an Infrastructure Charges Notice will still be issued where adopted infrastructures apply). Where the cost of providing the trunk infrastructure is greater than the infrastructure charges, a refund will be paid to the developer.

4. RATIONALE FOR ISSUE OF INFRASTRUCTURE CHARGES NOTICE

Isaac Regional Council has issued this Infrastructure Charges Notice as a result of additional demand placed upon trunk infrastructure that will be generated by the approved development. The levied charge has been calculated in accordance with Isaac Regional Council Charges Resolution (No.3) 2021, the Planning Act 2016 and the Planning Regulation 2017.

5. CONTACT

For further information please contact your local Council:

Phone: 1300 ISAACS (1300 47 22 27)
or +617 4846 3500 if phoning from overseas
or 07 4846 3500 (alternative phone number)

Write to:

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

E-mail: records@isaac.qld.gov.au

(In order for us to receive your email, please ensure it is no larger than 10MB)

Send a message on our 'Contact' located on the web page:

<https://www.isaac.qld.gov.au/contact-us/home>

This web page also lists all of our office locations if you would prefer to visit your nearest Council office, open Monday to Friday, 8.30 am to 5 pm.

6. APPEAL RIGHTS

Should you wish to appeal an Infrastructure Charges Notice, you may make representations to Isaac Regional Council within twenty (20) business days after receipt of the Infrastructure Charges Notice, under section 125 of the *Planning Act 2016*.

Isaac Regional Council may only give one (1) negotiated infrastructure charge notice in respect of section 125 of the *Planning Act 2016*.

Attached is an extract from the *Planning Act 2016* which details the appeal rights in relation to the Infrastructure Charges Notice, 'Planning Act 2016 – Appeals Information'.

7. HOW THE LEVIED CHARGE WAS WORKED OUT – CALCULATION SUMMARY

A. Charges – Extra Demand

Table 1: Water Supply Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail)	360	m2 GFA	\$47.00	Table 2.2	\$16,920.00

Table 2: Sewerage Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail)	360	m2 GFA	\$45.00	Table 2.2	\$16,200.00

Table 3: Transport Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail)	360	m2 GFA	\$102.30	Table 2.2	\$36,828.00

Table 4: Parks and Land for Community Facilities Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail)	360	m2 GFA	\$0.00	Table 2.2	\$0.00

Table 5: Stormwater Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial (retail)	360	m2 GFA	\$0.00	Table 2.2	\$0.00

Table 6: All Networks Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial (retail)	\$16,920.00	\$16,200.00	\$36,828.00	\$0.00	\$0.00	\$69,948.00

B. Credits – Demand Credits

Table 7: Water Supply Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Non-Residential	1	Per Allotment	\$7,254.00	Table 2.3	\$7,254.00

Table 8: Sewerage Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Non-Residential	1	Per Allotment	\$6,952.00	Table 2.3	\$6,952.00

Table 9: Transport Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Non-Residential	1	Per Allotment	\$16,020.70	Table 2.3	\$16,020.70

Table 10: Parks and Land for Community Facilities Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Non-Residential	1	Per Allotment	\$0.00	Table 2.3	\$0.00

Table 11: Stormwater Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Non-Residential	1	Per Allotment	\$0.00	Table 2.3	\$0.00

Table 12: All Networks Levied Credits

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Non-Residential	\$7,254.00	\$6,952.00	\$16,020.70	\$0.00	\$0.00	\$30,226.70

Table 13: Net Levied Charge Summary

Gross Levied Charge Amount Total	Applied Credit Amount Total	Net Levied Charge Amount
\$69,948.00	\$30,226.70	\$39,721.30

8. OFFSET OR REFUND

No offsets or refunds are applicable to this application or calculation of applicable levied charges.

If you have any further queries in relation to the above, please do not hesitate to contact Rebekah McDonald via email planning.environment@isaac.qld.gov.au quoting reference no MCU23/0007.

Yours faithfully,

MICHAEL ST CLAIR
Manager Planning & Environment
 (on behalf of Cale Dendle, Chief Executive Officer)

Enclosure: Representation and Appeal Information for Infrastructure Charges Notice.

APPENDIX 3 – REFERRAL AGENCY RESPONSE

ATTACHMENT 2 – DRAFT STATEMENT OF REASONS

Our Ref.: xxxxxx

DATE

Notice about Decision – Statement of Reasons Planning Act 2016

This Notice is prepared in accordance with s63(5) and s83(9) of the Planning Act 2016 to provide information about a decision that has been made in relation to a development application. The purpose of the Notice is to enable a public understanding of the reasons for the planning decision, specifically having regard to:

- the relevant parts of the Planning Scheme and Assessment Benchmarks against which the application was assessed; and
- any other information, documents or other material Council was either required to, or able to, consider in its assessment.

All terms used in this Notice have the meanings given them in the Planning Act 2016 or otherwise their ordinary meaning.

APPLICATION DETAILS

Application No:	MCU23/0007
Street Address:	19 Cemetery Road, Nebo
Real Property Description:	Lot 42 WHS349
Planning Scheme:	Isaac Regional Planning Scheme 2021, Version 1

DECISION DETAILS

Type of Decision:	Approval
Type of Approval:	Development Permit for Material Change of Use (Service Station)
Date of Decision:	[Decision Date]

ASSESSMENT BENCHMARKS

The following Assessment Benchmarks applied to the development from the following Categorising Instruments:

Categorising Instrument (<i>Planning Regulation 2016</i>)
Not applicable
Local Categorising Instrument (<i>Isaac Regional Planning Scheme 2021, Version 1</i>)
<ul style="list-style-type: none"> • Industry zone code • Development works code • Landscaping code • Flood hazard overlay code

Local Categorising Instrument (Variation Approval)
Not applicable
Local Categorising Instrument (Temporary Local Planning Instrument)
Not applicable

REASONS FOR THE DECISION

The reasons for this decision are:

- The application was properly made and followed the process set down in the Development Assessment Rules in effect at the time the application was properly made.
- The application was assessed against the applicable Assessment Benchmarks identified in this Notice.
- The assessment manager found that, subject to the imposition of the development conditions contained in the Decision Notice, the development complied with the relevant Assessment Benchmarks applicable to the development identified in this Notice.

REASONS FOR APPROVAL DESPITE NON-COMPLIANCE WITH ASSESSMENT BENCHMARKS

Not Applicable.

ADDITIONAL RELEVANT MATTERS FOR IMPACT ASSESSMENT

Not Applicable.

SUBMISSIONS

Not Applicable.

OTHER MATTERS PRESCRIBED BY THE *PLANNING REGULATION 2017*

Not applicable.

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Shane Brandenburg
AUTHOR POSITION	Manager Economic Development

5.9

MACKAY ISAAC TOURISM QUARTERLY REPORT

EXECUTIVE SUMMARY

This report seeks to provide Mackay Isaac Tourism's (MIT) 2025/2026 Partner Reporting updates to Council for its information.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the Mackay Isaac Tourism 2025/26 Q1 and Q2 Quarterly Partner Reports and receive further quarterly reports and forward planning updates for its consideration.**

BACKGROUND

On 27 August 2025 (Resolution #9340), Council endorsed funding to Mackay Tourism Ltd for Tourism Destination Marketing and operational activities as the Mackay Isaac Regional Tourism Organisation (RTO) under Tourism and Events Qld's statewide remit. Further in-kind support was provided for fatigue accommodation for the Isaac Tourism Development Officer (ITDO) role.

Council received MIT's 2024/25 Partner Report for the proceeding financial year on 29 October 2025 (Resolution #9429). A new Memorandum of Understanding (MoU) for 2025–2026 was entered into on 30 September 2025 outlining shared objectives, governance, and KPIs. Reference document ECM Document Set ID 5423734 - MOU – Isaac Regional Council (IRC) & Mackay Tourism Limited T/A Mackay Isaac Tourism 2025-2026.

This report provides the MIT's quarterly reporting on its activities specifically related to the MoU for 2025/26 and additionally it's Quarterly All Partners briefings detailing highlighted activities for the entire Mackay Isaac RTO region.

The attachments related to each quarter to date being.

- Attachment 1 – Q1 25-26 State of the IRC-MIT Partnership Report October 2025, and the associated Attachment 2 – MIT Quarterly Partners Briefing October 2025
- Attachment 3 – Q2 25-26 Detailed State of the IRC-MIT Partnership Report January 2026, and the associated Attachment 4 –MIT Quarterly Partners Briefing - January 2026.

DISCUSSION

MIT's initial reporting was structured as an exceptions-based update, with advice commentary provided only where activities are at risk with the reports intended to be read in conjunction with the Quarterly (All) Partners Briefing (refer Q1 report).

With the Quarterly Partner Briefing document being focused on activities conducted across both Mackay and Isaac region, Council officers sought amendment to the reporting to provide clear detail towards Key Performance Indicator's (KPI) outcomes as per the MoU (refer Q2 report).

KPI Performance Summary

The MoU's KPI performance is reported as being primarily "On track", with no issues raised by MIT in relation to meeting key deliverables with some items "grey" due to being not due at the end of the reporting period. Whilst reported on track some key deliverables are pending in the remainder of the financial year.

Noted Highlights

- Ongoing MIT-IRC planning meetings, identifying individual and collaborative actions to continue progression of projects and marketing activities.
- Restructure of Isaac Tourism Development officer role (ITDO). Following challenges retaining the ITDO role (four officers in five years), MIT proposed the duties be shared by two MIT officers reducing retention risk and shared accountability.
- Australian Tourism Data Warehouse (ATDW) registration of Isaac tourism assets enabling greater exposure and itinerary building. This will assist in developing the marketing products identified in the Isaac Tourism Trails strategic plan, with a Gold Fever to Peaks' campaign proposed Q4 (Free Spirit 2.0).
- Delivery of the Free Spirit Drive Campaign 1.0, promoting the broader Mackay and Isaac regions. Additionally a number of Isaac's signature events are to be featured in Free spirit campaign 2.0.
- MIT board approved a Business case to advance a Clermont visitor kiosk with locations under assessment and has proposed a "content creator" social media workshop in Clermont (Q4).
- Partnered advocacy to Department of Environment, Tourism, Science and Innovation (DETSI) and Qld Parks and Wildlife Services (QPWS) for Prospecting security of tenure and access to National Parks with Council and the Clermont Tourism Group.
- Proposed social media content training workshop in Clermont and forthcoming MIT board meeting and famil itinerary planned for Clermont Q4.
- Industry Recognition: Queensland Helicopters (Bush Heli) achieved Bronze at the Queensland Tourism Awards, its first at the Qld Tourism awards.

The report is for information purposes and forthcoming quarterly reporting from MIT will be provided to Council. Further engagement with MIT in Q3, as per the MoU will occur towards forward planning activities and additionally Council will engage with Mackay Regional Council (as the other key strategic regional partner). Briefings on such will occur to Council for it to consider in its forthcoming budget planning cycles for 2026/27.

Continued strategic review and monitoring of the Isaac regions positioning to leverage tourism industry development in region is an ongoing requirement for Council. With Tourism and Events Queensland's RTO

framework and funding model supporting regional needs, and resourcing continuity issues for MIT's executive and ITDO roles impactful and integral to industry development opportunities identified in the Isaac Tourism Trails Strategic Plan.

IMPLICATIONS

Policy and Legal

The MoU is a non-binding agreement that outlines shared commitments and expectations. KPI reporting supports transparency, good governance, and alignment with Council's strategic priorities.

Reputational

Tourism is an important part of the Isaac region's economy and continued development and growth integral to the organisations reputation and the regional industry perception.

Financial and Resources

The activities undertaken through the MoU are funded within approved operational budgets. Any future financial implications will be reported to Council and considered through budget cycles or for endorsement as required. Financial partnership with external agencies are intended to amplify resources and achieve value.

CONSULTATION

Internal

Director Community Services

Councillor Division 8

External

Mackay Isaac Tourism

BASIS FOR RECOMMENDATION

The report is primarily for receiving and noting of the partnership with MIT, ongoing monitoring and collaboration will support delivery of shared outcomes. Transparent reporting to Council will provide due governance and accountability.

ACTION ACCOUNTABILITY

Council's Economic Development department to continue to review delivery of work programs associated to the IRC & MIT 2025-2026 MoU, conduct forward planning towards 2026-27 for Council's budget consideration.

KEY MESSAGES

IRC will continue to monitor and advocate for the continued marketing and development of the local tourism industry and proactively investigate opportunities to activate tourism markets across the Isaac Region.

Report prepared by:

SHANE BRANDENBURG
Manager Economic Development

Date: 16 February 2026

Report authorised by:

HEIDI ROBERTS
Director Community Services

Date: 2 March 2026

ATTACHMENTS

- Attachment 1 – Q1 25-26 State of the IRC-MIT Partnership Report October 2025
- Attachment 2 – MIT Quarterly Partners Briefing – October 2025
- Attachment 3 – Q2 25-26 Detailed State of the IRC-MIT Partnership Report January 2026
- Attachment 4 – MIT Quarterly Partners Briefing – January 2026

REFERENCE DOCUMENT

- ECM Document Set ID 5423734 - MOU - IRC & MIT 2025-2026
- Isaac Tourism Trails Strategic Plan

State of the IRC/MIT Partnership October 2025

Action (#of#)	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Deliver DTP2022-2027 (2 of 2)	2 of 2			
Deliver annual marketing plan (1 of 1)	1 of 1			
Industry performance metrics (5 of 5)	5 of 5			
Best of Queensland Operators				
Partner Recognition (1 of 1)	1 of 1			
Isaac Tourism Development Project (2 of 2)	2 of 2			
Tourism Funding Opportunities (1 of 1)	1 of 1			
Business Development (2 of 2)	2 of 2			
IRC Facility membership (4 of 4)	4 of 4			
Isaac Regional Engagement (6 of 6)	6 of 6			
Visitor Attraction (1 of 1)	1 of 1			
Delivery Visitor Information (4 of 4)	4 of 4			
IRC/MIT Forward Partnership Development (2 of 2)			Development	Execution
New Destination Management Plan (1 of 1)	1 of 1			Adoption
Legend	On track or completed	Some headwinds	At risk of not being delivered	Not yet due

Quarterly Tourism Partners' Briefing

October 2025



Contents

- Destination tourism performance
- Advocacy
- Destination management plan (DMP)
- Destination marketing campaigns
- Tourism development
- Focus on members and tourists
- Strengthening MIT's capability
- Quarter 2 FY2026 Outlook

Destination tourism performance (1)

Occupancy Last Month

76%

↑ **0%** Increase
76% Last Month

ADR Last Month

\$241

↑ **5%** Increase
\$229 Last Month

Overnight Visitors Last Month

83,735

↑ **4%** Increase
80,597 Last Month

Flight Searches Last Month

19,596

↑ **18%** Increase
16,656 Last Month



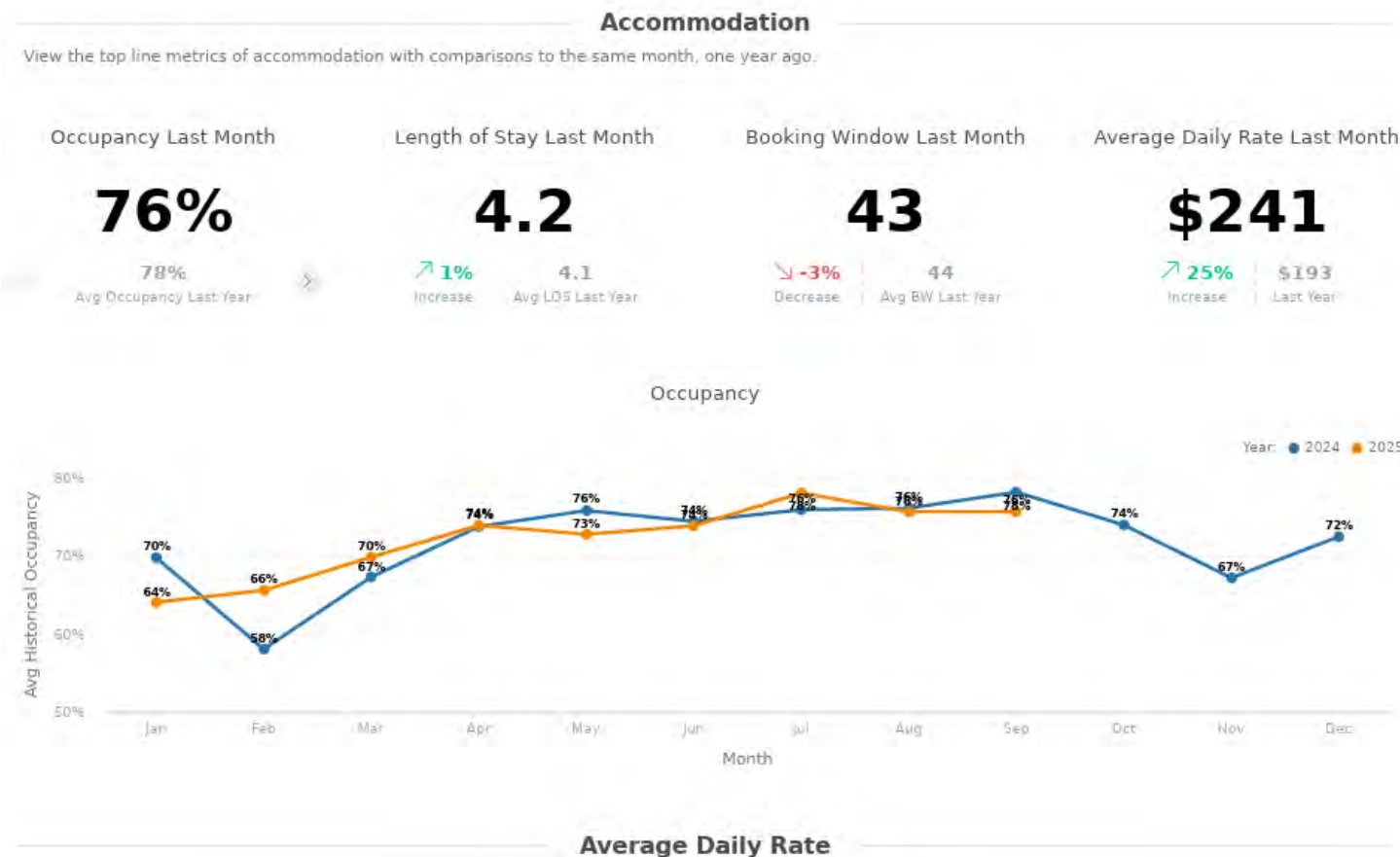
Monthly visitation data – Source QTIC and Localis

Note annual tourism visitor data will not be available from the DoTS

reports for another two quarters



Destination tourism performance (2)



Monthly visitation data – Source QTIC and Localis



Advocacy (1)

MIT has continued to advocate:

- Unanimously with all 12 other RTOs in Queensland, for sustainable levels of Tourism Network Funding in line with Destination 2045 plan.
- For Finch Hatton and the upper Pioneer Valley/Eungella to be recognised as an ecotourism cluster as one of the *45 by 2045 endorsed ecotourism projects* under Destination 2045.
- For the state to fill tourism policy voids and targets to enable implementation of Destination 2045.

Advocacy (2)

- MIT has also advocated to senior DETSI officers to facilitate access to National Parks and other protected places in Isaac.
- MIT provided advocacy and facilitation between Queensland Music Trails and YUWI about the *Between the Tides* event in 2026
- MIT engaged in the Inquiry by Design for the *Sarina Field of Dreams* to help plan for a sustainable future for the Sarina Visitor Information Centre due to its strategic role in directing northbound travellers either to the west through Isaac or further north to create longer length of stay and dispersal across the Mackay Isaac destination
- MIT has engaged with the Resources Center of Excellence to further tourism and industrial tourism in Isaac and particularly through the Isaac Resources Excellence Hub

Destination management plan

With the launch of the *Destination 2045 Plan*, and positive State budget, work has now recommenced on the DMP. Initial integration with *Destination 2045* has been included in the following draft DMP Canvas. Regional targets are yet to be published by DETSI/TEQ for inclusion in the DMP. A strategic workshop of MRC/IRC Executives and ED Managers, Mackay Airport, TEQ, DETSI and MIT will be convened in Mackay in early 2026 to develop/confirm strategies to deliver this one-page version of the DMP.

Mackay-Isaac-Destination-Management-Canvas

Destination	Mackay-Isaac – reef, islands, beaches, rainforests meet the convenient outback – Queensland in miniature			
Purpose	We grow tourism to diversify our economy and strengthen our liveability. We attract and welcome visitors to share the hidden gems throughout our destination			
Overarching aspirations – the accelerators	COMMUNITY We want to integrate the tourism ecosystem into the broader community	DESTINATION We want to build the MI destination through a pipeline of attraction, experience and product development	VISITOR We want our visitors to be our greatest advocates – to return and to encourage others to visit	ECONOMY We want to grow the net value of the visitor economy to diversify the region's economy and strengthen its liveability
Our strengths	Nature, landscapes, ridgelines, geology, stories Queensland in miniature (reef and islands to rainforest and outback), Next door to Whitsundays, midway between the State's tourism book-end destinations, the place for new Queensland experiences, our accessibility by air and road			
Our target markets	Drive, fly-drive and cruise nature seekers; adventure seekers and free spirits			
Key destination management principles	1. → Creating a resilient tourism ecosystem	2. → Cherishing and building our tourism destination	3. → Optimizing the visitor experience	4. → Integrating tourism into the MI economy to diversify and build resilience
Focus areas	1. 1→Governing the DMP 1. 2→Industry 1. 3→Tourism advocacy 1. 4→First Nations tourism 1. 5→Industry partnerships 1. 6→Sustainable and regenerative tourism 1. 7→Olympics 2023 and legacy	2. 1→Ecotourism 2. 2→Grow trade readiness 2. 3→Agritourism 2. 4→Adventure tourism 2. 5→Industrial tourism 2. 6→Nature based tourism 2. 7→Destination advocacy	3. 1→Events 3. 2→Experiences 3. 3→Brand 3. 4→Destination brand 3. 5→Destination marketing 3. 6→MI welcomes you 3. 7→Experiences to do good as well as feel good	4. 1→Connectivity 4. 2→Enabling tourism infrastructure 4. 3→Aviation 4. 4→Drive 4. 5→Cruise ships 4. 6→Workforce
What does success look like?	A vibrant tourism ecosystem	A continually evolving and flourishing destination	Commonplace third-party visitor endorsements	A stronger visitor economy relative to other sectors



Destination marketing campaigns (1)

Drive marketing campaign

- The *Free Spirit Does Whatever, Whenever* – an invitation to embrace spontaneity and rediscover the joy of travel on your own terms
- It's *targeting a mindset, not a demographic* – grey nomads, solo travellers, families, couples – united by the desire for freedom, authenticity and new discoveries
- Campaign microsite – freespiritroadtrips.com.au
- 7 paid partnerships by members amplifying MIT's \$50k media
- 6.1 million impressions in four months with a click through rate twice the industry average
- Over 300 booking leads
- This campaign achieved in four months what all three campaigns delivered in FY2025 for less than half the cost

Destination marketing campaigns (2)

- Campaign results for the Keep up! And Lucky Catch and Snap have been previously reported and will again be included in full in the 2025 Annual Report to be tabled at the AGM
- Active planning is underway for destination marketing strategy for FY2026 with a focus on an appropriate balance of 'always on' and targeted destination marketing campaigns for inclusion in FY2026 business planning and partnership agreements

Other marketing 1 July – 30 September 2025

- **Social media** 2.04 million views – 12,000 click through to websites.
- **Website traffic** – 159,000 page views – 33.72% traffic from organic search, 21.68% from referrals and 14.85% from paid social.
- **Home page** most visited with 43,245 views, followed by **Seaforth Camping Reserve** (7,717) and **Accommodation page** (7,549).
- Addition of a chatbot to mackayisaac.com website.

Tourism development (1)

- MIT has developed in conjunction with DR Tourism the 2026 Mackay Isaac Tourism Trade Ready Mentoring Program. The program was launched in November, with the program to commence in February 2026.
- It is a prerequisite for those operators seeking to attend ATE2026.
- MIT is facilitating a more collective approach to ATE2026, with stronger destination branding and a more strategic approach to the several appointments schedules with buyers
- Partners are reminded that the *Mackay Isaac Welcomes You* visitor/customer welcoming program is available for use by their own teams or community organisations via the corporate portal on visitmackayisaac.com website.



Tourism development (2)

- Record number of MI Tourism Awards nominations
- An Awards Submission Masterclass was delivered to nominees
- All KPIs in the LBF-funded Isaac Tourism Development project were met for the quarter and reported in line with the funding agreement
- Engagement has occurred with both MRC and the Pioneer Valley Business Collective about the future development of Finch Hatton as a trail-head town
- Regular engagement continues with the Clermont Business Group regarding tourism development.

Tourism development (3)

- Early engagements have occurred to brand Clermont as the *Fossicking Capital of Queensland* to establish the town as the epicenter of fossicking activities from the Gemfields north to Charters Towers
- Early conversations have been held with several operators about tailored advice and applications for the State Tourism Infrastructure Funding together with an offer of letters of support

Focus on members and tourists

- The refresh of the membership structure for MIT has been hugely successful in its alignment of the development paths/career paths of members.
- This membership restructure has seen a number of engaged members move up to top tier membership levels.
- A by-product of the ‘free spirit’ campaign has been to reposition the Mackay Isaac destination brand as the primary hook in tourists’ minds without undertaking a brand marketing campaign.
- There is also independent Kantar research that shows the significant strengthening of the destination brand for tourists

Strengthening MIT's capability

- MIT's staffing is at full-establishment with Chloe Remfrey filling the Tourism Officer role and Andrea Busiko in the Engagement Officer role.
- Tamara Griffiths has undertaken the NQBP Women in Leadership program. Emmagen Mula has completed the QTIC Leadership Mentoring program. CEO has undertaken a comprehensive self-study program into First Nations Cultural Capability and has participated in a Board-level First Nations Cultural Maturity Assessment in another organisation he is involved in.
- MIT's Board has begun engagements with operators on a sector-by-sector basis as a first step to forming a Tourism Strategic Advisory Committee during the FY2026 year. These early engagements will provide critical inputs to the Destination Management Plan which will be done in the first-half of FY2026
- Whole team development training day scheduled for 28 November 2025

Quarter 2 FY2026 outlook

- Launch of Free Spirit 2.0 Events Destination campaign; *The Free Spirit Does Events With Life's Vibes*
- 2025 Mackay Isaac Tourism Awards event on 31 October 2025
- State Development will be launching an ESG Toolkit for Tourism developed by EarthCheck to assist operators meet mandatory carbon reporting for their clients who trigger the necessary reporting levels
- CEO and Manager of Tourism Operations and Development to attend Destination IQ and DestinationQ on 12 and 13 November 2025 in Brisbane
- MIT Team, Stakeholders and 20 local Mackay and Isaac based members to attend State Tourism Awards 14 November 2025
- MIT Board Meeting and Stakeholder event at Nebo Council Chambers 20 November 2025
- AGM, release of Annual Report and Volunteers/Members Christmas event at Seabreeze Tavern 25 November 2025
- CEO to attend Sustainable Trails Conference, Derby, Tasmania from 8 to 11 December 2025

Thank you, Partners, from the MIT Team

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State of the IRC/MIT Partnership January 2026¹

Action	Q1	Q2	Q3	Q4
Common Targets All Partners				
Deliver DTP2022-2027		Details reported in Partners' Quarterly Briefing		
Maintain TNF from TEQ		FY2025 Acquittal due to TEQ 31 Jan 2026 – fully acquitted		
Deliver annual marketing plan		Completed – details reported in Partners' Quarterly Briefing		
Industry performance metrics		Completed – details reported in Partners' Quarterly Briefing		
Best of Queensland Operators		Work ongoing with operators throughout year to encourage participation in BOQE – will feature in MIT membership levels in FY2027 to further encourage – Evaluations in April 2026 hence Q4		
Partner Recognition		Partners widely recognised (letterhead, email footers, publications etc) and publicly acknowledged at networking, presentations, awards etc)		
Isaac Region Specific Targets				
Isaac Tourism Development Project (ITDP) delivery, reporting and acquittal to LBF		Quarterly acquittals provided to LBF against KPIs in MIT/LBF funding agreement – quarterly workplans fully met and requirements fully acquitted		
Collaboration on ITDP and trails workplans at monthly MIT/IRC operational meetings		Key collaboration has been on reviewing all tourism collateral, developing advocacy positions for access to Peak Ranges and prospecting in Isaac. MIT's work has focused on the Gold and Modern Mining Trail which has paved the way for the upcoming 'Gold Fever to Peaks' campaign under the Free Spirit brand.		
Promote tourism funding opportunities for new and existing members in Isaac and advocate for applications		MIT promotes funding and development opportunities via EDMs and in direct conversations. Provided letters of support to businesses for all operators seeking State Tourism Infrastructure Grants. CEO has provided specific advocacy to DETSI on one proposal given its strength of merit to grow the Gold and Modern Mining Trail.		
Business Development – collaborate with IRC E&P to develop an Isaac Tourism Prospectus to support ongoing TD work in Isaac		Work over the past quarter has focused on developing the new visitor guide with preliminary work completed on an Isaac tourism opportunity gap analysis.		

¹ This report should be read in conjunction with the Q2 Partners Briefing Report (due 30 Jan 2026).

Action	Q1	Q2	Q3	Q4
Increase (non-IRC) members in Isaac by 5		Two new industry members YTD – confident of securing at least 5. Membership renewal process will occur in May this year instead of early in new financial year		
IRC Facility membership CMT/NBO Showgrounds and Museums; Isaac Events Centre and others by agreement		Completed		
2 x MIT Board Meetings in Isaac (one to catch up from FY2025) NBO Nov 25 and nominally CMT Apr 26		MIT Board meeting and famil of facilities held in Nebo in November 2025		
2 x networking events to coincide with above Board Meetings		Networking event held in Nebo in November 2025 coinciding with Board meeting – not well attended and therefore has been redesigned for next networking event in Clermont in April 2026 to achieve better attendance		
MIT TO/EO/Managers and/or CEO quarterly engagement in Isaac with tourism stakeholders and businesses		CEO 3 visits to Isaac Tourism business for quarter plus monthly calls to Clermont Tourism Group. Other senior MIT staff had a further 5 visits to Isaac Tourism businesses over a total of 11 days for the quarter. Separately significant video, phone and electronic communications are supporting engagement		
Quarterly MIT Partners Briefing Report on achievements and progress of Isaac KPIs to Councillors and Management		Complete. This report and Partners' Quarterly Briefing		
Routine monthly Operational Meetings		Occurring. With both organisations having more stable teams, a stronger agenda driven approach has been applied to get greater value, coordination and stronger sense of partnership from them.		
Bi-monthly meetings between MIT CEO and IRC Executive Manager Advocacy		Monthly engagements occurred until EM Advocacy left IRC – approach has been made to Director's office, but arrangements are yet to be finalised. Two engagements have occurred with Returning Manager E&P since recommencement and will continue to strengthen the partnership.		

Action	Q1	Q2	Q3	Q4
Visitor Attraction – MIT develop drive market/trails marketing program and website		Major delivery completed. Free Spirit Drive Campaign 1.0 created huge awareness of trails/drive itineraries in Isaac. That campaign created extensive MI destination brand awareness. Free Spirit 2.0 Drive will launch February 2026, to position the Clermont destination as Prospecting Capital of Queensland and integrate with visitor information strategy over next 6 months to add to recovery efforts. IRC (\$15k) and MIT(\$15k+) cooperative funding under MOU is being applied to this campaign. New MIT website has been designed to amplify Isaac Trails as they develop – activate from ATDW listings.		
Maintain accredited VIC in Mackay and unaccredited VIC in Sarina		Complete. Visitor information Strategy will see unaccredited VIC in Sarina incorporated into other attractions in that precinct and will convert to a similar kiosk/display/brochure distribution as Clermont		
Ensure supply of Visitor Guides CMT/Lotus Ck/Nebo and St Lawrence		Being delivered by visiting MIT officers		
MIT's participation in marketing key visitor events – Nebo Rodeo/ STLWW and other as agreed		Isaac events being driven by Free Spirit 2.0 campaign (St Lawrence Wetlands Festival, Nebo Rodeo and Street Party and Clermont Show).		
MIT investigate potential location and business case for tourism information kiosk in Clermont and if feasible seek funding and complete within 6 months of funding		MIT has developed a Visitor Information Strategy to strategically position Clermont and Sarina as travelers' decision points to head east or west respectively to extend length of stay in the destination. The business case for a Clermont visitor kiosk has been approved – two locations are under consideration – either near the Council Office/Library/CUC/Civic Centre or at the old Railway Station. Engagement with the Clermont Tourism Group is continuing.		
Mutual Collaborative Destination KPIs				
IRC/MIT to meet during Q3 to explore multi-year (up to 4 years) MOU funding model for Forward Tourism Partnership		MIT's focus YTD has been to not only deliver on the MOU, but add value to the partnership, and bring a strategic approach to managing the MI destination with focus on the right work at the right time.		
Parties to execute the funding MOU as negotiated above in Q4				
New 2025-2045 Destination Management Plan developed in destination stewardship model led by MIT with IRC and MRC executive and manager level officers for adoption in Q4		MIT CEO has engaged with both DETSI and TEQ about the requirements for DMPs in the new Destination 2045 environment and has clear direction to progress with an in-house DMP that recognises all the contributions of the destination's stewards and		

Legend	
	On track – no adverse variances
	Some risk but expect to deliver
	At risk of not being delivered
	Not yet due

Exceptions reporting on adverse variances (i.e. yellow or red cells above):

Nil

Jeff Stewart-Harris
 Chief Executive Officer
 Mackay Isaac Tourism
 30 January 2026

Quarterly Tourism Partners' Briefing

January 2026



Contents

- Destination tourism performance
- Advocacy
- Destination marketing campaigns
- Tourism development
- Strengthening MIT's Capability
- Outlook into the second half of FY2026

Cover photo: Cockermouth Island – Mark Fitz

Destination tourism performance (1)

Overnight Visitors

Line chart showing monthly overnight visitor counts, comparing 2025 with 2024 to highlight year-on-year changes.



Monthly visitation data – Source QTIC and Localis

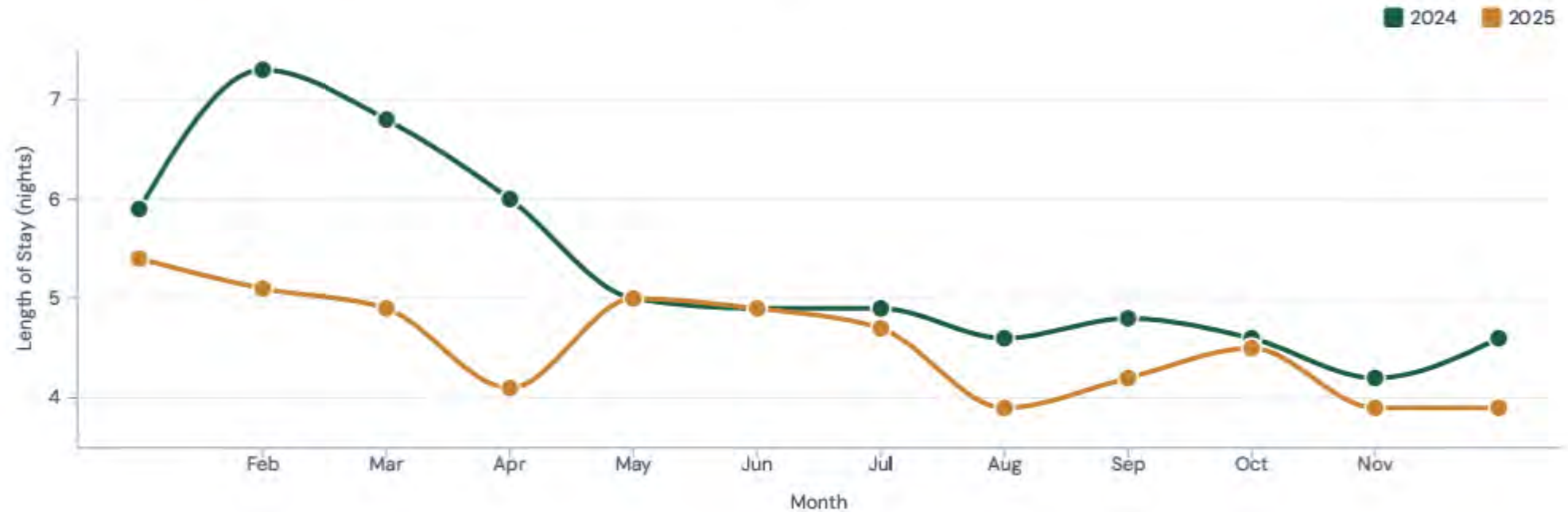
Note annual tourism visitor data will not be available from the DoTS reports for another quarter

These numbers do not include FIFO. These are comprised of Leisure market 34%, VFR 33%, and Business visitors 33%.

Destination tourism performance (2)

Length of Stay

Length of stay is the amount of time that was booked at the accommodation.



Comparisons with DSpark mobility data over the last 5 years suggests 2025 was representative of longer-term average lengths of stay except for modestly longer periods in April, August and September 2025. The early 2024 data shown here does not accord with DSpark.

Source QTIC and Localis

Destination tourism performance (3)

Accommodation

View the top line metrics of accommodation with comparisons to the same month, one year ago.

Year on Year

OCCUPANCY

67.4%

1 Year Ago

72% ↓ 6.00%

LENGTH OF STAY

3.9 nights

1 Year Ago

4.6 nights ↓ 15.00%

BOOKING WINDOW

66 days

1 Year Ago

56 days ↑ 18.00%

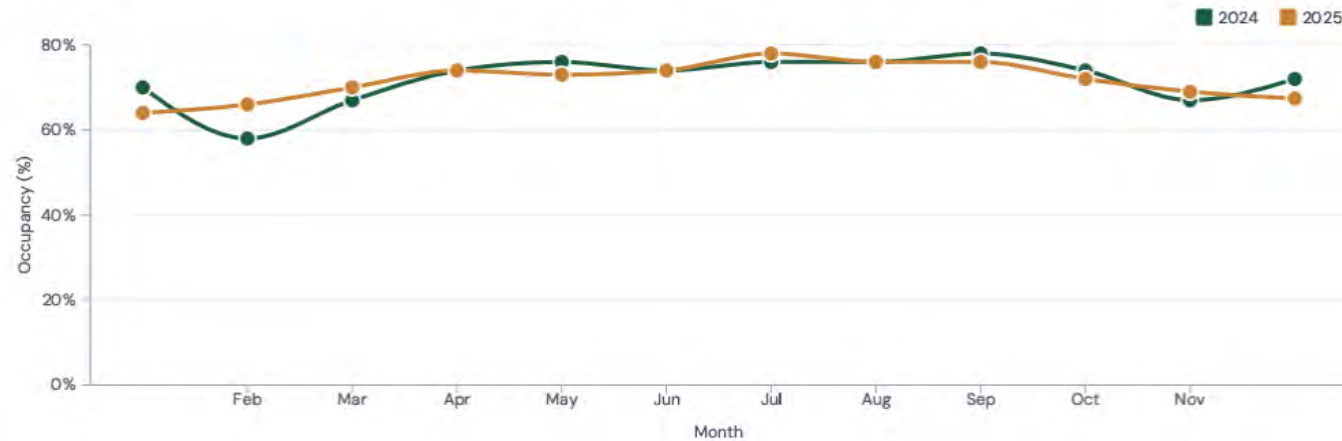
AVERAGE DAILY RATE

\$221

1 Year Ago

\$201 ↑ 10.00%

Occupancy

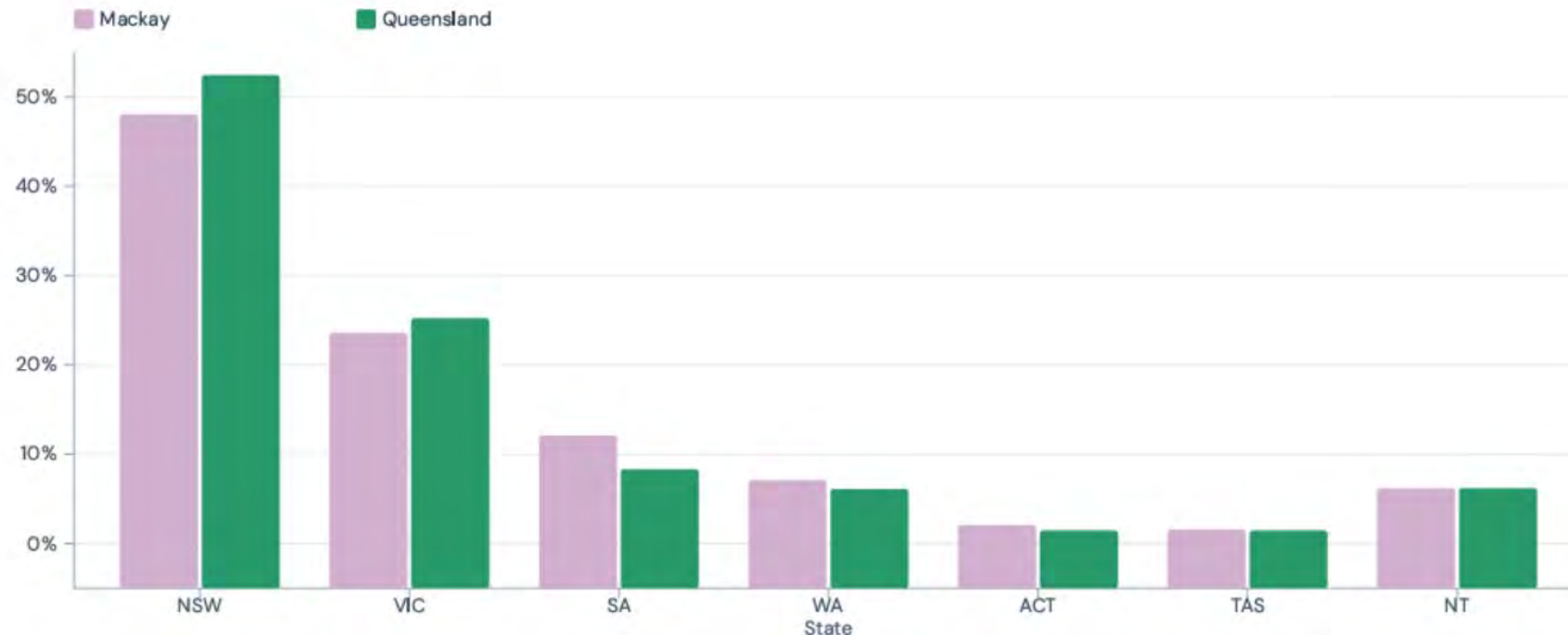


Source QTIC and Localis

Destination tourism performance (4)

Interstate Visitation

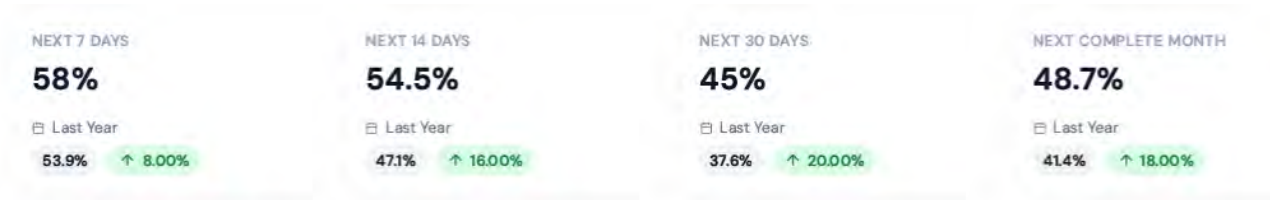
Using mobile phone application data this graph shows you the breakdown of interstate to the region, with a comparison to the state of Queensland. How to read: Victoria has 26.50% of visitation, this would mean that Victoria contributed 26.50% of the total interstate visitation.



Monthly interstate visitation data – 73% of visitors to Mackay Isaac come from Queensland. Interstate visitors’ (27%) origins are shown above. There is clear flow-on from the strength of TEQ’s campaigns into NSW and Vic.
Source - QTIC and Localis

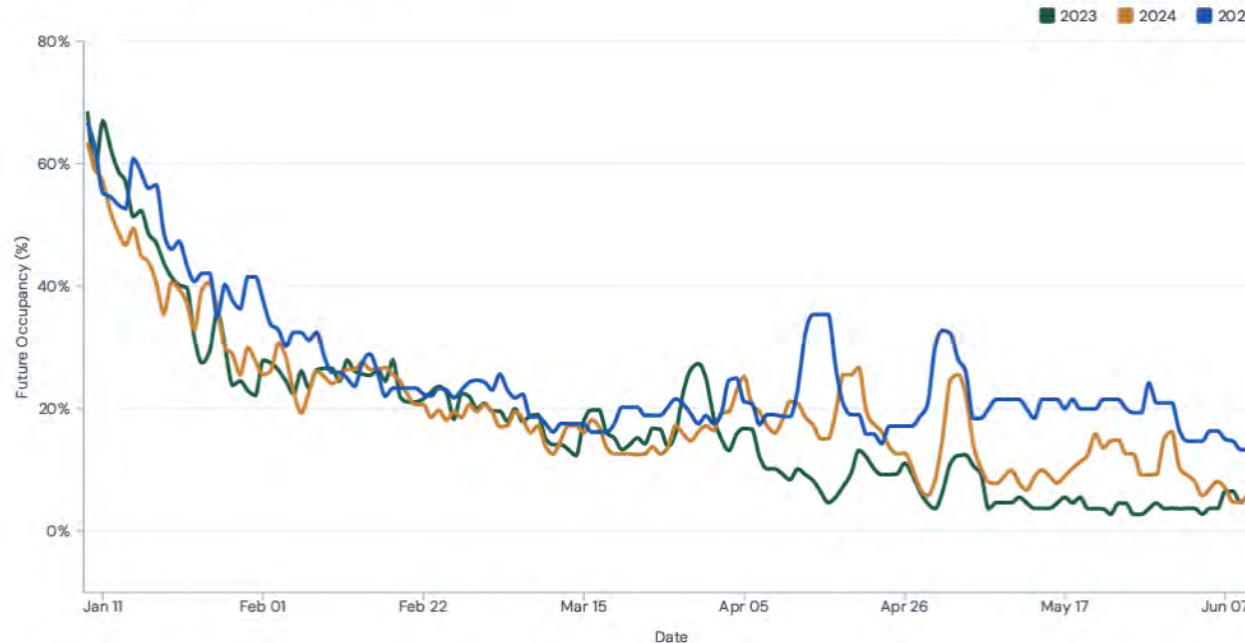


Destination tourism performance (5)



Daily Future Occupancy

Projected occupancy by arrival date (year-over-year).



Forward booking into 2026 which is the strongest for the last three years and early evidence of the impact of the 'Free Spirit' campaigns – Source QTIC and Localis

Advocacy (1)

MIT has continued to advocate:

- With all 12 other RTOs in Queensland, MIT has advocated for sustainable levels of Tourism Network Funding in line with Destination 2045 plan.
- Advice from TEQ received in December 2025 on the funding model from 2027 will see MIT receiving about 10% more Tourism Network Funding (TNF) than its historical levels, but about 10% less than it has received in the one-off FY2026 year. MIT's Board is disappointed with this and will continue to advocate for a more equitable distribution of funding from the State when local government and industry fund over 60% of MIT's operational budget.
- Advocacy has continued for Finch Hatton and the upper Pioneer Valley/Eungella to be recognised as an ecotourism cluster as one of the *45 by 2045 endorsed ecotourism projects* under Destination 2045.
- For the state to advise the QRTN of the targets for RTOs to enable implementation of Destination 2045.
- MIT provided letters of support and advocacy to DETSI for 9 eligible proposals under the Queensland Tourism Infrastructure Grants program, the results of which are expected in coming months. These projects will offer critical new and expanded tourism experiences and products to the destination.

Advocacy (2)

- MIT has continued to advocate to senior DETSI officers to facilitate access to National Parks and other protected places in both Mackay and Isaac Regional Council areas. This work will continue with structured engagements planned into Q3.
- Following MIT's engagement in Mackay Regional Council's Inquiry by Design for the *Sarina Field of Dreams*, MIT's board has endorsed a strategy for visitor information across the Mackay Isaac destination. It builds on TEQ's Drive Strategy for the Pacific Coast Way and Great Inland Way and works towards installing high quality visitor information kiosks, large display advertising and campaigns, targeted paper-based resources at both Sarina and Clermont – emphasizing the importance of the east-west link between them as the strategic lever for growing dispersion and greater length-of-stay.
- MIT has encouraged the proponent of RoadPort to submit their application for development approval for the inaugural RoadPort in Queensland just to the north of Mackay on the Pacific Coast way. That application is now being publicly advertised. The proponent's longer-term vision is to locate these massive drive-based tourism facilities (mini-destinations in their own right) at strategic regional city locations to create their own drive and support network. MIT is thrilled that this game-changing concept for the State and possibly Australia is starting right here.
- MIT has engaged with the Resources Center of Excellence to further tourism and industrial tourism in Isaac and particularly through the Isaac Resources Excellence Hub – this is also a game-changer.

Advocacy (3)

- MIT advocated the destination to QANTAS executives as part of an Airline Strategic Engagement day organised and hosted by North Queensland Airports/Mackay Airport. Apart from advocating the airport's and destination's attractions and capabilities advocacy focused on the tourism development and the need for direct services to other metropolitan cities in addition to Brisbane. This will be particularly important in planning for cricket as an Olympic sport in Mackay in 2032.
- The new commercial precinct was also launched at the Mackay Airport, providing new opportunities for tourism operators to locate their operations close to air travelers. MIT celebrates NQA/MA for its confidence in investing in enabling infrastructure for tourism and economic development in the destination.

Destination marketing campaigns (1)

Drive marketing campaign – June to October 2025 final results

- The *Free Spirit Does Whatever, Whenever* – an invitation to embrace spontaneity and rediscover the joy of travel on your own terms
- It's *targeting a mindset, not a demographic* – grey nomads, solo travelers, families , couples – united by the desire for freedom, authenticity and new discoveries
- Campaign microsite – freespiritroadtrips.com.au
- 7 paid partnerships by members amplifying MIT's \$50k media
- 6.86 million impressions across Meta, Google, YouTube and Native content in four months with a click through rate twice the industry average
- 9.2 million TV impacts across Seven and SBS on Demand
- Over 894 operator leads
- 484 new subscribers to our consumer database
- **Australian Traveller** coop campaign concluded in November, centred on high-impact native video distribution, print, e-newsletters, and social and digital inclusions. The campaign excelled in reach and awareness, particularly through video, which achieved a significant 214,277 reach and 246,694 views – almost 5 x the guaranteed volume (50K).
- This campaign achieved in four months what all three campaigns delivered in FY2025 for less than half the cost

Destination marketing campaigns (2)

Events marketing campaign – November 2025 – February 2026 results to date

- The *Free Spirit Does Events with Life's Vibes* – the next evolution of our Free Spirit destination marketing campaign, positioning Mackay Isaac as a place where something is always on and every visit comes with a side of atmosphere.
- Campaign website – mackayisaac.com/events
- Delivered through a multi-channel mix including Meta, Google Display, TV and radio
- 661,935 social media impressions
- 108,256 Google Display impressions, with a 1.81% CTR
- 4,900 outbound clicks from our website to operators in this time period
- Strong growth in direct and organic search, signaling increased awareness of our destination



Other marketing 1 October– 31 December 2025

- **VMI Social media** 2 million views – 20.2K click through to websites.
- **HOM Social media** 39.8K views
- **VMI Website traffic** – 142K page views – 34.6% traffic from direct search, 22.19% from paid social referrals and 19.22% from organic social – great to see direct and organic search in the top three acquisition channels.
- **Home page** most visited with 25,137 views, followed by **Events** with 15,612 views and **Stay** with 4,044 views.
- The mackayisaac.com **chatbot** has completed 85 chats, averaging 28 a month and saving the team approximately 14.5 hours.

Tourism development (1)

- MIT has developed in conjunction with DR Tourism the 2026 Mackay Isaac Tourism Trade Ready Mentoring Program. The program was launched in November, with the program to commence in February 2026. It is a prerequisite for those operators seeking to attend ATE2026.
- Planning has almost been finalised for ATE2026 which will be occurring in Adelaide in May 2026. The three stands will be collectively branded for the Mackay Isaac Destination and booking schedules will be shared amongst attending operators to make them more affordable for them with stronger destination branding and a more strategic approach to the several appointments schedules with buyers. As per last year, invitations are being extended for an officer of each of Mackay and Isaac to attend alongside operators and some of the MIT team.
- Partners are reminded that the *Mackay Isaac Welcomes You* visitor/customer welcoming program is available for use by their own teams or community organisations via the corporate portal on visitmackayisaac.com website.
- In conjunction with the MIT team, State Development launched an ESG Toolkit for Tourism developed by EarthCheck to assist operators meet mandatory carbon reporting for their clients who trigger the necessary reporting levels. MIT is partnering with State Development to develop an ESG website to support tourism operators work through this challenging area in a simple yet robust way, noting that many small to medium enterprises don't have dedicated or expert resources.



Tourism development (2)

Mackay Isaac Tourism Awards 31 October 2025 celebrated as a strong showing of new tourism products highlighting the role of tourism awards in tourism development. Again, congratulations to:

Festivals and Events

- St Lawrence Wetlands Weekend, Isaac Regional Council – Gold
- Wombat Festival, Clermont Artslink – Silver

Ecotourism

- Mt Jukes Eco Retreat – Gold
- Nautical By Nature Mackay – Silver

Tourism Retail, Hire and Services

- Mt Pleasant Centre – Gold

Business Event Venues

- Mackay Entertainment and Convention Centre – Gold

Tour & Transport Operators

- Oh Deere Farm Stay – Gold
- Mackay Adventure Tours and Transfers – Silver
- Mingle Events Co. – Bronze
- Bush Heli-Service – Highly Commended
- Off Camber Mountain Biking - Highly Commended

Adventure Tourism

- Nautical By Nature – Gold
- Wake House Australia – Silver

Tourism Restaurants and Catering Services

- Shamrock Hotel Mackay - Gold

Unique Accommodation

- Oh Deere Farm Stay - Gold
- Mackay Adventure Lodge – Silver

Self-Contained Accommodation

- Comfort Resort Blue Pacific – Gold

4 or 4.5 Star Accommodation

- Quest Mackay on Gordon – Gold
- Rydges Mackay Suites – Silver

New Tourism Business

- Nautical By Nature Mackay – Gold

Outstanding Contribution by a Volunteer or Volunteer Group

- Friends of the Mackay Entertainment and Convention Centre - Gold

People's Choice

- Accommodation: Oh Deere Farm Stay
- Experience or Service: Nautical By Nature



Tourism development (3)

At a State level, congratulations to the following winners at the *Queensland Tourism Awards* in November 2025 which show the destination well and truly holds its own across the state:

- Queensland Helicopters (Bush Heli) - Bronze in the Tour and Transport Operators category
- Quest Mackay on Gordon – Silver in the 4-4.5 Star Accommodation Category
- Nautical By Nature Mackay – Silver in the New Tourism Business Category

The quarter saw a continuing strong focus on tourism developmental work, including:

- The workplan for the quarter for the LBF-funded Isaac Tourism Development Project was completed
- Collaboration with the MRC team on the Wayfinding Project
- MIT CEO and Manager Tourism Operations and Development attended Destination IQ and Destination Q in November to gather contemporary advice and secure advocates to support developing new tourism attractions, events, experiences and product for the destination.
- Holding MIT's Board meeting in Nebo in November 2025 including a small networking event.
- Working with the MRC team to bring together the brands of *Hooked on Mackay* and *Lucky Catch and Snap* and delivering competitions on an always-on monthly program, while also researching options to strengthen the 'trophy' Barra trail locally and beyond.

Strengthening MIT's capability

- CEO reported to the Board on attendance at the International TrailBuilders Conference in Derby Tasmania, with the Board endorsing recommendations which advocate for mountain bike trail opportunities in Isaac and Mackay.
- Nadine Lorenz and Andrea Busiko are undertaking the LBF Women in Leadership program delivered by RDA Greater Whitsundays for their personal and professional development and to strengthen presence, contacts and networks in Isaac.
- MIT's Board is continuing to develop the MIT Strategic Advisory Committee to strengthen the voice of industry to support development of the tourism sector in Mackay and Isaac Regions.

Outlook into second half FY2026

- MIT Board and team will be in Clermont 20 and 21 April for famils, engagement with industry and the Clermont Tourism Group. En route, the Board will tour the Isaac Resources Excellence Hub site and Isaac Events Centre.
- Phase 2 of the Major Drive campaign will launch in Isaac in February 2026 – under the ‘Free Spirit’ mindset and branding Clermont as the *Prospecting Capital of Queensland* and proposing itineraries for the Gold and Modern Mining Trail.
- Development work to supplement the tourism supply chain for the >\$0.5 Billion Lindeman Island redevelopment.
- Preparation of operators to participate in ATE26 and *Inbound Queensland* trade events
- Continued encouragement and development of Best of Queensland and ATDW listings across the destination.
- Structured advocacy work to prevent private exploration and other mining claims being made over General Prospecting Areas.
- Implementation of new visitor information kiosks in Sarina and Clermont.
- Preparation of the new Destination Management Plan.

Thank you, Partners, from the MIT Team

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MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 10 March 2026
AUTHOR	Mark Davey
AUTHOR POSITION	Program Manager – Capital Delivery

**5.10 COMMUNITY SERVICES FY2025_2026 CAPITAL PROJECTS
PROGRESS REPORT AS AT 26 FEBRUARY 2026**

EXECUTIVE SUMMARY

This report is to provide an update to Council on the delivery of the Community Services 2025-2026 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the monthly Community Services 2025-2026 Capital Progress Summary Report as at 26 February 2026.**

BACKGROUND

Monthly updates regarding delivery of the 2025-2026 Community Services Capital Works program are provided to ensure Council are aware of progress, opportunities and risks in the delivery of the program.

2025/26 Community Services Capital program expenditure as at 26 February 2026:

Note – Commitments exceed available FY25/26 budget due to the award of the multiyear IREP project

Community Services	Approved Forward Budget	Approved 2025/26 Capital Budget	2025/26 Actual Expenditure	Current commitments
TOTAL	\$ 1,351,779.00	\$ 13,251,889.00	\$ 4,956,856.36	\$ 17,265,410.42

Key Project Updates:

Dysart (DYS) Miners Memorial – Design completed. Project is a high risk of non-delivery during the current financial year as external funding from union counterparts is required for completion and is unlikely to be secured in the remaining two months. Officers are investigating a design to the available budget should the Dysart MEU fail to secure the required funding however this is not the preferred option and may lead to reputational risk if the Dysart Memorial is not of a similar standard to the Moranbah installation. It is unlikely this project will be completed in this financial year.

Isaac Country University Centres (CUC) – Moranbah Centre is complete. Clermont Centre is progressing with a minor delay due to the recent flooding event in Clermont. Current construction completion date is anticipated to be 4 March 2026, which aligns with the amended State Funding Agreement.

Isaac Resources Excellence Precinct Moranbah (IREP) – As resolved by Council (Resolution 9568) at the January Ordinary Meeting, the construction contract has been awarded to Fergus Builders. Planning is underway on all required additions to the project scope, including trunk infrastructure (water and waste), electrical and NBN, and also desired additions (intersection upgrade, footpath, CUC premises and facility enhancements) which require accurate costing and an application to the Department of State Development, Infrastructure and Planning to vary the funding agreement. The documentation for the request to vary the funding agreement is currently being drafted with workshops planned with State officers during March.

Nebo Showgrounds Masterplan Stage 1 – delays have been experienced in delivery due to recent weather events and concerns raised by user groups as to the suitability of playing surfaces and fencing. Whilst fencing and playing surfaces were constructed in accordance with design specifications and these specifications were broadly consulted on, the result has not been to user group satisfaction. As such, amendment has been made to the program of works and rectification is progressing. Budget implications could reach between \$148 and \$200k which is currently being confirmed and will be reported to Council in a weekly update.

IMPLICATIONS

The attached Community Services 2025-2026 Capital Projects Progress Summary (Attachment 1) details the status of all projects, including risk, operational and budget implications.

IDENTIFIED ISSUES

Projects inherited in the restructure are now underway with procurement scheduled in early 2026. These include the St Lawrence kitchen project and Ilbilbie roofing project.

CONSULTATION

Director Community Services

Community Services Leadership Team

BASIS FOR RECOMMENDATION

To ensure Council is apprised of project status and to identify any risks such as project delays, overspend or possible project failures.

ACTION ACCOUNTABILITY

The Program Manager – Capital Delivery in conjunction with the Community Services leadership team and under the guidance of Director Community Services hold responsibility for the scoping, procurement and the completion of the projects identified within the 2025-2026 Capital Program.

KEY MESSAGES

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

Report prepared by: MARK DAVEY Program Manager – Capital Delivery Date: 26 February 2026	Report authorised by: HEIDI ROBERTS Director Community Services Date: 2 March 2026
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ATTACHMENTS

- Attachment 1 – Community Services 2025_2026 Capital Projects Progress Summary as at 26 February 2026

REFERENCE DOCUMENT

- Nil

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



PECS 2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026

2025/2026 Community Services Capital Budget Status and Completion Rate as at 26 February 2026

Carry Forward Budget	\$1,351,779.00
Adopted Budget	\$13,251,889.00
FY 2025/26 COMMS Capital Budget	\$14,567,639.00
Actual Expenditure	\$4,956,856.36
Remaining Budget (Actual)	\$9,610,782.64
Commitments	\$17,265,410.42
Remaining Budget (uncommitted)	-\$7,654,627.78

34.03 Percent of Budget Spent - March (Excluding Commitments)



\$9,610,783 of YTD Budget Remaining - March (Excluding Commitments)

152.55 Percent of Budget Spent - March (Including Commitments)



-\$7,654,628 of YTD Budget Remaining - March (Including Commitments)

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD
ABN 39 274 142 600

Project Code and Project Name	Approved Budget (\$)	YTD Actual expenditure (\$)	Current Commitments	Remaining Uncommitted Budget (\$)	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW222966 STLAW Community Hub	131,154.00	0	0	131,154.00	Planning/ Design	Procurement - 1/02/2024 Construct – To be determined Completion – To be determined	This projects risk level has been reduced to medium following scope determination at the February Councillor Workshop Day. Department officers are investigating delivery and methodology and consultation.	Medium Risk Analysis This project is a medium risk for non-completion in the current financial year. as there are limited contractors who service our coastal towns.	0%
CW223013 MBH Community Centre - Refurbishment	815,990.00	298,476.05	0	517,513.95	Construction	Procurement - 5/06/2023 Construct - 30/10/2023 Completion - 31/07/2026	Primary project Complete. As per the FY24/25 Q3 report, additional funds were added to this project for a stage lighting and stage curtain upgrades. Stage curtain upgrades is out to market, closing 9 March.	Medium Risk Analysis The risk remains medium as the lighting and sound workshop is yet to be conducted.	70%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Project Code and Project Name	Approved Budget (\$)	YTD Actual expenditure (\$)	Current Commitments	Remaining Uncommitted Budget (\$)	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
							Officers plan to workshop Hall 1 lighting and sound options with Councillors to determine the best path forward.		
CW243164 MBH Animal Management Centre Renewal	364.00	350.00	0	14.00	Complete	Procurement - 27/11/2023 Construct - 5/02/2024 Completion - 31/10/2025	Project complete but investigations into the air conditioning continue through operational budget	N/A	100%
CW243172 CLM Civic Centre Roof replacement	15,749.00	15,749.19	0	-0.19	Complete	Procurement - 3/02/2025 Construct - 12/05/2025 Completion - 12/09/2025	Project Complete	N/A	100%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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CW243227 DYS Miners Memorial	138,900.00	7,660.62	0	131,239.38	Design	Procurement - 3/11/2025 Construct – To be determined Completion – to be determined	Preliminary design received. Dysart MEU are seeking external funds of \$200k for installation to proceed. Council has provided the MEU with rendered designs and flythroughs to assist with advocating for funds.	High Risk Analysis Probable carry over project as external funding from union counterparts is required for completion and unlikely to be secured before end of financial year.	20%
MULTI YEAR PROJECT CW243241 NBO Showgrounds Stage 1	Project reported on delivery only as budget has been transferred to Manager Parks and Recreation			Although an additional \$120, 000 was allocated to the project through Q1, the result still does not meet the standards desired by relevant user groups. Additional budget will be required and is being quantified currently. This project received Federal funding from the masterplan document without a completed design. The design process highlighted additional requirements, especially for heavy vehicle movement, this led to a reduction in overall scope during post tender negotiations. On completion of design, a tender was released to market and responses were received between 1.2 and 2.9M over budget. The scope was			Medium Risk Analysis This project was awarded to budget not to scope. The reduced scope was workshopped with the project advisory committee and working	80%	

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD
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							<p>negotiated down to allow award to budget, and this was tabled to the Project Working Group and endorsed. Through this descoping exercise there may have been confusion as to the final inclusions and exclusions.</p> <p>It is acknowledged that the current outcome is not appropriate. There are some known defects that we are working through with the contractor, we are working towards a negotiated outcome that should alleviate some of the current concerns, these are:</p> <ul style="list-style-type: none"> • Drainage issues on the entrance road (will require a joint response by Council and the contractor) • Site clean-up for suitability <p>Additional works outside of the awarded scope of works will be required. costings for these items are currently being investigated and will be reports verbally to Committee.</p> <ul style="list-style-type: none"> • Removal of large surface stones throughout the camping and playing surfaces • Additional fencing to some areas • Amendment to some of the new drainage • Planting of replacement trees <p>Works that have been portrayed to officers but are not currently under consideration</p> <ul style="list-style-type: none"> • Amendment to the drain between the depot and the undercover arena 	<p>group, but there was some confusion regarding the inclusions and exclusions. This could have been better quantified by officers</p>	

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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							<p>Original consultation determined that the design needed to alleviate surface water flowing from the depot to the undercover arena, this drain achieves that goal</p> <ul style="list-style-type: none"> Amendment to the drain adjacent to the outdoor arenas second loading ramp <p>This was an unknown element to the project team and was not voiced during the planning or delivery of the project, amendments can be included at a cost to council</p> <ul style="list-style-type: none"> Amendment to the drain between the polocrosse fields. <p>This drain captures and redirects water from a vast area outside of the project site and is required to ensure the playing surfaces are not damaged.</p>		
<p>MULTI YEAR PROJECT CW253316 Isaac Country University Centres</p>	1,276,657.00	667,531.76	458,611.47	150,513.77	Construction	<p>Procurement - 18/08/2025</p> <p>Construct - 10/11/2025</p> <p>Completion - 28/04/2026</p>	<p>Multiyear project - Moranbah Centre complete.</p> <p>Clermont Centre - project is near completion with expected handover date of 4 March 2026. This aligns with the amended state funding agreement.</p>	<p>Low</p> <hr/> <p>Risk Analysis Risk rating for this project has been reduced to low</p>	90%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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							Project completion date of 28 April 2026 aligns with the funding agreement, construction will be completed on 4 March, IT commissioning will be completed by 9 March and project reporting will be completed by 28 April.		
CW253327 GLN Rec Centre - Toilets Stump renewal	261,968.00	0	16,150.00	245,818.00	Planning/ Design	Procurement - 16/02/2026 Construct - 6/04/2026 Completion - 22/05/2026	This project is at risk of non-delivery in the current financial year	High Risk Analysis This project is listed as a high risk as it has not been offered to market at the current date	10%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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CW253329 STL Hall - Kitchen upgrade	60,170.00	0.00	0.00	60,170.00	Procurement	Procurement - 31/03/2026 Construct - 23/03/2026 Completion - 30/06/2026	Licensed Environmental Health Officer has advised on minimum operating requirements under Food Safety Standards 3.2.2, 3.2.3 and (where applicable) 3.2.3A for low-risk community use (no food business licence required). RFQ out to market, closing 4 March.	Medium Risk Analysis This project is still classed at a medium risk due to delivery required ahead of EOFY and Wetlands festival and concerns regarding budget sufficiency.	20%
MULTI YEAR PROJECT CW253331 Isaac Resources Excellence Precinct	10,200,000.00	3,255,520.77	16,608,154.70	-9,663,675.47	Construction	Procurement - 27/10/2025 Construct - 9/02/2026 Completion - 25/06/2027	IAs resolved by Council at the January Ordinary Meeting (Resolution 9568), the construction contract was awarded to Fergus Builders. Planning is underway on all required inclusions (trunk infrastructure, electrical and NBN) and desired inclusions (Medium Risk Analysis This project has a medium risk value based on the it's size and complexity. While the project is currently running to schedule, actual	30%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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							<p>intersection upgrade, footpath, CUC and facility enhancements) which remain to be costed and a variation of the funding agreement with the Department of State Development, Infrastructure and Planning.</p> <p>The documentation for the request to vary the funding agreement is currently being drafted with workshops planned with State officers during March.</p>	expenditure is below what was anticipated in the funding agreement, and this will be closely monitored once the tender is awarded and construction commences.	
CW253334 MELC Expansion & Renovation Works	255,232.00	255,231.55	0	0.45	Construction	Procurement - External Construct - 3/02/2025 Completion - 30/06/2026	Project complete	N/A	100%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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CW253337 MBH Childcare Sewer Mains Replacement	140,000.00	98,585.49	1,280.00	40,134.51	Construction	Procurement - 28/07/2025 Construct - 22/08/2025 Completion - 30/06/2026	Stage 1 - Moranbah C&K works complete. After discussions with Simply Sunshine, a plumber has been arranged to attend to camera the sewerage pipe and inform of any rectification works needed.	Low Risk Analysis This project could be elevated to a medium risk once the full scope of works at Simply Sunshine is identified.	70%
CW263369 Replacement Public Access Computers	38,971.00	38,971.00	0.00	0.00	Complete	Procurement - 28/07/2025 Construct - 14/08/2025 Completion - 20/10/2025	Project Complete	N/A	100%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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CW263377 ILB Hall – Roof Restoration	100,000.00	0	0	100,000	Procurement	Procurement - 9/02/2026 Construct - 1/04/2026 Completion - 30/06/2026	RFQ out to market, closing 3 March	Medium Risk Analysis Project is a minor risk of non-delivery within timeframes but this will be determined through responses to the current RFQ	10%
CW263378 CORP Halls Emergent Renewals 2026	243,748.00	53,348.55	0.00	190,399.45	Procurement	Procurement – As required Construct – As required Completion - 30/06/2026	Emergent works as required. Repairs to Clermont Civic Centre air conditioning \$125k to be allocated to Corporate Properties for Nebo Hall and Nebo Library roof replacement. DYS Rec Centre Roof repairs pending formal award and scheduling	Low Risk Analysis This project is a low risk as works totalling the available budget have been identified and are currently being scoped or tendered.	40%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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CW263381 CLM Museum Erosion Remediation	265,000.00	127,118.05	140,147.00	-2,265.05	Construction	Procurement - 22/09/2025 Construct - 1/12/2025 Completion - 31/03/2026	Site Condition Assessment has been completed. Construction works nearing completion	Low Risk Analysis This project has a low risk rating as it has been awarded to the full scope of works and construction commenced week ending 7 December 2026 with a scheduled completion date in March 2026 prior to the facilities reopening.	80%
CW263382 CLM Hub Renewal	75,000.00	45,290.07	0	29,709.93	Complete	Procurement - 18/08/2025 Construct - 6/10/2025 Completion - 23/02/2026	Project complete.	N/A	100%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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CW263383 GLN Hub Project	200,000.00	43,712.97	1,707.25	154,579.78	Design	Procurement - 28/07/2025 Construct- 16/03/2026 Completion - 22/05/2026	Design Stage – Design complete. Staff consultation complete. Project will not be completed during the current financial year	High Risk Analysis This project is a high risk for non-completion in the current financial year.	20%
CW263384 NBO Hall AC Upgrade	300,000.00	290.87	39,360.00	260,349.13	Procurement	Procurement - 29/09/2025 Construct - 6/04/2026 Completion – To be determined	AC Design awarded and site meeting completed. Design currently in works. There is a separate project being undertaken by Corporate Properties to replace the roof of this facility but this will have no impact on the air-	Medium Risk Analysis Delays in design have caused concern about full delivery during the current financial year	30%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 26 FEBRUARY 2026



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

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							conditioning project as full access into the ceiling space is available.		
CW263385 MMT Hall – Floor Structural Repairs	48,506.00	48,933.02	0	-427.02	Complete	Procurement - 14/08/2025 Construct - 24/09/2025 Completion - 19/12/2025	Project complete	N/A	100%
OVERALL	14,567,639.00	4,956,856.36	17,265,410.42	-7,654,627.78					