



# NOTICE OF MEETING

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Dear Committee Members

You are requested to attend the following meeting of Council.

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

TO BE HELD ON  
**TUESDAY, 8 APRIL 2025**  
COMMENCING AT 1.00PM

**ISAAC REGIONAL COUNCIL  
MORANBAH COUNCIL CHAMBERS**

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**CALE DENDLE**  
Chief Executive Officer

**DAN WAGNER**  
Committee Officer  
Director Planning, Environment and  
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](#).

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**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**

**STANDING COMMITTEE MEETING**

**OF ISAAC REGIONAL COUNCIL**

**TO BE HELD ON**

**TUESDAY 8 APRIL 2025**

**COUNCIL CHAMBERS, MORANBAH**

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



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## 1. OPENING OF MEETING

## 2. APOLOGIES

## 3. DECLARATION OF CONFLICTS OF INTEREST

## 4. CONFIRMATION OF MINUTES

Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, commencing 1:00pm on Tuesday 11 March 2025.

## 5. OFFICER REPORTS

### 5.1 MINOR COMMUNITY GRANTS SUMMARY MARCH 2025

#### EXECUTIVE SUMMARY

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

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## 5.2 MAJOR GRANT APPLICATIONS - ROUND 3 - MARCH 2025

### EXECUTIVE SUMMARY

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

## 5.3 CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – LAGOONA TENURE ARRANGEMENTSEXECUTIVE SUMMARY

### EXECUTIVE SUMMARY

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

## 5.4 MORANBAH TENNIS ASSOCIATION INCORPORATED – TENURE ARRANGEMENTS

### EXECUTIVE SUMMARY

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

## 5.5 PLAYGROUP QUEENSLAND LTD - TENURE ARRANGEMENTS

### EXECUTIVE SUMMARY

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

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## 5.6 ENGAGED COMMUNITIES DEPARTMENTAL REPORT - APRIL 2025

### EXECUTIVE SUMMARY

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

## 5.7 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024-2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

### EXECUTIVE SUMMARY

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

## 5.8 ECONOMY AND PROSPERITY DEPARTMENTAL REPORT APRIL 2025

### EXECUTIVE SUMMARY

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

### CONFIDENTIAL REPORT

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

## 5.9 CONFIDENTIAL NEBO POOL LEASE EXTENSION EXECUTIVE SUMMARY

### EXECUTIVE SUMMARY

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

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## 7. GENERAL BUSINESS

## 8. CONCLUSION





# UNCONFIRMED MINUTES

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

HELD ON  
**TUESDAY, 11 MARCH 2025**

**COMMENCING AT 1.00PM**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 11 MARCH 2025**

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**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 11 MARCH 2025 COMMENCING AT 1.00PM**

**ATTENDEES**

Cr Alaina Earl, Division Five (*Chair*)  
Cr Terry O'Neill, Division One  
Cr Vern Russell, Division Two  
Cr Melissa Westcott, Division Three

**COMMITTEE  
APOLOGIES**

Mayor Kelly Veale  
Cr Simon West, Division Four  
Cr Viv Coleman, Division Eight

**OBSERVERS**

Nil

**OFFICERS PRESENT**

Mr Dan Wagner, Director Planning, Environment and Community Services  
Mr Mick St Clair, Manager Liveability and Sustainability  
Mr Shane Brandenburg, Manager Economy and Prosperity  
Mr Mark Davey, Program Manager – Capital Delivery  
Mr Shane Brandenburg, Manager Economy and Prosperity  
Mr Ken Tucker, Manager Community Facilities  
Mr Michael Wallace, Coordinator Property Development  
Ms Megan Scott, Departmental Administration Officer, Engaged Communities  
Ms Donna Wilson, Grants Officer, Engaged Communities  
Ms Kelly Shepherd, Senior Community Leasing Officer  
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and Chief Executive Officer



## 1. OPENING

In the absence of the Chair, the Director Planning, Environment and Community Services, Mr Dan Wagner welcomed all in attendance and declared the meeting open at 1.00pm.

The Director Planning, Environment and Community Services called for nominations for the position of Chair for the March Standing Committee Meeting.

Cr Alaina Earl was nominated for the position of Chair.

**Resolution No.: PECS1241**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Terry O'Neill**

**That the Planning, Environment and Community Services Standing Committee appoint Cr Alaina Earl as Chair for the March 2025 Standing Committee Meeting.**

**Carried**

The Chair, Cr Alaina Earl welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

## 2. APOLOGIES AND LEAVE OF ABSENCES

A request for leave of absence has been received for Mayor Kelly Vea Vea as she is in Brisbane, attending the 2025 Civic Leaders Summit on behalf of Council.

A request for a leave of absence has been received from Cr Viv Coleman as she is attending the Broadsound Solar Farm and BESS - Smoking Ceremony and Site Tour on behalf of Council.

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

# UNCONFIRMED MINUTES

**Resolution No.: PECS1242**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Terry O'Neill**

**That the Planning, Environment and Community Services Standing Committee grants leave of absences for Mayor Kelly Vea Vea, Cr Viv Coleman and Cr Simon West.**

**Carried**

**Resolution No.: PECS1243**

**Moved: Cr Terry O'Neill**

**Seconded: Cr Melissa Westcott**

**That the Planning, Environment and Community Services Standing Committee accepts Cr Vern Russell as an alternate member for the March Standing Committee Meeting.**

**Carried**

## 3. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared this meeting.

### NOTE:

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

## 4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, at 9.00am on Tuesday 11 February 2025.

**Resolution No.: PECS1244**

**Moved: Cr Melissa Westcott**

**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 9.00am on Tuesday 11 February 2025 are confirmed.**

**Carried**

## 5. OFFICERS REPORTS

### 5.1 Minor Community Grands Summary February 2025

#### EXECUTIVE SUMMARY

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

#### OFFICER'S RECOMMENDATION

*That the Committee recommend that Council:*

- Notes the minor community grants approved under delegation for the period 1 February to 28 February 2025.*

**Resolution No.: PECS1245**

**Moved: Cr Vern Russell**

**Seconded: Cr Melissa Westcott**

**That the Committee recommends that Council:**

- Notes the minor community grants approved under delegation for the period 1 February to 28 February 2025.**

**Carried**



## 5.2 Major Community Grants out of Round Application – Moranbah Pony Club

### EXECUTIVE SUMMARY

The purpose of this report is to consider an out of round application to the Major Grants Program from the Moranbah Pony Club (Governing body for Mackay Zone 10 Pony Club inc.)

### OFFICER'S RECOMMENDATION

*That the Committee recommend that Council:*

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

<b>Application 1 MORANBAH PONY CLUB GOVERNING BODY MACKAY ZONE 10 PONY CLUB</b>	
<b>Project</b>	<i>Mackay Zone 10 Pony Club (governing body for Moranbah Pony Club) is seeking Council's support for costs associated with the local Pony Club Children's Camp. The overall cost for the project is \$29,500.00 This meets the co-contribution requirements.</i>
<b><u>Officer Recommendation</u></b>	
<b>Details</b>	<i>Approve \$5,000.00 (excluding GST)</i>
<b>Proposed Budget Source</b>	<i>Divisional split between 3, 4 and 5</i>

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

**Resolution No.:** PECS1246

**Moved:** Cr Vern Russell

**Seconded:** Cr Terry O'Neill

**That the Committee recommends that Council:**

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

<b>Application 1 Moranbah Pony Club Governing Body Mackay Zone 10 Pony Club</b>	
<b>Project</b>	<b>Mackay Zone 10 Pony Club (governing body for Moranbah Pony Club) is seeking Council's support for costs associated with the local Pony</b>

	<b>Club Children's Camp. The overall cost for the project is \$29,500.00 This meets the co-contribution requirements.</b>
<b>Details</b>	<b>Approve \$5,000.00 (excluding GST)</b>
<b>Proposed Budget Source</b>	<b>Divisional split between 3, 4 and 5</b>

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

**Carried**

## ATTENDANCE

Ms Megan Scott and Ms Donna Wilson left the meeting room at 1.04pm.

### 5.3 St Lawrence Recreation Group Incorporated – Tenure Arrangements

#### EXECUTIVE SUMMARY

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.**
  - a. Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$880.00 ex GST, matrix attached.**

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

**Resolution No.: PECS1247**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Vern Russell**

**That the Committee recommends that Council:**

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

**Carried**

## **5.4 Dysart Lifestyle Center Inc. – Tenure Arrangements**

### **EXECUTIVE SUMMARY**

The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of part of Lot 1 on SP239822, located at 29 Queen Elizabeth Drive, Dysart, being the Dysart Recreation Centre by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

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

**Resolution No.: PECS1248**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Terry O'Neill**

*That the Committee recommends that Council:*

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

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

Carried

## 5.5 Expression Of Interest – Lease A Being Part of Lot 10 On SP237952, Old Southern, 27 Pony Club Road, Dysart

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

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

Resolution No.: PECS1249

Moved: Cr Vern Russell

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

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

Carried

## ATTENDANCE

Ms Kelly Shepherd ended her video conference with the meeting at 1.13pm.

## 5.6 St Lawrence Wetlands Weekend 2025 Fees and Charges

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

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

Name	Cost Recovery or Non-Cost Recovery	Head of Power	GST	2024/25 FY Fee
Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider				
<b>GENERAL ADMISSION</b>				



# UNCONFIRMED MINUTES

General Weekend Admission – Adult	NCR		Y	30.00
General 1 day Admission – Adult (1 day ticket)	NCR		Y	17.50
General Weekend Admission – Child (5-16 years)	NCR		Y	10.00
General 1 day Admission – Child (5-16 years) (1 day ticket)	NCR		Y	5.00
General Weekend Admission – Child (under 5 years)	NCR		Y	0.00
General Weekend Admission – Volunteer	NCR		Y	0.00
General Weekend Admission – Local residing postcode 4707	NCR		Y	17.50
<b>CAMPING</b>				
Camping / Caravanning one night	NCR		Y	25.00
Camping / Caravanning two nights	NCR		Y	40.00
Camping / Caravanning three nights	NCR		Y	55.00
Camping / Caravanning four nights	NCR		Y	65.00
Note: includes a fifth night Free of Charge.				
<b>CREATIVE SPACES AND WORKSHOPS</b>				
Whittling with Mal Byrne	NCR		Y	40.00
Clay with Liz Raven	NCR		Y	40.00
Driftwood Jewellery with Agnes Durbet	NCR		Y	40.00
Botanical Illustration with Pamela Finger	NCR		Y	40.00
Lantern Making with Tracey Robb	NCR		Y	40.00
Wire Wrapping Jewelry Making with Nelida Avila	NCR		Y	40.00
Traditional and Contemporary Batik Techniques with Perry and Glenda Hobdell	NCR		Y	40.00
Printmaking Without Press with Brigitte Zimmerman	NCR		Y	40.00
<b>TOURS</b>				
Wetlands Bird Tours	NCR		Y	0.00
Freshwater meets Saltwater Wetlands Sunset Tour	NCR		Y	0.00

# UNCONFIRMED MINUTES

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

**Resolution No.: PECS1250**

**Moved: Cr Terry O'Neill**

**Seconded: Cr Vern Russell**

**That the Committee recommends that Council:**

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

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

# UNCONFIRMED MINUTES

General 1 day Admission – Child (5-16 years) (1 day ticket)	NCR		Y	5.00
General Weekend Admission – Child (under 5 years)	NCR		Y	0.00
General Weekend Admission – Volunteer	NCR		Y	0.00
General Weekend Admission – Local residing postcode 4707	NCR		Y	17.50
<b>CAMPING</b>				
Camping / Caravanning one night	NCR		Y	25.00
Camping / Caravanning two nights	NCR		Y	40.00
Camping / Caravanning three nights	NCR		Y	55.00
Camping / Caravanning four nights	NCR		Y	65.00
Note: includes a fifth night Free of Charge.				
<b>CREATIVE SPACES AND WORKSHOPS</b>				
Whittling with Mal Byrne	NCR		Y	40.00
Clay with Liz Raven	NCR		Y	40.00
Driftwood Jewellery with Agnes Durbet	NCR		Y	40.00
Botanical Illustration with Pamela Finger	NCR		Y	40.00
Lantern Making with Tracey Robb	NCR		Y	40.00
Wire Wrapping Jewelry Making with Nelida Avila	NCR		Y	40.00
Traditional and Contemporary Batik Techniques with Perry and Glenda Hobdell	NCR		Y	40.00
Printmaking Without Press with Brigitte Zimmerman	NCR		Y	40.00
<b>TOURS</b>				
Wetlands Bird Tours	NCR		Y	0.00
Freshwater meets Saltwater Wetlands Sunset Tour	NCR		Y	0.00
Historical Town Tours	NCR		Y	0.00
<b>FOOD EXPERIENCES</b>				
Matt Golinski Signature Local Produce Luncheon	NCR		Y	140.00

# UNCONFIRMED MINUTES

STALLS				
Stallholder Fee	NCR		Y	40.00
Food Vendor Site (weekend rate)	NCR		Y	100.00
FESTIVAL MERCHANDISE				
Festival T-Shirts	NCR		Y	35.00
Return bus from Mackay				
Pick up and return from Mackay designated pick up points or from any of the designated Isaac coastal communities' points	NCR		Y	0.00
<p>2. Removes all regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' from Council's fees and charges schedule 2024/2025, adopted under Council resolution no. 8732.</p> <p>3. Provide delegation to the Chief Executive Officer to set fees and charges for future St Lawrence Wetlands Weekend events beyond 2025, subject to prior consultation with councillors and notification of decisions via a public notice.</p> <p>Carried</p>				

## 5.7 Building Encroachment and Request for Boundary Realignment – Isaac events Centre

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

- Make application to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development to realign the boundary between Lot 20 Crown Plan M97351 and Lot 21 Survey Plan 346090, in order to resolve building encroachment issues and ensure assets for the Isaac Events Centre are on the one title.***

- Delegates authority to the Chief Executive Officer to undertake the necessary application processes to the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development on Council's behalf, and execute any legal instruments, to resolve the building encroachment and finalise the boundary realignment.***

**Resolution No.: PECS1251**

**Moved: Cr Vern Russell**

**Seconded: Cr Terry O'Neill**

**That the Committee recommends that Council:**

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

**Carried**

## **5.8 Planning, Environment and Community Services FY2024-2025 Capital Projects Progress Report as at 5 March 2025**

### **EXECUTIVE SUMMARY**

This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services FY2024-2025 Capital Works Program.

### **OFFICER'S RECOMMENDATION**

***That the Committee recommends that Council:***

- Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 5 March 2025.***

**Resolution No.: PECS1252**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Vern Russell**

**That the Committee recommends that Council:**

- 1. Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 5 March 2025.**

**Carried**

## **5.9 Planning Environment and Community Services Quarterly Departmental Report – Liveability and Sustainability**

### **EXECUTIVE SUMMARY**

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

### **OFFICER'S RECOMMENDATION**

*That the Committee recommend that Council:*

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

**Resolution No.: PECS1253**

**Moved: Cr Vern Russell**

**Seconded: Cr Terry O'Neill**

**That the Committee recommends that Council:**

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

**Carried**



## 6. GENERAL BUSINESS

### 6.1 Mackay Events Launch

Cr Melissa Westcott advised the Committee that she attended the Mackay Events Launch last week and that during the launch Mayor Williamson advised that Mackay Regional Council invested \$1 million per year into event attraction. Cr Westcott asked if Isaac has considered focussing event attraction.

The Director Planning, Environment and Community Services advised the Committee that the Directorate Leadership Team will workshop

**ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**

### 6.2 Divisional Councillor Consultation

Cr Alaina Earl raised on behalf of Cr Viv Coleman that Divisional Councillors have not been consulted on all reports and that if consultation had occurred could this be added to the reports for future meetings.

**ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**

### 6.3 Community Grants Program Workshop with Councillors

Cr Alaina Earl asked if a half day workshop on Councils Community Grants Program could occur before the end of the financial year. The request was for operational staff to provide a briefing to Councillors so that they had a better understanding of the current grant processes.

**ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**

### 6.4 Dysart Kindergarten

Mr Dan Wagner, Director Planning, Environment and Community Services provided an update on Report 9.12 Reallocation of Capital Budget for Dysart Kindergarten.

Following Council's discussions at the February 2025 Ordinary meeting of Council, Director PECS and Councillor Russell met with the President of the Dysart Kindergarten Inc. on Monday 10 March 2025 to discuss the current capital budget and works required by the Dysart Kindergarten in the short term, including fixing of roof and window leaks. Further recommendations on the report tabled at the February 2025 Ordinary meeting of Council will be presented at the March 2025 Ordinary meeting in order to inform Council's decision making on the matter.

**ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**

# UNCONFIRMED MINUTES

## 7. CONCLUSION

There being no further business, the Chair declared the meeting closed at 2.02pm.

These minutes will be confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting to be held on Tuesday 8 April 2025 in Moranbah.

.....  
CHAIR

..... / ..... / .....  
DATE

MEETING DETAILS	Planning Environment and Community Services
	Standing Committee
	Tuesday 8 April 2025
AUTHOR	Donna Wilson
AUTHOR POSITION	Engaged Communities Grants Officer

## 5.1

## MINOR COMMUNITY GRANTS SUMMARY MARCH 2025

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that council:*

1. ***Notes the minor community grants approved under delegation for the period 1 March to 28 March 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, up to the value of \$1,000 (excluding GST), under delegation to the Manager Engaged Communities. Seventeen (7) minor grant applications (inclusive of individual, School Bursaries and team development grants, Australia day grants and Glenden activation) were received and approved for the period *1 March to 28 March 2025.*, summarised in the following table.

### 2024/25 Divisional Budgets

The divisional budgets were consolidated on 29 January 2025 resolution number #8997

The below table is the forecast remaining budget, should Council endorse the recommendations in round three of the Major Grants program in April 2025.

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

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

## IMPLICATIONS

The table below outlines minor grants approved and funded from Community Grants operational budget/s for the applicable division/s for the period 1 March to 28 March 2025.

## 2024/25 MINOR GRANTS

DIVISION	APPLICANT	VALUE	PURPOSE	BREAKDOWN
3,4, 5	Moranbah Tennis	\$1,000.00	Moranbah Tennis to host a junior coaching clinic on 29-30 March 2025.	Funds will be used to pay for a tennis coach to come to Moranbah to run the junior coaching clinic. The total cost of the event of the day is \$1,160.00
3,4,5	Moranbah State School P&C	\$1,000.00	Moranbah State School P&C to host Cocktails in the Coalfields 2025.	Funds will be used to purchase consumables for the event. The total cost of the event is \$30,000
6	Clermont Golf Club	\$1,000.00	Clermont Golf Club to host 10 golf events throughout 2025.	Funds will be used for prize money for the golfing events. The total cost of event is \$1,500.00
7	CTM Links	\$1,000.00	CTM Links to purchase merchandise for the Middlemount NAIDOC event 2025.	Funds will contribute to the purchase of NADIOC Logo merchandise for the children to take home on the day of the event. The total cost for the event \$10,333.50

7	Moranbah Rodeo-Rodeo	\$1,000.00	Middlemount Rodeo to host their annual Rodeo on 30 May 2025.	Funds will be used to contribute to the costs of hiring officials, security and ambulance. The total cost of the event is \$20,000.00
7	Moranbah Rodeo-Campdraft	\$1,000.00	Middlemount Rodeo to host their annual Campdraft on 2-4 May 2025.	Funds will be used to contribute to the costs of hiring officials, security and ambulance. The total cost of the event is \$20,000.00
8	St Lawrence Recreation Group	\$1,000.00	St Lawrence Rec Group to hold their annual Campdraft on 30 May-1 June 2025.	Funds will be used to contribute towards the payment of the ambulance. The total cost of the event is \$42,100.00

## CONSULTATION

Divisional Councillors

Director Planning, Environment and Community Services

Manager Engaged Communities

Engaged Communities Grants Officer

Engaged Communities Departmental Administration Officer

## BASIS FOR RECOMMENDATION

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

## ACTION ACCOUNTABILITY

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

## KEY MESSAGES

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

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**Report prepared by:**

**DONNA WILSON**  
Engaged Communities Grants Officer

Date: 26 March 2025

**Report authorised by:**

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

Date: 26 March 2025

## ATTACHMENTS

- NIL

## REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines



## MEETING DETAILS

### Planning, Environment and Community Services

#### Standing Committee

Tuesday 8 April 2025

## AUTHOR

Donna Wilson

## AUTHOR POSITION

Engaged Communities Grants Officer

## 5.2 MAJOR GRANT APPLICATIONS SUMMARY ROUND THREE FY2024-2025

### EXECUTIVE SUMMARY

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

### OFFICER RECOMMENDATION

*That the Committee recommends that Council:*

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

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

Application 2	Clermont Rodeo And Show (Auspicing For Gold Cup Campdraft)
Project	Clermont Rodeo and Show (auspicing for Gold Cup Campdraft) are hosting their annual Campdraft on 19-22- June 2025. They are seeking Council's support of \$5,000.00 to contribute towards the payment of the ambulance and announcer. The

	quote for the ambulance is \$6,393.22. The quote for the announcer is \$4,350. The overall cost of the event is \$146,450. This meets the co contribution requirements.
<b>Officer Recommendation</b>	
<b>Details</b>	Approve \$5,000.00 (excluding GST)
<b>Proposed Budget Source</b>	Division 1 and 6

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

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

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

<b>Officer Recommendation</b>	
<b>Details</b>	Approve \$2,500.00 (excluding GST)
<b>Proposed Budget Source</b>	Division 6

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

Application 7	Clermont Rodeo And Show (Auspicing For Clermont Rodeo)
<b>Project</b>	Clermont Rodeo and Show (auspicing for Clermont Rodeo) are holding their annual rodeo on 31 May 2025. They are seeking Councils support of \$5,000 to go towards the cost of the ambulance and the announcer. The quote for the ambulance is \$3,439.38. The quote for the Announcer is \$4,350. The overall cost of the event is \$71,500. This meets the co contribution amount.
<b>Officer Recommendation</b>	
<b>Details</b>	Approve \$4,600.00 (excluding GST)
<b>Proposed Budget Source</b>	Division 1 and 6

Application 8	Ctm Links – Men's Health Week
<b>Project</b>	CTM Links are hosting their annual Men's Health Week event in June 2025. An exact date has not been set. They are seeking Councils support of \$5,000 to go towards the facilitator Simon Santosha. The quote for the presenter is \$7,260. The overall cost of event is \$10,000. This meets the co contribution amount.
<b>Officer Recommendation</b>	
<b>Details</b>	Approve \$2,500 (excluding GST)

<b>Proposed Budget Source</b>	Division 7
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Application 9	Australian Stock Horse Society- Nebo
<b>Project</b>	Australian Stock Horse Society- Nebo to host their annual Campdraft and Challenge on 29-31 August 2025. They are seeking Councils support of \$5,000 to go towards the cost of transport and the ambulance. The quote for Willoughby transport is \$15,180. The quote for the ambulance is \$4,354.71. The overall cost of event is \$19,534.71. This meets the co contribution amount.
<b>Officer Recommendation</b>	
<b>Details</b>	Approve \$5,000
<b>Proposed Budget Source</b>	Division 8

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

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

Application 12 Life Church Clermont	
<b>Project</b>	Life Church Clermont are hosting their annual Kids Club Extreme on 3-5 July 2025. They are seeking Councils support for the payment of the bus, petting zoo, Bidfood and JJ'S rubbish. The quote for the bus is \$4,897.50. The quote for the petting zoo is \$625. The quote for JJ's is \$946.96. The quote for Bidfood is \$1,478.27. The overall cost of event is \$11,300. This meets the co contribution amount.
<b><u>Officer Recommendation</u></b>	
<b>Details</b>	Approve \$2,500 (excluding GST)
<b>Proposed Budget Source</b>	Division 6

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

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

Application 15 Clermont Isolated Childrens Parents Association	
<b>Project</b>	Clermont Isolated Children's Parents Association are hosting their annual sports camp on 24-29 August 2025. They are seeking Councils support of \$5,000 to go towards the camp shirts. The quote for the shirts is \$7,699.50. The overall cost of the event is \$77,700. This meets the co contribution amount.

## Officer Recommendation

<b>Details</b>	Approve \$4,600 (excluding GST)
<b>Proposed Budget Source</b>	Division 1 and 6

## **Application 16      Dysart Golf Club**

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

<b>Details</b>	Approve \$5,000.00 (excluding GST)
<b>Proposed Budget Source</b>	Division 2

## **Application 17      Nebo Bushman's Carnival**

<b>Project</b>	Nebo Bushman's Carnival are hosting their three annual major events for 2025. Nebo Rodeo, Nebo Cutting Show and Nebo Campdraft. They are seeking Councils support of \$15,000 to contribute towards transport costs. The quote for transport is \$15,000 for each of the three events at a total of \$45,000. The overall cost of the project is \$189,000. This meets the co contribution amount.
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## Officer Recommendation

<b>Details</b>	Approve \$15,000.00 (excluding GST)
<b>Proposed Budget Source</b>	Division 8

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

## **BACKGROUND**

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



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

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

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

## LEVEL OF FINANCIAL ASSISTANCE AVAILABLE

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

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

## CO-FUNDING

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

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

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

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

Community Group/Organisation	Amount Applied (excluding GST)	Amount Recommended (excluding GST)	Breakdown
Dysart Community Support (auspicing for Variety Bash)	\$5,000.00	\$2,314.60	Quote for HIBBLES is \$2,000.00 Quote for Square Peg Moranbah is \$341.00. Overall cost of event is \$23,564
Clermont Rodeo and Show (auspicing for Gold Cup Campdraft)	\$5,000.00	\$5,000.00	Quote for ambulance is \$6,393.22. Quote for announcer is \$4,350. Overall cost of event is \$146,450.
Clermont Race Club	\$5,000.00	\$5,000.00	Quote for security is \$6,822.52. This did not cover the 40% co contribution. Overall cost of event is \$54,400.
Clermont Community Business Group (auspicing for Motherland Australia)	\$5,000.00	\$1,000.00	Quotes for Pennys Plaza catering is \$2,510. Quote for keynote speaker- Grace Brennan is \$5,000. Overall cost of event is \$19,500.
Clermont Community Business Group (auspicing for Lily's mission- Clermont challenge)	\$5,000.00	\$2,500.00	Quote for the butcher is \$1,264. The quote for Bidfood is \$404.61. The quote for shop Isaac cards is \$2,000. The quote for Clermont signs \$487.74. The quote for photography is \$710.00. The quote for prizes \$370.00. The overall cost of event is \$9,000.
Clermont Artslink	\$10,000.00	\$5,000.00	Quote for D'Aguliar Wildlife is \$7,297.40. The quote for Wild puppets is \$1,255. The quote for Lloyd Saunders is \$3,000. The overall cost of event is \$18,592.40.
Clermont Rodeo and Show (auspicing for Clermont Rodeo)	\$5,000.00	\$4,600.00	Quote for Ambulance is \$3,439.38. Quote for announcer is \$4,350. This did not cover the 40% co contribution. Overall cost of event is \$71,500.
CTM Links	\$5,000.00	\$2,500.00	Quote for presenter Simon Santosha is \$7,260. This did not cover the 40% co contribution. Overall cost of event is \$10,000.
Australian Stock Horse Society- Nebo	\$5,000.00	\$5,000.00	Quote for Willougby transport is \$15,180. Quote for ambulances is \$4,354.71. Overall cost of event is \$24,995.
QLD Blue Light- Clermont	\$5,000.00	\$3,000.00	Quote from QLD Blue Light is \$5,000. This did not cover the 40% co contribution amount. The overall cost of event is \$14,300.
Moranbah Bulldogs (Australian Football Association)	\$5,000.00	\$1,000.00	Quote for the team jerseys is \$10,131. Overall cost of event is \$13,000.
Life Church Clermont	\$5,000.00	\$2,500.00	Quote for the bus is \$4,897.50. The quote for the petting zoo is \$625.00. The quote for JJ Richards is \$946.96. The quote for Bidfood is \$1,478.27. This did not cover the 40% co

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

			contribution amount. The overall cost of event is \$11,300.
Clermont Community Housing	\$5,000.00	\$5,000.00	Quote for the builder is \$4,950. The quote for the C-MACS Solution is \$9,246.61. The overall cost of event is \$18,000.
Clermont Rodeo and Show (auspicing for Hoch and Wilkinson)	\$5,000.00	\$5,000.00	Sponsorship of the Grand Champion Exhibit of the day.
Clermont ICPA	\$5,000.00	\$4,600.00	Quote for the camp shirts is \$7,699.50. This did not cover the 40% co contribution amount. Overall cost of event is \$77,700.
Dysart Golf Club	\$5,000.00	\$5,000.00	Quote for Nature Works (stage 2) design is \$12,000. Overall cost of event is \$317,450.
Nebo Bushman's Carnival	\$15,000.00	\$15,000.00	Quote for the transport over each event is \$15,000. Total of \$45,000. The overall cost of all three events is \$189,000.

## IMPLICATIONS

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

Division	Allocation	Total Spend	Proposed Round Spend	Remaining Budget	Remaining Funds balanced to TechOne	Reason for difference
Division 1	\$42,000.00	\$13,417.28	Nil	\$18,190.00	\$18,190.00	N/A
Division 2	\$42,000.00	\$5,714.28	\$7,315.00	\$23,828.00	\$23,828.00	N/A
Division 3	\$42,000.00	\$16,294.91	\$333.33	\$6,854.00	\$6,854.00	N/A
Division 4	\$42,000.00	\$16,294.91	\$333.33	\$6,854.00	\$6,854.00	N/A
Division 5	\$42,000.00	\$16,295.02	\$333.34	\$6,854.00	\$6,854.00	N/A
Division 6	\$42,000.00	\$22,103.73	\$43,200.00	\$-40,667.00	\$-40,667.00	N/A
Division 7	\$42,000.00	\$32,504.32	\$2,500.00	\$-9,953.00	\$-9,953.00	N/A
Division 8	\$42,000.00	\$31,250.00	\$20,000.00	\$-20,750.00	\$-20,750.00	N/A
<b>TOTAL</b>	<b>\$336,000.00</b>	<b>\$153,874.45</b>	<b>\$74,015.00</b>	<b>\$-8,790.00</b>	<b>\$-8,790.00</b>	

Note – Figures in the above table have been rounded

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

## CONSULTATION

### Internal

Divisional Councillors relevant to each application

Director Planning, Environment and Community Services

Manager Engaged Communities  
Engaged Communities Grants Officer  
Acting Engaged Communities Departmental Administration Officer  
Manager Budgets and Statutory Reporting

## **BASIS FOR RECOMMENDATION**

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

## **ACTION ACCOUNTABILITY**

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

## **KEY MESSAGES**

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

### **Report prepared by:**

DONNA WILSON  
**Engaged Communities Grants Officer**

Date: 18 March 2025

### **Report authorised by:**

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

Date: 18 March 2025

## **ATTACHMENTS**

- Attachment 1 - Major Grants Summary Assessment

## **REFERENCE DOCUMENT**

- Isaac Regional Council Community Grant Guidelines

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

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



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

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

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

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

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

16	Dysart Golf Club	Dysart Golf Club are building a mini golf attraction at the club. This will be open to the general public and will hopefully attract tourists to the Dysart area. They are seeking Councils support of \$5,000 to pay for the giant black headed python, echidna and green frog. A plaque will be set to recognise Council. The quote for Nature Works (stage 2) design is \$12,000. The overall cost of the project is \$317,450. This meets the co contribution amount.	Division 2	2023- Minor Grant- \$1,000- Materials 2023- Major Grant- \$5,000- Dysart Open 2023- Major Grant- \$2,020- Family Day 2024- Major Grant- \$5,000- Family Day 2024- Major Grant- \$5,000- Christmas Party 2025- Major Grant- \$1,000- Golf Day	Yes	Yes	80/100	\$5,000	\$5,000.00	To approve		
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MEETING DETAILS	Planning, Environment and Community Services
	Standing Committee
	Tuesday, 8 April 2025
AUTHOR	Kelly Shepherd
AUTHOR POSITION	Senior Community Leasing Officer

## 5.3 CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – LAGOONA TENURE ARRANGEMENTS

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

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

### BACKGROUND

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

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

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

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

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

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

#### Leasing Process Followed:

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

## BUILDING INSPECTION

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

Substantial works being undertaken on the sewerage system.

## IMPLICATIONS

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

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

## CONSULTATION

Internal

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

## External

Mackay Regional Health Authority  
Clermont Community Housing and Others Services Inc

## **BASIS FOR RECOMMENDATION**

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

## **ACTION ACCOUNTABILITY**

Manager Community Facilities to progress tenure documentation.

## **KEY MESSAGES**

Council is committed to transparent decision making.

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

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

<b>Report prepared by:</b> KEN TUCKER <b>Manager Community Facilities</b>  Date: 18 March 2025	<b>Report authorised by:</b> DANIEL WAGNER <b>Director Planning Environment and Community Services</b>  Date: 18 March 2025
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## **ATTACHMENTS**

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

## **REFERENCE DOCUMENT**

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

## IN PRINCIPLE AGREEMENT

### SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

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

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

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

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## TENURE

**Commencement Date:** 1 May 2025

**Term:** (3) Three years

**Expiry Date:** 30 April 2028

**Option:** (3) Three years

## RENTAL

**Gross Rental:** \$442.00 per annum (*Licence to Occupy fees are not subject to GST*)

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

**Terms and Conditions:** In accordance with the Licence to Occupy

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

## INCLUSIONS:

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



**EXCLUSIONS:**

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

**Outgoings:**

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

- Electricity
- Water Usage
- Telephone/Internet charges

**SPECIAL CONDITIONS**

**Stated Use:** Local Government

**Intended Use:** Community Support Services

**Tenure Documentation:** Licence to Occupy

**Legal Fees:** Each party to pay their own



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

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

**Name:**

Robyn Cross

Lou Power

**Committee Position:**

President

Vice President

**Signature:**

[Redacted Signature]

[Redacted Signature]

**Date:**

27/02/2025

27.02.2025

## ATTACHMENT 2 – TENURE FEE MATRIX

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

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



## ATTACHMENT 3 – SITE LOCATION

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

LOT ON PLAN: LOT 3 ON C9569

STREET, ADDRESS: 2 LIME STREET, CLERMONT

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

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<b>MEETING DETAILS</b>	<b>Planning, Environment and Community Services</b> <b>Standing Committee</b> Tuesday 8 April 2025
<b>AUTHOR</b>	Kelly Shepherd
<b>AUTHOR POSITION</b>	Senior Community Leasing Officer

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## 5.4 MORANBAH TENNIS ASSOCIATION INCORPORATED – TENURE ARRANGEMENTS

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

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

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## BACKGROUND

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

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

Leasing Process Followed:

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

## IMPLICATIONS

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

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

## CONSULTATION

### Internal

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

### External

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

## BASIS FOR RECOMMENDATION

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



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## ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

## KEY MESSAGES

Council is committed to transparent decision making.

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

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

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

## ATTACHMENTS

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

## REFERENCE DOCUMENT

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

## IN PRINCIPLE AGREEMENT

### SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

**Type of Tenure:** 10-year lease  
**Address of Premises:** Eastern Sporting Fields via Tallon Street, Moranbah, Qld 4744  
**Lot on Plan Description:** BSP214729 being part of 133 on GV265  
**Areas (Subject to Survey):** 7849m2

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

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**Lessee:** Moranbah Tennis Association Incorporated  
 Incorporation #: IA04829  
 ABN: 42 556 883 486  
**Contact for Lessee:** Attention: Simone Myles  
 Telephone: 0408 769 566  
 Email: MORANBAHTENNIS@HOTMAIL.COM

### TENURE

**Commencement Date:** 16 June 2025  
**Term:** 10 years  
**Expiry Date:** 15 June 2035

## RENTAL

<b>Gross Rental:</b>	\$430.00 ex GST per annum
<b>Rent Review:</b>	Annual adjustment proportionate with CPI movement each anniversary of the Commencement Date

<b>Terms and Conditions:</b>	In accordance with the Standard Terms Document supplied to the Lessee.
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<b>Maintenance:</b>	The community group will remain responsible for all repairs and maintenance to their own assets.
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<b>Outgoings:</b>	<p>All outgoings to be at the expense of the Lessee including but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Electricity</li> <li>• Water</li> <li>• Rates</li> </ul> <p>If premises are not currently metered separately Council will provide a minimum of three (3) months' notice prior to charging user groups for electricity and water consumption.</p>
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## SPECIAL CONDITIONS

<b>Department of Resources Stated Use:</b>	Recreation	
<b>Intended Use:</b>	Tennis	
<b>Tenure Documentation:</b>	Form 7 Form 20	Lease Document Standard Terms Document
<b>Legal Fees:</b>	Each party to pay their own	
<b>INSURANCE</b>	Refer Part 8: Insurances, Indemnities and Guarantee within the Standard Terms Document	
<b>Public Liability Insurance:</b>	\$20,000,000	
<b>Certificate of Currency:</b>	To be supplied by applicant with a copy of the receipt showing payment	
<b>Damage Policy:</b>	Insure under a Damage Policy all insurable items located upon the Premises. including plate glass, irrespective of who owns the items	



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

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

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

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

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

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

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

**For & on behalf of:** Moranbah Tennis Association Incorporated

**Name:**

SIMONE MYLES

**Committee Position:**

SECRETARY

**Signature:**

[Redacted Signature]

**Date:**

9/2/25

## ATTACHMENT 2 – TENURE FEE MATRIX

### COMMUNITY GROUP: MORANBAH TENNIS ASSOCIATION INC

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

## ATTACHMENT 3 – SITE LOCATION

**COMMUNITY GROUP:** MORANBAH TENNIS ASSOCIATION  
INCORPORATED

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

**ADDRESS:** EASTERN SPORTING FIELDS, VIA TALLON  
STREET, MORANBAH

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<b>MEETING DETAILS</b>	<b>Planning, Environment and Community Services</b>
	<b>Standing Committee</b>
	Tuesday 8 April 2025
<b>AUTHOR</b>	Kelly Shepherd
<b>AUTHOR POSITION</b>	Senior Community Leasing Officer

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## 5.5 PLAYGROUP QUEENSLAND LTD – TENURE ARRANGEMENTS

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### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

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

### BACKGROUND



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

## Leasing Process Followed:

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

## BUILDING INSPECTION

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

## IMPLICATIONS

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

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

## CONSULTATION

### Internal

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

### External

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

## BASIS FOR RECOMMENDATION

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

## ACTION ACCOUNTABILITY

Manager Community Facilities to progress tenure documentation.

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## KEY MESSAGES

Council is committed to transparent decision making.

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

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

<b>Report prepared by:</b>	<b>Report authorised by:</b>
KEN TUCKER	DAN WAGNER
<b>Manager Community Facilities</b>	<b>Director Planning Environment and Community Services</b>
Date: Insert Date	Date: Insert Date

## ATTACHMENTS

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

## REFERENCE DOCUMENT

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

## IN PRINCIPLE AGREEMENT

### SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

**Type of Tenure:** 10-year lease

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

**Lot on Plan Description:** GSP214729 being part of 133V265

**Areas (Subject to Survey):** 907m<sup>2</sup>

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**Lessor:** Isaac Regional Council

**Contact:** Senior Community Leasing Officer

Telephone: 1300 ISAACS (472 227)

Facsimile: 07 4941 8666

Email: [records@isaac.qld.gov.au](mailto:records@isaac.qld.gov.au)

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**Lessee:** Playgroup Queensland Ltd

Incorporation #: IA00881

ABN: 80 180 917 496

**Contact for Lessee:** Attention: Penny Creamer

Telephone: 1800 007 529

Email: [finance@playmatters.org.au](mailto:finance@playmatters.org.au)

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## TENURE

**Commencement Date:** 1 April 2025

**Term:** 10 years

**Expiry Date:** 31 March 2035

## RENTAL

**Gross Rental:** \$730.00 ex GST per annum

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

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

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

## INCLUSIONS:

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



**EXCLUSIONS:**

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

**Outgoings:**

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

- Electricity
- Water
- Rates

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

## SPECIAL CONDITIONS

<b>Department of</b>		
<b>Resources Stated Use:</b>	Recreation	
<b>Intended Use:</b>	Playgroup	
<b>Tenure Documentation:</b>	Form 7 Form 20	Lease Document Standard Terms Document
<b>Legal Fees:</b>	Each party to pay their own	
<b>INSURANCE</b>	Refer Part 8: Insurances, Indemnities and Guarantee within the Standard Terms Document	
<b>Public Liability Insurance:</b>	\$20,000,000	
<b>Certificate of Currency:</b>	To be supplied by applicant with a copy of the receipt showing payment	
<b>Damage Policy:</b>	Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items	
<b>Workers Compensation:</b>	Insure under the Workers Compensation Act, all persons it employs to work upon the Premises	

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

**Name:** Penny Creamer

**Committee Position:** CEO

**Signature:**



**Date:** 14/03/2025



## ATTACHMENT 2 – TENURE FEE MATRIX

### COMMUNITY GROUP: MORANBAH PLAYGROUPS – PLAYGROUP QUEENSLAND LTD

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2	907m2	2
Land 5,001m2 – 15,000m2	3		-
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5		5
<b>ON COSTS</b>			
Council pays electricity	5		5
Council pays water	5		-
Council maintains field/courts	5		-
<b>MEMBERSHIP</b>			
20 or less	1		-
21 – 50	2		-
51 – 100	3		-
101 – 200	4		-
201 or more	5	278 members in Isaac	5
<b>COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING</b>			
In past 3 years \$0 - \$5,000	1		-
In past 3 years \$5,001 - \$10,000	2		-
In past 3 years \$10,001 - \$15,000	3		-
In past 3 years \$15,001 - \$20,000	4		-
In past 3 years > \$20,000	5		-
<b>RISK TO COUNCIL</b>			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		-
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		-
<b>TOTAL POINTS</b>			<b>18</b>
Category Fee Points Score 5 – 10	\$300.00		
Category Fee Points Score 11 - 15	\$450.00		
Category Fee Points Score 16 - 20	\$600.00		\$600.00
Category Fee Points Score > 20	\$750.00		
Base Fee (State Rent as per Part1, Section 37A, 2(a))	\$130.00		\$130.00
<b>Total Tenure Fee per annum for Licence to Occupy</b>	<b>GST does not apply</b>		<b>\$730.00</b>
	<b>GST</b>		<b>\$73.00</b>
<b>Total Tenure Fee per annum for Lease</b>	<b>Including GST</b>		<b>\$803.00</b>

## ATTACHMENT 3 – SITE LOCATION

**COMMUNITY GROUP:** PLAYGROUP QUEENSLAND LTD

**LOT ON PLAN:** GSP214729 BEING PART OF LOT 133 ON GV265

**ADDRESS:** EASTERN SPORTING FIELDS, VIA MCCOOL STREET, MORANBAH

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MEETING DETAILS	Planning, Environment and Community Services
	Standing Committee
	Tuesday 8 April 2025
AUTHOR	Maggi Stanley
AUTHOR POSITION	Manager Engaged Communities

## 5.6 PLANNING ENVIRONMENT AND COMMUNITY SERVICES QUARTERLY DEPARTMENTAL REPORT – ENGAGED COMMUNITIES

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Receive and note the content of this report.*

### BACKGROUND

The Engaged Communities department was formed in 2019, following a functional review of the Planning, Environment and Community Services (PECS) directorate. The creation of the department was intended to deliver excellence in how communities relate to, engage and do business with Council through contemporary practice which is highly attuned to the needs and aspirations of Isaac Communities. Engaged Communities is responsible for leading Council's functions across our primary interfaces with communities through the interdependent functions of Community Events and Activation, Community Hubs, Community Development and Community Engagement.

Following a period of turnover and temporary arrangements in the department leadership roles, permanent appointments have been made to the M3 (Manager Engaged Communities) and M4 (Coordinator Community Hubs and Coordinator Community Development) roles. A Program Leader – Community Events and Activation has also recruited to coordinate event planning and community activation initiatives on a regional basis.

The department has recently also absorbed some of the key functions of the Manager Strategic Policy and Projects role previously based in the Office of the Director Planning, Environment and Community Services (PECS) including social impact assessment (SIA), social infrastructure needs analysis and planning, social sustainability and climate change response policy frameworks, data analysis and monitoring of customer satisfaction and quality of life.

The common theme, and goal, across all department functions is delivering an outstanding customer experience (CX). The demonstrated benefits to local governments of getting CX right include:

- **Improved trust between community and Council** – people are more likely to trust and support Council initiatives when they feel their needs are met consistently and efficiently.
- **Better engagement** – A positive CX ensures residents feel valued and heard and are more likely to engage positively, participate in community programs and provide feedback
- **More inclusive** – focussing on CX leads to services which are more accessible to all residents and improves access and equity
- **Evidence-based decision making and policy development** - a strong CX system includes mechanisms for ongoing community feedback, enabling Council to make data-driven decisions which reflect the needs and aspirations of the community.
- **Stronger public – private partnerships** – good CX means Council is better able to work with local businesses, partners and other levels of government
- **Reduction in complaints and reputational risk** – CX involves establishing clear, proactive communication and support systems which address issues before they become complaints

A critical driver of outstanding CX is employee experience (EX). Numerous studies, including those conducted by Gallup, Harvard Business Review and McKinsey, consistently demonstrate the correlation between positive EX and positive CX. Delivering positive social outcomes relies heavily on ensuring employees are appropriately supported and engaged in the workplace and is a particular focus for the Engaged Communities team.

## OPERATIONS

### Quick stats:

- 1 x M3, 2 x M4, 6 x Program/Area Leaders, 40 x other staff
- On average 45,000 library visits, 70,000 library loans and 12,000 library program participants per year
- 16,000 front counter visits, 23,000 calls and 350 QGAP transactions per year
- 3,000 museum/tourist information visits per year
- \$6m Budget
- Over 150 Civic and Council supported/led community events per year

### Key service areas:

Art galleries, frontline services, call centre, civic and community events, community grants program, community engagement, community development, Regional Arts Development Fund (RADF) and Isaac Arts and Cultural Advisory Committee (IACAC) secretariat, Queensland Government Agent Program (QGAP), museums, social impact assessment, libraries, neighbourhood centres, social sustainability policy framework, climate change response policy framework, social infrastructure framework, customer satisfaction and quality of life surveys and data analysis, social planning, social strategy.

## Programming:

The following table presents some key programs for the Engaged Communities team. It is not intended to be an exhaustive list of all day-to-day operations.

Corporate Plan Theme	Ongoing/BAU	Future initiatives
Leading and Enabling		
We will actively monitor, plan and advocate for the progressive futures of our communities	<ul style="list-style-type: none"> <li>Participate in Major Projects Working Group</li> <li>Regional Customer Satisfaction Survey</li> <li>Regional Quality of Life Survey</li> </ul>	<ul style="list-style-type: none"> <li>Develop comprehensive social baselines to inform Council's strategic planning efforts.</li> <li>Research and collaborate with community to develop data (qualitative and quantitative) driven assets based community development plans and initiatives tailored to the unique characteristics and aspirations of communities.</li> </ul>
We will embed climate-related risks, uncertainties and adaptation requirements into our strategies, policies, procedures and decision-making		<ul style="list-style-type: none"> <li>Embed Climate related risk (e.g. heat stress) into event planning processes</li> <li>Develop set of indicators to measure current social adaptive capacity to inform future planning</li> </ul>
We will continue to develop the capability of Council, it's people and technology so it is responsive to the changing nature of work and ongoing needs of the community.	<ul style="list-style-type: none"> <li>Ongoing training in customer service skills</li> </ul>	<ul style="list-style-type: none"> <li>Implement new Telephony platform which will enable call monitoring, advanced reporting, and FSO coaching &amp; training (ICT lead)</li> <li>Design professional development plans and deliver training to relevant staff in critical skills including community development, community engagement, social impact assessment (SIA) and social infrastructure needs analysis and planning.</li> </ul>

		<ul style="list-style-type: none"> <li>Embed EX principles in overarching strategies and plans</li> </ul>
<b>Engaged Communities</b>		
We will advocate for the provision of essential services including housing, childcare and aged care, disability and youth services and healthcare including mental health and allied health within the region.	<ul style="list-style-type: none"> <li>Ad hoc monitoring of community sentiment</li> </ul>	<ul style="list-style-type: none"> <li>Develop and implement tools and resources to effectively monitor, capture and report on community sentiment and felt/expressed need</li> </ul>
We will support our communities to help themselves so that people and places are responsive, connected, cared for and safe.	<ul style="list-style-type: none"> <li>Administration of Isaac Community grants Program</li> <li>Deliver contemporary library programs including First Five Forever (F5F), Literacy, Digital Literacy, STEM learning, robotics and coding.</li> <li>Administration of Regional Arts Development Fund (RADF)</li> </ul>	<ul style="list-style-type: none"> <li>Include community activation programs in community development strategies and plans</li> <li>Develop agreed community development principles which seek to empower communities in preference in those which inadvertently foster dependencies.</li> <li>Investigate mentoring/support programs/models for emerging community leaders</li> <li>Embed social sustainability and social impact principles into community programming</li> </ul>
We will continue to improve our neighbourhoods and community assets, so they are inclusive, fit-for purpose, accessible and adaptable.	<ul style="list-style-type: none"> <li>Continue implementation of the Community Hubs project</li> </ul>	<ul style="list-style-type: none"> <li>Develop strategic asset management plans for standalone community facing facilities which are currently falling into disrepair (e.g. Clermont Museum)</li> <li>Social Infrastructure needs analysis and Framework</li> </ul>
We will embed effective and genuine community consultation processes across the	<ul style="list-style-type: none"> <li>Community Engagement Framework and toolkit</li> </ul>	<ul style="list-style-type: none"> <li>Implement Stakeholder Engagement mapping software to understand</li> </ul>



organisation to enable participation, engagement and collaboration.	<ul style="list-style-type: none"> <li>Implement and maintain online community engagement portal (Speak Up)</li> <li>Community Engagement Advisory</li> </ul>	<p>and respond to stakeholder networks</p> <ul style="list-style-type: none"> <li>Investigate refreshed Customer Service Charter and strategy to provide clarity around organisational targets and expectations.</li> <li>Investigate models to monitor and improve customer response times as required.</li> </ul>
We will support residents and visitors to activate assets which enable participation in an array of recreational and social pursuits across the region.	<ul style="list-style-type: none"> <li>Develop and Deliver Council's annual civic event program</li> <li>Implementation of Arts and Cultural Action Plan</li> <li>Management and support of the Isaac Arts and Cultural Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>Develop resources to assist community organisations to plan and execute their own events</li> <li>Develop Strategic Arts and Cultural Plan to supersede expired plan</li> </ul>
We will encourage young people to have a say about the issues which affect them, and they are empowered to make a meaningful contribution to decision making and future-planning in their community.	<ul style="list-style-type: none"> <li>Youth Summit and Action group</li> <li>Continue to implement findings of Isaac Youth Unmet Needs study</li> </ul>	<ul style="list-style-type: none"> <li>New initiatives arising from Youth Summit and formation of Youth Action Group</li> </ul>

## OPERATIONAL REVIEW

To enable the Engaged Communities team to deliver on the objectives of the corporate plan, some minor changes to the department structure have been proposed:

- Community Relations Officer positions (65111, 65612, 65613, 65614 & 65615) – amend job title to Community Development Officer, revise position description and reclassify from Stream A - level 3 to level 4, to Stream A - level 4 to level 5.
- Manager Strategic Policy and Projects (60100) – amend job title to Program Leader – Social Impact, revise position description, reclassify from M4 contract to Stream A - level 6 and Change reporting line from Director PECS (60000) to Manager Engaged Communities (65500).
- Engaged Communities Grants Officer (65511) – change of reporting line from Departmental Administration Officer (65510) to Program Leader - Social Impact (60100)
- Digital Learning and Systems Officer (66704) – change reporting line from Coordinator Community Hubs (66700) to Program Leader - Library Services (66701)

- Arts and Cultural Programs Assistant (65604) – amend job title to Engaged Communities Programs Assistant and change of reporting line from Coordinator Community Development to Departmental Administration Officer.

The above changes will be supported by professional development plans for relevant staff inclusive of

- CHC52121 – Diploma of Community Development
- IAP2 certification (noting this is already budgeted for some officers to complete in 2025FY)
- Trainer Assessor (in-house)
- Social Impact Assessment, Social Planning and Needs Analysis (in-house)
- Cross train in other Engaged Communities functions.

## **IMPLICATIONS**

### **Financial**

The proposed changes to the department structure represent a budget cost saving of \$50,939 at the lowest banded scenario (current status) and an additional budget requirement of \$7,383 at the highest banded scenario. Given the highest banded scenario is highly unlikely to occur within the next 18 months, no significant budget implications for salaries and wages are identified for the 2024/2025 or 2025/2026 financial years.

Training and development costs are estimated at \$39,000 over 2-3 years. Funds required will be requested through established budget approvals processes.

### **Social Impact**

A more measurable and strategic approach to social development in alignment with the provisions of the Corporate Plan 2023 – 2028 is anticipated to foster net-positive social impact across people's way of life, community, environment, economic outlook, health and wellbeing, participation in decisions which affect their lives, culture, and fears and aspirations for the future.

## **CONSULTATION**

Director Planning Environment and Community Services  
Engaged Communities Department  
Manager Budgets and Statutory Reporting  
People and Capability Business Partner

## **BASIS FOR RECOMMENDATION**

The basis for recommendation is to provide Councillors with visibility over current and future operational focus of the Engaged Communities Department.

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## ACTION ACCOUNTABILITY

The Manager Engaged Communities is responsible for strategic-level delivery of Engaged Communities functions across the region.

## KEY MESSAGES

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

<b>Report prepared by:</b>	<b>Report authorised by:</b>
MAGGI STANLEY	DAN WAGNER
<b>Manager Engaged Communities</b>	<b>Director Planning, Environment and Community Services</b>
Date: 24 March 2024	Date: 24 March 2024

## ATTACHMENTS

- Attachment 1 - Business Case - Operational Review
- Attachment 2 – Budget Analysis

## REFERENCE DOCUMENT

Nil

PAGES 86 TO 95 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

<b>MEETING DETAILS</b>	<b>Planning, Environment and Community Services</b>
	<b>Standing Committee</b>
	Tuesday 8 April 2025
<b>AUTHOR</b>	Mark Davey
<b>AUTHOR POSITION</b>	Program Manager – Capital Delivery

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

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 24 March 2025.***

### BACKGROUND

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

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

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

Major works for the forthcoming year include:

- Completion of the Moranbah Community Centre Revitalisation Project  
Practical Completion achieved – Defect Liability Period in place
- Completion of the Clermont Civic Centre roof replacement  
Revised completion date 30 June 2025
- Completion of the Flaggy Rock Community Centre septic tank replacement  
Project Complete
- Commencement of preliminary works for the Nebo Showgrounds revitalisation project Stage 1  
Tender Pending evaluation, negotiation and award

- Commencement of solar installations funded under the Reef Guardian Councils program  
Tender for Clermont awarded delivery dependent on completion of roof replacement.
- Commencement of planning and design for the Moranbah and Clermont Country University Centres  
Moranbah Centre construction awarded

## IMPLICATIONS

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

## IDENTIFIED ISSUES

### Moranbah Community Centre

At practical completion, Isaac Regional Council received an interim Certificate of Completion from the certifier that had multiple conditions attached. Contractor and Council are now working diligently through these items for timely rectification.

Council requested a full roof inspection report from a suitably qualified inspector, please see attachment 2 for the Isaac Events Centre Roof Analysis.

### Isaac Country Universities

Moranbah centre currently out for tender with responses anticipated. Project will require a variation to the funding agreement milestones as it is currently behind schedule.

## CONSULTATION

Director Planning, Environment and Community Services

Planning, Environment and Community Services Leadership Team

Aurecon

## BASIS FOR RECOMMENDATION

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

## ACTION ACCOUNTABILITY

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



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## KEY MESSAGES

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

<b>Report prepared by:</b>	<b>Report authorised by:</b>
MARK DAVEY	DANIEL WAGNER
<b>Program Manager – Capital Delivery</b>	<b>Director Planning, Environment and Community Services</b>
Date: 24 March 2025	Date: 24 March 2025

## ATTACHMENTS

- Attachment 1 – PECS 2024-2025 Capital Projects Progress Summary as at 24 March 2025
- Attachment 2 - Isaac Events Centre Roof Analysis

## REFERENCE DOCUMENT

- NIL

## PECS 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025

### 2024/25 PECS Capital Budget Status and Completion Rate as at 24 March 2025

Carry Forward Budget	\$ 6,003,232.00
Adopted Budget	\$ 14,814,586.00
<b>FY 2024/25 PECS Capital Budget</b>	<b>\$ 20,817,818.00</b>
Actual Expenditure	\$ 10,623,613.21
<b>Remaining Budget (Actual)</b>	<b>\$ 10,194,204.79</b>
Commitments	\$ 3,563,736.65
<b>Remaining Budget (uncommitted)</b>	<b>\$ 6,630,468.14</b>

51.03 Percent of Budget Spent - March (Excluding Commitments)



\$10,194,205 of YTD Budget Remaining - March (Excluding Commitments)

68.15 Percent of Budget Spent - March (Including Commitments)



\$6,630,468 of YTD Budget Remaining - March (Including Commitments)

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW212906	Equipotential bonding	83,441	83,440.65	0	0.35	Complete	2/09/2024	Project Complete	N/A	100%
CW222965	DYS Community Hub	383,766	22,527.22	365,215.00	-3,976.22	Construction	30/06/2025	Externally funded project.  Please note that these works are being combined with CW253318 DYS Library External Works.  Construction has begun with all works to be completed by 30 May allowing the month of June as contingency.	Low	30%
CW222966	STLAW Community Hub	143,173.00	0	25,100.00	118,073.00	Planning/ Design	30/06/2025	Project is at risk of non-completion this financial year. Consultation with Council and community will be undertaken prior to June 30, 2025, to inform FY25/26 project.	High	10%
CW223013	MBH Community Centre - Refurbishment	10,998,539	8,742,691.83	731,512.30	1,524,334.87	Complete	31/03/2025	Practical completion reached complete with defects being rectified	N/A	100%
CW233122	CLM Aerodrome Refuelling Tank	67,118	75,109.90	0	-7,991.90	Complete	30/10/2024	Project Complete.	N/A	100%
CW233123	CLM Caravan Park Emergent Electrical Work	219,378	83,298.55	20,345.58	115,733.87	Procurement	28/02/2026	Procurement in progress for remaining scope of the emergent stage 2 works and estimated construction for such completion by end of April/early May	Medium	60%

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW233125	NBO Truck Wash Renewal	25,333	6,253.40	15,362.20	3,717.40	Construction	31/03/2025	Primary scope of works complete, remaining budget is for fabrication repairs with works awaiting	Low	90%
CW243164	MBH Animal Management Centre Renewal	99,182	54,578.96	63,107.00	-18,503.96	Construction	31/05/2025	Further fencing required which has been ordered at no cost to council but this mistake by the contractor has extended the scheduled completion date.  Airconditioning units being finalised.  CCTV component of project awarded and will require additional funds at Q3.	Low	80%
CW243165	CLM Museum Drainage Rectification	97,914	97,274.00	657.80	-17.80	Construction	7/01/2025	Project Complete.	N/A	100%
CW243166	Flaggy Rock Septic - Partial replacement	214,315	214,315.09	0	-0.09	Complete	2/09/2024	Project Complete	N/A	100%
CW243170	CORP Pools Emergent and/or Prog Renewals	19,980	19,980.00	0	0	Complete	30/08/2024	Project Complete	N/A	100%
CW243171	CLM Swim Pool design and emergent works	4,750	4,750.00	0	0	Complete	30/09/2024	Project Complete	N/A	100%

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW243172	CLM Civic Centre Roof replacement	611,382	0	119,400.02	491,981.98	Procurement	30/06/2025	This project is a high priority. Tender closes 25 March. Evaluation process to be completed.	Medium	10%
CW243175	CORP Halls/Centres Emergent and/or Prog	79,376	71,601.40	0	7,774.60	Complete	30/09/2024	Project Complete	N/A	100%
CW243176	CLM Caravan Park Utilities Renewal	19,744	10,753.73	800.00	8,190.27	Construction	31/03/2025	Final works progressing	Low	90%
CW243227	DYS Miners Memorial	150,000	5,000.00	12,200.00	132,800.00	Planning/ Design	30/06/2025	Project working group has been meeting to enable the design of the Dysart Memorial, this is progressing with the key feature (laser-cut steel globe) completed and overall design in final stages. This project is at risk of non-delivery by June 30 as completion will be dependent on external parties providing additional capital investment for its completion. The required financial co-contributions will be calculated at the completion and adoption of the design.	Medium	20%
CW243241	NBO Showgrounds Stage 1	1,683,452	162,915.50	7,229.47	1,513,307.03	Procurement	30/06/2025	Externally funded project  Full tender package issued to market with high level of interest by local contractors. Some of the project budget	Medium	30%



# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								is at risk of non-expenditure as works will need to be undertaken around signature events and may run into Q1/Q2 of FY25/26, this will still align with the external funding agreement but not Councils reporting periods.  Final stages of evaluation are being completed.		
CW243246	Isaac Solar	415,490	64,449.99	78,403.74	272,636.27	Procurement	30/06/2026	Externally funded project  Clermont Solar has been awarded and working with contractor for commencement date.  Moranbah Solar is being delivered by Corporate Properties.	Medium	10%
CW243250	CLM Showgrounds Main Arena Renewal	13,231	6,747.75	157.94	6,325.31	Construction	2/06/2025	Main surface renewal completed, remaining perimeter upgrades to occur Q3	Low	80%
CW253316	Isaac Country University Centres	700,000	0	48,100.00	651,900.00	Procurement	2/12/2025	Full budget expenditure by 30 June will be unachievable.  Moranbah Centre design complete, and construction being awarded. Moranbah Centre will be completed on or before 30 May 2025.	High	20%

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								Initial design considerations for the Clermont Centre are underway. Revised completion date aligns with the executed funding agreement.		
CW253317	CORP Town Christmas Trees	88,776	88,829.88	0	-73.88	Complete	21/11/2024	Project Complete	N/A	100%
CW253319	CLM Saleyards pens renewal	185,000	176,946.69	955.00	7,098.31	Construction	31/03/2025	Main construction complete small remaining budget will be expended in fabrication repairs by end March	Low	80%
CW253320	CLM Showgrounds Electrical renewals	185,000	6,940.00	0	178,060.00	Planning/ Design	30/06/2025	Submains testing report completed and tender preparation during February 2025 for March release to market. Completion date to be determined following receipt of quotes.	Medium	20%
CW253321	MBH - GCAC 25m Thermal cover renewal	125,000	0	0	125,000.00	Procurement	30/06/2025	Procurement documents have been sent out to tender, tender closes 28 <sup>th</sup> of February. Forecasted completion 30 <sup>th</sup> of June 2025.	High	20%
CW253322	GLN - Pool amenity and grandstand area	180,417	0	0	180,417.00	Procurement	30/05/2025	Authority to Tender forms requires signing by Procurement to allow out for tender. Forecasted completion 30/05/2025.	High	30%

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253323	MBH - GCAC Plant room rectification	348,380	0	0	348,380.00	Procurement	30/05/2025	Project has been awarded. Forecasted completion on the 30/05/2025.	Medium	30%
CW253324	CORP - Pools Emergent Renewals	118,733	68,754.26	46,543.47	3,435.27	Construction	30/06/2025	Purchasing of equipment has progressed as required.	Low	60%
CW253325	MBH - 50m pool expansion joint renewal	195,000	0	93,363.42	101,636.58	Construction	30/06/2025	Contract has been awarded and will commence in early May 2025 and be completed in late May 2025 allowing the month of June as contingency.	Medium	20%
CW253326	DYS - Pool Light Pole replacement	30,000	22,077.70	0	7,922.30	Construction	28/02/2025	Project Complete	N/A	100%
CW253327	GLN Rec Centre - Toilets Stump renewal	31,968	0	0	31,968.00	Planning/ Design	30/06/2025	Have deferred \$230k. Further scoping activities to be undertaken to determine risks and proposed methods of repair/replacement of existing stumps under squash courts/sports hall.	High	0%
CW253329	STL Hall - Kitchen upgrade	65,000	0	4,999.00	60,001.00	Planning/ Design	30/06/2025	Catch up meeting with owner of company on the 24/03/2025 to get concept plans on track.	High	30%

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
CW253330	CORP Halls Emergent and /or Prog renewal	120,000	107,907.20	2,376.08	9,716.72	Construction	30/06/2025	Flaggy Rock - Waiting for contractor to come back to site when the site is dry. Works 70% completed at Flaggy Rock. Camila Hall works have been completed.	Low	80%
CW253331	Isaac Resources Excellence Precinct	2,000,000	426,522.99	1,927,908.63	299,394.96	Construction	25/06/2027	Externally funded project. Multi-stage project. Project Management has been awarded. Design tender has been awarded. Road tender is waiting on final signatures to be awarded. Advice received from the consulting engineers states that the road infrastructure will expend a high portion of the nominated budget, and these works will be completed by 30 June 2025 – weather dependant. Water and sewer investigation ongoing.	Medium	10%
CW253334	MELC Expansion & Renovation Works	800,000	0	0	800,000.00	Planning	30/06/2026	Works are being managed by MELC with payments made on actual expenditure. Estimate of budget entered for the 2025 FY. Total project budget of \$2.166M \$1.6M funded from LRCI	Low	

# PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

## 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 24 MARCH 2025



HELPING TO ENERGISE THE WORLD

ABN 39 274 142 600

Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								<p>\$300k Federal Gov grant</p> <p>\$266k MELC cash reserves</p> <p>Initial invoice of circa \$600k received by Council.</p> <p>Stage 1 works completed to date include demolition of bathroom basins and toilets, with reinstallation of new items by 28 February 2025. Tiling and flooring activities in bathrooms have commenced.</p> <p>While initial demolition works were delayed, expected project completion date remains 30 June 2026.</p>		
CW253337	MBH Childcare Sewer Mains Replacement	140,000	0	0	140,000	Planning	30/06/25	New Project		
OVERALL		20,642,818	10,623,613.21	3,563,736.65	6,630,468.14					



## ISAAC EVENTS CENTRE ROOF ANALYSIS

The revitalization of the Moranbah Community Centre, now the Isaac Events Centre was funded through round one of the Resources Community Infrastructure Fund (RCIF). This was a highly competitive funding round, with specific requirements needed for consideration. As part of this process, Isaac Regional Council were required to prove commitment to both the project and the infrastructure. This was done through acknowledgment of roof works undertaken by the Community Facilities Department in Financial Year 2019/20, and because of this, the main roof became a nominated exclusion from the scope of works in the application.

During construction, there were a few occurrences of water egress from the main hall roof. Towards the end of the project, Council officers requested a full condition report be undertaken to inform future requirements. This has been completed; the Conclusion and Recommendation are:

### Condition Report Conclusion:

The roof of the Moranbah Community Centre is exhibiting widespread signs of deterioration and failure across various components. The observed damages include:

- Corrosion of roof sheeting and fasteners
- Deteriorated flashing connections and inadequate flashing coverage
- Debris buildup contributing to corrosion and potential water ingress
- Foot traffic damage
- Inadequate installation of gutters and downpipes
- Previous repairs heavily reliant on silicone, indicating ongoing issues

The severity and extent of these issues indicate that the roof has reached the end of its serviceable lifespan. Due to the widespread nature of the damage, repairs are not a feasible option. A full roof replacement is recommended to ensure the long-term integrity and functionality of the building.

### Condition Report Recommendation:

Complete roof system replacement, including:

- Removal of existing roof sheeting, flashings, and gutters
- Installation of new, high-quality roofing materials
- Proper installation of flashings to prevent water ingress
- Installation of new gutters and downpipes with appropriate leaf guards

This replacement should be carried out in accordance with relevant Australian Standards and manufacturer's instructions to ensure a durable and reliable roofing system for the Moranbah Community Centre.

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Officers Recommendation:

Include the roof replacement in the FY 2025/26 PAG process for Councillor consideration.

Further discussions will be held with Council regarding this recommendation.

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MEETING DETAILS	Planning, Environment and Community Services
	Standing Committee
	Tuesday 8 April 2025

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AUTHOR	Joel Redden
AUTHOR POSITION	Acting Manager Economy and Prosperity

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## 5.8 PLANNING ENVIRONMENT AND COMMUNITY SERVICES QUARTERLY DEPARTMENTAL REPORT – ECONOMY AND PROSPERITY

### EXECUTIVE SUMMARY

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

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Receive and note the contents of this report which provides an overview and status update of the Economy and Prosperity Department's major projects and operational commitments.***

### BACKGROUND

The Economic and Prosperity department is responsible for delivering a range of Council statutory and non-statutory services under the following programs:

- Economic Development and Tourism
  - Economic Development
  - Business Support
  - Tourism
- Economic Stimulus Assets
  - Asset Management
  - Capital Works Program

*Attachment 1 – Economy and Prosperity Department Quarterly Update April 2025* is attached to provide Council with an overview and status update of the Economy and Prosperity Department's key projects and operational commitments.

*Attachment 2 – Economy and Prosperity Departmental Business Plan 2024-25* is attached to provide Council with an overview and status update of the Economy and Prosperity Department's objectives and the strategies and structures in place for achieving them.

## IMPLICATIONS

The provision of departmental reports will provide Council visibility of the operational aspects of the Economy and Prosperity department.

## CONSULTATION

Director Planning Environment and Community Services  
Economy and Prosperity Department

## BASIS FOR RECOMMENDATION

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

## ACTION ACCOUNTABILITY

The Manager Economy and Prosperity is responsible for strategic direction and operational deliverable of the of the Economy and Prosperity department, and leading delivery and reporting of its Business Plan and approved Operational and Capital works projects.

## KEY MESSAGES

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

### Report prepared by:

JOEL REDDEN  
**Acting Manager Economy and Prosperity**

Date: 25 March 2025

### Report authorised by:

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

Date: 25 March 2025

## ATTACHMENTS

- Attachment 1 – Economy and Prosperity Department Quarterly Update April 2025
- Attachment 2 – Economy and Prosperity Departmental Business Plan 2024-25

## REFERENCE DOCUMENT

- Nil

# ECONOMY AND PROSPERITY DEPARTMENT

## QUARTERLY UPDATE APRIL 2025

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Current as at 21.03.2025

Presented by **Acting Manager Economy and Prosperity**



## **EXECUTIVE SUMMARY**

This report is a quarterly update for the Economy and Prosperity Department presented in April 2025.

## **HIGHLIGHTS**

### **ECONOMIC DEVELOPMENT AND TOURISM**

- Some improved restructuring of direct reporting lines to the Manager has occurred
- Addition of a new departmental role: Coordinator Property Development. This role is expected to enhance the department's capacity to deliver on its program and improve outputs in a critical area of the portfolio.
- Continue to manage an elevated workload and external and internal requests with a reduced corporate knowledge workforce

### **ECONOMIC STIMULUS ASSETS**

- Theresa Creek Dam operating model report workshopped with Council.

## **3-MONTH OUTLOOK**

### **ECONOMIC DEVELOPMENT AND TOURISM**

- St Lawrence Wetlands Weekend delivery
- Anne Street Land Sale Strategy complete.
- Commencement of Regional Place Activation Program

### **ECONOMIC STIMULUS ASSETS**

- Presentation of Unmanned fuel tanks report. Procurement of facility underway.
- Theresa Creek Dam operating model completed. Drafting of successful model tenure document in progress.
- 2023/2024 capital works carry over projects completed.

## **EMERGING ISSUES**

The department is currently facing a significant challenge with the departure of the department manager and an officer on extended leave. This situation has created a gap in leadership and operational capacity, potentially impacting project timelines and overall productivity. Efforts are underway to manage the transition and ensure continuity of services, but the team is experiencing increased pressure to maintain performance levels during this period of reduced staffing.



## ANNUAL OPERATIONAL PLAN 2024/25

Item	Service area	Description	Measure of success	Measure of success (date)	Status	Comments
AOP09	Nebo Showgrounds Revitalisation Project Stage 1	Deliver Stage 1 projects of the Nebo Showgrounds Master Plan in accordance with the Commonwealth funding agreement.	Stage 1 is delivered in line with funding agreement's key deliverables and timeframes.	Q4	On target	Scoping for Stage 1 works with AECOM as project management support consultants and NSMPAC working group completed, issue to market conducted and award pending end of Q3. Onsite construction timing to be confirmed post award.
AOP10	Theresa Creek Dam Masterplan	**Develop the master plan for Theresa Creek Dam (TCD)	The Theresa Creek Dam master plan is adopted.	Q2	Complete	TCD operational review near complete engagement with Council conducted and final report due April 25.
AOP15	Tourism Trail	Develop the Isaac Tourism Trail's Strategic Plan Initiative	Strategic Plan is developed and endorsed by Council.	Q4	Complete	Delivery of some action items occurring, but project impacted by loss of the Mackay Isaac Tourism Isaac Tourism Development officer at the end of 2024. Recruitment still ongoing.

## DEPARTMENTAL BUSINESS PLAN 2024/25

Corporate Plan Link	Project of BAU PRIORITY	Op or Cap Budget	Measure of Success	Status	Comments
<b>ECONOMIC DEVELOPMENT AND TOURISM</b>					
<b>Economic Development</b>					
Progressive Economy	Economic Development Framework new strategy	Operational	Strategy adopted	On Target	<ul style="list-style-type: none"> <li>Existing strategy concluding and new strategy proposed for development in 2025/26 financial year.</li> </ul>
Leading and enabling	Continue engagement in developing Post Mine Land Use opportunities i.e. membership and activities in the CRC TiME Bowen Basin Hub secretariat and Enviro Mets project activities etc	Operational	Participation and support provided	On Target	<ul style="list-style-type: none"> <li>E&amp;P's participation in The Cooperative Research Centre for Transformations in Mining Economies (CRC TiME) activities is ongoing, with highlights including attendance at the annual forum and plans for a Global Coal Transitions workshop in Brisbane in May 2025. E&amp;P and CRC TiME are developing an itinerary to bring the contingent to the Isaac region, with further details to be provided.</li> <li>E&amp;P is on the steering committee for two projects with research occurring in the region: the Mine Pit Lakes Assessment (Project 4.9) and Future Economic Development Pathways (Project 1.8).</li> <li>E&amp;P continues its engagement with EnviroMETS on the Lighthouse 2.0 Project, funded under the Resources Environment and Future Fund (REFF) program. Additionally, E&amp;P is engaging with regional entities such as Regional Development Australia Greater Whitsunday (RDAGW), the Department of State Development, Infrastructure and Planning (DSDIP), the Resources Centre of Excellence (RCOE), and the Greater Whitsunday Alliance (GW3) to unlock future potential. There is also ongoing industry engagement and promotion of Post-Mine Land Use (PMLU) for end-of-life sites.</li> </ul>

					<ul style="list-style-type: none"> <li>The development of the Isaac Region Excellence Precinct (IREP) facility is another initiative with opportunities to support the development of PMLU opportunities.</li> </ul>
Progressive Economy	Supporting role in the project delivery and development of the Isaac Resources Excellence Precinct and Country University Centre	Operational / Capital	E&P supporting role and actions delivered on	On Target	<ul style="list-style-type: none"> <li>E&amp;P engagement in the Master planning for the IREP precinct site, design, connecting infrastructure etc and development of leasing tenure for Resource Excellence Precinct (RCOE).</li> <li>Further engagement and planning on the industrial land precinct element and development of the market strategy for that element.</li> <li>Faciliatory role supporting the investment attraction of targeted industry for the IREP precinct and ancillary industrial space that support diversification and growth of industry and education</li> </ul>
Engaged Communities	Monash Lodge	Operational	Plan actions delivered or actioned	On Target	<ul style="list-style-type: none"> <li>Belyando Enterprise Network Inc (BENI group) was awarded a 5-year facilitation agreement (executed on 15/03/2023, expiring in 2028) to deliver a Clermont seniors living concept. The agreement includes an intent to grant tenure if the Beni group can meet the following requirements: establish an operating entity (noting that the Beni group is not intended to be the tenure holder or operator of the intended services from the facility), provide Council with an operational plan demonstrating financial sustainability, confirm approvals for the permitted use, and secure funding to deliver the concept.</li> <li>6-monthly reporting schedule on the facilitation agreement and bi-monthly meetings. A funding application for the Partnerships and Precinct program was submitted in 2024 to review and update initial planning works, but no advice has been received yet regarding the outcomes.</li> <li>The group has encountered several issues impacting project delivery but maintains ongoing</li> </ul>

					advocation towards funding and resourcing the project
Progressive Economy	Investment Attraction	Operational	Investment attraction framework actions delivered		<ul style="list-style-type: none"> <li>The department continues to handle initial development enquiries and major industry engagement, promoting local employment, content, workforce accommodation benefits, and facilitating site development. There has been a significant increase in renewable energy project engagement.</li> <li>The renewal of Council's investment attraction collateral, including the Live Work, Invest, and Economic Indicator reports, is proposed for 2025/2026, with potential funding from Brand, Media and Communication resources.</li> </ul> <p>The onboarding of a Renewable Energy Coordinator has freed up resources, and the onboarding of a Property Development Coordinator is progressing well.</p>
<b>Business Support</b>					
Progressive Economy	Business Support	Operational	Plan actions delivered or actioned	Below Target	<ul style="list-style-type: none"> <li>The establishment of the Isaac Business Chamber has been completed, with engagement with Council and GW3 ongoing. A planning meeting to assess 2025 collaborative activities is scheduled for December.</li> <li>The Shop Isaac program has been impacted by E&amp;P resourcing over the last 18 months. Renewed promotional collateral has just been finalised, and planning for 2025's promotional campaigns and business and industry engagement is progressing in Q1/Q2 2025. Notably, over \$900,000 has been loaded on cards since the program's inception in 2021, with the true potential of the program likely not yet realised, presenting a significant opportunity for industry engagement.</li> <li>Membership to the Qld Small Business Friendly Council has been completed, with ongoing</li> </ul>

					<p>engagement in the program. Workforce planning guides branded with Isaac collateral, the Renew Australia Regional Place Activation Program, and other activities are progressing.</p> <ul style="list-style-type: none"> <li>E&amp;P has key membership representation on several committees and working groups, including the Skilling Queenslanders for Work Advisory Committee, Local Buying Foundation Advisory Committee, METS Diversification Working Group, Qld Local Content Leaders Network, and Qld Future Skills Partnership, all of which support economic and social benefits to regional SMEs and the community.</li> </ul>
Engaged Communities	Delivery of the St Lawrence Wetlands Weekend event (Annual)	Operational	Event delivered; visitation growth attained & event funding sustainability progression	On Target	<ul style="list-style-type: none"> <li>Delivery of the St Lawrence Wetlands Weekend event (Annual) June 2025. 2024 event awarded - Mackay Isaac tourism Gold, Qld Tourism Bronze.</li> <li>2025 event planning well progressed with headline activities, fees review, community engagement, partnership seeking and site layout activities all continuing.</li> </ul>
Natural Assets	Delivery of the activities from the Isaac Tourism Trails Strategic Plan	Operational	Number of progressed, delivered actions from the strategic plan	Below Target	<ul style="list-style-type: none"> <li>Project deliverables have been impacted by ongoing recruitment challenges for the Mackay Isaac Tourism (MIT) funded Isaac Tourism Development Officer role, with MIT reviewing the position due to continued vacancies (4 appointments in 4 years).</li> <li>Key focus project areas include cultural experiences development (e.g., Barada Barna – Pink Lilly, Curtin House, IREP &amp; Koinjmal activities), industrial tourism (Isaac Region Excellence Precinct - IREP), post-mine land use, industry engagement for site viewing/access, megafauna, Peak Ranges development, gold prospecting, farm stay &amp; other unique accommodation offerings, Theresa Creek Dam (TCD) concept development plan, Nebo Showgrounds master plan, Isaac artists trail, and</li> </ul>

					<p>major events support (e.g., St Lawrence Wetlands, Nebo Rodeo).</p> <ul style="list-style-type: none"> <li>Identified tourism development experiences for the trails, only 13 of the 36 identified opportunities are Council-related infrastructure or delivery. The others are industry projects where the Council would act as a facilitator, not a direct investor.</li> </ul> <p>Marketing efforts through/with MIT include a review of Regional Tourism Organisations (RTOs) by TEQ, with IRC monitoring outcomes. A new MIT marketing/development manager has been recruited to set the marketing plan for 2025, and a review of the Experience Isaac brochure to incorporate trails will occur post-TEQ RTO outcomes.</p>
Progressive Economy	Adoption of the RV & Camping analysis strategy and progress priority delivery	Operational	Development of identified priority projects	Below Target	<ul style="list-style-type: none"> <li>Engagement with the Parks and Recreation (P&amp;R) department to explore methods for collecting visitor data at various sites. This may include a hybrid approach, such as anecdotal counting by staff who regularly access sites like St Lawrence Recreation Grounds, Carmilla Beach, Mt Britton, Lake Elphinstone, and using traffic counters at Notch Point, as well as the booking system for Theresa Creek Dam and St Lawrence/Carmilla campgrounds.</li> <li>Booking system for TCD is planned to be implemented in early 2025 but has been delayed, with Carmilla and St Lawrence to follow later in the year. Other council sites currently operating as free of charge (FOC) may also be evaluated for potential inclusion in the booking system based on their value.</li> <li>Audit of Council campground assets and the proposed level of service is scheduled for 2025.</li> <li>Options analysis for Moranbah RV Park is proposed for Q3/Q4 of the 2024/2025 fiscal year.</li> </ul>



Natural Assets	Adoption of the Recreational Fossicking & Prospecting strategy and progression of development of new General Permission Areas (GPA's) as identified in the audit	Operational	Strategy adopted	Below Target	<ul style="list-style-type: none"> <li>Collaborating with the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development (formerly the Department of Resources), Parks and Wildlife Services (QPWS), and other state agencies to advance the draft, with a focus on reviewing regulation references. Progress has been affected by resource constraints and other ongoing activities.</li> <li>Audit of Council land holdings with potential for GPA development is complete and will move forward.</li> </ul>
<b>ECONOMIC STIMULUS ASSETS</b>					
<b>Asset Management</b>					
Progressive Economy	Conduct an operating model options review for Theresa Creek Dam	Operational	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> <li>Market analysis scope completed and tender currently out to market for responses award January 2025.</li> <li>Current management agreement expires January 2026.</li> <li>Council report to be considered Q4 24/25.</li> </ul>
Urban Design and Infrastructure	Clermont Aerodrome Unmanned fuel tanks	Operational	Project delivered to budget and timing	Below Target	<ul style="list-style-type: none"> <li>Project assessment complete with recommendation report to Council pending Q4 24/25.</li> </ul>
Urban Design and Infrastructure	Conduct assessment of the Nebo airstrip and options for renewal	Operational	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> <li>Existing airstrip surface end of life, engineering assessment and renewal options analysis completed.</li> <li>Visitation data for the site progressed with a check in system implemented to capture utilisation.</li> <li>Note – A reduction of the runway length in 2012 for the installation of the new Nebo Water treatment plan (WTP) has reduced the utilisation at the site and the visitation data will inform appropriately renewal options.</li> </ul>

					<ul style="list-style-type: none"> <li>Next steps proposed Council briefing Q4 24/25 once utilisation data is better informed.</li> </ul>
Engaged Communities	Support and deliver on the varying regional Land Development activities including an Anne St, Nebo Land sale strategy	Operational	Drafted Strategy Funding achieved and or development of identified priority projects to shovel ready	On Target	<ul style="list-style-type: none"> <li>Anne Street, Nebo market ready sale strategy - Engagement with Department of Social Services has been ongoing for 18 months to relinquish Council from original site development funding, currently pending final decision, which will enable progression.</li> <li>Ongoing engagement with related internal PECS department's as well as scheduled engagement with GWC, IAHT focusing on continued development of opportunities related to; the GWC Housing Playbook and Action plan, Local Govt Housing action plan and Council's previous Land Development Advisory Committee's Fourth Stage Work plan. With the Coordinator Property Development position onboarding progressed to support delivery of activities.</li> </ul>
<b>Capital Works Program</b>					
Engaged Communities	Nebo Showgrounds Master Plan delivery	Operational / Capital	Stage 1 works delivered to program and funding milestones	On Target	<ul style="list-style-type: none"> <li>Master Plan endorsed and Advisory committee meetings ongoing – fees, tenure and stage 1 and 2 projects delivery key subjects being considered.</li> <li>Full tender package issued to market with high level of interest by local contractors. Some of the project budget is at risk of non-expenditure as works will need to be undertaken around signature events and may run into Q1/Q2 of FY25/26, this will still align with the external funding agreement but not Councils reporting periods. Tender closed on 18 February with 9 responses. Evaluation process underway.</li> </ul>

Engaged Communities	Dysart Miners Memorial	Capital	Project delivered to budget and timing	Below Target	<ul style="list-style-type: none"> <li>Project working group has been meeting to enable the design of the Dysart Memorial, this is progressing with the key feature (laser-cut steel globe) completed and overall design in final stages. This project is at risk of non-delivery by June 30 as completion will be dependent on external parties providing additional capital investment for its completion. The required financial co-contributions will be calculated at the completion and adoption of the design.</li> </ul>
Progressive Economy	Clermont Saleyards Pen renewal	Capital	Project delivered to budget and timing	Complete	<ul style="list-style-type: none"> <li>Primary project complete, minor fabrication repairs to be completed by end May.</li> </ul>
Progressive Economy	Clermont Showgrounds Electrical	Capital	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> <li>Submains testing report completed and tender preparation during February 2025 for April release to market. Completion date to be determined following award of project.</li> </ul>
Urban Design and Infrastructure	Clermont Caravan Park Electrical	Capital	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> <li>Procurement in progress for remaining scope of the emergent stage 2 works and estimated construction for such completion by end of April/early May.</li> </ul>
Urban Design and Infrastructure	Other 23/24 carry overs under final works	Capital	Project delivered to budget and timing	On Target	<ul style="list-style-type: none"> <li>Nebo truck wash, Clermont Caravan Park utilities, Clermont Showgrounds Main arena renewal. All near complete.</li> </ul>

# ECONOMY & PROSPERITY

## BUSINESS PLAN FINANCIAL YEAR – 2024/2025

Prepared by: Shane Brandenburg  
Current as at: 03/09/2023



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## PURPOSE

The purpose of this Business Plan is to ensure the implementation of Isaac Regional Council's Corporate Plan through the programs, functions and services provided of the featured department.

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

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

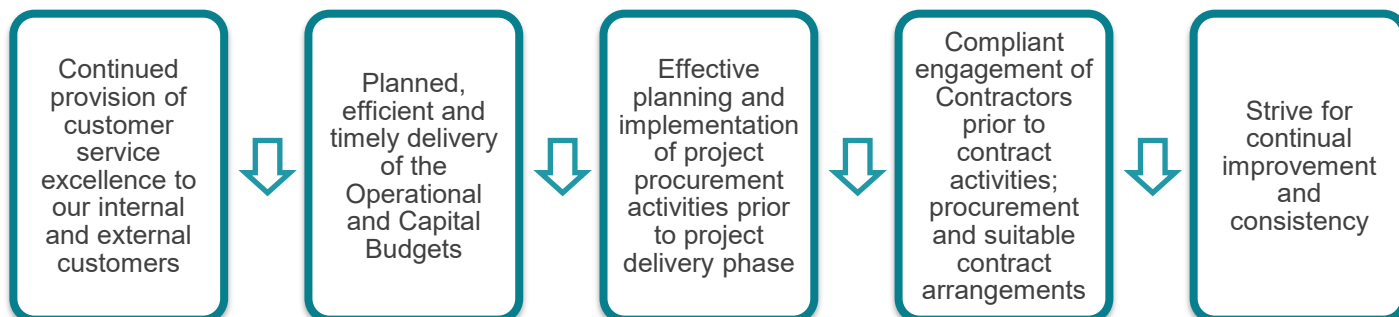
Business plans will inform the development of the annual operations plan of council, as well as operational and capital budgets, to identify projects that require concept briefs for approval, for new or unique capital and operational projects

## SCOPE

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

## KEY FOCUS AREAS

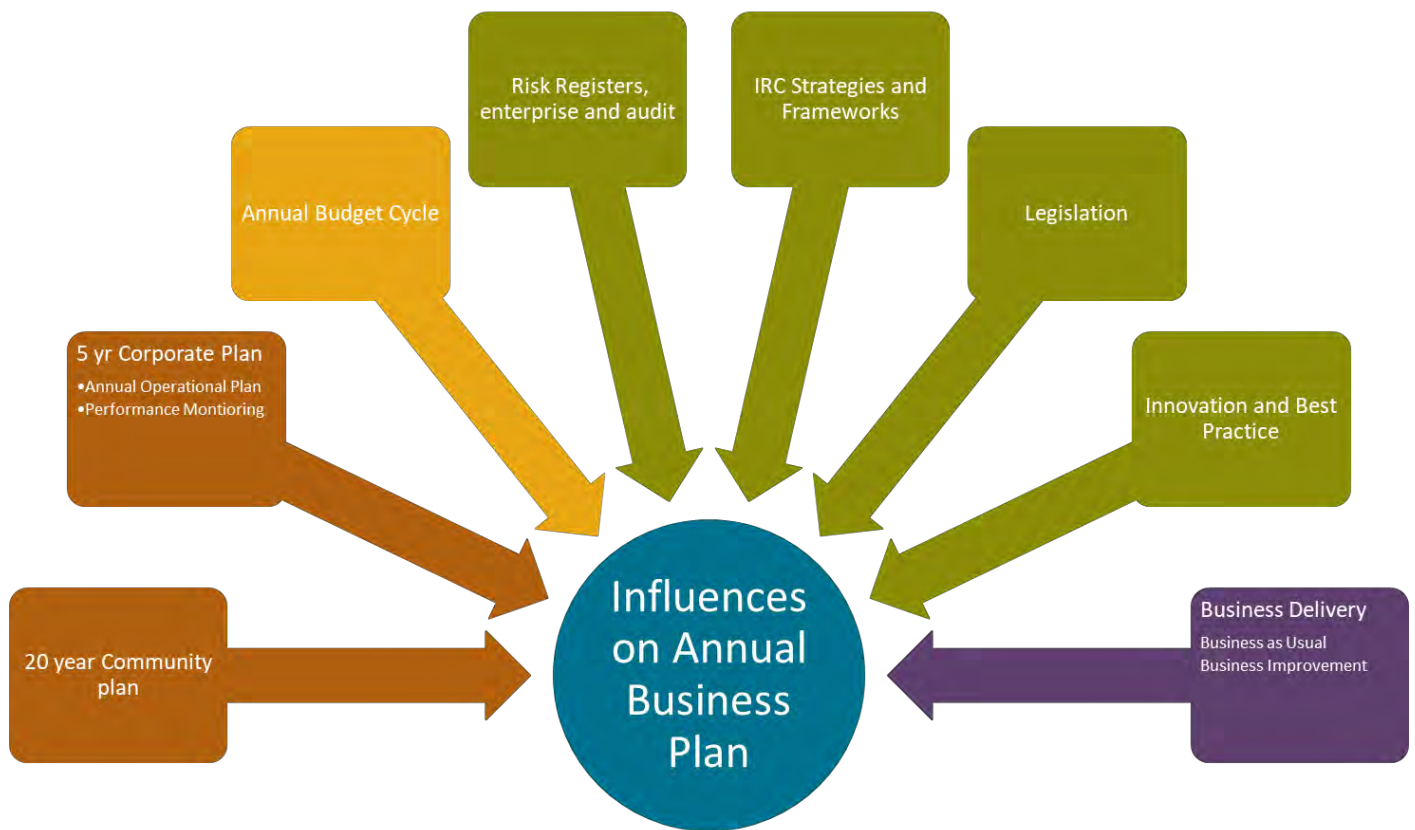
We're delivering and in changing world. At Isaac, the how matters



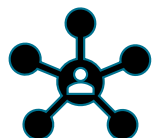


## BUSINESS PLAN INFLUENCES

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



## ECONOMY AND PROSPERITY PLAN ON A PAGE



### OVERVIEW

#### DEPARTMENT NAME

#### ECONOMY & PROSPERITY

#### DEPARTMENT OBJECTIVES

To pursue its Noble Purpose of Building Communities through engagement, trust, innovation and value.

The Economy and Prosperity Department ensures an integrated approach to internal organisational services by identifying and pursuing socio-economic, tourism development and value creation opportunities.

#### KEY FUNCTIONS

Economic Development, Tourism & Business Support Strategy development and program delivery,

Economic stimulus Asset's Management

Regional Economic and Tourism Development Partnerships & initiatives

#### KEY STAKEHOLDERS

Regional Economic & Tourism development peak bodies, RDA MIW, GW3, MIT, DSDMIP, MRC, WRC, CHDC, Livestock industry peak bodies, LGAQ, Regional SME's, Community & Industry

#### RESOURCES

9 full time staff and 1 trainee



### STRATEGY

#### KEY STRATEGIES

Corporate Plan, Enterprise Risk Management, Community Plan, Economic Development framework, Tourism & Business Support Strategies, Isaac Tourism Trails Strategic plans (including RV & Camping analysis, Recreational prospecting and fossicking strategy, VIC assessment), Clermont Saleyards & Showgrounds, Nebo Showgrounds & Theresa Ck Dam Master plans

#### KEY LEGISLATION

Local Government Act 2009 (LGA 2009), Work health and Safety Legislation, Land Act 1994, Strong and Sustainable Resource Communities Act 2017, Environmental Protection Act 1994, Animal care and protection Act 2001 (Qld)



### INFLUENCES AND RISKS

#### KEY INFLUENCES

Global and National economic conditions & impacts, State & Federal Govt Policy and/or legislative amendments, Industry 4.0 & 5.0 technological change,

#### KEY RISKS

Workplace culture/psychological safety/staff health & wellbeing, staff attraction and retention, budget and resourcing.

External influences regional economy and liveability

#### KEY BUSINESS AS USUAL

(TOP 5)

Economic Development & Investment attraction programs

Tourism Development programs

Business Support programs

Asset Management



<b>KEY OPERATIONAL PROJECTS</b>	Regional ED networks, strategy development, engagement and advocacy for Isaac region
	<p>Delivery of the Isaac Tourism Trails Strategic Plan including activities detailed for the Trails development, RV &amp; Camping analysis, Prospecting strategy and VIC assessment.</p> <p>Local Govt Housing action plan deliverables (including a land sale strategy for Anne St, Nebo)</p> <p>CRC TIME project participation &amp; deliverables</p> <p>Isaac Resources Excellence Precinct development including CUC</p> <p>St Lawrence Wetlands Weekend Festival</p> <p>TCD Operational model review</p>
<b>KEY CAPITAL PROJECTS</b>	<p>Ongoing delivery, project development, advocacy and attainment of funding for;</p> <ul style="list-style-type: none"> <li>• Nebo showgrounds Master Plan Stage 1</li> <li>• Clermont Showgrounds Electrical renewal</li> <li>• Clermont Saleyards Pen renewal</li> <li>• Clermont Caravan Park Electrical renewal</li> <li>• Dysart Miners memorial</li> </ul>

## DEPARTMENT OVERVIEW

### OUR OBJECTIVES

To pursue its Noble Purpose of Building Communities through engagement, trust, innovation and value. The Economy and Prosperity Department ensures an integrated approach to internal organisational services across the organisation by identifying and pursuing socio-economic, tourism development and value creation opportunities.

### OUR FUNCTIONS AND SERVICES

The Economy and Prosperity Department delivers a range of services under the following programs:

- Economic Development Strategy and program delivery
- Tourism Development Strategy and program delivery
- Business Support Development Strategy and program delivery
- Asset Management and Business development of direct economic stimulus assets – Saleyards and showgrounds, Aerodromes, Caravan Parks and TCD
- External grants management
- Data Bureau Management
- Advocacy
- Regional Economic and Tourism Development Partnerships
- Regional development initiatives

## DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Economic Development Framework Program delivery	Initial development and ongoing implementation	Both
Tourism Development Strategy Program delivery	Initial development and ongoing implementation	Both
Business Support Strategy Program delivery	ongoing implementation	Both
Asset Management and Planning for direct economic stimulus assets -i.e Saleyards, Showgrounds, aerodromes, TCD, Clm Caravan Park, Monash Lodge, Fossicking GPA's	Initial development and ongoing implementation	Both
Clermont Saleyards stakeholder meeting	TBC	Both
Nebo Showgrounds Advisory Committee	Bi-monthly	Both
Advocacy support and delivery	Ongoing – and project delivery as required	Internal
Data research and advice	Ongoing	Both
Local and Regional Economic development industry relationship networking engagement and contribution	Ongoing – multiple industry projects and networking group participation i.e., LBF, MTL, GW3, GWFN, RSDC etc.	External
Investment attraction policy, prospectus and marketing	Ongoing	Both
Economic impact and infrastructure services modelling	Ongoing	Both
Tourism Events attraction and delivery	St Lawrence Wetlands Weekend – annual event Ongoing	Both
Visitor Information Services, guides and marketing collateral	Ongoing	Internal
Mackay Isaac Tourism	Ongoing – Tourism action groups, marketing, projects	Both
Small Business week	Yearly program	External

## PEOPLE RESOURCES (AS AT JANUARY 2024)

UNIT	NUMBER OF STAFF	TENURE TYPE
Management/Administration	2	Full time
Economic and Tourism Development Advisor	1	Full-time
Economic and Tourism Development Officer's	2	Full time
Aerodrome Operations	1	Full time
Saleyards Operations	4	3 Full time, 1 2 yr fixed term

## KEY CUSTOMERS/STAKEHOLDERS

INTERNAL	EXTERNAL
Elected members	Economic Development Queensland
Chief Executive Officer	Office of the Coordinator General
Directors	LGAQ (Local Government Association of Queensland)
Managers	Greater Whitsunday Alliance (GW3)
All staff	Regional Development Australia Mackay Isaac Whitsunday (RDAMIW)
Senior Advisor	Mackay Tourism Ltd (MTL)
Brand, Media and Communication	Mackay Regional Council ED team
Liveability and sustainability Team	Central Highlands Development Corporation (CHDC)
Engaged Communities Team	Whitsunday Council ED team
	Livingstone Regional Council ED team
	Department State Development, Manufacturing, Infrastructure and Planning (DSDMIP)
	Nebo Showgrounds Master Plan Advisory Committee
	State government departments (DNRME, DAF (Department of Agriculture and Fisheries) etc)
	Federal government departments

## STRATEGIES INFLUENCING DEPARTMENT

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

## STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
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<b>Vision &amp; values</b>	We're delivering and in changing world. At Isaac, the how matters.
<b>Community plan (20 Years)</b>	Community Engagement strategic objective
<b>Five-year corporate plan Themes</b>	Infrastructure, Governance, Communities, Environment and Economy
<b>Annual operational plan</b>	Includes the themes and strategies of the corporate plan and items in this business plan as to identifying priorities of projects and services
<b>Asset management plan</b>	Asset class plan
<b>Project management framework</b>	How the project will deliver on projects
<b>Enterprise risk management Framework</b>	How we identify and manage risks
<b>Management Plan and Objectives Procedure</b>	How the business planning process is managed at Isaac.

## LEGISLATIVE INFLUENCES ON DEPARTMENT

REGULATION	RELATED POLICIES
Local Government Act 2009 (LGA 2009)	Quality Management Policy
Local Government Regulation 2012	
Information Privacy Act 2009 (& IP Regulation 2009)	
Public Records Act 2002	
Right to Information Act 2009 (& RTI Regulation 2009)	
Work Health and Safety Act Queensland 2011	WHS Policy Statement and Health and Wellbeing Policy Statement
Environmental	Environmental Management Policy
Strong and Sustainable Resource Communities Act 2017	Social Sustainability Policy
Animal care and protection Act 2001 (Qld)	

## DEPARTMENTAL INFLUENCES AND RISKS

### DEPARTMENT INFLUENCES/IMPACTS

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

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
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INTERNAL	Councillor Support for Initiatives & expectation of deliverables	RISK & OPPORTUNITY
INTERNAL	Cost recovery on Economy and Prosperities stimulus assets	RISK & OPPORTUNITY
INTERNAL	Adequate resourcing and budget for service delivery on operational & capital projects as well as meeting service levels required for asset management	RISK & OPPORTUNITY
INTERNAL	Staff turnover	RISK
EXTERNAL	State and Federal Government Policy and/or legislative amendments	RISK & OPPORTUNITY
EXTERNAL	Regional Development Initiatives (Economic, Social, Tourism)	OPPORTUNITY
EXTERNAL	Northern Australia Development Initiatives	OPPORTUNITY
EXTERNAL	Political influences/climate	RISK & OPPORTUNITY
EXTERNAL	Industry 4.0, technological change/Climate change	RISK & OPPORTUNITY
EXTERNAL	Global commodity trends and impacts to regional resource conditions	RISK & OPPORTUNITY

## DEPARTMENT IDENTIFIED RISKS

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

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

## DEPARTMENT PRIORITIES AND PROJECTS

### KEY PRIORITIES OF DEPARTMENT OUTPUTS

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

#### Current Year 2024/25

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET	MEASURE OF SUCCESS (KPI)
Primary project listing			
EC1, G3, C4, C1	Deliver on E&P's endorsed Capital works projects program; Dys Miners memorial, Clm Saleyards renewal, Showgrounds electrical, Clm Caravan park electrical	Capital	Projects delivered to budget and timing
EC1, G3, C4, C1	Nebo Showgrounds Master Plan delivery of Stage 1 works	Operational/Capital	Stage 1 works delivered to program and funding milestones
C4, EC5	Delivery of the St Lawrence Wetlands Weekend event (Annual) growing the profile of Isaac as a tourism destination	Operational	Event delivered; visitation growth attained & event funding sustainability progression
C1, EC1, EC5, I1, EN1, G3	Delivery of the activities from the Isaac Tourism Trails Strategic Plan including; <ul style="list-style-type: none"> <li>development of marketing collateral that incorporates the identified trails</li> <li>development of the identified tourism experiences with partnership with MIT</li> </ul>	Operational	Number of progressed, delivered actions from the strategic plan
C1, EC1, EC5, I1, EN1, G3	Delivery of activities from the RV & Camping analysis strategy and progress priority delivery of the activities within being; <ul style="list-style-type: none"> <li>RV &amp; Camping whole of region site facility audit</li> <li>RV park facility options analysis for Moranbah</li> </ul>	Operational	Number of progressed, delivered actions from the strategic plan
C1, EC1, EC5, I1, EN1, G3	Adoption of the Recreational Fossicking & Prospecting strategy and progression of development of new GPA's as identified in the audit	Operational	Strategy adopted
Secondary project listing			
C1, I5, I6	Conduct assessment of the Nebo airstrip and options for renewal	Operational	Adopted renewal position

EC1, C4, EN1	Deliver an Isaac Region Land sale strategy with regard to Council's Anne st estate, Nebo	Operational	Drafted Strategy
EC3, EC5, EC6	Deliver a whole of Council Telecommunications policy with associated departments	Operational	Policy Adopted
EC1, G3, C4, C1	Theresa Ck Concept Development Plan projects funding and or shovel ready development/delivery (multi year project)	Operational	Funding achieved and or development of identified priority projects to shovel ready
C1, EC1, I1, EN1, G3	Deliver on activities from Local govt Housing Action plan and other regional Housing development activities	Operational	Plan actions delivered or actioned
C1, EC1, I1, EN1, G3	Conduct a Regional Industrial & Commercial land audit	Operational	Audit completed
EC1, EC2, G1	Supporting role in the project delivery and development of the Isaac Resources excellence Precinct and Country University Centre	Operational/Capital	E&P supporting role and actions delivered on
EC1, EC2, EC3, EN1, G3	Continue engagement in developing Post mine land use opportunities i.e. membership and activities in the CRC TiME Bowen Basin Hub secretariat and Enviro Mets project activities etc	Operational	Participation and support provided

### Ongoing or Future Years

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
2025/ 2026	EC3, EC5, EC6	Embrace economic and social innovation and pursue economic diversification and social attraction/retention opportunities for the Isaac region development of; <ul style="list-style-type: none"> <li>New Economic Development Framework</li> <li>New Business Support Strategy</li> </ul>	Operational
2025/ 2026	C1, I5, I6	Conduct market analysis and operating model review of Clermont Saleyards	Operational
2025/ 2026/ 2027	C2, C3, C4	Delivery of the St Lawrence Wetlands Weekend event (Annual)	Operational
2025/2026	C1, I5, I6	Nebo Showgrounds Master Plan delivery (multi year), successful funding and delivery on Stage 1 & 2a & 2b.	Capital

2025/ 2026/ 2027	C1, EC1,EC5, I1, EN1, G3	<p>Delivery of the priority activities from each of the Isaac Tourism Trails Strategic Plans documents below;</p> <ul style="list-style-type: none"> <li>• Tourism Trails Strategic Plan</li> <li>• RV &amp; Camping analysis,</li> <li>• Fossicking &amp; Prospecting strategy</li> <li>• VIC assessment.</li> </ul> <p>(multi- year project)</p>	Operational/Capital
2025/ 2026	C1, I5, I6	Theresa Ck Concept Development Plan delivery (multi year) – deliver on priority projects	Capital
2025/2026	C1, I5, I6	Deliver the 2019-2024 Tourism Strategy Item 2.4.0 - Create a regional tourism events strategy	Operational
2026/2027	C1, I5, I6	Conduct engagement and review of Clermont Saleyards & Showgrounds Revitalisation project Master Plan – remaining Stage 2 & 3 projects	Operational

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