



NOTICE OF MEETING

Dear Committee Members

You are requested to attend the following meeting of Council.

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

TO BE HELD ON
TUESDAY, 11 NOVEMBER 2025
COMMENCING AT 1.00PM

**ISAAC REGIONAL COUNCIL
MORANBAH COUNCIL CHAMBERS**

CALE DENDLE
Chief Executive Officer

HEIDI ROBERTS
Committee Officer
Director Community Services

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

LOCAL GOVERNMENT ACT 2009

Local Government Regulation 2012

Chapter 8, Part 2 Local Government Meetings and Committees

Division 1A, Requirements for Local Government Meetings Generally

254J Closed meetings

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—
 - (a) the appointment, discipline or dismissal of the chief executive officer;
 - (b) industrial matters affecting employees;
 - (c) the local government's budget;
 - (d) rating concessions;
 - (e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
 - (f) matters that may directly affect the health and safety of an individual or a group of individuals;
 - (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;
 - (h) negotiations relating to the taking of land by the local government under the [*Acquisition of Land Act 1967*](#);

- (i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State;
 - (j) an investigation report given to the local government under chapter 5A, part 3, division 5 of the Act.
- (4) However, a local government or a committee of a local government must not resolve that a part of a local government meeting at which a decision mentioned in section [150ER](#)(2), [150ES](#)(3) or [150EU](#)(2) of the [Act](#) will be considered, discussed, voted on or made be closed.
- (5) A resolution that a local government meeting be closed must—
 - (a) state the matter mentioned in subsection (3) that is to be discussed; and
 - (b) include an overview of what is to be discussed while the meeting is closed.
- (6) A local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

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

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

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

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

**COMMUNITY SERVICES
STANDING COMMITTEE MEETING
OF ISAAC REGIONAL COUNCIL
TO BE HELD ON
TUESDAY 11 NOVEMBER 2025
COUNCIL CHAMBERS, MORANBAH**

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

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1. OPENING OF MEETING

2. APOLOGIES

3. DECLARATION OF CONFLICTS OF INTEREST

4. CONFIRMATION OF MINUTES

Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 9.00am on Tuesday, 7 October 2025.

5. OFFICER REPORTS

5.1 MINOR COMMUNITY GRANTS SUMMARY OCTOBER 2025

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 October to 31 October 2025.

5.2 ISAAC MUSEUMS OPERATIONAL ADJUSTMENTS - PHASE TWO

EXECUTIVE SUMMARY

The Isaac Museums Operational Adjustments – Phase One Report (November 2024) was developed from recommendations contained within the *Isaac Museums Collection Management Plan 2024*, prepared by the Queensland Museum. Phase One actions (as per Council endorsed resolution 8944, Ordinary Council Meeting 27 November 2024) aimed to improve operational efficiency, prioritise core museum work, and eliminate high-cost, low-benefit activities

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Point 9 of the resolution required “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”. This report outlines the impact of changes made as required and also makes the further recommendation of renaming the Historic Nebo Museum to “Nebo Museum” for consistency of naming convention across the Isaac Museums network.

5.3 REQUEST FOR REDUCTION OF DEVELOPMENT APPLICATION FEES – MCU25/0016 – DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE – SPECIAL INDUSTRY (POWER STATION) AND MAJOR ELECTRICITY INFRASTRUCTURE AND ENVIRONMENTALLY RELEVANT ACTIVITY (ERA 14 [1])

EXECUTIVE SUMMARY

This report seeks Council’s consideration of a request from EPIC Environmental on behalf of QPME Pty Ltd to reduce development application fees for a Development Permit for Material Change of Use – Special Industry (Power Station) and Major Electricity Infrastructure located at 505 Goonyella Road, Moranbah (MCU25/0016). Officers recommend a partial fee reduction to align the payable fee with the expected cost of undertaking the assessment.

5.4 2025/2026 ANNUAL OPERATION PLAN – QUARTERLY REPORT - FIRST QUARTER – COMMUNITY SERVICES DIRECTORATE

EXECUTIVE SUMMARY

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

5.5 MATERIAL CHANGE OF SCOPE TO APPROVED CAPITAL PROJECT

EXECUTIVE SUMMARY

This report seeks authority for the approved capital project, listed as CW222966 St Lawrence (STLAW) Community Hub Design and Construct to be removed from the Community Services Capital works program and for the project budget (\$131,154.00) to be reallocated to the project listed as CW253329 St Lawrence (STL) Hall - Kitchen upgrade.

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5.6 COMMUNITY SERVICES FY2025/2026 CAPITAL PROJECTS PROGRESS REPORT AS AT 27 OCTOBER 2025

EXECUTIVE SUMMARY

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

5.7 ST LAWRENCE WETLANDS FESTIVAL COMMUNITY-LED TRANSITION

EXECUTIVE SUMMARY

This report outlines the transition of the St Lawrence Wetlands Festival (SLWF) event from a council-led initiative to a community-led event. The transition aligns with Council's strategic goals to empower local communities, foster civic participation, and ensure long-term sustainability of public events. The process involved stakeholder consultation, capacity-building workshops, and the establishment of a new community governance model.

5.8 EXTENSION OF RENEWABLE ENERGY COORDINATOR ROLE AND BUDGET ALLOCATION FOR FY2026-27

EXECUTIVE SUMMARY

This report seeks Council's endorsement to extend the Renewable Energy Coordinator role beyond the current Queensland Council Energy Partnerships (QCEP) funding term, which ends on 31 March 2026. The extension would continue the position until 31 March 2027, allowing for sustained delivery of key strategic and operational outcomes.

This continuation will require new funding to be allocated in Council's 2026-27 Operational Budget.

5.9 2025-26 ISAAC REGIONAL COUNCIL STATE AND FEDERAL BUDGET SUBMISSION

EXECUTIVE SUMMARY

This report seeks Council's endorsement for the State and Federal Budget Submission. This submission outlines key road investment priorities sought by Isaac Regional Council on behalf of community development in the Isaac Region.

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5.10

CIVIC VENUES STATUS UPDATE AS AT OCTOBER 2025

EXECUTIVE SUMMARY

This report is to provide a status update to Council on all Civic Venues across the region. The intent is to inform Council of emerging priorities and seek direction on identified areas of potential.

6. GENERAL BUSINESS

7. CONCLUSION



UNCONFIRMED MINUTES

COMMUNITY SERVICES
STANDING COMMITTEE
MEETING OF
ISAAC REGIONAL COUNCIL

HELD ON
TUESDAY, 7 OCTOBER 2025

COMMENCING AT 1.00PM

UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON TUESDAY 7 OCTOBER 2025

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

HELD IN COUNCIL CHAMBERS, MORANBAH

ON TUESDAY 7 OCTOBER 2025 COMMENCING AT 1.00PM

ATTENDEES

Cr Viv Coleman, Division Eight (Chair) *(by video conference)*
Mayor Kelly Vea Vea
Cr Terry O'Neill, Division One
Cr Alaina Earl, Division Five

**COMMITTEE
APOLOGIES**

Cr Melissa Westcott, Division Three

OBSERVERS

Cr Rachel Anderson, Division Seven *(by video conference)*

OFFICERS PRESENT

Mr Cale Dendle, Chief Executive Officer
Ms Heidi Roberts, Director Community Services
Mr Beau Jackson, Executive Manager Advocacy
Ms Nishu Ellawala, Manager Community Education and Compliance
Mr Scott Jarvis, Acting Manager Community and Cultural Services
Mr Mark Davey, Program Manager – Capital Delivery
Ms Barbara Franklin, Coordinator Community Hubs
Ms Tamara Bateman, Coordinator Community Facilities
Mr Kent Worsley, Program Leader - Environment and Sustainability
Ms Karina Stennett, Program Leader Community Compliance
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Chief Executive Officer
Ms Gemma Hayes, Executive Assistant

1. OPENING

The Chair, Cr Viv Coleman welcomed all in attendance, declared the meeting open at 1.00pm and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. APOLOGIES AND LEAVE OF ABSENCES

A leave of absence has been received from Cr Melissa Westcott as she is on personal leave.

Resolution No.: COMM10/25-001

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

1. That the Community Services Standing Committee grants a leave for Cr Melissa Westcott.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a Declarable Conflict of Interest for Report 5.2 Major Grant Applications Summary Round One FY 2025 – 2026 Application 12 as she is the Secretary for the Moranbah Arts.

NOTE:

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

4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, at 1.00pm on Tuesday 9 September 2025.

Resolution No.: COMM10/25-002

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah commencing at 1.00pm on Tuesday 9 September 2025 are confirmed.

Carried

5. OFFICERS REPORTS

5.1 Minor Community Grants Summary September 2025

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 September 2025 to 30 September 2025.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- Notes the minor community grants approved under delegation for the month of September 2025.**

Resolution No.: COMM10/25-003

Moved: Mayor Kelly Vea Vea

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Notes the minor community grants approved under delegation for the month of September 2025.**

Carried

ATTENDANCE

Mr Shane Brandenburg, Renewable Energy Coordinator video conferenced into the meeting at 1.04pm.

5.2

Major Grant Applications Summary Round One FY 2025 - 2026

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 FY2025-2026. A total of 13 applications were received for Round One.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. Approves the following applications for the Community Grants Round One FY2025-2026 as follows:

Application 1	
CLERMONT RACE CLUB	
Project	Clermont Race Club are hosting their annual November races on 15 November 2025. They are seeking Councils support of \$5,000 to go towards the cost of security. The quote for the security is \$7,480.00. The overall cost for the event is \$54,400.00. This meets the co contribution requirements.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 1 & 6

Application 2	
BELYANDO PERFORMANCE HORSE INC	
Project	Belyando Performance Horse Inc are hosting their annual Campdraft on 3-5 October. They are seeking Council's support of \$5,000.00 to go towards the cost of the ambulance and the payment of hire for the Clermont Sale yards. The quote for the ambulance is \$5,350.05. The quote for the sale yards is \$1,800.00. The overall cost of the event is \$91,000. This meets the co contribution requirements.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 1 & 6

UNCONFIRMED MINUTES

Application 3 LIFE CHURCH CLERMONT	
Project	Life Church Clermont are hosting their annual Christmas in the park "Clermont Community Christmas" on 5 December 2025. They are seeking Councils support of \$5,000.00 to go towards the cost of the amusement rides. The quote for Fun times amusements is \$18,256.98. The overall cost of event is \$29,288.88. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)
Proposed Budget Source	Division 1 & 6

Application 4 OASIS LIFE CHURCH	
Project	Oasis Life Church are hosting their annual Moranbah Christmas Carols on 5 December 2025 in Town Square Moranbah. They are seeking Councils support of \$10,000 to go towards the cost of Kennedy's stage hire. The quote for Kennedy's is \$28,000. The overall cost of the event is \$56,750. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST) Officer recommendations for Major Grants will align with the Isaac Grants Guidelines and not exceed \$5,000.00 (excluding GST). Applications requesting funding \$5,000.00 must be approved by Council resolution.
Proposed Budget Source	Division 3, 4, 5

Application 5 ELAM	
Project	ELAM are hosting their annual Debutante Ball on the 28 March 2026. They are seeking Councils support of \$5,000 to go towards the payments of the venue hire, band, bands accommodation, table decorations, catering. The quote for Isaac Excellence Centre is \$1,864.50. The quote for the Band is \$2,250.00. The quote for the band's accommodation is \$580.00. The quote for table decorations is \$600.00. The quote for the catering is \$14,850.00. The overall cost of the event is \$24,500. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)

UNCONFIRMED MINUTES

Proposed Budget Source	Division 3, 4, 5
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Application 6 DYSART GOLF CLUB	
Project	Dysart Golf Club in collaboration with other local groups are hosting the Dysart Christmas Party on 6 December 2025. They are seeking Councils support of \$10,000 to go towards the payment of HIBBLES amusements. The quote for HIBBLES is \$26,500.00. The overall cost of the event is \$92,500.00. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST) Officer recommendations for Major Grants will align with the Isaac Grants Guidelines and not exceed \$5,000.00 (excluding GST).
Proposed Budget Source	Division 2

Application 7 DYSART KINDERGARTEN	
Project	Dysart Kindergarten would like to upgrade their facility to benefit current and future families that are attending the Kindergarten in Dysart. They would like to purchase and install a shade sail, outdoor fans for summer and new tables. They are seeking Councils support of \$3,111.00. to go towards the cost of the purchase and installation. The quote for the purchase and installation is \$4,519.00. The overall cost is \$4,519.00. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$3,111.00 (excluding GST)
Proposed Budget Source	Division 2

Application 8 MORANBAH COMMUNITY GARDEN	
Project	Moranbah Community Garden are wanting to purchase and install automatic sprinklers at the Moranbah Community Garden. They are seeking Councils support of \$5,000 to go towards the purchase and installation. The quote for the purchase and installation is \$8,696.60. The overall cost is \$8,696.60. This meets the co contribution amount.
Officer Recommendation	
Details	Approve \$5,000.00 (excluding GST)

UNCONFIRMED MINUTES

Proposed Budget Source	Division 3, 4, 5
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Application 9 MORANBAH DARTS	
Project	Moranbah Darts are seeking to purchase automatic scoring and lighting equipment to enhance the playing experience. They are seeking Councils support of \$5,000 to go towards the purchase of the automatic scorers. The quote for Omini scorers is \$7,920.00. The overall cost is \$7,920.00. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00
Proposed Budget Source	Division 3, 4, 5

Application 10 MORANBAH EAST STATE SCHOOL P&C	
Project	Moranbah East State School P&C are wanting to build a crossing shelter for our crossing guard staff at Moranbah East. They are seeking Councils support of \$5,000 to go towards the cost of building the shelter. The quote for shelter is \$9,708.57. The overall cost of event is \$9,708.57. This meets the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$5,000.00
Proposed Budget Source	Division 3, 4, 5

Application 11 CAPELLA TIERI MIDDLEMOUNT COMMUNITY SUPPORT NETWORK	
Project	CTM Links Middlemount are looking at hosting monthly cooking and education classes at the Middlemount Community Hall from November to May 2026. The overall cost is \$4,291.29. Grant funding of \$3,200 is requested. This does not meet the co contribution amount.
<u>Officer Recommendation</u>	
Details	Approve \$3,004.00 (excluding GST). This amount meets the 30%:70% minimum co-contribution requirement.
Proposed Budget Source	Division 7

UNCONFIRMED MINUTES

Application 12 MORANBAH ARTS	
Project	Moranbah Arts are upgrading their sound desk and new microphone stands and additional pieces for the upright truss. The overall cost is \$5,378.84. Grant funding of \$4,000 is requested. This does not meet the minimum co-contribution requirement.
Officer Recommendation	
Details	Approve \$3,765.00 (excluding GST). This amount meets the 30%:70% minimum co-contribution requirement.
Proposed Budget Source	Division 3, 4, 5

Application 13 DYSART PONY CLUB	
Project	Dysart Pony Club are wanting to upgrade their jumping equipment and purchase laptops. The overall cost is \$4,260.90. Grant funding of \$5,000 is requested. This does not meet the minimum co-contribution requirement.
Officer Recommendation	
Details	Approve \$2,982.00 (excluding GST). This amount meets the 30%:70% minimum co-contribution requirement.
Proposed Budget Source	Division 2

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

Resolution No.:	COMM10/25-004		
Moved:	Mayor Kelly Vea Vea	Seconded:	Cr Terry O’Neill
That the Committee recommends that Council:			
1. Approves Application 1 for the Community Grants Round One FY2025-2026 as follows:			

Application 1 CLERMONT RACE CLUB	
Project	Clermont Race Club are hosting their annual November races on 15 November 2025. They are seeking Councils support of \$5,000 to go towards the cost of security. The quote for the security is \$7,480. The overall cost for the event is \$54,400. This meets the co contribution requirements.
Committee Recommendation	
Details	Approves \$5,000 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: COMM10/25-005

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves Application 2 for the Community Grants Round One FY2025-2026 as follows:

Application 2 BELYANDO PERFORMANCE HORSE INC	
Project	Belyando Performance Horse Inc are hosting their annual Campdraft on 3-5 October. They are seeking Council's support of \$5,000 to go towards the cost of the ambulance and the payment of hire for the Clermont Sale yards. The quote for the ambulance is \$5,350.05. The quote for the sale yards is \$1,800. The overall cost of the event is \$91,000. This meets the co contribution requirements.
Committee Recommendation	
Details	Approves \$5,000 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: COMM10/25-006

Moved: Cr Alaina Earl

Seconded: Mayor Kelly Ve'a Ve'a

That the Committee recommends that Council:

Application 3

Project

Life Church Clermont are hosting their annual Christmas in the park “Clermont Community Christmas” on 5 December 2025. They are seeking Councils support of \$5,000 to go towards the cost of the amusement rides. The quote for Fun times amusements is \$18,256.98. The overall cost of event is \$29,288.88. This meets the co contribution amount.

Details

Approves \$5,000 (excluding GST)

Budget Source

Division 1 and 6

Carried

Seconded: Mayor Kelly Ve'a Ve'a

1. Approves Application 4 for the Community Grants Round One FY2025-2026 as follows:

Application 4

Project

Oasis Life Church are hosting their annual Moranbah Christmas Carols on 5 December 2025 in Town Square Moranbah. They are seeking Councils support of \$10,000 to go towards the cost of Kennedy's stage hire. The quote for Kennedy's is \$28,000. The overall cost of the event is \$56,750. This meets the co contribution amount.

Details

Approves \$10,000 (excluding GST)

Budget Source

Division 3, 4, 5 and 7

Carried

UNCONFIRMED MINUTES

Resolution No.: COMM10/25-008

Moved: Cr Terry O'Neill

Seconded: Mayor Kelly Vea Vea

That the Committee recommends that Council:

1. Approves Application 5 for the Community Grants Round One FY2025-2026 as follows:

Application 5	ELAM
Project	ELAM are hosting their annual Debutante Ball on the 28 March 2026. They are seeking Councils support of \$5,000 to go towards the payments of the venue hire, band, bands accommodation, table decorations, catering. The quote for Isaac Excellence Centre is \$1,864.50. The quote for the Band is \$2,250. The quote for the band's accommodation is \$580. The quote for table decorations is \$600. The quote for the catering is \$14,850. The overall cost of the event is \$24,500. This meets the co contribution amount.
Committee Recommendation	
Details	Approves \$5,000 (excluding GST)
Budget Source	Division 3, 4, 5
Carried	

Resolution No.: COMM10/25-009

Moved: Mayor Kelly Vea Vea

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Approves Application 6 for the Community Grants Round One FY2025-2026 as follows:

Application 6	DYSART GOLF CLUB
Project	Dysart Golf Club in collaboration with other local groups are hosting the Dysart Christmas Party on 6 December 2025. They are seeking Councils support of \$10,000 to go towards the payment of HIBBLES amusements. The quote for HIBBLES is \$26,500. The overall cost of the event is \$92,500. This meets the co contribution amount.

UNCONFIRMED MINUTES

Committee Recommendation	
Details	Approves \$10,000 (excluding GST)
Budget Source	Division 2
Carried	

Resolution No.: COMM10/25-010

Moved: Cr Alaina Earl

Seconded: Mayor Kelly Vea Vea

That the Committee recommends that Council:

- Approves Application 7 for the Community Grants Round One FY2025-2026 as follows:

Application 7 DYSART KINDERGARTEN	
Project	Dysart Kindergarten would like to upgrade their facility to benefit current and future families that are attending the Kindergarten in Dysart. They would like to purchase and install a shade sail, outdoor fans for summer and new tables. They are seeking Councils support of \$3,111. to go towards the cost of the purchase and installation. The quote for the purchase and installation is \$4,519. The overall cost is \$4,519. This meets the co contribution amount.
Committee Recommendation	
Details	Approves \$3,111 (excluding GST)
Budget Source	Division 2
Carried	

Resolution No.: COMM10/25-011

Moved: Cr Alaina Earl

Seconded: Mayor Kelly Vea Vea

That the Committee recommends that Council:

- Approves Application 8 for the Community Grants Round One FY2025-2026 as follows:

UNCONFIRMED MINUTES

Application 8 MORANBAH COMMUNITY GARDEN	
Project	Moranbah Community Garden are wanting to purchase and install automatic sprinklers at the Moranbah Community Garden. They are seeking Councils support of \$5,000 to go towards the purchase and installation. The quote for the purchase and installation is \$8,696.60. The overall cost is \$8,696.60. This meets the co contribution amount.
<u>Committee Recommendation</u>	
Details	Approves \$5,000 (excluding GST)
Budget Source	Division 3, 4, 5
Carried	

Resolution No.: COMM10/25-012

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Approves Application 9 for the Community Grants Round One FY2025-2026 as follows:

Application 9 MORANBAH DARTS	
Project	Moranbah Darts are seeking to purchase automatic scoring and lighting equipment to enhance the playing experience. They are seeking Councils support of \$5,000 to go towards the purchase of the automatic scorers. The quote for Omini scorers is \$7,920. The overall cost is \$7,920. This meets the co contribution amount.
<u>Committee Recommendation</u>	
Details	Approves \$5,000
Budget Source	Division 3, 4, 5
Carried	

Resolution No.: COMM10/25-013

Moved: Mayor Kelly Vea Vea

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- Approves Application 10 for the Community Grants Round One FY2025-2026 as follows:

Application 10 MORANBAH EAST STATE SCHOOL P&C	
Project	Moranbah East State School P&C are wanting to build a crossing shelter for our crossing guard staff at Moranbah East. They are seeking Councils support of \$5,000 to go towards the cost of building the shelter. The quote for shelter is \$9,708.57. The overall cost of event is \$9,708.57. This meets the co contribution amount.
Committee Recommendation	
Details	Approves \$5,000
Budget Source	Division 3, 4, 5
Carried	
Resolution No.: COMM10/25-014	
Moved: Mayor Kelly Ve a Ve a	Seconded: Cr Alaina Earl
That the Committee recommends that Council:	
1. Approves Application 11 for the Community Grants Round One FY2025-2026 as follows:	
Application 11 CAPELLA TIERI MIDDLEMOUNT COMMUNITY SUPPORT NETWORK	
Project	CTM Links Middlemount are looking at hosting monthly cooking and education classes at the Middlemount Community Hall from November to May 2026. The overall cost is \$4,291.29. Grant funding of \$3,200 is requested. This does not meet the co contribution amount.
Committee Recommendation	
Details	Approves \$3,004 (excluding GST). This amount meets the 30%:70% minimum co-contribution requirement.
Budget Source	Division 7
Carried	

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a Declarable Conflict of Interest for Report 5.2 Major Grant Applications Summary Round One FY 2025 – 2026 Application 12 as she is the Secretary for the Moranbah Arts. Cr Alaina Earl left the meeting room at 1.18pm and did not participate in the discussions or vote for Application 12.

Resolution No.: COMM10/25-015

Moved: Cr Terry O'Neill **Seconded:** Mayor Kelly Vea Vea

That the Committee recommends that Council:

- Approves Application 12 for the Community Grants Round One FY2025-2026 as follows:

Application 12 MORANBAH ARTS	
Project	Moranbah Arts are upgrading their sound desk and new microphone stands and additional pieces for the upright truss. The overall cost is \$5,378.84. Grant funding of \$4,000 is requested. This does not meet the minimum co-contribution requirement.
Committee Recommendation	
Details	Approves \$3,765 (excluding GST). This amount meets the 30%:70% minimum co-contribution requirement.
Budget Source	Division 3, 4, 5
Carried	

ATTENDANCE

Cr Alaina Earl returned to the meeting room at 1.19pm.

Resolution No.: COMM10/25-016

Moved: Mayor Kelly Vea Vea **Seconded:** Cr Terry O'Neill

That the Committee recommends that Council:

- Approves Application 13 for the Community Grants Round One FY2025-2026 as follows:

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5.3 Isaac Arts and Cultural Advisory Committee Minutes – 5 September 2025

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provide 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 5 September 2025 and presents committee recommendations for consideration.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. ***Endorse the Minutes of the Isaac Arts and Cultural Advisory Committee of Friday, 5 September 2025 with specific reference to:***
 - a. ***the Regional Arts Development Funding Guidelines for the 2025-2026 Funding Year;***
 - b. ***the Application forms for the 2025-26 Regional Arts Development Funding across the categories of "Develop", "Inspire" and "Grow".***
2. ***Authorise the Chief Executive Officer to delegate to the Director Community Services the approval of any administrative changes to the 2025-26 Regional Arts Development Fund Funding Guidelines and the Regional Arts Development Fund application forms.***

Resolution No.: COMM10/25-018

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. **Endorses the Minutes of the Isaac Arts and Cultural Advisory Committee of Friday, 5 September 2025 with specific reference to:**
 - a. **the Regional Arts Development Funding Guidelines for the 2025-2026 Funding Year;**
 - b. **the Application forms for the 2025-26 Regional Arts Development Funding across the categories of "Develop", "Inspire" and "Grow".**
2. **Authorises the Chief Executive Officer to delegate to the Director Community Services the approval of any administrative changes to the 2025-26 Regional Arts Development Fund Funding Guidelines and the Regional Arts Development Fund application forms.**

Carried

5.4 Clermont Museum Open Day – Future Scheduling

EXECUTIVE SUMMARY

The Clermont Museum Open Day was successfully delivered as a stand-alone event in 2025, providing strong community participation and opportunities for growth beyond its traditional alignment with the Gold and Coal Festival. This report seeks Council endorsement for the event to be rescheduled to June/July each year, to establish it as a signature heritage event for Isaac.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Endorses the rescheduling of the Clermont Museum Open Day to June/July annually.**

Resolution No.: **COMM10/25-019**

Moved: **Cr Alaina Earl**

Seconded: **Cr Terry O'Neill**

That the Committee recommends that Council:

1. **Endorses the rescheduling of the Clermont Museum Open Day to June/July annually.**

Carried

ATTENDANCE

Ms Barb Franklin left the meeting room at 1.28pm.

Ms Rebekah McDonald, Program Leader - Development Assessment entered the meeting room at 1.31pm.

Ms Deepa Kothuri, Trainee Administration Officer - L&S entered the meeting room at 1.35pm.

5.5

Proposed Approved Inspection Programs 2026 – Systematic Inspection Program of Clermont and Selective Inspection Program (Non-Renewed Registrations)

EXECUTIVE SUMMARY

This report seeks Council's approval for two Approved Inspection Programs under the *Animal Management (Cats and Dogs) Act 2008* and the *Local Government Act 2009*.

- A Systematic Inspection Program for all properties in the locality of Clermont between 2 March 2026 and 22 May 2026.
- A Selective Inspection Program across the Isaac Regional Council area targeting properties with non-renewed dog registrations as of 31 August 2025, to also run between 2 March 2026 and 22 May 2026.

Both programs support monitoring compliance with the *Animal Management Act (Cats and Dogs) Act 2008*, Isaac Regional Council Local Law No.1 (Administration) 2011 and Isaac Regional Council Local Law No.2 (Animal Management) 2011 of dog registration requirements, promote responsible ownership, and are consistent with Council's endorsed Domestic Dog Advisory Committee Work Plan and the Pawsitive Blueprint for Responsible Dog Ownership.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes that officers will undertake Approved Inspection Programs on a rolling schedule basis for forward planning purposes.***
- 2. Resolve to approve the Systematic Inspection Program for 2026, for the locality of Clermont between 2 March 2026 to 22 May 2026 in accordance with the Animal Management (Cats and Dogs) Act 2008 and the Local Government Act 2009;***
- 3. Resolve to approve, a Selective Inspection Program for 2026 of all properties within the Isaac Regional Council area where a dog had been registered up until 31 August 2025 and Council has not received a renewal for that registration to be undertaken between 2 March 2025 and 22 May 2025.***
- 4. Authorise the Chief Executive Officer to give public notice of both programs in accordance with the legislative requirements.***

Resolution No.: COMM10/25-020

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes that officers will undertake Approved Inspection Programs on a rolling schedule basis for forward planning purposes.**
- 2. Resolves to approve the Systematic Inspection Program for 2026, for the locality of Clermont between 2 March 2026 to 22 May 2026 in accordance with the *Animal Management (Cats and Dogs) Act 2008* and the *Local Government Act 2009*;**
- 3. Resolves to approve, a Selective Inspection Program for 2026 of all properties within the Isaac Regional Council area where a dog had been registered up until 31 August 2025 and Council has not received a renewal for that registration to be undertaken between 2 March 2025 and 22 May 2025.**
- 4. Authorises the Chief Executive Officer to issue public notices for both programs in accordance with the legislative requirements.**

Carried

ATTENDANCE

Mr Sumit Jogi, Environment and Sustainability Officer video conferenced into the meeting at 1.42pm.

Ms Rhiannon Collett, Graduate Environment and Sustainability Officer video conferenced into the meeting at 1.42pm.

Mr Shane Brandenburg ended his video conference with the meeting at 1.44pm and video conferenced back into the meeting at 2.05pm.

Ms Jessica Bugeja, Research and Policy Advisor video conferenced into the meeting at 2.05pm.

5.6 Cat Management in Moranbah Town Square

EXECUTIVE SUMMARY

This report outlines options for managing cats in Moranbah Town Square, prepared in response to a request at the January 2025 Ordinary Meeting for presentation to Council of a proposed management scope. The report recommends the delivery of an education program with business owners and users in Moranbah Town Square, progressive habitat modification and the strengthening of responsible pet ownership messaging.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Endorse the delivery of an engagement and education program with:*
 - a. *businesses and users of Moranbah Town Square regarding council's management approach;*
 - b. *the broader community regarding responsible pet ownership.*
2. *Investigate opportunities for progressive habitat modification of Council assets in Moranbah Town Square in accordance with Council's standard project and budget decision-making processes.*

Resolution No.: COMM10/25-021

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Endorses the delivery of an engagement and education program with:**
 - a. **businesses and users of Moranbah Town Square regarding Council's management approach;**
 - b. **the broader community regarding responsible pet ownership.**
2. **Investigates opportunities for progressive habitat modification of Council assets in Moranbah Town Square in accordance with Council's standard project and budget decision-making processes.**
3. **Supports a Trial Cat Trapping Program proceeding for the Moranbah Town Square, subject to finalisation of a draft project concept brief (to include an extensive communication plan) with budget consideration in the 2026/2027 financial year.**

Carried

ATTENDANCE

Mr Cale Dendle left the meeting room at 2.10pm.

Mr Joel Redden, Economic and Business Resilience Coordinator video conferenced into the meeting at 2.12pm.

5.7 Biosecurity Delivery Plan 2025-2026

EXECUTIVE SUMMARY

This report presents the Isaac Regional Council's Biosecurity Delivery Plan 2025–2026, which supports the implementation of the Isaac Regional Biosecurity Plan 2024–2027. It outlines strategic actions to manage pest plants and animals on Council-managed lands, ensuring compliance with the General Biosecurity Obligation and alignment with regional and state biosecurity strategies.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Notes the Annual Biosecurity Delivery Plan 2025-2026.**

Resolution No.: COMM10/25-022

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Notes the Annual Biosecurity Delivery Plan 2025-2026.**

Carried

ATTENDANCE

Ms Rhiannon Collett, Graduate Environment and Sustainability Officer ended their video conference with the meeting at 2.19pm.

Mr Sumit Jogi, Environment and Sustainability Officer ended their video conference with the meeting at 2.21pm.

Mr Cale Dendle entered the meeting room at 2.21pm.

5.8

Request for Reduction of Development Application Fees – MCU25/0015 – Development Application for a Material Change of Use: Health Care Service at 66 Mills Avenue, Moranbah (Lot 15 on M9738)

EXECUTIVE SUMMARY

Council has received a request from RPS on behalf of The Trustee for Kpjandiya Trust to reduce development application fees for the development application (MCU25/0015) for a Development Permit for Material Change of Use: Health Care Service at 66 Mills Avenue, Moranbah, legally described at Lot 15 on M9738.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Approves a reduction of the development application fee for MCU25/0015 to an amount of \$9,030.00 to align with the anticipated internal and external costs realised by Council to assess the development application.*

Resolution No.: COMM10/25-023

Moved: Mayor Kelly Ve a Ve a

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Approves a reduction of the development application fee for MCU25/0015 to an amount of \$9,030.00 to align with the anticipated internal and external costs realised by Council to assess the development application.**
2. **Notes it is considered reasonable to reduce the application fees for this application and for Council to adopt the Code Assessable application fee of \$9,030.**
3. **Notes that the proposed fee reduction will support Council to achieve cost recovery whilst also supporting the applicant to deliver much needed medical services to the community.**

Carried

ATTENDANCE

Ms Rebekah McDonald and Ms Deepa Kothuri left the meeting room at 2.24pm.

5.9

Community Services FY2025/2026 Capital Projects Progress Report as at 19 September 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the monthly Community Services 2025-2026 Capital Progress Summary Report as at 19 September 2025.**

Resolution No.: COMM10/25-024

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes the monthly Community Services 2025-2026 Capital Progress Summary Report as at 19 September 2025.**

Carried

ATTENDANCE

Mrs Carolyn Wood, Departmental Administration Officer – Economic Development entered the meeting room at 2.30pm.

5.10

Major Projects Update Report

EXECUTIVE SUMMARY

This report is provided to update Council on the status of major projects and associated activities across Isaac.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Notes the updates to major projects across Isaac.*
- 2. Receives the latest version of the Major Projects Spreadsheet.*

Resolution No.: COMM10/25-025

Moved: Cr Terry O'Neill

Seconded: Mayor Kelly Vea Vea

That the Committee recommends that Council:

- 1. Notes the updates to major projects across Isaac.**
- 2. Receives the latest version of the Major Projects Spreadsheet.**

Carried

ATTENDANCE

Ms Karina Stennett left the meeting room at 2.47pm.

5.11

2026 And 2027 St Lawrence Wetlands Weekend Event Procurement Policy Exception – Tender Consideration Plan

EXECUTIVE SUMMARY

The purpose of this report is to seek a Council Resolution to prepare a Tender Consideration Plan for the procurement activities associated with the St Lawrence Wetlands Festival, as an exception to the Default Contracting Procedures of the *Local Government Regulation 2012* Section 230(1)(a).

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approves to prepare a quote or tender consideration plan as an exception under the Local Government Regulation 2012 Section 230(1)(a) for the purpose of allowing Council to establish contractual arrangements for artistic elements, goods and services required for the 2026 and 2027 St Lawrence Wetlands Festival.*

Resolution No.: COMM10/25-026

Moved: Cr Terry O'Neill

Seconded: Mayor Kelly Vea Vea

That the Committee recommends that Council:

1. Approves to prepare a quote or tender consideration plan as an exception under the *Local Government Regulation 2012 Section 230(1)(a)* for the purpose of allowing Council to establish contractual arrangements for artistic elements, goods and services required for the 2026 and 2027 St Lawrence Wetlands Festival.

Carried

5.12

**Mackay Isaac Tourism 2024/2025 Partner Report to Isaac Regional Council
(31 August 2025)**

EXECUTIVE SUMMARY

This report provides Council with a copy of the Mackay Isaac Tourism (MIT) 2024/2025 Partner Report to Isaac Regional Council (31 August 2025).

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the Mackay Isaac Tourism 2024/25 Partner Report dated 31 August 2025.*

Resolution No.: COMM10/25-027

Moved: Mayor Kelly Vea Vea

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Receives and notes the Mackay Isaac Tourism 2024/25 Partner Report dated 31 August 2025.

Carried

PROCEDURAL MOTION:

Resolution No.: COMM10/25-028

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Community Services Standing Committee closes the meeting to the public at 2.53pm under 254J(3) (e) *A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss - contracts proposed to be made by it to receive confidential discussions relating to Report 5.13 Land Purchase – 632 Airstrip Road, Nebo.*

Carried

PROCEDURAL MOTION:

Resolution No.: COMM10/25-029

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee open the meeting to the public at 2.56pm.

Carried

CONFIDENTIAL REPORT

Closed pursuant to *Local Government Regulation 2012 s275 (1)(e)* A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss - contracts proposed to be made by it.

5.13

Land Purchase – 632 Airstrip Road, Nebo

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the option of purchasing vacant freehold land from the Queensland Police Service, described as Lot 61 on Crown Plan WH333, located at 632 Airstrip Lane, Nebo.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Does not proceed with the purchase of land located at 632 Airstrip Road Nebo (Lot 61 on Crown Plan WH333); and**
- 2. Authorise the Chief Executive Officer (or delegate) to advise Queensland Police Service that Council will not proceed with the purchase of this land.**

Resolution No.: COMM10/25-030

Moved: Mayor Kelly Vea Vea

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Does not proceed with the purchase of land located at 632 Airstrip Road Nebo (Lot 61 on Crown Plan WH333); and**
- 2. Authorise the Chief Executive Officer (or delegate) to advise Queensland Police Service that Council will not proceed with the purchase of this land.**

Carried

6. GENERAL BUSINESS

No general business this meeting.

7. CONCLUSION

There being no further business, the Chair declared the meeting closed at 3.01pm.

These minutes will be confirmed by the Committee at the Community Services Standing Committee Meeting to be held on Tuesday 11 November 2025 in Moranbah.

.....
CHAIR

..... / /
DATE

MEETING DETAILS

Community Services Standing Committee Meeting
Tuesday 11 November 2025

AUTHOR

Donna Wilson

AUTHOR POSITION

Community Services Grants Officer

5.1

MINOR COMMUNITY GRANTS SUMMARY OCTOBER 2025

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 October to 31 October 2025.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Notes the minor community grants approved under delegation for the month of October 2025.*

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, under delegation to the Manager Community Services. Eight (8) Minor Grant applications (inclusive of Individual and Team Development Grants, and Scholastic Bursaries) were received and approved for the month of *October* 2025 to the value of \$7,250.00.

The following table summarises the minor grant applications received for the month of October 2025:

Division	Applicant	Value	Event	Use of Funds
2	Dysart State School P&C (Minor Grant)	\$1,000	Color Run fundraiser on 24 October 2025.	Purchasing equipment. The total cost is \$2,000.00
2	Dysart Kindergarten (Minor Grant)	\$1,000	Kindy open day on 18 October 2025.	Men's shed cooking BBQ. Hiring the Lions train. Prizes for Cent Sale. The total cost is \$5,360.00
3, 4, 5	Moranbah East State School (School Bursary Grant)	\$250	School awards day on 4 December 2025.	Dux of the Year 6 Award. The total cost is \$1,200.00

COMMUNITY AND CULTURAL SERVICES

3, 4, 5	Rock FM/4RFM (Minor Grant)	\$1,000	Community Broadcasting Association of Australia conference in Hobart on 25-26 November 2025.	Registration and accommodation. The total cost is \$4,800.00
3, 4, 5	Moranbah Bowls Club (Minor Grant)	\$1,000	Annual Bowls Carnival on 22 & 23 November 2025.	Catering costs for the weekend. The total cost is \$6,500.00
6	Clermont Artslink (Minor Grant)	\$1,000	To attend the Mackay Isaac Tourism Awards on 31 October 2025.	Purchasing tickets and accommodation. The total cost is \$2,483.24
6	Clermont Artslink (Minor Grant)	\$1,000	To attend the QLD Tourism awards in Brisbane on 14 November 2025.	Tickets, flights and accommodation. The total cost is \$6,032.00
1,6	Belyando Performance Horse Inc (Minor Grant)	\$1,000	Campdraft on 3 & 5 October 2025.	Ambulance costs. The total cost is \$91,000.00

IMPLICATIONS

The different types of grants processed through the Community Grants Management Framework are managed through different cost centres which is reflected in the tables below:

Table 1 below summarises implications to Community Grants divisional budgets (includes major grants, minor grants, multi-year grants, individual and team development grants, and scholastic bursaries only) for the 2025/2026 financial year including grants included in this report.

Division	Allocation	Total Actual Spend/Commitments	Multi-Year Grant Commitments	Remaining Budget
1	\$50,000	\$ 15,250	\$6,142	\$28,608
2	\$50,000	\$ 11,183	\$1,143	\$37,674
3	\$50,000	\$ 10,735	\$5,768	\$33,497
4	\$50,000	\$ 10,735	\$5,768	\$33,497
5	\$50,000	\$ 10,735	\$5,768	\$33,497
6	\$50,000	\$ 24,900	\$1,142	\$23,958
7	\$50,000	\$18,260	\$5,768	\$25,972
8	\$50,000	\$ 8,850	\$0	\$41,150
Total	\$400,000	\$110,648	\$31,499	\$257,853

Table 1 – Community Grants budget implications (Major, Minor, Individual and Team Development Grants, Multi-Year Grants and Scholastic Bursaries). *Figures have been rounded.

CONSULTATION

Director Community Services

Divisional Councillors

Manager Budgets & Statutory Reporting

A/Manager Community and Cultural Services

Departmental Administration Officer Community and Cultural Services

Grants Officer Community and Cultural Services

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Acting Manager Community and Cultural Services is responsible for the administration of the Isaac Regional Council Community Grants Program.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
DONNA WILSON	HEIDI ROBERTS
Grants Officer Community Services	Director Community Services
31 October 2025	Date: 3 November 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

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

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 11 November 2025
AUTHOR	Katie Dowd
AUTHOR POSITION	Program Leader - Museums

5.2ISAAC MUSEUMS OPERATIONAL ADJUSTMENTS - PHASE TWO

EXECUTIVE SUMMARY

The Isaac Museums Operational Adjustments – Phase One Report (November 2024) was developed from recommendations contained within the *Isaac Museums Collection Management Plan 2024*, prepared by the Queensland Museum. Phase One actions (as per Council endorsed resolution 8944, Ordinary Council Meeting 27 November 2024) aimed to improve operational efficiency, prioritise core museum work, and eliminate high-cost, low-benefit activities

Point 9 of the resolution required “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”. This report outlines the impact of changes made as required and also makes the further recommendation of renaming the Historic Nebo Museum to “Nebo Museum” for consistency of naming convention across the Isaac Museums network.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the impacts of the changes implemented as a result of the “Isaac Museums Operational Adjustments – Phase One Report” over the past 12 months*
- 2. Approves the recommendation that the Historic Nebo Museum be renamed to Nebo Museum, based on the successful re-naming of the Clermont Museum in Phase 1.*

BACKGROUND

Phase One actions (per Council endorsed resolution 8944) aimed to:

- improve operational efficiency,
- prioritise core museum work, and
- eliminate high-cost, low-benefit activities.

This report evaluates the impact of those changes over the past twelve months and provides one new recommendation concerning museum naming consistency, resulting from the successful renaming of the Clermont Museum during Phase One.

Phase One actions and their impacts are summarized in the table below:

IMPACT

ISAAC MUSEUMS OPERATIONAL ADJUSTMENTS – COUNCIL RESOLUTION 8922

Resolution Point	Action	Progress	Impact of Changes
1	<i>Approves the name change of the Clermont Historical Centre to Clermont Museum.</i>	Completed	Improved brand recognition.
2	<i>Approves free entry for the public at Isaac Museums.</i>	Completed	Clermont Stats March -Sept 24 – 1,597 pax March-Sept 25 – 1,604 pax. Nebo Stats March -Sept 24 – 323 pax March-Sept 25 – 488 pax See Attachment 1 for full visitor statistics and donation figures.
3	<i>Approves ceasing shop operations at Isaac Museums.</i>	Completed	For the small number of visitors that look to purchase a souvenir, staff direct them to local businesses. This has reduced costs for souvenir purchases and stock control.
4	<i>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.</i>	Completed	Improved regional consistency.
5	<i>Approves ceasing the annual exhibition model whilst continuing with annual review of all displays.</i>	Completed	Annual review of displays was conducted in the following spaces: Diaries of a Landscape, Clermont Curiosities, Trucks, Blair Athol, Slab Hut and Shearing Shed Displays. This has enabled focus on updating specific displays.
6	<i>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.</i>	In Progress	Public Notice issued announcing the moratorium on donations for Isaac Museums. This has allowed existing collections to be reviewed. Documentation Review is currently underway with Queensland Museum, who will

			recommend when the moratorium should be lifted.
7	<i>Approves the disposal of the obsolete Suprascan digitiser.</i>	Completed	Suprascan digitiser was sold at the June 2025 council auction. Museums are looking at more cost-effective options to outsource digitisation.
8	<i>Approves transitioning to outsourced digitisation for museum collections.</i>	In Progress	To support preservation, cataloguing and future public access, staff are investigating options to outsource digitisation.
9	<i>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.</i>	In Progress	This report will be submitted to Ordinary Council meeting of 26 November 2025
10	<i>. Notes that Cr Jane Pickels as Chair of the Isaac Arts and Cultural Advisory Committee was consulted during the preparation of this report.</i>	Complete	Cr Pickels was consulted in the development of this report, which has improved councillor oversight and governance of the project.

12 MONTH REVIEW RECOMMENDATION – RENAME HISTORIC NEBO MUSEUM

Renaming the Clermont Historical Centre to Clermont Museum over the past 12 months, has resulted in the following benefits:

- Ensured consistency across Isaac Museums sites.
- Strengthened brand recognition and alignment with sector standards.

It is proposed that changing the name of the Historic Nebo Museum to Nebo Museum would have the following advantages:

- Improve clarity for the community and visitors.
- Ensure consistency across Isaac Museums sites.
- Strengthen brand recognition and alignment with sector standards.
- Reduce unnecessary wording- namely, the 'Historic' element of Nebo Museum's name is unnecessary as by definition of museum is *'a building where objects of historical, scientific, or artistic interest are kept'*.
- Reinforce Council's commitment to efficient and effective management of small community assets.

It is anticipated the name change would be implemented on any new promotional material, and on any signage once existing signs are due for renewal.

IMPLICATIONS

Financial

All actions implemented within existing budgets. It is anticipated cost savings can be realised as a result of the Phase One initiatives.

Service Levels

Visitor access, consistency, and engagement across museum sites has been upheld, even improved as a result of the Phase One initiatives.

Risk

Reduced risk through safety upgrades, improved documentation, and clearer branding.

Benefits

Strengthened regional museum identity and consistency.

Improved visitor satisfaction and engagement.

Enhanced collection care and operational efficiency.

Increased collaboration with Queensland Museum and peer institutions.

CONSULTATION

A/Manager Community and Cultural Services

Coordinator Community Hubs

Frontline Service Officer (Nebo Museum)

Isaac Museums Working Group

IMWG Chair – Cr Pickels

Program Leader – Economic Development

BASIS FOR RECOMMENDATION

The recommendation supports the continued implementation of the *Isaac Museums Collection Management Plan 2024* and builds on the outcomes achieved in Phase One operational adjustments. Renaming the Historic Nebo Museum to Nebo Museum will:

- Improve clarity for the community and visitors.
- Ensure consistency across Isaac Museums sites.
- Strengthen brand recognition and alignment with sector standards.
- Reinforce Council's commitment to efficient and effective management of small community assets.

ACTION ACCOUNTABILITY

The Program Leader - Museums to oversee implementation of the Nebo Museum name change, working with the Brand, Media, and Communications Team.

KEY MESSAGES

The operational adjustments implemented over the past twelve months have strengthened the Isaac Museums network and improved visitors' experience.

The proposed name change will align all Museums in the Isaac region under the same nomenclature.

The Isaac Museums continue to evolve through sustainable, efficient, and community-focused practices that preserve and promote local heritage.

Report prepared by:	Report authorised by:
BARB FRANKLIN	HEIDI ROBERTS
Coordinator Community Hubs	Director Community Services
Date: 30 October 2025	Date: 4 November 2025

ATTACHMENTS

- Attachment 1 - Isaac Museums Operational Adjustments – Phase Two: Visitor Statistics and Donation Figures

REFERENCE DOCUMENT

- Isaac Museums Collection Management Plan 2024

ATTACHMENT 1 - ISAAC MUSEUMS OPERATIONAL ADJUSTMENTS – PHASE TWO

VISITOR STATISTICS

From March–September 2025, visitor numbers increased compared to the same period in 2024. Staff in Clermont have observed that more visitors who initially attended for visitor information only are now going through the museum upon learning it is free entry and have praised the change.

Visitor Statistics				
Clermont Museum			Nebo Museum	
Month	2024	2025	2024	2025
March & April	204	115	36	65
May	201	194	55	32
June	345	515*	14	48
July	287	318	38	105
August	445*	294	25	63
September	115	168	155	175

**In August 2024 and June 2025, the Clermont Museum visitors' stats are higher due to the Clermont Museum Open Day.*

DONATION STATISTICS

Cash donations are still accepted at both Clermont Museum and Historic Nebo Museum and are banked at the end of each month. There has been an increase in donations compared to when it was paid entry.

Clermont Museum Donation Statistics	
March 2024 – September 2024	March 2025 – September 2025
\$134.00	\$326.00

ISAAC MUSEUMS GENERAL UPDATE

- Organised and ran the 2025 Clermont Museum Open Day and assisted with the Nebo Bush Poets' Smoko.
- Installed updated gate signage at both Clermont and Nebo Museums.
- Installed new air conditioners at both museums to maintain climate control for collection preservation.
- Clermont Museum hosted four tour/school group visits and Nebo Museum hosted two visits.
- Attended a two-day online workshop facilitated by Queensland Museum for staff and councillors. This workshop covered the fundamental elements of Museums and best practice standards.
- Isaac Museum staff attended a Queensland Museum seminar at Longreach. Staff also visited several museums to learn how other museums operate and network with other museums staff.
- Cleared out Nebo Museum's shed to improve visibility, accessibility and aesthetics
- Outside improvements at Clermont Museum include installing blue metal to temporarily stop the erosion at the traction engine display; painting the external toilet walls; and replacing fencing
- Conducted yearly maintenance of St Lawrence Broadsound Pavilion and an inventory of the objects
- Partnered with the University of Melbourne to organise a textile workshop for museums staff and conservation work for three textiles.
- The Aveling & Porter Steam Traction Engine was sent to the 19th NHMA Rally at Kingsthorpe Park. Staff promoted the region to visitors, learned more about the engine and networked with the steam community.

MEETING DETAILS

Community Services Standing Committee Meeting
Tuesday 11 November 2025

AUTHOR

Rebekah McDonald

AUTHOR POSITION

Program Leader Development Assessment

5.3 REQUEST FOR REDUCTION OF DEVELOPMENT APPLICATION FEES – MCU25/0016 – DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE – SPECIAL INDUSTRY (POWER STATION) AND MAJOR ELECTRICITY INFRASTRUCTURE AND ENVIRONMENTALLY RELEVANT ACTIVITY (ERA 14 [1])

EXECUTIVE SUMMARY

This report seeks Council's consideration of a request from EPIC Environmental on behalf of QPME Pty Ltd to reduce development application fees for a Development Permit for Material Change of Use – Special Industry (Power Station) and Major Electricity Infrastructure located at 505 Goonyella Road, Moranbah (MCU25/0016). Officers recommend a partial fee reduction to align the payable fee with the expected cost of undertaking the assessment.

OFFICER'S RECOMMENDATION

That the Committee recommends Council:

- Approves a reduction of the development application fee for MCU25/0016 to a payable amount of \$36,120.00, to align with the anticipated internal and external costs realised by Council to assess the development application.***

BACKGROUND

On 23 October 2025, QPME Pty Ltd c/- EPIC Environmental lodged a development application (MCU25/0016) for a Development Permit for Material Change of Use – Special Industry (Power Station) & Major Electricity Infrastructure & Environmentally Relevant Activity (ERA 14 [1]), over 505 Goonyella Road, Moranbah. The properties subject to this application are described as Lot 11 SP175258, Lot 61 SP282173, Lot 3 SP109690, Lot 62 SP282173, Lot 2 GV239, Lot 23 SP158749, Lot 20 SP102355.

The application seeks to establish a 120 megawatt (MW) gas-fired power station, ancillary infrastructure and a 132 kilovolt (kV) transmission line to connect to the Ergon Energy substation. The proposed power station is located on Lot 11 SP175258 which is the site of the Moranbah Gas Project (MGP), a facility which provides gas to the Dyno Nobel Ammonia plant to the north and feeds into the North Queensland Gas Pipeline. The power station will be fuelled by utilising the gas supplied by the MGP and nearby coal mines.

At the time of lodgement, the applicant formally requested a reduction of Council's development application fee, citing the following grounds:

In accordance with Section 109(b) of the Planning Act 2016, the Proponent respectfully requests a partial waiver of the application fee associated with the assessment of this development application.

Under Council's Fees and Charges Schedule 2025–2026, a Material Change of Use (MCU) for both impact assessable Special Industry and Major Electricity Infrastructure uses would ordinarily attract a combined fee of \$54,175.00.

Given that the proposed development constitutes a substantially similar activity and is being coordinated as part of a single assessment process, the Proponent requests that only the higher fee applicable to the primary use be applied.

Accordingly, the total fee payable for the development application would be \$30,095.00.

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 for the development application is \$54,175.00, noting that the application is Impact Assessable and is required to undertake public notification. By comparison, a Code Assessable development application fee for these uses would be \$36,120.00.
- The development application proposes two separate land uses (Special industry and Major electricity infrastructure) which attracts two separate fees in accordance with Council's adopted Fees and Charges. These fees equal \$54,175.00 and are broken down as follows:
 - Special industry – \$30,095.00
 - Major electricity infrastructure - \$24,080.00
- In consideration of the request, the costs to Council of assessing the application have been estimated at \$33,924, comprising:
 - External consultancy costs of approximately \$23,924.00
 - Internal costs attributed to Council's delivery of assessment manager function, including administration – approximately \$10,000

ASSESSMENT CONSIDERATIONS

- Council's development application fees are adopted on a cost-recovery basis. The cost of assessing the application to Council has been estimated at approximately \$33,924.00, which accounts for internal resourcing across Council (planning, engineering, administration) and outsourced technical consultants.
- The applicant has requested that the development application fee for only the Special Industry use component of the application (\$30,095.00) be applied.
- This amount does not cover the estimated costs (\$33,924.00) that Council anticipates expending on the assessment of the application.
- Officers consider the Code Assessable development application fee of \$36,120.00 is a more appropriate fee which would also afford Council a slight contingency should the development application attract assessment costs greater than those anticipated. This is considered reasonable given that the development application will undergo public notification and at this stage of the application, it is unclear if there will be opposition to the project (which would generally increase assessment demands).

-
- It is considered reasonable to reduce the application fees for this application and for Council to adopt the Code Assessable application fee of \$36,120.00 to align with the actual costs of assessing the application. The proposed fee reduction will support Council to achieve cost recovery and ensure compliance with the Local Government Act 2009.

IMPLICATIONS

The following implications have been identified:

- Financial – there is a risk that the costs to assess the application could exceed the reduced application fee if the application is subject to high submission numbers (opposing the development) during public notification. There is no ability for Council to recover additional costs from the applicant if the costs exceed the application fee. This risk has been partially mitigated through the applicable fee containing a contingency to account for any unanticipated additional workload.
- Precedent setting – there is a risk that the reduction will set a precedence for other applications to request similar reductions. Should this be realised, Council will consider each application based on its merits and impact on council's ability to achieve cost-recovery in its delivery of development assessment services.
- Legal – there is always a risk with Impact Assessable applications that an appeal (applicant or third-party) could be lodged against any application decided by Council. An appeal would significantly increase costs for Council, however, the original application fee would not cover legal costs in any case.
- Reputational – the recommendation demonstrates Council's support for economic development in the region, whilst also ensuring that this support comes at no additional cost to ratepayers.
- Compliance – the reduced application fee supports Council's compliance with the requirements of the Local Government Act 2009.

CONSULTATION

Internal

Manager Planning and Environment

Community Services Managers

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 deliver development assessment services. The proposed fee reduction will align the payable application fee with the expected cost of undertaking the assessment.

ACTION ACCOUNTABILITY

Manager Planning and Environment to provide written correspondence advising the applicant of Council's resolution.

Manager Planning and Environment to review Council's Fees and Charges Schedule for the 25/26 Financial Year with regards to the suitability of application fees for development applications which include multiple land uses.

KEY MESSAGES

Council's development application fees are adopted on a cost-recovery basis. Council is supportive of reducing development application fees where there is no negative impact to rate payers.

Report prepared by:
REBEKAH MCDONALD
Program Leader – Development Assessment
Date: 24 October 2025

Report authorised by:
HEIDI ROBERTS
Director Community Services
Date: 3 November 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Development application MCU25/0016
- Isaac Fees and Charges Register 2025/2026
- Isaac Regional Council Charges Resolution (No.3) 2021
- *Local Government Act 2009*
- *Planning Act 2016*

MEETING DETAILS	Community Services Standing Committee Meeting Tuesday 11 November 2025
AUTHOR	Heidi Roberts
AUTHOR POSITION	Director Community Services

5.4 2025/2026 ANNUAL OPERATION PLAN – QUARTERLY REPORT - FIRST QUARTER – COMMUNITY SERVICES DIRECTORATE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

BACKGROUND

All deliverables are on target with good progress made towards a number of community benefit initiatives, particularly across the economic development and community portfolios. Initiatives directly supporting the growth of community (museums, libraries and events) as well as initiatives to ensure environmental outcomes (baiting of feral animals, weed removal programs and development of biosecurity plans) are well underway.

Visioning for the future is a priority to position Isaac as a region of choice for families across all ranges of age and diversity spectrums, supported by meaningful community services such as housing, medical, education, ongoing sport and recreational opportunities and regionally significant activities and a broad range of initiatives led by community groups, industry and council.

ACTIVITY SUMMARY TABLE

AOP #	ACTIVITY/PROJECT/ INITIATIVE	BUSINESS UNIT	STATUS (COMPLETE, ON TARGET, MONITOR, BELOW TARGET)
1.2	Develop place-based community plans (30 June 2026)	Engaged Communities	On Target

PROGRESS THIS QUARTER

- Data from the quality of life survey has been analysed and broken down by the 15 towns.
- A baseline mapping template for the social infrastructure audit has been developed. This template will provide a structured approach to capturing facilities, services and community assets across individual towns. 3 towns will be mapped in Q2.

2.2	Continuation of Museum and Gallery prioritisation management (30 June 2026)	Community Hubs	On Target
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PROGRESS THIS QUARTER

- Review of Clermont Museum documentation.

Project has commenced with Queensland Museum and is predicted to be finalised by late February/early March.

- Outsourcing digitisation of Clermont Museum records.

Quotes are currently being sourced for the outsourcing of digitisation.

- Purchase of permanent collection for Coalface Arts Gallery.

John Henry Mills colonial era framed photographs (52 framed black and white re-printed photos) have been relocated from storage in St Lawrence for utilisation in the Coalface Gallery. 40 Iconic Isaac framed prints being for utilisation in Gallery in between other exhibitions.

4.2	Maintain a Contemporary Planning Scheme (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Administrative amendment adopted.

Minor and LGIP Amendment progressing and anticipated to be adopted by June 2026.

4.3	Deliver 12- month Action Plan to guide delivery of corporate emission reductions (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Action plan drafting commenced and anticipated to be presented to Council by March 2026.

Biosecurity Strategy Delivery Plan due to be presented to Council in October 2025.

4.4	Delivery of Nagoa and Mackenzie River Flood Study (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Contract awarded and inception meeting held in October 2025.

5.2	Complete the Reef Guardians Council's Program-Activating Local Council's Reef Action Plans projects at Notch Point and St Lawrence (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Projects being delivered in accordance with Funding Agreements.

5.4	Develop a Biosecurity policy as part of the delivery plan to provide our stakeholders with greater certainty in achieving their GBO (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Drafting has commenced

5.6	Adoption of the IRC Stock Route Management Plan (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Drafting has commenced

5.8	Deliver an aerial culling program of feral pigs across the Isaac region (30 June 2026)	Planning and Environment	On Target
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PROGRESS THIS QUARTER

Ongoing delivery of aerial culling program progressing across Clarke and Lotus Creek region and through support provided to Whitsunday Regional Council.

6.5	Undertake trade waste inspections (30 June 2026)	Community Education and Compliance	On Target
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PROGRESS THIS QUARTER

Annual inspection schedule of Category B approval holders finalised.

- Annual inspections commenced
- 36% of inspections complete by Sept 2025.

6.6	Undertake microchipping in March Program (30 June 2026)	Community Education and Compliance	On Target
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PROGRESS THIS QUARTER

Microchipping in March 2026:

- Free microchipping offered to registered dogs in March 2026
- Promotional material prepared
- Commence plan to contact participating vets and negotiate associated fees.

6.7	Undertake backflow prevention device testing (30 June 2026)	Community Education and Compliance	On Target
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PROGRESS THIS QUARTER

Annual testing schedule is finalised.

- device testing (380 IRC devices) has commenced
- 19.4% tests complete, on track to meet Q2 target

6.8	Plan and deliver an approved systematic inspection program (a) Approved Systematic Inspection Program Clermont (b) Approved Selection Inspection Program - Non-Renewed - for remainder of Isaac Region (30 June 2026)	Community Education and Compliance	On Target
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PROGRESS THIS QUARTER

Targeted Inspection Programs - Systematic Inspection Program – Clermont (Commencing 2 March 2026 - 22 May 2026)

Focus: Compliance with the Animal Management Act (Cats and Dogs) 2008, Local Law 1 (Administration) 2011 and Local Law 2 (Animal Management) 2011, particularly dog keeping practices.

Selective Inspection Program – Region-wide (Commencing 2 March 2026 - 22 May 2026)

Focus: Properties where dogs were registered up to 31 August 2025, but no renewal has been received.

- Reports presented to Council for resolution on 7 October 2025.

-
- Public advertising and collateral finalised; and
 - Commenced recruitment initiatives.

IMPLICATIONS

In accordance with section 174(3) of the *Local Government Regulation 2012*, Council must be presented with a written assessment of Council's progress towards implementing the Operational Plan on a quarterly basis.

CONSULTATION

Manager Planning and Environment
Manager Community and Cultural Services
Manager Community, Education and Compliance
Program Manager – Capital Delivery
Coordinator Community Facilities
Governance

BASIS FOR RECOMMENDATION

The Operational Plan and associated quarterly reporting is a legislative requirement pursuant to the *Local Government Act 2009* and *Local Government Regulation 2012*.

ACTION ACCOUNTABILITY

Not Applicable

<p>Report prepared by: HEIDI ROBERTS Director Community Services Date: 3 November 2025</p>	<p>Report authorised by: CALE DENDLE Chief Executive Officer Date: 6 November 2025</p>
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- 2025-2026 Annual Operational Plan
- 2023-2028 Corporate Plan

MEETING DETAILS

Community Services Standing Committee

Tuesday 11 November 2025

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

5.5 MATERIAL CHANGE OF SCOPE TO APPROVED CAPITAL PROJECT

EXECUTIVE SUMMARY

This report seeks authority for the approved capital project, listed as CW222966 St Lawrence (STLAW) Community Hub Design and Construct to be removed from the Community Services Capital works program and for the project budget (\$131,154.00) to be reallocated to the project listed as CW253329 St Lawrence (STL) Hall - Kitchen upgrade.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Acknowledges the outcomes of community consultation regarding the St Lawrence Community Hub Design and Construct project (CW222966) and supports the reallocation of funds to deliver a compliant and functional facility through the St Lawrence Hall – Kitchen Upgrade project (CW253329).***

BACKGROUND

St Lawrence Hub

As part of the capital budget in FY21/22, funds were allocated for the construction of the Dysart and St Lawrence Hubs. To initiate this, a design consultant was engaged to undertake an options analysis for both towns, this was completed through extensive consultation with staff and the relevant communities. Through this body of work, the Dysart Hub has been successfully delivered and is currently in use for the community.

During the development of the options analysis for the St Lawrence hub, it was identified that there was only one viable location, without committing to new build construction, and this was the administration building.

However, during the consultation process, it was identified that there were significant concerns from community members. The current Library serves as a meeting place for the elderly members of the community, who regularly attend the facility for social cohesion and interaction. Some of these community members have limited mobility or limited ability to drive. From the current Library, it is 1.7 Km's to the administration building which is an unobtainable distance for these members of the community.

While the administration building has been identified as the probable location, it is also identified that there would be the requirement for compliant access ramps, public toilets, and disability parking, these requirements would exceed the available budget before factoring in the construction costs for the hub itself.

There is a very strong sense in both the community and the staff of St Lawrence, that this project should not proceed and the project team agrees with this assessment after undertaking the relevant consultation and hearing the concerns firsthand.

St Lawrence Hall – Kitchen Upgrade

This project was approved in FY24/25 with a budget of \$60,000.00. Works were undertaken on a design, this was then offered to market under a formal RFQ, once response was received at \$241,145.96.

Officers have since met the relevant user groups and the local Councillor on site, this scope can be reduced, and an agreeable and compliant result can be achieved for the revised budget of \$191,154.00 should this report be endorsed.

IMPLICATIONS

Financial

Funds from CW222966 (\$131,154.00) will be reallocated to CW253329, allowing the upgraded kitchen to be delivered without the need for additional budget.

Operational

The kitchen upgrade will support community groups and events in St Lawrence, ensuring compliance with health and safety standards.

Community and Cultural Services will need to review operational resourcing for the St Lawrence Library and Customer Service functions (including Carmilla) to ensure continuity of service given the decision not to progress with the current Hub model.

Strategic

While the Hub project will not proceed, the decision aligns Council resources with community priorities and preserves service provision for vulnerable residents.

The decision to discontinue the St Lawrence Hub project relates specifically to local site and budget constraints and does not preclude Council from implementing the Hub model in other communities, including Middlemount, where the model remains a viable approach to integrated service delivery.

Reputational

Demonstrates Council's responsiveness to community feedback and commitment to delivering projects that meet actual local needs.

IDENTIFIED ISSUES

As there was already a procurement exercise undertaken in May 2025 that received a result over the proposed new budget, a high level of diligence will be required to ensure a satisfactory result is achieved.

CONSULTATION

Councillor Division 8

Director Community Services

St Lawrence Staff Members

St Lawrence Community Members

Community Services Leadership Team

Additional consultation with Acting Manager Community and Cultural Services & Coordinator Community Hubs:

While the St Lawrence Community Hub project (CW222966) is not proceeding in its current form, this decision does not signal the end of Council's consideration of the Hub model for St Lawrence. Future opportunities to improve service delivery, co-location, and community access will continue to be explored through operational planning and service reviews. This approach ensures that Council remains responsive to community needs while retaining the flexibility to revisit the Hub concept should circumstances or funding opportunities change.

BASIS FOR RECOMMENDATION

The St Lawrence community and staff have expressed concern over the original proposal for a Hub model as it would reduce the level of service available for the aging population. The Hall kitchen is used to serve the public at several events and does not meet the food safety legislative requirements.

ACTION ACCOUNTABILITY

The Program Manager – Capital Delivery in conjunction with the Community Services leadership team and under the guidance of Director Community Services hold responsibility for the scoping, procurement and the completion of the broader St Lawrence Hall Kitchen Upgrades project.

KEY MESSAGES

- Community consultation has been undertaken, and the majority of feedback indicates that the proposed St Lawrence Hub is not supported due to accessibility and mobility concerns for elderly residents.
- Reallocation of funds to the St Lawrence Hall Kitchen Upgrade will deliver a functional, compliant facility that supports community events and meets food safety legislative requirements.
- This decision ensures Council funds are used efficiently and in a way that provides tangible benefits to the community.
- The decision not to proceed with the current St Lawrence Hub project reflects local factors unique to that community and does not represent a withdrawal from Council's broader Hub service model. Council will continue to explore options to improve service integration and accessibility in St Lawrence as part of ongoing operational planning.

Report prepared by:

MARK DAVEY
Program Manager – Capital Delivery

Date: 27 October 2025

Report authorised by:

HEIDI ROBERTS
Director Community Services

Date: 3 November 2025

ATTACHMENTS

- Attachment 1 - St. Lawrence Draft Concept Design

REFERENCE DOCUMENT

- Nil



ISAAC REGIONAL COUNCIL
COMMUNITY HUBS
DEVELOPED CONCEPT



ISAAC
REGION
HELPING TO ENERGISE THE WORLD



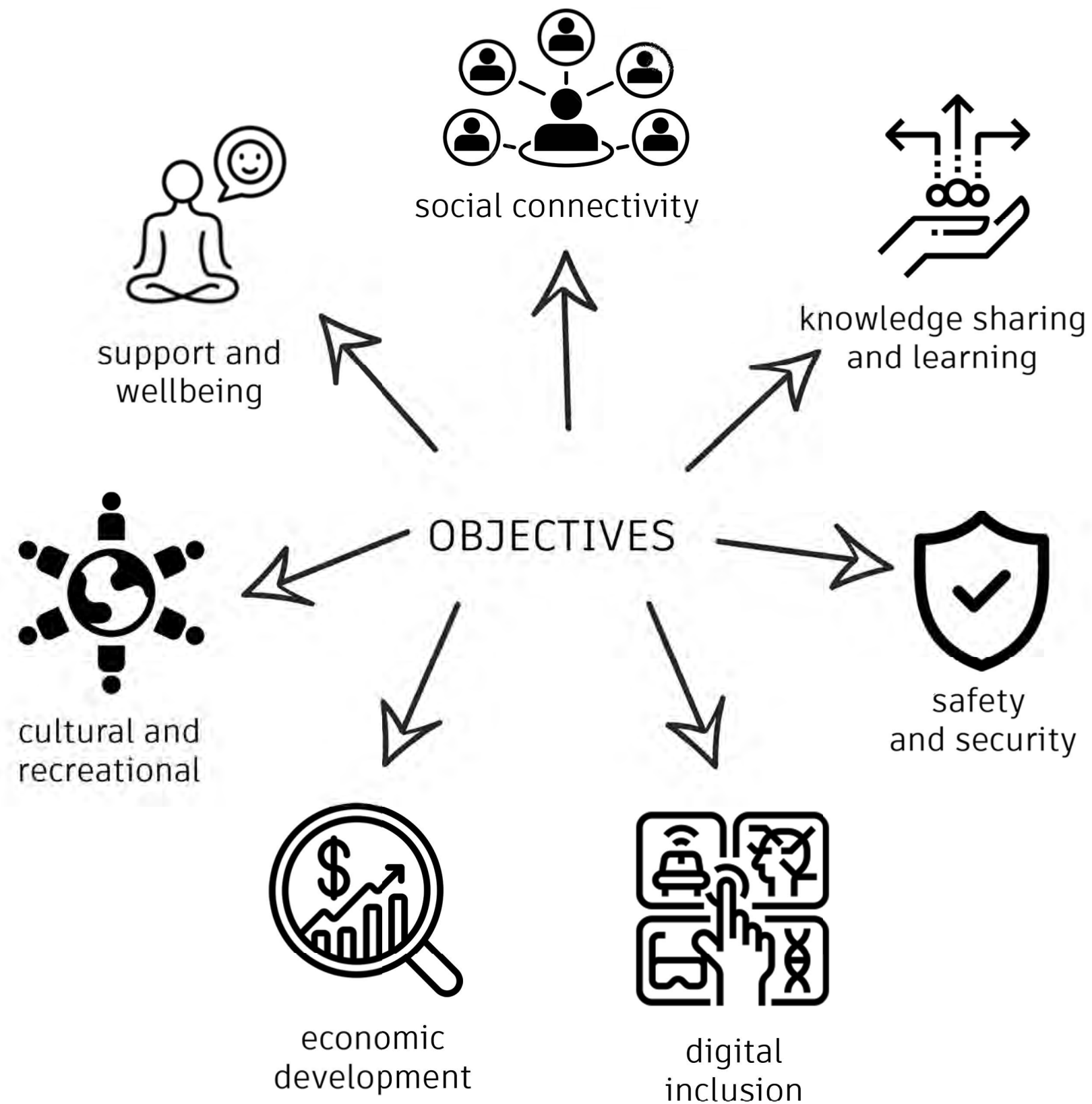
HAMILTON HAYES HENDERSON
ARCHITECTS

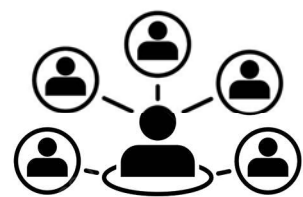
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image resource; Isaac Regional Council





social connectivity

Building Relationships: foster connections between individuals, creating a sense of belonging and friendship.

Reducing Isolation: combat social isolation by providing a space for people to interact, share experiences, and support one another.



cultural and recreational

Cultural Exchange: providing a space for diverse cultural exchanges, celebrating and preserving the community's unique identity.

Recreational Activities: organizing events and activities, promoting leisure, entertainment, and a sense of fun among community members.



knowledge sharing and learning

Information Exchange: facilitate the sharing of information, expertise, and resources among community members.

Skill Development: workshops, seminars, and collaborative projects contribute to the skill development of participants.



economic development

Entrepreneurship Support: nurturing local businesses and entrepreneurs, creating economic opportunities within the community.

Job Training: workshops and training sessions contribute to the development of employable skills, enhancing economic prospects.



support and wellbeing

Emotional Support: offering a supportive environment where individuals can share their challenges and receive emotional support from others.

Health and Wellness Programs: hosting health-related activities, promoting physical and mental well-being.



safety and security

Neighborhood Watch Programs: creating safer neighborhoods through collaborative efforts in crime prevention.

Emergency Preparedness: focal points for disseminating information and coordinating community responses during emergencies.



digital inclusion

Access to Technology: opportunity to bridge the digital divide by providing access to technology and digital literacy programs.

BACKGROUND

St. Lawrence is one of the oldest towns located in Queensland, Australia, with a rich history dating back to the late 1800s. It was originally established as a port town in the 1860s during the gold rush era. The town played a significant role in the transportation of goods and people along the coast, particularly during the peak of maritime trade.

One of the remaining historical buildings from this time is the Council office, originally built to service the Customs Office for the Port of St Lawrence. The remains of the port and abattoir, constructed using convict labour, are also accessible. The Courthouse and Police Station was built in 1879 and has been repainted in its original colour scheme. The Centenary Pavilion at the sportsground was built to celebrate the Shire's Centenary in 1979 and includes a collection of past machinery and relics.

In the early 1900s, St. Lawrence experienced growth and development, with the construction of important infrastructure such as the St. Lawrence Railway Bridge, which connected the town to the railway network, further boosting its importance as a transport hub.

During World War II, St. Lawrence served as a strategic location for military operations, with defense installations and facilities established in the area.

Today, St. Lawrence is known for its historical charm, including well-preserved buildings and landmarks from its early days as a bustling port town. It also attracts visitors interested in its maritime history and heritage. The St Lawrence Wetlands are key perennial wetlands within the St Lawrence Creek system.



image resource: variety sources

SWOT ANALYSIS FOR ST. LAWRENCE

STRENGTHS

- Community cohesion: St. Lawrence has a strong sense of community spirit, with residents actively participating in local events and initiatives.
- Central location: St. Lawrence's central location makes it accessible to most residents, facilitating engagement with the community hub.
- Supportive local government: The town may benefit from the support of the local government in funding, planning, and promoting the community hub.
- Potential partnerships: St. Lawrence can collaborate with local businesses, organizations, and schools to create a diverse range of programs and services at the community hub.

WEAKNESSES

- Limited resources: Being a small town, St. Lawrence may have limited financial resources, volunteers, and infrastructure to sustain a robust community hub.
- Demographic challenges: The town's aging population and limited youth engagement may pose challenges in attracting a diverse range of participants to the community hub.
- Connectivity issues: St. Lawrence may face challenges related to internet connectivity, transportation options, and access to services, impacting the reach and effectiveness of the community hub.
- Sustainability concerns: Ensuring the long-term sustainability of the community hub, including funding, staffing, and maintenance, may be a concern for the town.

OPPORTUNITIES

- Enhancing social connections: The community hub can provide a space for residents to connect, socialize, and participate in recreational and educational activities, fostering a stronger sense of belonging.
- Addressing community needs: St. Lawrence can use the community hub to address specific needs of residents, such as healthcare services, cultural programs, and skill development workshops.
- Tourism and outreach: The community hub can also serve as a focal point for tourism and outreach efforts, showcasing St. Lawrence's unique culture, history, and natural attractions to visitors.
- Grant funding and partnerships: Exploring grant funding opportunities and forming partnerships with external organizations can provide additional resources and support for the community hub.

THREATS

- Funding uncertainties: Dependence on external funding sources, economic fluctuations, and budget constraints may pose risks to the sustainability of the community hub.
- Competition for resources: St. Lawrence may face competition from other community initiatives, projects, and priorities, leading to resource allocation challenges.
- Changing demographics: Shifting population demographics, including migration trends and generational differences, could impact the demand for and engagement with the community hub.
- External disruptions: Natural disasters, pandemics, and other external disruptions may temporarily disrupt operations and activities at the community hub, requiring contingency plans and resilience strategies.

COMMUNITY PROFILE



People (All people)

245

Male	144	%59.0
Female	100	%41.0



Age (All people)

0-19 years	%16.4
20-29 years	%7.4
30-49 years	%23.4
>50 years	%52.8
Median Age	52



Education (People attending an educational institution)

Preschool	%4.1
Primary School	%16.4
Secondary School	%12.3
Tertiary	%4.1
No Stated	%47.9



Dwellings

Dwelling Count (Private dwellings)	
Occupied private dwellings	%62.0
Unoccupied private dwellings	%38.7

Household Composition (Occupied private dwellings)	
Family households	%53.3
Single person households	%41.0
Group households	%5.7

*Provided data from Australian Bureau of Statistics 'St. Lawrence 2021 Census All persons QuickStats'

EXISTING LOCATION PLAN



- 1. Isaac Regional Council
- 2. Museum
- 3. St. Lawrence Hall and Bowls Club
- 4. Library

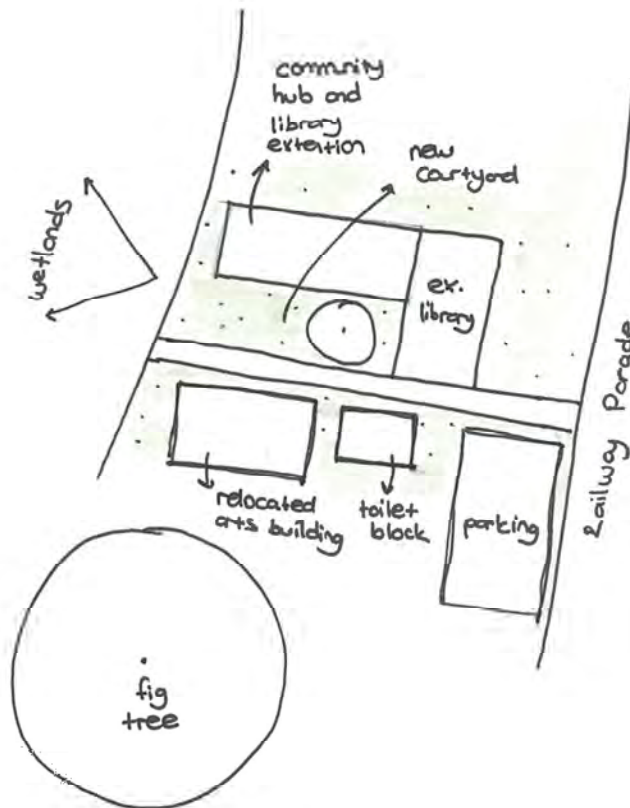
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DESIGN OPTIONS

DESIGN OPTION 1

INCREASING THE SIZE OF THE EXISTING LIBRARY AND ADDING COMMUNITY HUB

OPTION A



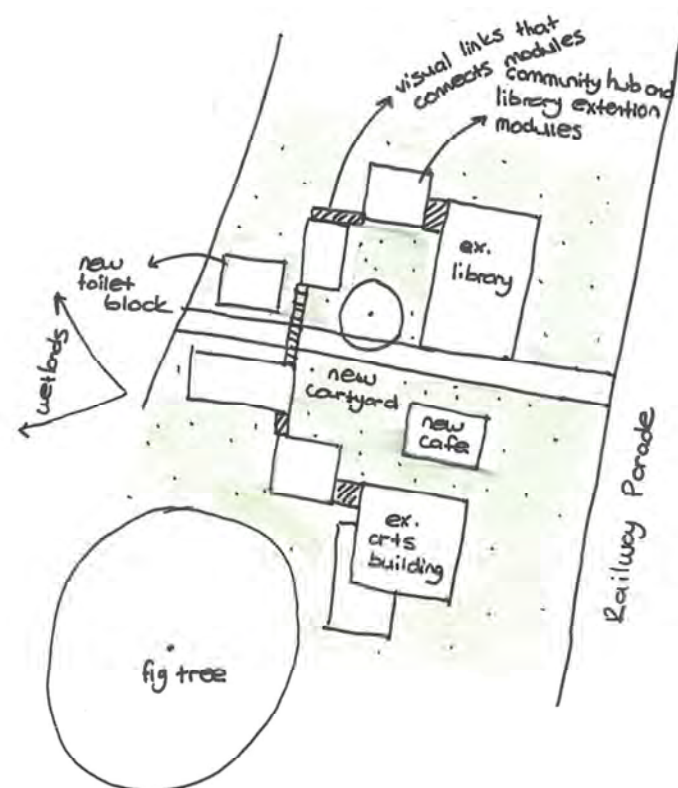
PROS

- Existing library has established infrastructure such as electrical systems, and plumbing. Continued use of these systems saves time and resources.
- The existing library has a connection with the local community. Continued use of the existing historical building maintains the connection and provides familiar space with residents.
- Having the community hub and library together will provide more flexibility regarding staff allocation.
- Opportunity to include amenities into the new layout with the extension.
- Potential opportunity to link the Arts and Crafts building and existing library. Arts and Crafts building may be repurposed to accommodate some of the functions of the library extension.
- Potential opportunity for a pedestrian connectin to wetlands.

CONS

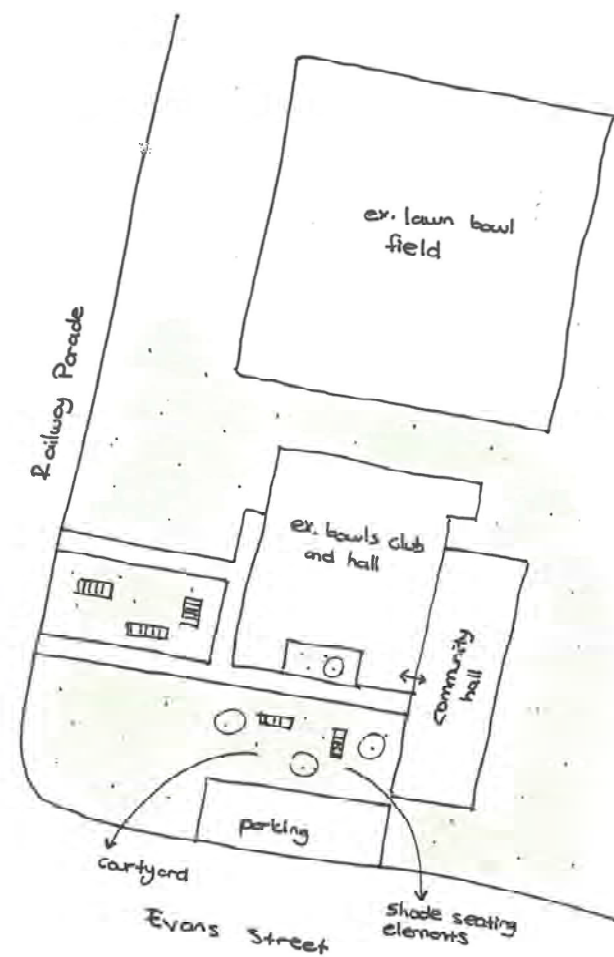
- Existing layout of the library may need to be reconfigured for better functionality. This may require replacing internal wall coverings or issues such as lead paint and asbestos would need to be addressed.
- Septic system of the Arts and Crafts building is damaged and if it can't be repaired, it may cause the demolition of Arts and Crafts building and iclude the funstion of Arts and Crafts building to the new extension of the existing library.
- Close proximity of the fig tree roots may limit the design of the new extension.
- High construction cost.
- Parking allocation may be very limited or may be street parking only.
- Staff allocation with other public buildings is not very flexible.

OPTION B



DESIGN OPTION 2

NEW LIBRARY AND COMMUNITY HUB NEXT TO THE EXISTING HALL



PROS

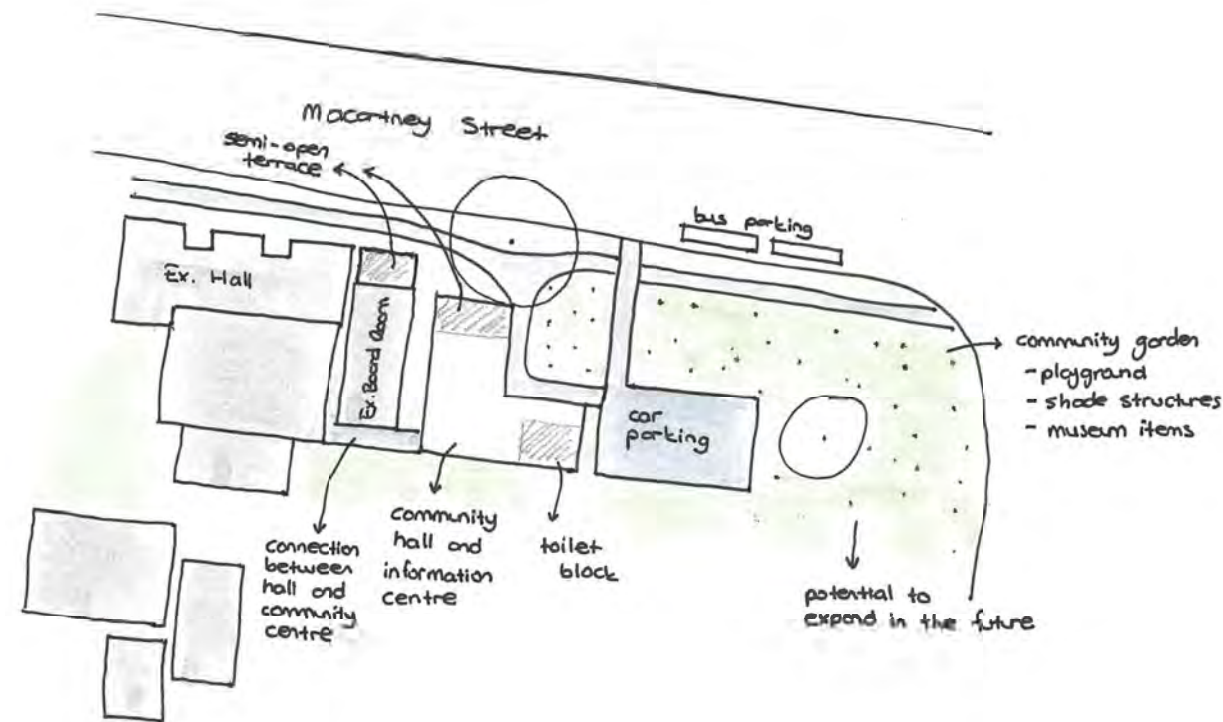
- Existing Hall has established infrastructure such as electrical systems, and plumbing. Continued use of these systems saves time and resources.
- Existing kitchen and toilets in Hall can be shared with the community hub.
- Having community hub, community hall and library together will provide more flexibility regarding staff allocation.
- Opportunity to share the amenities and kitchen facilities in the existing building.

CONS

- Existing library building will be abandoned.
- Existing water tank and children playground behind the Hall will need to be relocated.
- Even there is a potential to share the amenities and kitchen, the hall layout may need be adjusted slightly.
- New community hub will be lifted from the ground to the same level with the hall which means there will be another ramp needed from parking to the new community hub for accessibility.

DESIGN OPTION 3

NEW COMMUNITY HUB NEXT TO THE EXISTING COUNCIL HALL



PROS

- Existing Council Hall has established infrastructure such as electrical systems, and plumbing. Continued use of these systems saves time and resources.
- Library functions can be integrated to the new community hall to comply with the QLD Public Library Standards and Guidelines.
- Having community hub, library, and Council Hall together will provide more flexibility regarding staff allocation.
- Opportunity to include amenities into the new community hub programme.
- Opportunity to provide semi-open public spaces in the design as well as a community garden. This will benefit for both the locals and temporary visitors of St. Lawrence.
- New layout will provide a lot of flexibility regarding staff allocation as the public buildings and functions will be grouped together in a centralised location.

CONS

- Existing library building will be abandoned. However, this historical building (with the existing arts and crafts building) can be repurposed in the future to suit community needs.
- New community hub will be lifted from the ground to the same level with the Council Hall which means there will be ramps needed for the accessibility of the community hub.

CONCLUSION

A community hub provides a space to come together, fostering a sense of belonging and social cohesion. Community hubs should respond to the community needs, be easily accessible, as well as provide flexible and adaptable spaces. There are challenges in implementing these requirements. After considering different design options, Design Option 3 has more benefits than the others.

Increased Connectivity:

With the proposed location next to the existing Council Hall, it can serve as a central point for communication, networking, and connecting residents with local services, resources, and information as well as can be a central point for temporary visitors of the town.

Support for Local Businesses:

By showcasing local products, services, and talents, the hub can support and promote the growth of small businesses and entrepreneurs within the community. Also, it can give a chance to local businesses for opening outside of the town via promoting their businesses to temporary visitors.

Cultural and Educational Opportunities:

It can serve as a platform for celebrating and preserving local culture, history, and traditions, as well as providing educational programs, classes, and workshops for lifelong learning. Relocating the existing museum to the proposed community garden will support this.

Tourism and Economic Boost:

A vibrant community hub can attract visitors, tourists, and investment to the area, boosting the local economy and creating opportunities for tourism-related businesses. Having the community hub next to the Council Hall, providing community garden exhibiting museum items will make this part of the town centralised. In addition, opportunity to have open, semi-open and closed public areas will respond to different needs of the community and temporary visitors.

Resilience and Disaster Preparedness:

The hub can play a role in community resilience by providing information, resources, and support for disaster preparedness, response, and recovery efforts.

Centralised Information Resource:

Having both a community hub and library in the same building provides a centralised location for various resources, making it convenient for community members to access information, services, and educational materials in one place.

Access to Technology:

Libraries often provide access to computers, internet, and digital resources. Integrating a library to community hub allows for the inclusion of technology-related programs and training, ensuring that residents have the necessary skills for the digital age.

Multifunctional Meeting Spaces:

The combined building can offer versatile meeting spaces suitable for book clubs, study groups, community meetings, and other events. This adaptability enhances the building's usability and ensures it meets the diverse needs of the community.

Cost Efficiency:

Combining the facilities can lead to cost savings by sharing infrastructure, utilities, administrative functions, and resources. This efficiency allows for a more effective use of community resources.

MEETING DETAILS

Community Services Standing Committee
Tuesday 11 November 2025

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

5.8 COMMUNITY SERVICES FY2025_2026 CAPITAL PROJECTS PROGRESS REPORT AS AT 27 OCTOBER 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and notes the monthly Community Services 2025-2026 Capital Progress Summary Report as at 27 October 2025.***

BACKGROUND

Progressive updates of the financial and physical position of projects in the 2025-2026 Community Services Capital Works program are provided in order to inform Council of progress of and of risk to the delivery of the program.

Note: Due to the recent organisational restructure, the approved budgets for Community Services have changed with a number of projects transferring to new asset custodians. One anomaly is the Nebo Showgrounds Master Plan Stage 1 project, which is now a cross-directorate project with the budget being transferred to the Manager Parks & Recreation, but Community Services undertaking to project delivery. This project will be reported from a delivery perspective, but the \$2.6M budget is not included in the financials to eliminate the risk of double reporting.

2025/26 PECS Capital program as at 30 October 2025:

	<i>Approved Forward Budget</i>	<i>Approved 2025/26 Capital Budget</i>	<i>2025/26 Actual Expenditure</i>	<i>Current commitments</i>
PECS TOTAL	\$ 1,351,779.00	\$ 13,251,889.00	\$ 3,171,506.21	\$ 2,433,669.32

Key Project Updates:

Nebo (NEB) Showgrounds Master Plan Stage 1 – It is anticipated that an additional \$120,000.00 will be required to complete the project to an acceptable status. Please refer to Attachment 1 for context on the expected cost overrun.

During post tender negotiations, a suitable alternative to box culverts was investigated however, due to their being deemed a necessity by the consulting Engineer, they have been ordered but will have a 10 – 12 week lead time. Works are continuing with temporary culverts installed and all works complete by Christmas, with the contractor returning in January for one week to install the permanent box culverts. There are no current bookings on the site for January so there will be no impacts to key community stake holders.

Dysart (DYS) Miners Memorial – Design completed. Project remains a medium risk as external funding is required for completion. This external funding is being sourced through the local union office, so council has minimal oversight or involvement.

Isaac Country University Centres (CUC)– Moranbah Centre is complete. Tender for the Clermont facility has been released to market. Officers are working with the State funding body to seek an extension of time for the project's completion as the anticipated construction completion date is now 28 February 2026. This constitutes a 3-month delay from the original completion date in the funding agreement.

Glenden (GLN) Recreational Centre - Toilets Stump renewal – Design has been awarded and is proceeding with a construction tender planned for release in early 2026.

Isaac Resources Excellence Precinct Moranbah (IREP)– Due to the nature, size and value of the project, a medium risk rating has been assigned. Current risks include design finalisation, budget overrun (there is presently no overrun but close scrutiny is being undertaken), and some restrictions imposed by the draft Ministerial Infrastructure Delegation assessment requirements in particular relating to road infrastructure.

IMPLICATIONS

The attached Community Services 2025-2026 Capital Projects Progress Summary (Attachment 1) identifies the 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

High number of carry forward projects are putting strain on resources in the early stages of FY2025/26, these are being managed to allow for minimal delays in the new FY2025/26 approved projects.

CONSULTATION

Director Community Services

Community Services Leadership Team

BASIS FOR RECOMMENDATION

To improve business within the 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 Community Services leadership team and under the guidance of Director Community Services hold responsibility for the scoping, procurement and the completion of the projects identified within the 2025-2026 Capital Program.

KEY MESSAGES

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

Report prepared by:

MARK DAVEY
Program Manager – Capital Delivery

Date: 27 October 2025

Report authorised by:

HEIDI ROBERTS
Director Community Services

Date: 3 November 2025

ATTACHMENTS

- Attachment 1 – Community Services 2025-2026 Capital Projects Progress Summary as at 27 October 2025.

REFERENCE DOCUMENT

- Nil

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025

COMM'S 2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025

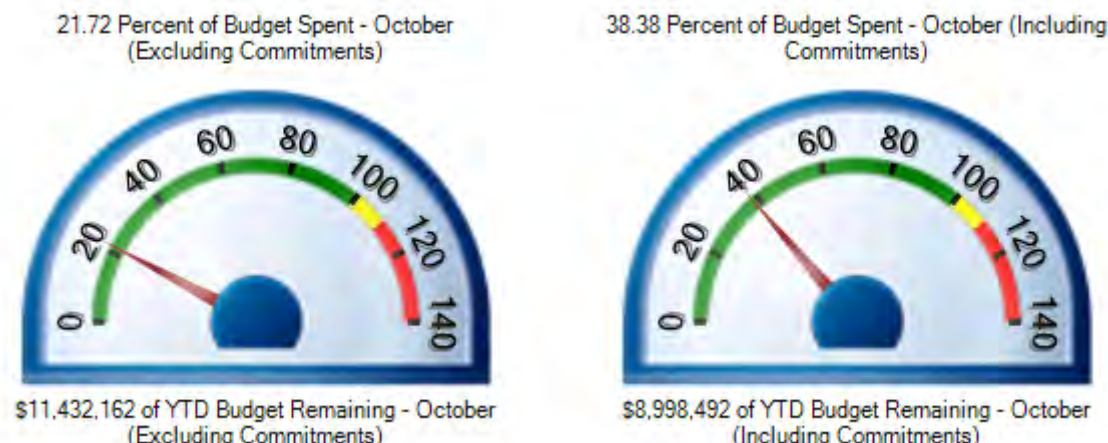
2025/2026 Community Services Capital Budget Status and Completion Rate as at 27 October 2025

Carry Forward Budget	\$1,351,779.00
Adopted Budget	\$13,251,889.00
FY 2024/25 PECS Capital Budget	\$14,603,668.00
Actual Expenditure	\$3,171,506.21
Remaining Budget (Actual)	\$11,432,161.79
Commitments	\$2,433,669.32
Remaining Budget (uncommitted)	\$8,998,492.47

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025

*Below image does not include Nebo Showgrounds Masterplan Stage 1



Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW222966 STLAW Community Hub	131,154.00	0	0	131,154.00	Planning/ Design	Procurement - 31/07/2023 Construct - 6/11/2025 Completion - 30/06/2026	Officers will be tabling a report to the November Standing Committee requesting project be cancelled and the remaining funds be transferred to increase the scope of the St Law Hall kitchen upgrade.	N/A	0%
CW223013 MBH Community Centre - Refurbishment	815,990.00	163,435.90	268,312.96	384,241.14	Construction	Procurement - 5/06/2023 Construct - 30/10/2023 Completion - 30/05/2026	Primary project currently being finalised with some remaining invoices to be received. Lighting scope of works underway	Medium	50%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW243164 MBH Animal Management Centre Renewal	364.00	0	363.64	0.36	Construction	Procurement -27/11/2023 Construct - 5/02/2024 Completion - 31/10/2025	Outstanding invoice to be paid	Low	90%
CW243172 CLM Civic Centre Roof replacement	15,918.00	15,749.19	0	168.81	Complete	Procurement -3/02/2025 Construct - 12/05/2025 Completion - 12/09/2025	Project Complete	N/A	100%
CW243227 DYS Miners Memorial	138,900.00	1,560.62	6,100.00	131,239.38	Design	Procurement -3/11/2025 Construct - 27/01/2026 Completion - 30/06/2026	Preliminary design received and being internally assessed. Project team has reached out to suitable parties for a cost analysis on the supplied design.	Medium	20%
MULTI YEAR PROJECT CW243241 NBO Showgrounds Stage 1	Project reported on delivery only as budget has been transferred to Manager Parks and Recreation			It is anticipated that an addition \$120,000.00 will be required to complete the project to an agreeable status. This overrun is split between additional design work from Aecom, requirement for additional gravel (minimal won material recovered) and requirement for additional topsoil (we were trying to rely on won material but the top layer of the existing is predominantly bull dust and unsuitable) During post tender negotiations, we tried to find a suitable alternative to the required box culverts, unfortunately these have been deemed a necessity by the consulting Engineer, they have been ordered but will have a 10 – 12 week lead time. Works are continuing; we will have temporary culvert installed and all works complete by Christmas, but the contractor will need to return in January for a week to install the permanent box culverts.				Medium	30%
MULTI YEAR PROJECT	1,276,657.00	59,830.16	112,581.60	1,104,245.24	Procurement	Procurement -18/08/2025	Multiyear project - Moranbah Centre complete. Clermont CUC	High	50%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW253316 Isaac Country University Centres						Construct - 10/11/2025 Completion - 19/12/2025	Construction out to tender. Closing 31 October Risk rating high due as a time extension to the funding agreement in negotiation but has not been executed at this time.		
CW253327 GLN Rec Centre - Toilets Stump renewal	261,968.00	0	16,150.00	245,818.00	Planning/ Design	Procurement -3/11/2025 Construct - 2/02/2026 Completion - 22/05/2026	Structural engineer attended site 21 October 2025.	Medium	10%
CW253329 STL Hall - Kitchen upgrade	60,001.00	0	0	60,001.00	Procurement	Procurement -28/04/2025 Construct - 12/01/2026 Completion - 8/05/2026	Revising scope of works to suit budget	Low	20%
MULTI YEAR PROJECT CW253331 Isaac Resources Excellence Precinct	10,200,000.00	2,501,936.96	1,856,794.92	5,841,268.12	Planning/ Design	Procurement -27/10/2025 Construct - 9/02/2026 Completion - 25/06/2027	Intersection and internal road complete. Site civil works complete. Design being finalised and construction due to go out for tender end of October	Medium	20%
CW253334 MELC Expansion & Renovation Works	255,232.00	255,231.55	0	0.45	Construction	Procurement - External Construct - 3/02/2025 Completion - 30/06/2026	Councils budgeted contribution has now been fully expended. Note MELC had additional grant funds as well as their own contribution to works.	Low	80%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW253337 MBH Childcare Sewer Mains Replacement	140,000.00	98,585.49	0	41,414.51	Construction	Procurement -28/07/2025 Construct - 22/08/2025 Completion - 31/12/2025	Stage 1 - Moranbah C&K works complete. Meeting with Simply Sunshine to review existing issues	Low	50%
CW263369 Replacement Public Access Computers	45,000.00	38,971.00	0	6,029.00	Complete	Procurement -28/07/2025 Construct - 14/08/2025 Completion - 20/10/2025	Project Complete	N/A	100%
CW263370 MBH Lift Pod for Gallery and IEC	30,000.00	0	0	30,000	Planning/ Design	Procurement -22/09/2025 Construct - 3/11/2025 Completion - 31/03/2026	Officers will submit a council report regarding this project. Staff consultation has determined that a new lift pod is not required.	Low	0%
CW263377 ILB Hall – Roof Restoration	100,000.00	0	0	100,000	Planning/ Design	Procurement -8/09/2025 Construct - 12/01/2026 Completion - 30/06/2026	Scope being finalised with RFQ to follow	Low	0%
CW263378 CORP Halls Emergent Renewals 2026	267,484.00	10,894.21	26,820.00	229,769.79	Procurement	Procurement – As required Construct – As required Completion - 30/06/2026	Emergent works as required. New generator for Flaggy Rock Floor cleaning machine for Dysart Recreation Centre	Low	10%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW263381 CLM Museum Erosion Remediation	265,000.00	1,236.18	64,000.00	199,763.82	Procurement	Procurement - 22/09/2025 Construct - 1/12/2025 Completion - 31/03/2026	Site Condition Assessment has been awarded and contractor to attend site 23 September 2025 Concrete, drainage and minor building works tender evaluated and with procurement for award	Low	20%
CW263382 CLM Hub Renewal	75,000.00	20,348.34	0	54,651.66	Planning/ Design	Procurement - 18/08/2025 Construct - 6/10/2025 Completion - 30/03/2026	Air conditioners installation complete. Carpet and blinds in planning stage	Low	40%
CW263383 GLN Hub Project	200,000.00	2,331.31	34,915.00	162,753.69	Design	Procurement - 28/07/2025 Construct - 2/02/2026 Completion - 22/05/2026	Design Stage – Design complete. Staff consultation complete. Community consultation in progress	Low	20%
CW263384 NBO Hall AC Upgrade	300,000.00	290.87	0	299,709.13	Procurement	Procurement - 29/09/2025 Construct - 19/01/2026 Completion - 30/06/2026	AC Design out to market, closing 30 October	Low	10%
CW263385 MMT Hall – Floor Structural Repairs	25,000.00	1,018.03	47,488.00	-23,506.03	Construction	Procurement - 14/08/2025 Construct - 24/09/2025 Completion - 31/10/2025	Project to be completed by 31 October 2025	Low	30%

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW233123 CLM Caravan Park Emergent Electrical Work	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW253320 CLM Showgrounds Electrical Renewals	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW253321 MBH – GCAC 25m Thermal Cover Renewal	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW253322 GLN – Pool Amenity and Grandstand Area	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW263371 CLM Saleyards Selling Pen Renewal	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW263372 CLM Saleyards Bull Ring Seating Renewal	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW263373 NBO Airstrip Perimeter Fence Renewal	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW263374 CLM Showgrounds Industrial Oven Upgrade	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW263375 CLM Caravan Park Stage 3 Electrical Upgrades	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW263376 NBO Showgrounds Sport Oval Light Replace	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
CW263379 COPR Pools Emergent Renewals 2026	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								

COMMUNITY SERVICES

2025/2026 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 27 OCTOBER 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Project Code and Project Name	Approved Budget	YTD Actual expenditure	Current Commitments	Remaining Uncommitted Budget	Current stage	Scheduled Dates	Status Commentary	Risk	Completion
CW263380 GLN Pool Equipotential Bonding	Project responsibility moved to Parks and Recreation in restructure. This project will no longer be reported on through Community Services.								
OVERALL	14,603,668	3,171,506.21	2,433,669.32	8,998,492.47					

MEETING DETAILS

Community Services Standing Committee Meeting

Tuesday 11 November 2025

AUTHOR

Joel Redden

AUTHOR POSITION

Acting Manager Economic Development

5.7

ST LAWRENCE WETLANDS FESTIVAL COMMUNITY-LED TRANSITION

EXECUTIVE SUMMARY

This report outlines the transition of the St Lawrence Wetlands Festival (SLWF) event from a council-led initiative to a community-led event. The transition aligns with Council's strategic goals to empower local communities, foster civic participation, and ensure long-term sustainability of public events. The process involved stakeholder consultation, capacity-building workshops, and the establishment of a new community governance model.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receives and notes the proposed transition model of the St Lawrence Wetlands Festival from a Council-led initiative to a community-led event by FY2029-2030.***
2. ***Reviews the transition plan during post-event evaluation activities until FY2028-2029.***

BACKGROUND

Since its inception in 2008, the SLWF event has been delivered by Council in collaboration with key stakeholders and the local community. It has successfully:

- Showcased the ecological significance and beauty of the wetlands.
- Promoted regional tourism, cultural heritage, local cuisine, and arts.
- Attracted visitors from across Queensland and Australia.

In 2018, a strategic planning process was initiated to guide the event's growth and regional impact. This culminated in the development of a Strategic Business Plan in 2022 (see *Attachment 1* and *Attachment 2*), which outlined core values and strategic focus areas. The plan also identified the potential for transitioning event ownership to the community.

Council's strategic priorities, as outlined in the plan, specifically include:

- Priority 1: Proactively foster and build relationships between St Lawrence locals, Council, and external stakeholders.
- Action 2: Where opportunities arise, transfer responsibility for delivery of the event program and logistics to St Lawrence locals and event partners.

Since the plan's development, community engagement has significantly improved, and the SLWF event has increasingly served as a platform for showcasing local producers, artisans, and cultural groups. This was particularly evident in the St Lawrence Wetlands Weekend 2024 Event Evaluation report Evaluation (Resolution no.: 8911) whereby consideration to review the plan within the next 12-24 months maybe valuable, particularly its references to benefit the St Lawrence community and transfer of ownership in key areas.

These developments support the case for transitioning to a community-led model.

Phased Transition

To assist in the transition process, the event has been rebranded from the St Lawrence Wetlands Weekend to the St Lawrence Wetlands Festival. Any reference to the aforementioned will be referring to the pre-2025 event when it was a Council-led initiative.

Discussions were undertaken to initiate the transition process during the 2025 post-event evaluation with the SLWF Strategic Planning Group (17 July 2025), St Lawrence Community stakeholders (21 July, 25 August 2025) and finally supported through a Councillor workshop (9 September 2025). Its objectives are to:

- Empower local residents and organisations to take ownership of St Lawrence Wetlands Festival;
- Reduce Council's operational burden while maintaining event quality;
- Foster community leadership and skill development, and
- Ensure the event remains inclusive, accessible, and environmentally focused.

These objectives underpin the proposed, multi-year, three-phase transition approach as summarised below:

Phase 1: Stakeholder Engagement (Jul–Oct 2025)

- Conduct meaningful engagement through public forums, workshops and roundtables.
- Identified key community groups interested in leading the event.
- Establish the St Lawrence Wetlands Festival Working Group.
- Develop Community Acquisition Checklist SLWF 2026

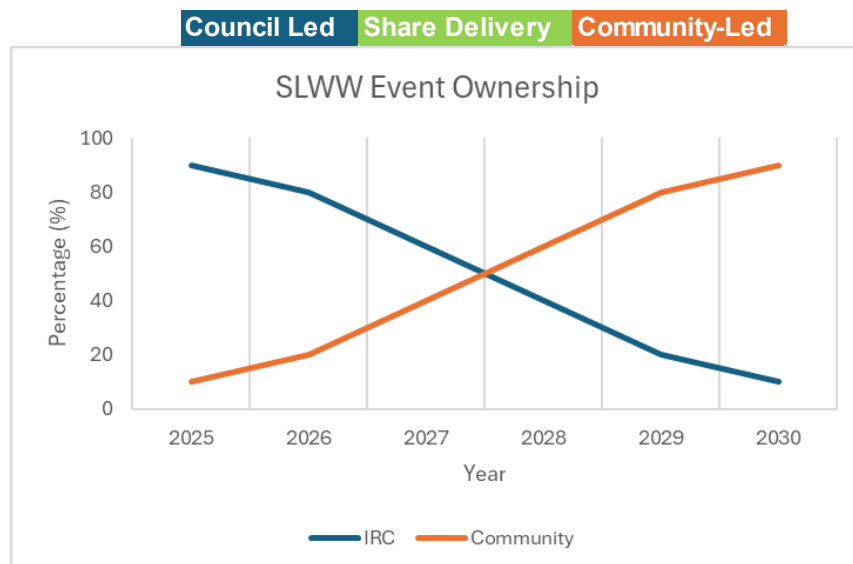
Phase 2: Capacity Building (FY2026-2028)

- Delivered training in event planning, budgeting, risk management, and marketing.
- Provided seed funding (to be workshopped) for initial community-led operations.
- Established a mentorship program with Council's Events Team.

Phase 3: Governance & Handover (FY2028-2029)

- Register "St Lawrence Wetlands Festival Inc." as a not-for-profit entity.
- Signed a Memorandum of Understanding outlining roles, responsibilities, and support.

- Transferred event assets including signage, equipment, and digital platforms.



Phase 1 (Stakeholder Engagement) commenced during the post-event evaluation process and completed with two public forums (21 July, 25 August 2025) and two community roundtables with identified interested groups (29 September 2025 and 27 October 2025) agreeing in-principle to the establishment of St Lawrence Wetlands Festival Working Group and the Community Acquisition Checklist SLWF 2026 (see *Attachment 3*).

This group and checklist will form the basis and enable phase 2 to commence by building their capacity event planning, budgeting, risk management, and marketing over the next two years. Finalisation of phase 2 and the commencement and end of phase 3 will be workshopped with community and Council following the event delivery every year. Timelines and objectives may change in accordance with workshop outcomes.

IMPLICATIONS

Reputational

The event has delivered strong reputational benefits to both the organisation and the region, gaining recognition at Regional, State, and National levels as Isaac's premier Arts, Cultural, Environment, and culinary festival. Transitioning to a community-led model presents both opportunities and risks. While it may enhance community ownership and long-term sustainability, there is a reputational risk if the quality, consistency, or strategic alignment of the event is not maintained. Council must ensure appropriate support, governance, and capacity-building measures are in place to safeguard the event's profile and continue delivering regional benefits to Isaac residents.

Financial and Resourcing

While the report itself presents no direct financial implications, the event carries significant financial and resourcing risks for Council, key external stakeholders, and the St Lawrence community. These risks are particularly relevant given the scale and complexity of the event, and the associated budget impacts. As the event transitions from a Council-led initiative to a community-led model, there is a need for careful planning to ensure sustainable delivery, maintain quality, and manage expectations.

Continued business planning and improvements to governance and delivery structures will be critical in mitigating these risks and supporting the long-term success of the event.

CONSULTATION

Internal

Councillor Division 8

Director Community Services

Executive Manager Advocacy

Renewable Energy Coordinator

Program Leader Environment and Sustainability

Manager Community and Cultural Services

St Lawrence Wetlands Festival Strategic Planning Group

Arts and Cultural Development Officer

Coastal and Community Development Officer

External

St Lawrence Wetlands Festival Community Planning Group

St Lawrence Bowls Club Inc.

St Lawrence Sportsground

St Lawrence Recreation Group

St Lawrence Parents and Citizens

St Lawrence business community

St Lawrence Creatives

BASIS FOR RECOMMENDATION

The recommendation to transition the event to a community-led model is based on the need for long-term sustainability, reduced reliance on Council resources, and stronger community ownership. It aligns with strategic goals to build local capacity, foster innovation, and ensure the event continues to reflect the identity and values of the region while maintaining its reputation and impact.

ACTION ACCOUNTABILITY

Economic Development will continue to facilitate and deliver the 2026 St Lawrence Wetlands Festival event with focus on community capacity building. Other internal council departments will assist with capacity building and delivering essential services

KEY MESSAGES

Isaac Regional Council empowers local ownership and pride, fostering stronger community engagement and leadership. It enhances sustainability by reducing reliance on Council resources and encouraging shared responsibility supporting innovation and authenticity, ensuring the St Lawrence Wetlands Festival continues to reflect local identity and values.

Report prepared by:

JOEL REDDEN
Acting Manager Economic Development

Date: 4 November 2025

Report authorised by:

BEAU JACKSON
Executive Manager Advocacy

Date: 4 November 2025

ATTACHMENTS

- Attachment 1 – St Lawrence Wetlands Weekend Business Plan
- Attachment 2 – St Lawrence Wetlands Weekend Business Plan on a Page
- Attachment 3 – Community Acquisition Checklist SLWF 2026

REFERENCE DOCUMENT

- 2023-2028 Community Corporate Plan



St Lawrence wetlands weekend

Business Plan - Draft as at October 2022

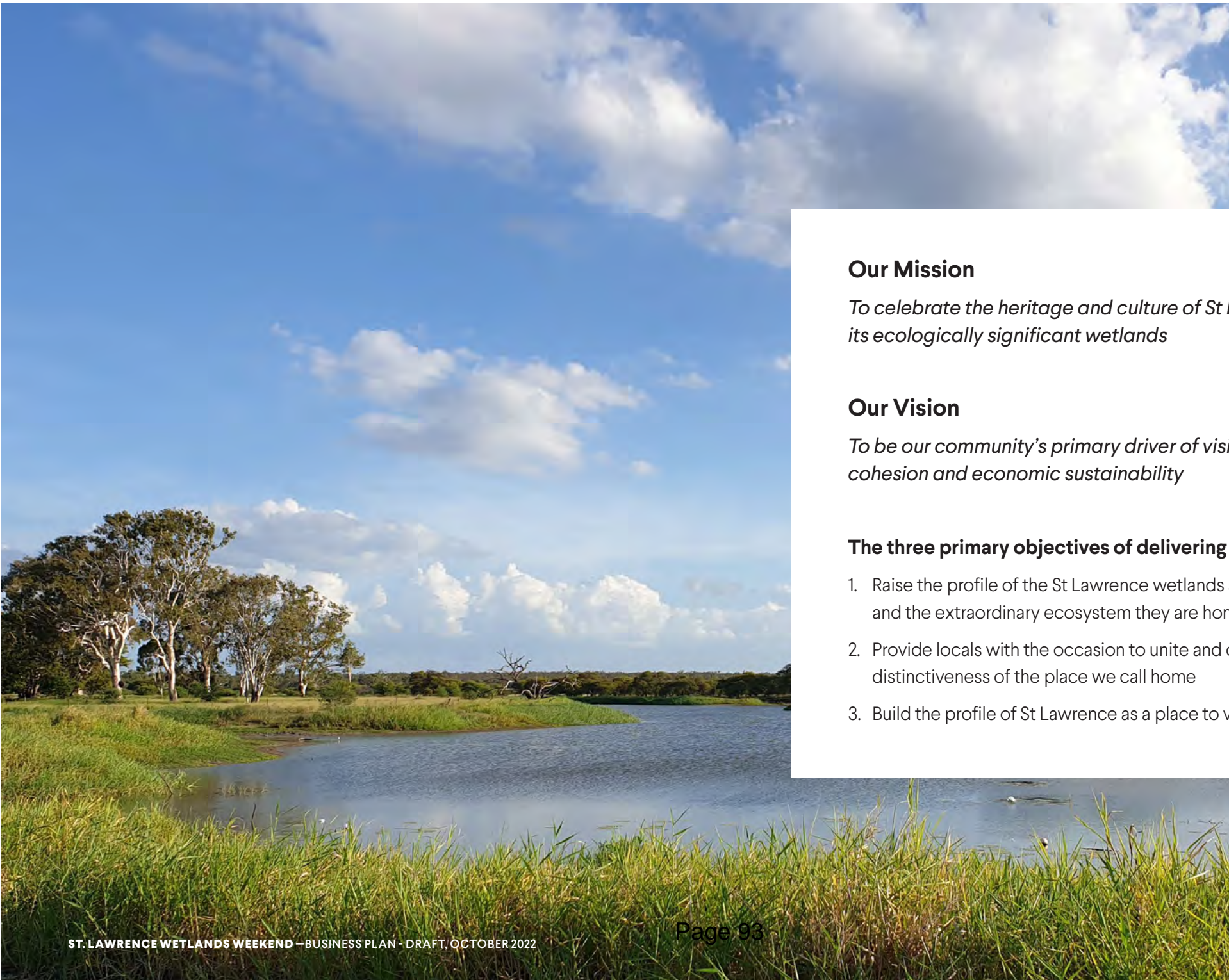
First staged in 2008 to highlight the extraordinary diversity of life in the wetlands and the surrounding areas, the St Lawrence Wetlands Weekend has grown to become an important part of our town's identity.

With just 30 people attending that first event 14 years ago, it grew to attract more than 500 people by 2018. Recognising its importance to the community and the potential it had to grow further, the Isaac Regional Council took a more active role in the event and its broader direction from 2018 onwards.

Despite the challenges posed by COVID-19, the event attracted more than 2,000 people in 2022, delivered over \$350,000 of visitor spend to the Isaac region, and won gold in the festivals and events category at the Queensland Tourism awards in 2021.

As we emerge from the pandemic, the event is embarking on a new period of planning to ensure the event's growth is sustainable and delivers long-term benefits for the St. Lawrence community.

This Business Plan has been written by the St Lawrence community in partnership with the Isaac Regional Council to provide clarity on the event's purpose and direction, its objectives, along with what it needs to prioritise in the years ahead to realise those objectives.



Our Mission

To celebrate the heritage and culture of St Lawrence and its ecologically significant wetlands

Our Vision

To be our community's primary driver of visitation, cohesion and economic sustainability

The three primary objectives of delivering our event

1. Raise the profile of the St Lawrence wetlands and waterways and the extraordinary ecosystem they are home to
2. Provide locals with the occasion to unite and celebrate the distinctiveness of the place we call home
3. Build the profile of St Lawrence as a place to visit and stay

Our event's values

How we define them and why they are important to us

Our values are at the heart of our success. By ensuring they come through in how we deliver the event, we reinforce what has made it a success to date, and build towards our future.

From how the community contributes, to the event program, and how we attract and communicate with attendees and stakeholders, we use these four values as a decision-making filter by asking; ***Does this align with and enhance one or more of our values?***

1. Low-key, immersive, different

Our event provides attendees with the chance to ignite their five senses like no other

One of the beautiful things about our town is the quiet. Mirroring this, our event isn't as noisy as the typical festival. This quiet opens up the opportunity for our attendee's senses to be heightened.

The sights of the wetlands, the smells and tastes of the cooking, the hands on experiences with our artisans and the stories that can be heard, can all be felt that little more profoundly because of our town's quiet.

2. Grounded in our natural environment

We showcase the pristine nature surrounding our town, the species that it call home, and the produce it gives rise to

Our town's very existence is owed to the tides, waterways and surrounding lands that saw it established as a port in the mid-1800s.

Celebrating those waterways, our famous mudcrabs, the hundreds of species that call our place home, and the land around our town that yields a wide range of incredible produce, is what makes our place and our event unique.

3. For the benefit of St Lawrence

This event is our community's most important opportunity to unite and work for the benefit of the town as a whole

From its heyday in the late 1800s, St Lawrence has endured a gradual loss of residents and business. We want this event to help put a stop to that decline. We want it to "put our town on the map" as a place to visit and live.

By working with a spirit of collaboration, our community and its businesses come together to contribute to the event in a way that benefits the town as a whole.

4. Intimate, personal, welcoming

Our event provides people with the chance to connect, listen and learn from others in a welcoming, relaxed environment

From yarns with locals at our 100 year-old pub, to the 30+ first nations tribes that share their unique culture and stories at our event, and the celebrity and expert presenters, our attendees connect and learn from people they wouldn't ordinarily meet in their day to day.





Strategic Priorities

The two strategic priorities below have been identified as being critical for our event and its various stakeholders to work on collaboratively in the coming years. Focusing on these two priorities is designed to capitalise on our event’s strengths and opportunities, whilst also addressing weaknesses and potential threats to our event’s long-term sustainability.

Strategic priority	Rationale	Key measures
1. Proactively foster and build healthy relationships between St Lawrence locals, Council and beyond	<p>The long term sustainability of our event will depend on key factors such as:</p> <ul style="list-style-type: none"> • The sense of unity amongst the St Lawrence community, • The securing of partners that contribute to and are invested in the event, • The capacity of St Lawrence locals to take on responsibility for event delivery, • The extent to which attendees feel welcome and go on to become advocates for our event <p>All of the above points can be addressed by building on our existing relationships and building positive, constructive new ones.</p>	<ol style="list-style-type: none"> 1. The health of the relationships between key stakeholders within the local community 2. The health of the relationship between the community and Council, 3. The number of event partners that contribute and deliver content as part of the program
2. Build iconic “content pillars” that create a sense of place and pride amongst St Lawrence locals	<p>At the heart of any place-based event’s long term success will be “iconic content” that speaks to what makes that place unique. Doing so delivers two critical things:</p> <ul style="list-style-type: none"> • <u>Local pride</u>: Event content that reflects their place fosters pride amongst locals and what they like about the place they call home, and • <u>Unique content</u>: It delivers visitors an experience they can not find elsewhere. That then translates in to repeat visits and positive word of mouth about the event and the place itself. <p>By focusing on creating some “event pillars” that speak directly to what makes St Lawrence the place it is, we will fortify the event’s long term sustainability</p>	<ol style="list-style-type: none"> 1. The number of event program elements that are exclusive to our event and not able to be seen elsewhere 2. The number of stalls, vans and food and beverage offerings that use local produce and tell the story of that produce

Strengths, Weaknesses, Opportunities and Threats

SWOT Analysis

Our SWOT analysis is critical to our event's ongoing health.

Clarifying what they are and how to address them provides us with focus and direction on things that are fundamental to our event's sustainability.

Those listed in the pages that follow are not an exhaustive list, rather, they are those which go to the heart of our event's long-term sustainability.

Strengths

Natural environment

The eco-system that our wetlands and surrounding waterways supports has been recognised as one of the most diverse in the country. Known by some as “the Kakadu of Queensland”, this natural environment and the diversity of species that call it home is our point of difference.

By ensuring this extraordinary natural environment remains at the heart of our event's content, we reinforce what makes our place and our event different and worth the trip.

Our actions

Evolve and develop event content around elements of the natural environment that make our place genuinely different to other places. (eg: tides, birdlife, aquatic life)

Aligned strategic priority:

2 - Build “content pillars”

History and heritage

From the stories of the Koinjmal, to our history as one of Queensland's oldest towns, our place is home to a richness in history and heritage that few can rival.

By telling the stories of our place in a way that unites, we will build the reputation of our event, and by extension, our town.

Our actions

Evolve and develop event content based on the stories that our place has been witness to

Aligned strategic priority:

2 - Build “content pillars”

Key stakeholder support

Our event enjoys significant support from our first nations people, Council, tertiary institutions and State Government.

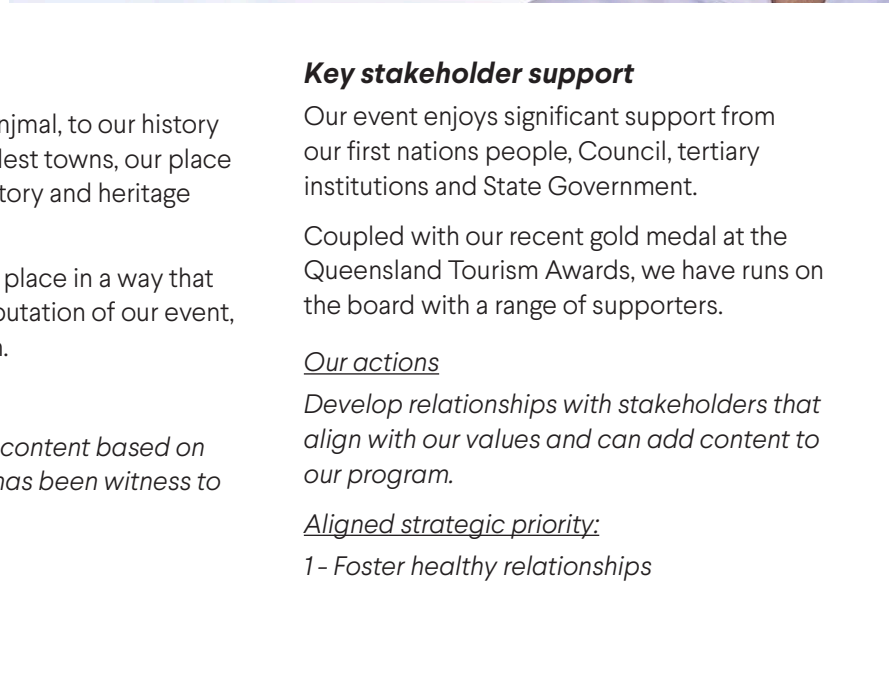
Coupled with our recent gold medal at the Queensland Tourism Awards, we have runs on the board with a range of supporters.

Our actions

Develop relationships with stakeholders that align with our values and can add content to our program.

Aligned strategic priority:

1 - Foster healthy relationships



SWOT Analysis - Weaknesses

Unity within the community

The longevity of place-based events such as ours will always depend on the support they receive from locals. For these events to survive in the long term, locals need to help deliver, sponsor, attend and support them more generally. If they don't, place-based events simply don't last.

Whilst improving, there is a lack of unity amongst some stakeholders in the community. If unity doesn't continue to grow, it is likely the divides that exist in the community (and with Council) will spill over in to the event attendee experience, in turn directly impacting on our event's Vision and the achieving of our primary objectives.

Our actions

- 1. Reach a consensus on the event's Mission, Vision and Values. Once finalised, actively use them as our guide in making decisions about the festival and how we grow it in to the future.*
- 2. Build event content that sparks a sense of pride in locals and in turn brings the community together.*

Aligned strategic priorities:

- 1 - Foster healthy relationships,*
- 2 - Build "content pillars"*

Event delivery primarily rests with Council

Whilst the event currently enjoys significant delivery and operational support from Isaac Regional Council, it leaves the event almost wholly reliant on Council staff. Ideally, to ensure the event's long-term sustainability, some of the responsibility for the event's delivery will shift to be in the hands of St Lawrence locals and other event partners.

Our action

Where opportunities arise, transfer responsibility for delivery of the event program and logistics to St Lawrence locals and other event partners.

Aligned strategic priorities:

- 1 - Foster healthy relationships*





SWOT Analysis - Opportunities

Creation of event content and experiences that can live in our town throughout the year

In line with our Vision and primary objectives, this opportunity is about creating program content that builds assets for the community.

By way of example, initial consultation with our community yielded ideas such as a tidal clock, a “birdwatching” hub, regular activation of Margs Park in sync with high tides.

These ideas align with and enhance our values and highlight our place’s primary point(s) of difference.

Our action

Think about whether our event content can be created in a way that delivers a year-round presence in the town and leaves St Lawrence with long-term assets

Aligned strategic priority

2 - Build “content pillars”

Unite our community

By working together on this event, we can unite behind an agreed, common purpose.

Our actions

Reach a consensus on the event’s Mission, Vision and Values. Once finalised, actively use them as our guide in making decisions about the festival and how we grow it in to the future.

Aligned strategic priorities

- 1 - Foster healthy relationships,*
- 2 - Build “content pillars”*

Build locally based event delivery capacity

Working with Council to transfer responsibility for the event’s delivery in to local hands opens up an opportunity to build skills and capacity in our town.

Our actions

Where opportunities arise, transfer responsibility for delivery of the event program and logistics to St Lawrence locals and other event partners.

Aligned strategic priority

- 1 - Foster healthy relationships*

SWOT Analysis

Threats

Change in direction from Isaac Regional Council

Whilst our event enjoys significant support from Council, this may not necessarily always be the case.

Ensuring we work over the medium term to reduce the event's reliance on the Council will be an important step towards entrenching this event as part of our community's identity over the long term.

Our actions

- a. Where opportunities arise, transfer responsibility for delivery of the event program and logistics to St Lawrence locals and other event partners*
- b. Engage with businesses in the local area, including primary producers, tertiary institutions and other Government bodies to uncover and identify opportunities for the event to generate support from organisations outside of Council.*

Aligned strategic priorities 1 - Foster healthy relationships

Losing sight of the event's purpose and values

To sustain the event and deliver on the objectives we seek to achieve, we will likely need to expand our event footprint and add content. Driving that growth in line with our objectives and values will be critical.

Adding event content that doesn't align with what our community prides itself on will risk compromising the event experience and jeopardise the community's want to host the event in the first place.

Our actions

Reach a consensus on the event's Mission, Vision and Values.

Once finalised, actively use them as our guide in making decisions about the festival and how we grow it in to the future

Aligned strategic priorities

- 1 - Foster healthy relationships,*
- 2 - Build "content pillars"*

Our mission

To celebrate the heritage and culture of St Lawrence and its ecologically significant wetlands

Our vision

To be our community's primary driver of visitation, cohesion and economic sustainability

Our three primary objectives

1. Raise the profile of the St Lawrence wetlands and waterways and the extraordinary ecosystem they are home to
2. Provide locals with the occasion to unite and celebrate the distinctiveness of the place we call home
3. Build the profile of St Lawrence as a place to visit and stay

Our two strategic priorities and accompanying actions from our SWOT

Priority 1

Proactively foster and build relationships between St Lawrence locals, Council and beyond

Action 1

Reach a consensus on the event's Mission, Vision and Values. Once finalised, actively use them as our guide in making decisions about the festival and how we grow it into the future.

Action 2

Where opportunities arise, transfer responsibility for delivery of the event program and logistics to St Lawrence locals and other event partners.

Action 3

Engage with businesses and organisations in the local area, including primary producers, not-for profit groups, tertiary institutions, and other Government bodies to uncover and identify opportunities for the event to generate support from organisations outside of Council.

Our values

Low key, immersive, different

Our event provides attendees with the chance to ignite their five senses like no other

Grounded in our natural environment

We showcase the pristine nature surrounding our town, the species that call it home, and the produce it gives rise to

For the benefit of St Lawrence

This event is our community's most important opportunity to unite and work for the benefit of the town as a whole

Intimate, personal, welcoming

Our event provides people with the chance to connect, listen and learn from others in a welcoming, relaxed environment

Priority 2

Build iconic "content pillars" that create a sense of place and pride amongst St Lawrence locals

Action 1

Evolve and develop event content around elements of the natural environment that make our place genuinely different to other places (eg: tides, birdlife, aquatic life)

Action 2

Develop event content that is based on the stories that our place has been witness to.

Action 3

Develop relationships with stakeholders that align with our values and can add content to our program.

Action 4

Think about whether our event content can be created in a way that delivers a year-round presence in the town and leaves St Lawrence with long-term assets.

COMMUNITY ACQUISITION CHECKLIST – ST LAWRENCE WETLANDS FESTIVAL 2026

PURPOSE

Support community members in engaging stallholders, food vendors, and workshop facilitators for St Lawrence Wetlands Festival 2026 (the event).

St Lawrence Wetlands Festival 2026 Event Details

Event Date: Friday 3 July 2026 – Sunday 5 July 2026

Location: St Lawrence Recreation Grounds – 593 St Lawrence Connection Road, St Lawrence, Qld 4707

St Lawrence Wetlands Festival 2026 Pillars

The St Lawrence Wetlands Festival celebrates four key pillars that shape the event:

- **Food** – showcasing local flavours, sustainable practices, and community hospitality
- **Environment** – promoting the wetlands, conservation, and connecting with nature.
- **Culture** – sharing stories, traditions, and the spirit of St Lawrence.
- **Art** – inspiring creativity through visual, performing, and interactive arts.

As you reach out to stallholders, food vendors and workshop facilitators please keep the St Lawrence Wetlands Festival 2026 Pillars at the heart of your decisions. These pillars help shape the unique character of the event and ensures every part of the event reflects the values we celebrate.

PLANNING PHASE

<input type="checkbox"/>	Understand the event vision and values for 2026	<input type="checkbox"/>	Define the purpose and goals of the event
<input type="checkbox"/>	Determine your measure of success and plan how you will celebrate when you achieve it	<input type="checkbox"/>	Identify budget (i.e. funding sources)
<input type="checkbox"/>	Identify budget (i.e. funding sources)	<input type="checkbox"/>	Identify key contacts within council for support and guidelines
<input type="checkbox"/>	Assign roles and responsibilities for committee members	<input type="checkbox"/>	Set deadlines for vendor/workshop confirmations
<input type="checkbox"/>	Develop your event delivery run sheet	<input type="checkbox"/>	Develop a risk management plan of your area of responsibility and consider necessary contingencies in accordance with the broader Event Management Plan

Council Contacts

- Joel Redden, Event Project Manager (M) 0427 323 117 (E) joel.redden@isaac.qld.gov.au
- Jodie Hart, Events Coordinator (M) 0400 001 253 (E) Jodie.Hart@isaac.qld.gov.au
- Anne Marie Loeskow, Arts and Cultural Development Officer (Ph) 07 4846 3432 (E) Anne.Marie.Loeskow@isaac.qld.gov.au
- Kent Worsley, Program Leader Environment and Sustainability (Ph) 07 4846 3761 (E) kent.worsley@isaac.qld.gov.au

SPONSORSHIP AND GRANTS

<input type="checkbox"/>	Determine sponsorship targets, including in-kind sponsors who could help offset expenses	<input type="checkbox"/>	Identify suitable grant programs (review the eligibility and criteria closely)
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PROMOTION & COMMUNICATION

<input checked="" type="checkbox"/>	Marketing support – Council will lead the development and promotion of key materials to ensure smooth communication and coordination	<input type="checkbox"/>	Share events and confirmed vendors/workshops on social media
<input checked="" type="checkbox"/>	Council will manage vendor/workshop details in printed program	<input type="checkbox"/>	Coordinate with council on signage and maps
<input type="checkbox"/>	Ensure all participants know who to contact on the day	<input type="checkbox"/>	Notifying nearby residents of the event

STALLHOLDER

<input type="checkbox"/>	Identify and contact potential stallholders	<input type="checkbox"/>	Document agreed acceptances
<input type="checkbox"/>	Ensure relevant Insurances and Permits are held	<input type="checkbox"/>	Distribute Bump In/Bump Out
<input type="checkbox"/>	Allocate stall locations	<input type="checkbox"/>	

FOOD VENDORS

<input type="checkbox"/>	Identify food gaps (e.g., coffee, lunch, dessert, dietary options)	<input type="checkbox"/>	Contact local and regional vendors with event details
<input type="checkbox"/>	Document agreed acceptances	<input type="checkbox"/>	Ensure vendors have appropriate food handling licenses

<input type="checkbox"/>	Confirm power/water requirements and waste management plans	<input type="checkbox"/>	Distribute Bump In/Bump Out
<input type="checkbox"/>	Allocate vendor locations	<input type="checkbox"/>	

WORKSHOPS & ACTIVITIES

<input type="checkbox"/>	Brainstorm workshop themes (e.g., nature, sustainability, art, culture)	<input type="checkbox"/>	Reach out to local artists, educators, and community groups
<input type="checkbox"/>	Confirm workshop format (drop-in, age groups, materials needed)	<input checked="" type="checkbox"/>	Council will manage the promotion of workshops through the official event program helping to maximise visibility and attendance. While all workshops will be promoted, tickets will not be available for sale online. Instead, workshop bookings and payments will need to be made on the day of the event.

LOGISTICS AND SET UP

<input type="checkbox"/>	Book equipment (tables, chairs, sound systems, lighting etc.)	<input type="checkbox"/>	Prepare a site map and set up plan
<input type="checkbox"/>	Confirm bookings and deliveries	<input type="checkbox"/>	Prepare a run sheet or event schedule

VOLUNTEERS AND STAFFING

<input type="checkbox"/>	Recruit and brief volunteers	<input type="checkbox"/>	Provide training or orientation
<input type="checkbox"/>	Assign rosters and responsibilities	<input type="checkbox"/>	Prepare contact lists and emergency procedures

POST-EVENT WRAP UP

<input type="checkbox"/>	Thank all vendors and facilitators and volunteers	<input type="checkbox"/>	Allocate a committee member to coordinate the post event review
<input type="checkbox"/>	Collect feedback from participants and community	<input type="checkbox"/>	Document lessons learned for 2027 planning
<input type="checkbox"/>	Share outcomes with council and community	<input type="checkbox"/>	

MEETING DETAILS

Community Services Standing Committee Meeting
Tuesday 11 November 2025

AUTHOR

Beau Jackson

AUTHOR POSITION

Executive Manager Advocacy

5.8 EXTENSION OF RENEWABLE ENERGY COORDINATOR ROLE AND BUDGET ALLOCATION FOR FY2026–27

EXECUTIVE SUMMARY

This report seeks Council's endorsement to extend the Renewable Energy Coordinator role beyond the current Queensland Council Energy Partnerships (QCEP) funding term, which ends on 31 March 2026. The extension would continue the position until 31 March 2027, allowing for sustained delivery of key strategic and operational outcomes.

This continuation will require new funding to be allocated in Council's 2026-27 Operational Budget.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Affirms its resolution to retain and fund the Renewable Energy Coordinator position for a second year (beyond the State/LGAQ-funded first year) concluding 31 March 2027.***
- 2. Notes the intention to fund the second year of that role from savings yielded by combining the Executive Manager Advocacy and Advocacy Coordinator positions.***

BACKGROUND

Council endorsed the creation of the Renewable Energy Coordinator role in October 2024, supported by a \$240,000 grant through the Local Government Energy Partnerships program, administered by the LGAQ. The role commenced in January 2025 with a funded term through to March 2026. At the time of endorsement council passed a resolution requesting the role be extended to a 24-month term. This report delivers on that request.

This role supports Council's growing portfolio of renewable energy activity, which includes 22 projects in various stages of approval, numerous development proposals, and community and industry engagement across multiple localities.

Since commencement, the role has delivered:

- Improved stakeholder coordination across government and industry
- Contributions to the Social Investment Prospectus
- Renewed engagement with communities, particularly in Clarke Creek, Lotus Creek, and Nebo
- Input into land-use planning and policy reform initiatives
- Preparation of a Renewable Energy Engagement Guide for use across local government

- As renewable project activity continues to expand, it is recommended the role be extended to ensure sustained organisational capability and advocacy strength.

Consistent with Council's resolution from October 2024, it is proposed that the role of Renewable Energy Coordinator be retained beyond the externally funded term from 1 April 2026 through to 31 March 2027.

It is proposed that this position be funded from the savings yielded from combining the Executive Manager Advocacy (formerly Beau Jackson) and Advocacy Coordinator (unfilled) positions – some \$250,000 + oncosts with the intent that revenue from the Community Benefit Agreements with renewable energy project proponents will ultimately fund the position in time.

An alternative is to repeal the October 2024 resolution, not fund the position for the second year and absorb the duties into the Economic Development department until such time as revenue from Community Benefit Agreements with renewable Energy project proponents provides sufficient revenue to fund the position. Like all Council service levels, this is a cost/benefit assessment.

IMPLICATIONS

Strategic:

The extension supports Isaac Regional Council's long-term role in managing regional energy projects and assist in managing community benefits agreements for the region.

Financial:

Funding for Q4 FY2025–26 will be met through existing budget savings.

An estimated \$160,000 plus oncosts will be required in FY2026–27 for a 1 FTE continuation of the role, subject to budget adoption. It is proposed that this position be funded from the savings yielded from combining the Executive Manager Advocacy (formerly Beau Jackson) and Advocacy Coordinator (unfilled) positions – some \$250,000 + oncosts with the intent that revenue from the Community Benefit Agreements with renewable energy project proponents will ultimately fund the position in time.

Operational:

Continued coordination will provide essential capacity to manage projects, support internal departments, represent Council in planning forums, and advance advocacy positions.

Reputational:

Sustained investment in this role demonstrates Council's leadership in responsible renewable energy growth and commitment to community outcomes.

CONSULTATION

Manager Economy and Prosperity

Director Community Services

Research and Policy Advisor

Chief Executive Officer

BASIS FOR RECOMMENDATION

Council has expressed strong desires for greater coordination of renewable energy projects and their community engagement efforts. The recommendations in this report provide an opportunity for the organisation to extend a role that addresses this request.

ACTION ACCOUNTABILITY

The Chief Executive Officer has accountability, with assistance of the Executive Manager Advocacy and relevant Officers.

KEY MESSAGES

- Isaac Regional Council is continuing its proactive approach to managing renewable energy development to ensure it benefits local communities.
- The Renewable Energy Coordinator role will be extended, helping to drive better planning outcomes, stronger community engagement, and transparent communication with industry.
- Council is committed to making sure renewable energy projects are not just built in Isaac, but built for Isaac, delivering lasting benefits for residents, workers and future generations.
- This role will continue to support local voices, advocate for social investment, and help guide responsible development that aligns with both community expectations and state energy goals.

Report prepared by:

BEAU JACKSON
Executive Manager Advocacy

Date: 31 October 2025

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: 4 November 2025

ATTACHMENTS

- Attachment 1 - Renewable Energy Coordinator – Position Description

REFERENCE DOCUMENT

- Nil



ENERGISE YOUR CAREER

BE PART OF OUR WORLD



**POSITION
DESCRIPTION**

POSITION DESCRIPTION



POSITION TITLE	Renewable Energy Coordinator	CLASSIFICATION	M4/3 Contract
DIRECTORATE	Office of the Mayor & CEO	AWARD STREAM	M4/3Contract – 15 Months with possibility of extension
DEPARTMENT	Advocacy and External Affairs	REPORTS TO	Executive Manager Advocacy and External Affairs
POSITION NO.	TBA	LAST REVIEW DATE	January 2025

A. ORGANISATION SUMMARY:

Isaac Region covers an area of around 58,000km² comprising 120km of Great Barrier Reef coastline and extending over 400km west to incorporate a rich agricultural and grazing heritage in addition to 27 operating coal mines producing the world's premier metallurgical coal. Our residential population of 24,275 is made up of families, young people, resources and agriculture sector workers, retirees and sea/tree changers spread across 17 unique communities including the larger towns of Clermont, Coppabella, Dysart, Glenden, Middlemount, Moranbah, Nebo and St Lawrence. It also includes the smaller communities of Carmila, Clairview, Clarke Creek, Greenhill, Ilbilbie, Kilcummin, Mackenzie River, Mistake Creek and Valkyrie.. Our region is exposed to a range of global influences and drivers which present unique challenges to the local government professionals who serve it. In order to address these challenges, the organisation is heavily invested in growing our cultural leadership capability to deliver on the Isaac Vision which is Helping to energise the world. This work is being supplemented by a 5-year Isaac Capability Plan to help create the organisational settings which will be needed to address these external influences over the next 5-10 years.

B. DEPARTMENT SUMMARY:

The Advocacy and External Affairs department plays a crucial role in advancing the strategic interests of the Council by leading its advocacy efforts, managing key stakeholder relationships, and shaping public policy initiatives. This department is responsible for developing and executing comprehensive advocacy campaigns that align with the Council's long-term goals and ensure that the voices of the community are heard at all levels of government.

As a central hub for stakeholder engagement, the Advocacy and External Affairs department fosters positive and productive relationships with governmental bodies, industry partners, and community leaders. It provides expert advice and strategic guidance on policy matters, ensuring that the Council is well-positioned to influence decisions that impact the region's growth and sustainability.

The department also manages the Council's reputation by addressing complex political dynamics and navigating regulatory environments. Through strategic communication and targeted advocacy, the

POSITION DESCRIPTION



department aims to secure favourable outcomes for the community, driving investment and development that align with the Council's vision.

In addition to its core functions, the Advocacy and External Affairs department supports the Office of the CEO by providing high-level research, analysis, and advisory services. The department is committed to fostering a high-performance culture, emphasising continuous improvement, innovation, and collaboration across all its activities

C. POSITION SUMMARY:

Reporting to the Executive Manager Advocacy and External Affairs, the Renewable Energy Coordinator is responsible for managing engagement and outcomes associated with renewable energy projects across the Isaac region. This role includes developing and implementing renewable energy policies and projects, fostering stakeholder relationships, and providing expertise in policy, communications, and community engagement. The Renewable Energy Coordinator plays a vital role in coordinating Council's engagement with commercial renewable energy proponents and driving better outcomes for both community and the local economy. The position also involves managing key renewable energy projects and engaging with governmental and non-governmental stakeholders to promote community awareness and participation in renewable energy projects. Additionally, the role supports the Executive Manager in managing Council relationships, providing strategic advice, and addressing political matters for the Mayor and Chief Executive Officer, while facilitating special project development across the Advocacy and External Affairs portfolio.

D. DUTIES:

POSITION SPECIFIC ACCOUNTABILITIES / PERFORMANCE OBJECTIVES (INPUTS/OUTPUTS)

1. Develop and implement renewable energy strategies, policies, and frameworks to support Council's objectives.
2. Monitor and advise on renewable energy trends, emerging technologies, and regulatory changes.
3. Oversee the planning, execution, and evaluation of renewable energy projects across the Isaac region and report to relevant stakeholders.
4. Develop and deliver engagement strategies to inform and involve the community in renewable energy projects.
5. Identify and monitor site specific and regional issues associated with individual and collective renewable energy development.
6. Organise workshops, forums, and consultation sessions to promote renewable energy awareness and gather local feedback on investment opportunities.
7. Build and maintain partnerships with government agencies, industry leaders, and local stakeholders.
8. Provide recommendations for continuous improvement and alignment with Council's sustainability goals.
9. Assist in the preparation of submissions and policy positions to state and federal governments on relevant issues.
10. Support the development and execution of a social investment prospectus for each locality.
11. Lead the preparation of strategic communication materials.
12. Manage and cultivate positive relationships with key stakeholders, including government officials, community leaders, and industry partners.

POSITION DESCRIPTION



13. Provide support in the engagement with Ministerial offices, government departments, and other relevant bodies to advance the organization's advocacy goals.
14. Lead stakeholder meetings and ensure effective communication of the organisation's positions and priorities.
15. Provide input and expertise in the development of policy positions and strategic communication plans.
16. Draft briefing papers, reports, and communication materials for internal and external audiences.
17. Monitor and analyse relevant political, legislative, and regulatory developments to inform the organisation's strategies.
18. Assist in tracking and reporting on the progress of advocacy initiatives, including outcomes and impacts.
19. Work closely with the Executive Manager Advocacy and External Affairs to support special projects and initiatives as required.
20. Contribute to the organisation's reputation management by proactively addressing potential issues and sentiment as it relates to renewable energy.
21. Provide support in managing complex reputational issues by understanding stakeholder perspectives and political dynamics.
22. Work collaboratively with the broader Advocacy and External Affairs team to ensure alignment of advocacy efforts with organizational goals.

KEY COMPETENCIES:

Knowledge and skills

1. Effective high-level communication, interpersonal and negotiation skills, including the ability to interact effectively with representatives of the media, internal and external clients, senior executives, councillors and government agencies.
2. Demonstrated ability to monitor and analyse economic activities as they relate to industry and government policy.
3. Demonstrated ability to develop and deliver effective communications and stakeholder engagement for government and/or business.
4. Understanding of government policy and decision making within Australia.
5. Proven understanding of challenges facing regional Queensland communities as they relate to renewable energy projects.

Experience

1. Demonstrated experience in managing stakeholder and government relations, with a focus on community and economic development.
2. Proven ability to coordinate and deliver complex projects and initiatives.
3. Strong communication skills, including experience in preparing strategic communications, reports, engagement plans and policy documents.
4. Strong interpersonal and negotiation skills, with the ability to engage effectively with diverse stakeholders.
5. High-level research and analytical skills to support policy development and advocacy strategies.
6. Ability to manage multiple projects simultaneously and deliver results within tight deadlines.



POSITION DESCRIPTION

7. Strategic thinking with the ability to leverage government processes and networks to achieve desired outcomes.
8. Experience in local government or community-driven renewable energy initiatives.

Qualifications

Mandatory:

- The role requires the possession of a current C Class Open Australian Drivers Licence.
- Certification in engagement practices (e.g., IAP2 Australasia Certificate) or equivalent practical experience delivering community engagement in regional communities.

Mandatory internal work instructions required for this role:

1. WI - Light Vehicle Operation CORP-WI-003
2. WI - Refuelling Vehicles, Plant & Equipment CORP-WI-113
3. WI - Loading, Securing and Unloading Vehicles CORP-WI- 063
4. WI - Vehicle Plant & Equipment Appropriate Disinfecting & Cleaning CORP-WI-129
5. WI - Tag Out for Faulty Equipment, Plant or Vehicles CORP-WI-057
6. WI - Isolation and Tagging Out of Faulty Electrical Equipment CORP-WI-057

Desirable:

1. Tertiary qualifications in communications, marketing, public relations, economic or regional development or other relevant qualifications.

23. PHYSICAL DEMAND CATEGORY:

- ☒ Sedentary Work
- ☒ Light Duty - Frequent lifting / carrying of objects weighing up to 5kgs.
- ☐ Medium Work - Frequent lifting / carrying of objects weighing up to 10kgs.
- ☐ Heavy Work - Frequent lifting / carrying of objects weighing up to 25kgs or more.

Audio-Visual Demands:

- ☒ Depth Perception ☒ Colour Discrimination ☒ Peripheral Vision ☒ Hearing (Avg)

Specific Actions Required:

This job may include:

Standing/Walking	Sitting	Driving
<input type="checkbox"/> None	<input type="checkbox"/> None	<input type="checkbox"/> None
<input checked="" type="checkbox"/> Occasional	<input type="checkbox"/> Occasional	<input checked="" type="checkbox"/> Occasional
<input type="checkbox"/> 1 - 4 Hrs	<input type="checkbox"/> 1 - 4 Hrs	<input type="checkbox"/> 1 - 4 Hrs
<input type="checkbox"/> 4 - 6 Hrs	<input type="checkbox"/> 4 - 6 Hrs	<input type="checkbox"/> 4 - 6 Hrs

Work Environment:

Attribute:	Yes	No
Chemicals	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cold	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dampness	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fumes/Gases	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Heat/Humidity	<input type="checkbox"/>	<input checked="" type="checkbox"/>

POSITION DESCRIPTION



☐ 6 - 8 Hrs

☒ 6 - 8 Hrs

☐ 6 - 8 Hrs

Heights

☐

☒

Noise

☐

☒

Repetitive Motions:

☒ Simple Grasping ☒ Fine Manipulation ☒ Pushing & Pulling ☒ Finger Dexterity ☒ Foot Movement

This Job Will Require:

Manoeuvre	Frequent	Occasional	None
Bending	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Squatting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Climbing	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Twisting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reaching	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

24. DELEGATED AUTHORITY AND ACCOUNTABILITY (in accordance with the Delegated Authorities Register):

Delegations as detailed in Council's Delegation of Authority register.

EXTENT OF AUTHORITY:

Position exercises a degree of autonomy and works under general direction with the freedom to act within established policies practices. The position must understand that their powers are limited to their delegated authority, and know and comply with any authority/obligation that comes with their powers.

25. WORK HEALTH SAFETY, QUALITY AND ENVIRONMENTAL OBLIGATIONS:

Workers and Others authorities and responsibilities include the following:

1. Comply with any and all policy, procedures and work instructions to ensure the requirements for health, safety, wellbeing, quality and environment are adhered to.
2. Take reasonable care for their own health and safety.
3. Ensure actions or omissions do not adversely affect the health, safety and wellbeing of others or the environment.
4. Comply with any reasonable instruction to comply with the Work Health and Safety Act Qld (2011).
5. Immediately notifying their manager or Supervisor of any workplace hazard identified and rectify hazard if possible.
6. To participate in risk assessments utilising the 'Think ISAAC' risk model and ensure personal safety through the use of the personal risk assessments.
7. To use personal protective equipment if the equipment particularly is provided by Council and you are instructed in its use.
8. Raise any non-conformances with their supervisor.
9. Comply with the requirements of Councils health and wellbeing policy, including participation in medicals, obtaining vaccinations and maintaining a general level of fitness to work.
10. Participate in Councils rehabilitation and return to work processes as required.

POSITION DESCRIPTION

11. Actively contribute to prevention of environmental harm, by compliance with any and all procedures.
12. Informing your supervisor as soon as possible of anything which may be harmful to the environment, for example, spills and leaks.
13. Consider and respond to internal and external customer needs in timely fashion.

Equipment Operated

1. Computer, motor vehicle

26. RESPONSIBILITIES:

Code of Conduct

1. Compliance with Council's Code of Conduct, management directives and policies and procedures, ensuring that behaviour and conduct;
 - a. is in line with the expectations of Council as specified in the Code of Conduct, and
 - b. decisions are made based on the principles of sound ethics and sound judgement.
2. Act at all times in line with the Principles as outlined in Council's Code of Conduct. Specifically;
 - a. Integrity and Impartiality
 - b. Promoting the Public Good
 - c. Commitment to the system of government
 - d. Accountability and transparency

Conflict of Interest

1. Employees of Council have specific obligations relating to conflict of interest and where there may be a conflict of interest with Council activities or there may be a detrimental effect on the performance of the employee, other employment or contracts will not be undertaken without prior written approval from the CEO.

Other

- Commitment to Council's Corporate Plan.
- Commitment to Equal Employment Opportunity, Diversity and Merit principles.
- Commitment to ensuring a workplace free from harassment and discrimination.
- Efficient and effective utilisation of resources as allocated under the level of responsibility for this position.

27. GENERAL OBLIGATIONS:

1. This is a description of the job as it is at presently constituted. It is the practice of this organisation periodically to examine employees' job descriptions and to update them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed. This procedure is jointly conducted by each manager in consultation with direct reports and may involve a representative of Human Resources. You will, therefore, be expected to participate fully in such discussions. It is the organisation's aim to reach agreement to reasonable changes where identified.
2. Employees may be required to undertake a variety of duties not related to their substantive role in times of disaster or significant organisational crisis.
3. All employees are responsible for making and keeping records in accordance with legislation, information standards and other relevant guidelines and procedures.
4. All employees shall be required by the Council to obtain and to maintain the necessary registration and licences that such employee would normally be required to hold in order to fulfil their position.

POSITION DESCRIPTION



28. CERTIFICATION:

1. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

	EMPLOYEE	DEPARTMENT MANAGER
NAME		
SIGNATURE		
DATE		



POSITION DESCRIPTION



Isaac Regional Council

We're delivering in a changing world



OUR VISION

Helping to energise the world.
A region that feeds, powers and builds
communities, now and for the future.



OUR GOAL

To pursue long-term
sustainable futures for Isaac's
communities.



OUR VALUES

COMMUNITY FOCUS

We engage and communicate
authentically with all Isaac communities
to understand both their common and
specific needs.

We will continuously improve how we
address those needs to help future-
proof our region.

CARING

We are committed to working safely
and caring for the safety and wellbeing
of our people and communities.

We believe that people matter.

TEAMWORK

We expect respectful relationships in
our work together, to achieve.

We cultivate commitment through
shared purpose, to create value.

POSITIVE WORK ETHIC

We do our best every day to have pride and
enjoyment in our work.

We display accountability, transparency,
procedural consistency and integrity.

We seek the highest possible practical
outcomes in everything we do.

We practice the knowledge that how we do
things is just as important as what we do.

At Isaac, the how matters.

MEETING DETAILS

Community Services Standing Committee Meeting

Tuesday 11 November 2025

AUTHOR

Beau Jackson

AUTHOR POSITION

Executive Manager Advocacy

5.9 2025-26 ISAAC REGIONAL COUNCIL STATE AND FEDERAL BUDGET SUBMISSION

EXECUTIVE SUMMARY

This report seeks Council's endorsement for the State and Federal Budget Submission. This submission outlines key road investment priorities sought by Isaac Regional Council on behalf of community development in the Isaac Region.

OFFICER'S RECOMMENDATION

That the Committee recommends Council:

1. ***Endorses the Isaac Regional Council State and Federal Budget Submission.***
2. ***Endorses the Chief Executive Officer to forward the endorsed submission to the relevant government departments.***

BACKGROUND

Each year, Isaac Regional Council prepares formal Budget Submission to the Queensland and Commonwealth Governments. This submission outlines the strategic funding and policy priorities of the Isaac region, framed around Council's adopted strategic documents, capital works programs, and identified community needs.

The 2025–26 submission continues this practice and focuses on securing Government investment in regional roads.

Key Road Upgrade Projects

1. **Peak Downs Highway – Nebo to Moranbah**
 - Widen and strengthen 11 km to address critical defects
 - Estimated cost: \$22 million (in addition to existing QTRIP funding)
2. **Peak Downs Highway – Moranbah to Clermont**
 - Widen and strengthen 9 km of road
 - Estimated cost: \$18 million

3. **Peak Downs Mine Road**

- Widen and strengthen 5 km
- Estimated cost: \$10 million

4. **Saraji Road**

- Widen and strengthen 5 km
- Estimated cost: \$7 million
- Additional \$7 million required for critical defect remediation

5. **Dysart–Middlemount Road**

- Widen and strengthen 10 km
- Estimated cost: \$20 million

IMPLICATIONS

Strategic:

The submission supports Council's strategic priorities around securing road investment and improving the road network across the region.

Financial:

There is no direct financial cost associated with the preparation or submission of the document. Funding requests, if secured, would reduce the burden on Council's own-source revenue, however may require co-contribution of funds in some cases.

Operational:

The document will guide targeted advocacy activities led by the Office of the CEO and Executive Leadership Team in the lead-up to the State Budget.

Reputational:

Endorsement and proactive advocacy enhances Council's visibility and credibility as a regional leader seeking practical, well-founded investment outcomes for its community.

CONSULTATION:

Mayor

Councillors

Director Engineering & Infrastructure

Executive Manager Advocacy

Manager of Galilee and Bowen Basin Operations

Economic and Business Resilience Coordinator

BASIS FOR RECOMMENDATION

The basis for recommendation is to provide a foundation for the consistent review of State and Federal Budget Submissions.

ACTION ACCOUNTABILITY

Chief Executive Officer is responsible for ensuring the approved submission is registered with the relevant departments. The CEO may delegate responsibilities associated with the submission to relevant officers.

KEY MESSAGES

- **Isaac's road network underpins Queensland's economy** – our roads move the coal, cattle and commodities that generate billions in exports and royalties each year.
- **Many of Isaac's key freight routes were never built for today's volumes and loads.** They now require urgent upgrades to keep workers safe and industry moving.
- **Council is calling on the Government to invest** in five priority road projects to improve safety, reliability and freight efficiency across the region.
- **Our 2025–26 State Budget Submission highlights more than \$75 million in road improvements,** including the Peak Downs Highway, Saraji Road and Dysart–Middlemount Road.
- **This is not just about roads, it's about jobs, safety and sustaining our communities.** These routes connect our towns, support our emergency services, and drive our industries.

Report prepared by:

BEAU JACKSON
Research and Policy Advisor

Date: 31 October 2025

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: 4 November 2025

ATTACHMENTS

- Attachment 1 – ISAAC_Advocacy_Budget Priorities_2025_31OCT2025


REFERENCE DOCUMENT

- Nil

ISAAC REGIONAL COUNCIL

GOVERNMENT PARTNERSHIP PRIORITIES

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THE ISAAC REGION
IS HUGE - **58,709 SQ KM**
THAT IS **25 TIMES**
THE SIZE OF THE ACT!

The Isaac region is the engine room of the State and Nation's economy.

We are home to 32 active coal mines producing world-class premium metallurgical coal from the Bowen Basin.

Mines in Isaac produced 126 million tonnes last financial year, contributing more than \$44.4 billion to Australia's GDP.

Our coal is relied upon across the world, with Japan, China, India, South Korea and Singapore among our key trading partners.

But Isaac is more than the coal we export. We are also a proud agricultural region, producing some of Australia's finest grains, sugar and seafood, and home to Australia's second largest cattle herd.

We are a region of innovation and coexistence, with 22 renewable energy projects in various stages of approval.

Isaac is helping drive the transition to cleaner, reliable energy. We are proving that regions like ours don't just carry the weight of today's economy, we are building the future one as well.

Isaac doesn't work hard for ourselves alone. We work hard for Queensland and for Australia.

Our communities are not seeking handouts. We are seeking partnership.

TOWNSVILLE

MORANBAH

MACKAY

ISAAC
REGION

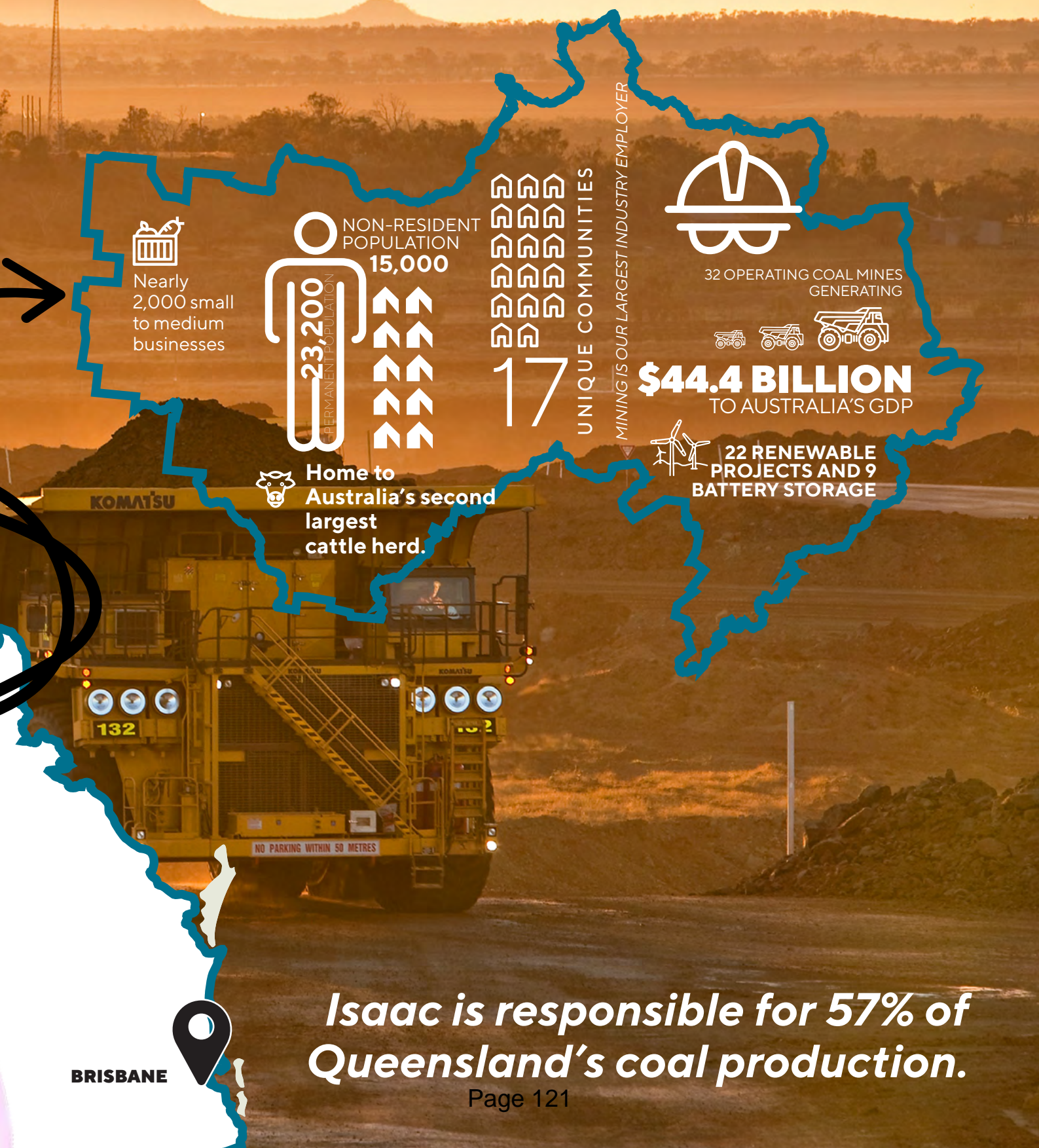
***When Isaac is strong,
the Nation thrives.***

MAYOR KELLY VEA VEA
ISAAC REGIONAL COUNCIL
Page 120



RESOURCE POWERHOUSE DRIVING ECONOMIC GROWTH AND INNOVATION

OUR COAL MINES AND THE COMMUNITIES THAT SUPPORT THEM DELIVER BILLIONS IN ROYALTIES AND TAXES



Isaac is responsible for 57% of Queensland's coal production.

ROAD PARTNERSHIP OPPORTUNITIES

TO KEEP THAT ECONOMIC ENGINE RUNNING, WE NEED FIT-FOR-PURPOSE ROADS THAT SUPPORT HEAVY INDUSTRY AND, JUST AS IMPORTANTLY, KEEP OUR WORKERS AND COMMUNITIES SAFE.

Many roads across Isaac were never built to handle today's freight loads or traffic volumes. The size, weight and frequency of industrial vehicles have outgrown the capacity of existing infrastructure. Several key routes now require urgent investment to sections to address critical defects.

Isaac Regional Council allocates around 44 per cent of its total capital budget to maintaining roads, drainage and infrastructure, yet it still isn't enough to keep pace with demand. State Government investment and partnership is essential to maintain safe, reliable and efficient road connections that sustain the industries powering the State and Nation's prosperity.



EAST WEST CONNECTION

1

PEAK DOWNS HIGHWAY NEBO TO MORANBAH

Scope: Widen and strengthen sections to address critical defects
Project length: 11 km
Total cost: **\$22 million** in addition to existing QTRIP investment.

2

PEAK DOWNS HIGHWAY MORANBAH TO CLERMONT

Scope: Widen and strengthen sections to address critical defects
Project length: 9 km
Total cost: **\$18 million** in addition to existing QTRIP investment.

NORTH SOUTH CONNECTION

3

PEAK DOWNS MINE ROAD

Scope: Widen and strengthen sections to address critical defects
Project length: 5 km
Total cost: **\$10 million**

4

SARAJI ROAD

Scope: Widen and strengthen
Project length: 5 km
Total cost: **\$7 million**
An additional \$7 million is required to address critical defects

5

DYSART-MIDDLEMOUNT ROAD

Scope: Widen and strengthen sections to address critical defects
Project length: 10 km
Total cost: **\$20 million**

**Isaac mines have contributed over
\$44 billion to Australia's GDP.**



LEGEND

-  WIND FARM
-  SOLAR FARM
-  COAL MINE
-  WASTE COAL SEAM GAS FIRE POWER PLANTS

MEETING DETAILS

Community Services Standing Committee

Tuesday 11 November 2025

AUTHOR

Tamara Bateman

AUTHOR POSITION

Coordinator Civic Venues

5.10

CIVIC VENUES STATUS UPDATE AS AT OCTOBER 2025

EXECUTIVE SUMMARY

This report is to provide a status update to Council on all Civic Venues across the region. The intent is to inform Council of emerging priorities and seek direction on identified areas of potential.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the Civic Venues Status Update as at October 2025.*

BACKGROUND

As of September 2025, the Civic Venues department operates as a standalone unit following the dissolution of the Community Facilities portfolio. Previously responsible for cemeteries, community leasing and pools, those functions have now been reassigned to Council's Parks and Recreation department. Civic Venues now has a more focused scope, overseeing all civic venues across the region as well as childcare centres. The department no longer includes an M3-level Manager, with the M4 Coordinator reporting to the Director Community Services. Dedicated administrative support has also been removed, requiring the team to operate with increased autonomy.

Given the importance of these changes, it is timely to provide an update to reflect the current responsibilities of the Civic Venues department. Observations and findings shared at this stage are based primarily on the short period since the restructure took effect in September and will continue to evolve as the new arrangements are embedded.

IMPLICATIONS

The provision of departmental reports will provide Council visibility of the operational aspects of the Civic Venues department.

CONSULTATION

Director Community Services

Civic Venues Department

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report which provides a high-level overview and status update of the Civic Venues department as at October 2025.

ACTION ACCOUNTABILITY

The Coordinator Civic Venues is responsible for the strategic direction and operational deliverables of the Civic Venues department, including reporting on operational matters.

KEY MESSAGES

The Coordinator Civic Venues will provide information on a regular basis to keep Council well informed of the performance and developing initiatives within the departments area of operations.

Report prepared by:	Report authorised by:
TAMARA BATEMAN	HEIDI ROBERTS
Coordinator Civic Venues	Director Community Services
Date: 28 October 2025	Date: 4 November 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Civic Venues Status Update as at October 2025

REFERENCE DOCUMENT

- Nil

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