



NOTICE OF MEETING

Dear Committee Members

You are requested to attend the following meeting of Council.

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

TO BE HELD ON
WEDNESDAY, 20 NOVEMBER 2024
COMMENCING AT 9.00AM

**ISAAC REGIONAL COUNCIL
MORANBAH COUNCIL CHAMBERS**

CALE DENDLE

Chief Executive Officer

DAN WAGNER

Committee Officer

Director Planning, Environment and
Community Services

Committee Members:

Cr Viv Coleman (Chair)

Mayor Kelly Veale

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

Section 254J Closed meetings

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

Section 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](#).

Conflict of Interest Obligations

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

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

STANDING COMMITTEE MEETING

OF ISAAC REGIONAL COUNCIL

TO BE HELD ON

WEDNESDAY 20 NOVEMBER 2024

COUNCIL CHAMBERS, MORANBAH

1. OPENING OF THE MEETING
 - 1.1 WELCOME
 - 1.2 ACKNOWLEDGMENT OF TRADITIONAL OWNERS
2. APOLOGIES
3. DECLARATION OF CONFLICTS OF INTEREST
4. CONFIRMATION OF MINUTES
5. OFFICER REPORTS
6. INFORMATION BULLETIN REPORT
7. GENERAL BUSINESS
8. CONCLUSION

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1. OPENING OF MEETING

2. APOLOGIES

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONFIRMATION OF MINUTES

Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 9.00am on Wednesday 16 October 2024.

5. OFFICER REPORTS

5.1 MINOR COMMUNITY GRANTS SUMMARY OCTOBER 2024

EXECUTIVE SUMMARY

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

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5.2 ISAAC MUSEUMS OPERATIONAL ADJUSTMENTS - PHASE ONE

EXECUTIVE SUMMARY

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

5.3 AVELING & PORTER SHOWCASE AT NATIONAL HISTORICAL MACHINERY ASSOCIATION RALLY

EXECUTIVE SUMMARY

This report seeks Council's approval to send representatives from Isaac Regional Council, along with the historic Aveling & Porter steam traction engine from the Clermont Historical Centre, to participate in the 19 National Historical Machinery Association (NHMA) Rally at the Jondaryan Woolshed in August 2025. The event presents a unique opportunity to showcase Isaac's significant history on a national platform, explore tourism and promotional opportunities, and network with experts to support the long-term care of this key heritage asset.

5.4 EXCEPTION BASED CONTRACTUAL ARRANGEMENTS – LOCAL GOVERNMENT REGULATIONS 2012 – LIBERO EXTENSION

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement via Council Resolution to grant a 12-month extension of contract with Libero Systems Pty Ltd.

5.5 ISAAC REGIONAL COUNCIL FLYING FOX ROOST MANAGEMENT STATEMENT OF MANGEMENT INTENT REVIEW

EXECUTIVE SUMMARY

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

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5.6	REQUEST FOR WAIVER OF DEVELOPMENT APPLICATION FEES AND INFRASTRUCTURE CHARGES FOR AN OTHER CHANGE APPLICATION (MCU24/0014) - MATERIAL CHANGE OF USE – COMMUNITY FACILITY (OFFICE) – 12 MURPHY STREET, DYSART QLD 4745 – LOT 31 ON D111246
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EXECUTIVE SUMMARY

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

5.7	RESULTS OF THE APPROVED SELECTIVE INSPECTION PROGRAM
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EXECUTIVE SUMMARY

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

5.8	PROPOSED ANIMAL INSPECTION PROGRAM – SELECTIVE INSPECTION PROGRAM
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EXECUTIVE SUMMARY

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

5.9	PROPOSED SYSTEMATIC INSPECTION PROGRAM – LOCALITY OF DYSART
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EXECUTIVE SUMMARY

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

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5.10 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024-2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 31 OCTOBER 2024

EXECUTIVE SUMMARY

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

5.11 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES DIRECTORATE MONTHLY REPORT – NOVEMBER 2024

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for October 2024 is provided for Committee review.

CONFIDENTIAL REPORT

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

5.12 INFRASTRUCTURE AGREEMENT FOR INTERSECTION UPGRADE AT GOONYELLA ROAD, MORANBAH

EXECUTIVE SUMMARY

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

5.13 SERVICE LEVEL REVIEW – DEVELOPMENT ASSESSMENT LIVEABILITY AND SUSTAINABILITY DEPARTMENT

EXECUTIVE SUMMARY

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

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7. GENERAL BUSINESS

8. CONCLUSION



UNCONFIRMED MINUTES

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

HELD ON
WEDNESDAY, 16 OCTOBER 2024

COMMENCING AT 9.00AM

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 16 OCTOBER 2024

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ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 16 OCTOBER 2024 COMMENCING AT 9.00AM

ATTENDEES	Cr Viv Coleman, Division Eight (<i>Chair</i>) Cr Terry O'Neill, Division One Cr Melissa Westcott, Division Three Cr Alaina Earl, Division Five Cr Viv Coleman, Division Eight
COMMITTEE APOLOGIES	Nil
OBSERVERS	Nil
OFFICERS PRESENT	Mr Cale Dendle, Chief Executive Officer Mr Dan Wagner, Director Planning, Environment and Community Services Mr Mick St Clair, Manager Liveability and Sustainability Mr Shane Brandenburg, Manager Economy and Prosperity Ms Nishu Ellawala, Manager Community Education and Compliance Mr Ken Tucker, Manager Community Facilities Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and Chief Executive Officer Ms Katie Marsham, Executive Assistant Mrs Donna Wilson, Administration Officer

1. OPENING

The Chair welcomed all in attendance and declared the meeting open at 10.02am and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

Ms Nishu Ellawala, Manager Community Education and Compliance was not in the meeting room at the commencement of the meeting.

2. APOLOGIES AND LEAVE OF ABSENCES

A Leave of Absence has been requested from Mayor Kelly Ve a Ve a due to other Isaac Regional Council business commitments.

Resolution No.: PECS1181

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Planning, Environment and Community Services Standing Committee grants a leave of absence for Mayor Kelly Ve a Ve a.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 5.2 regarding the unsuccessful application for 4RFM Community Radio as she is an employee of 4RFM.

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 9.00am on Wednesday 18 September 2024.

Resolution No.: PECS1182

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah commencing at 9.00am on Wednesday 18 September 2024 are confirmed.

Carried

5. OFFICERS REPORTS

5.1 Minor Community Grands Summary September 2024

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Notes the minor community grants approved under delegation for the period 1 September to 31 September 2024.***

UNCONFIRMED MINUTES

Resolution No.: PECS1183

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

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

Carried

5.2 Major Grant Applications Summary Round One FY2024-2025

EXECUTIVE SUMMARY

The purpose of this report is to consider the Community Grants Evaluation Panel's recommendations on the applications received during round one (1) of the Community Grants Program for FY2024-2025. A total of 14 applications were received for Round One.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. Approves the following applications for the Community Grants Round One FY2024-2025 as follows:

Application 1	
Life Church Brisbane (Clermont)	
Project	Life Church Clermont are hosting their annual Christmas in the Park on 6 December at the Centenary Park. It is expected to attract around 1200 people and is a free event for the community. They are seeking Councils support of \$5,000 to go towards the payment of amusement rides. Overall projected cost of event is \$11,211. This meets the co contribution requirements.
Officer Recommendation	
Details	Approve \$5,000 (excluding GST)
Proposed Budget Source	Funded equally from Division 1 and 6

Application 2	
The Clermont Race Club Incorporate	
Project	Clermont Race Club are hosting their annual November Races on 16 November 2024 at the Clermont Racecourse. They are seeking Councils support of \$5,000 to go towards the cost of security. The quote for security is \$7,150. The overall cost of the event is over \$50,000. This meets the co contribution requirements.
Officer Recommendation	

UNCONFIRMED MINUTES

Details	Approve \$5,000 (excluding GST) per year
Proposed Budget Source	Funded equally from Division 1 and 6

Application 3	Sporting Shooters Association of Australia (SSAA)– Clermont Branch
Project	The SSAA - Clermont Branch are aiming to purchase ShotMarker three target packages for their club and other tools such as steel to build frames for electronic sensors. They are seeking Councils support of \$4,000. The calculations are based on the provided quotes amount which is \$5,206.70, with a 30% co-contribution, resulting in \$3,644.69
<u>Officer Recommendation</u>	
Details	Approve \$3,645 (excluding GST)
Proposed Budget Source	Funded equally from Division 1 and 6

Application 4	Clermont State School P&C Association
Project	Clermont State School P&C are hosting a fundraising Fete on 6 December 2024. They are seeking Councils support of \$5,000 to go towards the overall cost of the event. To approve \$2,997 based on quote provided for hams purchased locally.
<u>Officer Recommendation</u>	
Details	Approve \$2,997 (excluding GST)
Proposed Budget Source	Funded equally from Division 1 and 6

Application 5	Dysart Golf club Incorporated
Project	Dysart Golf Club in Collaboration with Dysart State School P&C are hosting this year's Dysart Christmas Party on 7 December 2024 at the golf club. They are seeking Councils support of \$10,000 to go towards the rides/side show alley games for the event. The quote for Hibbles Amusements is \$19,500. The overall cost of the event is \$45,000. This meets the co contribution requirements.
<u>Officer Recommendation</u>	
Details	Approve \$5,000 (excluding GST)
Proposed Budget Source	Division 2

UNCONFIRMED MINUTES

Application 6 <i>Moranbah Bulls Rugby Union Club Incorporated</i>	
Project	<i>The club is aiming to complete general repairs and upgrade their clubhouse. This includes electrical upgrades, gutter replacement, installation of a water fountain and mounting wall fans. Their building application has been approved by Council and are seeking Councils support of \$4,764 The total cost of the project is \$5,954.57 with a 30% co-contribution, resulting in \$4,168.19</i>
<u>Officer Recommendation</u>	
Details	<i>Approve \$4,168 (excluding GST)</i>
Proposed Budget Source	<i>Funded equally from Division 3,4 and 5</i>

Application 7 <i>Oasis Life Church LTD.</i>	
Project	<i>Oasis Life Church are hosting their annual Carols by Candlelight on 6 December 2024 at the Moranbah Town square. They are seeking Councils support of \$10,000 to contribute to this event to help with the cost of staging and lighting that is crucial to run the event. The quote for event staging, sound and lighting is \$25,000 and the overall cost of the event is \$27,740. This meets the co contribution requirements.</i>
<u>Officer Recommendation</u>	
Details	<i>Approve \$5,000 (excluding GST)</i>
Proposed Budget Source	<i>Funded equally from Division 3, 4 and 5</i>

Application 8 <i>Moranbah Highlanders Swimming Club Incorporated</i>	
Project	<i>Moranbah Highlanders Swim Club are seeking Councils support to cover the pool hire costs for the club and therefore reduce their fees for the 2024/25 swim camps and carnivals season. This includes Swim Camp on 24 and 25 August, their carnival on 9 November 2024, Wednesday's nights from October 2024 to March 2025 and the Swim Camp on 14 and 15 February 2025. They are seeking Councils support of \$5,000. The calculations are based on the provided quotes amount which is \$ 5,394.55 with a 30% co-contribution, resulting in \$3,776.19</i>
<u>Officer Recommendation</u>	
Details	<i>Approve \$3,776 (excluding GST)</i>
Proposed Budget Source	<i>Funded equally from Division 3, 4 and 5</i>

UNCONFIRMED MINUTES

Application 9	
Clermont Rotary Club	
Project	Clermont Rotary Club are hosting a FUNtathlon on 8 February 2025 at the Clermont Swimming pool, this a family event They are seeking Councils support of \$5,000 to go towards Facility fees, equipment and inflatable hire, course construction, and obstacle course purchases. Overall cost of event is \$14,000. This meets the co contribution requirements.
<u>Officer Recommendation</u>	
Details	Approve \$5,000 (excluding GST)
Proposed Budget Source	Division 6

Application 10	
Capell Tieri Middlemount Community Sports Network Incorporated (CTM Links)	
Project	CTM Links are hosting their annual Christmas carnival on 7 December 2024 and are seeking council's support of \$5,000 to go towards the events costs. Overall cost of event is \$45,323 which meets the co contribution requirements.
<u>Officer Recommendation</u>	
Details	Approve \$5,000 (excluding GST)
Proposed Budget Source	Division 7

Application 11	
The Carmila Sports Reserve	
Project	The Carmila Sports Reserve are auspicing for the annual Carmila Christmas Tree event in Carmila on 14 December 20024. They are seeking Councils support of \$5,000 to go towards the rides for this event. The quote for Fun Times Amusements is \$9,490.16. The overall cost of the event is \$25,020.00. This meets the co contribution requirements.
<u>Officer Recommendation</u>	
Details	Approve 5,000 (excluding GST)
Proposed Budget Source	Division 8

Application 12	
Nebo Community Sport and Recreation	
Project	Nebo Community Sport and Recreation are hosting their annual Community Christmas Fair in Nebo on 15 November 2024. This is a community event where rides are free to help support Mental Health and wellbeing without adding financial strain on the community. They are seeking Councils support of \$5,000 to go towards the payment of amusement rides. The quote for Fun Time amusement is \$19,995.89.

UNCONFIRMED MINUTES

	Overall cost of event is \$23,145.00. This meets co contribution requirements
<u>Officer Recommendation</u>	
Details	Approve \$5,000 (excluding GST)
Proposed Budget Source	Division 8

2. Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.
3. Determines the following applications as unsuccessful, with a view that they will be consulted to provide an explanation on why their application was unsuccessful:
 - a) Hinterland Community Care Moranbah- The applicant submitted only one quote for \$1,617.40 for the entire event, with no confirmed dates. The application did not meet the auditors' minimum requirements, despite several email follow-ups. After deducting the 20% co-contribution, the approved amount would be \$1,293.92. It could be suggested offering a minor grant of \$1,000 instead.
 - b) 4RFM Community Radio - To decline due to purpose of the application being part of their core business. However, it could be suggested offering a minor grant of \$1,000 to support their fundraising efforts.

Resolution No.: PECS1184

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Approves Application 1 for the Community Grants Round One FY2024-2025 as follows:

Application 1	Life Church Brisbane (Clermont)
Project	Life Church Clermont are hosting their annual Christmas in the Park on 6 December at the Centenary Park. It is expected to attract around 1200 people and is a free event for the community. They are seeking Councils support of \$5,000 to go towards the payment of amusement rides. Overall projected cost of event is \$11,211. This meets the co contribution requirements.
<u>Committee Recommendation</u>	
Details	Approves \$5,000 (excluding GST)
Proposed Budget Source	Funded equally from Division 1 and 6
Carried	

UNCONFIRMED MINUTES

Resolution No.: PECS1185

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- Approves Application 2 for the Community Grants Round One FY2024-2025 as follows:

Application 2	The Clermont Race Club Incorporate
Project	Clermont Race Club are hosting their annual November Races on 16 November 2024 at the Clermont Racecourse. They are seeking Councils support of \$5,000 to go towards the cost of security. The quote for security is \$7,150. The overall cost of the event is over \$50,000. This meets the co contribution requirements.
Committee Recommendation	
Details	Approves \$5,000 (excluding GST) per year
Proposed Budget Source	Funded equally from Division 1 and 6
Carried	

Resolution No.: PECS1186

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 3 for the Community Grants Round One FY2024-2025 as follows:

Application 3	Sporting Shooters Association of Australia (SSAA)– Clermont Branch
Project	The SSAA - Clermont Branch are aiming to purchase ShotMarker three target packages for their club and other tools such as steel to build frames for electronic sensors. They are seeking Councils support of \$4,000. The calculations are based on the provided quotes amount which is \$5,206.70, with a 30% co-contribution, resulting in \$3,644.69
Committee Recommendation	
Details	Approves \$3,645 (excluding GST)
Proposed Budget Source	Funded equally from Division 1 and 6
Carried	

UNCONFIRMED MINUTES

Resolution No.: PECS1187

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- Approves Application 4 for the Community Grants Round One FY2024-2025 as follows:

Application 4	Clermont State School P&C Association
Project	Clermont State School P&C are hosting a fundraising Fete on 6 December 2024. They are seeking Councils support of \$5,000 to go towards the overall cost of the event. To approve \$2,997 based on quote provided for hams purchased locally.
Committee Recommendation	
Details	Approves \$2,997 (excluding GST)
Proposed Budget Source	Funded equally from Division 1 and 6
Carried	

Resolution No.: PECS1188

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 5 for the Community Grants Round One FY2024-2025 as follows:

Application 5	Dysart Golf club Incorporated
Project	Dysart Golf Club in Collaboration with Dysart State School P&C are hosting this year's Dysart Christmas Party on 7 December 2024 at the golf club. They are seeking Councils support of \$10,000 to go towards the rides/side show alley games for the event. The quote for Hibbles Amusements is \$19,500. The overall cost of the event is \$45,000. This meets the co contribution requirements.
Committee Recommendation	
Details	Approves \$5,000 (excluding GST)
Proposed Budget Source	Division 2
Carried	

UNCONFIRMED MINUTES

Resolution No.: PECS1189

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 6 for the Community Grants Round One FY2024-2025 as follows:

Application 6		Moranbah Bulls Rugby Union Club Incorporated
Project	<p>The club is aiming to complete general repairs and upgrade their clubhouse. This includes electrical upgrades, gutter replacement, installation of a water fountain and mounting wall fans. Their building application has been approved by Council and are seeking Councils support of \$4,764</p> <p>The total cost of the project is \$5,954.57 with a 30% co-contribution, resulting in \$4,168.19</p>	
<u>Committee Recommendation</u>		
Details	Approves \$4,168 (excluding GST)	
Proposed Budget Source	Funded equally from Division 3,4 and 5	
Carried		

Resolution No.: PECS1190

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 7 for the Community Grants Round One FY2024-2025 as follows:

Application 7		Oasis Life Church LTD.
Project	Oasis Life Church are hosting their annual Carols by Candlelight on 6 December 2024 at the Moranbah Town square. They are seeking Councils support of \$10,000 to contribute to this event to help with the cost of staging and lighting that is crucial to run the event. The quote for event staging, sound and lighting is \$25,000 and the overall cost of the event is \$27,740. This meets the co contribution requirements.	

UNCONFIRMED MINUTES

Committee Recommendation

Details	Approve \$5,000 (excluding GST)
Proposed Budget Source	Funded equally from Division 3, 4 and 5

Carried

Resolution No.: PECS1191

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- Approves Application 8 for the Community Grants Round One FY2024-2025 as follows:

Application 8 Moranbah Highlanders Swimming Club Incorporated

Project	Moranbah Highlanders Swim Club are seeking Councils support to cover the pool hire costs for the club and therefore reduce their fees for the 2024/25 swim camps and carnivals season. This includes Swim Camp on 24 and 25 August, their carnival on 9 November 2024, Wednesday's nights from October 2024 to March 2025 and the Swim Camp on 14 and 15 February 2025. They are seeking Councils support of \$5,000. The calculations are based on the provided quotes amount which is \$ 5,394.55 with a 30% co-contribution, resulting in \$3,776.19
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Committee Recommendation

Details	Approves \$3,776 (excluding GST)
Proposed Budget Source	Funded equally from Division 3, 4 and 5

Carried

Resolution No.: PECS1192

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 9 for the Community Grants Round One FY2024-2025 as follows:

UNCONFIRMED MINUTES

Application 9		Clermont Rotary Club
Project	Clermont Rotary Club are hosting a FUNtathlon on 8 February 2025 at the Clermont Swimming pool, this a family event They are seeking Councils support of \$5,000 to go towards Facility fees, equipment and inflatable hire, course construction, and obstacle course purchases. Overall cost of event is \$14,000. This meets the co contribution requirements.	
<u>Committee Recommendation</u>		
Details	Approves \$5,000 (excluding GST)	
Proposed Budget Source	Division 6	
Carried		

ATTENDANCE

Ms Nishu Ellawala, Manager Community Education and Compliance entered the meeting room at 10.11am.

Resolution No.: PECS1193

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Approves Application 10 for the Community Grants Round One FY2024-2025 as follows:

Application 10		Capell Tieri Middlemount Community Sports Network Incorporated (CTM Links)
Project	CTM Links are hosting their annual Christmas carnival on 7 December 2024 and are seeking council’s support of \$5,000 to go towards the events costs. Overall cost of event is \$45,323 which meets the co contribution requirements.	
<u>Officer Recommendation</u>		
Details	Approves \$5,000 (excluding GST)	
Proposed Budget Source	Division 7	
Carried		

UNCONFIRMED MINUTES

Resolution No.: PECS1194

Moved: Cr Viv Coleman

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- Approves Application 11 for the Community Grants Round One FY2024-2025 as follows:

Application 11	The Carmila Sports Reserve
Project	The Carmila Sports Reserve are auspicing for the annual Carmila Christmas Tree event in Carmila on 14 December 20024. They are seeking Councils support of \$5,000 to go towards the rides for this event. The quote for Fun Times Amusements is \$9,490.16. The overall cost of the event is \$25,020.00. This meets the co contribution requirements.
Committee Recommendation	
Details	Approves 5,000 (excluding GST)
Proposed Budget Source	Division 8
Carried	

Resolution No.: PECS1195

Moved: Cr Vic Coleman

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 12 for the Community Grants Round One FY2024-2025 as follows:

Application 12	Nebo Community Sport and Recreation
Project	Nebo Community Sport and Recreation are hosting their annual Community Christmas Fair in Nebo on 15 November 2024. This is a community event where rides are free to help support Mental Health and wellbeing without adding financial strain on the community. They are seeking Councils support of \$5,000 to go towards the payment of amusement rides. The quote for Fun Time amusement is \$19,995.89. Overall cost of event is \$23,145.00. This meets co contribution requirements

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Committee Recommendation	
Details	Approves \$5,000 (excluding GST)
Proposed Budget Source	Division 8
Carried	

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 5.2 regarding the unsuccessful application for 4RFM Community Radio as she is an employee of 4RFM. Cr Earl left the meeting room at 10.12am and did not participate in the discussion or vote regarding the 4RFM Community Radion Grant Application.

Resolution No.: PECS1196

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. **Advises the applicants the grant constitutes sponsorship of the event and Isaac Regional Council is to be recognised in the same manner as equivalent corporate sponsors in addition to any acknowledgement requirements within the Community Grants Guidelines.**
2. **Determines the following applications as unsuccessful, with a view that they will be consulted to provide an explanation on why their application was unsuccessful:**
 - a. **Hinterland Community Care Moranbah- The applicant submitted only one quote for \$1,617.40 for the entire event, with no confirmed dates. The application did not meet the auditors' minimum requirements, despite several email follow-ups. After deducting the 20% co-contribution, the approved amount would be \$1,293.92. It could be suggested offering a minor grant of \$1,000 instead.**
 - b. **4RFM Community Radio - To decline due to purpose of the application being part of their core business. However, it could be suggested offering a minor grant of \$1,000 to support their fundraising efforts.**

Carried

ATTENDANCE

Cr Alaina Earl returned to the meeting room at 10.14am.

5.3 Provisional Australia Day Event Sponsorship Program

EXECUTIVE SUMMARY

This report seeks Council's endorsement of the provisional Australia Day Event Sponsorship Program grant pool of \$14,000.00 (excluding GST) and supporting documents for the purpose of empowering community groups or organisations to host events in conjunction with existing Australia Day activities across the region.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Endorses a provisional sponsorship pool of \$14,000.00 (excluding GST) for the 2024/25FY to be established to support community groups or organisations to host events in conjunction with existing Australia Day events across the region*
- 2. Endorses the Australia Day Event Sponsorship Guidelines*
- 3. Authorise the Chief Executive Officer (or delegate) to make minor changes or amendments to the Australia Day Event Sponsorship Guidelines, provided that these changes are administrative only and do not change the intent of the guidelines.*
- 4. Endorses the Australia Day Event Sponsorship Application Form*
- 5. Authorises the Chief Executive Officer (or delegate) to make minor changes or amendments to the Australia Day Event Sponsorship Application Form, provided that these changes are administrative only*
- 6. Delegates authority to the Chief Executive Officer (or delegate) to assess and approve applications for the Australia Day Event Sponsorship Program up to \$1,000.00 (excluding GST) in consultation with the Mayor and Divisional Councillors in accordance with the Australia Day Event Sponsorship Guidelines.*

Resolution No.: PECS1197

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Endorses a provisional sponsorship pool of \$14,000.00 (excluding GST) for the 2024/25FY to be established to support community groups or organisations to host events in conjunction with existing Australia Day events across the region.**
- 2. Endorses the Australia Day Event Sponsorship Guidelines.**

3. Authorise the Chief Executive Officer (or delegate) to make minor changes or amendments to the Australia Day Event Sponsorship Guidelines, provided that these changes are administrative only and do not change the intent of the guidelines.
4. Endorses the Australia Day Event Sponsorship Application Form.
5. Authorises the Chief Executive Officer (or delegate) to make minor changes or amendments to the Australia Day Event Sponsorship Application Form, provided that these changes are administrative only.
6. Delegates authority to the Chief Executive Officer (or delegate) to assess and approve applications for the Australia Day Event Sponsorship Program up to \$1,000.00 (excluding GST) in consultation with the Mayor and Divisional Councillors in accordance with the Australia Day Event Sponsorship Guidelines.

Carried

5.4 Isaac Arts and Cultural Advisory Committee Minutes – 19 September 2024

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 IACAC meeting held on 19 September 2024 and presents committee recommendations for consideration.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. *Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 19 September 2024.*
2. *Accepts the recommendations of the Isaac Arts and Cultural Advisory Committee meeting held on Thursday, 19 September 2024.*
 1. *Endorses the carry forward of \$30,000.00 (excluding GST) from Round One of the 2024-2025 Regional Arts Development Fund into Round Two, for expenditure on Round Two grants.*

Resolution No.: PECS1198

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- 1. Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 19 September 2024.**
- 2. Accepts the recommendations of the Isaac Arts and Cultural Advisory Committee meeting held on Thursday, 19 September 2024.**
 - I. Endorses the carry forward of \$30,000.00 (excluding GST) from Round One of the 2024-2025 Regional Arts Development Fund into Round Two, for expenditure on Round Two grants.**

Carried

5.5 Isaac Region Museum Closure Arrangements 2024-2025FY

EXECUTIVE SUMMARY

This report seeks Council endorsement to adjust the seasonal closure arrangements for the region's two staffed museums, Clermont Historical Centre and Historic Nebo Museum, during the period of December 2024 to March 2025. The proposed temporary closures will facilitate critical collection work, essential maintenance, and exhibition updates that cannot be completed while the museums are open to the public.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Approves the seasonal closure of Clermont Historical Centre from close of business Saturday, 30 November 2024, with reopening scheduled for Wednesday, 26 March 2025.***
- 2. Approves the seasonal closure of Historic Nebo Museum from close of business Saturday, 30 November 2024, with reopening scheduled for Wednesday, 26 March 2025.***

Resolution No.: PECS1199

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Approves the seasonal closure of Clermont Historical Centre from close of business Saturday, 30 November 2024, with reopening scheduled for Wednesday, 26 March 2025.
2. Approves the seasonal closure of Historic Nebo Museum from close of business Saturday, 30 November 2024, with reopening scheduled for Wednesday, 26 March 2025.

Carried

ATTENDANCE

Mayor Kelly Vea Vea returned to the meeting room at 2.47pm.

5.6 Flood Studies Consultation Report and Commencement of Minor Amendment to the Isaac Regional Planning Scheme

EXECUTIVE SUMMARY

Council has been progressing the development of multiple flood studies across the Isaac Region. These flood studies have recently undergone community consultation and Council resolution is now sought to adopt the flood studies and to commence a minor amendment to the Isaac Regional Planning Scheme to update the Flood Hazard Overlay mapping.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. *Receive and note the Flood Studies Community Consultation Report.*
2. *Receive and adopt the following flood studies:*
 - a. *Isaac River Flood Study, prepared by KBR and dated 1 July 2021*
 - b. *Clermont, Moranbah and Nebo Flood Model and Hazard Mapping (Clermont), prepared by GHD and dated 11 July 2023*
 - c. *Clermont, Moranbah and Nebo Flood Model and Hazard Mapping (Moranbah), prepared by GHD and dated 13 October 2023*

- d. ***Clermont, Moranbah and Nebo Flood Model and Hazard Mapping (Nebo), prepared by GHD and dated 24 August 2023***
- e. ***Styx River and Plane Creek South Flood Study, prepared by KBR and dated 12 April 2024***
- 3. ***Resolve to prepare a Minor Amendment to update the flood hazard overlay mapping in the Isaac Regional Planning Scheme 2021 in accordance with section 20 of the Planning Act 2016 and Chapter 2, Part 2 of the Ministers Guidelines and Rules.***
- 4. ***Resolve to revoke the Council resolution of 12 December 2023 (Resolution Number 8596) to commence a Major Amendment (Flood Hazard) of Isaac Regional Planning Scheme 2021.***

Resolution No.: PECS1200

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- 1. **Receive and note the Flood Studies Community Consultation Report.**
- 2. **Receive and adopt the following flood studies:**
 - a. **Isaac River Flood Study, prepared by KBR and dated 1 July 2021**
 - b. **Clermont, Moranbah and Nebo Flood Model and Hazard Mapping (Clermont), prepared by GHD and dated 11 July 2023**
 - c. **Clermont, Moranbah and Nebo Flood Model and Hazard Mapping (Moranbah), prepared by GHD and dated 13 October 2023**
 - d. **Clermont, Moranbah and Nebo Flood Model and Hazard Mapping (Nebo), prepared by GHD and dated 24 August 2023**
 - e. **Styx River and Plane Creek South Flood Study, prepared by KBR and dated 12 April 2024**
- 3. **Resolve to prepare a Minor Amendment to update the flood hazard overlay mapping in the Isaac Regional Planning Scheme 2021 in accordance with section 20 of the *Planning Act 2016* and Chapter 2, Part 2 of the Ministers Guidelines and Rules.**
- 4. **Resolve to revoke the Council resolution of 12 December 2023 (Resolution Number 8596) to commence a Major Amendment (Flood Hazard) of Isaac Regional Planning Scheme 2021.**

Carried

Resolution No.: PECS1201

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the committee adjourn the meeting at 10.35am for morning tea.

Carried

Resolution No.: PECS1202

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the committee resume the meeting at 10.57am.

Carried

ATTENDANCE

Ms Donna Wilson, Administration Officer, was not in attendance when the meeting resumed at 10.57am.

5.7 **MCU23/0006 Development Application for a Development Permit for Non-Resident Worker Accommodation (521 rooms and ancillary buildings) Located at 111 Belyando Avenue, Moranbah, described as Lot 78 CP901715 and Lot 5 M97372**

EXECUTIVE SUMMARY

On 21 September 2023, Council received a development application from Village National Coal Country Properties Pty Ltd for a Development Permit for non-resident worker accommodation (521 rooms and ancillary buildings) located at 111 Belyando Avenue, Moranbah, described as Lot 78 on CP901715 and Lot 5 on M97372. It is recommended that the development application be approved subject to conditions.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. Approves the development application for MCU23/0006 from Village National Coal Country Properties Pty Ltd for a Development Application for a Development Permit for Non-resident workers

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accommodation (521 rooms and ancillary buildings) located at 11 Belyando Avenue, Moranbah, described as Lot 78 CP901745 and Lot 5 M97372, subject to the following conditions of approval:

NO.	CONDITION	TIMING
GENERAL CONDITIONS		
GN1	Carry out the approved development generally in accordance with the approved drawings and documents.	At all times unless otherwise stated
GN2	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
GN3	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
GN4	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
GN5	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
GN6	This approval should not be taken to mean that the drawings have been checked in detail and Isaac Regional Council accepts no responsibility for the survey information, the design or for the accuracy of any information or detail contained in the drawings and specifications. The approval is issued with reliance upon the Engineer's certification and that any aspects of the design not specified by Council policy have been undertaken with due professional diligence to accepted industry standards.	At all times
GN7	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
GN8	Submit, for approval by Council, 'As Constructed' drawings (pdf and DWG) prepared by a Registered Professional Engineer of Queensland (RPEQ) for sewerage, water and road works.	Prior to the completion of works associated with the development
APPROVED DRAWINGS AND DOCUMENTS		

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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:					At all times	
	Title	Drawing Number	Rev	Date		Prepared by
	Site Plan	61335	-	25.08.23		Murray and Associate
	Floor Plan and Elevations	PHE-	-	21.12.19		PHE Solutions
	Laundry Floor Plan	-01	-	09.06.11		Atco
	Laundry Elevation	-02	-	09.06.11		Atco
	Laundry Elevation	-03	-	09.06.11		Atco
	Car Parking Existing Layout Plan	D23.393C-6	B	11.09.24		DILEIGH
	Car Parking Proposed Layout Plan	D23.393C-7	B	11.09.24		DILEIGH
	Civil Design	D23.393C	A			DILEIGH
	Existing Features and Services	D23.393C-01	A	08.03.20 24		DILEIGH
	Proposed Unit and water layout for Lot 78	D23.393C-02	A	08.03.20 24		DILEIGH
	Proposed Sewer layout	D23.393C-03	A	08.03.20 24		DILEIGH
	Vehicle turn paths and pedestrian movement	D23.393C-04	A	08.03.20 24		DILEIGH
	Vehicle turn paths – bus or service vehicle path	D23.393C-05	A	08.03.20 24		DILEIGH
	Washdown bays	D23.393C-OP01	A	08.03.20 24		DILEIGH
	Stormwater Management Plan	D23.393-RP02	A	21.02.24		DILEIGH
	Stormwater Management Plan Proposed stormwater layout	D23.393C-02	A	31.01.20 23		DILEIGH
	Stormwater Management Plan Calculations and hydrographs	D23.393C-03	A	31.01.20 23		DILEIGH

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NO.	CONDITION	TIMING
P2	<p>Submit to and have approved by the Assessment Manager amended/additional drawings and/or documents which incorporate the following:</p> <ul style="list-style-type: none"> a. Amended Site Plan, Job & Plan No 61335. Amendments required: Camp specification description to align with approved room and car park numbers. b. Amended Car Parking Proposed Layout Plan, Dwg No. D23.393C-7. Amendment required: Proposed room numbers to be corrected in table to reference correct proposed room numbers. c. Internal Bus setdown and pickup locations, including linemarking and signage. d. Bin storage areas (existing and proposed) e. Detail design civil drawings of the external roadworks (median right turning lane in Belyando Avenue). f. Detailed design civil drawings of all extensions/augmentations of internal works. g. Floor plan typologies of all existing accommodation buildings located on site. h. Amended Site Plan (or other plan) which clearly identifies room numbers associated with the existing and proposed buildings in a legible order. <p>Once approved, the amended drawings will form part of the Approved Drawings for this development.</p>	Prior to the commencement of use on Lot 78.
P3	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.	During construction
BUILDING WORK		
BW1	<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>	Prior to issue of Certificate of Classification / Final Inspection Certificate
AMALGAMATION		
AM1	Amalgamate Lot 78 CP901715 and Lot 5 M97372 into one allotment. The Plan of Subdivision providing for the amalgamation must be registered with Titles Queensland prior to the commencement of the accommodation use on Lot 78.	Prior to commencement of use on Lot 78.
APPROVED USE		
AU1	The approved use is for 521 non-resident worker accommodation rooms catering for a maximum of 521 non-resident workers and one caretakers dwelling (existing).	At all times
AU2	Buildings are to have a maximum height of one storey, excluding any existing two storey buildings which currently exist on Lot 5 at the time of this approval.	At all times
CAR PARKING AND ACCESS		
PA1	Design, construct and maintain all car parking and internal roadways generally in accordance with the Approved Drawings, Capricorn Municipal Development	Prior to commencement

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NO.	CONDITION	TIMING
	<p><i>Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, and Manual of Uniform Traffic Control Devices (Queensland) and must:</i></p> <ul style="list-style-type: none"> <i>a. Provide a minimum of 278 parking spaces;</i> <i>b. Be designed and constructed in accordance with AS2890 Parking facilities – Off-street car parking and the relevant Council Planning Scheme Codes and Development Works Planning Scheme Policy;</i> <i>c. Provide parking spaces for people with a disability in accordance with the Building Code of Australia and AS2890.6 Off-street parking for people with disabilities;</i> <i>d. Provide on-site loading, unloading and manoeuvring for all necessary service vehicles including:</i> <i>Internal bus setdown and pickup</i> <ul style="list-style-type: none"> • <i>Refuse collection vehicle</i> • <i>Small rigid vehicle for service delivery.</i> <i>e. Allow all design vehicles to enter and exit the site in a forward gear;</i> <i>f. Be constructed and sealed with bitumen.</i> <i>g. Be signed and delineated in accordance with the Queensland Manual of Uniform Traffic Control Devices;</i> <i>h. Allow for the provision of fill and/or boundary retaining walls and the containment and management of site stormwater drainage as required;</i> <i>i. Drained to a legal point of discharge.</i> 	<i>of use on Lot 78 and at all times</i>
PA2	<i>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".</i>	<i>Prior to commencement of use on Lot 78 and at all times</i>
PA3	<i>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.</i>	<i>Prior to commencement of use on Lot 78 and at all times</i>
PA4	<i>No vehicle access is permitted from Goonyella Road.</i>	<i>Prior to commencement of use over Lot 78.</i>
AMENITY		
GENERAL AMENITY		
GA1	<p><i>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.</i></p> <p><i>Note:</i></p> <p><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>	<i>At all times</i>
GA2	<i>Any storage of flammable and/or combustible liquids must comply with the minor storage provisions of Australian Standard AS1940 - The Storage and Handling of Flammable and Combustible Liquids.</i>	<i>At all times</i>

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NO.	CONDITION	TIMING
LIGHTING		
LT1	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 over Lot 78 and to be maintained at all times
LT2	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 over Lot 78 and to be maintained at all times
ENGINEERING		
CONSTRUCTION MANAGEMENT		
CM1	Do not undertake construction in a way that makes audible noise: a. On a business day or Saturday, before 6.30 am or after 6.30 pm; or b. On any other day, at any time.	At all times during construction
CM2	Contain all litter, building waste on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or roads.	At all times during construction
CM3	Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction. These material spills and accumulated sediment deposits must be managed in a way that minimises environmental harm and/or damage to public and private property.	At all times during construction
EROSION AND SEDIMENT CONTROL		
ESC 1	Minimise on-site erosion and the release of sediment or sediment-laden stormwater from the site at all times.	At all times
ESC 2	<p>Prepare and implement an Erosion and Sediment Control (ESCP) Management Plan prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7 'Erosion Control and Stormwater Management'.</p> <p>The plan must include, but is not limited to, measures to ensure the external pavement surfaces are swept or washed regularly and maintained in good condition, in addition to dust control measures which include minimising exposure of site areas, staging of earthworks and setting wind speed limits for site operation. Where works are considered by the Assessment Manager to be operating in high winds or causing a sufficient dust nuisance, works must cease until conditions are favourable. Once approved, the ESC Plan will form part of the Approved Documents for this development.</p> <p>Note: The Erosion and Sediment Control Plan is to be submitted to Council for endorsement prior to the commencement of works.</p>	Prior to site/ operational work commencing and at all times during construction

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NO.	CONDITION	TIMING
ESC 3	Implement and maintain the Erosion and Sediment Control Plan on-site for the duration of the operational or building works, and until all exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped). The prepared Erosion and Sediment Control Plan must be available onsite for inspection by Council Officers during these works	At all times during construction.
STORMWATER		
SW1	All works must be carried out in accordance with the Stormwater Management Plan by Dileigh Consulting Engineers Pty Ltd D23.393-RP02 dated 21/02/2024. Note: The Lawful Point of Discharge for the site is the existing culvert outlet to Goonyella Road. Detention storage must be visually integrated into the surrounding landscape and designed with a high level of visual amenity	Prior to the completion of works and commencement of use over Lot 78.
SW2	Provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the Site Based Stormwater Management Plan has been implemented and constructed in accordance with the Stormwater Management Plan listed within this Decision Notice.	Prior to commencement of use over Lot 78.
WATER		
WA1	Provide a reticulated water supply service in accordance with Proposed Unit and water layout for Lot 78 D23.393C-02A dated 08.03.2024 by Dileigh Consulting Engineers Pty Ltd; the Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2018	Prior to commencement of use over Lot 78.
WA2	Provide a metered service, and internal infrastructure as required, to satisfy the fire fighting and water supply demands of the development. Note: The developer 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 AS2419 – Fire hydrant installation.	Prior to commencement of use
SEWERAGE		
SE1	Provide a reticulated sewerage service in generally in accordance with Proposed Sewer layout D23.393C-03A dated 08.03.2024 by Dileigh Consulting Engineers Pty Ltd; the Development Works Code in the Isaac Regional Planning Scheme, the Planning Scheme Policy for Development Works and the Capricorn Municipal Development Guidelines Note: No plumbing and drainage works are to commence prior to the issuing of the Plumbing and Drainage Approval by the Council.	Prior to commencement of use over Lot 78.
SE2	All sewerage infrastructure must be clear of all proposed and existing buildings.	At all times

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NO.	CONDITION	TIMING
SE3	<i>The developer must undertake all necessary upgrades of Council sewerage infrastructure to ensure other users are not adversely affected by the increased demand of the development, in accordance with Proposed Sewer layout D23.393C-03A dated 08.03.2024 by Dileigh Consulting Engineers Pty Ltd.</i>	<i>Prior to commencement of use over Lot 78.</i>
SE4	<i>Sewerage works performed on live sewerage infrastructure, namely (eg. breaking into the existing sewer manhole) and (eg. breaking into a new manhole at the upstream extent of the new sewerage infrastructure) must be undertaken by Council or under the supervision of council if directed by council.</i>	<i>Prior to commencement of use over Lot 78.</i>
SE5	<i>Unless otherwise agreed to by the Assessment Manager, all sewerage infrastructure must be inspected by closed circuit television (CCTV) unit and an infrastructure condition report prepared and submitted to the Assessment Manager for approval prior to the commencement of the maintenance period and prior to the conclusion of the maintenance period. The reports must be prepared in accordance with the requirements of the Capricorn Municipal Development Guidelines.</i>	<i>Prior to commencement of use over Lot 78.</i>
ROADWORKS		
RW1	<i>Roadworks must be constructed in accordance with the Capricorn Municipal Development Guidelines, as designed and certified by a Registered Professional Engineer Queensland (RPEQ) unless agreed in writing with the Assessment Manager.</i>	<i>Prior to commencement of use over Lot 78.</i>
RW2	<i>Upgrade / Reconstruct the median turning lane in Belyando Avenue as designed and certified by an Registered Professional Engineer Queensland (RPEQ) Intersection designs and speed restriction devices must be in accordance with the Capricorn Municipal Development Guidelines and, where applicable, Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections.</i>	<i>Prior to commencement of use over Lot 78.</i>
RW3	<i>Prior to any inspection of the subgrade, submit for approval by the Assessment Manager a pavement design for median turning lane in Belyando Avenue. The pavement design must be in accordance with the requirements of the Capricorn Municipal Development Guidelines.</i>	<i>Prior to commencement of use over Lot 78.</i>
RW4	<i>In addition to compaction testing of pavement sub-grade, sub-base and base, undertake proof test rolling as soon as possible after completion of compaction, in the presence of the Engineer's Superintendent and Council's Inspector. Such test rolling must be carried out in accordance with AS 3798 - Guidelines on earthworks for commercial and residential developments. Dried out surfaces are not acceptable for test rolling.</i>	<i>Prior to commencement of use over Lot 78.</i>
RW5	<i>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 drainlines) 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.</i>	<i>Prior to commencement of use over Lot 78.</i>
RW6	<i>All internal access roads must be maintained by the Applicant throughout construction phase to prevent erosion and manage stormwater in a manner which does not result in environmental harm or nuisance to adjoining properties.</i>	<i>At all times</i>
PEDESTRIAN PATHS		

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NO.	CONDITION	TIMING
PD1	A concrete pedestrian footpath with a minimum width of 1.2 metres must be provided to connect the new buildings and car parking areas within Lot 78 to the existing pedestrian footpath network within existing Lot 5.	Prior to commencement of accommodation and/or carpark use over Lot 78.
ELECTRICITY AND TELECOMMUNICATIONS		
EST 1	Maintain an agreement with an electricity and telecommunication supplier to provide necessary services to the approved development in accordance with the standards of the relevant service provider.	At all times
LANDSCAPING AND FENCING		
LS1	<p>THE SITE MUST BE LANDSCAPED GENERALLY IN ACCORDANCE WITH THE APPROVED DRAWINGS AND BELOW REQUIREMENTS. SUCH LANDSCAPING MUST:</p> <ul style="list-style-type: none"> a. Provide landscaping buffer with a minimum width of six (6) metres along the southern boundary with Goonyella Road. b. The landscaping buffer must include the construction of permanent garden beds planted with trees and shrubs. c. Landscaping must be completed prior to the commencement of the accommodation use over Lot 78 commencing and must be maintained at all times. d. Include species recognised for their low water requirements and be provided with a controlled underground or drip watering system. e. A 1.8m high (minimum) solid screen fence (colorbond or similar) must be provided along the site's boundary with Goonyella Road. f. A 1.8m high (minimum) solid screen fence (colorbond or similar) must be provided along the northern and southern boundaries of Lot 78. g. Provide shade trees in new car parking areas located over Lot 78 at a ratio of 1 tree for every 6 car parking spaces. h. Where adjoining shade trees to landscape elements, wheel stops are provided within car parking spaces to protect vegetation from damage. 	Prior to commencement of use over Lot 78.
LS2	Establish, maintain and retain all landscaping generally in accordance with the approved drawings and conditions of this approval. The landscaped areas must be subject to ongoing maintenance and replanting programme (if necessary).	At all times.
LS3	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 commencement of use over Lot 78.
STREET TREES		
ST1	Provide five street tree/s within the Goonyella Road reserve at 20 metre intervals. Street trees are to be selected and located to achieve consistency with the existing location and species of street trees located along the adjoining site on Goonyella Road.	Prior to commencement of use over Lot 78.

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NO.	CONDITION	TIMING
ST2	<i>Establish, maintain and retain the street trees until accepted by Council as off-maintenance. The street trees must be subject to ongoing maintenance and replanting programme (if necessary).</i>	<i>At all times.</i>
WASTE MANAGEMENT		
WM1	<i>An impervious bin storage area (bin enclosure) for the storage of waste receptacles, must be provided in accordance with the following:</i> <i>a. designed so as to prevent the release of contaminants to the environment;</i> <i>b. sufficient to accommodate all refuse containers required for the scale of the development;</i> <i>c. aesthetically screened from the road frontage and adjoining properties by landscaping or constructed screening;</i> <i>d. a suitable hose cock (with backflow prevention) and hoses must be provided at the refuse container area, and wash down to be drained to sewer and fitted with an approved stormwater diversion valve arrangement; and</i> <i>e. must be maintained in a clean and sanitary manner at all times.</i>	<i>Prior to commencement of use over Lot 78 and to be maintained at all times</i>
WM2	<i>Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins and associated storage areas so as not to cause any environmental nuisance.</i>	<i>At all times</i>
WM3	<i>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.</i>	<i>At all times</i>
WM4	<i>Ensure that any potential food / waste sources are covered and collected so that they are not accessible to wildlife.</i>	<i>At all times</i>
WM5	<i>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.</i>	<i>At all times</i>
OPERATIONAL WORK		
OW1	<i>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.</i>	<i>Prior to commencement of use over Lot 78.</i>
CONSTRUCTION MANAGEMENT / PRE-START MEETING		
CM1	<i>Hold a pre-start meeting with the Isaac Regional Council prior to the commencement of any operational works.</i> <i>Note:</i> <i>Please contact the Assessment Manager at least 48 hours prior to any works commencing to organise a pre-start meeting. The contact number to arrange a pre-start meeting is 1300 472 227.</i>	<i>Prior to commencement of works</i>
COUNCIL INSPECTIONS		
CI1	<i>Contact the Assessment Manager on 1300 472 227 and provide at least 48 hours notice for Council officers to inspect:</i> <i>a. Installation of root barriers and trees;</i>	<i>At least 48 hours notice for Council officers to inspect</i>

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NO.	CONDITION	TIMING
	<ul style="list-style-type: none"> b. Sub-grade, sub-base and base; c. Proof roll and pre- seal; d. Bedding, pipelaying and backfilling for water supply, sewerage and stormwater drainage features, including sewer points of connection, water service connections and stormwater connections to existing network; e. Pressure testing for all water and sewerage mains; f. Sewerage and Stormwater access chambers for the following: <ul style="list-style-type: none"> i. Prior to pouring of access chamber bases; ii. Formwork for access chambers prior to pouring; iii. Water testing for sewerage access chambers. 	
ON-MAINTENANCE REQUIREMENTS		
OM1	Contact the Assessment Manager to organise an 'On Maintenance' meeting. The contact number to arrange an 'On Maintenance' meeting is 1300 472 227. The meeting must include representatives for the Developer, Principal Contractor, Council and any other relevant parties.	Prior to the 'On Maintenance' Meeting
OM2	<p>At least 48 hours prior to the 'On Maintenance' Meeting, the supervising Registered Professional Engineer Queensland (RPEQ) must submit:</p> <ul style="list-style-type: none"> a. Certification that all works have been undertaken and completed in accordance with this permit, the relevant conditions of this approval to which this approval relates and the requirements of the relevant Isaac Regional Council Planning Scheme Policies and associated standard drawings; b. Copies of all test results; c. CCTV footage, reports and recommendations; d. Drawing/s identifying fill depth and location on the site; e. Certification confirming the Operational Work has been inspected by a Registered Professional Engineer Queensland (RPEQ); f. 'As Constructed' documentation. The documentation may be either: <ul style="list-style-type: none"> • must include: <ul style="list-style-type: none"> i. a digital copy of the collated 'As Constructed' information: <ul style="list-style-type: none"> • in AutoCAD pre-2010 'model space'; • scaled to 1 unit = 1 metre; • tied to a minimum of two permanent survey marks with 2 order horizontal accuracy (MGA94 Zone 56 coordinates) or better (to enable linking of the 'As Constructed' information to Council's GIS system); • with finished surfaces (spot heights and contours) to 5m outside the plan area of the Operational Work; • with separate layers for each type of infrastructure (water main, water service, electricity, telecommunication, lighting, stormwater drainage, roadwork, sewerage, footpath) within the plan area of the Operational Work; • that highlights infrastructure within the plan area of the Operational Work that has not been affected by the 	At least 48 hours prior to the 'On Maintenance' Meeting

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NO.	CONDITION	TIMING
	<p>Operational Work and therefore may not be accurately located;</p> <ul style="list-style-type: none"> compiled using AutoCAD's eTransmit function resulting in one file (*.zip) that contains all 'As Constructed' information relevant to the Operational Work and all plot style tables, font maps, etc that are necessary to successfully extract the eTransmit file and access the 'As Constructed' information; <p>ii. two (2) complete sets of scale drawings on A3 paper, complete with annotations and amendments, presented in a clear and legible form. The drawings will not be accepted unless labelled 'As Constructed' in title block and/or by stamp;</p> <p>iii. a PDF scan or print of each 'As Constructed' drawing;</p> <p>iv. a DXF file of the raw surveyors pickup; and</p> <p>v. a letter or certificate, signed by an Registered Professional Engineer Queensland (RPEQ), confirming any variations to the design that result in Operational Work being outside of design tolerance will not result in a failure of the Operational Work to perform as intended by the design.</p>	
OM3	Minute the 'On Maintenance' meeting, forward copies to the representatives for the Developer, Principal Contractor, Assessment Manager and any other relevant party and make any amendments to the minutes and drawings as necessary.	Within 48 hours of the 'On Maintenance' Meeting occurring
OM4	Submit a Maintenance Bond for external works to the value of 5% of the total construction cost of the Operational Work (including all variations) or \$2,000.00, whichever is higher. This bond will be held by the Assessment Manager until the Operational Work is accepted 'Off Maintenance'.	Prior to the Operational Work being 'Off Maintenance'
ON MAINTENANCE PERIOD		
ONP 1	<p>The 'On Maintenance' Period is a minimum of twelve (12) months and may be extended in part or in whole, delaying acceptance of the Operational Work 'Off Maintenance', except for bioretention measures which must have a minimum maintenance period of 24 months, which will commence after the completion of the last stage of the development to direct water to the for bioretention measures.</p> <p>The Maintenance Period is to commence on the date nominated in the Assessment Manager's 'On Maintenance' acceptance letter and is to conclude on the date nominated in the Assessment Manager's 'Off Maintenance' acceptance letter. During the 'On Maintenance' Period, the Developer must:</p> <ul style="list-style-type: none"> a. Ensure Operational Work is maintained at no cost to Council; b. Footpaths, street trees and landscaping, drainage reserves and parks are kept in a tidy manner by seeding and mowing; and c. Ensure defects (if any) are rectified within a reasonable time (generally 2 weeks from when they are identified). 	At all times
OFF MAINTENANCE		
OMP 1	Contact the Assessment Manager to organise an 'Off Maintenance' meeting. The contact number to arrange an 'Off Maintenance' meeting is 1300 472 227. The meeting must include representatives for the Developer, Principal Contractor, the Assessment Manager and any other relevant parties.	At least 48 hours prior to the 'Off Maintenance' Meeting

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NO.	CONDITION	TIMING
OMP 2	<p><i>Prior to the Operational Work being accepted 'Off Maintenance':</i></p> <ul style="list-style-type: none"> <i>a. Ensure grass coverage of at least 80% (per square metre) is obtained over all public access land;</i> <i>b. Confirm with the Assessment Manager that temporary erosion and sediment control measures are no longer required and, if warranted, arrange for their disposal.</i> <i>c. Street trees and landscaping are kept in a tidy manner by seeding and mowing; and</i> <i>d. CCTV footage, reports and recommendations.</i> 	<i>Prior to going 'Off Maintenance'</i>
OMP 3	<i>Minute the 'Off Maintenance' meeting, forward copies to the representatives for the Developer, Principal Contractor, Assessment Manager and any other relevant party and make any amendments to the minutes and drawings as necessary.</i>	<i>Within 48 hours of the 'Off Maintenance' Meeting occurring</i>
SITE REHABILITATION		
SR1	<i>Upon completion of the development, all redundant plant, equipment, materials and waste are to be removed from the site and/or disposed of at an appropriately licenced facility. Redundant access roads, laydown and hardstand areas are to be rehabilitated.</i>	<i>Prior to commencement of use over Lot 78.</i>

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Resolution No.: PECS1203

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Approves the development application for MCU23/0006 from Village National Coal Country Properties Pty Ltd for a Development Application for a Development Permit for Non-resident workers accommodation (521 rooms and ancillary buildings) located at 11 Belyando Avenue, Moranbah, described as Lot 78 CP901745 and Lot 5 M97372, subject to the following conditions of approval:

NO.	CONDITION	TIMING
GENERAL CONDITIONS		
GN1	Carry out the approved development generally in accordance with the approved drawings and documents.	At all times unless otherwise stated
GN2	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
GN3	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
GN4	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
GN5	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
GN6	This approval should not be taken to mean that the drawings have been checked in detail and Isaac Regional Council accepts no responsibility for the survey information, the design or for the accuracy of any information or detail contained in the drawings and specifications. The approval is issued with reliance upon the Engineer's certification and that any aspects of the design not specified by Council policy have been undertaken with due professional diligence to accepted industry standards.	At all times
GN7	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
GN8	Submit, for approval by Council, 'As Constructed' drawings (pdf and DWG) prepared by a Registered Professional Engineer of Queensland (RPEQ) for sewerage, water and road works.	Prior to the completion of works associated with the development

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	APPROVED DRAWINGS AND DOCUMENTS					At all times
	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:					
	Title	Drawing Number	Rev	Date	Prepared by	
	Site Plan	61335	-	25.08.23	Murray and Associates	
	Floor Plan and Elevations	PHE-	-	21.12.19	PHE Solutions	
	Laundry Floor Plan	-01	-	09.06.11	Atco	
	Laundry Elevation	-02	-	09.06.11	Atco	
	Laundry Elevation	-03	-	09.06.11	Atco	
	Car Parking Existing Layout Plan	D23.393C-6	B	11.09.24	DILEIGH	
	Car Parking Proposed Layout Plan	D23.393C-7	B	11.09.24	DILEIGH	
	Civil Design	D23.393C	A		DILEIGH	
	Existing Features and Services	D23.393C-01	A	08.03.20 24	DILEIGH	
	Proposed Unit and water layout for Lot 78	D23.393C-02	A	08.03.20 24	DILEIGH	
	Proposed Sewer layout	D23.393C-03	A	08.03.20 24	DILEIGH	
	Vehicle turn paths and pedestrian movement	D23.393C-04	A	08.03.20 24	DILEIGH	
	Vehicle turn paths – bus or service vehicle path	D23.393C-05	A	08.03.20 24	DILEIGH	
	Washdown bays	D23.393C-OP01	A	08.03.20 24	DILEIGH	
	Stormwater Management Plan	D23.393-RP02	A	21.02.24	DILEIGH	
	Stormwater Management Plan Proposed stormwater layout	D23.393C-02	A	31.01.20 23	DILEIGH	
	Stormwater Management Plan Calculations and hydrographs	D23.393C-03	A	31.01.20 23	DILEIGH	

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P2	<p>Submit to and have approved by the Assessment Manager amended/additional drawings and/or documents which incorporate the following:</p> <ol style="list-style-type: none"> Amended Site Plan, Job & Plan No 61335. Amendments required: Camp specification description to align with approved room and car park numbers. Amended Car Parking Proposed Layout Plan, Dwg No. D23.393C-7. Amendment required: Proposed room numbers to be corrected in table to reference correct proposed room numbers. Internal Bus setdown and pickup locations, including linemarking and signage. Bin storage areas (existing and proposed) Detail design civil drawings of the external roadworks (median right turning lane in Belyando Avenue). Detailed design civil drawings of all extensions/augmentations of internal works. Floor plan typologies of all existing accommodation buildings located on site. Amended Site Plan (or other plan) which clearly identifies room numbers associated with the existing and proposed buildings in a legible order. <p>Once approved, the amended drawings will form part of the Approved Drawings for this development.</p>	Prior to the commencement of use on Lot 78.
P3	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.	During construction
BUILDING WORK		
BW1	<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>	Prior to issue of Certificate of Classification / Final Inspection Certificate
AMALGAMATION		
AM1	Amalgamate Lot 78 CP901715 and Lot 5 M97372 into one allotment. The Plan of Subdivision providing for the amalgamation must be registered with Titles Queensland prior to the commencement of the accommodation use on Lot 78.	Prior to commencement of use on Lot 78.
APPROVED USE		
AU1	The approved use is for 521 non-resident worker accommodation rooms catering for a maximum of 521 non-resident workers and one caretakers dwelling (existing).	At all times
AU2	Buildings are to have a maximum height of one storey, excluding any existing two storey buildings which currently exist on Lot 5 at the time of this approval.	At all times

CAR PARKING AND ACCESS		
PA1	<p>Design, construct and maintain all car parking and internal roadways generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, and Manual of Uniform Traffic Control Devices (Queensland) and must:</p> <ol style="list-style-type: none"> Provide a minimum of 278 parking spaces; Be designed and constructed in accordance with AS2890 Parking facilities – Off-street car parking and the relevant Council Planning Scheme Codes and Development Works Planning Scheme Policy; Provide parking spaces for people with a disability in accordance with the Building Code of Australia and AS2890.6 Off-street parking for people with disabilities; Provide on-site loading, unloading and manoeuvring for all necessary service vehicles including: Internal bus setdown and pickup <ul style="list-style-type: none"> Refuse collection vehicle Small rigid vehicle for service delivery. Allow all design vehicles to enter and exit the site in a forward gear; Be constructed and sealed with bitumen. Be signed and delineated in accordance with the Queensland Manual of Uniform Traffic Control Devices; Allow for the provision of fill and/or boundary retaining walls and the containment and management of site stormwater drainage as required; Drained to a legal point of discharge. 	Prior to commencement of use on Lot 78 and at all times
PA2	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”.	Prior to commencement of use on Lot 78 and at all times
PA3	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.	Prior to commencement of use on Lot 78 and at all times
PA4	No vehicle access is permitted from Goonyella Road.	Prior to commencement of use over Lot 78.
AMENITY		
GENERAL AMENITY		
GA1	<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:</p>	At all times

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	The operation must comply with the requirement not to cause Environmental Nuisance or Environmental Harm as per the Environmental Protection Act 1994.	
GA2	Any storage of flammable and/or combustible liquids must comply with the minor storage provisions of Australian Standard AS1940 - The Storage and Handling of Flammable and Combustible Liquids.	At all times
LIGHTING		
LT1	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 over Lot 78 and to be maintained at all times
LT2	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 over Lot 78 and to be maintained at all times
ENGINEERING		
CONSTRUCTION MANAGEMENT		
CM1	Do not undertake construction in a way that makes audible noise: a. On a business day or Saturday, before 6.30 am or after 6.30 pm; or b. On any other day, at any time.	At all times during construction
CM2	Contain all litter, building waste on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or roads.	At all times during construction
CM3	Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction. These material spills and accumulated sediment deposits must be managed in a way that minimises environmental harm and/or damage to public and private property.	At all times during construction
EROSION AND SEDIMENT CONTROL		
ESC 1	Minimise on-site erosion and the release of sediment or sediment-laden stormwater from the site at all times.	At all times
ESC 2	Prepare and implement an Erosion and Sediment Control (ESCP) Management Plan prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7 'Erosion Control and Stormwater Management'. The plan must include, but is not limited to, measures to ensure the external pavement surfaces are swept or washed regularly and maintained in good condition, in addition to dust control measures which include minimising exposure of site areas, staging of earthworks and setting wind speed limits for site operation. Where works are considered by the Assessment Manager to be operating in high winds or causing a sufficient dust nuisance, works must cease until conditions are favourable. Once approved, the ESC Plan will form part of the Approved Documents for this development.	Prior to site/ operational work commencing and at all times during construction

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	<p>Note:</p> <p>The Erosion and Sediment Control Plan is to be submitted to Council for endorsement prior to the commencement of works.</p>	
ESC 3	<p>Implement and maintain the Erosion and Sediment Control Plan on-site for the duration of the operational or building works, and until all exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped).</p> <p>The prepared Erosion and Sediment Control Plan must be available onsite for inspection by Council Officers during these works</p>	At all times during construction.
STORMWATER		
SW1	<p>All works must be carried out in accordance with the Stormwater Management Plan by Dileigh Consulting Engineers Pty Ltd D23.393-RP02 dated 21/02/2024.</p> <p>Note:</p> <p>The Lawful Point of Discharge for the site is the existing culvert outlet to Goonyella Road.</p> <p>Detention storage must be visually integrated into the surrounding landscape and designed with a high level of visual amenity</p>	Prior to the completion of works and commencement of use over Lot 78.
SW2	<p>Provide certification from a Registered Professional Engineer Queensland (RPEQ) confirming that the Site Based Stormwater Management Plan has been implemented and constructed in accordance with the Stormwater Management Plan listed within this Decision Notice.</p>	Prior to commencement of use over Lot 78.
WATER		
WA1	<p>Provide a reticulated water supply service in accordance with Proposed Unit and water layout for Lot 78 D23.393C-02A dated 08.03.2024 by Dileigh Consulting Engineers Pty Ltd; the Capricorn Municipal Development Guidelines, Water Supply (Safety and Reliability) Act 2008, Plumbing and Drainage Act 2018</p>	Prior to commencement of use over Lot 78.
WA2	<p>Provide a metered service, and internal infrastructure as required, to satisfy the fire fighting and water supply demands of the development.</p> <p>Note:</p> <p>The developer 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 AS2419 – Fire hydrant installation.</p>	Prior to commencement of use
SEWERAGE		
SE1	<p>Provide a reticulated sewerage service in generally in accordance with Proposed Sewer layout D23.393C-03A dated 08.03.2024 by Dileigh Consulting Engineers Pty Ltd; the Development Works Code in the Isaac Regional Planning Scheme, the Planning Scheme Policy for Development Works and the Capricorn Municipal Development Guidelines</p> <p>Note:</p>	Prior to commencement of use over Lot 78.

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	No plumbing and drainage works are to commence prior to the issuing of the Plumbing and Drainage Approval by the Council.	
SE2	All sewerage infrastructure must be clear of all proposed and existing buildings.	At all times
SE3	The developer must undertake all necessary upgrades of Council sewerage infrastructure to ensure other users are not adversely affected by the increased demand of the development, in accordance with Proposed Sewer layout D23.393C-03A dated 08.03.2024 by Dileigh Consulting Engineers Pty Ltd.	Prior to commencement of use over Lot 78.
SE4	Sewerage works performed on live sewerage infrastructure, namely (eg. breaking into the existing sewer manhole) and (eg. breaking into a new manhole at the upstream extent of the new sewerage infrastructure) must be undertaken by Council or under the supervision of council if directed by council.	Prior to commencement of use over Lot 78.
SE5	Unless otherwise agreed to by the Assessment Manager, all sewerage infrastructure must be inspected by closed circuit television (CCTV) unit and an infrastructure condition report prepared and submitted to the Assessment Manager for approval prior to the commencement of the maintenance period and prior to the conclusion of the maintenance period. The reports must be prepared in accordance with the requirements of the Capricorn Municipal Development Guidelines.	Prior to commencement of use over Lot 78.
ROADWORKS		
RW1	Roadworks must be constructed in accordance with the Capricorn Municipal Development Guidelines, as designed and certified by a Registered Professional Engineer Queensland (RPEQ) unless agreed in writing with the Assessment Manager.	Prior to commencement of use over Lot 78.
RW2	Upgrade / Reconstruct the median turning lane in Belyando Avenue as designed and certified by an Registered Professional Engineer Queensland (RPEQ) Intersection designs and speed restriction devices must be in accordance with the Capricorn Municipal Development Guidelines and, where applicable, Austroads Guide to Road Design Part 4A: Unsignalised and Signalised Intersections.	Prior to commencement of use over Lot 78.
RW3	Prior to any inspection of the subgrade, submit for approval by the Assessment Manager a pavement design for median turning lane in Belyando Avenue. The pavement design must be in accordance with the requirements of the Capricorn Municipal Development Guidelines.	Prior to commencement of use over Lot 78.
RW4	In addition to compaction testing of pavement sub-grade, sub-base and base, undertake proof test rolling as soon as possible after completion of compaction, in the presence of the Engineer's Superintendent and Council's Inspector. Such test rolling must be carried out in accordance with AS 3798 - Guidelines on earthworks for commercial and residential developments. Dried out surfaces are not acceptable for test rolling.	Prior to commencement of use over Lot 78.
RW5	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 drainlines) 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 commencement of use over Lot 78.

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RW6	All internal access roads must be maintained by the Applicant throughout construction phase to prevent erosion and manage stormwater in a manner which does not result in environmental harm or nuisance to adjoining properties.	At all times
PEDESTRIAN PATHS		
PD1	A concrete pedestrian footpath with a minimum width of 1.2 metres must be provided to connect the new buildings and car parking areas within Lot 78 to the existing pedestrian footpath network within existing Lot 5.	Prior to commencement of accommodation and/or carpark use over Lot 78.
ELECTRICITY AND TELECOMMUNICATIONS		
EST 1	Maintain an agreement with an electricity and telecommunication supplier to provide necessary services to the approved development in accordance with the standards of the relevant service provider.	At all times
LANDSCAPING AND FENCING		
LS1	<p>THE SITE MUST BE LANDSCAPED GENERALLY IN ACCORDANCE WITH THE APPROVED DRAWINGS AND BELOW REQUIREMENTS. SUCH LANDSCAPING MUST:</p> <ul style="list-style-type: none"> a. Provide landscaping buffer with a minimum width of six (6) metres along the southern boundary with Goonyella Road. b. The landscaping buffer must include the construction of permanent garden beds planted with trees and shrubs. c. Landscaping must be completed prior to the commencement of the accommodation use over Lot 78 commencing and must be maintained at all times. d. Include species recognised for their low water requirements and be provided with a controlled underground or drip watering system. e. A 1.8m high (minimum) solid screen fence (colorbond or similar) must be provided along the site's boundary with Goonyella Road. f. A 1.8m high (minimum) solid screen fence (colorbond or similar) must be provided along the northern and southern boundaries of Lot 78. g. Provide shade trees in new car parking areas located over Lot 78 at a ratio of 1 tree for every 6 car parking spaces. h. Where adjoining shade trees to landscape elements, wheel stops are provided within car parking spaces to protect vegetation from damage. 	Prior to commencement of use over Lot 78.
LS2	Establish, maintain and retain all landscaping generally in accordance with the approved drawings and conditions of this approval. The landscaped areas must be subject to ongoing maintenance and replanting programme (if necessary).	At all times.
LS3	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 commencement of use over Lot 78.

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STREET TREES		
ST1	Provide five street tree/s within the Goonyella Road reserve at 20 metre intervals. Street trees are to be selected and located to achieve consistency with the existing location and species of street trees located along the adjoining site on Goonyella Road.	Prior to commencement of use over Lot 78.
ST2	Establish, maintain and retain the street trees until accepted by Council as off-maintenance. The street trees must be subject to ongoing maintenance and replanting programme (if necessary).	At all times.
WASTE MANAGEMENT		
WM1	An impervious bin storage area (bin enclosure) for the storage of waste receptacles, must be provided in accordance with the following: a. designed so as to prevent the release of contaminants to the environment; b. sufficient to accommodate all refuse containers required for the scale of the development; c. aesthetically screened from the road frontage and adjoining properties by landscaping or constructed screening; d. a suitable hose cock (with backflow prevention) and hoses must be provided at the refuse container area, and wash down to be drained to sewer and fitted with an approved stormwater diversion valve arrangement; and e. must be maintained in a clean and sanitary manner at all times.	Prior to commencement of use over Lot 78 and to be maintained at all times
WM2	Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins and associated storage areas so as not to cause any environmental nuisance.	At all times
WM3	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
WM4	Ensure that any potential food / waste sources are covered and collected so that they are not accessible to wildlife.	At all times
WM5	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
OPERATIONAL WORK		
OW1	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.	Prior to commencement of use over Lot 78.
CONSTRUCTION MANAGEMENT / PRE-START MEETING		
CM1	Hold a pre-start meeting with the Isaac Regional Council prior to the commencement of any operational works.	Prior to commencement of works

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	Note: Please contact the Assessment Manager at least 48 hours prior to any works commencing to organise a pre-start meeting. The contact number to arrange a pre-start meeting is 1300 472 227.	
COUNCIL INSPECTIONS		
CI1	Contact the Assessment Manager on 1300 472 227 and provide at least 48 hours notice for Council officers to inspect: <ul style="list-style-type: none"> a. Installation of root barriers and trees; b. Sub-grade, sub-base and base; c. Proof roll and pre- seal; d. Bedding, pipelaying and backfilling for water supply, sewerage and stormwater drainage features, including sewer points of connection, water service connections and stormwater connections to existing network; e. Pressure testing for all water and sewerage mains; f. Sewerage and Stormwater access chambers for the following: <ul style="list-style-type: none"> i. Prior to pouring of access chamber bases; ii. Formwork for access chambers prior to pouring; iii. Water testing for sewerage access chambers. 	At least 48 hours notice for Council officers to inspect
ON-MAINTENANCE REQUIREMENTS		
OM1	Contact the Assessment Manager to organise an 'On Maintenance' meeting. The contact number to arrange an 'On Maintenance' meeting is 1300 472 227. The meeting must include representatives for the Developer, Principal Contractor, Council and any other relevant parties.	Prior to the 'On Maintenance' Meeting
OM2	At least 48 hours prior to the 'On Maintenance' Meeting, the supervising Registered Professional Engineer Queensland (RPEQ) must submit: <ul style="list-style-type: none"> a. Certification that all works have been undertaken and completed in accordance with this permit, the relevant conditions of this approval to which this approval relates and the requirements of the relevant Isaac Regional Council Planning Scheme Policies and associated standard drawings; b. Copies of all test results; c. CCTV footage, reports and recommendations; d. Drawing/s identifying fill depth and location on the site; e. Certification confirming the Operational Work has been inspected by a Registered Professional Engineer Queensland (RPEQ); f. 'As Constructed' documentation. The documentation may be either: Must include: <ul style="list-style-type: none"> i. a digital copy of the collated 'As Constructed' information: <ul style="list-style-type: none"> • in AutoCAD pre-2010 'model space'; • scaled to 1 unit = 1 metre; • tied to a minimum of two permanent survey marks with 2 order horizontal accuracy (MGA94 Zone 56 coordinates) or 	At least 48 hours prior to the 'On Maintenance' Meeting

	<p>better (to enable linking of the 'As Constructed' information to Council's GIS system);</p> <ul style="list-style-type: none"> with finished surfaces (spot heights and contours) to 5m outside the plan area of the Operational Work; with separate layers for each type of infrastructure (water main, water service, electricity, telecommunication, lighting, stormwater drainage, roadwork, sewerage, footpath) within the plan area of the Operational Work; <ul style="list-style-type: none"> that highlights infrastructure within the plan area of the Operational Work that has not been affected by the Operational Work and therefore may not be accurately located; compiled using AutoCAD's eTransmit function resulting in one file (*.zip) that contains all 'As Constructed' information relevant to the Operational Work and all plot style tables, font maps, etc that are necessary to successfully extract the eTransmit file and access the 'As Constructed' information; <p>ii. two (2) complete sets of scale drawings on A3 paper, complete with annotations and amendments, presented in a clear and legible form. The drawings will not be accepted unless labelled 'As Constructed' in title block and/or by stamp;</p> <p>iii. a PDF scan or print of each 'As Constructed' drawing;</p> <p>iv. a DXF file of the raw surveyors pickup; and</p> <p>v. a letter or certificate, signed by an Registered Professional Engineer Queensland (RPEQ), confirming any variations to the design that result in Operational Work being outside of design tolerance will not result in a failure of the Operational Work to perform as intended by the design.</p>	
OM3	Minute the 'On Maintenance' meeting, forward copies to the representatives for the Developer, Principal Contractor, Assessment Manager and any other relevant party and make any amendments to the minutes and drawings as necessary.	Within 48 hours of the 'On Maintenance' Meeting occurring
OM4	Submit a Maintenance Bond for external works to the value of 5% of the total construction cost of the Operational Work (including all variations) or \$2,000.00, whichever is higher. This bond will be held by the Assessment Manager until the Operational Work is accepted 'Off Maintenance'.	Prior to the Operational Work being 'Off Maintenance'
ON MAINTENANCE PERIOD		
ONP 1	<p>The 'On Maintenance' Period is a minimum of twelve (12) months and may be extended in part or in whole, delaying acceptance of the Operational Work 'Off Maintenance', except for bioretention measures which must have a minimum maintenance period of 24 months, which will commence after the completion of the last stage of the development to direct water to the for bioretention measures.</p> <p>The Maintenance Period is to commence on the date nominated in the Assessment Manager's 'On Maintenance' acceptance letter and is to conclude on the date nominated in the Assessment Manager's 'Off</p>	At all times

UNCONFIRMED MINUTES

	<p>Maintenance' acceptance letter. During the 'On Maintenance' Period, the Developer must:</p> <ul style="list-style-type: none"> a. Ensure Operational Work is maintained at no cost to Council; b. Footpaths, street trees and landscaping, drainage reserves and parks are kept in a tidy manner by seeding and mowing; and c. Ensure defects (if any) are rectified within a reasonable time (generally 2 weeks from when they are identified). 	
OFF MAINTENANCE		
OMP 1	<p>Contact the Assessment Manager to organise an 'Off Maintenance' meeting. The contact number to arrange an 'Off Maintenance' meeting is 1300 472 227. The meeting must include representatives for the Developer, Principal Contractor, the Assessment Manager and any other relevant parties.</p>	At least 48 hours prior to the 'Off Maintenance' Meeting
OMP 2	<p>Prior to the Operational Work being accepted 'Off Maintenance':</p> <ul style="list-style-type: none"> a. Ensure grass coverage of at least 80% (per square metre) is obtained over all public access land; b. Confirm with the Assessment Manager that temporary erosion and sediment control measures are no longer required and, if warranted, arrange for their disposal. c. Street trees and landscaping are kept in a tidy manner by seeding and mowing; and d. CCTV footage, reports and recommendations. 	Prior to going 'Off Maintenance'
OMP 3	<p>Minute the 'Off Maintenance' meeting, forward copies to the representatives for the Developer, Principal Contractor, Assessment Manager and any other relevant party and make any amendments to the minutes and drawings as necessary.</p>	Within 48 hours of the 'Off Maintenance' Meeting occurring
SITE REHABILITATION		
SR1	<p>Upon completion of the development, all redundant plant, equipment, materials and waste are to be removed from the site and/or disposed of at an appropriately licenced facility. Redundant access roads, laydown and hardstand areas are to be rehabilitated.</p>	Prior to commencement of use over Lot 78.

Carried

NOTES:

The Committee have requested clarification on additional aesthetics for the existing building Fenceline and Goonyella Road Fence.

5.8 Isaac Tourism Trails RV, Camping Strategy, Visitor information Assessment and implementation Plan

EXECUTIVE SUMMARY

The purpose of this report is for Council to receive and note the Isaac Tourism Trails Strategy final sub plans for the RV and Camping Strategy, and Visitor Information Assessment and Implementation Plan.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receives and notes the final Isaac Tourism Trails Strategy sub plans being the RV and Camping Strategy and Visitor Information Assessment and Implementation Plan.*
- 2. Receives six-monthly reports on the implementation of the Isaac Tourism Trails Strategy, with an expected review date of the Strategy no later than 2027/2028 Financial Year.*

Resolution No.: PECS1204

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- 1. Receives and notes the final Isaac Tourism Trails Strategy sub plans being the RV and Camping Strategy and Visitor Information Assessment and Implementation Plan.**
- 2. Receives six-monthly reports on the implementation of the Isaac Tourism Trails Strategy, with an expected review date of the Strategy no later than 2027/2028 Financial Year.**

Carried

5.9 St Lawrence Wetlands Weekend 2024 Event Evaluation

EXECUTIVE SUMMARY

The purpose of this report is to provide an overview of the 2024 St Lawrence Wetlands Weekend event evaluation.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receives and notes the 2024 St Lawrence Wetlands Weekend event evaluation.***

Resolution No.:		PECS1205	
Moved:	Cr Viv Coleman	Seconded:	Cr Melissa Westcott
That the Committee recommends that Council:			
1. Receives and notes the 2024 St Lawrence Wetlands Weekend event evaluation.			
			Carried

5.10 Community Leasing Invoicing

EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement for the recommencement of invoicing for community tenures.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Notes that Community Tenure lease fees haven't been collected on community assets since 2010.***
- 2. Endorses the recommencement of the collection of lease fees for community assets for the 2024/2025 financial year, foregoing any previous tenure fees not invoiced.***
- 3. Fees will be indexed as per terms of the lease being:***
 - a) The increase in the CPI measured from the CPI for the quarter ending immediately before the last date on which the Rent was reviewed (or the Commencement Date if there has been no intervening Rent review) to the CPI for the quarter ending immediately before the relevant review date, expressed as a percentage.***
 - b) The Rent has not previously been reviewed resulting in the Rent for 2024/2025 invoicing purposes being Commencement Fee plus CPI as above.***

UNCONFIRMED MINUTES

Resolution No.: PECS1206

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. Notes that Community Tenure lease fees haven't been collected on community assets since 2010.
2. Endorses the recommencement of the collection of lease fees for community assets for the 2024/2025 financial year, foregoing any previous tenure fees not invoiced.
3. Fees will be indexed as per terms of the lease being:
 - a) The increase in the CPI measured from the CPI for the quarter ending immediately before the last date on which the Rent was reviewed (or the Commencement Date if there has been no intervening Rent review) to the CPI for the quarter ending immediately before the relevant review date, expressed as a percentage.
 - b) The Rent has not previously been reviewed resulting in the Rent for 2024/2025 invoicing purposes being Commencement Fee plus CPI as above.

Carried

NOTES:

The Committee have requested a listing of all Community Lessees impacted by this matter.

ATTENDANCE

Mayor Kelly Ve a Ve a and Cr Verniece Russell entered the meeting room at 11.50am.

5.11

Planning, Environment and Community Services FY2023/24 Capital Projects Progress Report as at 26 September 2024

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

UNCONFIRMED MINUTES

1. ***Receives and notes the monthly Planning, Environment and Community Services 2024/2025 Capital Progress Summary Report as at 26 September 2024.***

Resolution No.: PECS1207

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. **Receives and notes the monthly Planning, Environment and Community Services 2024/2025 Capital Progress Summary Report as at 26 September 2024.**

Carried

PROCEDURAL MOTION:

Resolution No.: PECS1208

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That Committee closes the meeting to the public at 11.50am under *Local Government Regulations 2012* Section 254J (3)(b) to deliberate on Confidential Report 5.12 Reallocation of Library Circulation and Standards Leader to Program Leader Library Services.

Carried

ATTENDANCE

Mr Beau Jackson, Executive Manager Advocacy and External Affairs entered the meeting room at 11.51am.
Cr Rachel Anderson entered the meeting room at 11.54am.

PROCEDURAL MOTION:

Resolution No.: PECS1209

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That Council open the meeting at 11.55am.

Carried

CONFIDENTIAL REPORT

Closed under 254J(3) (b) industrial matters affecting employees;

5.12

Reallocation of Library Circulation and Standards Leader to Program Leader Library Services

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for a change in the organisational structure by reallocating the currently vacant position of Library Circulation and Standards Leader (position number 66,701.00) to a Program Leader Library Services role within the Planning, Environment and Community Services Directorate. This change is necessary to ensure compliance with Queensland State Library funding requirements.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Approves a change to the organisation structure to reallocate the currently vacant position Library Circulation and Standards Leader (position number 66,701.00) to Program Leader Library Services within the Planning, Environment and Community Services Directorate.*
- 2. Endorses a budget adjustment at Quarter One (1) Review for the amount of \$21,445.00 per annum to fund the salary and oncosts.*

Resolution No.: PECS1210

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Approves a change to the organisation structure to reallocate the currently vacant position Library Circulation and Standards Leader (position number 66,701.00) to Program Leader Library Services within the Planning, Environment and Community Services Directorate.
2. Endorses a budget adjustment at Quarter One (1) Review for the amount of \$21,445.00 per annum to fund the salary and oncosts.

Carried

ATTENDANCE

Mayor Kelly Vea Vea left the meeting room at 12.12pm.

6. INFORMATION BULLETIN REPORTS

6.1 Planning, Environment and Community Services Information Bulletin – October 2024

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for October 2024 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Notes the Planning, Environment and Community Services Directorate Information Bulletin for October 2024.*

Resolution No.: PECS1211

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee:

1. Notes the Planning, Environment and Community Services Directorate Information Bulletin for October 2024.

Carried

7. GENERAL BUSINESS

7.1 Moranbah Community Centre Bookings

Cr Alaina Earl asked for information on when the Moranbah Community Centre would be opening for business next year. When can community groups commence and be guaranteed dates for bookings. The main concern received so far is for the Debutant Ball. Can an officer please contact the Debutant Ball organiser to discuss.

ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 12.14pm.

These minutes will be confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting to be held on Wednesday 20 November 2024 in Moranbah.

.....
CHAIR

..... / /
DATE

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Andrea Prieto
AUTHOR POSITION	Departmental Administration Officer, Engaged Communities

5.1 MINOR COMMUNITY GRANTS SUMMARY OCTOBER 2024

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That committee recommends that council:

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

BACKGROUND

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

IMPLICATIONS

The table below outlines minor grants approved and funded from Community Grants operational budget/s for the applicable division/s for the period 1 October to 31 October 2024.

DIVISION	APPLICANT	VALUE	PURPOSE	BREAKDOWN
1	Central Cowboys Rodeo Association Incorporated	\$1,000.00	The group applied for funds to support the Glenden Rodeo is being hosted on 26 October 2024.	Funds are being used towards costs of ambulance, security and hire of facilities/amenities.
2	Dysart State High School P&C Association	\$1,000.00	The group applied for funds to hold the 2024 Valedictory Celebrations at the Dysart	Funds are going towards the cost of hall for the

			Civic Centre on the 13 to 16 November 2024.	event including use of the kitchen.
3,4 and 5	Russell Lahiff on behalf of Reece Lahiff	\$750.00	Individual grant application for Reece Lahiff to attend the World Championship Mini Bull Riding Finals in Mesquite, Texas to represent Australia. This event was held from 30 September to 5 October 2024.	The funds will contribute towards the cost travel and accommodation.
3,4 and 5	Moranbah Rodeo Association Incorporated	\$1,000.00	The club hosted SureLift Moranbah Rodeo 2024 on the 12 October 2024, it was held at the Moranbah Rodeo Grounds.	To cover costs associated safety personnel including security, ambulance, pick up riders and rodeo clowns.
3,4 and 5	Rock FM Association Incorporated (4RFM)	\$1,000.00	4RFM requested support to attend the National Community Broadcasting conference held at the Gold Coast on 18-20 October 2024. This event offers workshops including those aimed at preparing community radio for emergency preparedness and broadcasting in case of a major event.	To cover costs associated with accommodation and conference fees.
3,4 and 5	St Joseph the Worker Parish – Moranbah	\$1,000.00	The club are hosting their annual Christmas Fair in Moranbah on the 29 November 2024.	To cover costs associated with kids' activities at the event.
3,4 and 5	Moranbah State School	\$250.00	The school applied for one school bursary grant for the awards ceremony.	They applied for one Primary School of \$250
6	The Roman Catholic Trust Corporation for The Diocese of Rockhampton (St Mary's Catholic Parish of Clermont)	\$1,000.00	The group are holding the St Mary Parish Christmas Fair at the St Joseph's Catholic School on the 1 November 2024 for Clermont community.	Funds to cover equipment hire fees and some of costs associated to IGA account.

6	Clermont & District Progress Association Incorporated	\$1,000.00	The group requested funds to support the Pink My Town event which was held on the 12 October 2024 in Clermont, the walk started in the morning and event activities continue until evening.	To cover costs associated with purchase of tutus and cold room hire. Entry fees to be donated to Breast Cancer Foundation.
7	Middlemount Community Parents and Citizens Association	\$1,000.00	They held their Middlemount Eisteddfod on the 18 October 2024 at the Middlemount Church where students competed in performing arts categories such as instrumental music, verse speaking and choir.	To cover costs associated with medals for place getters, sound equipment, travel and accommodation for adjudicator.
8	Carmila State School	\$250.00	The school applied for one school bursary grant for the awards ceremony.	They applied for one Primary School of \$250

Noting that two school bursaries applications per year can be submitted by each high school in the Isaac region and one application per year can be submitted by each primary school in the Isaac region. Additionally, the Community Grants Officer reaches out to every school in the region if they have not submitted a school bursary application advising and reminding them that the deadline for submission and processing is 30 October.

CONSULTATION

Divisional Councillors

Director Planning, Environment and Community Services

Acting Manager Engaged Communities

Engaged Communities Grants Officer

Engaged Communities Departmental Administration Officer

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:

ANDREA PRIETO
**Departmental Administration Officer, Engaged
Communities**

Date: 31 October 2024

Report authorised by:

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

Date: 31 October 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Claire Griffiths
AUTHOR POSITION	Frontline Coordinator Museums

5.2 ISAAC MUSEUMS OPERATIONAL ADJUSTMENTS - PHASE ONE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

The Isaac Museums Collection Management Plan 2024 was commissioned by Isaac Regional Council to provide recommendations regarding the museum practices at Clermont Historical Centre, Historic Nebo Museum, Copperfield Store and Chimney, and the Broadsound Centenary Pavilion at St Lawrence. While the plan highlights skilled staff, current exhibitions, and recent work on aesthetics, access, and safety as strengths, it also recognises "*low numbers of staff, a lack of resources, and competing priorities*" as contributing to the backlog of work required to address cataloguing, collection care, and site safety concerns (p7).

=====

This Operational Adjustments, Phase One report is intended to maximise the efficiency and effectiveness of the staff and resourcing available, by focusing on core priorities and removing high cost/low benefit aspects of current activities.

If approved by Council, a follow-up report will be submitted after twelve months, outlining the impact of the changes.

Rename Clermont Historical Centre for Improved Clarity and Regional Consistency (1)

Changing the name of the Clermont Historical Centre to Clermont Museum has the following advantages:

- Reduces confusion: 'Historical Centre' is misleading and results in some patrons assuming that it is a volunteer-run family history society. Family history societies often have reading rooms and direct access to archival materials, which are not on offer at Isaac Museums. Museums staff answering enquiries frequently explain to patrons that they are not able to access the museum records directly.
- Improves brand recognition: 'Museum' is clearer and shorter than 'Historical Centre', making it easier to read on street signage and promotional material.
- Improves regional consistency in naming of museums.
- Improves accuracy: the Clermont Historical Centre *is* a museum and should be named as such.

This name change can be implemented on any new promotional material, and on any signage once existing signs are due to for renewal.

IMPLICATIONS

Service Levels

Service levels will not be impacted, however, improved clarity and consistency in museum naming may make it easier for prospective patrons to find the Clermont Historical Centre, both in terms of passing traffic, and by online searching.

Transition to Free Entry and Cease Shop Operations to Improve Access, Visitor Experience, and Workflow (2,3)

Transitioning to free entry and discontinuing shop operations will improve access and visitor experience, and support staff to prioritise essential museum activities, including actioning the recommendations outlined in the Collection Management Plan.

Revenue from entry fees and shop sales generates approximately \$4,000-\$5,000 excluding GST annually. This amount is insufficient to justify the significant staff time spent on sales, banking, and administrative tasks.

Advantages of free entry and discontinued shop operations:

- Solves the problem presented by the shop float at Clermont, which is drawn from the petty cash float, a practice that Finance recommends cease.
- Eliminates visitor frustration regarding the semi-functional EFTPOS machine due to connectivity issues onsite. Information and communications technology (ICT) have advised connectivity is unlikely to improve onsite in the short term.

- Increases access to cultural heritage in the Isaac region.
- Redirects visitors to local businesses to purchase souvenirs and products.
- Enables museums staff to prioritise core museum work as outlined in the Isaac Museums Collection Management Plan
- Any residual stock can be redistributed through community hubs or used as giveaways during regional events.
- Cash donations can still be accepted, as they do not require a shop float or functional EFTPOS machine and are significantly less labour-intensive to process. Anecdotally, museums and galleries that have transitioned to free entry have found they often receive more in donations than they had previously earned in entry fees, as patrons are moved to donate at the end of their visit.
- Free entry is a long-standing principle in the museum sector and promotes cultural heritage as important and accessible to all.

Any donations received will be directed back to the relevant museum site to support additional projects that are not covered by existing operational budgets. For example: conservation projects for specific museum items, or workshops or activities for the community. These small projects present an opportunity for positive promotion (e.g. media release about conservation work on a wedding dress from Nebo made possible by community donations).

IMPLICATIONS

Risk

Free entry and ceasing shop sales will reduce risk as it will eliminate the need to have a cash float and EFTPOS terminal on site.

Service Levels

Free entry represents an improvement in service levels, allowing a more welcoming and inclusive experience for all visitors.

While patrons will no longer be able to purchase souvenirs, staff will have more time to focus on core museum functions, resulting in an overall enhanced experience.

Financial

The small loss of revenue will be offset by the increased efficiency in staff time and operations.

Donations will be directed back to the relevant museum for use in small projects that are not covered by existing operational budgets.

Benefits

Staff will be able to increase focus on core museum business.

The existing problems of the shop float being taken from the petty cash float and semi-functional EFTPOS would be entirely resolved.

Patrons seeking souvenirs can be directed to local businesses, promoting local commerce.

Isaac Museums will benefit directly from donations, which will enable small projects to support collection care and/or community engagement.

Strategically Adjust Opening Hours to Improve Regional Consistency (4)

For Historic Nebo Museum, it is proposed the opening hours be adjusted to align more closely with Clermont Historical Centre hours. This would see Historic Nebo Museum open 9am-12noon and 12:30pm-3pm Tuesday to Thursday. This change will enable the Frontline Service Officer – Nebo Museum to undertake end-of-day closing activities during work hours.

It has been a practice to have Historic Nebo Museum 'open by request' while the Frontline Service Officer – Nebo Museum is on leave, with Frontline Service Officers from Customer Service/Libraries opening up the museum for patrons.

It is not advisable to have the museum sites 'open by request' by non-museum staff. For security reasons, patrons cannot be left to explore the sites unsupervised. The current practice of having Frontline Service Officers step away from their duties to open the museum and supervise patrons is impractical.

When available, the current Frontline Service Officer – Nebo Museum is willing to open the museum by request for groups outside of the regular museum opening hours, and this practice will continue.

HISTORIC NEBO MUSEUM

	CURRENT/RECENT	PROPOSED
Opening days and hours	<p>Tuesday to Thursday 9am- 12pm 12:30pm- 4pm</p> <p>Please note: the 1pm-1:30pm closure is to accommodate staff lunch breaks.</p>	<p>Tuesday to Thursday 9am- 1pm 1:30- 3pm</p> <p>Please note: adjusting the closure time to 3pm will make the closure time consistent across both venues and will enable staff at Nebo to close up during working hours and attend to end-of-day tasks.</p>
Open by request	<p>When available, the Frontline Service Officer – Nebo Museum will open the museum by request outside of normal museum opening hours to accommodate groups or special events.</p> <p>When the Frontline Service Officer – Nebo Museum is on leave, Frontline Service Officers from customer service/libraries will open the museum by request and supervise patrons.</p>	<p>When available, the Frontline Service Officer – Nebo Museum will open the museum by request outside of normal museum opening hours to accommodate groups or special events.</p> <p>Frontline Service Officers will no longer open the museum on request.</p>

IMPLICATIONS

Risk

A small percentage of potential patrons may miss out on visiting the museum between 3pm-4pm.

Service Levels

Negligible impact on service levels. Nebo Museum may need to close to accommodate staff leave occasionally.

Greater consistency in messaging around opening hours regionally.

Greater consistency in staffing in customer service and libraries.

Financial

Negligible.

Benefits

Staff will be able to complete end-of-day tasks during work hours.

Increased service at Nebo hub as customer service/libraries staff will be able to focus on their core roles, without being pulled away to open the museum on request.

Increased security and consistency at Historic Nebo Museum with public access only permitted when museum staff are on site.

Strategically Prioritise Core Museum Work by Ceasing the Annual Exhibition Model (5)

Ceasing the current annual exhibition model is one of the key recommendations identified in the Isaac Museums Collection Management Plan. The following excerpt explains the necessity:

The time and resources necessary for annual exhibition changeover exceed the current capacity of Isaac Museum Staff [...]. Given the state of the collection, the low number of staff, and the unaddressed risks to health and safety of staff and collections in the exhibition spaces, there is no capacity to deliver annual exhibitions at the sites moving forward. [...]

It is important to reiterate that it is highly recommended that no new exhibitions be developed until the health and safety risks to staff and collections have been addressed.

Isaac Museums Collection Management Plan, 2024, p.44

Points of note:

- Both *Diary of a Landscape* and *Clermont Curiosities* exhibitions on display at Clermont Historical Centre have been deliberately curated to enable reactivation to ensure the exhibitions are refreshed for 2025.
- In addition to the general safety risks identified in the Collection Management Plan, museum staff have been working with Council's Safety team to identify and address a long list of specific hazards identified during site inspections.
- Visitation at Isaac Museums is primarily tourists, so there is limited justification for changing content. Anecdotally, local visitors have verbally complained that the content has changed, as they wanted to see something specific, they remember was on display previously.

- Some of the time saved by ceasing annual exhibitions can be redirected towards addressing collection needs and upgrading the rapidly deteriorating outdoor displays.
- Any potential need for short term displays of objects from the museum collections can be met by other spaces more suited to short term displays, such as Moranbah Artspace, which displayed *Moranbah Marionettes* in 2024, a simple exhibition of objects from the Clermont Historical Centre collection. Small simple exhibitions of this sort are considerably less time-consuming to curate and install.
- There is no existing budget line for exhibitions, so the current model draws funds from other museum budget lines. Removing exhibition costs will resolve this issue.
- Reviewing the museum displays annually will support renewal across the sites. This includes identifying legacy and emerging safety issues, as well as upgrading displays and identifying items in need of urgent care.
- Please note: ceasing the annual exhibition model does not mean that the exhibitions cannot change as needed, simply that there will be no imperative to change them every year.

IMPLICATIONS

Financial

Improved strategic use of existing budget.

Increased visitation over time, as the overall standard of displays will be able to be upgraded.

Service Levels

Improved overall service levels at Isaac Museums by facilitating work on health and safety issues; cataloguing and collection work; and upgrades to semi-permanent displays.

Moratorium on Object Donations to Facilitate Improved Standard of Care for Existing Collection Items (6)

Isaac Museums cannot in good faith accept donations of objects if those objects will not receive an acceptable standard of care while in the museum collection. Currently, the Isaac Museums collections are in poor condition and uncatalogued. Until these issues are addressed and the existing collection is receiving an acceptable level of care, a moratorium on donations to the collection must be implemented.

Advantages of a moratorium on donations to the museum collections:

- Enables staff to focus on foundational work on the existing collection, including the recommended Collection Rationalisation Project identified in the Collection Management Plan
- Enables staff to improve standards of care for the existing collection
- Enables staff to improve understanding of the significance of the existing collection
- Creates time for a review of museum documentation to address gaps in processes and documentation. This includes donation processes which require work to improve standards, workflow, and usability for members of the public who wish to donate objects.

Once the existing collections have been catalogued and stored appropriately, the moratorium can be reviewed.

IMPLICATIONS

Service Levels

Improved service levels by enabling staff to prioritise critical work on the existing museum collections that are currently deteriorating and uncatalogued.

Transition to Outsourced Digitisation to Improve Workflow (7,8)

The Suprascan digitiser, originally acquired to digitise archival materials, has been non-operational for over three years, with repairs deemed impractical due to the difficulty of sourcing technical support. Onsite repairs require costly travel from Melbourne with no guarantee of resolution.

Resourcing challenges at Clermont Historical Centre have further complicated the feasibility of in-house digitisation. Previous efforts to operate the digitiser diverted resources from critical activities like building maintenance and collection care. As a result, ongoing safety and maintenance issues have delayed other foundational museum tasks such as proper cataloguing and storage of collection items.

Council already outsources digitisation for other records, and transitioning to this approach for museum collections is both faster and more cost-effective. Outsourcing will free up museum staff to focus on core tasks, ensuring proper care and preservation of the collection. Digitised records can then be integrated into catalogues and potentially made accessible online, improving transparency and public engagement.

The 2024 Collection Management Plan, developed through the Queensland Museum's Museum Development Program, recommends disposing of obsolete equipment, including the Suprascan digitiser (p.15). Additionally, removing the digitiser will create necessary workspace for collection care and streamline operational workflows.

The 2024 Collection Management Plan contains many recommendations, some of which are prerequisites for other recommendations. In the case of the digitiser, it must be disposed of first, in order to free up space to create suitable a suitable workspace for collection work. Once the workspace is established and set up, the Collection Rationalisation Project can be developed and implemented. As part of that project, an appropriate Museum Collection Management System will be introduced, and all the museum processes and documentation will be reviewed and updated. As documents and objects are formally accessioned into the collection, items will be identified for digitisation and sent to be digitised. The digital images can then be uploaded to the Museum Collection Management System as part of the catalogued record for that item and made publicly accessible where appropriate. Please note, the Collection Rationalisation Project has not yet been scoped for Isaac Museums in detail, however, this type of project will take years to complete. For reference, Mackay Regional Council is part of the way through a similar multi-year project for their museum collections.

IMPLICATIONS

Risk

Outsourcing digitisation reduces the risk of archival documents deteriorating before they are preserved. Any reputational risk from disposing of the digitiser can be mitigated by communicating the decision as a necessary step to ensure efficient and high-quality digitisation.

Service Levels

Freeing up physical space will enable the Collection Rationalisation Project to happen, which will drastically improve the standard of care provided to the Isaac Museums collection.

Outsourcing will expedite digitisation. As part of the Collection Rationalisation Project, a suitable Museums Collection Management System will be put in place, and digitised items will be uploaded for public access where appropriate, enhancing service levels.

Financial

While the digitiser is no longer viable, some components may be of use to other institutions.

Outsourcing digitisation has no implications for the current budget, as this work can only meaningfully begin once the Collection Rationalisation Project has commenced, and an appropriate Museum Collection Management System has been established.

Benefits

Disposal will create needed space and allow Council to achieve museum objectives more efficiently by outsourcing non-core functions like digitisation.

Review (9)

If the recommendations of this report are adopted, a review will be completed after twelve months and a report provided outlining the impact of the changes, and any further recommendations.

IMPLICATIONS

Benefits

A review after twelve months will provide an opportunity to celebrate successes, make any necessary adjustments, and provide data to help direct future recommendations.

SUMMARY OF IMPLICATIONS

Financial

The minimal financial implications are offset by improvements in service levels.

Service Levels

Service levels will improve immediately with the name change and free entry. Perceived drop in service from ceasing shop operations and retiring the digitiser are negligible by comparison to the vast improvements in service levels that will take place over time as staff are able to focus on core museum activities.

Risk

Negligible risk as all the recommendations are strategic changes to support service levels in Isaac Museums.

Compliance

Compliance with safety requirements will improve as overdue building maintenance and safety issues are addressed.

Benefits

Improved brand recognition.

Improved public access to cultural heritage and tourism experiences.

Support for local businesses.

Improved service levels at Isaac Museums.

Maximised productivity by refocussing on core museum activities.

Renewed focus on core museum activities as a priority to improve collection care and service levels.

Increased focus on work with the Museum Development Program at Queensland Museum to improve museum practices and standards across Isaac Museums.

CONSULTATION (NOTE IN DEPTH CONSULTATION YET TO TAKE PLACE)

Director Planning, Environment and Community Services

Executive Manager Advocacy and External Affairs

Acting Manager Engaged Communities

Manager Economy and Prosperity (provide in principle support for changes to opening hours)

Acting Manager Financial Services (provide in principle support for changes to entry fees and shop operations)

Information Management Coordinator (provide in principle support for changes to digitisation)

ICT Coordinator

Coordinator Community Hubs

Frontline Coordinator Museums

Frontline Officer – Nebo Museum

Isaac Museums Working Group

BASIS FOR RECOMMENDATION

Reduce confusion, increase accuracy and brand recognition.

Improve access to cultural heritage.

Focus on core museum activities

Increase efficient and effective works practices.

Support local businesses.

Increase regional consistency.

Action the recommendations outlined in the Isaac Museums Collection Management Plan 2024.

Identified high cost, low benefit aspects of current practices that can be rectified.

ACTION ACCOUNTABILITY

The Manager of Engaged Communities will oversee the implementation of the following, working closely with the Brand, Media, and Communications Team to update public notices, signage, and social media platforms:

1. Change Clermont Historical Centre name to Clermont Museum
2. Free entry to Isaac Museums
3. Cease shop operations at Isaac Museums
4. Changes to opening hours at Isaac Museums
5. Cease annual exhibition model at Isaac Museums
6. Establish a moratorium on donations to Isaac Museum Collections until the existing collection has been catalogued
7. Dispose of the obsolete Suprascan digitiser, and transition to outsourced digitisation for museum collections.
8. Review the changes and provide a report to Council after twelve months, outlining the impact and providing any further recommendations.

KEY MESSAGES

Council values local heritage.

Council is committed to efficient and effective work practices.

Council recognises the limitations of small community assets and prioritises activities to serve the Isaac community safely and effectively.

Council prioritises safety.

Council consults with industry bodies and acts on expert advice provided.

Report prepared by:

CLAIRE GRIFFITHS
Frontline Coordinator Museums

Date: 31 October 2024

Report authorised by:

DAN WAGNER
Director Planning, Environment and
Community Services

Date: 31 October 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Museums Collection Management Plan 2024 – Museum Development Program, Queensland Museum

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Claire Griffiths
AUTHOR POSITION	Frontline Coordinator Museums

5.3 AVELING & PORTER SHOWCASE AT NATIONAL HISTORICAL MACHINERY ASSOCIATION RALLY

EXECUTIVE SUMMARY

This report seeks Council's approval to send representatives from Isaac Regional Council, along with the historic Aveling & Porter steam traction engine from the Clermont Historical Centre, to participate in the 19 National Historical Machinery Association (NHMA) Rally at the Jondaryan Woolshed in August 2025. The event presents a unique opportunity to showcase Isaac's significant history on a national platform, explore tourism and promotional opportunities, and network with experts to support the long-term care of this key heritage asset.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

19 NHMA National Rally, 23-31 August 2025

The National Historical Machinery Association is the umbrella association for historic machinery clubs and groups in Australia. In 2025, one of the member clubs, Steaming Under the Southern Cross Inc, will be holding the 19 NHMA National Rally at the Historic Jondaryan Woolshed in the Toowoomba Regional Council area. This is only the third time the event will be held in Queensland in the 38 years since its inception, and it is intended to be the biggest rally of working steam powered machinery in the southern hemisphere.

The event is supported by Toowoomba Regional Council and will celebrate the importance of steam powered equipment in the formation of Australia as a nation. It will showcase steam traction engines, steamrollers, and portable steam engines from all over Australia, performing the work they would have undertaken in their heyday. It is estimated that over 20,000 visitors will attend over the ten days of the event.

Aveling & Porter Traction Engine

The Aveling & Porter steam traction engine, a central piece in Isaac Regional Council's Museum collection, is of great historical importance. Used in the relocation of Clermont after the 1916 flood, the engine remains one of the most intact and significant examples of its kind in Australia. Since being restored to working condition, the engine has become a highlight at the Clermont Historical Centre's annual open day.

The Request/Offer

Steaming Under the Southern Cross Inc., the host club for the 2025 NHMA National Rally, has requested that Isaac Regional Council allow the Aveling & Porter traction engine to be exhibited at the rally. They have arranged for Verax Hire, a local Clermont business, to provide in-kind sponsorship for transporting the engine to and from the event.

The Opportunity

The event presents a unique opportunity to showcase Isaac's significant history on a national platform, explore tourism and promotional opportunities, and network with experts to support the long-term care of this key heritage asset. By supporting this report, Council will drive greater awareness and interest in the museum, which in turn is expected to increase audience attendance and visitation to the Clermont Historical Centre, further promoting the region's cultural heritage. If the engine is sent, it would be a great opportunity for Isaac Regional Council to have representatives attend the event to represent Isaac and talk about the story of the engine and its importance in the flood recovery efforts in Clermont after the 1916 flood. The Gordon Cumming Pullar photographs held by the State Library of Queensland and National Library of Australia could also be reproduced with permission from those institutions to lend vision to this special part of Isaac's history.

Showcasing part of Isaac's history at this event may also be a way of connecting with other untapped potential tourism audiences. Anecdotally, most tourists visiting the museum sites in Isaac are popping in for 'something to do' in between gold fossicking and other activities, rather than because they were drawn to the history. The NHMA National Rally provides access to a totally different audience with an established interest in heritage machinery that could potentially convert to additional tourism for the Isaac Region.

Working with Steaming Under the Southern Cross Inc and attending this rally, also provides an opportunity to network with steam engine experts and operators, to ensure the ongoing functionality of the Aveling and Porter steam traction engine as it must be regularly steamed and maintained. The current steam operator has been attempting to retire for some time, and this event provides an opportunity to network with steam experts with a view to developing some succession planning for the ongoing care of the engine.

Suggested Representatives

The following would be suitable representatives to attend the 19 NHMA National Rally in August 2025:

- Mayor and/or Councillor for Division 6: To represent Isaac Regional Council and the Clermont community.
- Isaac Tourism Development Officer, Mackay Isaac Tourism: to explore and capitalise on tourism opportunities.

- Manager Economy and Prosperity (or delegate): To investigate broader economic and tourism impacts and opportunities.
- Frontline Coordinator – Museums: to share and promote the story of the Aveling and Porter Traction Engine, and facilitate any displays or talks, and to liaise with steam operators.
- Caretaker Clermont Historical Centre: to work closely with steam operators and learn best practices for engine maintenance, operations and to build a peer network.

It may not be necessary to send all of the listed above to the event in person, however it is recommended that all of the above parties be included in the development of this project.

IMPLICATIONS

Financial

Transportation costs will be covered by Steaming Under the Southern Cross Inc., with Verax Hire providing in-kind sponsorship.

Costs related to sending Council representatives will be sourced from relevant operational budgets.

Machinery Damage

To mitigate the risk of damage to the machine during transport, it is recommended to ensure that a properly licensed operator is available to load and unload at both ends of the transport phases, as steam boilers require specialised licensing. Additionally, correct tie-down points should be used to avoid damaging the machine, while also ensuring secure attachment to the transporter for safe transit

Insurance

Should in-principle support be endorsed, it is recommended that comprehensive consultation is undertaken with council's insurance providers to ensure full coverage compliance.

Reputational Risk

The steaming of the Aveling & Porter steam traction engine is a much-anticipated feature of the annual Gold and Coal Festival. However, next year, all qualified boiler operators will be attending the NHMA rally, which will prevent Council from steaming the engine as part of the festival.

Should in-principle support be endorsed, it is recommended that officers engage proactively with the public, particularly with the Gold and Coal Festival committee, to communicate the reason behind the pause in steaming activities. We will also reaffirm our commitment to the engine's operation in future events.

A transparent and early communication approach will help manage public expectations and maintain trust, ensuring the community understands this is a one-time occurrence due to the unique circumstances.

CONSULTATION

Isaac Museums Working Group

Manager Advocacy and External Affairs

Manager Economy and Prosperity

Interim Manager Safety and Resilience

Acting Manager Governance and Corporate Services

Acting Manager Engaged Communities

Coordinator Community Hubs

Isaac Tourism Development Officer, Mackay Isaac Tourism

Asset Officer

BASIS FOR RECOMMENDATION

Promotion of Isaac History: Participating in a national event emphasizes Isaac's rich heritage and historic assets.

Succession Planning for Steam Engine Maintenance: Engagement with steam experts at the rally will assist in developing plans for the continued operation and care of the Aveling & Porter engine.

Tourism and Economic Opportunities: Promoting Isaac's story to new audiences at the rally could attract visitors and tourism to the region.

ACTION ACCOUNTABILITY

Manager Engaged Communities will oversee the participation, coordination with external partners, and management of logistics related to the rally.

Brand, Media, and Communications to handle any press releases, social media, photography and videography, and other promotional opportunities that arise.

KEY MESSAGES

Isaac Regional Council is committed to preserving and promoting its historical assets, such as the Aveling & Porter steam traction engine, and sees this participation as a way to celebrate local history while forging connections for future tourism and heritage preservation opportunities.

Report prepared by:

CLAIRE GRIFFITHS
Frontline Coordinator Museums

Date: 31 October 2024

Report authorised by:

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

Date: 31 October 2024

ATTACHMENTS

- Attachment 1 - Email from Bill Ives- Aveling & Porter Steam Traction Engine
- Attachment 2 - Flyer advertising the 19 National Historical Machinery Association National Rally

REFERENCE DOCUMENT

- Nil

From: vicepresident@susci.com.au
To: [Claire Griffiths](#)
Cc: president@susci.com.au; treasurer@susci.com.au
Subject: Aveling & Porter Steam Traction Engine
Date: Tuesday, 27 August 2024 9:13:05 PM
Attachments: [LeafletFinal1 \(1\).png](#)

You don't often get email from vicepresident@susci.com.au. [Learn why this is important](#)

Hi Claire,

2025 will see the National Historical Machinery Associations 19th National Machinery Rally featuring Steaming under the Southern Cross come to Queensland. This will be only the third time the event has been held in Qld in the 38 years since its inception and we are going to make it the biggest rally of its type in the Southern Hemisphere. The event is being held at the Historic Jondaryan Woolshed just west of Toowoomba from August 23rd to the 31st 2025. The event is being organised by Steaming under the Southern Cross Inc a member club of the NHMA. The aim of the feature is to celebrate the importance Steam Powered equipment had on forming our nation.

We will have steam traction engines, steamrollers and portable steam engines coming from around Australia, these machines will be performing the work they were made to do. We will be using them for all types of farming and industrial applications.

With this in mind we would like to see if the Issac Regional Council would allow their Aveling & Porter Traction to attend the event. Your Aveling & Porter is one of the most historic engines still in existence in Australia so it would be a real feature to have it at the event.

If you were to grant this request, we would cover the cost to move the engine from Clermont to Jondaryan and return. The carrier we have in mind is Verax Hire a local Clermont Business. They have indicated they would like to be involved in the event in some way and they have the appropriate equipment available in Clermont.

The event has the full support of the Toowoomba Regional Council and the Management of the Jondaryan Woolshed. We had the official launch for the event on Friday August 23rd, this was attended by the Mayor Geoff McDonald, TRC Councillors, State Member, and the press. The Mayor has thrown his full support behind this event commenting that it will be the Olympics of the Heritage Machinery World.

I have attached a leaflet for the event for you.

Regards

Bill Ives

Vice President

Steaming under the Southern Cross Inc

19TH NHMA NATIONAL RALLY



**AUGUST 23-31
2025** 10am - 3pm
Daily

Held at the Historic
JONDARYAN WOOLSHED

Featuring:

STEAMING UNDER THE SOUTHERN CROSS

NATIONAL RALLY - 23RD TO 25TH - SPECIAL FEATURE CONTINUES TO 31ST

FUN FOR THE WHOLE FAMILY!

- STEAM ENGINES
- VINTAGE TRACTORS
- OLD ENGINES
- FOOD
- HERITAGE DISPLAYS
- ENTERTAINMENT
- VINTAGE CARS
- TRAILER RIDES
- WORKING EXHIBITS
- OLD TRADES
- MINI TRAIN RIDES
- PARADES
- TRADE STALLS
- HISTORIC WOOLSHED
- + MUCH MUCH MORE!

AUSTRALIA'S LARGEST DISPLAY OF WORKING HERITAGE EQUIPMENT

264 Jondaryan Evanslea Rd, Jondaryan QLD 4403

FIND US ON FACEBOOK AT: 2025NHMANationalRally

FOR MORE SEE: NationalRally.com.au

CONTACT US: secretary@susci.com.au

PHONE: 0414 334 006

P.O BOX: 9693, WILSONTON QLD 4350

MEETING DETAILS	Planning, Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Toni Markcrow
AUTHOR POSITION	Acting Library Standards and Circulation Leader

5.4

EXCEPTION BASED CONTRACTUAL ARRANGEMENTS - LOCAL
GOVERNMENT REGULATIONS 2012 – LIBERO EXTENSION

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement via Council Resolution to grant a 12-month extension of contract with Libero Systems Pty Ltd.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Retrospectively resolves it is satisfied that there is only one supplier who is reasonably available for the provision of a Library Management System for the Isaac Regional Library Service through to 31 October 2025.***

BACKGROUND

Libero Systems Pty Ltd (formerly Insight Informatics Pty Ltd) provides Isaac Council with the Library Management System, Libero. Libero is a software application which manages the library service resources. Member services and Online Public Access Catalogue, circulation and asset management, cataloguing and reporting functions are all incorporated into this platform.

The current 5-year contract commenced 1 November 2019 and expires 31 October 2024. Under terms of the agreement, the provision of the service is to be renewed automatically on an annual basis unless either party has given at least 6 months’ notice of cessation prior to 31 October.

The development of a new Library Management System (LMS) was impacted by several factors, which contributed to delays in meeting the initial six-month notice period for the cessation of the current system. In January 2024, a meeting between the Manager of Contracts and Procurement and the Acting Manager of Engaged Communities resolved to utilize a 12-month extension with the current system provider, Libero, to allow sufficient time for the development of a comprehensive technical requirements and tender package.

Several factors have contributed to this delay, including resource constraints, the complexity of technical requirements, coordination challenges between key departments, and the need to ensure that the tender process aligns with Council’s procurement guidelines. This additional time is necessary to ensure the new LMS meets the operational needs of the libraries and complies with all relevant procurement regulations.

Under section 235(b) of the *Local Government Regulation 2012*, it is impracticable or disadvantageous for the Local Government to invite quotes or tenders due to the specialised or confidential nature of the services sought.

IMPLICATIONS

The proposed recommendation allows Council to continue to provide a functioning Library Service in line with the Service Level Agreement for Public Library Services, between Isaac Council and State Library of Queensland.

This proposal is congruent to the intent of the relevant legislation, procurement policies and procedures.

CONSULTATION

Manager Contracts and Procurement
Contracting Facilitator

BASIS FOR RECOMMENDATION

Exception was thoroughly reviewed with consideration to the veracity of the application.

ACTION ACCOUNTABILITY

The Manager – Contracts and Procurement is accountable for compliance with s235 of the *Local Government Regulations 2012*.

KEY MESSAGES

The exceptions to the *Local Government Regulations 2012*, under s235 (b) requires a Council resolution to ensure compliance.

Report Prepared By:

TONI MARKCROW
Acting Library Standards and Circulation Leader

Date: 31 October 2024

Report Authorised By:

DANIEL WAGNER
Director Planning, Environment and
Community Services

Date: 31 October 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Planning, Environment and Community Services

Standing Committee Meeting

Wednesday 20 November 2024

AUTHOR

Kent Worsley

AUTHOR POSITION

Program Leader Environment and Sustainability

5.5

ISAAC REGIONAL COUNCIL FLYING FOX ROOST MANAGEMENT STATEMENT OF MANAGEMENT INTENT REVIEW

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

Council's Flying Fox Roost Management Statement of Management Intent (SOMI) defines the responsibilities and obligations of Isaac Regional Council and other landholders regarding the management of flying fox roosts in the Isaac region's urban areas.

The SOMI is a voluntary management tool that Council uses to guide internal operations and to establish a considered position for community's reference and messaging. Multiple councils have chosen to produce SOMIs on a voluntary basis to guide their own operations and establish a considered position for their community's reference. The need to produce a SOMI can also be required by the Minister under Part 5, Division 10, Section 100K of the *Nature Conservation Act 1992 (the Act)*.

Isaac Regional Council's SOMI was resolved by Council on Tuesday 23 July 2019 and does not include a review or termination date. The SOMI is effectively a Council policy and has been in effect for 5 years. Policy requirements as per Council's Document Control Procedure CORP-PRO-001 requires a review at a minimum of every 2 years.

The SOMI underwent an internal review by the Environment and Sustainability team utilising their knowledge of implementing the SOMI for the past 5 years with consideration of the following;

- A review date added to the SOMI
- The current science on Flying Fox management of all species since the endorsement
- The current successful management practices of other local governments
- Current projects underway
- Provide further definitions for thresholds in dispersal prerequisites and remove ambiguity in wording.
- Situational awareness of customer requests and needs in different Urban Flying Fox Management Areas
- Queensland Parks and Wildlife's Interim policy for determining when a flying-fox congregation is regarded as flying-fox roost under section 88C of the Nature Conservation Act 1992
- Consultation with relevant Council departments

The SOMI has been updated with consideration given to these factors, however it is noted that there are no major policy changes, and the intent of the SOMI remains generally the same.

IMPLICATIONS

Financial

The reviewed SOMI maintains the current resourcing needs.

A funding stream for projects assisting in its delivery intent are available through the State Government's Flying Fox Roost Management - Local Government Grant Program running until the 27-28 financial year. This program has already been renewed once and there is a desire from Local Government through the LGAQ that this funding stream continues beyond the current program. Council has previously received funding twice through this Program and it is anticipated that future funding for specific flying fox projects will be sought from future funding rounds.

Reputational

The revised SOMI is intended to improve Council's reputation through consistent and transparent messaging and actions. It is an external facing policy that is used by officers to engage and inform the community of management responsibilities and council's intervention responses on public and private property.

The SOMI was written as a Council position and interpretation by the community can be difficult and does not support them to take lawful management decisions themselves. The revised SOMI has been drafted to remove ambiguity for easier interpretation and provides further background and insight into the management of flying foxes that intends to improve the relevance of the document to the public and delivery of council's customer service.

Legislation

The revised SOMI is compliant with the *Nature Conservation Act 1992 (the Act)* and considers the Interim policy for determining when a flying-fox congregation is regarded as flying-fox roost under section 88C of the Act. Whilst furthering Council's intended management it does not preclude community members from undertaking their lawful rights under *the Act* or Interim Policy even if it does not uniformly align with the SOMI advice (e.g. undertaking private dispersals on private property).

CONSULTATION

- Council workshop on 9 October 2024.
- ELT briefing on 16 September 2024

BASIS FOR RECOMMENDATION

The SOMI is the key policy for the management of flying foxes in the Isaac Region. It requires review to ensure that it remains current with the latest contemporary management methods, science and legislation to achieve fair and transparent outcomes for the community.

ACTION ACCOUNTABILITY

Program Leader Environment and Sustainability document control SOMI, update website and send notification of revised SOMI to Department of Environment and Science

KEY MESSAGES

Council is required to review the SOMI which is a voluntary management tool that Council uses to guide internal operations and to establish a considered position for community's reference and messaging.

The SOMI has been updated to include changes in the regulatory environment, remove ambiguity and provide clear process and explanation to the community.

Report prepared by:

KENT WORSLEY

Program Leader Environment and Sustainability

Date: 31 October 2024

Report authorised by:

DANIEL WAGNER

**Director Planning, Environment and
Community Services**

Date: 31 October 2024

ATTACHMENTS

- Attachment 1 - Isaac Regional Council Flying Fox Roost Management Statement of Management Intent – Version 2
- Attachment 2 - Isaac Regional Council Flying Fox Roost Management Statement of Management Intent - Changes between Version 1 and 2

REFERENCE DOCUMENT

- *Nature Conservation Act 1992*
- Isaac Regional Council Document Control Procedure CORP-PRO-001
- Flying Fox Roost Management- Local Government Grant Program



Draft FLYING FOX ROOST MANAGEMENT

STATEMENT OF MANAGEMENT INTENT

Version 2

30th October
2024

ISAAC
REGION 

HELPING TO ENERGISE THE WORLD

PURPOSE

This Statement of Management Intent defines the responsibilities and obligations of Isaac Regional Council and other landholders regarding the management of flying foxes in the Isaac Urban Flying Fox Management Areas.

This Statement will be reviewed annually as per Council's Corporate Policy Framework and Guidelines.

BACKGROUND

In Queensland, the Nature Conservation Act 1992 (NC Act) is the primary legislation that regulates flying-fox roost management. The Department of Environment and Science administers the NC Act and is responsible for the management and conservation of flying foxes in Queensland.

Two species of colonial flying foxes are known to occur within the Isaac Regional Council area; the little red flying foxes (*P. scapulatus*) and black flying foxes (*Pteropus alecto*). The grey-headed (*P. poliocephalus*) and spectacled flying foxes (*P. conspicillatus*) also have the potential to occur. All are native species protected under the State's *Nature Conservation Act 1992* with the grey-headed and spectacled flying fox also listed as Vulnerable species under the Commonwealth's *Environment Protection and Biodiversity Conservation Act 1999* affording them additional protection.

Actions involving flying fox roosts are controlled under *Section 88C of the NC Act* and the destruction of a roost is prohibited unless permitted under the *NC Act*. A flying fox roost is defined under the *NC Act* as a tree or other place where flying-foxes congregate from time to time for breeding or rearing their young. It is important to note that not all trees that contain flying foxes are roosts.

In 2020, the Department of Environment and Science released its *Interim policy for determining when a flying-fox congregation is regarded as flying-fox roost* under section 88C of the *NC Act*. This Interim Policy was released as a measure to assist in determining when a flying fox colony meets the definition in the *NC Act*. Flying Foxes themselves remain protected under Section 88 the *NC Act* from any threatening processes that may harm, kill or impair the wellbeing of an individual or colony regardless of roost status.

On 29 November 2013, the Queensland Government revised its approach to managing flying foxes. This included the introduction of an 'as-of-right' authority for local governments to manage and/or disperse flying fox roosts in Urban Flying Fox Management Areas in accordance with the *Code of Practice – Ecologically sustainable management of flying fox roosts*. It is important to note that this 'as-of-right' does not obligate local government to implement any approaches, however it does allow local government to manage and/or disperse flying fox roosts in certain circumstances without the need for a permit under the *Nature Conservation Act 1992*.

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Page 2 of 9

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ISAAC REGIONAL COUNCIL ABN 39 274 142 600

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The Department of Environment and Science has also released Code of Practices to assist local government and private landowners to understand their statutory obligations under the *NC Act*:

- The *Code of Practice – Ecologically sustainable management of flying fox roosts* sets out how Local Government may manage roosts within the Urban Flying Fox Management Areas. Specifically, the *Code of Practice* prescribes how Councils may:
 - destroy a flying fox roost,
 - drive away, or attempt to drive away, a flying fox from a flying fox roost, and
 - disturb a flying fox in a flying fox roost.
- The *Code of Practice – low impact activities affecting flying fox roosts* sets out how a private landowner may undertake low impact activities at a flying fox roost in accordance with section 61 of the *Nature Conservation (Animal) Regulation 2020*. Under this code, low impact activities are mulching, mowing or weeding under or near roost trees and/or minor trimming of roost trees, where the activities are not directed at destroying a flying fox roost, driving away, or attempting to drive away, a flying fox from a flying fox roost, or disturbing a flying fox in a flying fox roost.

It is important to note that neither code provides exemptions to other legislation and provisions that are likely to be relevant to flying fox management activities, such as the *Queensland Vegetation Management Act 1999*, *Fisheries Act 1994*, the *Federal Environment Protection and Biodiversity Conservation Act 1999* and various planning provisions.

As defined in the *NC Act*, significant penalties may apply for the unauthorised disturbance of a flying fox roost, attempting to destroy a flying fox roost and/or driving flying foxes away from a roost. It is important that before undertaking any activities that may impact a flying fox roost that land owners consult with the Department of Environment and Science to determine whether the impacted vegetation meets the definition of a roost and is subject to any further legislative requirements.

Typically, the approach that a local government adopts to the management of flying foxes in Urban Flying-fox Management Areas is set out in a Statement of Management Intent as a public record of the Council's intentions. It is usual for a Statement of Management Intent to be adopted following a community engagement process.

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URBAN FLYING FOX MANAGEMENT AREAS

The below map depicts the Urban Flying Fox Management Areas within the Isaac Regional Council local government area (indicated in blue) where Council's "As of Right-Authority Notification" applies.

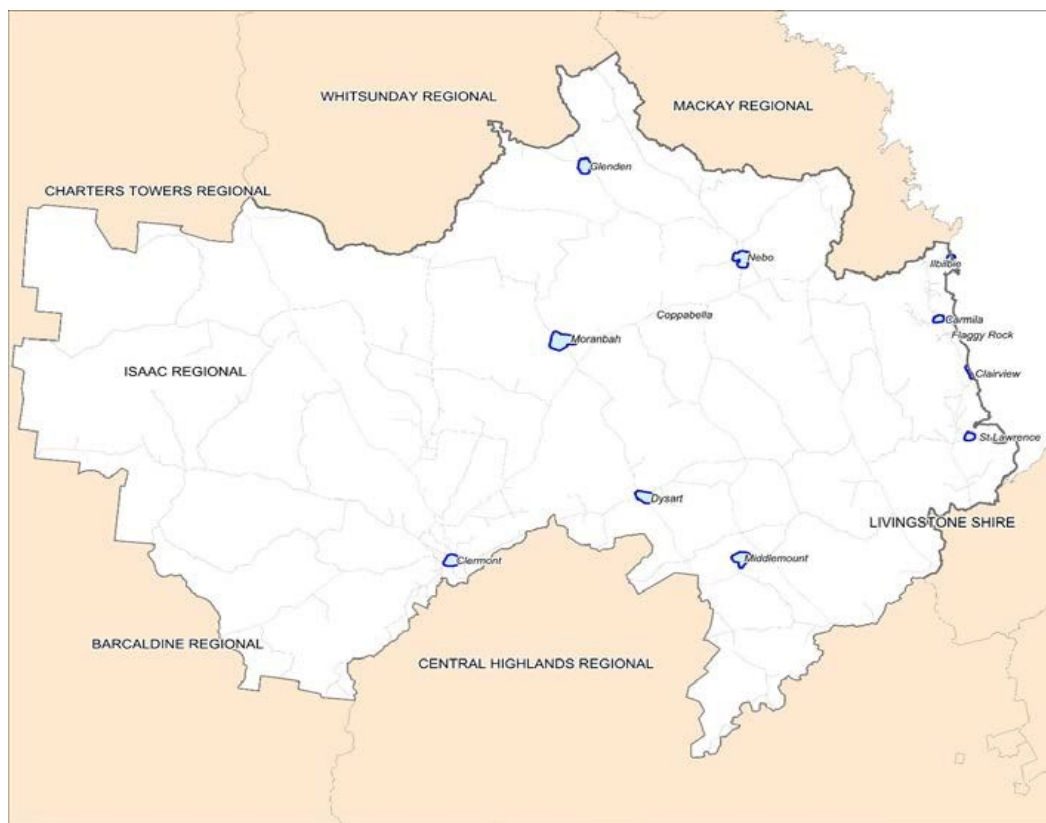


Figure 1: Isaac Regional Urban Flying Fox Management Area Map

MANAGEMENT APPROACH

Council recognizes the impacts that flying fox roosts can have on the community and is committed to a management approach which achieves a balance between reducing community impacts and the conservation and protection of these important native species.

A. State-controlled and privately owned land

In keeping with the general principles of land ownership the management of flying foxes on non-Council controlled land is regarded as the responsibility of the landowner. This means that Council does not have any involvement in the direct management of flying fox populations that are located solely on private land or state land or a combination of the two. Anyone making an enquiry relating to flying foxes on non-Council land would be advised of Council's *Statement of Management Intent in relation to flying fox management* and will be directed to the Department of Environment and Science as a first point-of-call if they wish to act.

Council will still provide basic advice and information to the public regarding the appropriate management of flying foxes on non-council land and the impacts of actions on their neighborhood and broader community.

If it is determined by the Department of Environment and Science that landowners/residents have a 'roost' declared under the *Interim policy for determining when a flying-fox congregation is regarded as flying-fox roost* under section 88C of the *Nature Conservation Act 1992*, they can apply for a Flying Fox Roost Management Permit to undertake management actions on privately owned and State land. The landholders could also undertake low impact activities as stipulated under the *Code of Practice – Low impact activities affecting flying fox roosts*.

Principle of special circumstances

Isaac Regional Council may consider providing assistance to landholders to manage flying foxes on privately owned land under the following special circumstances.

- Flying foxes have only been located at the site for a short time, and
- The affected property is on land owned by a community organisation and is highly sensitive (kindergarten or childcare centre), or involves several intensively affected neighbouring private residences, and
- Early intervention is needed before a Flying Fox Roost Management Permit application is made by the landowner and approved, due to health and wellbeing concerns or significant damage to private property.

If all the above special circumstances apply, then Isaac Regional Council may choose to use its "As-Of-Right-Authority Notification", subject to the following conditions:

- Any and all costs associated with managing flying foxes must be agreed in advance between Isaac regional Council and the landowners and paid by the landowners.
- The landowners will undertake intervention options under the coordination and direction of Isaac Regional Council and in accordance with the *Code of Practice – Ecologically Sustainable Management of Flying Fox Roosts*.

If none of the above special circumstances apply, then the landowner is responsible for managing the flying foxes and their roosts and:

- Isaac Regional Council will direct the landowners to the Department of Environment and Science for advice on what actions they can legally undertake.
- Isaac Regional Council will offer advice on methods landowners and residents can undertake to make their properties less attractive to flying foxes and provide history and current trends of flying fox management in the Isaac Region to inform our residents and property owners.
- All land landowners can undertake low impact activities at flying fox roosts, in accordance with the *Code of Practice – Low Impact Activities Affecting Flying Fox Roosts* and within the legislative framework of the *Nature Conservation Act 1992*.

- Landowners determined to have a roost by the Queensland Government's Department of Environment and Science may apply to undertake higher impact activities through a Flying Fox Roost Management Permit.

B. Council owned and/or controlled land

Isaac Regional Council is responsible for the management of Flying Foxes and Flying Fox roosts only on the land owned and managed by Isaac Regional Council.

Council acknowledges the Queensland Government as a primary partner in managing Flying Fox populations and would work with guidance from the Queensland Government when undertaking any management actions. All management actions undertaken at Flying Fox roosts would comply with the prescribed methods outlined in the *Code of Practice – Ecologically Sustainable Management of Flying fox Roosts* and within the legislative framework of the *Nature Conservation Act 1992*.

Due to the complex nature of Flying Fox management, Isaac Regional Council will consider the following factors to determine if the management of Flying Foxes in any specific situation is viable for interventions on Council owned land.

- Proximity of the flying Fox Roosts to residential dwellings or sensitive areas (including schools, kindergarten, childcare centres, parks, and aged care centres)
- The number and species in the roosts.
- Whether the Flying Foxes are breeding or rearing young.
- The health status of the Flying Foxes.
- The number of years the flying foxes have used the roost site.
- The capability of Council to comply with legislative requirements.
- The level of risk to human health, safety or wellbeing.
- The cost to Council from management actions.
- If the roosts are not solely on Council land, consent to manage flying foxes must be provided by all landowners and cost recovery agreed.
- Likelihood of success of management options.
- Whether the flying foxes could be dispersed to another council owned site, without adversely impacting that site.
- Whether good outcomes can be achieved with low or medium intervention options.
- The likelihood of flying foxes relocating to another site which causes further community concern.
- Whether Council can provide alternate methods of assistance to affected properties.

Any decision on the management of Flying Foxes will only be made based on a business case that addresses all the above factors.

Intervention options

Isaac Regional Council may utilise any combination of the intervention options in managing Flying Foxes. Isaac Regional Council is committed to “Best Practice” in the management of Flying Foxes and will consider all new science and technologies.

A. Low intervention options

- Education and information sharing to residents.
- Monitoring of the roost and animals.
- Isolation of roosts to minimise disruption to flying fox roosts.

B. Medium intervention options

- Creating buffers and nudging flying foxes away from part of the roost in accordance with the Code of Practice – Ecologically Sustainable Management of Flying Fox Roosts.
- Creation of Roost Management Plans

C. Medium-high intervention options

- Dispersal by removing vegetation concern in accordance with the Code of Practice – Ecologically Sustainable Management of Flying Fox Roosts.

D. High intervention options

- Dispersal by creating disturbance in accordance with the Code of Practice – Ecologically Sustainable Management of Flying Fox Roosts.

Note: Isaac Regional Council has previously undertaken large scale dispersals on behalf of residents and landowners within our Urban Flying Fox Management Areas. These dispersals were largely ineffective, came at a significant financial cost and could not be delivered equitably across all the region’s Urban Flying Fox Management Areas. These historic dispersals also often resulted in the shifting of flying foxes from their original camps to other properties which were previously unimpacted by flying foxes. Council ceased undertaking dispersals in 2017 due to these unsuccessful outcomes and does not currently support high intervention dispersals (subject to special circumstance as detailed under Section B).

High intervention dispersals have been attempted across multiple Local Governments in Australia with limited success. Council continues to follow current scientific research and remains in contact with other Local Governments in Queensland to understand best-practice management practices and opportunities to replicate these in the Isaac Region’s Urban Flying Fox Management Areas.

To date, pro-active vegetation management by residents and landowners has proven the most effective tool in the Isaac Region in deterring flying foxes from congregating in private yards and is encouraged as best-practice.

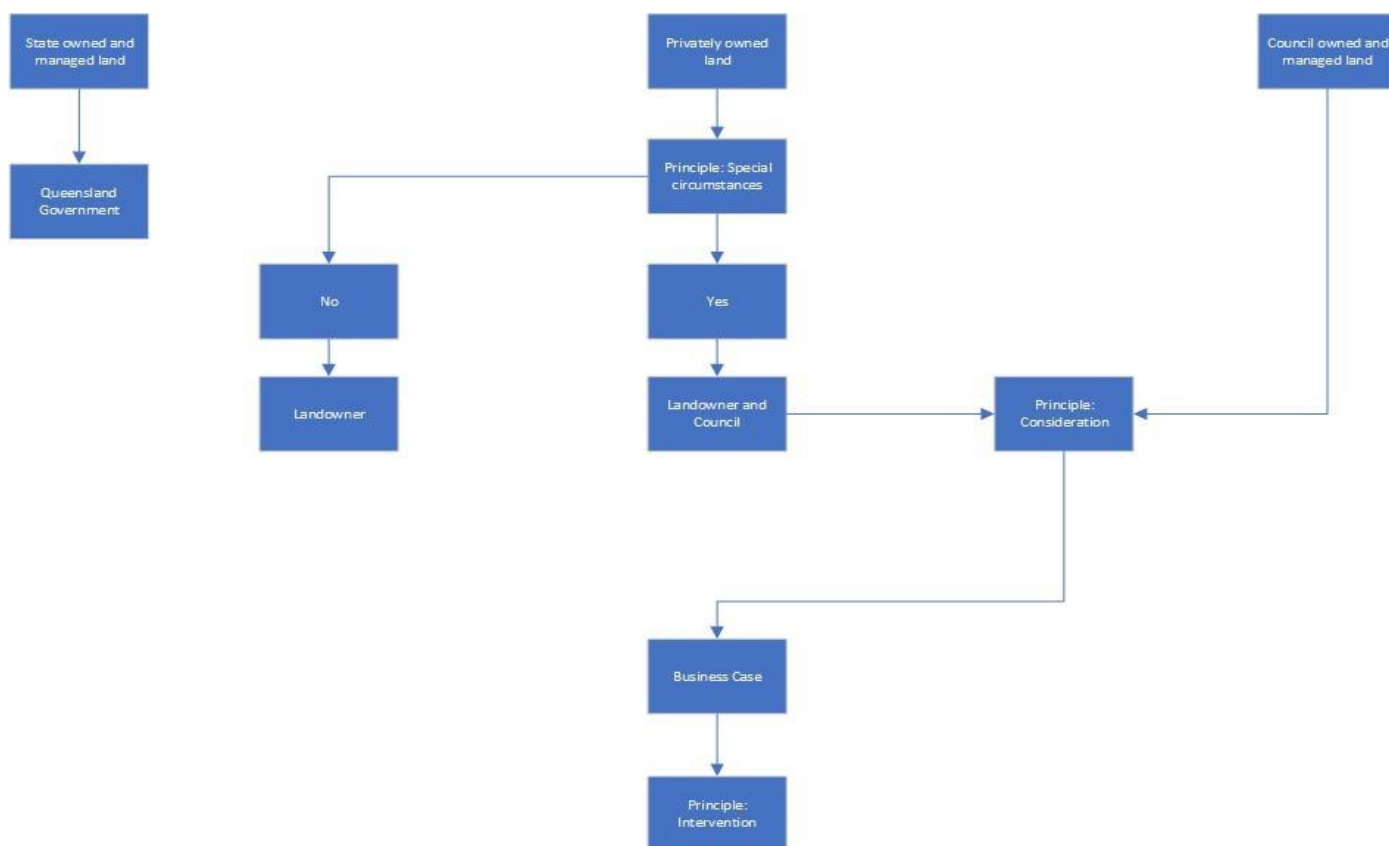


Figure 2: Flow chart for decision making of council intervention

FURTHER INFORMATION FOR RESIDENTS

Residents are invited to note that their activities that result in the disturbance of flying fox camps or roosts may contravene the *Nature Conservation Act 1992*, *Environmental Protection and Biodiversity Conservation Act 1999* and/or *Animal Care and Protection Act 2001* and result in possible prosecution by the Queensland Government. Low impact activities (such as mulching, mowing or weeding) can be undertaken near flying fox roosts where the activities are not directed at destroying the roost or disturbing the animals. These activities must be undertaken in accordance with the 'Code of Practice – Low impact activities affecting flying fox roosts' under the *Nature Conservation Act 1992*. For further information on the Code of Practice see https://www.qld.gov.au/data/assets/pdf_file/0008/221021/cp-wl-ff-roost-management.pdf

Management of roosts on privately owned land remains the responsibility of the landowner. Whilst there are legal considerations in managing flying foxes, residents and landowners still have avenues of management they can explore. Contacting the Department of Environment and Science who administer the *Nature Conservation Act 1992* to discuss their management alternatives will reduce their risk in undertaking an illegal action.

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If a resident is concerned about flying foxes on private land or the property falls outside of Isaac Regional Council Urban Flying Fox Management Areas, residents can apply for a roost management permit. Anyone approved by the Department of Environment and Science *Code of Practice – Ecologically sustainable management of flying fox* ^[OBJ], which is available at the following ^[OBJ] <https://www.qld.gov.au/environment/plants-animals/animals/living-with/bats/flying-foxes/managing-impacts-of-flying-foxes/authorised-flying-fox-roost-management>.

You can learn more about Hendra virus and Lyssavirus by visiting and searching the following websites: Queensland Health – <https://www.health.qld.gov.au/> or Biosecurity Queensland – <https://www.business.qld.gov.au/>

Should residents wish to find out more, they can browse the Department of Environment and Science website – <https://www.des.qld.gov.au/> or contact Council directly with any questions or concerns in relation to the above information.

ATTACHMENT 2 – CHANGES BETWEEN VERSION 1 AND 2

Page	Section	Amendments
2	Purpose	Changed: terminology to Isaac Urban Flying Fox Management Areas – to provide clarity on how/ where the SOMI applies
2-3	Background	<p>Added: the name and controlling body of the primary legislation for flying-fox roost management in Queensland - Nature Conservation Act (1992)</p> <p>Added: the definition and protection of a roost as listed under section 88C under the NC Act (1992)</p> <p>Added: In 2020 DESI release its interim policy for determining when a flying fox congregation is regarded as a roost (section 88C – NC Act). Flying foxes are protected any threatening processes that may harm, kill or impair the wellbeing of an individual or colony regardless of roost status (section 88C – NC Act 1992).</p> <p>Added: DESI has released a code of practices to assist local government and private landowners to understand their statutory obligations under the NC Act.</p> <p>Added: Code of practice 'low impact' activities are now listed under section 61 of the <i>Nature Conservation (Animal) regulation 2020</i> instead of section 41B of the <i>Nature Conservation (Wildlife Management) Regulation 2006</i>.</p> <p>Changed: \$ values of penalties to significant penalties for unauthorised disturbance of Flying Fox roost, attempting to destroy a Flying Fox roost and/ or driving Flying Fox away from a roost.</p> <p>Added: Urge landowners that before undertaking any activities that may impact a FF roost, that they should consult DESI and determine whether the impacted vegetation meets the definition of a roost and is subject to any further legislation.</p>
4	Urban Flying Fox Management Areas	Changed: Map title to show where council 'as of right' authority notification applies in the Isaac region
4	Management Approach	Added: Council recognises the impact that Flying Fox roosts can have on the community and is committed to a management

ATTACHMENT 2 – CHANGES BETWEEN VERSION 1 AND 2

		approach which achieves a balance between reducing community impacts and the conservation and protection of these important native species.
4-5	State-Controlled & Privately Owned Land	<p>Changed: 'Council would not have any involvement in the management of flying foxes that are located solely on private/ state land' to 'Council does not have any involvement....' – To remove any ambiguity</p> <p>Added: 'Impacts of actions on their neighborhood and the broader community' to the statement that council will provide basic advice and information to the public regarding the appropriate management of Flying Foxes on non-council land. – demonstrating the potential for wider impacts</p> <p>Added: If it is determined by the Department of Environment and Science that landowners/residents have a 'roost' declared under the <i>Interim policy for determining when a flying-fox congregation is regarded as flying-fox roost</i> under section 88C of the <i>Nature Conservation Act 1992</i>, they can apply for a Flying Fox Roost Management Permit to undertake management actions on privately owned and State land. The landholders could also undertake low impact activities as stipulated under the <i>Code of Practice – Low impact activities affecting flying fox roosts</i>.</p>
5	Principle of Special Circumstances	<p>Added: Isaac Regional Council will offer advice on methods landowners and residents can undertake to make their properties less attractive to flying foxes and provide history and current trends of flying fox management in the Isaac Region to inform our residents and property owners.</p> <p>Altered wording: Landowners determined to have a roost by DESI may apply for a permit for higher impact activities through a Flying Fox Roost Management Permit – provide more clarity</p>
6	Council Controlled/ Owned Land	<p>Added: List of factors that determine the viability of undertaking management actions on council owned land –Due to the complex nature of flying fox management, IRC will consider the following factors to determine if the management of flying foxes in any specific situation is viable for interventions on council owned land</p> <ul style="list-style-type: none"> • Proximity of flying fox roosts to residential dwellings or sensitive areas (schools, kindergartens, childcare centres, parks, and aged-care centres) • The number and species in the roosts • Whether the flying foxes are breeding or rearing young

ATTACHMENT 2 – CHANGES BETWEEN VERSION 1 AND 2

		<ul style="list-style-type: none"> • The health status of the flying foxes • The number of years the flying foxes have used the roost site • The capability of Council to comply with legislative requirements • The level of risk to human health, safety or wellbeing • The cost to Council from management actions • If the roosts are not solely on Council land – consent to manage flying foxes must be provided by all landowners and cost recovery agreed • Likelihood of success of management options • Whether the flying foxes could be dispersed to another Council owned site, without adversely impacting that site • Whether the good outcomes can be achieved with low or medium intervention options • The likelihood of flying foxes relocating to another site which causes further community concern • Whether Council can provide alternate methods of assistance to affected properties <p>Any decision on the management of the flying foxes will only be made based on a business case that addresses all the above factors. – provide clarity on when council will action management options</p>
7	Intervention Options	<p>Added: Note: Isaac Regional Council has previously undertaken large scale dispersals on behalf of residents and landowners within our Urban Flying Fox Management Areas. These dispersals were largely ineffective, came at a significant financial cost and could not be delivered equitably across all the region's Urban Flying Fox Management Areas. These historic dispersals also often resulted in the shifting of flying foxes from their original camps to other properties which were previously unimpacted by flying foxes. Council ceased undertaking dispersals in 2017 due to these unsuccessful outcomes and does not currently support high intervention dispersals (subject to special circumstance as detailed under Section B).</p> <p>High intervention dispersals have been attempted across multiple Local Governments in Australia with limited success. Council continues to follow current scientific research and remains in contact with other Local Governments in Queensland to understand best-practice management practices and opportunities to replicate these in the Isaac Region's Urban Flying Fox Management Areas.</p> <p>To date, pro-active vegetation management by residents and landowners has proven the most effective tool in the Isaac Region in deterring flying foxes from congregating in private yards and is encouraged as best-practice</p>

ATTACHMENT 2 – CHANGES BETWEEN VERSION 1 AND 2

8	Further information for residents	<p>Added: Whilst there are legal considerations in flying fox management there are still avenues that landowners can explore – best thing they can do is to contact DESI to reduce their risk of undertaking illegal action of flying fox management</p> <p>Added: Links for information on Hendra and Lyssavirus through Queensland Health and Queensland Biosecurity portals for people who have health concerns about living in close proximity to the flying fox populations.</p>

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Senani Ralalage
AUTHOR POSITION	Student Planner

5.6	REQUEST FOR WAIVER OF DEVELOPMENT APPLICATION FEES AND INFRASTRUCTURE CHARGES FOR AN OTHER CHANGE APPLICATION (MCU24/0014) - MATERIAL CHANGE OF USE – COMMUNITY FACILITY (OFFICE) – 12 MURPHY STREET, DYSART QLD 4745 – LOT 31 ON D111246
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EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

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

BACKGROUND

On 1 August 2024 Hinterland Community Care C/- Planning Approval Group lodged an application for an Other Change to an existing Development Permit for a Material Change of Use for Community Facility (Office) over land located at 12 Murphy Street, Dysart QLD 4745 (application reference MCU24/0014), legally described as Lot 31 on D111246. The development application seeks approval for a 70m² extension to the Hinterland Community Care Office in Dysart to provide more office space and internal layout changes to the existing community use.

At the time of lodgement, the applicant requested that Council waive the application fee. The applicant was advised that officer's do not hold delegation to waive development application fees and to commence the application process and make the application 'properly made', the fee was paid in its entirety on 5 August 2024. In accordance with Council's Fees and Charges Schedule 2024/2025, the relevant application fee paid was \$4,320.00. Accordingly, this request is a retrospective request that if supported by Council would result in a refund of application fees.

On 15 August 2024 Planning Approval Group formally requested consideration of a fee waiver of the application fee of \$4,320.00 and applicable infrastructure charges of \$5,292.00 citing the following grounds:

- *Hinterland Community Care (HCC) have been providing care services for over 27 years for the frail, aged, those with a disability, their carers or anyone at risk of entering residential care in home and in the community.*
- *The proposed expansion will enable HCC (a not-for-profit organisation) to better service the need for increased community and care services in Dysart and surrounding areas.*
- *A fee refund will enable the funds to be redistributed to better service the community of the Isaac Region.*

REQUEST

Development Application Fee

- The *Local Government Act 2009* and *Planning Act 2016* allow Council to set fees and charges for development assessment activities. Fees are set on a cost-recovery basis.
- The applicable fee paid for the development application was \$4,320.00. The applicant is requesting a 100% waiver of the fee being \$4,320.00.
- In accordance with section 109 of the *Planning Act 2016*, an assessment manager (Council in this instance) may refund all or part of a required fee
- In consideration of the request, the costs to Council of assessing the application have been estimated at \$4,500.
 - External consultancy costs of approximately \$2,500.
 - Internal costs attributed to wages for Council's delivery of assessment manager role, including administration – approximately \$2,000
- In accordance with these estimates, it is noted that any discount/refund to the application fee will result in Council incurring a financial loss for assessing the application.

Infrastructure Charges

- Infrastructure charges are a one-off charge levied by Council when a development application places extra demand on the trunk infrastructure network.
- Infrastructure charges are levied at the time a development application is decided and are payable for a material change of use application, prior to the change in use commencing.
- As per the Isaac Regional Council Charges Resolution (No.3) 2021, the applicable infrastructure charge for the development is \$5,292.00.
- The applicant is requesting a 100% waiver of the infrastructure charges which is \$5,292.00.

ASSESSMENT CONSIDERATIONS

- According to the Australian Charities and Not for Profit Commission database (ACNC), Hinterland Community Care Inc. is a registered non-profit organisation (ABN.22715495302).
- The development application is proposed to support an expansion to the existing social support services available to members of the public in the region.

- Reduction in the development costs incurred by the applicant will enable redistribution of the waived charges to provide better services to the community.
- Council's development application fees are adopted on a cost-recovery basis. The waiving of any development application fees will result in Council incurring a financial loss for assessing the application.
- The proposed development is accommodated by existing infrastructure servicing the site, with no upgrades to trunk infrastructure required to service the development.
- Council has historically provided discounts for infrastructure charges for not-for-profit applicants, however there is less precedent for the waiving/refund of development application fees.

RECOMMENDATION

It is the officer's recommendation that the following discounts be supported:

- No discount to the development application fee given that it will impact Council's ability to achieve cost recovery for the works undertaken, which include consultancy costs.
- 100% discount to infrastructure charges

A comparison of the discounts and costs incurred in the various scenarios is provided below:

Options	Development Application Fees	Infrastructure Charges Payable	Total
Current situation with no discount	\$4,320.00	\$5,292.00	\$9,912.00
As per applicant's request	\$0.00	\$0.00	\$0.00
As per officer's recommendation	\$4,320.00	\$0.00	\$4,320.00

The above recommendation reflects a discount of over 50% of the total costs incurred by the applicant.

IMPLICATIONS

- The waiving of infrastructure charges only will ensure that Council maintains the ability to recover costs associated with the assessment of the development application.
- The waiving of infrastructure charges will not have any immediate impact on Council. It will ultimately result in reduced revenue for the delivery of future trunk infrastructure works, however given that the value of the infrastructure charge is quite low, this discount is not expected to impact Council's ability to deliver on its trunk infrastructure commitments as identified in the Local Government Infrastructure Plan.
- The discount will reduce the development costs incurred by the applicant will enable redistribution of the waived charges to provide better services to the community.
- The waiving of infrastructure charges may set a further precedent, however Council has historically supported waiving and/or discounting infrastructure charges for not-for-profit organisations. Any future requests will be considered on a case-by-case basis.

CONSULTATION

Internal

Manager Liveability and Sustainability who supports the officer's recommendation.

External

Not applicable

BASIS FOR RECOMMENDATION

Council's development application fees are set on a cost recovery basis and reflect the costs to Council to delivery development assessment services.

The waiving of infrastructure charges for not-for-profit organisation is consistent with previous resolutions of Council and support's not-for-profits with ongoing service delivery and expansion.

ACTION ACCOUNTABILITY

Manager Liveability and Sustainability to provide written correspondence advising the applicant of Council's resolution.

KEY MESSAGES

Council is supportive of discounting infrastructure charges for not-for-profit organisations where there is no direct impact to current and/or future infrastructure delivery.

Council's development application fees and charges align with the cost of undertaking a range of technical assessment tasks in a regional location and are set to achieve cost recovery. The discounting of application fees has potential to negatively impact all rate payers by not allowing Council to achieve cost recovery for this service.

Report prepared by:	Report authorised by:
SENANI RALALAGE	DAN WAGNER
Student Planner	Director Planning, Environment and Community Services
Date: 31 October 2024	Date: 31 October 2024

ATTACHMENTS

- Attachment 1 – Fee Reduction Request

REFERENCE DOCUMENT

- Isaac Fees and Charges Register 2024/2025
- Isaac Regional Council Charges Resolution (No.3) 2021
- *Local Government Act 2009*
- *Planning Act 2016*

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PLANNING
APPROVAL
GROUP

15 August 2024

Isaac Regional Council
PO Box 97
Moranbah QLD 4744

[VIA EMAIL: liveability.sustainability@isaac.qld.gov.au]

To whom it may concern,

**RE: WAIVE OF APPLICATION FEE & INFRASTRUCTURE CHARGES – 12 MURPHY STREET,
DYSART– LOT 31 on D111246**

On behalf of Hinterland Community Care, Planning Approval Group hereby request the Council consider waiving the Development Application Fee and Infrastructure Charges for the Development Permit Application – Other Change – Material Change of Use for Community Facility (Office).

The Other Change Development Application is required to support the proposed expansion of a community care services use. The expansion will assist in servicing the increasing demand for community and care services in Dysart and surrounds.

The existing approved Community Use includes 3 offices, reception, lunch room, 6 car-parks including one disabled car-park. The proposed development is to expand the Community Facility by 70m² to include a re-oriented lunchroom, entrance/reception and toilet facilities, and adding two offices to the premises.

Hinterland Community Care (HCC) are a benevolent society that have been providing care services for over 27 years for the frail, aged, those with a disability, their carers or anyone at risk of entering residential care in home and in the community. The proposed expansion will enable HCC (a not-for-profit organisation) to better service the need for increased community and care services in Dysart and surrounding areas.

HCC support Moranbah, Nebo, Copabella, Clermont, Dysart, Middlemount, Tieri and McKenzie River communities including the remote properties of the Isaac Region. HCC are passionate about improving access to affordable, flexible, quality support for the communities of the Isaac Region.

HCC paid the Development Application fee of \$4,320 to Council on 5th of August. It is requested that Council consider waiving the Development Application fee and providing a

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refund to HCC which is a benevolent, not for profit organisation. This will enable the funds to be redistributed to better service the community of the Isaac Region.

In addition, HCC request Council consider waiving the applicable Infrastructure Charges fee for the proposed development. As per the *IRC Charges Resolution (No.3) 2021*, the infrastructure charge is $70\text{m}^2 \times \$75.60 = \$5,292.00$ for Community Care Centre. It is requested that Council consider waiving the infrastructure charges to enable the funds to be used instead to service the community of the Isaac Region.

We look forward to Council's response. Please do not hesitate to contact Renee Wall on 0488 552 530 or via email at mail@planningapprovalgroup.com.au should you have any queries or wish to discuss.

Yours faithfully,

Renee Wall



Director

MEETING DETAILS	Planning Environment and Community Services Standing Committee Meeting Wednesday 20 November 2024
AUTHOR	Nishu Ellawala
AUTHOR POSITION	Manager Community Education and Compliance

5.7 RESULTS OF THE APPROVED SELECTIVE INSPECTION PROGRAM

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the committee recommends that Council:

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

BACKGROUND

In November 2023 Council resolved (Resolution No: 8565) to conduct an approved inspection program. Namely Council approved:

- (1) A selective inspection program of all properties within the Isaac Regional Council area where a dog had been registered up to 31 August 2023 and Council has not received a renewal for that registration to be undertaken between 6 February 2024 and 30 April 2024.

Accordingly, the inspection program was undertaken by the dedicated team of Authorised Officers and the outcome is reported as follows.

PROGRAM RESULTS

THE SELECTIVE INSPECTION PROGRAM – ALL REGION

- 402 properties have been issued Obligation to Register Letters, with 279 of those still non-compliant. Noting that these owners have been issued with formal notification as well as reminder notices. 56 of those properties were issued with Penalty Infringement Notices.
- Percentage of Properties with Dogs **67.76%**
- Percentage of fully compliant properties **23.74%**

Table 1 – Breakdown of number of dogs per property

Item	Number of Properties
1 dog	218
2 dogs	150
3 dogs	21
4 dogs	2

Table 2 – Breakdown of Program Results by Township*

Item	Moranbah	Dysart	Clermont	Middlemount	Nebo	Coppabella	Glenden	Ilbilbie	St Lawrence	Clairview
No. of properties attended	357	68	66	42	25	3	5	2	6	3
No. of properties with dogs	251	41	49	27	12	1	3	2	2	3
No. of properties with more than 2 dogs <small>*these properties are included in the above</small>	22	2	3	2	1	0	0	0	0	0
No. of properties with no dogs	106	26	16	13	12	2	2	0	4	0
No. of dogs	308	67	65	40	24	2	4	3	4	6
No. of registered	94	31	17	12	3	1	0	0	2	3
No. fully compliant premises at time of inspection	16	6	0	0	0	0	0	0	0	0
No. fully compliant premises after the inspection program	82	17	7	8	4	0	1	0	2	2
Calling cards issued	249	39	47	29	17	2	0	0	3	2

Item	Combined
No. of Obligation to Update Registration and To Register letters sent	402
No. of Obligation to Microchip letters sent	43
No. of properties compliant since Obligation Letters sent	166
No. of PIN's issued	56
No. of PIN's not paid as of 29/10	38

COMMUNITY SENTIMENT AND FEEDBACK

- **Overall positive feedback and appreciation:** During the program, residents provided overwhelmingly positive feedback and expressed their satisfaction with the Council's efforts. The community showed a friendly and cooperative attitude throughout the program and willingly allowed officers to enter their property and engage in discussions recognising the program's importance in maintaining community safety.
- **Customer Concerns:** A small percentage of customers expressed dissatisfaction or appeared upset. This dissatisfaction can largely be attributed to a lack of understanding regarding the program's objectives and its implementation. It is important to note that these concerns were minimal in number and did not significantly impact the overall response.

- **Desire for Annual Inspections:** During the 2023 inspection program, it was noted that several residents expressed their desire for the program to be undertaken annually. These individuals recognised the value and positive impact of the program and suggested that its regular implementation would ensure continued community compliance and improvement. Following the outcomes of the 2024 program, it became increasingly evident that the program is effective in achieving its goals. An annual program, therefore, would serve as a continuous improvement measure, enhancing both compliance rates and community satisfaction.
- **Request for Online Services to assist the shift and rostered workers:** Recurring requests were made for Council to implement user-friendly online services that accommodate the unique circumstances of shift and rostered workers, who often have limited availability during regular office hours.

During recent discussions on dog registration compliance, some community members expressed reluctance to register their dogs, citing a preference to avoid visiting the Council administration building. Many found the in-person requirement to be a significant deterrent to registration.

Additionally, numerous inquiries have been made regarding the option to receive registration notices via email. Currently, TechOne does not support automatic email distribution for these notices, requiring staff to manually send them to individuals upon request.
- **Limitation on dog ownership to a maximum of two dogs per household:** The community expressed concerns on the restriction of two dogs per households with no provisions to make an application to keep in excess of two that they have experienced in other council areas.

PROGRAM DELIVERY IMPACTS

Under the provisions of the *Local Government Act* Council, could only undertake the inspection program between 6 February 2024 and 30 April 2024 as per resolution no: 8565. What that means is other than following up properties that had already been attended, and left calling cards, Council is not authorised to attend any additional properties beyond 28 April 2024.

Some delivery impacts were.

- **Limited Staffing Resources:** Recruitment difficulties left only one survey officer to conduct on-ground inspections. This shortage required compliance officers and administrative staff to handle a high volume of inquiries, which, alongside their regular duties, stretched resources and impacted workflow.
- **Duplicate Notices:** Due to limited staffing resources, the inspection program encountered issues with duplicate notices being sent to some property owners. With a small administrative team managing a high volume of documentation, instances arose where cross-checking and data verification were challenging, especially as staff juggled program duties with their regular responsibilities. This led to some residents receiving multiple notifications, which, while unintentional, caused minor confusion.
- **System Outages:** System unavailability during peak periods of the inspection program resulted in delays, impacting both operational efficiency and response times. These outages hindered the ability of staff to update records, process notices, and respond promptly to residents' inquiries.

LEARNINGS

The debrief following the program highlighted key learnings and suggested improvements for future implementations:

- **Greater Online Accessibility:** Both residents and officers identified the need for accessible online platforms, which would streamline interactions and support Council's service provision more effectively.

- **System and Staffing Resilience:** To mitigate the challenges faced due to limited staff and system outages, future programs could benefit from improved recruitment strategies and a backup system plan, ensuring continuity and efficiency.

IMPLICATIONS AND PATH FORWARD

Under the *Animal Management (Cats and Dogs) Act 2008*, Council holds the delegated responsibility to ensure community compliance with animal ownership regulations. This selective inspection program has highlighted the significant role of such initiatives in promoting responsible dog ownership and enhancing community safety. The program's outcomes, combined with valuable community feedback, provide a strong foundation for future iterations and continuous improvement.

As the responsible authority, Council is obligated to take proactive steps to meet the Act's objectives. An Approved Inspection Program serves as an essential tool for achieving these goals, and future programs can build upon the insights gained from this year's implementation.

Proposed Enhancements and Policy Considerations:

1. **Provision of Online Service Platforms:** Establishing user-friendly online services and email registration notices would simplify the registration and compliance process for residents, particularly for those with non-standard working hours. Digital access will allow residents to fulfil their obligations more conveniently, reducing the need for in-person visits and increasing compliance rates.
2. **Exemption Policies for Dog Ownership Limits:** Community feedback has emphasised the need for flexibility in dog ownership limits.
3. **Amendments to Local Laws:** In November 2022, Council resolved (Resolution No. 8114) to amend *Subordinate Local Law No. 2 (Animal Management) 2011* to require approval for households seeking to keep more than the prescribed number of dogs. This is on hold awaiting broader Local Laws review by Governance and Corporate Services. The timely execution of this review will enable Council to objectively address excess dog ownership requests and reinforce responsible pet management within the community.

Positive Outcomes and Future Benefits:

- **Enhanced Registration Rates:** Improved compliance in dog registration will facilitate faster reunification of lost dogs with their owners, leading to reduced impoundment times and greater satisfaction among pet owners.
- **Strengthened Community Relations:** By responding to community feedback, such as calls for digital services and ownership exemptions, Council can reinforce public trust and strengthen its relationship with residents.
- **Ongoing Program Effectiveness:** The success of this inspection program highlights the value of annual or routine inspections, which not only support compliance but also sustain community engagement and safety.

Through these actions, Council is well-positioned to enhance service delivery, foster responsible dog ownership, and uphold its commitment to community safety and compliance. The continued evolution of the inspection program and related policies will ensure that Council meets the growing needs of the community while fulfilling its statutory obligations.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

CONSULTATION

Community Education and Compliance Administration Officers
Animal Survey Officers
Program Leader Community Compliance
Community Compliance Officers

BASIS FOR RECOMMENDATION

The recommendation supports to objectives of the Pawsitive Blueprint for Responsible Dog Ownership.

ACTION ACCOUNTABILITY

Manager Community Education and Compliance

KEY MESSAGES

Community safety and sustainable communities are a priority for Isaac Regional Council. To assist in achieving this, Council aims to educate dog owners on their responsibilities and ensure compliance with the requirements for owning a dog.

Report prepared by:	Report authorised by:
NISHU ELLAWALA	DANIEL WAGNER
Manager Community Education and Compliance	Director Planning Environment and Community Services
Date: 31 October 2024	Date: 31 October 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS	Planning, Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Karina Stennett
AUTHOR POSITION	Program Leader Community Compliance

5.8

PROPOSED ANIMAL INSPECTION PROGRAM – SELECTIVE
INSPECTION PROGRAM

EXECUTIVE SUMMARY

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

OFFICER’S RECOMMENDATION

That the Committee recommend that Council:

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

BACKGROUND

The *Animal Management (Cats and Dogs) Act 2008 (the Act)* places a mandatory requirement throughout Queensland for all dogs over the age of twelve weeks to be registered with the Local Authority in which the dog(s) reside. The Act also requires that registrations be renewed.

Dog registration identifies the animal owner and their key contact information, together with a description of the registered dog on the corporate animal management system. In the event that the dog escapes, gets lost, or wanders, identification (registration tag and microchip) is vital to ensuring prompt reunification with the owner. Registration also assists in identifying the number and type of dogs residing within the Isaac Regional Council and their demographic location.

The non-renewed dog registration statistics are tabled below:

2022/2023	2023/2024	2024/2025
601	1271	As of 31/10/24 – 876

It is proposed to undertake a selective inspection program of all properties within the Isaac Regional Council area where a dog had been registered up to 31 August 2024, and Council has not received a renewal for that registration.

The purpose is to encourage responsible animal ownership within the Isaac Regional Council area by reducing the number of unregistered dogs and ensuring the provisions for keeping a dog are being maintained.

This program is a crucial opportunity to interact with dog owners about responsible dog ownership, reducing the number of unregistered dogs, and ensuring the provisions for keeping a dog are maintained.

Under Section 113 of the *Animal Management (Cats and Dogs) Act 2008* and Section 134 of the *Local Government Act 2009*, Council may by resolution approve a program (an approved inspection program) under which an authorised person may enter a place to monitor compliance with, or aspect of, the Act and local government acts.

The program is to be undertaken between 3 February 2025 and 02 May 2025 by visiting, and if necessary, entering yards of premises, to monitor compliance with the *Animal Management (Cats and Dogs) Act 2008* with regards to registration and microchipping requirements, the *Isaac Regional Council Local Law 1 (Administration) 2011* and *Isaac Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of animals (dogs) requirements including the number of animals (dogs) kept.

Notice is required to be given of the proposed inspection program at least 14 days, but no more than 28 days before an inspection program commences. Notice of the program must be published in a newspaper circulating generally in the local government's area and must be placed on Council's website (see Attachment 1)

When non-compliances are identified during the inspection program, compliance notices and or infringement notices may be issued.

IMPLICATIONS

The program will be funded within the 2024/2025 Community Education and Compliance budget allocation for the program.

The inspection program will generate an increase in registrations, both through direct council action and voluntary registrations by the community. This will provide additional revenue to offset operating expenditures to deliver this inspection program.

CONSULTATION

Director Planning Environment and Community Services

Manager Governance and Corporate Services

Manager Brand, Media & Communications

BASIS FOR RECOMMENDATION

The recommendation supports the objectives of the Pawsitive Blueprint for Responsible Dog Ownership.

ACTION ACCOUNTABILITY

Manager Community Education and Compliance implement the program with appropriate governance measures.

KEY MESSAGES

Community safety and sustainable communities are a priority for Isaac Regional Council. To assist in achieving this, Council aims to educate dog owners on their responsibilities and ensure compliance with the requirements for owning a dog.

Report prepared by: KARINA STENNETT Manager Community Education and Compliance Date: 31 October 2024	Report authorised by: DAN WAGNER Director Planning Environment and Community Services Date: 31 October 2024
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ATTACHMENTS

- Attachment 1 – Notice of Approved Selective Inspection Program

REFERENCE DOCUMENT

- Nil

NOTICE OF APPROVED SELECTIVE INSPECTION PROGRAM

ISAAC REGIONAL COUNCIL

Animal Management (Cats and Dogs) Act 2008 Section 113
Local Government Act 2009 Section 134

Survey area and Selection Criteria:

Property inspections will be conducted throughout the Isaac Regional Council area where a dog had been registered up to 31 August 2024 and Council has not received a renewal for that registration.

Program Purpose:

To monitor compliance with the *Animal Management Act (Cats and Dogs) 2008 and Isaac Regional Council Local Law 1 (Administration) 2011 and Isaac Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of dogs.

Properties Inspected:

Inspections will be conducted on all properties within the above stated areas.

Commencement and Duration of Survey:

This survey will commence on 03 February 2025 and will be in force for a period of twelve weeks expiring on 02 May 2025. Properties will be inspected between the hours of 7:00 am to 5:00 pm Monday to Sunday.

Copy of program

A copy of the program may be purchased at the public offices of Isaac Regional Council until the end of the program. The price of a copy of the program is \$2.

By resolution of Isaac Regional Council Meeting on XXXX December 2024

CHIEF EXECUTIVE OFFICER
ISAAC REGIONAL COUNCIL
XXX DECEMBER 2024

MEETING DETAILS	Planning, Environment and Community Services
	Standing Committee Meeting
	Wednesday 20 November 2024
AUTHOR	Karina Stennett
AUTHOR POSITION	Program Leader Community Compliance

5.9 PROPOSED SYSTEMATIC INSPECTION PROGRAM – LOCALITY OF DYSART

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

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

BACKGROUND

The *Animal Management (Cats and Dogs) Act 2008* places a mandatory requirement throughout Queensland for all dogs over the age of twelve weeks to be registered with the Local Authority in which the dog(s) reside. Exceptions to this include where the dog is:

- (a) a government entity dog; or
- (b) a working dog (as defined in the Act); or
- (c) another class of dog prescribed under a regulation.

Dog registration identifies the animal owner and their key contact information together with a description of the registered dog on the corporate animal management system. In the event the dog escapes, gets lost or wanders, identification (registration tag and microchip) is vital to ensuring prompt reunification with the owner. Registration also assists with understanding dog ownership demographics and allows Council to adequately plan programs and infrastructure related to companion animal ownership.

Under Section 113 of the *Animal Management (Cats and Dogs) Act 2008* and Section 134 of the *Local Government Act 2009*, Council may by resolution approve a program (an approved inspection program) under which an authorised person may enter a place to monitor compliance with, or aspect of, the Act and local government acts.

The Systematic Inspection Program is one of the key deliverables on the Domestic Dog Advisory Committee's Work Plan. In 2020 a report was tabled at the Domestic Dog Advisory Committee with the committee endorsing (Resolution No.: DDAC0044) the inspection program in principle.

PROPOSED INSPECTION SCOPE AND LOCALITY SELECTION

The program proposes systematic inspections of all properties within Dysart township (Refer attached map) between 03 February 2025 and 03 May 2025, by visiting and if necessary, entering yards of premises to monitor compliance with:

- (a) *The Animal Management Act (Cats and Dogs) Act 2008* with regards to registration and microchipping requirements; and
- (b) *The Isaac Regional Council Local Law 1 (Administration) 2011* and *Isaac Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of animals (dogs) requirements including the number of animals (dogs) kept.

When non-compliances are identified during the inspection program, compliance notices and or infringement notice may be issued.

Locality Selection Rationale for Dysart

The selection of Dysart is based on analysis of customer service requests, dog registration rates, and impoundment data:

Dysart: For the period 1 January 2024 to 28 October 2024 council received 117 service requests for dog related matters out of the Dysart area. There are 1,437 premises in the area with less than 14% registered dogs for the current registration period. Only 39.39% of impounded dogs in this region were registered in 2024-2025, reflecting the need to address non-compliance and to reinforce community education on responsible dog ownership. 2023-2024 saw an overall 54.88% of impounded dogs registered at the time of impoundment for the whole of region.

PROGRAM BENEFITS

The inspection program offers significant opportunities for community engagement, education, and enhanced compliance. Through direct interaction, Council Officers can inform residents about the importance of dog registration, outline the benefits of perimeter fencing to prevent roaming, and mitigate community safety risks associated with uncontained animals. This program allows Council Officers to address community concerns regarding dog management and educate residents on regulatory requirements, promoting responsible pet ownership and enhancing community welfare

IMPLICATIONS

The program will be funded within the 2024/2025 Community Education and Compliance budget allocation for the program.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

CONSULTATION

Manager Community Education and Compliance

Acting Manager Governance

Manager Advocacy and External Affairs

Director Planning, Environment and Community Services

BASIS FOR RECOMMENDATION

The recommendation supports to objectives of the Pawsitive Blueprint for Responsible Dog Ownership.

ACTION ACCOUNTABILITY

Manager Community Education and Compliance implement the program with appropriate governance measures.

KEY MESSAGES

Community safety and sustainable communities are a priority for Isaac Regional Council. To assist in achieving this, Council aims to educate dog owners on their responsibilities and ensure compliance with the requirements for owning a dog.

Report prepared by:	Report authorised by:
KARINA STENNETT	DAN WAGNER
Program Leader Community Compliance	Director Planning Environment and Community Services
Date: 31 October 2024	Date: 31 October 2024

ATTACHMENTS

- Attachment 1 - Locality of Dysart Map
- Attachment 2 - Notice of Approved Systematic Inspection Program

REFERENCE DOCUMENT

- Nil

[illegible]

NOTICE OF APPROVED SYSTEMATIC INSPECTION PROGRAM

ISAAC REGIONAL COUNCIL

Animal Management (Cats and Dogs) Act 2008 Section 113
Local Government Act 2009 Section 134

Survey area and Selection Criteria:

Property inspections will be conducted throughout part of the Isaac Regional Council area focusing on the locality of Dysart.

Program Purpose:

To monitor compliance with the *Animal Management Act (Cats and Dogs) 2008 and Isaac Regional Council Local Law 1 (Administration) 2011 and Isaac Regional Council Local Law 2 (Animal Management) 2011* in relation to the keeping of dogs.

Properties Inspected:

Inspections will be conducted on all properties within the above stated areas.

Commencement and Duration of Survey:

This survey will commence on 03 February 2025 and will be in force for a period of twelve weeks expiring on 02 May 2025. Properties will be inspected between the hours of 7:00 am to 5:00 pm Monday to Sunday.

Copy of program

A copy of the program may be purchased at the public offices of Isaac Regional Council until the end of the program. The price of a copy of the program is \$2.

By resolution of Isaac Regional Council Meeting on XXXX December 2024

CHIEF EXECUTIVE OFFICER
ISAAC REGIONAL COUNCIL
XXX DECEMBER 2024

MEETING DETAILS

Planning, Environment and Community Services
Standing Committee Meeting
Wednesday 20 November 2024

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

5.10

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
FY2024-2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 31
OCTOBER 2024**

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

BACKGROUND

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

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

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

Major works for the forthcoming year include:

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

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

IMPLICATIONS

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

IDENTIFIED ISSUES

Moranbah Community Centre

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

CONSULTATION

Director Planning, Environment and Community Services

Planning, Environment and Community Services Leadership Team

Aurecon

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:

MARK DAVEY
Program Manager – Capital Delivery

Date: 11 November 2024

Report authorised by:

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

Date: 11 November 2024

ATTACHMENTS

- Attachment 1 – PECS 2024-2025 Capital Projects Progress Summary as at 31 October 2024.

REFERENCE DOCUMENT

- NIL

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 31 OCTOBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

PECS 2024_2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 31 OCTOBER 2024

Project	Budget	Actual	Commitments	Remaining Uncommitted Budget	Project Complete Percent	Project Stage	Revised completion date	Latest Project Comment
Carry Forward IRC Pools - Equipotential bonding	91,847.00	83,440.65	0	8,406.35	100%	Complete	2/09/2024	Project Complete
Multi-year project DYS Community Hub Design and Construct	207,450.00	12,700.00	4,400.00	190,350.00	20%	Construction	30/06/2025	Procurement documents being finalised for construction phase. Project is in conjunction with DYS Library External Works project
Multi-year project STLAW Community Hub Design	219,489.00	0	25,100.00	194,389.00	20%	Design	30/06/2025	Undertaken site visits and staff consultation, leading to the creation of concept papers. Officers will plan a path to initiate community consultation sessions if deemed a requirement by divisional Councillors.
Multi-year Project MBH Community Centre - Refurbishment	8,638,539.00	2,782,707.19	4,630,933.88	1,224,897.93	60%	Construction	14/02/2025	As identified, project has been the subject of multiple issues, the majority of these have been resolved but have caused delay in completion and the requirement for additional budget.
Carry Forward CLM Aerodrome Refuelling Tank Upgrade	67,118.00	67,118.40	0	-0.40	100%	Complete	30/10/2024	Project Complete
Multi-year Project CLM Caravan Park Emergent Electrical Work	219,378.00	43,236.20	7,360.00	168,781.80	15%	Planning	31/05/2025	Submains base load testing occurring to review scope of project due to Stage 1 works encountering sub mains failure. Review of scope and timing of works post testing to confirm delivery program.
Carry Forward NBO Truck Wash Renewal	25,333.00	1,185.60	10,968.00	13,179.40	80%	Construction	30/01/2025	Primary scope of works complete, electrical fault rectified and remaining budget is for fabrication repairs with quoting being received

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 31 OCTOBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Carry Forward MBH Animal Management Centre Renewal	99,182.00	26,308.25	28,272.00	44,601.75	70%	Construction	30/11/2024	Works continuing. Delays realised with external fencing due to ongoing material shortages. Fence is currently being fabricated and then requires painting.
Carry Forward Clermont Museum Drainage Rectification	95,834.00	44,510.00	51,324.00	0	40%	Construction	30/11/2024	Works have commenced after delayed start with an increased scope of works
Carry Forward Flaggy Rock Septic - Partial replacement	268,865.00	214,274.33	44,173.22	10,417.45	100%	Complete	02/09/2024	Project Complete. Open commitment is for Superintendent services, invoice expected.
Carry Forward MMT Swim Pool Dive block renewals	28,873.00	0	0	28,872.52	100%	Complete	02/08/2024	Project Complete
Carry Forward CORP Pools Emergent and/or Prog Renewals	21,962.00	19,980.00	0	1,982.00	100%	Complete	30/08/2024	Project Complete
Carry Forward CLM Swim Pool design and emergent works	6,450.00	4,750.00	0	1,700.00	100%	Complete	30/09/2024	Project Complete
Carry Forward CLM Civic Centre Roof replacement	611,382.00	0	119,400.02	491,981.98	10%	Procurement	30/06/2025	Delays realised due to competing priorities. Documentation formulated and ready to tender with some challenges (WAN infrastructure on roof will need to be removed, this will cut all IT services)
Carry Forward CORP Halls/Centres Emergent and/or Prog	77,231.00	79,375.60	0	-2,144.60	100%	Complete	30/09/2024	Project Complete
Carry Forward CLM Caravan Park Utilities Renewal	19,744.00	8,000.00	800.00	10,944.00	75%	Construction	30/01/2025	Waiting for low in caravan season to complete
Multi-year Project DYS Miners Memorial	150,000.00	0	12,200.00	137,800.00	25%	Design	30/06/2025	Working group meetings conducted. Reviewing scope, design and budget
Multi-year Project NBO Showgrounds	1,683,452.00	69,598.47	68,879.98	1,544,973.55	30%	Procurement	30/06/2025	Tender to market to occur in November

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 31 OCTOBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Masterplan Prelim Works								
Carry Forward CLM Showgrounds Main Arena Renewal	13,231.00	0	45.90	13,185.10	85%	Construction	01/02/2025	Main surface renewal completed. Perimeter upgrades to occur Q2/Q3
Multi-year Project Isaac Solar	415,490.00	0	0	415,490.00	15%	Procurement	30/06/2026	Procurement documentation being finalised
New project Isaac Country University Centres	700,000.00	0	48,100.00	651,900.00	15%	Design	30/06/2025	Moranbah design services has been awarded with site meeting taking place on 4 th November
New project CORP Town Christmas Trees	125,000.00	47,206.40	41,570.00	36,223.60	80%	Construction	1/12/2024	Items have been dispatched to all locations
New project DYS Library External Works	100,000.00	0	0	100,000.00	20%	Procurement	30/06/2025	Procurement documents being finalised and to be in conjunction with the DYS Community Hubs project
New project CLM Saleyards Pens Renewal	185,000.00	40,008.51	120,025.51	24,965.98	35%	Construction	31/03/2025	Contract awarded and construction schedule pending
New project CLM Showgrounds Electrical Renewals	185,000.00	0	0	185,000.00	15%	Planning	31/05/2025	Submains base load testing occurring to review scope of project due to scoping identifying potential implications of cable sizing and daisy chain construction of some of the original boards. Review of scope and timing of works post testing to confirm delivery program.
New project MBH - GCAC 25m Thermal Cover Renewal	125,000.00	0	0	125,000.00	10%	Procurement	30/06/2025	Scope near completion
New project GLN - Pool Amenity and Grandstand area	170,000.00	0	0	170,000.00	10%	Procurement	30/05/2025	Scoping underway
New project MBH - GCAC Plant Room Rectification	195,000.00	0	0	195,000.00	25%	Procurement	30/05/2025	Documentation sent to procurement

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 31 OCTOBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

New project CORP - Pools Emergent Renewals	120,000.00	11,659.03	8,555.09	99,785.88	10%	Procurement	30/06/2025	Replace equipment as it fails
New project MBH - 50m Pool Expansion Joint Renewal	195,000.00	0	0	195,000.00	30%	Procurement	30/05/2025	Currently out to tender
New project DYS - Pool Light Pole Replacement	30,000.00	0	0	30,000.00	30%	Procurement	30/05/2025	Currently out to tender
New project GLN Rec Centre - Toilets Stump Renewal	261,968.00	0	0	261,968.00	10%	Procurement	30/05/2025	Scoping underway
New project DYS Kindergarten - Structural Repairs	175,000.00	0	0	175,000.00	5%	Procurement	31/01/2025	Decision pending – to be confirmed ownership
New project STL Hall - Kitchen Upgrade	65,000.00	0	0	65,000.00	5%	Procurement	31/05/2025	Preparation of documents underway
New project CORP Halls Emergent and /or Prog Renewal	120,000.00	0	45,557.97	74,442.03	5%	Procurement	30/06/2025	Further scope development underway
Multi-year Project Isaac Resources Excellence Precinct	2,000,000.00	30,320.50	96,824.25	1,872,855.25	10%	Planning	25/6/2027	Survey of lot has commenced, design for truck infrastructure underway, development approval process underway.
	17,712,818.00	3,586,379.13	5,364,489.82	8,761,949.05				

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 31 OCTOBER 2024



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

2024/25 PECS Capital Budget as at 31 October 2024

Carry Forward Budget	\$ 6,015,200.00
Adopted Budget	\$ 11,697,618.00
FY 2024/25 PECS Capital Budget	\$ 17,712,818.00
Actual Expenditure	\$ 3,586,379.13
Remaining Budget (Actual)	\$ 14,126,438.87
Commitments	\$ 5,364,489.82
Remaining Budget (uncommitted)	\$ 8,761,949.05

MEETING DETAILS

**Planning, Environment and Community Services
Standing Committee Meeting
Wednesday 20 November 2024**

AUTHOR

Dan Wagner

AUTHOR POSITION

Director Planning, Environment and Community Services

5.11

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
DIRECTORATE MONTHLY UPDATE - NOVEMBER 2024**

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

The below information highlights the monthly activities of the departments within the Planning, Environment and Community Services directorate.

HIGHLIGHTS

Liveability and Sustainability

Regional Land Use Planning

- Notable development applications received:
 - MCU23/0018 – Outdoor Sport and Recreation Facility - Dysart Golf Club Extension – Fisher Street, Dysart
 - MCU24/0019 – Nebo Battery Energy Storage System – Suttor Development Road, Nebo
- Notable development applications approved:
 - MCU23/0006 – Non-resident workers accommodation – Village National – Goonyella Road
- Pre-lodgement meetings held:
 - Short-term accommodation (Motel), Dysart
 - Non-resident workers accommodation, Nebo
 - Major electricity infrastructure, Lotus Creek

- Multiple dwelling, Moranbah
- Temporary non-resident workers accommodation, Moranbah

Infrastructure and Strategic Planning

- Two grants awarded to Council with a value of \$235,000 by the Queensland Reconstruction Authorities DRFA Floodplain Risk Management Work Package 3. Projects relate to preparation of Level 3 flood studies for Ngo and Mackenzie River and Clermont (extended area).

Environment and Biodiversity

Notch Point Reserve Management and St Lawrence Wetland Restoration

- Stage 1 of works completed at Notch Point. Works include bollards, sign-posts, camera trapping, fencing. Signage in production
- Camera trapping was established for 14 days of monitoring for feral pig movement. Feral pig
- Hymenachne removal by contractor at St Lawrence Wetlands commenced.

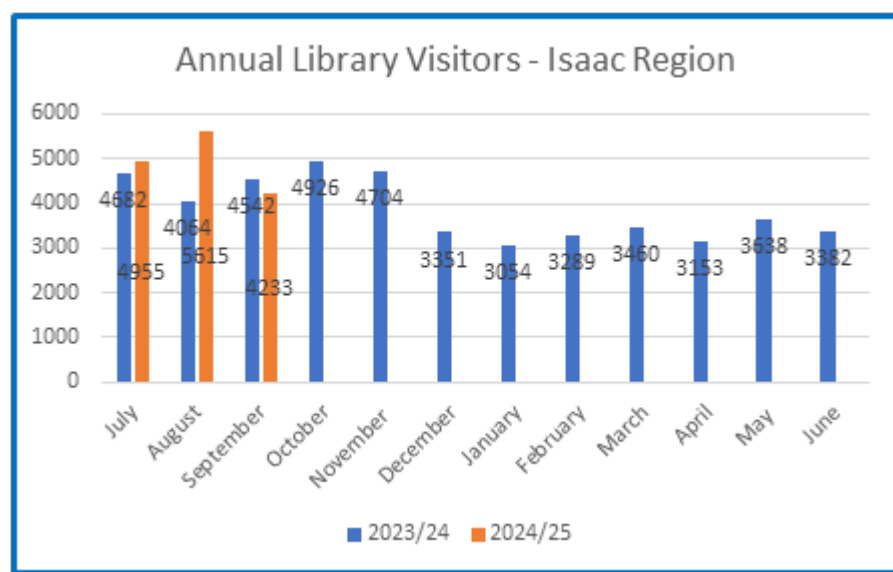
Feral Pig Control Program (Lotus/Clarke creek aerial shooting)

- 2nd shoot currently being scheduled for early November. Engagement currently ongoing with landholders.

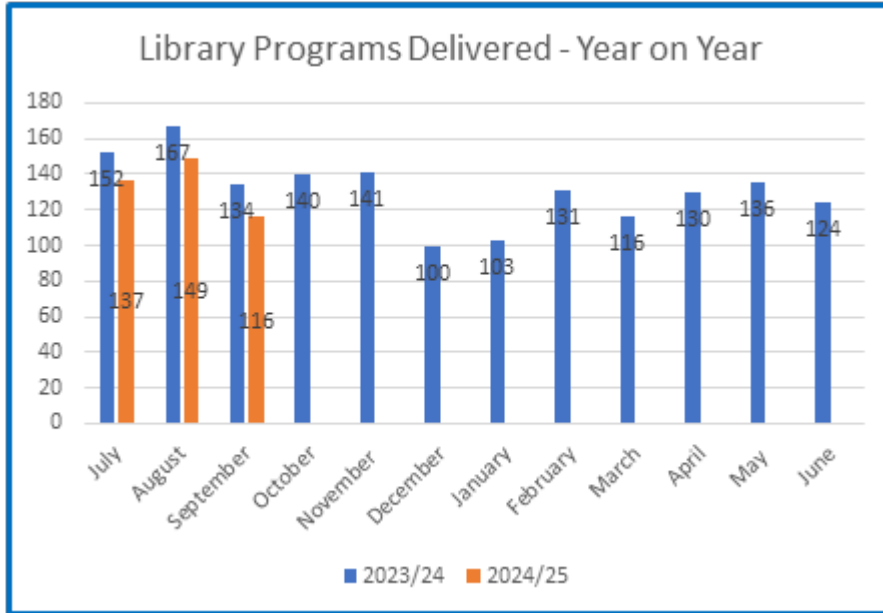
Engaged Communities

Community hubs and libraries

September 2024 Community Hubs Bulletin Graphs – September Statistics

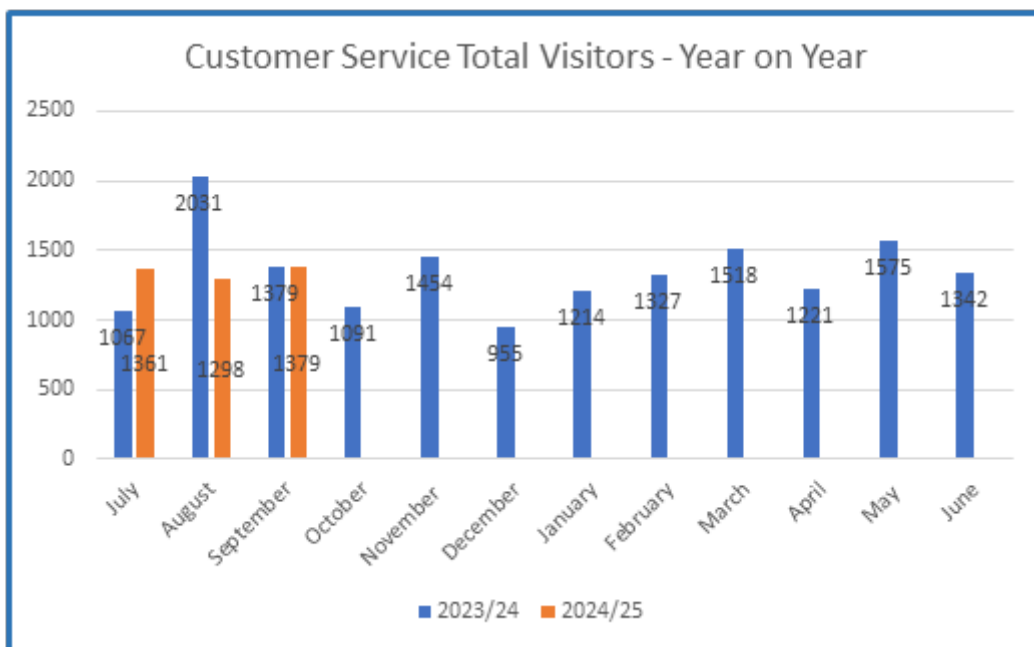


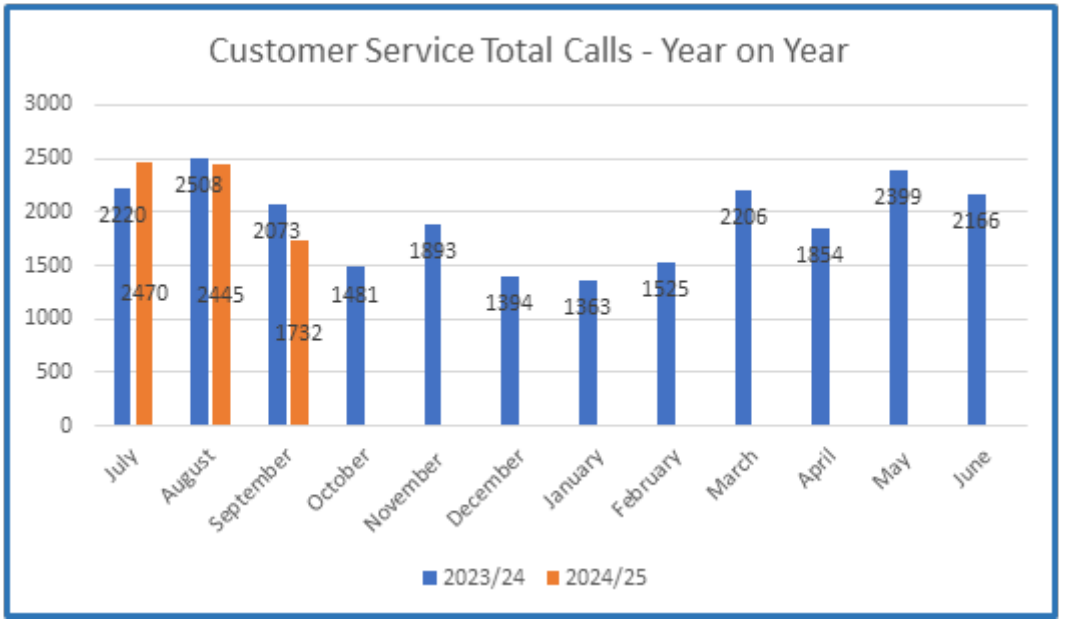
The decrease in visitor numbers this month compared to last year and our previous months is due to many families going on holidays over the school holidays leading to lower visitation.



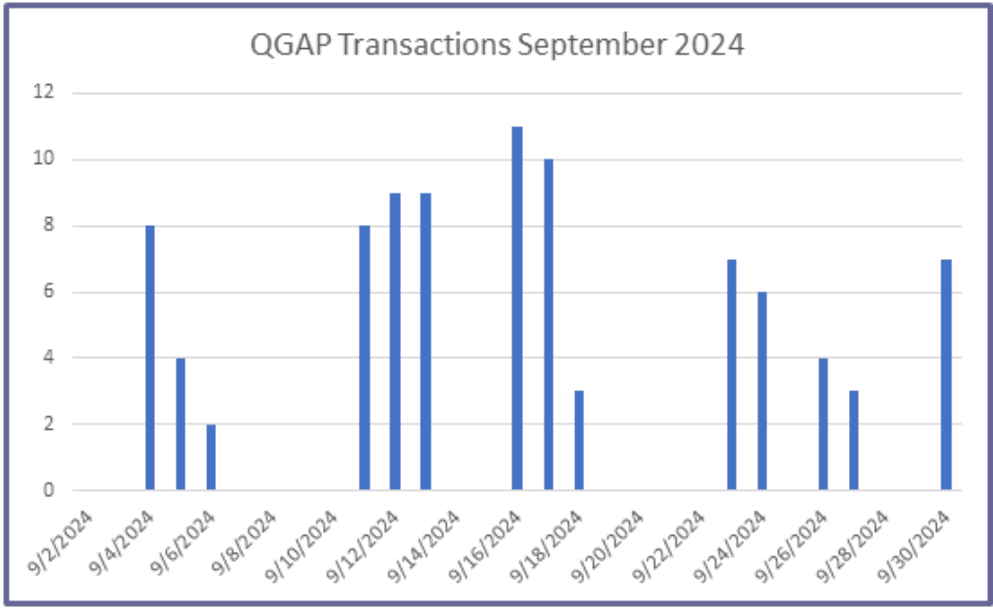
Programs delivered were lower than last year due to resourcing challenges and annual leave.

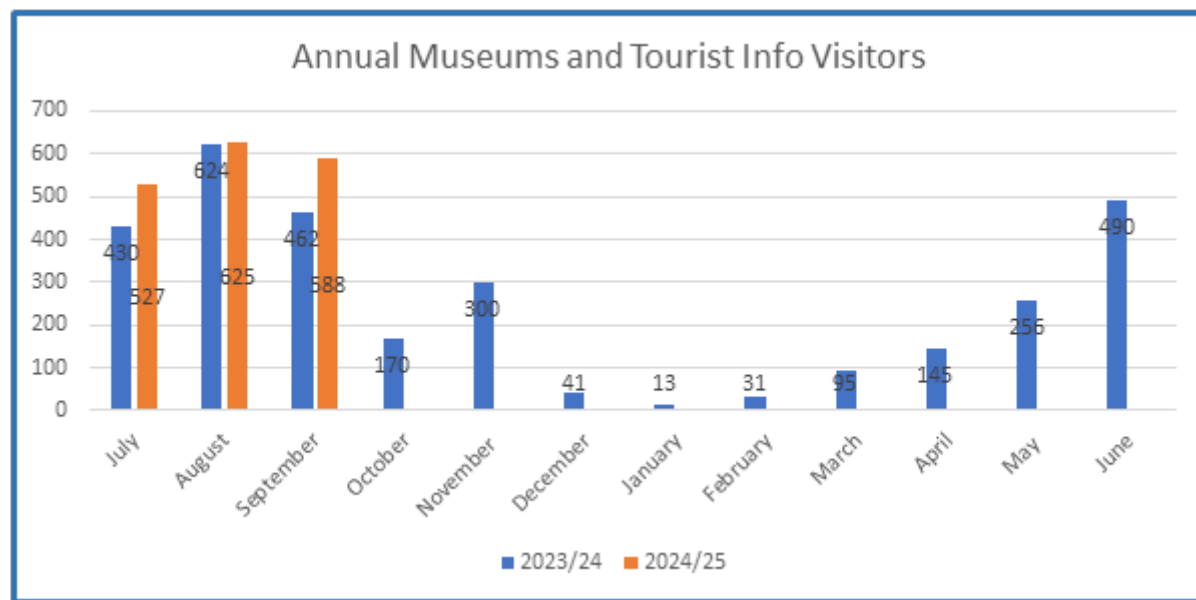
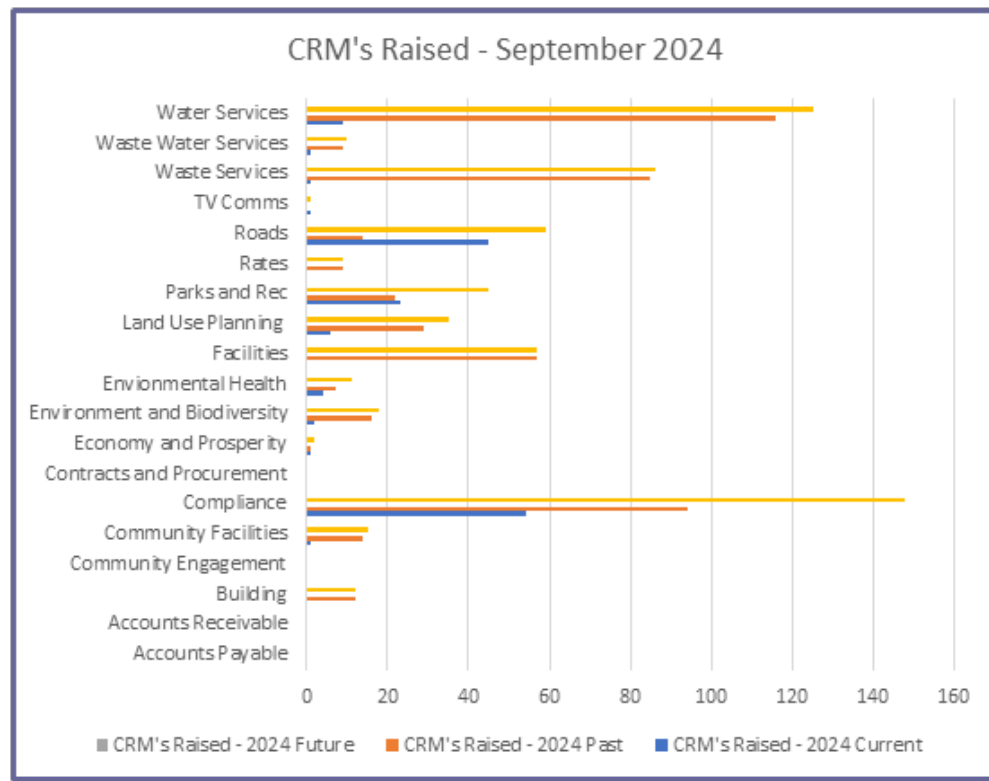
Slight decrease to last year's figures.





Calls show similar numbers to last month, while the walk ins are slightly lower which could be due to short staffing.





Museum visitors stable – Clermont Historical Centre hosted a group from Dysart which had 10 people in attendance. The Clermont Historical Centre was also closed to the public for three days from the 25 to 27 of September due to power issues.

Community Engagement, Programs and Events

The Community Engagement, Programs and Events team are actively working to increase our online registrations and engagement rates, with meaningful projects and relevant engagement points on the online community engagement platform. The month of October has seen an increase in Engagement Rate through projects such as Australia Day Nominations and Dig It Isaac.

Engaged Community Officers Supporting Roles

In the month of October Community Relations Officers spent approximately 30 hours collectively assisting in Frontline Service Roles (both Library and Customer Service), Community Centre Staff and other areas across Council. The Arts and Culture Officer has provided approximately 10 hours of support to the Economy and Prosperity Team towards St Lawrence Wetlands Weekend Planning.

October Seniors Month Activities

Seniors Month is an important time in the Isaac Region, where the contributions of our Seniors to the region through their rates, volunteer work and knowledge can be celebrated. The festivities across the region included Bingo, Chair Yoga, Painting and Op Shop Tours. We had over 140 Seniors across the region engage in the programming.

Economy and Prosperity

Previous Month's Achievements

Economic Development

- Active participation in regional/state initiatives and events supporting economic growth, including investment_attraction with renewable energy and infrastructure projects (e.g., Burrenbring Battery Energy, Solarig, Capricornia Energy Hub).
- Progress on Isaac Region Excellence Precinct (IREP) site, including infrastructure and master plan development.
- Preparations for hosting the Queensland Community Renewables Forum in Nebo on 28 November, expected to gather over 150 industry and community attendees.
- Engagement with government departments on regional transformation and energy storage projects.
- Co-hosted IRC pop-up stall for Beef Expo held Friday 25 October at the Clermont Saleyards. Below event images.



Image 1 Clermont Beef expo October 2024

Business Support

- Execution of Memorandum of Understanding with Renew Initiatives Australia for regional place activation.
- Engagement with Shop Isaac 'Buy Local' campaign and Christmas competition, including business outreach and promotional activities.

Tourism

- Received the Gold Award for the St. Lawrence Wetlands Weekend at the Mackay Isaac Tourism Awards, recognising it as a top event in the Festivals and Events category. The award will be presented to the St. Lawrence community at the Christmas Fair on 7 December to celebrate the community's collaboration and contributions.
- Submitted grant application for Festival Australia 2025 for the St. Lawrence Wetlands event.
- Supported the development of the "Mackay Isaac Region Welcomes You" visitor program, preparing front-line staff for regional tourism promotion in the lead-up to the Olympics.
- Early planning for a Clermont-focused TV series, following the success of Adventure Gold Diggers.

Asset Management

- Progress on major projects: Nebo Showgrounds Master Plan, Clermont Saleyard pen renewal, and Theresa Creek Dam playground repairs.

- New booking system setup for Clermont and Nebo showgrounds and Theresa Creek Dam, plus data tracking initiatives for aerodrome landing areas continue.
- On-site inspection at Theresa Creek Dam (TCD) is scheduled for November to review current maintenance requests and emergency response procedures, the first extension option of the management agreement is pending final approval. The procurement process for the TCD operating model review has also gone to market.
- Below figure 1 Saleyard Throughput report with cattle numbers for September with the Beef expo sale a highlight.

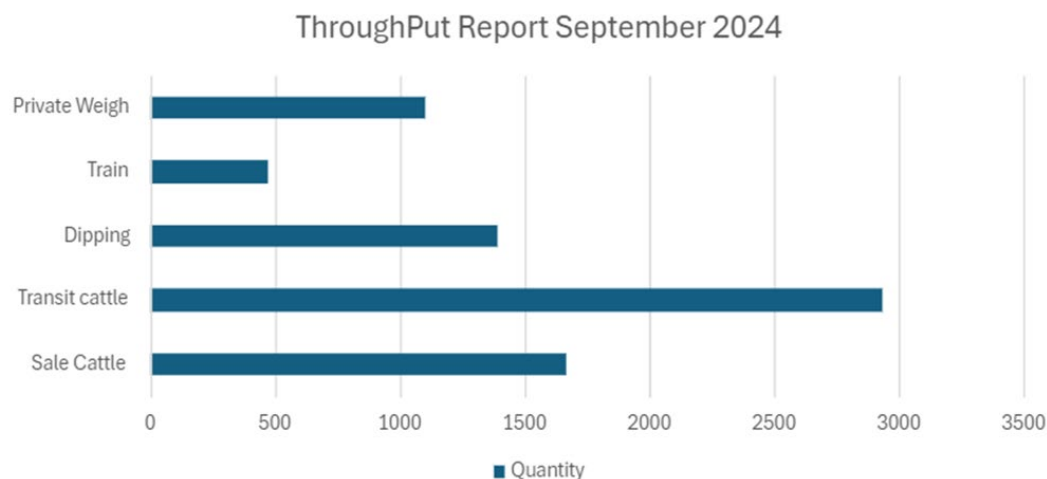


Figure 1 Saleyard Throughput report September 2024

Community Facilities

Halls & Centres

Moranbah Community Centre (MCC – Catering Staff)

Queries around bookings for spaces in the Moranbah Community Centre continue to increase as the opening date approaches. The Isaac Regional Council have released a public notice advising that the new handover date of the MCC from the contractors, Woollam Constructions to IRC is February 2025.

South and West Facilities

Dysart Civic Centre

- BMA had 2 workshops with catering for both events.
- Community engagement held a senior's event.
- The land Access Ombudsman held an open day.
- The electoral Commission held the election in the hall.

Middlemount Community Hall

Gymnastic was held and Anglo American held their long service awards.

Clermont Civic Centre

- Clermont Performing Arts held their annual dance concert on 26 October, leading up to the concert they utilised the hall for the week prior.
- Community engagement held a senior's event.
- The land Access Ombudsman held an open day.

Dysart Recreation Centre

- The Dysart Recreation Centre had the pleasure of hosting a "Move it or Lose it" Class for Seniors Week in the Isaac on Wednesday 9 October.
- Kanga Training from Moranbah booked Meeting Room on a Tuesday for interest in Kanga Training for Mum's and Bubs.

East Coast Facilities

Clarke Creek Community Hall

- 2 bookings were taken for the Clarke Creek Community Hall.

Glenden Recreation Centre

- 3 bookings were taken for the Nebo Memorial Hall.
- Inspections completed at GRC and Glenden Arts & Crafts Building.

Nebo Memorial Hall

- 5 bookings were taken for the Nebo Memorial Hall.

Cemeteries

October Funerals and Interments:

Moranbah - 09/10/2024 – Catholic Church – 10.00am – Row 5 Plot 1

Clermont - 1 phone enquiry regarding cost of burial including undertaking as when parents passed, Council did their undertaking – advised Council no longer provides the undertaking service. Customer asked for contact details of closest Funeral Directors and was provided list of Funeral Directors and IRC current burial fees.

Nebo - 1 phone enquiry regarding interment of ashes into Nebo Columbarium Wall – information and application forms emailed.

St Lawrence – 1 phone enquiry for cost of burial in St Lawrence. Information verbally provided.

Plaques and memorials

Clermont

- 1 plaque delivered and installed
- Liaised with plaque supplier to have a custom designed motif created for a customer's memorial plaque – plaque paid for and ordered 22/10/2024.

- 1 enquiry to install wooden cross on grandfather's grave in monument section of cemetery – information and application form provided.
- Family seeking information on how to apply for a War memorial. Information and contact details provided.
- Following up with several families regarding plaque designs.

Moranbah

- 1 plaque delivered for IAHT project.

St Lawrence

- Liaising with Mackay Stone Masons and Office of Aust War Graves (OAWG) for memorial for St Lawrence

Swimming Pools

Arising Issues Past Period:

- Failed decking in front of Middlemount pool kiosk, section of deck cordoned off while inspection for repairs can be completed.
- Middlemount pool backstroke handle removed, and bolts lost. Method to refit the handle being worked through to have completed.
- Glenden pool amenities blockage, cleared once again, focus works required to renew damaged sewer infrastructure.

Bookings:

- All leased Isaac pools and GCAC are currently involved in the delivery of swimming lessons for both primary and secondary schools.
- School swimming carnivals scheduled for Glenden at the end of the month.
- Middlemount pool, Oncore Swim Clinic hosted by MCSA Swim Club.

CRM's:

- Various CRMs received in relation to scheduled power outages for Middlemount and Dysart swimming pools requiring closure of facilities.
- Analytical reports for Isaac pools verification sampling to meet public health requirements.

WHS:

- Dysart inappropriate swimwear advice, not reportable response provided.
- Nebo pool, dislocation of kneecap during swim training, incident reported.
- Nebo pool, patrons sat on a table, the table tipped slightly, and the patrons fell on the ground, no injury to report.
- Clermont Pool, patron tripped on uneven surface change in height between pathway and drain.

Inspections:

- Site inspections completed at Glenden, Nebo, Clermont, Dysart and GCAC Moranbah Pool

Greg Cruikshank Aquatic Centre (GCAC)

The swimming season at the Greg Cruikshank Aquatic Centre (GCAC) kicked off with a "Summer Party" hosted by the Moranbah Highlanders Club on Saturday, 28 September. The event featured a variety of activities, including fun games, an Inflatable setup, and display races to showcase the talents of the local swimming club. The canteen was also open for food and refreshments.

While the Summer Party was a great success overall, there were some challenges. One notable issue was the ice-cream van generator failure, which left many patrons, particularly children, disappointed.

A significant concern that arose during the event was related to water safety, especially given the large number of families with young children in attendance. It became apparent that many parents were uncertain about

their children's swimming abilities, often turning to the children themselves to ask. This raised concerns about the potential risks associated with using the Inflatable without proper supervision or swimming proficiency. Discussions are underway to explore how future events can better address these risks and ensure a safer environment for all participants.

There were also two instances where lifeguards assisted in retrieving small children from the 25m pool when their parents were not paying close attention. Thanks to the vigilance and quick response of the lifeguard team, both situations were managed effectively before escalating.

The Greg Cruickshank Aquatic Centre had 384 patrons enter the facility which kept staff on their toes.

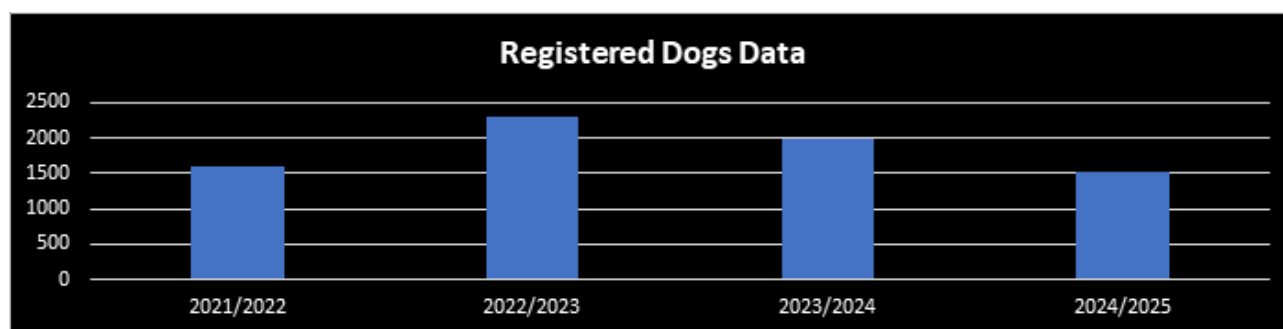
Till total for the day was \$2443.40 (\$1929.00 entry fees, \$514.40 Kiosk sales).

Chunky bean and Smithy's Mr Whippy ice-cream both had positive sales and were excited to be part of the event.

Community Education and Compliance

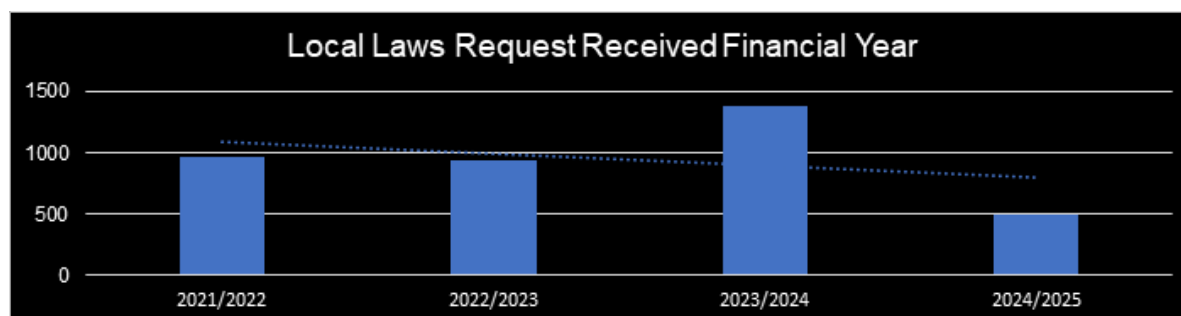
Previous Month's Achievements

Animal Management - Registered Dogs



Description	August 2024	September 2024	October 2024	Rego YTD
New Dogs Registered	38	38	33	136
Puppy Registrations (inc. in registration numbers)	13	12	13	47
Dog Registration Renewals	651	684	57	1399
Total Registered				1535
Dog Registration – non renewals				876

Local Laws Compliance Customer Request Activity



PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

The Local Laws unit received 99 requests in October 2024 resolving 74 requests during the period. The remaining service request is under ongoing investigation.

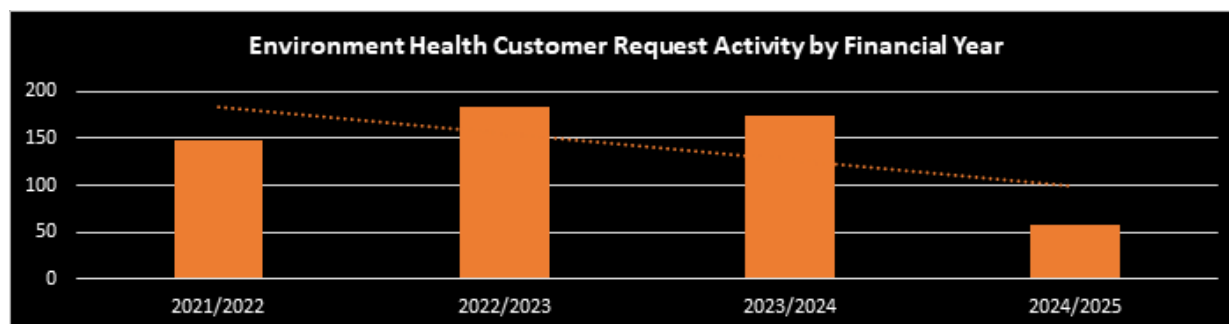
Building Services

Description	August 2024	September 2024	October 2024	Financial YTD
Building Inspections	0	0	0	0
Pool Safety Inspections	0	0	0	0
Building Compliance Inspections - internal leasing	0	0	0	0
Building Property Searches	11	17	15	55
Archiving of private other certifier approvals	9	8	6	33

Plumbing Services

Description	August 2024	September 2024	October 2024	Financial YTD
New Applications	5	4	5	20
Total Decided	3	4	7	21
Description	August 2024	September 2024	October 2024	Financial YTD
Plumbing Inspections	11	16	29	82
Trade Waste Audits	0	0	0	0
Backflow Testing	21	21	4	85

Environmental Health Services



Environmental Health Services received 19 requests in October 2024 and resolving 13 requests. The remaining service request is under ongoing investigation.

Licensable Activities

Type of Licence	Number
Full Food Licence	145
Potable Water Carriers	25
Non for-profit food licence (notes)	7
Temporary food licence (notes)	9

Personal Appearances Services	6
Commercial Use of Local Government Controlled Areas and Roads Approval (notes)	10
Total	202
Notes: <ul style="list-style-type: none"> Temporary licenses and Non-for-profit licenses are investigated at the time of issue and are not included in the annual inspection schedule. Inspection are conducted when a complaint of service request is received and or when a single large event takes place for example the Clermont Show when officers conduct an inspection program for that that event. These license types are commonly issued for once of events. Commercial Use of Local Government Controlled Areas and Roads applications are assessed at the time of issue and do not require an annual inspection. 	

Service Level	Target	October 2024	FY YTD	Current Performance %	Service Level Type
Annual inspection of licensed food businesses undertaken	145 premises	15	21	14.48%	Operational
Annual inspection of licensed potable water carriers	25 Premises	4	9	36.00%	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	6 premises	1	2	33.33%	Operational

Applications Received	October 2024
Number of Food Business Licence Applications (New Business)	3
Number of Food Business Licence Applications (Amendment of licence)	0
Number of Short/Long Term Temp Food Business Licence Applications	1
Number of Mobile Food Business Licence Applications	1
Number of Potable Water Carrier Applications	1
Number of Food Business Licences Issued (fixed, mobile, pwc, long term temp, short term temp, amendment)	2
Notification of Non-Profit Organisation Food Event received	1
Notification of Non-Profit Organisation Food Event - approval granted	1
Number of Personal Appearance Service Licence Applications (New Business)	1
Number of Personal Appearance Service Licence Issued (New Business)	0
Annual Food Business Licence Renewals Received	88
Annual Food Business Licences Renewals Issued	51
Annual Personal Appearance Service Licence Renewals Received	2
Annual Personal Appearance Service Licence Renewals Issued	2
Renewal Notices Issued (Food and PAS)	0
Sale Search Application Received	1
Sale Search Reports Issued	1
Number of Commercial Use of Local Government Controlled Areas and Roads Approval Applications Received	2
Number of Commercial Use of Local Government Controlled Areas and Roads Approval Approvals Issued	2

Social media Education Campaign – October Update

In October, the department continued its social media education campaign focusing on public safety and compliance, building on the successes of previous months. Key campaign topics included:

- Responsible Dog Ownership
- Are you a Pathway Parker?

Responsible Dog Ownership:

The Responsible Dog Ownership campaign was launched to educate owners and the general public about the duties and responsibilities with owning and caring for a dog. The primary purpose of this campaign includes but is not limited to:

- Check and maintain fences: Owners are encouraged to regularly inspect and maintain secure fencing to prevent dogs from escaping, reduce accident risks, and minimise community disruptions.
- Walk dogs on a lead: it is essential to keep dogs on a lead when in public spaces to ensure the safety of both the dog and others. This prevents the dog from running off, causing harm, or disturbing wildlife and other people, while also complying with local laws and regulations.

These responsibilities are critical to promoting safety, preventing public nuisances, and fostering a respectful community environment.



Isaac Regional Council

about an hour ago · 🌐

Our furry friends are our best buddies! They love us unconditionally without needing anything in return. It's time to dedicate ourselves to maintaining a safe environment, nutritious food, regular exercise, and all the love they deserve. Remember, a healthy pet is a happy pet! 🐾



Here are two important reminders:



Check Your Fences:

Make it a habit to regularly inspect your fences to ensure they are secure. A secure fence is crucial in preventing your adventurous pets from wandering off. Keep your dog's safe and sound within the boundaries of your homes.



Walking on Lead:

When taking your dog for a stroll, especially in shared spaces, please remember to keep them on a lead. This not only ensures the safety of your pet but also respects the comfort and safety of others in the community.

Let's join paws and create a pet-friendly and considerate community!



Are you a Pathway Parker: The Pathway Parking initiative was launched earlier this year to address the growing issue of vehicles parking on pedestrian pathways. Despite the initial rollout, ongoing non-compliance has necessitated a continued focus on this topic. As a result, the department has placed safe pathway parking information and awareness on a regular social media schedule.



Are you a pathway parker? 🚗

It's more than just an inconvenience – it's a hazard.

Blocking pathways endangers pedestrians, wheelchair users, parents with prams, and school children, forcing them onto the road for passage.

Let's ensure safe passage for everyone by:

- 👉 Not obstructing footpaths
- 👉 Allowing access to driveways
- 👉 Ensuring safe road use

Keep our pathways clear for everyone's well-being and safety.

Annual Food Business and Personal Appearance Service License Renewals

Renewal notices for the 2024-2025 licences have been mailed. The department is currently processing payments and renewal forms to ensure all businesses meet compliance standards for the upcoming year.

SCHEDULE OF REPORTING FOR 2025

To facilitate the change from monthly Information bulletins to department updates via council reports the following schedule is attached for councillor information. The frequency of various department reports will be monitored and amended if requested.

Month	Department	Month	Department
February	Community Education and Compliance and Director Planning, Environment and Community Services	March	Economy and Prosperity and Engaged Communities
April	Liveability and Sustainability and Community Facilities	May	Community Education and Compliance and Director Planning, Environment and Community Services
June	Economy and Prosperity and Engaged Communities	July	Liveability and Sustainability and Community Facilities
August	Community Education and Compliance and Director Planning, Environment and Community Services	September	Economy and Prosperity and Engaged Communities
October	Liveability and Sustainability and Community Facilities	November	Community Education and Compliance and Director Planning, Environment and Community Services

CONSULTATION

Planning, Environment and Community Services Directorate, Managers and Staff.

BASIS FOR RECOMMENDATION

This is an information only report.

ACTION ACCOUNTABILITY

Information only report.

KEY MESSAGES

Operational update to Elected Members.

Report prepared by:

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

Date: 31 October 2024

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: 31 October 2024

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

PAGES 147 TO 183 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Planning, Environment and Community Service

Standing Committee Meeting

Wednesday 20 November 2024

AUTHOR

Michael St Clair

AUTHOR POSITION

Manager Liveability and Sustainability

5.13 SERVICE LEVEL REVIEW – DEVELOPMENT ASSESSMENT LIVEABILITY AND SUSTAINABILITY DEPARTMENT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

Council has a statutory responsibility to delivery development assessment functions in accordance with the requirements of the *Planning Act 2016* and *Planning Regulation 2016*.

These responsibilities are undertaken by the Liveability and Sustainability Department who hold an annual budget (cost centre 1099) to deliver this service.

A presentation (Attachment 1) has been prepared to provide any overview of these deliverables, including resourcing and budgeting (current and historic).

Budget

Nil

CONSULTATION

Nil

BASIS FOR RECOMMENDATION

The reporting of budget information will enable Council to have a sound understanding of the costs of delivery council's services.

ACTION ACCOUNTABILITY

Manager Liveability and Sustainability to present presentation to Councillors.

KEY MESSAGES

Council has a statutory responsibility to deliver development assessment services in accordance with the *Planning Act 2016* and *Planning Regulation 2016*.

Report prepared by:	Report authorised by:
MICHAEL ST CLAIR	DAN WAGNER
Manager Liveability and Sustainability	Director Planning, Environment and Community Services
Date: 11 November 2024	Date: 11 November 2024

ATTACHMENTS

- CONFIDENTIAL - Attachment 1 – Service Level Review – Development Assessment

REFERENCE DOCUMENT

- Nil

PAGES 186 TO 199 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS