

NOTICE OF MEETING

Dear Councillors

You are requested to attend the following meeting of Council.

ORDINARY MEETING OF ISAAC REGIONAL COUNCIL

TO BE HELD ON
TUESDAY, 27 MAY 2025
COMMENCING AT 10.00AM,
CWA HALL, CLERMONT

CALE DENDLE
Chief Executive Officer

LOCAL GOVERNMENT ACT 2009

Local Government Regulation 2012

Chapter 8, Part 2 Local Government Meetings and Committees

Division 1A, Requirements for Local Government Meetings Generally

254J Closed meetings

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

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

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

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

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

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

ORDINARY MEETING
OF ISAAC REGIONAL COUNCIL TO BE
HELD ON
WEDNESDAY 27 MAY 2025
COMMENCING AT 10.00AM,
CWA HALL, CLERMONT

AGENDA

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

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1. OPENING OF MEETING

2. APOLOGIES AND LEAVE OF ABSENCES

3. CONDOLENCES

- DICKS, Albert James formerly of Moranbah
- TRAPP, Rodney George 'Trappy' formerly of Moranbah
- JONES, Barry formerly of Middlemount
- ROSENBLATT, Rodney 'Rod' formerly of Moranbah
- WELLINGTON, Marjorie 'Marj' Frances formerly of Clermont
- VARVARI, Lindsay Catriona Jeneen formerly of Moranbah
- FARRELL, Laurence John 'Laurie' formerly of Coppabella

4. DECLARATION OF CONFLICTS OF INTEREST

5. DEPUTATIONS

6. CONSIDERATION OF NOTICE OF MOTION

7. CONFIRMATION OF MINUTES

- Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council Chambers, Moranbah on Wednesday 23 April 2025 at 10.00am.

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8. BUSINESS ARISING FROM PREVIOUS MEETING

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

EXECUTIVE SUMMARY

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

9. STANDING COMMITTEE REPORTS

9.1 ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS AT 30 APRIL 2025

EXECUTIVE SUMMARY

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

9.2 2024/2025 3RD QUARTER BUDGET REVIEW

EXECUTIVE SUMMARY

A review of the budget for the 2024/2025 financial year has been undertaken with each of the respective Departmental Managers and then reviewed by their respective Directors and ELT as at 31 March 2025, with consideration to the current April trends.

Despite managing several operational variations, the proposed budget revision results in an increase of operating surplus of approximately \$2.3M (noting though that constraining of funds for various operational project carrying forward needing to occur).

It is also noted through the large number of Watching Brief Items across Council (identified in the attached Executive Summary), that there remains a material risk of further deviations with the finalisation of the end of financial year accounts. To mitigate the potential risk, it is proposed to constrain the remaining surplus to the Operational Sustainability Reserve.

A review of the capital program has resulted in proposing a \$47K increase to capital revenue and a \$300K increase to the capital expenditure program.

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9.3 REVENUE POLICY 2025/2026

EXECUTIVE SUMMARY

Pursuant to Section 193 of Local Government Regulation 2012, a Local Government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

9.4 INVESTMENT POLICY 2025/2026

EXECUTIVE SUMMARY

Pursuant to Section 191 of Local Government Regulation 2012, a Local Government must prepare and adopt an Investment policy. The Investment policy must outline the local government's investment objectives and overall risk philosophy and procedures for achieving the goals related to the investments stated in the policy.

9.5 DEBT POLICY 2025/2026

EXECUTIVE SUMMARY

Pursuant to Section 192 of *Local Government Regulation 2012*, a Local Government must prepare and adopt a Debt policy for a financial year. The debt policy must state the new borrowings planned for the current financial year and the next 9 financial years, and the period over which the Local Government plans to repay existing and new borrowings.

9.6 RESERVES POLICY 2025/2026

EXECUTIVE SUMMARY

Through the budget process, available funding sources for operational and capital purposes are reviewed for the annual budget and Long-Term Financial Forecast. This includes a review of Council's cash balances which are typically held in identified reserves. Adoption of the Reserves Policy provides the framework for maintaining management accounting records of Council's cash backed reserve funds.

9.7 FEES & CHARGES 2025/2026

EXECUTIVE SUMMARY

Pursuant to section 97 of the Local Government Act 2009, Council may impose a charge for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council or, under a local law or a resolution, fix a cost-recovery fee.

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9.8 ACCOUNTS RECEIVABLE BAD DEBTS – WRITE OFF REPORT

EXECUTIVE SUMMARY

Council currently has several outstanding debts that are deemed unrecoverable. Consequently, it is proposed that Council write off \$16,810.36 in Accounts Receivable as bad debts.

9.9 RATES BAD DEBTS – WRITE OFF REPORT

EXECUTIVE SUMMARY

Council currently has a small number of rates debts that are deemed unrecoverable. Consequently, it is proposed that Council write off \$726.26 in Rates Receivables as bad debts.

9.10 FINANCIAL SERVICES OVERVIEW AND STATUS UPDATE

EXECUTIVE SUMMARY

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

9.11 SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

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

9.12 QUARTERLY REPORT – ANNUAL OPERATIONAL PLAN 2024-2025

EXECUTIVE SUMMARY

This report provides an overview of Council's progress towards achieving the Annual Operational Plan 2024-2025 objectives.

9.13 OPERATIONAL PROJECT DELIVERY – DIGITAL STRATEGY PROGRAM UPDATE

EXECUTIVE SUMMARY

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

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9.14 PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

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

9.15 MINOR COMMUNITY GRANTS SUMMARY APRIL 2025

EXECUTIVE SUMMARY

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

9.16 ISAAC LIBRARIES REPLACEMENT OF PUBLIC ACCESS COMPUTERS – USE OF PLANNING, ENVIRONMENT AND COMMUNITY SERVICES DEPRECIATION FUNDS

EXECUTIVE SUMMARY

This report seeks Council approval to utilise unspent Planning, Environment and Community Services depreciation funds to replace ageing public access computers across Council facilities. The current fleet of computers is now two years beyond warranty and is no longer considered fit for purpose in delivering reliable and secure digital access to the community.

9.17 MORANBAH HIGHLANDERS SWIMMING CLUB 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 part of Greg Cruickshank Aquatic Centre, being part of Lot 18 on SP249143, located at 20 Batchelor Parade, Moranbah, by way of a five (5) year Licence to Occupy.

9.18 MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION INC – TENURE ARRANGEMENTS FOR NETBALL

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 netball courts being part of

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Lot 22 on M112143, located at 1 Prince Place, Middlemount, by way of a five (5) year Licence to Occupy with a five (5) year option.

9.19 CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – RESIDENTIAL 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 2 on C95119, located at Playfair Street, Clermont, by way of a thirty (30) year Trustee Lease to Clermont Community Housing and Other Services Inc.

9.20 TENURE ARRANGEMENTS – CLERMONT AND DISTRICT TENNIS ASSOCIATION INC

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 part of Lot 1 on SP296846, located at 65 Collins Street, Clermont, by way of a three (3) year trustee lease to Clermont and District Tennis Association Inc.

9.21 PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024 - 2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 28 APRIL 2025

EXECUTIVE SUMMARY

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

9.22 PLANNING ENVIRONMENT AND COMMUNITY SERVICES MONTHLY DEPARTMENTAL REPORT – COMMUNITY EDUCATION AND COMPLIANCE

EXECUTIVE SUMMARY

The Purpose of this report is to provide an overview and status update of the Community Education and Compliance Department's operational commitments.

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9.23 ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES – 27 MARCH 2025

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the IACAC meeting held on 13 March 2025 and presents committee recommendations for consideration.

9.24 CENTRAL QUEENSLAND HELICOPTER RESCUE SERVICE LTD– 3 YEAR FUNDING AGREEMENT RENEWAL

EXECUTIVE SUMMARY

Central Queensland Helicopter Rescue Service Ltd (CQ Rescue) is seeking support from Council to renew a three (3) year multiyear agreement. CQ Rescue is an aeromedical and search and rescue helicopter organisation providing vital services within the Isaac region.

9.25 AVELING & PORTER SHOWCASE AT NATIONAL HISTORICAL MACHINERY ASSOCIATION RALLY – KINGSTHORPE PARK

EXECUTIVE SUMMARY

This report seeks Council's approval to send Isaac Regional Council representatives and the Aveling & Porter steam traction engine from Clermont Museum to Kingsthorpe Park to participate in the 19th National Historical Machinery Association Rally in August 2025.

9.26 COMMUNITY LEASING INVOICING – ENGAGEMENT STRATEGY

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of an Engagement Strategy to guide Council's engagement with community groups regarding the recommencement of council invoicing for community leases.

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9.27 ISAAC REGIONAL COUNCIL PROJECT PROGRESS REPORTS - CUC ISAAC

EXECUTIVE SUMMARY

This report provides an update on the CUC Isaac Moranbah fitout and seeks Council's endorsement to investigate the potential repurposing of the old Clermont Library for the CUC Isaac Clermont campus.

9.28 INFRASTRUCTURE DEPARTMENT MONTHLY UPDATE – APRIL 2025

EXECUTIVE SUMMARY

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

9.29 PARKS AND RECREATION DEPARTMENT UPDATE – APRIL 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the current operational status of the Parks and Recreation Department.

9.30 RENAMING OF RED ROCK ROAD AND UNNAMED ROAD AT MACKENZIE RIVER LOCALITY

EXECUTIVE SUMMARY

A formal request has been received for renaming of Red Rock Road and naming of a currently unnamed road at Mackenzie River locality that is currently known as 'Unnamed Road'.

9.31 SIMULTANEOUS ROAD OPENING AND CLOSURE – JUNE NATIONAL PARK

EXECUTIVE SUMMARY

This report serves to recommend adoption of a non-objection by Council of the simultaneous opening of a new length of road reserve to replace an existing length of the June National Park access track/road reserve, and the closing of the section of the existing June National Park access track/road reserve which will be replaced by the proposed opening.

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9.32 COMPENSATION AGREEMENT ML700073

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Compensation Agreement with Queensland Coking Coal Pty Ltd and QLD Coal Aust No.1 Pty Ltd.

9.33 COMPENSATION AGREEMENT ML70109

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Compensation Agreement with New Lenton Coal Pty Ltd and MPC Lenton Pty Ltd.

9.34 ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – APRIL 2025

EXECUTIVE SUMMARY

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

9.35 WATER AND WASTE 2024-25 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

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

9.36 WATER QUALITY INVESTIGATION ACTION PLAN UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to update Council on the Water Quality Reliability Investigation Action Plan Deliverables following the 2021/22 Christmas Period water quality incidents.

9.37 WATER AND WASTE MONTHLY DEPARTMENTAL REPORT – WASTE SERVICES

EXECUTIVE SUMMARY

The purpose of this report is to provide an update to Council on the Waste Services department within the Water and Waste Directorate.

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10. OFFICER REPORTS

10.1 NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE MINUTES – 8 APRIL 2025

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) meeting held on Tuesday, 8 April 2025.

10.2 MCU24/0019 - DEVELOPMENT APPLICATION - DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE - BATTERY ENERGY STORAGE SYSTEM (UNDEFINED USE) ON LAND AT 178 SUTTOR DEVELOPMENTAL ROAD, NEBO DESCRIBED AS LOT 20 ON WHS462

EXECUTIVE SUMMARY

On 29 October 2024, Council received a development application from Nebo BESS Pty Ltd c/- EMM Consulting for a Development Permit for a Material Change of Use - Battery Energy Storage System (Undefined Use) on land at 178 Suttor Developmental Road, Nebo formally described as Lot 20 on WHS462. It is recommended that the development application is approved, subject to conditions.

10.3 EXCEPTION BASED CONTRACTUAL ARRANGEMENTS – LOCAL GOVERNMENT REGULATION 2012

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement by way of Council resolution to engage the services of Thorn Air Conditioning & Refrigeration as an exception to the Default Contracting Procedures within section 235(b) of the Local Government Regulation 2012 ('the Regulation'). This section of the Regulation allows Council to enter into a medium or large-sized contractual arrangement without first inviting written quotes or tenders, where because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to do so.

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11. CONFIDENTIAL

CONFIDENTIAL REPORT

Closed under S254 (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

11.1 SALE OF LAND FOR OVERDUE RATES AND CHARGES

EXECUTIVE SUMMARY

This report has been prepared to seek Council's approval to commence Sale of Land procedures where rates and charges have been overdue for at least three years, in accordance with the *Local Government Regulation 2012*.

CONFIDENTIAL REPORT

Closed under S254 (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

11.2 MAJOR PROJECTS UPDATE REPORT

EXECUTIVE SUMMARY

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

CONFIDENTIAL REPORT

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

11.3 ADDITIONAL FULL-TIME EQUIVALENT POSITION FOR A PLANNER ROLE IN THE PLANNING, ENVIRONMENT AND COMMUNITY SERVICES DIRECTORATE

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for a change in Council's organisational structure by creating an additional permanent full-time equivalent position for a Planner role in the Planning, Environment and Community Services Directorate.

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CONFIDENTIAL REPORT

Closed under S254 (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

11.4

CLERMONT SWIMMING CENTRE FUNDING

EXECUTIVE SUMMARY

Council has received confirmation of a \$3.2 million funding commitment from the Queensland Government for the upgrade of the Clermont Swimming Centre. This report seeks Council's approval on the scope of works to be delivered through this funding commitment and proposed community engagement activities.

CONFIDENTIAL REPORT

Closed under S254 (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

11.5

GLENDEN COMMUNITY HUB

This report seeks Council's endorsement to establish a Glenden Community Hub and provides an update on recent engagement with the State Government regarding funding commitments.

12. GENERAL BUSINESS

13. CONCLUSION

UNCONFIRMED MINUTES

ORDINARY MEETING OF ISAAC REGIONAL COUNCIL

HELD ON
WEDNESDAY, 23 APRIL 2025
COMMENCING AT 10.00AM

ISAAC REGIONAL COUNCIL
COUNCIL CHAMBERS, MORANBAH

UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

COUNCIL CHAMBERS, MORANBAH

WEDNESDAY 23 APRIL 2025

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UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE ORDINARY MEETING

HELD AT ISAAC REGIONAL COUNCIL

COUNCIL CHAMBERS, MORANBAH

WEDNESDAY 23 APRIL 2025 COMMENCING AT 10.00AM

ATTENDANCE

Mayor Kelly Vea Vea, Chair
Deputy Mayor, Cr Jane Pickels, Division Six
Cr Terry O'Neill, Division One
Cr Vern Russell, Division Two
Cr Melissa Westcott, Division Three
Cr Simon West, Division Four
Cr Alaina Earl, Division Five
Cr Rachel Anderson, Division Seven
Cr Viv Coleman, Division Eight

OFFICERS PRESENT

Mr Cale Dendle, Chief Executive Officer
Mr Darren Fettell, Director Corporate Governance and Financial Services
Mr Mick St Clair, Acting Director Planning, Environment and Community Services
Mr Michael Buckley, Acting Director Engineering and Infrastructure
Mr Jason Grandcourt, Acting Director Water and Waste
Mr Beau Jackson, Executive Manager Advocacy and External Affairs
Mrs Trudi Liekefett, Manager People and Performance
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and CEO

1. OPENING

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

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

UNCONFIRMED MINUTES

2. LEAVE OF ABSENCE AND APOLOGIES

No leave of absences or apologies this meeting.

3. CONDOLENCES

- ALDRIDGE, Michael James formerly of Moranbah
- ALLAN, Aline Jill (Jill) formerly of Moranbah
- WELLINGTON, Douglas formerly of Clermont
- WELLINGTON, Marjorie 'Marj' Frances formerly of Clermont
- POLSEN, Robert William 'Bob' late of Clermont
- COSSINS, Donald Howard formerly of Clermont
- BROWN, Janice Christina formerly of Moranbah
- KEEN, Frederick William (Bill) formerly of Moranbah
- CRANSTON, Charmayne Louise late of Ilbilbie
- CAVANAGH, Barbara Joan formerly of Moranbah
- KINGHORN, Shirley formerly of Clermont

4. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Viv Coleman declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 as follows:

I, Cr Viv Coleman inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 (as defined by Section 150EN of the Local Government Act 2009) as:

I am a board member/Chair of Variety Queensland who is a "related party" (as defined by s150EP of Local Government Act 2009) and the potential beneficiary of the application being auspiced by Dysart Community Support, accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.

UNCONFIRMED MINUTES

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 as follows:

I, Cr Jane Pickels inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 (as defined by Section 150EN of the Local Government Act 2009) as:

- I am a board member of Variety Queensland who is a “related party” (as defined by s150EP of Local Government Act 2009) and the potential beneficiary of the application being auspiced by Dysart Community Support, accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.*

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 2 as follows:

I, Cr Jane Pickels inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 2 (as defined by Section 150EN of the Local Government Act 2009) as:

My daughter is the Treasurer of Clermont Show Society and is therefore a “related party” (as defined by s150EP of Local Government Act 2009), accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 7 as follows:

I, Cr Jane Pickels inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 7 (as defined by Section 150EN of the Local Government Act 2009) as:

- My daughter is the Treasurer of Clermont Show Society and is therefore a “related party” (as defined by s150EP of Local Government Act 2009), accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.*

UNCONFIRMED MINUTES

DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 16 (*as defined by Section 150EN of the Local Government Act 2009*) as:

"I Cr Vern Russell inform the meeting that I have a declarable conflict of interest in Item 9.7 (Application Number 16) Major Grant Application (Round 3, FY2024-2025) by Dysart Golf Club (as defined by Section 150EN of the Local Government Act 2009) as my business (a close associate and therefore a related party) is a hole sponsor of the club.

- *AS a result of this declarable conflict of interest, I will now leave the meeting room.*

DECLARABLE CONFLICT OF INTEREST

Cr Viv Coleman declared a declarable conflict of interest for Report 9.6 Minor Grants Summary Report relating to St Lawrence Recreation Group as her and husband's company has donated \$300 to their event that they are holding at the end of the month. As this was a noting only report and no decision was to be made Cr Coleman remained in the meeting room for the discussion and noting of this report.

NOTE:

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

5. DEPUTATIONS

No deputations this meeting.

6. CONSIDERATION OF NOTICE OF MOTIONS
--

No notice of motions for this meeting.

UNCONFIRMED MINUTES

7. CONFIRMATION OF MINUTES

Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Dysart on Wednesday 26 March 2025

Resolution No.: 9106

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

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

Carried

8. BUSINESS ARISING FROM PREVIOUS MEETING

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

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

UNCONFIRMED MINUTES

Resolution No.: 9107

Moved: Cr Melissa Westcott

Seconded: Cr Rachel Anderson

That Council:

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

Carried

9. STANDING COMMITTEE REPORTS

9.1 Isaac Regional Council Monthly Financial Report as at 31 March 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0954

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

- 1. Receives the financial statements for the period ended 31 March 2025 pursuant to, and in accordance with, the Local Government Regulation 2012 (s204).*

Carried

UNCONFIRMED MINUTES

Resolution No.: 9108

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

1. **Receives the financial statements for the period ended 31 March 2025 pursuant to, and in accordance with, the *Local Government Regulation 2012* (s204).**

Carried

9.2 Safety and Resilience Update

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0955

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

Resolution No.: 9109

Moved: Cr Rachel Anderson

Seconded: Cr Simon West

That Council:

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

Carried

9.3

Audit and Risk Committee Chair and Membership

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0956

Moved: Cr Melissa Westcott

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

- 1. Acknowledges that Mr Stephen Coates, Independent Chair and external member's term of office on the Audit and Risk Committee concludes in May 2025 having achieved six consecutive years;*
- 2. Notes that the Audit & Risk Committee endorses the commencement of an Expression of Interest process to fill the pending vacant external member position of the Audit and Risk Committee, to be effective July 2025;*
- 3. Resolves to appoint Ms Kerry Phillips as Chair of the Audit and Risk Committee commencing July 2025, following the undertaking of an internal expression of interest process.*

Carried

Resolution No.: 9110

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That Council:

- 1. Acknowledges that Mr Stephen Coates, Independent Chair and external member's term of office on the Audit and Risk Committee concludes in May 2025 having achieved six consecutive years;**
- 2. Notes that the Audit & Risk Committee endorses the commencement of an Expression of Interest process to fill the pending vacant external member position of the Audit and Risk Committee, to be effective July 2025;**

UNCONFIRMED MINUTES

3. Resolves to appoint Ms Kerry Phillips as Chair of the Audit and Risk Committee commencing July 2025, following the undertaking of an internal expression of interest process.

Carried

9.4 Strategic Assets Quarterly Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0957

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

Resolution No.: 9111

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

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

Carried

UNCONFIRMED MINUTES

9.5 People and Capability Monthly Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: CGFS0960

Moved: Cr Vern Russell

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

Resolution No.: 9112

Moved: Cr Rachel Anderson

Seconded: Cr Melissa Westcott

That Council:

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

Carried

DECLARABLE CONFLICT OF INTEREST

Cr Viv Coleman advised the Council that she intends to declare a declarable conflict of interest for Report 9.11 relating to the St Lawrence Recreation Group as her and her husband however due to Report 9.6 being a noting only report a conflict of interest was not declared.

9.6 Minor Community Grands Summary March 2025

EXECUTIVE SUMMARY

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

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1257

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Notes the minor community grants approved under delegation for the period 1 March to 28 March 2025.

Carried

Resolution No.: 9113

Moved: Cr Simon West

Seconded: Cr Terry O'Neill

That Council:

1. Notes the minor community grants approved under delegation for the period 1 March to 28 March 2025 and that the incorrect applicant (Moranbah) was noted in the report for the Middlemount Rodeo annual Campdraft on 2-4 May 2025.

Carried

9.7 Major Grant Applications Summary Round Three FY2024-2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1257

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

UNCONFIRMED MINUTES

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

Carried

Resolution No.: PECS1258

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Approves the following application 1 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.
Details	Approve \$2,314.60 (excluding GST) for the local element only and not to support the Variety Bash.
Budget Source	Division 2
Carried	
NOTE: The Committee has requested that the dollar amount of \$2,314.60 is checked as it appears that it should be \$2,314.00.	

Resolution No.: PECS1259

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

UNCONFIRMED MINUTES

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

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

Resolution No.: PECS1260

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: PECS1261

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

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

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

Resolution No.: PECS1262

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

	<i>\$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.</i>
<i>Details</i>	<i>Approves \$2,500.00 (excluding GST)</i>
<i>Budget Source</i>	<i>Division 6</i>
<i>Carried</i>	

Resolution No.: PECS1263

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

<i>Application 6</i>	<i>Clermont Artslink</i>
<i>Project</i>	<i>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.</i>
<i>Details</i>	<i>Approve \$5,000.00 (excluding GST)</i>
<i>Budget Source</i>	<i>Division 1 and 6</i>
<i>Carried</i>	

UNCONFIRMED MINUTES

Resolution No.: PECS1264

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

Resolution No.: PECS1265

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: PECS1266

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

Resolution No.: PECS1267

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: PECS1268

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

Resolution No.: PECS1269

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: PECS1270

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

Resolution No.: PECS1271

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: PECS1272

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

Resolution No.: PECS1273

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: PECS1274

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

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

Resolution No.: PECS1275

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

UNCONFIRMED MINUTES

Resolution No.: 9114

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

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

Carried

DECLARABLE CONFLICT OF INTEREST

Cr Viv Coleman declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 as follows:

I, Cr Viv Coleman inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 (as defined by Section 150EN of the Local Government Act 2009) as:

- I am a the Chair of Variety Queensland who is a “related party” (as defined by s150EP of Local Government Act 2009) and the potential beneficiary of the application being auspiced by Dysart Community Support, accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.*

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 as follows:

I, Cr Jane Pickels inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 1 (as defined by Section 150EN of the Local Government Act 2009) as:

- I am a board member of Variety Queensland who is a “related party” (as defined by s150EP of Local Government Act 2009) and the potential beneficiary of the application being auspiced by Dysart*

UNCONFIRMED MINUTES

Community Support, accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.

Cr Viv Coleman and Cr Jane Pickels left the meeting room at 10.20am and did not participate in the discussions or vote for Report 9.7 Application 1.

Resolution No.: 9115

Moved: Cr Simon West

Seconded: Cr Melissa Westcott

That Council:

1. Approves the following application 1 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.
Details	Approves \$2,314.00 (excluding GST) for the local element only and not to support the Variety Bash.
Budget Source	Division 2
Carried	

ATTENDANCE

Cr Viv Coleman and Cr Jane Pickels returned to the meeting room at 10.21am.

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 2 as follows:

I, Cr Jane Pickels inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 2 (as defined by Section 150EN of the Local Government Act 2009) as:

UNCONFIRMED MINUTES

- *My daughter is the Treasurer of Clermont Rodeo and Show Society and is therefore a “related party” (as defined by s150EP of Local Government Act 2009), accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.*

Cr Jane Pickels left the meeting room at 10.22am and did not participate in the discussions or vote for Report 9.7 Application 2.

Resolution No.: 9116

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That Council:

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

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.
Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 1 and 6
Carried	

Resolution No.: 9117

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That Council:

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

UNCONFIRMED MINUTES

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

Resolution No.: 9118

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: 9119

Moved: Cr Vern Russell

Seconded: Cr Simon West

That Council:

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

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

Resolution No.: 9120

Moved: Cr Viv Coleman

Seconded: Cr Melissa Westcott

That Council:

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

UNCONFIRMED MINUTES

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

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 7 as follows:

I, Cr Jane Pickels inform the meeting that I have a Declarable Conflict of Interest in Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 7 (as defined by Section 150EN of the Local Government Act 2009) as:

- My daughter is the Treasurer of Clermont Show Society and is therefore a "related party" (as defined by s150EP of Local Government Act 2009), accordingly, it is my intention to leave the meeting room during deliberation and will take no part in voting on the matter.*

Cr Jane Pickels left the meeting room at 10.22am and did not participate in the discussions or vote for Report 9.7.

Resolution No.: 9121

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That Council:

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

UNCONFIRMED MINUTES

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

Resolution No.: 9122

Moved: Cr Vern Russell

Seconded: Cr Melissa Westcott

That Council:

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

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

UNCONFIRMED MINUTES

Resolution No.: 9123

Moved: Cr Viv Coleman

Seconded: Cr Melissa Westcott

That Council:

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

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

Resolution No.: 9124

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That Council:

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

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

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Details	Approves \$3,000
Budget Source	Division 6
Carried	

Resolution No.: 9125

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That Council:

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

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

Resolution No.: 9126

Moved: Cr Simon West

Seconded: Cr Vern Russell

That Council:

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

Application 12	Life Church Clermont
Project	Life Church Clermont are hosting their annual Kids Club Extreme on 3-5 July 2025. They are seeking Councils support for the payment of the bus, petting zoo, Bidfood and JJ'S rubbish. The quote for the bus is \$4,897.50. The quote for the petting zoo is \$625. The quote for JJ's is \$946.96. The

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	quote for Bidfood is \$1,478.27. The overall cost of event is \$11,300. This meets the co contribution amount.
Details	Approves \$2,500 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.: 9127

Moved: Cr Terry O'Neill

Seconded: Cr Vern Russell

That Council:

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

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

Resolution No.: 9128

Moved: Cr Simon West

Seconded: Cr Terry O'Neill

That Council:

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

Application 14	Clermont Rodeo and Show (Auspicing For Hoch And Wilkinson)
Project	Clermont Rodeo and Show (auspicing for Hoch and Wilkinson) are hosting their annual Beef Expo and Trade Display. They are seeking Councils support of \$5000 for the sponsorship of the Grand Champion Exhibit of the day.

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Details	Approves \$5,000.00 (excluding GST)
Budget Source	Division 6
Carried	

Resolution No.: 9129

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That Council:

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

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

ATTENDANCE

Cr Jane Pickels returned to the meeting room at 10.26am.

DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report 9.7 Major Grant Applications Summary Round Three FY2024-2025 Application 16 (as defined by Section 150EN of the Local Government Act 2009) as:

"I Cr Vern Russell inform the meeting that I have a declarable conflict of interest in Item 9.7 (Application Number 16) Major Grant Application (Round 3, FY2024-2025) for Dysart Golf Club (as defined by Section 150EN of the Local Government Act 2009) as my business (a close associate and therefore a related party) is a hole sponsor of the club."

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- AS a result of this declarable conflict of interest, I will now leave the meeting room.

ATTENDANCE

Cr Vern Russell left the meeting room at 10.26am and did not participate in the discussion or vote for Application 16.

Resolution No.: 9130

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That Council:

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

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

ATTENDANCE

Cr Vern Russell returned to the meeting room at 10.27am.

Resolution No.: 9131

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council:

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

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

Resolution No.: 9132

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

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

Carried

9.8

Clermont Community Housing and Other Services Inc. – Lagoon 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.

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1276

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

UNCONFIRMED MINUTES

Resolution No.: 9133

Moved: Cr Jane Pickels

Seconded: Cr Alaina Earl

That Council:

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

Carried

9.9 Moranbah Tennis Association Incorporated – Tenure Arrangements

EXECUTIVE SUMMARY

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

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COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1277

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

Resolution No.: 9134

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That Council:

1. **Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolve that an exception from inviting written quotes or tenders is granted for tenure over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, by way of a ten (10) year trustee lease to Moranbah Tennis Association Incorporated.**

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

Carried

9.10 Playgroup Queensland Ltd – Tenure Arrangements

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1278

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over GSP214729 being

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part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah, by way of a ten (10) year trustee lease to Playgroup Queensland Ltd.

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

Carried

Resolution No.: 9135

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

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.**

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- a. Lease fees to be charged in accordance with 2024-2025 Fees and Charges – annual tenure fee \$803.00 incl GST, matrix attached.
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.
 - c. Acknowledging that the building structure is owned by Isaac Regional Council therefore all repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the trustee lease; and acknowledging that all play equipment is owned by Playgroup Queensland Ltd therefore repairs and maintenance responsibilities will be the remit of the organisation.
3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.

Carried

9.11 Planning, Environment and Community Services Quarterly Departmental Report – Engaged Communities

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1279

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. Receives and notes the content of the Planning, Environment and Community Services Quarterly Departmental Report – Engaged Communities.

Carried

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Resolution No.: 9136

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council:

- 1. Receives and notes the content of the Planning, Environment and Community Services Quarterly Departmental Report – Engaged Communities.**

Carried

9.12

Planning, Environment and Community Services FY2024/2025 Capital Projects Progress Report as at 24 March 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1279

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 24 March 2025.*

Carried

Resolution No.: 9137

Moved: Cr Melissa Westcott

Seconded: Cr Rachel Anderson

That Council:

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1. Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 24 March 2025.

Carried

9.13 Planning Environment and Community Services Quarterly Departmental Report – Economy and Prosperity

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1280

Moved: Cr Alaina Earl

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 Economy and Prosperity Department's projects and operational commitments.*

Carried

Resolution No.: 9138

Moved: Cr Rachel Anderson

Seconded: Cr Terry O'Neill

That Council:

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

Carried

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9.14 Engineering and Infrastructure 2024/2025 Capital Projects Progress Report – March 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0810

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

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

Carried

Resolution No.: 9139

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

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

Carried

9.15 Infrastructure Department Operational Update – March 2025

EXECUTIVE SUMMARY

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

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COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0811

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Notes the Infrastructure Department monthly update for March 2025.

Carried

Resolution No.: 9140

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That Council:

1. Notes the Infrastructure Department monthly update for March 2025.

Carried

9.16 Fleet Department Operational Update – 1 December 2024 to 31 March 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0812

Moved: Cr Rachel Anderson

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Notes the operational update provider for the Fleet Department – 1 December 2024 to 31 March 2025.

Carried

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Resolution No.: 9141

Moved: Cr Jane Pickels

Seconded: Cr Vern Russell

That Council:

- 1. Notes the operational update provider for the Fleet Department – 1 December 2024 to 31 March 2025.**

Carried

9.17 Infrastructure Planning and Technical Services Department Operational Update – 1 December 2024 to 31 March 2025

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0813

Moved: Cr Simon West

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Notes the operational update provided for the Infrastructure Planning and Technical Services Department – 1 December 2024 to 31 March 2025.*

Carried

Resolution No.: 9142

Moved: Cr Jane Pickels

Seconded: Cr Simon West

That Council:

- 1. Notes the operational update provided for the Infrastructure Planning and Technical Services Department – 1 December 2024 to 31 March 2025.**

Carried

9.18 2024 – 2028 Local Government Grants and Subsidies Program Stage 2 Application – Nebo Staff Housing

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: E&I0814

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. *Endorses a Stage 2 application to the Local Government Grants and Subsidies Program for the development of 5 x 2-bedroom units in Nebo.*
2. *Approves Councils contribution of approximately \$1,127,454 representing 40% of the total project costs.*
3. *Delegates Authority to the Chief Executive Officer to submit the required application to the Department of Housing, Local Government, Planning and Public Works.*

Carried

Resolution No.: 9143

Moved: Cr Jane Pickels

Seconded: Cr Viv Coleman

That Council:

1. **Endorses a Stage 2 application to the Local Government Grants and Subsidies Program for the development of 5 x 2-bedroom units in Nebo.**
2. **Approves Councils contribution of approximately \$1,127,454 representing 40% of the total project costs.**
3. **Delegates Authority to the Chief Executive Officer to submit the required application to the Department of Housing, Local Government, Planning and Public Works.**

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4. Be provided with information that satisfies that the background work has been completed to ensure that all available Nebo Council Controlled Properties have been considered for this project, including Ann Street.

Carried

9.19 Water and Waste 2024/2025 Capital Projects Progress Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0553

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That the Committee recommends that Council:

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

Carried

Resolution No.: 9144

Moved: Cr Simon West

Seconded: Cr Melissa Westcott

That Council:

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

Carried

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9.20 Water and Waste Departmental Report – Customer Administration and Business

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0554

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. Receives and notes this report regarding an update of the customer service, administration and business functions of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.

Carried

Resolution No.: 9145

Moved: Cr Simon West

Seconded: Cr Vern Russell

That Council:

1. **Receives and notes this report regarding an update of the customer service, administration and business functions of the Business Services Department within the Water and Waste Directorate of Isaac Regional Council.**

Carried

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9.21 Auditor General Correspondence Report

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0555

Moved: Cr Vern Russell

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

1. *Receives and notes this report outlining the Water and Waste Directorate's position in response to the recommendations from the Queensland Audit Office report "Managing Queensland's regional water quality".*

Carried

Resolution No.: 9146

Moved: Cr Alaina Earl

Seconded: Cr Vern Russell

That Council:

1. **Receives and notes this report outlining the Water and Waste Directorate's position in response to the recommendations from the Queensland Audit Office report "Managing Queensland's regional water quality".**

Carried

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9.22 Water Fluoridation in Isaac Region

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.: W&W0556

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That the Committee Recommends that Council:

1. Receives and notes this report outlining the journey that Isaac Regional Council has endured on Fluoridation in drinking water.

Carried

Resolution No.: 9147

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That Council:

1. Receives and notes this report outlining the journey that Isaac Regional Council has endured on Fluoridation in drinking water.

Carried

Resolution No.: 9148

Moved: Cr Viv Coleman

Seconded: Cr Vern Russell

That Council adjourn the meeting for morning tea the time being 11.27am.

Carried

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Resolution No.: 9149

Moved: Cr Simon West

Seconded: Cr Terry O'Neill

That Council resume the meeting at 11.47am.

Carried

9.23

Request for Waiver of Waste Disposal Fees from a Not-For-Profit – Moranbah Op Shop

EXECUTIVE SUMMARY

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

COMMITTEE'S RECOMMENDATION

Resolution No.:

Moved: Cr Rachel Anderson

Seconded: Cr Simon West

That the Committee Recommends that Council:

- 1. Approves the application from the Moranbah Op Shop (27 Bacon Street, Moranbah) for the waiving of waste disposal fees, with a limit of \$1,000.00 (excluding GST) for the 2024/2025 Financial Year.*

Lost

Resolution No.: W&W0557

Moved: Cr Rachel Anderson

Seconded: Cr Simon West

That the Committee requests that the Request for Waiver of Waste Disposal Fees from a Not-For-Profit – Moranbah Op-Shop Report is presented to the Water and Waste Standing Committee Meeting in May 2025 with additional information to be provided with alternative options as discussed by the Committee.

Carried

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Resolution No.: 9150

Moved: Cr Simon West

Seconded: Cr Vern Russell

That Council:

- 1. Requests that the Waiver of Waste Disposal Fees for Registered Not-For-Profit organisations is presented to the Water and Waste Standing Committee Meeting in June 2025 for consideration following discussions held at a Councillor Workshop Day being held in May 2025.**
- 2. Requests that a report be presented to the June 2025 Water and Waste Standing Committee responding to the emerging issue of unlawful or inconsiderate disposal of household and other waste at places other than public waste management facilities.**

Carried

10. OFFICER REPORTS

10.1 AICD Training for Elected Members 2024—2028 Term of Council

EXECUTIVE SUMMARY

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

OFFICER’S RECOMMENDATION

That Council:

- 1. Consistent with the Councillor Professional Development Calendar (presented to Ordinary Meeting, 26 February 2025), affirms its intention to afford each councillor the opportunity to*

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complete the Australian Institute of Company Directors' Company Directors Course, noting that some councillors have already done so.

2. *Extends the same offer to remaining councillors noting that the Mayor and Chief Executive Officer are authorised to approve professional development activities in line with Councillor Support (Expenses Reimbursement) Policy within budgetary limits.*

Resolution No.: 9151

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That Council:

1. **Consistent with the Councillor Professional Development Calendar (presented to Ordinary Meeting, 26 February 2025), affirms its intention to afford each councillor the opportunity to complete the Australian Institute of Company Directors' Company Directors Course, noting that some councillors have already done so.**
2. **Extends the same offer to remaining councillors noting that the Mayor and Chief Executive Officer are authorised to approve professional development activities in line with Councillor Support (Expenses Reimbursement) Policy within budgetary limits.**
3. **Acknowledges that the following Councillors have expressed their interest in attending the AICD Training:**
 - **Cr Rachel Anderson (Moranbah only for 2025)**
 - **Cr Melissa Westcott (2025)**
 - **Cr Terry O'Neill (only if held in Moranbah 2025 or 2026)**
 - **Cr Viv Coleman (2025 only if late August and September or 2026)**
 - **Cr Vern Russell (2026)**
 - **Cr Alaina Earl (2026)**

Carried

10.2 St Lawrence Wetlands Weekend 2025 – Additional Fees and Charges

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

Name	Cost Recovery or Non Cost Recovery	Head of Power	GST	2024/25 FY Fee
<i>Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider</i>				
FOOD EXPERIENCES				
<i>The Flakyard's 6 Course Degustation Dining Experience</i>	NCR		Y	\$350.00

2. *Adds the additional regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' of Council's fees and charges schedule 2024/2025, adopted under Council Resolution No: 9081.*
3. *Provides delegation to the Chief Executive Officer to set fees and charges for the St Lawrence Wetlands Weekend event, subject to prior consultation with councillors and notification of decisions via a public notice.*

UNCONFIRMED MINUTES

Resolution No.: 9152

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That Council:

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

Name	Cost Recovery or Non Cost Recovery	Head of Power	GST	2024/25 FY Fee
Purchase of tickets vis ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider				
FOOD EXPERIENCES				
The Flakyard's 6 Course Degustation Dining Experience	NCR		Y	\$350.00

2. **Adds the additional regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' of Council's fees and charges schedule 2024/2025, adopted under Council Resolution No: 9081.**
3. **Provides delegation to the Chief Executive Officer to set fees and charges for the St Lawrence Wetlands Weekend event, subject to prior consultation with councillors and notification of decisions via a public notice.**

Carried

UNCONFIRMED MINUTES

10.3 Audit and Risk Committee Meeting Minutes - 17 March 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

1. *Receives and notes the Minutes of the Audit and Risk Committee meeting held on 17 March 2025.*
2. *Adopts the key recommendations of the Audit and Risk Committee on 17 March 2025, namely:*
 - a) *That ELT undertake critical review of the outstanding actions of the Consolidated External and Internal Audit Register prior to the May committee meeting;*
 - b) *That where items of high risk remain overdue on the Consolidated External and Internal Audit Register, the relevant Director is to attend the May committee meeting and present a status update;*
 - c) *That the Manager Governance and Corporate Services schedule calendar invitations as per the 2025 Calendar of Meetings for the audit and Risk Committee;*
 - d) *That the Annual Self-Assessment survey be reviewed and potentially shortened;*
 - e) *That steps be taken to hold a future planning session for Committee Members.*

Resolution No.: 9153

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That Council:

1. **Receives and notes the Minutes of the Audit and Risk Committee meeting held on 17 March 2025.**
2. **Adopts the key recommendations of the Audit and Risk Committee on 17 March 2025, namely:**
 - a) **That ELT undertake critical review of the outstanding actions of the Consolidated External and Internal Audit Register prior to the May committee meeting;**

UNCONFIRMED MINUTES

- b) That where items of high risk remain overdue on the Consolidated External and Internal Audit Register, the relevant Director is to attend the May committee meeting and present a status update;
- c) That the Manager Governance and Corporate Services schedule calendar invitations as per the 2025 Calendar of Meetings for the audit and Risk Committee;
- d) That the Annual Self-Assessment survey be reviewed and potentially shortened;
- e) That steps be taken to hold a future planning session for Committee Members.

Carried

10.4 Local Disaster Management Group Meeting Minutes

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

1. *Receives the minutes from the Local Disaster Management Group meeting held on 27 March 2025.*

Resolution No.: 9154

Moved: Cr Alaina Earl

Seconded: Cr Rachel Anderson

That Council:

1. **Receives the minutes from the Local Disaster Management Group meeting held on 27 March 2025.**

Carried

UNCONFIRMED MINUTES

Resolution No.: 9155

Moved: Cr Jane Pickels

Seconded: Cr Viv Coleman

That Council closes the meeting to the public at 12.21pm under *Local Government Regulations 2012* Section 254J(3) (g) to receive a confidential update on Report 11.1 Nebo Pool Lease and Management Agreement Extension and Report 11.2 Dealings with Vitrinite Update.

Carried

Resolution No.: 9156

Moved: Cr Simon West

Seconded: Cr Terry O'Neill

That Council open the meeting at 1.02pm.

Carried

11. CONFIDENTIAL REPORTS

CONFIDENTIAL REPORT

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

11.1 Nebo Pool Lease and Management Agreement Extension

EXECUTIVE SUMMARY

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

UNCONFIRMED MINUTES

COMMITTEE'S RECOMMENDATION

Resolution No.: PECS1283

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Under the provisions of Section 236(c)(iii) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over Lot 59 on N1101, located at 20 Reynolds Street, Nebo, on the basis that a lease renewal for the property is proposed for the existing tenant.*
- 2. Resolve to vary the existing contracts with Paine Industries Pty Ltd t/as Nebo Swimming Pool to extend the lease and management agreement for the Nebo Swimming Pool for a period of two (2) years, to expire on 31 August 2027;*
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 and 2 above.*

Carried

Resolution No.: 9157

Moved: Cr Viv Coleman

Seconded: Cr Melissa Westcott

That Council:

- 1. Under the provisions of Section 236(c)(iii) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over Lot 59 on N1101, located at 20 Reynolds Street, Nebo, on the basis that a lease renewal for the property is proposed for the existing tenant.**
- 2. Resolve to vary the existing contracts with Paine Industries Pty Ltd t/as Nebo Swimming Pool to extend the lease and management agreement for the Nebo Swimming Pool for a period of two (2) years, to expire on 31 August 2027;**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 and 2 above.**

Carried

CONFIDENTIAL REPORT

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

11.2 Dealings with Vitrinite Update

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

1. *Notes the update to the current dealings with Vitrinite associated with Vulcan and Vulcan South Project.*
2. *Authorises the Chief Executive Officer to take any and all steps necessary to secure:*
 - a) *Completion of the Peak Downs Mine/Saraji Road intersection works;*
 - b) *The road haulage maintenance arrangements as previously agreed.*
3. *Acknowledges previous delegations conferred upon the Chief Executive Officer (Resolution 6980) authorising variation to the Notifiable Road Use Agreements with Queensland Coking Coal Pty Ltd, QLD Coal Aust No 1 (collectively Vitrinite).*

Resolution No.: 9158

Moved: Cr Terry O'Neill

Seconded: Cr Rachel Anderson

That Council:

1. **Notes the update to the current dealings with Vitrinite associated with Vulcan and Vulcan South Project.**
2. **Authorises the Mayor and Chief Executive Officer to take any and all steps necessary to secure:**
 - a) **Completion of the Peak Downs Mine/Saraji Road intersection works at no additional cost to the ratepayers;**
 - b) **The road haulage maintenance arrangements as previously agreed.**

UNCONFIRMED MINUTES

3. **Acknowledges previous delegations conferred upon the Chief Executive Officer (Resolution 6980) authorising variation to the Notifiable Road Use Agreements with Queensland Coking Coal Pty Ltd, QLD Coal Aust No 1 (collectively Vitrinite).**

Carried

12. COUNCILLOR QUESTION TIME

12.1

Theresa Creek Dam

Cr Rachel Anderson advised Council that she was at Theresa Creek Dam over the Easter long weekend. The Dam was very busy with large numbers of campers over this period.

12.2

Lake Elphinstone Maintenance

Cr Alaina Earl advised Council that she was at Lake Elphinstone over the Easter long weekend, and it was lovely to see so many people at the lake over this holiday period. Cr Earl advised that she received lots of comments from campers about the maintenance of the facilities. Cr Earl looks forward to seeing the area maintained and additional maintenance (slashing) and a dump point being installed which was the main feedback received over the weekend.

ACTION: MANAGER PARKS AND RECREATION

12.3

Community Feedback and ANZAC Day Events

Cr Coleman advised that she had received positive feedback over the Easter long weekend from Community Members about the condition of areas they had been camping in around the region.

Cr Coleman also thanked all involved in preparations for ANZAC day.

ACTION:

12.4

Community Feedback on Theresa Creek Dam and Lake Elphinstone

Cr Melissa Westcott advised that she has received the following Community Feedback as follows:

1. Theresa Creek Dam – the shop had no working Wi-Fi over the Easter weekend which impacted the ability for the shop to accept fees from campers.
2. Lake Elphinstone – mowing of the area around the public toilets needs to occur.

ACTION: MANAGER ECONOMY AND PROSPERITY AND MANAGER PARKS AND RECREATION

12.7

Easter Service Moranbah

Cr Melissa Westcott advised that she attended the Easter Service held in Moranbah at the Isaac Events Centre Three Crosses. Cr Westcott advised that it was a beautiful service, and she received positive feedback from Community.

12.5

Mayoral Update

Mayor Kelly Vea Vea provided an update to Council on the following:

1. Thank you to Deputy Mayor for Acting while the Mayor was on leave
2. LGAQ Resources Forum
3. Federal Election
4. GW3 Delegation Brisbane
5. LGAQ Board Meeting attendance in Brisbane next week
6. Glenden Update
7. Anglo American Sale Update
8. Clermont Show (the Mayor advised that it is planned to launch the Good Samaritan Policy and Unveil the Clermont Time Capsule during the Show).
9. Meeting with Queensland Resources Council Chief Executive Officer, Janette Hewson

UNCONFIRMED MINUTES

12.6

Clermont Pool Facility Redevelopment Update

The Mayor asked for an update to Council on the Clermont Pool Facility Redevelopment.

ACTION: ACTING DIRECTOR PLANNING, ENVIROMENT AND COMMUNITY SERVICES

13. CONCLUSION

There being no further business, the Mayor declared the meeting closed at 1.26pm.

These minutes will be confirmed by Council at the Ordinary Meeting to be held in Clermont on Tuesday 27 May 2025.

.....
MAYOR

..... / /
DATE

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Teika Kirkman

AUTHOR POSITION

Executive Assistant to the Office of Mayor and CEO

8.1

BUSINESS OUTSTANDING TABLE FOR ORDINARY MEETING OF COUNCIL – APRIL 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That Council:

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

BACKGROUND

A monthly report is submitted to Council detailing the status of all Council Resolutions that have business outstanding. This information is provided on the Business Outstanding table; please see the attached document for further details

IMPLICATIONS

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

CONSULTATION

Executive Leadership Team

BASIS FOR RECOMMENDATION

Transparent reporting to Elected Members

ACTION ACCOUNTABILITY

Office of the Chief Executive Officer

KEY MESSAGES

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

Report prepared by:

Teika Kirkman
**Executive Assistant to the Office
of Mayor and CEO**

Date: 21 May 2025

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: 22 May 2025

ATTACHMENTS

- ATTACHMENT 1 - Business Outstanding Table for Ordinary Meeting - April 2025
- ATTACHMENT 2 - Business Outstanding Table for Ordinary Meeting - March 2025
- ATTACHMENT 3 - Business Outstanding Table for Ordinary Meeting - February 2025
- ATTACHMENT 4 - Business Outstanding Table for Ordinary Meeting - January 2025

REFERENCE DOCUMENT

- Nil

Council Resolution Register - April 2025 (Business Outstanding Table)													
Meeting Type	Meeting Date	Item No.	Report Title	Executive Summary	Res No	Council Resolution	Responsible Officer/s	Action Accountability	Action Comments	Action Status	If Not Yet Complete - Expected Completion Date	Completion Date	Link to minutes
Ordinary Meeting	Wednesday 23 April 2025	7	Confirmation of Minutes	Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Dysart on Wednesday 26 March 2025	9106	The Minutes of the Ordinary Meeting of Isaac Regional Council held at Isaac Regional Council, Board Room, Dysart on Wednesday 26 March 2025 are confirmed.	Office of the CEO	Update Minutes to Confirmed and add to the IRC Website. Print Minute Book for Mayor's Signature	This will be actioned once the minutes are confirmed at the May Ordinary Meeting	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9116	Approves the following application 2 for the Community Grants Round Three FY2024-2025 as follows: Application 2Clermont 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. Details Approves \$5,000.00 (excluding GST) Budget Source Division 1 and 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9117	Approves the following application 3 for the Community Grants Round Three FY2024-2025 as follows: Application 3Clermont Race Club Project Clermont Race Club are hosting their annual races on the 21 June 2025. They are seeking Councils support of \$5,000 to go towards the payment of security. The quote for the for security is \$8,000.00. The overall cost of event is \$54,400. This meets the co contribution amount. Detail Approves \$5,000.00 (excluding GST) Budget Source Division 1 and 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9118	Approves the application 4 for the Community Grants Round Three FY2024-2025 as follows: Application 4 Clermont Community Business Group (Auspicing For Motherland) Project Clermont Community Business Group (auspicing for Motherland Australia) are hosting a Mother's Day luncheon on 6 June 2025. They are seeking Councils support of \$5,000 to go towards the cost of catering and the keynote speaker. The quote for Pennys Plaza is \$2,510. The quote for Grace Brennan \$5,000. The overall cost of the event is \$19,500. This meets the co contribution amount. Details Approves \$1,000.00 (excluding GST) for a minor grant Budget Source Division 1 and 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9119	Approves the application 5 for the Community Grants Round Three FY2024-2025 as follows: Application 5 Clermont Community Business Group (Auspicing For Lily's Mission- Clermont Challenge) Project Clermont Community Business Group (auspicing for Lily's Mission- Clermont Challenge) are hosting their annual fundraiser on the 19 July 2025. This year's proceeds will go to Navicare and shop Isaac cards. They are seeking Councils support of \$5,000 to go towards the payments of Shop Isaac cards, butcher, Bidfood, Clermont signs, photography, prizes and event styling. Shop Isaac cards is \$2,000. The quote for the butcher is \$1,264. The quote for Bidfood is \$404.61. The quote for Clermont signs is \$487.74. The quote for prizes is \$370.00. The quote for event styling is \$2,000. The overall cost of the event is \$9,000. This meets the co contribution amount. Details Approves \$2,500.00 (excluding GST) Budget Source Division 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			

Ordinary Meeting	Wednesday 23 April 2025				9125	Approves the application 11 for the Community Grants Round Three FY2024-2025 as follows: Application 11 Moranbah Bulldogs (Australian Football Association) Project Moranbah Bulldogs (Australian Football Association) are celebrating their 50 years with a date to be confirmed. They are waiting for the final draw to be announced so they can make sure it coincides with their home game. They are seeking Councils support of \$5,000 to go towards the payment of their jerseys. The overall cost of event is \$13,000. The quote for the jerseys is \$10,131. This meets the co contribution amount. Details Approves \$1,000 (excluding GST) for a minor grant Budget Source Approve equally from Divisions 3, 4 and 5			Awaiting signed funding agreement from the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9127	Approves the application 13 for the Community Grants Round Three FY2024-2025 as follows: Application 13 Clermont Community Housing Project Clermont Community Housing are preparing renovations to the Lagoon offices. They are creating two new office spaces for visiting service providers. They are seeking Councils support of \$10,000 to contribute towards the works and materials. The quote for C-MACS Solution \$9,246.61. The quote for the builder \$4,950. The overall cost of event is \$18,000. This meets the co contribution amount. Details Approves \$5,000.00 (excluding GST) Budget Source Division 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9128	Approves the application 14 for the Community Grants Round Three FY2024-2025 as follows: Application 14 Clermont Rodeo and Show (Auspicing For Hoch And Wilkinson) Project Clermont Rodeo and Show (auspicing for Hoch and Wilkinson) are hosting their annual Beef Expo and Trade Display. They are seeking Councils support of \$5000 for the sponsorship of the Grand Champion Exhibit of the day. Details Approves \$5,000.00 (excluding GST Budget Source Division 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9129	Approves the application 15 for the Community Grants Round Three FY2024-2025 as follows: Application 15 Clermont Isolated Children's Parents Association Project Clermont Isolated Children's Parents Association are hosting their annual sports camp on 24-29 August 2025. They are seeking Councils support of \$5,000 to go towards the camp shirts. The quote for the shirts is \$7,699.50. The overall cost of the event is \$77,700. This meets the co contribution amount. Details Approves \$4,600 (excluding GST Budget Source Division 1 and 6			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9130	Approves the application 16 for the Community Grants Round Three FY2024-2025 as follows: Application 16 Dysart Golf Club Project Dysart Golf Club are building a mini golf attraction at the club. This will be opened to the public and attract tourists to Dysart. They are seeking Councils support of \$5,000 to pay for the giant black headed python, echidna and green frog. A plaque will be set to recognise Council. The quote for Nature works (stage 2) design is \$12,000. The overall cost of the project is \$317,450. This meets the co contribution amount. Details Approves \$5,000.00 (excluding GST) Budget Source Division 2			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025				9139	Approves the application 17 for the Community Grants Round Three FY2024-2025 as follows: Application 17 Nebo Bushman's Carnival Project Nebo Bushman's Carnival are hosting their three annual major events for 2025. Nebo Rodeo, Nebo Cutting Show and Nebo Campdraft. They are seeking Councils support of \$15,000 to contribute towards transport costs. The quote for transport is \$15,000 for each of the three events at a total of \$45,000. The overall cost of the project is \$189,000. This meets the co contribution amount. Details Approves \$15,000.00 (excluding GST) Budget Source Division 8			Awaiting funding agreement to be returned by the applicant	In Progress - On schedule			

Ordinary Meeting	Wednesday 23 April 2025	9.1	Clermont Community Housing and Other Services Inc. – Lagoon Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of 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.	9133	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.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	19/05/25 Final version of LTO emailed to group for signing. 20/5/25 Small changes made to LTO and re-sent to group for signing. 21/05/25 Email received from CCHAOSI requesting that confirmation they can hire to third parties be included in LTO.	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	9.1	Moranbah Tennis Association Incorporated – Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of 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.	9134	1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, by way of a ten (10) year trustee lease to Moranbah Tennis Association Incorporated. 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into a ten (10) year trustee lease over BSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields via Tallon Street, Moranbah, to Moranbah Tennis Association Incorporated. a. Lease fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$473.00 including GST per annum, matrix attached. b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents. c. Acknowledging that all built assets are owned by the Moranbah Tennis Association Incorporated therefore all repairs and maintenance will be the responsibility of the club. 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clauses 2 and 3 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation	21/05/25 Made amendment to LTO and re-issued to CCHAOSI for them to take to their meeting next week for a resolution to sign.	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	9.1	Playgroup Queensland Ltd – Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of 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.	9135	1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah, by way of a ten (10) year trustee lease to Playgroup Queensland Ltd. 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into a ten (10) year trustee lease agreement with Playgroup Queensland Ltd over GSP214729 being part of Lot 133 on GV265, located at the Eastern Sporting Fields, via McCool Street, Moranbah. a. Lease fees to be charged in accordance with 2024-2025 Fees and Charges – annual tenure fee \$803.00 incl GST, matrix attached. b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents. c. Acknowledging that the building structure is owned by Isaac Regional Council therefore all repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the trustee lease; and acknowledging that all play equipment is owned by Playgroup Queensland Ltd therefore repairs and maintenance responsibilities will be the remit of the organisation. 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	14/05/25 Resolution received from DPECS. 19/05/25 Final copy of trustee lease x 3 sent via registered post to club for signing.	In Progress - On schedule			

Ordinary Meeting	Wednesday 23 April 2025	9.1	Planning, Environment and Community Services Quarterly Departmental Report – Engaged Communities	The purpose of this report is to provide an overview of the Engaged Communities Department's current status and future direction.	9136	1.Receives and notes the content of the Planning, Environment and Community Services Quarterly Departmental Report – Engaged Communities.	Maggi Stanley	The Manager Engaged Communities is responsible for strategic-level delivery of Engaged Communities functions across the region.	Ongoing operations progressing as per report	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	9.1	Planning, Environment and Community Services FY2024/2025 Capital Projects Progress Report as at 24 March 2025	This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2024/2025 Capital Works Program.	9137	1.Receives and notes the monthly Planning, Environment and Community Services FY2024/2025 Capital Progress Summary Report as at 24 March 2025.	Mark Davey	The Program Manager – Capital Delivery in conjunction with the PECS leadership team and under the guidance of Director PECS hold responsibility for the scoping, procurement and the completion of the projects identified within the 2024-2025 Capital Program.	Ongoing Capital Delivery is progressing as per report	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	9.1	Planning Environment and Community Services Quarterly Departmental Report – Economy and Prosperity	The purpose of this report is to provide an overview and status update of the Economy and Prosperity Department's projects and operational commitments.	9138	Receives and note the content of the report which provides an overview and status update of the Economy and Prosperity Department's projects and operational commitments.	Joel Redden	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 project	Ongoing operations progressing as per report Next report to considered at June Ordinary Meeting	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	9.1	Engineering and Infrastructure 2024/2025 Capital Projects Progress Report – March 2025	This report is to provide an update to the Engineering and Infrastructure Standing Committee and Council of the progress in delivery of the Engineering and Infrastructure 2024/2025 Capital Works Program.	9139	Receives and notes the monthly Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary Report for March 2025.	Robert Perna	That the Managers and the Director Engineering and Infrastructure oversee the scoping, procurement and the completion of the projects identified within the 2024/2025 Capital Projects Progress Summary spreadsheet. Furthermore, that the appropriate Managers and the Director Engineering and Infrastructure are held accountable for the delivery of the project stages are completed within the identified timeframes.					
Ordinary Meeting	Wednesday 23 April 2025	9.2	Infrastructure Department Operational Update – March 2025	This report is to provide a monthly update to Council on the current operational status of the Infrastructure Department.	9140	Notes the Infrastructure Department monthly update for March 2025.	Jason Frost	The Manager Infrastructure and the leadership team are accountable for delivery of effective works across the region.					
Ordinary Meeting	Wednesday 23 April 2025	9.2	Fleet Department Operational Update – 1 December 2024 to 31 March 2025	The intent of the report is to provide an update on the operational activities undertaken by the Fleet Department.	9141	Notes the operational update provider for the Fleet Department – 1 December 2024 to 31 March 2025.	Malcolm Gardiner	Acting Manager Fleet to continue to lead and develop team members to ensure continued service delivery for internal and externals customers.					
Ordinary Meeting	Wednesday 23 April 2025	9.2	Infrastructure Planning and Technical Services Department Operational Update – 1 December 2024 to 31 March 2025	The intent of the report is to provide an update on the operational activities undertaken by the Infrastructure Planning and Technical Services department.	9142	Notes the operational update provided for the Infrastructure Planning and Technical Services Department – 1 December 2024 to 31 March 2025.	Guy Stevenson	Manager Infrastructure Planning and Technical Services to continue to lead and develop team members to ensure continued service delivery for internal and externals customers.					
Ordinary Meeting	Wednesday 23 April 2025	9.2	2024 – 2028 Local Government Grants and Subsidies Program Stage 2 Application – Nebo Staff Housing	This report seeks Council's endorsement of the 2024-2028 Local Government Grants and Subsidies Program (LGGSP) Nebo Staff Housing Stage 2 application.	9143	1. Endorses a Stage 2 application to the Local Government Grants and Subsidies Program for the development of 5 x 2-bedroom units in Nebo. 2. Approves Councils contribution of approximately \$1,127,454 representing 40% of the total project costs. 3. Delegates Authority to the Chief Executive Officer to submit the required application to the Department of Housing, Local Government, Planning and Public Works. 4. Be provided with information that satisfies that the background work has been completed to ensure that all available Nebo Council Controlled Properties have been considered for this project including Ann Street.	Jessica Bugeja	Research and Policy Advisor to prepare Stage 2 Application package Chief Executive Officer (or delegate) to approve Stage 2 Application package for submission.		In Progress - On schedule			

Ordinary Meeting	Wednesday 23 April 2025	9.2	Request for Waiver of Waste Disposal Fees from a Not-For-Profit – Moranbah Op Shop	The purpose of this report is to consider a request from a Not-For-Profit, Moranbah Op Shop to waive waste disposal fees.	9150	Requests that the Waiver of Waste Disposal Fees for Registered Not-For-Profit organisations is presented to the Water and Waste Standing Committee Meeting in June 2025 for consideration following discussions held at a Councillor Workshop Day being held in May 2025. Requests that a report be presented to the June 2025 Water and Waste Standing Committee responding to the emerging issue of unlawful or inconsiderate disposal of household and other waste at places other than public waste management facilities	Jason Grandcourt	Manager Waste Services is responsible for the administration of any fee waiving of waste disposal fees on behalf of Council.	On-going	In Progress - On schedule		11/06/2025	
Ordinary Meeting	Wednesday 23 April 2025	10	AICD Training for Elected Members 2024—2028 Term of Council	This report is provided on the request from Resolution No.: 9032 (26 February 2025) point 3 'requests that a report is presented to Council at the March Ordinary Meeting on AICD Training for Elected Members for the 2024-2028 term of Council'.	9151	1. Consistent with the Councillor Professional Development Calendar (presented to Ordinary Meeting, 26 February 2025), affirms its intention to afford each councillor the opportunity to complete the Australian Institute of Company Directors' Company Directors Course, noting that some councillors have already done so. 2. Extends the same offer to remaining councillors noting that the Mayor and Chief Executive Officer are authorised to approve professional development activities in line with Councillor Support (Expenses Reimbursement) Policy within budgetary limits. 3. Acknowledges that the following Councillors have expressed their interest in attending the AICD Training: •Cr Rachel Anderson (Moranbah only for 2025) •Cr Melissa Westcott (2025) •Cr Terry O'Neill (only if held in Moranbah 2025 or 2026) •Cr Viv Coleman (2025 only if late August and September or 2026) •Cr Vern Russell (2026) •Cr Alaina Earl (2026)	Kielly Gianville	Chief Executive Officer to progress the Councillor development program.		In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	10	St Lawrence Wetlands Weekend 2025 – Additional Fees and Charges	The purpose of this report is to seek endorsement of St Lawrence Wetlands Weekend 2025 additional event fees and charges.	9152	1. Adopts the additional fees and charges for the 2025 St Lawrence Wetlands Weekend ticket sales, inclusive of GST: Name Cost Recovery or Non Cost Recovery Head of Power GST 2024/25 FY Fee Purchase of tickets via ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider FOOD EXPERIENCES The Flakyard's 6 Course Degustation Dining Experience NCR Y \$350.00 2. Adds the additional regulated fees listed under the section 'St Lawrence Wetlands Weekend 2024' of Council's fees and charges schedule 2024/2025, adopted under Council Resolution No: 9081. 3. Provides delegation to the Chief Executive Officer to set fees and charges for the St Lawrence Wetlands Weekend event, subject to prior consultation with councillors and notification of decisions via a public notice.	Joel Redden	The Economy and Prosperity team to prepare the ticketing website for release of the tickets and work with the Brand Media and Communications team to deliver aligned marketing and communications for the event. The Finance department to add to the 2025 St Lawrence Wetlands Weekend event's Fees and Charges.					
Ordinary Meeting	Wednesday 23 April 2025	10	Audit and Risk Committee Meeting Minutes - 17 March 2025	The purpose of this report is to present the unconfirmed minutes of the Audit and Risk Committee (the Committee) meeting held on Monday, 17 March 2025 and propose that the recommendations are adopted.	9153	1. Receives and notes the Minutes of the Audit and Risk Committee meeting held on 17 March 2025. 2. Adopts the key recommendations of the Audit and Risk Committee on 17 March 2025, namely: a) That ELT undertake critical review of the outstanding actions of the Consolidated External and Internal Audit Register prior to the May committee meeting; b) That where items of high risk remain overdue on the Consolidated External and Internal Audit Register, the relevant Director is to attend the May committee meeting and present a status update; c) That the Manager Governance and Corporate Services schedule calendar invitations as per the 2025 Calendar of Meetings for the audit and Risk Committee; d) That the Annual Self-Assessment survey be reviewed and potentially shortened; e) That steps be taken to hold a future planning session for Committee Members.	Peta Eyschen	The Manager Governance and Corporate Services will ensure the approved Minutes are stored in corporate memory and the actions recorded and registered for follow-up.					
Ordinary Meeting	Wednesday 23 April 2025	10	Local Disaster Management Group Meeting Minutes	This report is to present the Local Disaster Management Group (LDMG) meeting minutes from 27 March 2025.	9154	Receives the minutes from the Local Disaster Management Group meeting held on 27 March 2025.	Maria Borg	Disaster Management Officer to send confirmed minutes to all members of the Isaac Local Disaster Management Group.					

Ordinary Meeting	Wednesday 23 April 2025	11	CONFIDENTIAL REPORT - Nebo Pool Lease and Management Agreement Extension	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.	9157	1. Under the provisions of Section 236(c)(iii) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over Lot 59 on N1101, located at 20 Reynolds Street, Nebo, on the basis that a lease renewal for the property is proposed for the existing tenant. 2. Resolve to vary the existing contracts with Paine Industries Pty Ltd t/as Nebo Swimming Pool to extend the lease and management agreement for the Nebo Swimming Pool for a period of two (2) years, to expire on 31 August 2027; 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 and 2 above.	Ken Tucker	Manager Community Facilities to progress discussions with the Pool Lessee to provide an extension in the lease to 2027.	<ul style="list-style-type: none"> *14/05/25 Resolution received from DPECS. *19/05/25 Emailed Preston Law to request they prepare a new lease for the current lessee. *20/05/25 Preston Law phoned to ask if Council is satisfied with a Form 13 Amendment to Lease. SCLO confirmed this was acceptable. *20/05/25 Preston Law emailed the Form 13 Amendment to Lease *20/05/25 SCLO emailed Program Leader Leased Council Facilities to ask if he was going 	In Progress - On schedule			
Ordinary Meeting	Wednesday 23 April 2025	11	CONFIDENTIAL REPORT Dealings with Vitrinite	The intent of the report is to provide Council with an update on all of the current dealings with Vitrinite related to road and transport infrastructure.	9158	1. Notes the update to the current dealings with Vitrinite associated with Vulcan and Vulcan South Project. 2. Authorises the Mayor and Chief Executive Officer to take any and all steps necessary to secure: <ul style="list-style-type: none"> a) Completion of the Peak Downs Mine/Saraji Road intersection works at no additional cost to the ratepayers; b) The road haulage maintenance arrangements as previously agreed. 3. Acknowledges previous delegations conferred upon the Chief Executive Officer (Resolution 6980) authorising variation to the Notifiable Road Use Agreements with Queensland Coking Coal Pty Ltd, QLD Coal Aust No 1 (collectively Vitrinite).	Sean Robinson	Chief Executive Officer to negotiate terms of variation. Manager Galilee and Bowen Basin Operations to facilitate the drafting of the required documents. Manager Galilee and Bowen Basin Operations to ensure both Council and Vitrinite continue to be compliant under applicable agreements.					

Council Resolution Register - February 2025 (Business Outstanding Table)													
Meeting Type	Meeting Date	Item No.	Report Title	Executive Summary	Res No	Council Resolution	Responsible Officer/s	Action Accountability	Action Comments	Action Status	If Not Yet Complete Expected Completion Date	Completion Date	Link to minutes
Ordinary Meeting	Wednesday 26 March 2025	8.2a	Reallocation of Budget for Dysart Kindergarten	The purpose of this report is to seek Council endorsement to surrender budget item CW253328 from the 2024/2025 budget for the amount of \$175,000 to ISAAC capital fund for Council assets.	9067	1.Authorises the Chief Executive Officer (or delegate) to write to the Executive Committee of the Dysart Kindergarten Inc. to advise that Council holds no ownership interests in the building assets of the facility and considers that the Dysart Kindergarten Inc. is the lawful owner of the building assets. 2.Endorses the return of \$175,000 of FY2024/25 capital budget funds from project number CW253328 back to ISAAC capital fund for redistribution to other Council capital projects. 3. Endorses the amendment of the registered leasing documents to reflect that the buildings and structures are owned by the Dysart Kindergarten Inc. 4. Advocate to the Childcare Leadership Alliance, outlining the current situation with the Dysart Kindergarten and their need of support for maintaining its current building assets. 5. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.	Ken Tucker	Manager Budgets and Statutory Reporting to progress the surrender of funds.	Confirmed with Susan Martin that Budget has been reallocated. Dan Wagner visited Dysart Kindergarten - to investigate the outcome with Mick St Clair.	Not Yet Commenced			
Ordinary Meeting	Wednesday 26 March 2025	9.11	St Lawrence Recreation Group Incorporated – Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated.	9078	1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 105 on MC532, located at 593 St Lawrence Connection Road, St Lawrence, by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated. 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a three (3) year Licence to Occupy plus two (2) x three (3) year options to St Lawrence Recreation Group Incorporated. a.Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$880.00 ex GST, matrix attached. b. Acknowledging that all built assets onsite have been provided by both the St Lawrence Recreation Group Incorporated and Isaac Regional Council therefore repairs and maintenance will be the responsibility of the asset owner. 3. Authoriseste Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 and 3 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	Tenure/lease is currently being finalised.	In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025	9.12	Dysart Lifestyle Centre Inc. – Tenure Arrangements	The purpose of this report is to seek Council endorsement of an exception under the provisions of Section 236 (2) and 236 (1)(b)(ii) of the Local Government Regulations 2012 to dispose of part of Lot 1 on SP239822, located at 29 Queen Elizabeth Drive, Dysart, being the Dysart Recreation Centre by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc.	9079	1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolve that an exception from inviting written quotes or tenders is granted for tenure over part of Lot 1 on SP239822, located at 29 Queen Elizabeth Drive, Dysart, being the Dysart Recreation Centre by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc. 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into tenure by way of a five (5) year Licence to Occupy plus a five (5) year option to Dysart Lifestyle Centre Inc. c.Tenure fees to be charged – weekly usage fee \$575.00 ex GST based on partial cost recovery for electricity usage. d. Acknowledging that all built assets are owned by Isaac Regional Council therefore repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions over the area subject to the Licence to Occupy. 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	Tenure/lease is currently being finalised.	In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025	9.13	Expression of Interest – Lease A Being Part of Lot 10 on Sp237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart	The purpose of this report is to seek Council endorsement of the Expression of Interest lodged by Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, located at 27 Pony Club Road, Dysart.	9080	1. Approve to enter into a ten (10) year trustee lease agreement with the Dysart Men's Shed Qld Inc. for the use of Lease A being part of Lot 10 on SP237952, Old Southern Cross Grounds, 27 Pony Club Road, Dysart. a. Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$430.00 ex GST, matrix attached. b.All outgoing will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents. c. Acknowledging that the Dysart Men's Shed Qld Inc., plans to repair and upgrade the existing facilities and as such all assets will be owned by Dysart Men's Shed Qld Inc. therefore all repairs and maintenance responsibilities will be the remit of the club. 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.	Ken Tucker	Manager Community Facilities to progress tenure documentation.	Tenure/lease is currently being finalised.	In Progress - On schedule			

Ordinary Meeting	Wednesday 26 March 2025	9.19	Asset Installation and Maintenance Licence – Waterway Crossing Off Ellensfield Road	The report seeks to delegate the authority to the Chief Executive Officer to execute a Licence for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall.	9086	1.Delegates authority to the Chief Executive Officer to negotiate, execute and vary the Asset Installation and Maintenance Licence – Waterway Crossing off Ellensfield Road for the installation, use and maintenance of an existing waterway crossing and access track within the stock route 831ISAA adjoining the Burton Dam wall in accordance with the terms attached in the report.	Robert Perna	Galilee and Bowen Basin Operations department to lead negotiations under the guidance of Director Engineering and Infrastructure and Chief Executive Officer. Chief Executive Officer to execute the Licence. Manager Galilee and Bowen Basin Operations to ensure a copy of the executed document is provided to the proponent and obligations under the Licence are adhered to.		In Progress - On schedule			
Ordinary Meeting	Wednesday 26 March 2025	10.02	Country Roads Connect Program – Cotherstone Road	The report is seeking delegation to the Chief Executive Officer to submit a nomination under the Country Roads Connect Program for Pave and Seal Activities on Cotherstone Road.	9100	1. Delegates the Authority to the Chief Executive Officer to submit the Nomination form under the 2025 Round of the Country Roads Connect Program for Pave and Seal works on Cotherstone Road for a total project cost of \$3,000,000 inclusive of a 20% co-contribution. 2. Subject to the Nomination being successful, supports the Co-Contribution amounts to be included in future year budgets as outlined below a) \$20,000 2025-26 Financial Year. b) \$300,000 2026-27 Financial Year. c) \$280,000 2027-28 Financial Year.	Sean Robinson	Galilee and Bowen Basin Operations Department to complete the Nomination form for review by Director Engineering and Infrastructure and Chief Executive Officer		In Progress - On schedule			

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

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Council Resolution Register - January 2025 (Business Outstanding Table)													
2	Meeting Type	Meeting Date	Item No.	Report Title	Executive Summary	Res No	Council Resolution	Responsible Officer/s	Action Accountability	Action Comments	Action Status	If Not Yet Complete Expected Completion Date	Completion Date	Link to minutes
9	Ordinary Meeting	29/01/2025	10.5	Childcare Leadership Alliance Contribution Request	This report outlines the request for financial partnership from Childcare Leadership Alliance (CLA) as it seeks to address critical childcare challenges in the Isaac Region.	8995	1. Council acknowledges that reliable childcare is a service fundamental to the liveability of many communities and accepts that local government has a role to play to assist in shoring up such services, where the market has failed. 2. Accordingly, and subject to 2025/26 budget deliberations, Council approves the investment of \$100,000 per annum over four (4) years (commencing 1 July 2025) to support the Childcare Leadership Alliance to deliver support services to childcare centres across the Isaac region in an effort to prevent market failures resulting in decreased liveability of the Region. 3. Council authorises the Chief Executive Officer to negotiate and execute partnership agreements with the Childcare Leadership Alliance (CLA), ensuring that the agreements include provisions for quarterly reporting back to Council on key deliverables and CLA expanding access to its services across all communities within the Isaac region.			Meeting with CLA cancelled on 25/03/2025. Not yet rescheduled.	In Progress - On schedule			

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Jason Rivett

AUTHOR POSITION

Manager Financial Services

9.1

ISAAC REGIONAL COUNCIL MONTHLY FINANCIAL REPORT AS AT 30 APRIL 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the committee recommend that Council:

- 1. Receives the financial statements for the period ended 30 April 2025 pursuant to, and in accordance with, the Local Government Regulation 2021(s204).*

Resolution No.: CGFS0963

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives the financial statements for the period ended 31 March 2025 pursuant to, and in accordance with, the *Local Government Regulation 2012 (s204)*.**

Carried

BACKGROUND

Statutory Obligation Table – Isaac Regional Council

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

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

IMPLICATIONS

The operating result for April show Council is ahead of the budgeted operating position by approximately \$7.42M. The positive outcome is due to the timing of operational expenditure and lower than budgeted employee expenses.

The April YTD result shows that Council is operating within budget overall and any budget variances are anticipated to come in line with budget over the remainder of the financial year. Note - actual amounts are compared against year to date adopted Revised Budget figures. These will be assessed during the 3rd Quarter Budget Review and monitored to ensure that Council remains within budget and continues to deliver efficient and effective services to the community.

Capital expenditure of \$38.1M is under YTD budget excluding commitments, noting that when the \$38.9M of commitments are included, capital expenditure is 112.4% of the full year program. It should be noted that \$18.3M of commitments relate to the Phillips Creek Bridge construction with most of this expenditure anticipated to occur in the 2025/26 financial year. Excluding this project YTD actuals and commitments are at \$56.8M or 90.2% of the annual budget, leaving \$6.2M unspent and uncommitted YTD.

Year to date actual figures represent the position as at 24 April 2025 to meet the reporting timelines for the May Standing Committee Meeting.

CONSULTATION

Financial Services.

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Not Applicable.

KEY MESSAGES

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

Report prepared by:

JASON RIVETT
Manager Financial Services

Date: 29 April 2025

Report authorised by:

DARREN FETTEL
Director Corporate, Governance and Financial Services

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 Monthly Financial Statements 30 April 2025

REFERENCE DOCUMENT

- Nil

FINANCIAL STATEMENTS REPORT TO COUNCIL

Current as at **30 April 2025**

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



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FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 APRIL 2025

EXECUTIVE SUMMARY

At the end of April, the operating result is \$7,422,725 ahead of the budgeted position. This positive outcome is predominantly due to the timing of operational expenditure and lower than budgeted employee expenses

Capital revenue for April amounted to \$13,345,057 and when combined with the operating position, results in a net surplus of \$42,507,645, which is \$2,687,490 ahead of the YTD budgeted net result.

PRELIMINARY APRIL FINANCIAL STATEMENTS AT A GLANCE					
	YTD Actual	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
	\$	\$	\$	\$	%
Total operating revenue	142,822,323	143,000,392	(178,069)	153,801,913	92.9%
Total operating expenses	113,659,735	121,260,529	7,600,794	150,412,807	75.6%
Operating position	29,162,588	21,739,863	7,422,725	3,389,106	860.5%
Capital revenue	13,345,057	18,080,292	(4,735,235)	28,360,604	47.1%
Net result	42,507,645	39,820,155	2,687,490	31,749,710	133.9%

BACKGROUND

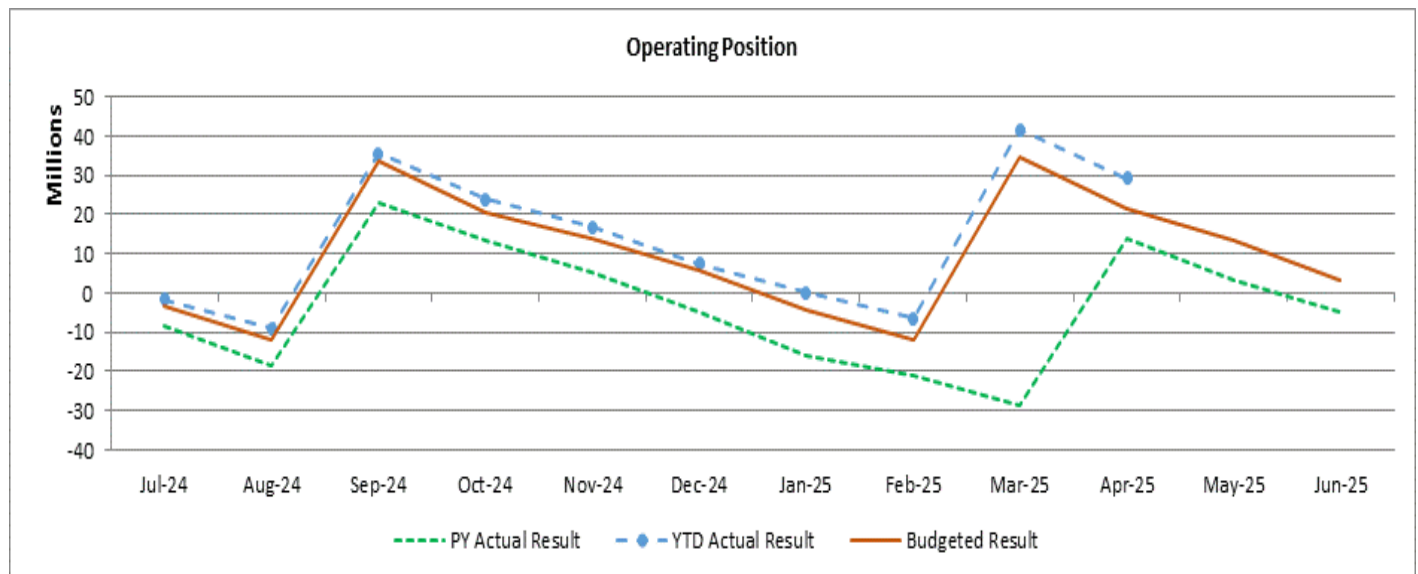
Each month, year to date financial statements are prepared to monitor actual performance against the latest adopted budget. Attached are the financial statements for the period ended 30 April 2025. Actual amounts are compared against year to date adopted Revised Budget figures. See appendix 1 for detailed financial statements.

It is noted that to meet earlier reporting timelines for statutory meetings that this reporting period has been closed earlier than normal (24 April 2025) which impacts on YTD actual results throughout the report.

Council is cognisant of the current economic climate and will be paying particular attention to how the various revenue streams are tracking throughout the year. Expenditure items will also be monitored to ensure that Council remains within budget and delivers efficient and effective services to the community. It is also noted that revenue and expenditure items will be reassessed through the Quarter 3 Budget Review and monitored to ensure that Council remains within budget and continues to deliver efficient and effective services to the community.

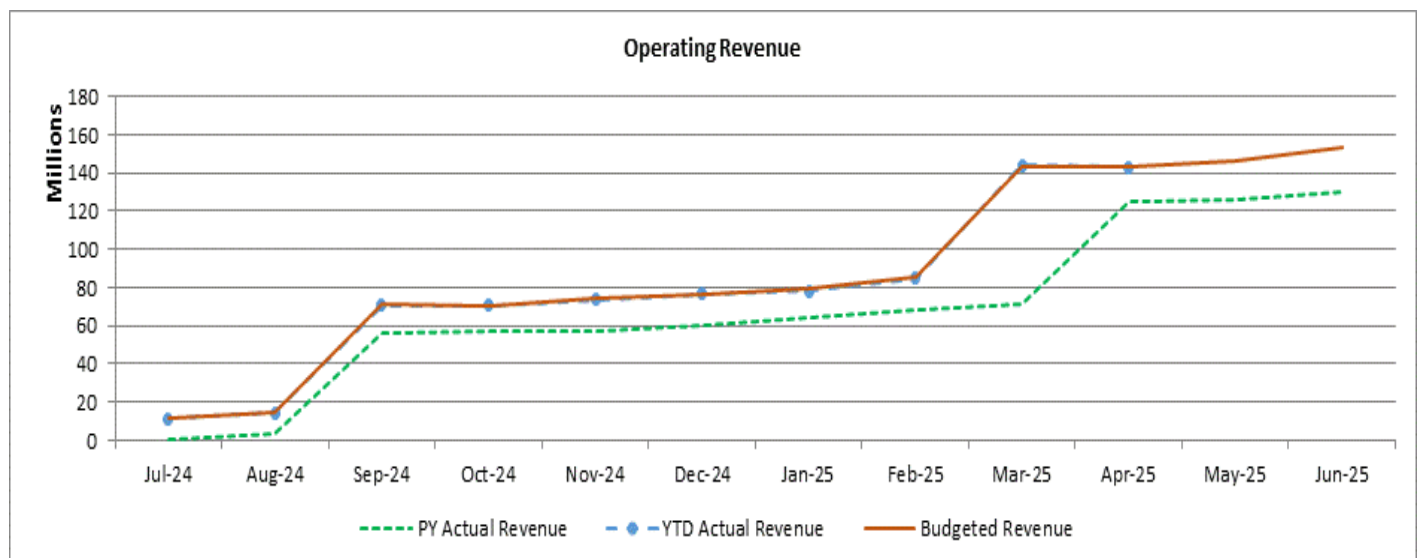
It should be noted that figures provided are accurate as at date of publication. Figures reported are cumulative year to date which may include adjustments for revenue or expenses accrued to prior accounting periods.

OPERATING POSITION



The current operating position for April has resulted in a surplus of \$29,162,588. This is favourable when compared to the YTD budget by \$7,422,725. Operating Revenue is \$178,069 unfavourable compared to YTD budget offset by Operating Expenses which are \$7,600,794 favourable when compared to YTD budget.

OPERATING REVENUE

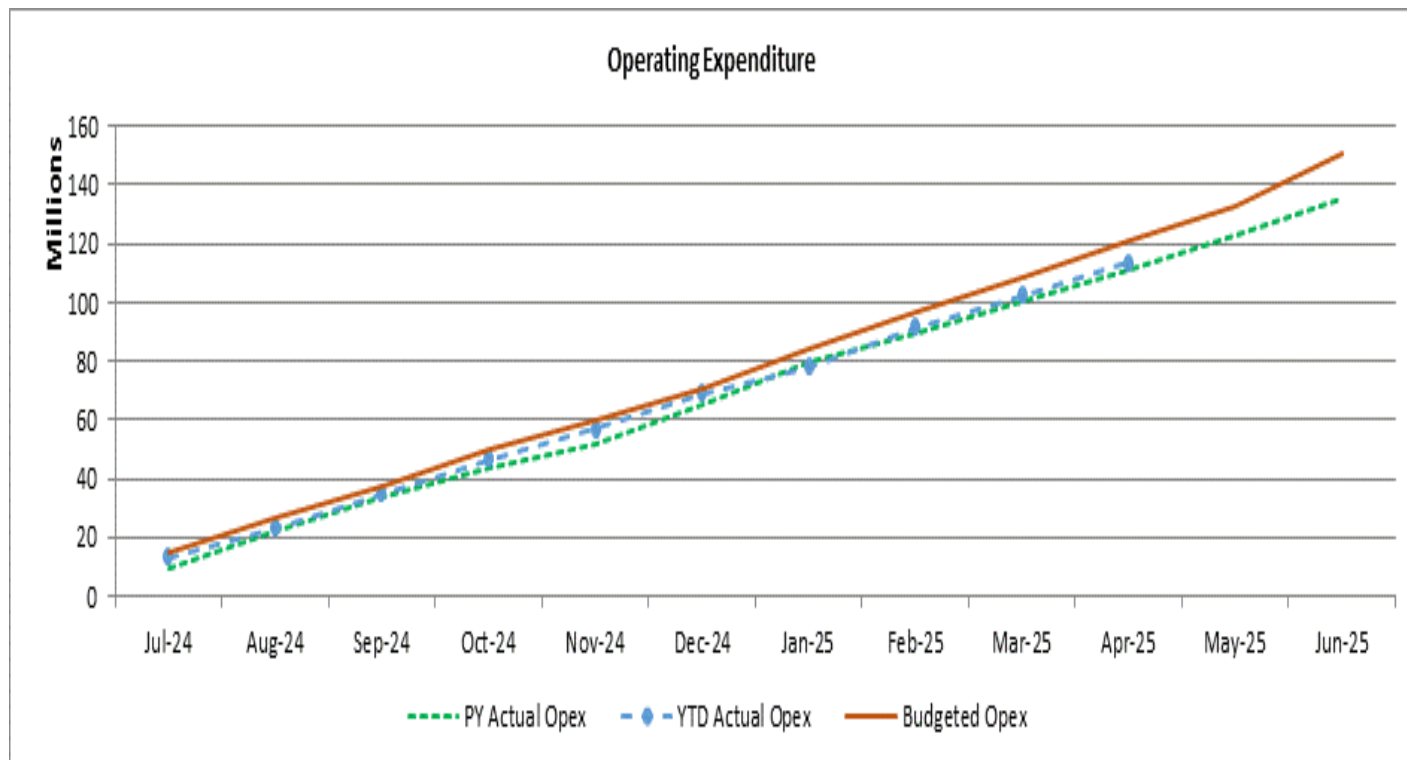


Operating Revenue comprises the following items – Rates and Utility Charges, Fees and Charges, Rental Income, Interest Received, Sale of Contract and Recoverable Works, Operating Grants, Subsidies and Contributions, Other Recurrent Revenue.

Operating revenue for April YTD was \$142,822,323 which is unfavourable when compared to budget by \$178,069. This unfavourable position is primarily due to the timing of grant revenue for the DRFA November 2021 event, recoverable works and RMPC revenue. Partially offsetting this unfavourable variance is increased landfill revenue, operating contributions, and interest income from investments.

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

OPERATING EXPENDITURE

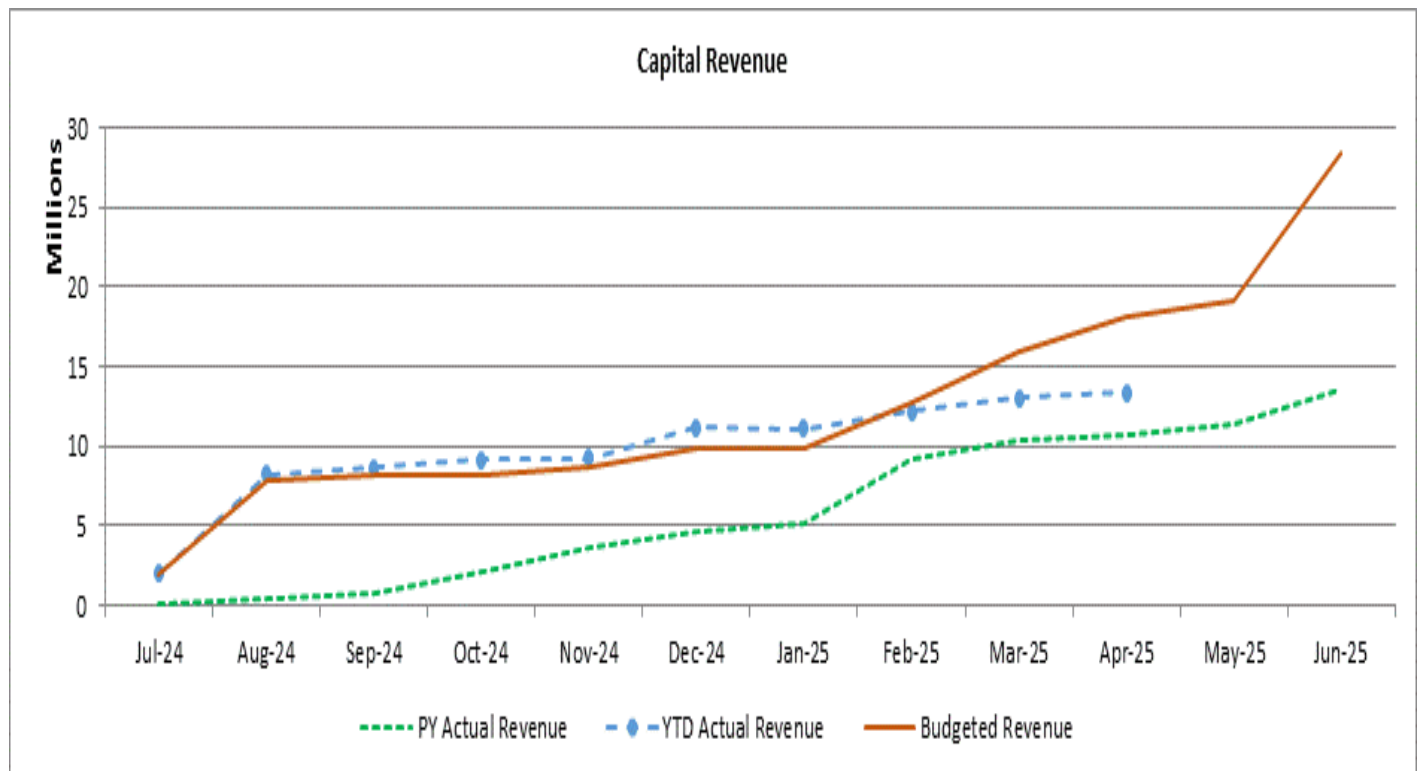


Operating expenditure consists of Employee Expenses, Materials and Services, Finance Costs and Depreciation.

Actual operating expenditure for April YTD was \$113,659,735 which is favourable to budget by \$7,600,794. This favourable result is predominantly due to lower than budgeted employee expenses and allocated cashflow for materials and services expenditure.

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

CAPITAL REVENUE

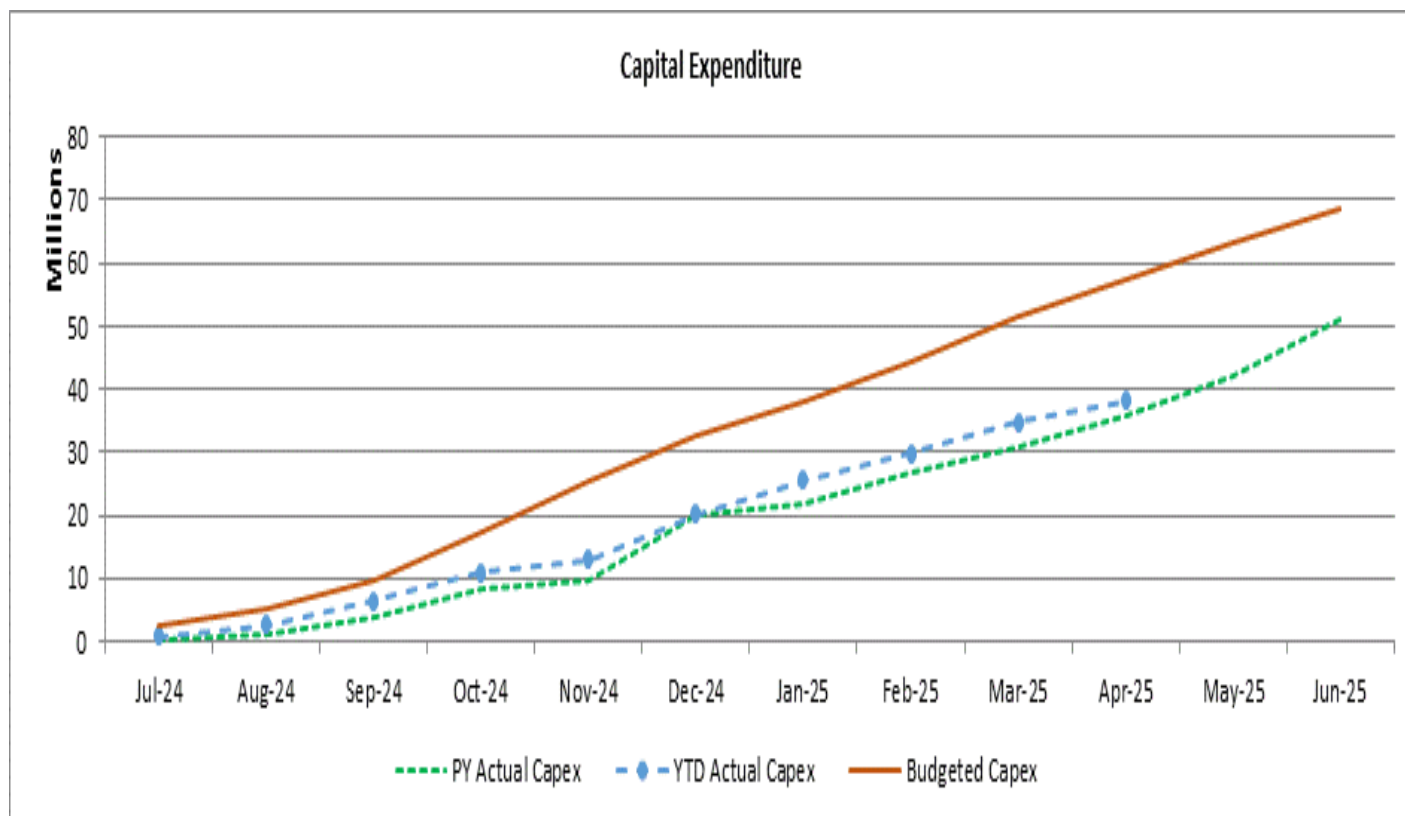


Capital Revenue for April YTD is \$13,345,057 which consists of grants, contributions and proceeds from the disposal of assets. The current unfavourable variance of \$4,735,235 is predominately due to the cash flowing of the grant fund related to the Resource Community Infrastructure Funds (RCIF), Bridges Renewal Program and Roads of Significant Infrastructure (ROSI).

Budgeted capital revenue for 2024/2025 is detailed below:

Grants	Revised Budget	YTD Actuals
Resource Community Infrastructure Fund	6,896,356	2,000,000
Philips Creek Bridge	4,995,000	4,995,000
Roads of Significant Infrastructure	2,410,273	1,136,392
Bridges Renewal Program	2,009,073	-
Roads to Recovery Program	1,879,103	1,560,000
Nebo Showgrounds Masterplan Stage 1	1,625,745	-
Transport Infrastructure Development Scheme	1,477,707	763,981
Local Roads & Community Infrastructure Grants	1,455,754	-
W4QLD 24 - 27	1,180,000	190,000
Sale of Plant and Equipment	998,698	782,778
REFF	700,000	700,000
Local Government Grants and Subsidies Program	681,589	427,422
Building our Regions	612,258	244,690
Disaster Ready	376,500	-
Solar Grant	344,437	39,525
HVSPP	322,729	322,729
Contribution to Mabbinn Road	250,000	-
STIP	22,609	-
Developer Contributions	122,773	182,550
Other various Minor Grants	-	9
Total	28,360,604	13,345,057

CAPITAL EXPENDITURE



Capital expenditure (\$38.1M) is under YTD budget (\$57.5M) excluding commitments, noting that when the \$38.9M of commitments are included, the capital expenditure is at 112.4% of annual budget. It should be noted that \$18.3M of commitments relate to the Phillips Creek Bridge construction with the majority of this expenditure anticipated to occur in the 25/26 financial year. Excluding this project YTD actuals and commitments are at (\$56.8M) or 90.2% of the annual budget, leaving \$6.2M unspent and uncommitted YTD.

Major budgeted projects for 2024/2025 financial year are:

Project	Revised Budget	YTD Actuals	YTD Commitments
MBH Community Centre - Refurbishment	10,998,539	9,295,425	921,594
Phillips Creek Bridge Construction	5,550,000	1,923,399	18,334,547
REG Surface Renewal Program	3,781,500	3,908,707	-
Fleet / Plant replacement program	3,774,264	2,634,101	1,085,678
REG Resheeting Program	3,492,063	2,345,674	894,551
Cooroora Creek Bridge Replacement	2,511,342	223,680	2,891,660
Isaac Resources Excellence Precinct	2,000,000	454,470	4,520,695
NBO Showgrounds Masterplan Stage 1	1,683,452	164,797	5,348
REG Floodway Construction	1,676,000	1,634,268	1,818
Eaglefield Road- Pave and Seal (ROSI)	1,560,000	509,841	1,027,024
Peak Downs Mine Road Recon & Widen	1,535,414	213,666	289,795
Dysart-Clermont Road Upgrade- ROSI	1,452,841	1,410,325	16,917
ST LAW Water Storage & Raw Water Main	1,090,371	869,430	168,753
MBH WTP - roof replacement	991,177	899,605	2,362

CAPITAL FUNDING AND PROJECT COMMITTALS

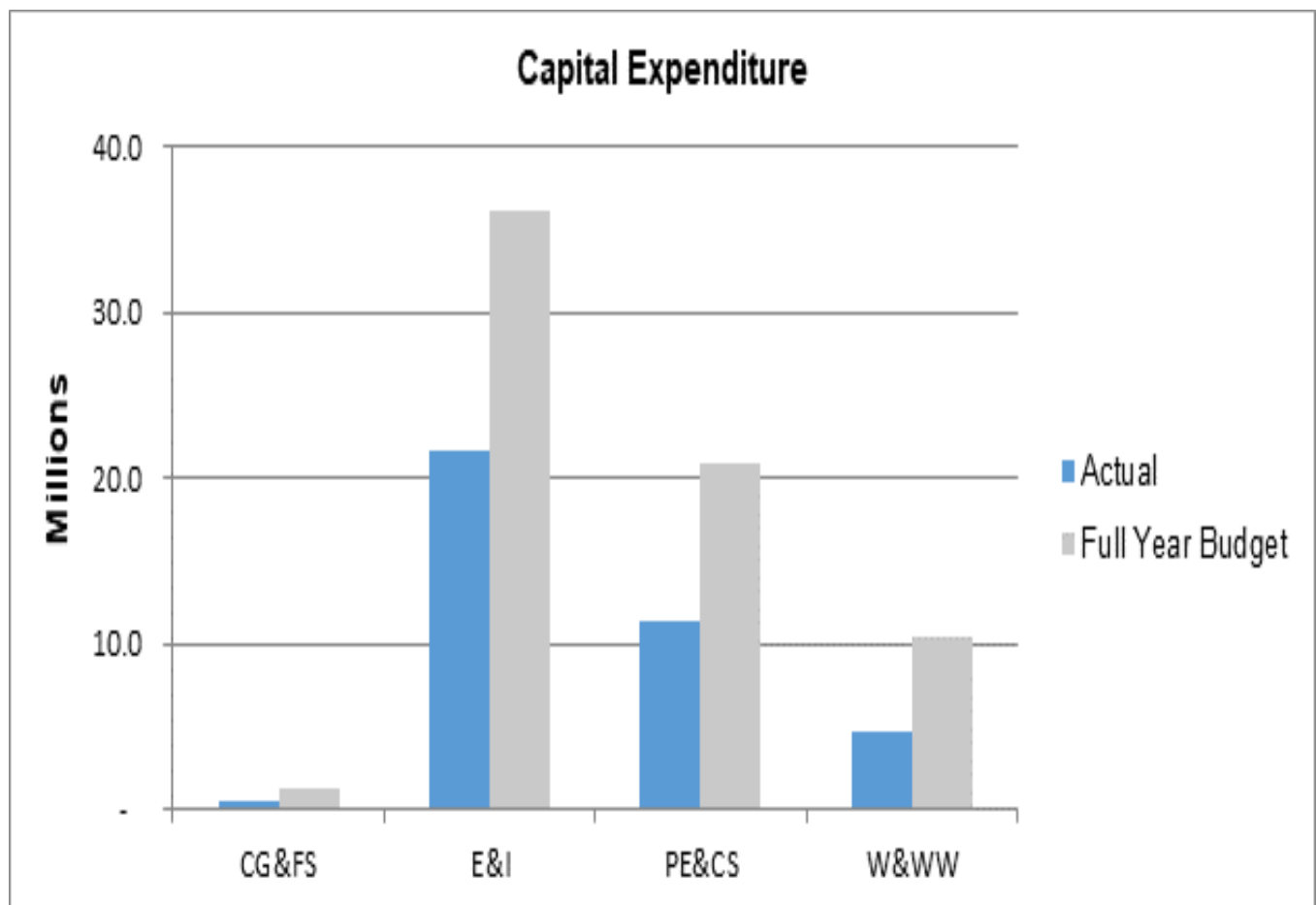
Capital expenditure is financed through loan borrowings, proceeds on disposal of assets, general reserves and the future capital sustainability reserve.

The future capital sustainability reserve represents accumulated funded depreciation monies which are held to maintain capital value under Council's long-term asset management plan.

The following table illustrates the Council's capital project expenditure as at April 2025.

Department	YTD Actual	YTD Commitment	YTD Total Expenditure	Full Year Budget	% Complete	% Complete
					(YTD Actual vs FY Budget)	(YTD Total vs FY Budget)
CG&FS	479,308	185,023	664,331	1,219,674	39.3%	54.5%
E&I	21,553,903	27,379,435	48,933,337	36,181,235	59.6%	135.2%
PE&CS	11,436,250	7,045,845	18,482,096	20,817,818	54.9%	88.8%
W&WW	4,648,068	4,287,409	8,935,477	10,317,304	45.1%	86.6%
TOTAL	38,117,529	38,897,712	77,015,241	68,536,031	55.6%	112.4%

The following graph illustrates the data above.



FINANCIAL SUSTAINABILITY RATIOS

In accordance with s169(5) of the Local Government Regulation 2012, the following financial sustainability ratios have been provided.

The ratios are designed to provide an indication of the performance of Council against key financial sustainability criteria which must be met to ensure the prudent management of financial risks.

Ratio	Overview	Target (Tier 4)	YTD Actual Result	5 Year Average Actual Result	FY Budget
Financial Capacity					
Council Controlled Revenue Ratio	Council's financial flexibility, ability to influence its operating income and capacity to respond to unexpected financial shocks.	N/A	82.77%	82.42%	85.03%
Population Growth Ratio	Key driver of a Council's operating income, service needs and infrastructure requirements into the future.	N/A	0.06%	1.25%	0.06%
Operating Performance					
Operating Surplus Ratio	Indicates operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.	> 0%	20.69%	0.30%	0.92%
Operating Cash Ratio	Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs.	> 0%	40.63%	25.77%	24.13%
Liquidity					
Unrestricted Cash Expense Cover Ratio	Indicator of the unconstrained liquidity available to a Council to meet ongoing and emergent financial demands, which is a key component to solvency.	> 4 months	7.33	NA	4.31
Asset Management					
Asset Sustainability Ratio	Indicates the infrastructure assets managed by a Council are being replaced as they reach the end of their useful lives.	> 80%	94.63%	88.71%	91.78%
Asset Consumption Ratio	Council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.	> 60%	65.11%	68.23%	66.48%
Debt Servicing Capacity					
Leverage Ratio	Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.	0 - 3 times	0.34	0.73	0.74

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

As Council controlled revenue is a contextual measure, there are no targets specified for this ratio. Currently, the ratio is 82.77%, which is lower than Council's budget (85.03%), but higher than the five-year average (82.42%).

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

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

3. **Operating Surplus Ratio** - This ratio is an indicator of the extent to which revenues raised cover the operational expenses only or are available for capital funding purposes. The target result for this ratio is greater than 0% per annum for a tier 4 local government group. With a net operating surplus of \$29,162,588 year to date, the ratio is currently positive 20.69%, which is above the benchmark range. This ratio is above the benchmark target due to the half yearly rates being issued in March and is expected to return to benchmark range over the remainder of the financial year.


4. **Operating Cash Ratio** - The operating cash ratio is a measure of a Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs. A positive operating cash ratio indicates that a council has the ability to self-fund its capital expenditure requirements.

The target result for this ratio is greater than 0% per annum for a tier 4 local government group. Currently, this ratio is positive 40.63%, which is above benchmark range (>0%) and annual budgeted 24.13%.

5. **Unrestricted Cash Expense Cover Ratio** -The unrestricted cash expense cover ratio indicates whether Council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditures such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of cash hoarding, poor cash management, or large upcoming capital investment requirements.

The target result for this ratio is greater than 4 months for a tier 4 local government group. The ratio is currently 7.33 months. This ratio is above benchmark targets due to the receipt of the second run rates revenue in April and expected to stay above the benchmark for the remainder of the financial year.

6. **Asset Sustainability Ratio** - This ratio is a guide as to whether infrastructure assets managed by Council are being replaced as they reach the end of their useful lives. Council's target is to have a result of greater than 80% per annum for a tier 4 local government group. At April the ratio is at 94.63%, higher than the 80% benchmark and the budgeted 91.78%.

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

The target result for this ratio is greater than 60% per annum for a tier 4 local government group. The ratio is currently positive 65.11%, which is above Council's benchmark but below the budget (66.48%) and the five-year average (68.23%).

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

The target result for this ratio is between 0-3 times for a tier 4 local government group. The ratio is currently 0.34 times, within Council's benchmark (0-3 times), and lower than the budget (0.74) and the five-year average (0.73).

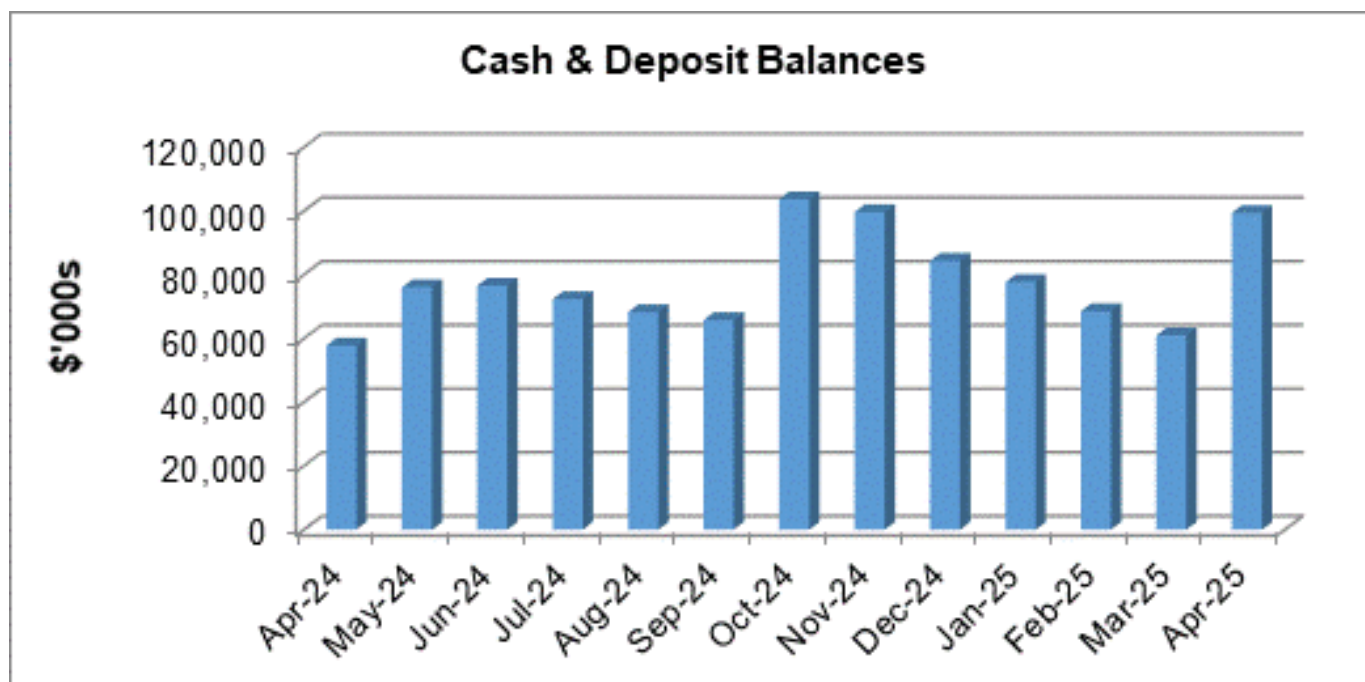
INVESTMENTS AND CASH BALANCES

The following is a list of all investments held by Council as at the period ending 30 April 2025.

ISAAC REGIONAL COUNCIL Investments For the Period Ended 30 April 2025					
Account	Description	Institution	Amount	Maturity Date	Interest Rate
5014-001-1124	NAB Term Deposit	NAB	5,000,000	10-Jun-25	5.10%
5016-001-1124	Police & Nurses Ltd Term Deposit	PNU	2,000,000	17-Jun-25	5.16%
6006-001-1124	Suncorp Term Deposit	SUNCORP	5,000,000	07-Aug-25	5.13%
10-000-1116	QTC Operating Fund	QTC	76,812,284		4.75%
10-000-1118	Cash at Bank - NAB	NAB	5,128,203		3.60%
10-000-1115	NAB Savings account	NAB	4,104,249		4.25%
10-000-1114	Cash at Bank NAB	NAB	1,369,223		3.60%
10-000-1113	Cash at Bank - ANZ	ANZ	6,963		
10-000-1117	ANZ Business Premium Saver	ANZ	0		
10-000-1131	Petty Cash		2,550		
10-000-1132	Floats		4,280		
Total Investments			99,427,753		

Bank	Credit Rating	% of Funds	Policy Total Profile
ANZ Banking Group	AA-	0.01%	Maximum 60%
National Australia Bank	AA-	15.69%	Maximum 60%
Police & Nurses Ltd (P&N Bank)	A2	2.01%	Maximum 30%
Queensland Treasury Corporation	QTC	77.26%	No Limit
Suncorp Bank	AA-	5.03%	Maximum 60%

The following chart outlines the Council's cash and deposit balances for the previous twelve months up to the period ending 30 April 2025.



LOANS

ISAAC REGIONAL COUNCIL							
Loans							
For the Period Ended 30 April 2025							
						Repayment Due 15 Jun 2025	
Loan Name	Balance as at 30 April 2025	Rate as at 30 April 2025	Approved Term	Remaining Term	Principal	Interest	Total
Land Development Moranbah	\$6,718,196	4.37	20	8.13	\$170,182	\$73,396	\$243,578
Land Purchase - Moranbah	\$8,685,501	5.1	20	7.63	\$230,214	\$110,718	\$340,932
Moranbah Community Centre	\$5,870,872	5.32	20	19.14	\$44,194	\$78,156	\$122,350
Waste Loan	\$2,111,317	2.22	20	16.14	\$27,075	\$11,691	\$38,766
Total	\$23,385,886				\$471,665	\$273,962	\$745,627

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

ACCOUNTS RECEIVABLE

The following is a breakdown of the Council's accounts receivable by age for the period ending 30 April 2025.

Accounts Receivable Ageing Analysis at 30 April 2025			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	190	1,633,369.95	29.06%
30 Day	214	436,095.65	7.76%
60 Day	8	330,559.88	5.88%
90 Day	109	3,221,143.51	57.30%
Total	521	5,621,168.99	100.00%

The Accounts Receivable balance at 30 April 2025 is \$5,621,168.99 which has decreased from the 31 March 2025 balance of \$8,465,472.24.

- 30 day balance has increased this month due to annual Trade Waste & Backflow Prevention Device invoices ageing to 30 Days in the system which are not yet due.
- 60 day balance has increased due to a large progress claim invoice & a large waste invoice ageing to 60 days.
- 90 days and over receivables have decreased due a large waste invoice being paid. There are 109 invoices totalling \$3,221,143.51 in 90 Days which are made up of the following charges:
 - 1 Invoice totalling \$2,000,000.00 relates to a large infrastructure Grant invoice that is awaiting approval for a variation to the funding agreement from the Grant body. Variation approval has now been received & the invoice was uploaded to the Grant portal, however, there has since been departmental name changes within the Grant Body & the Invoice details need to be amended & re-uploaded to the Grant Portal, further delaying payment.
 - 2 Invoices totalling \$591,900.72 relate to infrastructure access agreement invoices that are subject to a Dispute Notice issued under the agreement. Involved parties are working towards fully resolving the dispute. Part payment is expected in the coming months.
 - 1 Invoice totalling \$519,363.54 relates to a Capital Works Project that is currently subject to legal proceedings.
 - 1 Invoice totalling \$55,324.50 relates to historic planning/infrastructure charges which is currently being assessed by Liveability & Sustainability.
 - 31 Invoices totalling \$26,692.67 relate to Community Education & Compliance invoices in various stages of recovery.
 - 60 Invoices totalling \$16,848.16 relate to Housing invoices. The management & recovery of Housing invoices is the responsibility of Corporate Properties & Fleet.
 - 1 Invoice totalling \$8,341.48 relates to Planning charges which is currently being assessed by Liveability & Sustainability.
 - The remaining 12 Invoices totalling \$2,672.44 relate to other charges in various stages of collection.

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

ACCOUNTS PAYABLE

The following is a breakdown of the Council's accounts payable by age for the period ending 30 April 2025.

Accounts Payable Ageing Analysis at 30 April 2025			
Ageing	Number of Documents	Amount Outstanding	% of Total Outstanding
Current	182	1,994,601.12	93.88%
30 Day	57	113,510.21	5.34%
60 Day	4	8,538.86	0.40%
90 Day	26	8,135.38	0.38%
TOTAL	269	2,124,785.57	100.00%

The outstanding Accounts Payable balance as at 30th April 2025 was \$2,124,785.57. The 30, 60 & 90-day aging accounts total \$130,184.45. As at 31 March 2025, these totalled \$223,556.73.

At the date this report was prepared the following invoices remain unpaid:

- 30-day balances – \$113,510.21 (50 invoices / 7 credits) remain unpaid 3 invoices (\$3,311.42) related to a supplier in the IRC region. The 30-day balance consists of 47 invoices (\$112,752.25) awaiting approval, 3 invoices (\$4,692.98) received late from the supplier (April), and 7 credits (-\$3,935.02) to be allocated to future invoices or refunded.
- 60-day balances – \$8,538.86 (3 invoices / 1 credit) remain unpaid with 1 invoice (\$234.30) is an internal payment. The 60-day balance consists of 3 invoices (\$8,665.80) awaiting approval and 1 credit amount (-\$126.94) to be allocated to future invoices or refunded.
- 90-day balances – \$8,135.38 (14 invoices / 12 credits) remain unpaid with 1 invoice (\$2,898.50) relating to a supplier within the IRC region. The 90-day balance consists of 14 invoices (\$13,401.10) awaiting approval and 12 credits (-\$5,265.72).

YEAR TO DATE RATES REPORT

The following is a breakdown of the Council's rates transactions the year to date as at 30 April 2025.

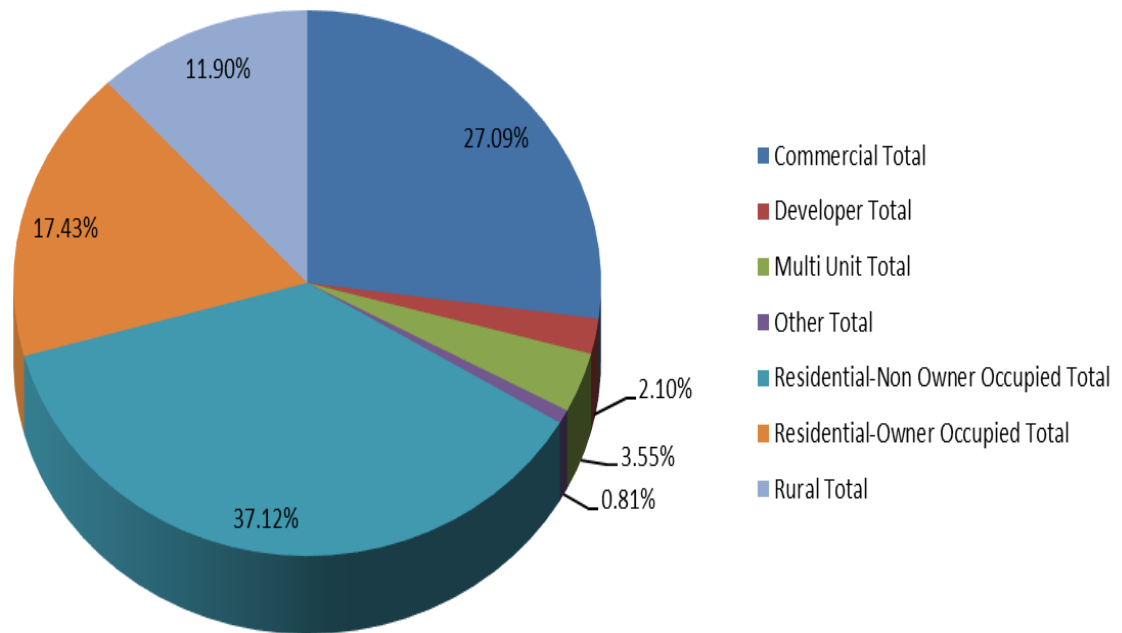
Rates Balancing Report As At 24 April 2025		
	24 Apr 2025	YTD 24 Apr 2024
Opening Balance	3,277,319	2,486,266
Rates Charges		
Rates Levied	115,371,456	108,797,803
Interest	350,204	286,262
Refunds	87,057	1,161,789
Total Rates	115,808,716	110,245,854
Discounts and Receipts		
Discounts	(7,392,024)	(5,126,225)
Receipts	(103,740,661)	(70,535,706)
Government Subsidy	(79,007)	(74,901)
Council Subsidy	(250,373)	(228,685)
Remissions	(22,965)	(46,993)
Write Offs	(106)	(180)
Total Discounts & Receipts	(111,485,135)	(76,012,690)
Legal	65,756	49,911
Closing Balance	7,666,656	36,769,340

Rates Breakdown	As At 24 Apr 2025
Rates in Credit	(578,339)
Rates Not Due Yet	454,797
Rates In Arrears	7,790,197
Total Rates Balance	7,666,656

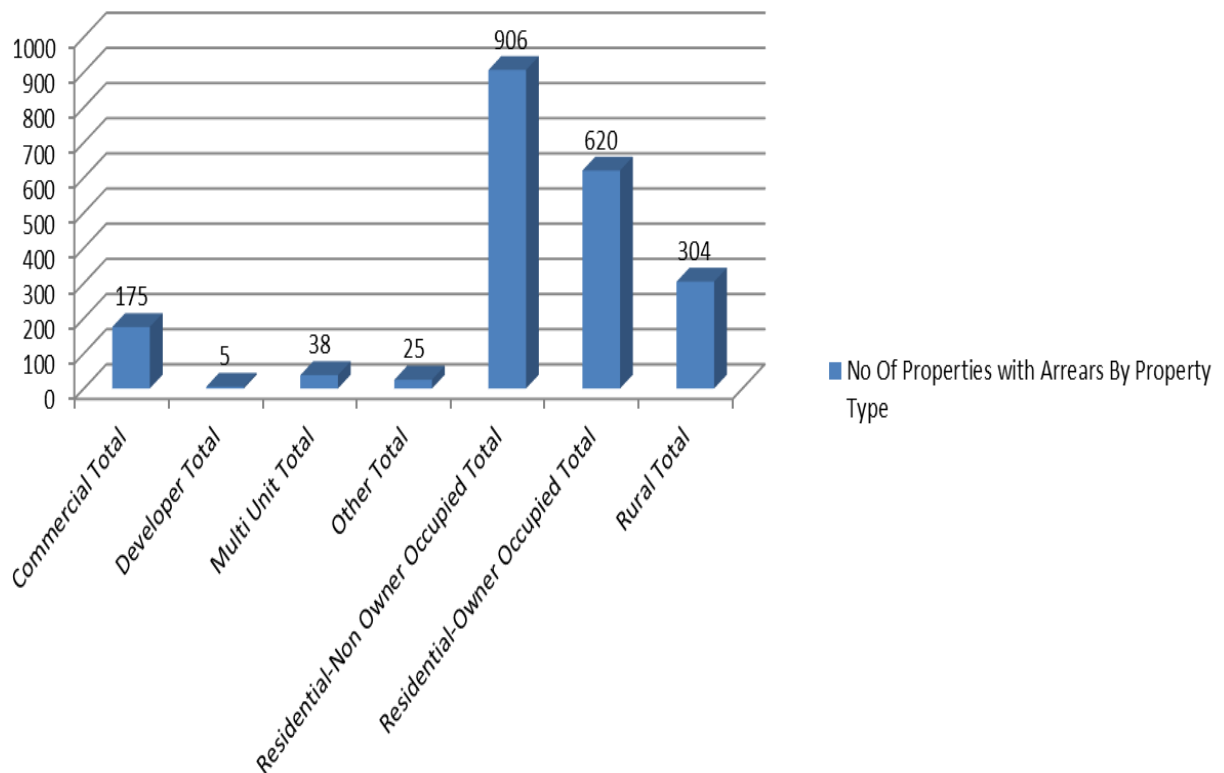
Variances in prior year comparisons can relate to the timing of rates processing and subsequent due dates.

Prior 2021	2021/22	2022/23	2023/24	2024/25	TOTAL
1,547,302	230,639	307,423	419,758	5,285,076	7,790,197
19.86%	2.96%	3.95%	5.39%	67.84%	100.00%

Percentage of Arrears By Property Type



No Of Properties with Arrears By Property Type



APPENDIX 1 – FINANCIAL STATEMENTS

Attached are the financial statements for the period ended 30 April 2025. Actual amounts are compared against the year to date Revised Budget.

Financial statement included:

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

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 30 April 2025

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges	1	103,967,063	-	103,967,063	103,457,315	509,748	105,042,315	99.0%
Fees & Charges	2	4,280,069	-	4,280,069	4,105,451	174,619	4,688,603	91.3%
Rental Income		1,607,213	-	1,607,213	1,652,429	(45,216)	2,000,995	80.3%
Interest Received	3	3,621,847	-	3,621,847	3,428,108	193,739	4,323,730	83.8%
Sales of Contract & Recoverable Works	4	3,969,318	-	3,969,318	4,737,155	(767,837)	7,799,723	50.9%
Operating Grants, Subsidies & Contributions	5	14,840,192	-	14,840,192	15,366,707	(526,515)	16,886,836	87.9%
Other Recurrent Revenue	6	10,536,621	-	10,536,621	10,253,227	283,393	13,059,711	80.7%
		142,822,323	-	142,822,323	143,000,392	(178,069)	153,801,913	92.9%
Expenses								
Operating Expenses								
Employee Expenses	7	39,613,140	-	39,613,140	41,668,203	(2,055,064)	51,874,153	76.4%
Materials & Services	8	45,938,118	16,821,781	62,759,899	51,571,388	11,188,511	63,871,591	98.3%
Finance Costs		1,008,520	-	1,008,520	1,036,874	(28,354)	1,318,744	76.5%
Depreciation and Amortisation	9	27,099,957	-	27,099,957	26,984,063	115,894	33,348,319	81.3%
		113,659,735	16,821,781	130,481,516	121,260,529	9,220,987	150,412,807	86.7%
Operating Position Before Capital Items		29,162,588	(16,821,781)	12,340,807	21,739,863	(9,399,056)	3,389,106	364.1%
Capital Revenue								
Capital Revenue	10	12,562,279	-	12,562,279	17,180,292	(4,618,013)	27,361,906	45.9%
Proceeds from Sale of Land & PPE	11	782,778	-	782,778	900,000	(117,222)	998,698	78.4%
		13,345,057	-	13,345,057	18,080,292	(4,735,235)	28,360,604	47.1%
Net Result Attributable to Council in Period		42,507,645	(16,821,781)	25,685,864	39,820,155	(14,134,291)	31,749,710	80.9%
Total Comprehensive Income		42,507,645	(16,821,781)	25,685,864	39,820,155	(14,134,291)	31,749,710	80.9%
Council's operating position at month end is a \$29.2M surplus								

- 1. Net Rates & Utility Charges** are \$509,748 favourable when comparing actuals to revised budget. This favourable variance is due to an increase in the general rates revenue and lower utilisation of early payment discount on general rates. A notable increase was for a category movement of a single workers accommodation property during the rating period. This revenue will be examined as part of the quarter 3 Budget Review.
- 2. Fees & Charges** are \$174,619 favourable when comparing actuals to YTD budget. This favourable variance is predominately due to higher than expected revenue for potable water sales. The budgeted amount for this revenue will be reviewed during the Quarter 3 Budget Review.
- 3. Interest Received** is \$193,739 favourable when compared to revised budget. This favourable variance is due to increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 3 Budget Review.
- 4. Sales of Contract & Recoverable Works** are unfavourable to the budget by \$767,837. This unfavourable variance is due to cash flowing of RMPC and recoverable works for Galilee and Bowen Basin. The revenue line will be assessed at the Quarter 3 Budget Review noting the value of work required to be invoiced within the remaining two months to meet the current budget projections (approx. \$3.8M).
- 5. Operating Grants, Subsidies & Contributions** are \$526,515 unfavourable compared to the YTD budget. This unfavourable variance is primarily due to the cash flowing of revenue for the DRFA November 2021 event, a contribution for guardrail replacement works, maintenance contributions generated from infrastructure agreements and the illegal dumping grant, partially offset by a contribution for water purchases in Moranbah.
- 6. Other Recurrent Revenue** for the year is \$10,536,621 being \$283,393 favourable to budget. This favourable variance is predominantly due to waste disposal revenue at Moranbah and Dysart Waste Management Facility partially offset by lower septic revenue.
- 7. Employee Expenses** are favourable to the revised budget by \$2,055,064. This favourable variance is due to employee vacancies within Departments some of which are currently being backfilled through Agency Temp Staff (current actuals \$1.5M and commitments of \$561K).
- 8. Materials & Services** actual expenses for the year to date are \$45,938,118 with \$16,821,781 being recorded in commitments, resulting in an unfavourable variance to YTD budget by \$11,188,511. Excluding commitments YTD expenditure would be approximately \$5.6M below YTD budget. This unfavourable variance is due to the inclusion of commitments. Large commitments of note are \$4.2M Galilee and Bowen Basin recoverable works, \$2M RMPC works, \$1.2M Water purchases, \$963K Waste Levy, \$859K of IT expenses associated with the Digital Strategy and \$527K Contractor costs at Waste Management Facilities.
- 9. Depreciation and Amortisation** is unfavourable to the budget by \$115,894. This is primarily due to depreciation for the Roads, bridge & drainage and Plant & equipment asset class. The 2024/2025 projected depreciation will be reviewed as part of the Quarter 3 Budget.
- 10. Capital Revenue** for the financial year is \$4,618,013 unfavourable when compared to revised budget. This unfavourable variance is due to cash flowing for the Roads to Recovery program.
- 11. Proceeds from Sale of Land & PPE** is currently unfavourable compared to the revised budget by \$117,222. This unfavourable variance is due to budgeted cashflow of receipt of funds from the sale of plant.

ISAAC REGIONAL COUNCIL Statement of Financial Position For the Period Ended 30 April 2025				
	Notes	Actual YTD \$	30 June 2024 \$	Variance %
Current Assets				
Cash & Cash Equivalents		99,427,753	76,337,945	30.2%
Receivables		12,911,254	9,434,248	36.9%
Inventories		977,130	1,065,249	(8.3%)
Contract assets		63,216	2,784,197	(97.7%)
Other assets		1,241,572	4,288,431	(71.0%)
Total Current Assets		114,620,925	93,910,070	22.1%
Non-Current Assets				
Receivables		5,632,709	4,000,171	40.8%
Inventories		18,406,298	18,406,298	0.0%
Property, Plant and Equipment		1,230,196,338	1,219,383,744	0.9%
Intangible assets		-	501	(100.0%)
Total Non-Current Assets		1,254,235,345	1,241,790,714	1.0%
TOTAL ASSETS		1,368,856,270	1,335,700,784	2.5%
Current Liabilities				
Trade and other payables		3,793,380	11,054,970	(65.7%)
Provisions		9,762,989	9,981,009	(2.2%)
Borrowings		562,985	1,854,118	(69.6%)
Leases		81,007	81,007	0.0%
Contract liabilities		10,221,338	9,308,818	9.8%
Other liabilities		261,383	1,006,529	(74.0%)
Total Current Liabilities		24,683,083	33,286,451	(25.8%)
Non-Current Liabilities				
Trade and other payables		43,371	43,371	0.0%
Provisions		24,346,977	24,431,968	(0.3%)
Borrowings		22,914,221	22,914,221	0.0%
Leases		2,058,868	2,058,867	0.0%
Contract liabilities		63,250	63,250	0.0%
Other liabilities		1,698,240	1,698,240	0.0%
Total Non-Current Liabilities		51,124,927	51,209,917	(0.2%)
TOTAL LIABILITIES		75,808,010	84,496,368	(10.3%)
NET COMMUNITY ASSETS		1,293,048,260	1,251,204,416	3.3%
Community Equity				
Retained surplus		928,690,424	900,320,045	3.2%
Asset revaluation reserve		300,173,122	300,044,713	0.0%
Other reserves		64,184,714	50,839,658	26.2%
TOTAL COMMUNITY EQUITY		1,293,048,259	1,251,204,416	3.3%

ISAAC REGIONAL COUNCIL			
Statement of Cash Flows			
For the Period Ended 30 April 2025			
	Actual YTD	30 June 2024	Variance
	\$	\$	%
Cash Flows from Operating Activities			
Receipts from customers	141,094,906	143,372,416	98.4%
Payments to suppliers and employees	(94,073,971)	(104,097,063)	90.4%
Cash provided by / (used in) net result	47,020,935	39,275,353	119.7%
Cash Flows from Investing Activities			
Profit / (Loss) on sale of capital assets	(9,439)	(4,792,284)	0.2%
Grants, subsidies, contributions and donations	12,569,013	13,626,210	92.2%
Payments for property, plant and equipment	(35,199,569)	(49,623,835)	70.9%
Net movement in loans to Community Organisations			0.0%
Net cash provided by investing activities	(22,639,995)	(40,789,909)	55.5%
Cash Flow from Financing Activities			
Proceeds from borrowings	-	4,145,882	0.0%
Repayment of borrowings	(1,291,133)	292,497	(441.4%)
Net cash provided by financing activities	(1,291,133)	4,438,378	(29.1%)
Net Increase / (Decrease) in Cash Held	23,089,807	2,923,822	789.7%
Cash at the beginning of the period	76,337,945	73,414,123	104.0%
Cash at the end of the Reporting Period	99,427,753	76,337,945	130.2%



Appendix 2 – Preliminary Executive Level Reports

Executive Level operating statements provide information on the performance of each Directorate for the period ended 30 April.

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

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

ISAAC REGIONAL COUNCIL								
Statement of Comprehensive Income								
For the Period Ended 30 April 2025								
Office of the CEO								
	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Operating Grants, Subsidies & Contributions		270,973	-	270,973	287,445	(16,472)	311,934	86.9%
		270,973	-	270,973	287,445	(16,472)	311,934	86.9%
Expenses								
Operating Expenses								
Employee Expenses	1	3,661,482	-	3,661,482	3,867,993	(206,511)	4,800,626	76.3%
Materials & Services	2	1,390,355	334,385	1,724,740	1,853,121	(128,381)	2,101,852	82.1%
Corporate Overheads & Competitive Neutrality Costs		(4,530,919)	-	(4,530,919)	(4,530,919)	-	(5,437,102)	83.3%
		520,919	334,385	855,303	1,190,195	(334,891)	1,465,376	58.4%
Operating Position Before Capital Items		(249,946)	(334,385)	(584,330)	(902,749)	318,419	(1,153,442)	50.7%
Capital Revenue								
		-	-	-	-	-	-	0.0%
Net Result Attributable to Council in Period		(249,946)	(334,385)	(584,330)	(902,749)	318,419	(1,153,442)	50.7%
Total Comprehensive Income		(249,946)	(334,385)	(584,330)	(902,749)	318,419	(1,153,442)	50.7%

- Employee Expenses** for the financial year are favourable compared to budget by \$206,511. This favourable variance is predominately due to employee vacancies within People & Capability Department and Brand Media & Communications Department.
- Materials & Services** for the financial year to date are \$128,381 favourable with \$1,390,355 of actual expenditure and \$334,385 in commitments against YTD budget of \$1,853,121. This favourable variance is due to lower consultancy and staff gathering expenditure. This favourable variance will be assessed at Quarter 3 Budget Review.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 30 April 2025

Corporate, Governance & Financial
Service

	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges	1	72,115,614	-	72,115,614	71,587,176	528,438	71,587,176	100.7%
Fees & Charges		119,412	-	119,412	101,667	17,745	122,000	97.9%
Rental Income		-	-	-	1,125	(1,125)	1,350	0.0%
Interest Received	2	3,448,267	-	3,448,267	3,241,275	206,992	4,099,530	84.1%
Sales of Contract & Recoverable Works		183,387	-	183,387	160,000	23,387	160,000	114.6%
Operating Grants, Subsidies & Contributions		7,141,782	-	7,141,782	7,142,445	(663)	7,478,601	95.5%
Other Recurrent Revenue		128,902	-	128,902	125,987	2,915	143,185	90.0%
		83,137,363	-	83,137,363	82,359,675	777,688	83,591,842	99.5%
Expenses								
Operating Expenses								
Employee Expenses	3	7,504,839	-	7,504,839	8,111,854	(607,015)	10,581,198	70.9%
Materials & Services	4	11,469,315	1,682,355	13,151,670	12,335,591	816,079	14,174,242	92.8%
Finance Costs		352,835	-	352,835	396,001	(43,165)	514,541	68.6%
Depreciation and Amortisation		665,939	-	665,939	636,910	29,029	1,264,562	52.7%
Corporate Overheads & Competitive Neutrality Costs		(14,023,210)	-	(14,023,210)	(14,023,210)	-	(16,827,852)	83.3%
		5,969,718	1,682,355	7,652,073	7,457,145	194,928	9,706,690	78.8%
Operating Position Before Capital Items		77,167,645	(1,682,355)	75,485,290	74,902,530	582,760	73,885,152	102.2%
Capital Revenue								
Capital Revenue		(9)	-	(9)	-	(9)	-	0.0%
Proceeds from Sale of Land & PPE		55	-	55	-	55	-	0.0%
		45	-	45	-	45	-	0.0%
Net Result Attributable to Council in Period		77,167,690	(1,682,355)	75,485,335	74,902,530	582,805	73,885,152	102.2%
Total Comprehensive Income		77,167,690	(1,682,355)	75,485,335	74,902,530	582,805	73,885,152	102.2%

1. **Net Rates & Utility Charges** are \$528,438 favourable when comparing actuals to revised budget. This favourable variance is due to an increase in the general rates revenue and lower utilisation of early payment discount on general rates. A notable increase was for a category movement of a single workers accommodation property during the rating period. This revenue will be examined as part of the quarter 3 Budget Review.
2. **Interest Received** is \$206,992 favourable when compared to revised budget. This favourable variance is due to increased interest income from investments. The budgeted amount for this revenue will be reviewed during the Quarter 3 Budget Review.
3. **Employee Expenses** for the financial year are favourable compared to budget by \$607,015 due to Corporate Employee expenses which are consolidated for the whole of Council in this Directorate. Excluding Corporate Employee expenses, the position would be \$339,267 favourable.
4. **Materials & Services** for the financial year to date are \$816,079 unfavourable with \$11,469,315 in actual expenditure and \$1,682,355 in commitments against the YTD budget of \$12,335,591. Excluding commitments YTD expenditure would be approximately \$866,276 below YTD budget. Large commitments of note are \$859K of IT expenses associated with the Digital Strategy and \$242K for computer / software licence expenses.


<p style="text-align: center;">ISAAC REGIONAL COUNCIL</p> <p style="text-align: center;">Statement of Comprehensive Income</p> <p style="text-align: center;">For the Period Ended 30 April 2025</p>								
Engineering & Infrastructure Services								
	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Fees & Charges		353,059	-	353,059	351,250	1,808	407,500	86.6%
Rental Income		1,378,126	-	1,378,126	1,405,556	(27,430)	1,710,668	80.6%
Sales of Contract & Recoverable Works	1	3,785,931	-	3,785,931	4,550,948	(765,018)	7,561,103	50.1%
Operating Grants, Subsidies & Contributions	2	5,424,774	-	5,424,774	6,395,994	(971,221)	7,160,349	75.8%
Other Recurrent Revenue		102,854	-	102,854	63,901	38,953	64,269	160.0%
		11,044,743	-	11,044,743	12,767,650	(1,722,907)	16,903,888	65.3%
Expenses								
Operating Expenses								
Employee Expenses	3	12,526,031	-	12,526,031	13,135,248	(609,217)	16,157,266	77.5%
Materials & Services	4	13,722,565	8,178,466	21,901,031	14,820,139	7,080,893	17,759,507	123.3%
Depreciation and Amortisation		14,764,896	-	14,764,896	14,688,095	76,801	17,635,309	83.7%
Corporate Overheads & Competitive Neutrality Costs		10,669,782	-	10,669,782	10,669,782	-	12,803,739	83.3%
		51,683,274	8,178,466	59,861,740	53,313,264	6,548,477	64,355,821	93.0%
Operating Position Before Capital Items		(40,638,531)	(8,178,466)	(48,816,997)	(40,545,614)	(8,271,384)	(47,451,932)	102.9%
Capital Revenue								
Capital Revenue	5	9,115,244	-	9,115,244	11,059,681	(1,944,437)	15,282,347	59.6%
Proceeds from Sale of Land & PPE	6	782,467	-	782,467	900,000	(117,533)	998,698	78.3%
		9,897,711	-	9,897,711	11,959,681	(2,061,970)	16,281,045	60.8%
Net Result Attributable to Council in Period		(30,740,820)	(8,178,466)	(38,919,287)	(28,585,933)	(10,333,354)	(31,170,887)	124.9%
Total Comprehensive Income		(30,740,820)	(8,178,466)	(38,919,287)	(28,585,933)	(10,333,354)	(31,170,887)	124.9%

1. **Sales of Contract & Recoverable Works** are unfavourable to the budget by \$765,018. This unfavourable variance is due to cash flowing of RMPC and recoverable works for Galilee and Bowen Basin. The revenue line will be assessed at the Quarter 3 Budget Review noting the value of work required to be invoiced within the remaining two months to meet the current budget projections (approx. \$3.8M).
2. **Operating Grants, Subsidies & Contributions** are \$971,221 unfavourable compared to the YTD budget. This unfavourable variance is primarily due to the cash flowing of revenue for the DRFA November 2021 event, a contribution for guardrail replacement works and maintenance contributions generated from infrastructure agreements.
3. **Employee Expenses** are favourable compared to the revised budget by \$609,217. This favourable variance is predominantly due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$133K and commitments of \$88K).
4. **Materials & Services** for the financial year to date are \$7,080,893 unfavourable with \$13,722,565 of actual expenditure and \$8,178,466 in commitments against YTD budget of \$14,820,139. Excluding commitments YTD expenditure would be approximately \$1,097,574 below YTD budget. Large commitments of note are \$4.2M Galilee and Bowen Basin recoverable works and \$2M for RMPC works.
5. **Capital Revenue** for the financial year is \$1,944,437 unfavourable when compared to revised budget. This unfavourable variance is due to cash flowing of the Bridges Renewal Program (BRP) and Roads of Strategic Importance (ROSI) program, offset by Roads to Recovery program.
6. **Proceeds from Sale of Land & PPE** is currently unfavourable compared to the revised budget by \$117,533. This unfavourable variance is due to budgeted cashflow of receipt of funds from the sale of plant.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 30 April 2025

Planning, Environment & Community Service


	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Fees & Charges		2,782,803	-	2,782,803	2,702,551	80,253	2,896,903	96.1%
Rental Income		174,159	-	174,159	196,983	(22,823)	236,379	73.7%
Sales of Contract & Recoverable Works		-	-	-	26,207	(26,207)	78,620	0.0%
Operating Grants, Subsidies & Contributions		945,006	-	945,006	983,390	(38,384)	1,378,520	68.6%
Other Recurrent Revenue		18,639	-	18,639	25,816	(7,177)	54,979	33.9%
		3,920,607	-	3,920,607	3,934,946	(14,339)	4,645,401	84.4%
Expenses								
Operating Expenses								
Employee Expenses	1	9,307,228	-	9,307,228	9,935,277	(628,049)	12,244,635	76.0%
Materials & Services	2	6,534,184	1,883,568	8,417,753	7,841,469	576,284	9,312,033	90.4%
Finance Costs		617,801	-	617,801	603,063	14,737	756,546	81.7%
Depreciation and Amortisation		2,507,874	-	2,507,874	2,510,855	(2,982)	3,014,592	83.2%
Corporate Overheads & Competitive Neutrality Costs		2,781,554	-	2,781,554	2,781,554	-	3,337,865	83.3%
		21,748,641	1,883,568	23,632,209	23,672,219	(40,009)	28,665,671	82.4%
Operating Position Before Capital Items								
		(17,828,034)	(1,883,568)	(19,711,602)	(19,737,273)	25,671	(24,020,270)	82.1%
Capital Revenue								
Capital Revenue	3	2,739,525	-	2,739,525	5,330,101	(2,590,576)	10,750,304	25.5%
Proceeds from Sale of Land & PPE		256	-	256	-	256	-	0.0%
		2,739,781	-	2,739,781	5,330,101	(2,590,320)	10,750,304	25.5%
Net Result Attributable to Council in Period								
		(15,088,252)	(1,883,568)	(16,971,821)	(14,407,172)	(2,564,649)	(13,269,966)	127.9%
Total Comprehensive Income								
		(15,088,252)	(1,883,568)	(16,971,821)	(14,407,172)	(2,564,649)	(13,269,966)	127.9%

- 
1. **Employee Expenses** are favourable compared to the YTD budget by \$628,049. This favourable variance is predominately due to employee vacancies, some of which are currently being backfilled through Agency Temp Staff (current actuals \$198K and commitments of \$58K).
 2. **Materials & Services** for the financial year to date are \$576,284 unfavourable with \$6,534,184 of actual expenditure and \$1,883,568 in commitments against YTD budget of \$7,841,469. Excluding commitments YTD expenditure would be approximately \$1,307,285 below YTD budget. Significant commitments to note include \$461K for legal expenses, \$423K for the management of facilities, and \$162K for consultancy fees.
 3. **Capital Revenue** for the year to date is \$2,739,525 which is unfavourable to budget by \$2,590,576. This unfavourable variance is due to the timing of grant funds received which are budgeted to be aligned with the delivery of capital projects. Revenue will be further examined through end of year processes to align revenue with milestones as per AASB 1058 Revenue Recognition Standard.

ISAAC REGIONAL COUNCIL
Statement of Comprehensive Income
For the Period Ended 30 April 2025

Water & Waste

	Notes	YTD Actual	Commitments	YTD Actual + Commitments	YTD Revised Budget	Variance	Full Year Revised Budget	Completion
		\$	\$	\$	\$	\$	\$	%
Income								
Operating Revenue								
Net Rates & Utility Charges		31,851,450	-	31,851,450	31,870,139	(18,689)	33,455,139	95.2%
Fees & Charges		1,024,796	-	1,024,796	949,983	74,813	1,262,200	81.2%
Rental Income		54,928	-	54,928	48,765	6,163	52,598	104.4%
Interest Received		173,580	-	173,580	186,833	(13,253)	224,200	77.4%
Operating Grants, Subsidies & Contributions	1	1,057,658	-	1,057,658	557,433	500,225	557,433	189.7%
Other Recurrent Revenue	2	10,286,226	-	10,286,226	10,037,524	248,703	12,797,278	80.4%
		44,448,637	-	44,448,637	43,650,676	797,961	48,348,848	91.9%
Expenses								
Operating Expenses								
Employee Expenses		6,613,559	-	6,613,559	6,617,832	(4,272)	8,090,429	81.7%
Materials & Services	3	12,821,698	4,743,007	17,564,705	14,721,069	2,843,636	20,523,957	85.6%
Finance Costs		37,884	-	37,884	37,810	74	47,657	79.5%
Depreciation and Amortisation		9,161,249	-	9,161,249	9,148,204	13,046	11,433,856	80.1%
Corporate Overheads & Competitive Neutrality Costs		5,102,792	-	5,102,792	5,102,792	-	6,123,351	83.3%
		33,737,183	4,743,007	38,480,190	35,627,707	2,852,483	46,219,250	83.3%
Operating Position Before Capital Items		10,711,454	(4,743,007)	5,968,448	8,022,970	(2,054,522)	2,129,598	280.3%
Capital Revenue								
Capital Revenue		707,520	-	707,520	790,510	(82,991)	1,329,255	53.2%
		707,520	-	707,520	790,510	(82,991)	1,329,255	53.2%
Net Result Attributable to Council in Period		11,418,974	(4,743,007)	6,675,967	8,813,480	(2,137,513)	3,458,853	193.0%
Total Comprehensive Income		11,418,974	(4,743,007)	6,675,967	8,813,480	(2,137,513)	3,458,853	193.0%

- 
1. **Operating Grants, Subsidies & Contributions** is favourable compared to budget by \$500,225. This favourable variance is due to invoicing a contribution for the purchase of water in Moranbah (previously invoiced in arrears). This line item will be adjusted in the Quarter 3 Budget Review.
 2. **Other Recurrent Revenue** for the year to date is \$10,286,226 being \$248,703 favourable to budget. This favourable variance is predominantly due to waste disposal revenue at Moranbah and Dysart Waste Management Facility partially offset by lower septic revenue.
 3. **Materials & Services** for the financial year to date are \$2,843,636 unfavourable, with \$12,821,698 in actual expenditure and \$4,743,007 in commitments. Excluding commitments YTD expenditure would be approximately \$1,899,371 below YTD budget. Large commitments to note include \$1.2M for water purchases, \$963K for the Waste Levy, and \$527K for Contractor costs at Waste Management Facilities.

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Jason Rivett

AUTHOR POSITION

Manager Financial Services

9.2

2024/2025 3RD QUARTER BUDGET REVIEW

EXECUTIVE SUMMARY

A review of the budget for the 2024/2025 financial year has been undertaken with each of the respective Departmental Managers and then reviewed by their respective Directors and ELT as at 31 March 2025, with consideration to the current April trends.

Despite managing several operational variations, the proposed budget revision results in an increase of operating surplus of approximately \$2.3M (noting though that constraining of funds for various operational project carrying forward needing to occur).

It is also noted through the large number of Watching Brief Items across Council (identified in the attached Executive Summary), that there remains a material risk of further deviations with the finalisation of the end of financial year accounts. To mitigate the potential risk, it is proposed to constrain the remaining surplus to the Operational Sustainability Reserve.

A review of the capital program has resulted in proposing a \$47K increase to capital revenue and a \$300K increase to the capital expenditure program.

OFFICER'S RECOMMENDATION

That the committee recommends that Council:

- 1. In accordance with section 170 (3) of the Local Government Regulation 2012, adopt the proposed revised budget for 2024/2025.*

Resolution No.: CGFS0964

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. In accordance with section 170 (3) of the Local Government Regulation 2012, adopt the proposed revised budget for 2024/2025.**

Carried

BACKGROUND

The third quarter budget review has been undertaken to allow for correction of any significant budget variances or unexpected events since the budget was formulated. This budget review aims to predict the anticipated position as at 30 June 2025.

It is noted however that through the budget review process several areas have been highlighted with continuing uncertainty around revenue and expenditure.

An executive summary outlining the performance to 31 March 2025, proposed amendments to the budget and any emerging trends or risks is attached.

Key changes to the Operating result were as follows:

- Net Rates & Utilities Charges increase by \$141K for general rate revenue partially offset by a reduction to water consumption (offset by a reduction to water purchase).
- Fees and Charges increase by \$224K increased activity for potable water, resource sector building/plumbing fees, and Moranbah pool revenue.
- Sale of Contract & Recoverable Works increased by \$782K predominately for an increase in the RMPC and recoverable works for Galilee and Bown Basin infrastructure agreements (offset by increased expenditure).
- Operating Grants, Subsidies & Contributions increased by \$47K recognising an increase for a contribution to Moranbah water, LRCI road hazard works, and St Lawrence Wetlands contributions partially offset by a reduction in DRFA Nov 21 revenue, trainee boost payments and the deferral of flood study works to next financial year.
- Other Recurrent Revenue increased \$518K recognising an increase of revenue at waste facilities, septic waste, St Lawrence Wetland ticket sales and various recoveries.
- Employee Expenses decreased by \$779K to partially offset expenditure on agency temp staff and to acknowledge vacancies within Council.
- Materials & Services increased \$224K, predominately for RMPC (note partially offset by revenue), agency temp staff, additional grading, computer expenses, repairs and maintenance partially offset by a reduction in consultancy, water purchases, green waste processing, rates on Council properties, fuel purchases for fleet and refuse collection.
- Finance Costs reduced \$30K to acknowledge lower bank charges (noting new banking provider).

IMPLICATIONS

Overall, the proposed budget revision results in an increase of operating surplus of approximately \$2.3M (noting though that constraining of funds for various items needs to occur). There remains a material risk of further deviations with the finalisation of the end of financial year accounts. To mitigate the potential risk, it is proposed to constrain the remaining surplus to the Operational Sustainability Reserve. The various income and expenditure adjustments are outlined in the attached executive summary.

The review recommends an increase of \$47K to Capital Revenue. The various adjustments to Capital Revenue are outlined in the attached executive summary.

If the proposed capital expenditure variations are approved by Council, then the overall capital program will increase from \$68.5M to \$68.8M.

Whilst the budget revisions result in a significant change to the operating position, as the budget is balanced within existing resources there is no budgeted change to the existing adopted Long Term Financial Forecast. The overall position of the Long-Term Financial Forecast will be reviewed as part of the 2025/2026 budget process.

CONSULTATION

- Executive Leadership Team
- Departmental Managers
- Financial Services

BASIS FOR RECOMMENDATION

The recommendation is made considering information provided in the Executive Summary attachment, in line with requirements of the *Local Government Regulation 2012*.

ACTION ACCOUNTABILITY

Financial services to amend the adopted 2024/2025 annual budget.

KEY MESSAGES

Council has undertaken the 3rd Quarter Budget Review.

Council is amending the operating budget to recognise variations to Council's funding sources and current operations as detailed in the Executive Summary.

Council is amending the capital budget to recognise variations to grant funded projects.

Council will need to carefully consider impacts for the 2025/2026 budgeting process.

Report prepared by:

JASON RIVETT
Manager Financial Services

Date: 1 May 2025

Report authorised by:

DARREN FETTELL
Director Corporate, Governance and Financial Services

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 – Executive Summary – 2024-2025 3rd Quarter Budget Review

REFERENCE DOCUMENT

- Quarter 3 2025 FY Capital Budget Review
- Quarter 3 2025 FY Operational Budget Review

EXECUTIVE SUMMARY

3rd Quarter BUDGET Review 2024-25

ISAAC REGIONAL COUNCIL Statement of Comprehensive Income For the Period Ended 31 March 2025				
	Full Year Revised Budget	Proposed Revised Position	Revised Budget Variance	YTD Actual
	\$	\$	\$	\$
Income				
Operating Revenue				
Net Rates & Utility Charges	105,042,315	105,183,307	140,992	107,589,079
Fees & Charges	4,688,603	4,912,645	224,042	4,010,775
Rental Income	2,000,995	2,000,995	0	1,455,034
Interest Received	4,323,730	4,323,730	(0)	3,318,764
Sales of Contract & Recoverable Works	7,799,723	8,581,723	782,000	3,914,659
Operating Grants, Subsidies & Contributions	16,886,836	16,933,713	46,877	14,577,774
Other Recurrent Revenue	13,059,711	13,578,189	518,478	9,136,029
	153,801,913	155,514,302	1,712,389	144,002,113
Expenses				
Operating Expenses				
Employee Expenses	51,874,153	51,095,412	778,741	35,581,933
Materials & Services	63,871,591	64,095,862	(224,271)	41,355,484
Finance Costs	1,318,744	1,288,744	30,000	908,294
Depreciation and Amortisation	33,348,319	33,348,318	1	24,424,598
	150,412,807	149,828,336	584,471	102,270,309
Operating Surplus / (Deficit)	3,389,106	5,685,966	2,296,860	41,731,804
Transfer from Reserves	-	-	-	-
Transfer to Reserves	(1,500,000)	(3,796,860)	(2,296,860)	-
Operating Position Before Capital Items	1,889,106	1,889,106	(0)	41,731,804
Capital Revenue				
Capital Revenue	27,361,906	27,409,169	47,263	12,261,435
Proceeds from Sale of Land & PPE	998,698	998,698	-	747,800
	28,360,604	28,407,867	47,263	13,009,234
Net Result Attributable to Council in Period	30,249,710	30,296,973	47,263	54,741,038
Total Comprehensive Income	30,249,710	30,296,973	47,263	54,741,038

Executive Summary

The 3rd quarter budget review for 2024/2025 has been undertaken at the end of March by engaging with respective Department Managers and Directors. An initial desktop exercise was undertaken by Finance and results provided to Managers and Directors for their review and commentary. Managers were requested to predict their end of year position noting that the preference for the Quarter 3 Budget Review should be emergent items only. It is noted through the large number of Watching Brief Items across Council (identified in the report below) that there remains a material risk of further deviations with the finalisation of the end of financial year accounts. To mitigate the potential risk, it is proposed to constrain the remaining surplus to the Operational Sustainability Reserve.

Overall, the proposed budget revision results in an increase of operating surplus of approximately \$2.3M (noting though that constraining of funds for various items needs to occur). Various movements in income and expenditure line items are noted below.

Key changes to the Operating result were as follows:

- Net Rates & Utilities Charges increase by \$141K for general rate revenue partially offset by a reduction to water consumption (offset by a reduction to water purchase).
- Fees and Charges increase by \$224K increased activity for potable water, resource sector building/plumbing fees, and Moranbah pool revenue.
- Sale of Contract & Recoverable Works increased by \$782K predominately for an increase in the RMPC and recoverable works for Galilee and Bown Basin infrastructure agreements (offset by increased expenditure).
- Operating Grants, Subsidies & Contributions increased by \$47K recognising an increase for a contribution to Moranbah water, LRCI road hazard works, and St Lawrence Wetlands contributions partially offset by a reduction in DRFA Nov 21 revenue, trainee boost payments and the deferral of flood study works to next financial year.
- Other Recurrent Revenue increased \$518K recognising an increase of revenue at waste facilities, septic waste, St Lawrence Wetland ticket sales and various recoveries.
- Employee Expenses decreased by \$779K to partially offset expenditure on agency temp staff and to acknowledge vacancies within Council.
- Materials & Services increased \$224K, predominately for RMPC (note partially offset by revenue), agency temp staff, additional grading, computer expenses, repairs and maintenance partially offset by a reduction in consultancy, water purchases, green waste processing, rates on Council properties, fuel purchases for fleet and refuse collection.
- Finance Costs reduced \$30K to acknowledge lower bank charges (noting new banking provider).

The capital revenue budget is proposed to be increased by \$47K to \$28.4M predominately through recognition of additional grant funds and developer contributions to date, partially offset by the finalisation of grant agreements (reduced expenditure).

The capital expenditure program is proposed to be amended from \$68.5M to \$68.8M to recognise reinstatement of funds previously deferred to the 2025/2026 FY, variations and reductions for finalised grant works.

The following key operational budget areas are highlighted as watching brief items. It should be noted that the Quarter 3 Budget Review has increased the Operating Surplus which is currently proposed to be constrained to various reserves. If watching brief items impact the 2025 FY operating surplus these funds will be available to balance.

Watching Brief

Council

- Budgeted 9% vacancy rate of employee expenses.
- Continuing uncertainty around economic inflationary pressures, global events, supply chain and difficulty in obtaining / retaining a skilled workforce.
- Risks of Disaster related impacts during disaster season for Disaster Management and impacts on business continuity and infrastructure areas.
- Delayed Capital Program Delivery through limited scoping / planning, and ongoing stretched project management resources and capability which may result in cost escalations, including major projects with time sensitive grant implications.
- Risk around ongoing or unforeseen legal matters / legal challenges.
- Management of employee expenses (additional duties, re-grading of positions, capital allocation).
- Risk around completion of operational projects / strategies with funds being diverted to cover expenditure in other areas.
- Turnover of key management personnel.
- Management of expenditure over remainder of financial year within Departments / Directorates.
- Risk around long-term vacant positions and the use of agency temp staff.
- Risk of impacts of the revaluation of the Roads, Bridges & Drainage asset class
- Risk around timeframe of recovering expenditure on infrastructure agreements.

Corporate, Governance & Financial Services

- Opportunity on higher rates of return on funds invested.
- Risk around ad-hoc project requests and business continuity scenarios.
- Risk around Disaster Management.
- Risk around Tech1 project and associated expenditure and resourcing.
- Risk around General Rate classification changes or amalgamations.

Engineering & Infrastructure

- Management of employee expense / internal plant hire allocations, in particular costing to capital projects in line with budget estimate.
- Risk around employees budgeted as 100% Capital.
- Risk around timeframe of recovering expenditure on infrastructure agreements.
- Managing / completion of the DRFA contracted works within the stipulated time frame.

Planning, Environment and Community Service

- Risk around employees budgeted as 100% Capital.
- Potential risk around pool operations and repairs and maintenance.
- Risk around long-term vacancies and use of Agency Temp Staff to backfill.
- Risk around breakdowns and maintenance of Community Facility Infrastructure.
- Risk around meeting various revenue line items.
- Risk around unbudgeted operational expenditure required for reopening / restoring business operations at the Isaac Events Centre.
- Risk of items currently costed to Capital being of an operational nature and transferred / impacting on the Operational budget.

Water & Waste

- Risk around management of existing water agreement and progression of additional agreements.
- Risk of items currently costed to Capital being of an operational nature and transferred / impacting on the Operational budget.
- Risk around operational expenditure for continuity of service with vacant positions (use of agency temp staff on a long-term basis).
- Risk around unexpected emergent events.
- Risk around WWTP environmental requirements and subsequent costs.
- Impacts of delayed Capital program implicating operational activities.

Council Performance Year to Date

ISAAC REGIONAL COUNCIL Statement of Comprehensive Income For the Period Ended 31 March 2025								
	Notes	YTD Actual \$	Commitments \$	YTD Actual + Commitments \$	YTD Revised Budget \$	Variance \$	Full Year Revised Budget \$	Completion %
Income								
Operating Revenue								
Net Rates & Utility Charges	1	107,589,079	-	107,589,079	107,281,000	308,079	105,042,315	102.4%
Fees & Charges	2	4,010,775	-	4,010,775	3,789,666	221,109	4,688,603	85.5%
Rental Income		1,455,034	-	1,455,034	1,478,146	(23,112)	2,000,995	72.7%
Interest Received	3	3,318,764	-	3,318,764	3,180,297	138,466	4,323,730	76.8%
Sales of Contract & Recoverable Works	4	3,914,659	-	3,914,659	3,747,087	167,573	7,799,723	50.2%
Operating Grants, Subsidies & Contributions	5	14,577,774	-	14,577,774	14,933,351	(355,577)	16,886,836	86.3%
Other Recurrent Revenue		9,136,029	-	9,136,029	9,179,128	(43,099)	13,059,711	70.0%
		144,002,113	-	144,002,113	143,588,674	413,439	153,801,913	93.6%
Expenses								
Operating Expenses								
Employee Expenses	6	35,581,933	-	35,581,933	37,384,354	(1,802,421)	51,874,153	68.6%
Materials & Services	7	41,355,484	17,231,074	58,586,558	46,189,068	12,397,490	63,871,591	91.7%
Finance Costs		908,294	-	908,294	929,062	(20,767)	1,318,744	68.9%
Depreciation and Amortisation	8	24,424,598	-	24,424,598	24,320,793	103,805	33,348,319	73.2%
		102,270,309	17,231,074	119,501,383	108,823,276	10,678,107	150,412,807	79.4%
Operating Position Before Capital Items		41,731,804	(17,231,074)	24,500,730	34,765,398	(10,264,668)	3,389,106	722.9%
Capital Revenue								
Capital Revenue	9	12,261,435	-	12,261,435	14,982,624	(2,721,189)	27,361,906	44.8%
Proceeds from Sale of Land & PPE	10	747,800	-	747,800	900,000	(152,200)	998,698	74.9%
		13,009,234	-	13,009,234	15,882,624	(2,873,390)	28,360,604	45.9%
Net Result Attributable to Council in Period		54,741,038	(17,231,074)	37,509,964	50,648,022	(13,138,058)	31,749,710	118.1%
Total Comprehensive Income		54,741,038	(17,231,074)	37,509,964	50,648,022	(13,138,058)	31,749,710	118.1%
Council's operating position at month end is a \$41.7M surplus								

Operating Revenue

Net Rates & Utility Charges

Net rates and utility charges are tracking above budget with a favourable variance of \$308K. This favourable variance relates to general rates revenue with a notable increase the category movement of a single workers accommodation during the rating period. It is proposed to increase the budget by \$141K for a \$300K increase to general rates partially offset by a reduction to water consumption.

Fees & Charges

Fees and charges are tracking above budget with a favourable variance of \$221K which is predominantly due to higher than anticipated revenue from potable water sales, resource sector building and plumbing fees, Moranbah swimming pool charges and works on roads corridors permits. The proposed budget adjustment at Quarter 3 Budget Review for an increase of \$224K reflects increased activity for resource sector building/plumbing fees, potable water sales, Moranbah swimming pool and various other minor adjustments.

Rental Income

Rental income is tracking below budget with an unfavourable variance of \$23K at March, increasing to \$45K in April. The Quarter 3 Budget Review proposes no changes to the current revised budget.

Interest Received

Interest received year to date at the end of March was \$138K above budget. The Quarter 3 Budget Review proposes no changes to the current revised budget.

Sales of Contract & Recoverable Works

Sales of contract & recoverable works are favourable to budget by \$168K at the end of March, increasing to an unfavourable variance of \$768K in April. This unfavourable variance is due to cash flowing of recoverable works for Galilee and Bowen Basin and RMPC works. It should be noted that majority of Galilee and Bowen Basin income is cash flowed to be received over the remaining months of the financial year (\$1.3M). The Quarter 3 Budget Review proposes to increase the budget by \$782K predominately for RMPC works (\$537K) and Galilee and Bown Basin recoveries (\$200K). It should be noted that this increase is offset by additional expenditure.

Operating Grants, Subsidies & Contributions

Operating grants are \$356K unfavourable to budget at the end of March increasing to \$527K at the end of April. This unfavourable variance is primarily due to the cash flowing of revenue for the DRFA November 2021 event, a contribution for guardrail replacement works, maintenance contributions generated from infrastructure agreements and the illegal dumping grant, partially offset by a contribution for water purchases in Moranbah. The Quarter 3 Budget Review requested managers to review anticipated completion of grant funded works and from this review proposes to

increase the budget by \$47K. Notable items relate to a decrease in DRFA Nov 21 revenue \$465K (note offsetting expenditure reduction), an additional contribution for Moranbah water \$500K and the transfer from capital of the operational portion of LRCl Phase 4 Road Hazard Reduction Works. There have been various balancing adjustments within Departments

Other Recurrent Revenue

Other recurrent revenue is tracking below budget with an unfavourable variance of \$43K at the end of March. The Quarter 3 Budget Review proposes to increase this revenue by \$518K which is represented by an increase to septic revenue, tip revenue and St Lawrence Wetlands ticket sales and various recoveries (insurance, legal and expenditure).

Operating Expenses

Employee Expenses

Employee expenses are favourable to the adopted budget by \$1.8M at the end of March, increasing to \$2.1M in April. It should be noted that the increase in the variance in April was expected due to a large number of staff accessing leave balances at some time during this period. This favourable variance is predominately due to long term vacancies within Departments (many positions being offset by agency temp staff).

The Quarter 3 Budget Review proposes a reduction of \$779K. Various reductions have been made to Departments with substantial vacancies, partially offset by the impact to the Corporate Recoveries (reduction of oncost recoveries due to vacancies). It should be noted that agency temp staff budgeted expense in materials and services will increase \$522K.

Movements in Employee Expenses proposed budget are:

- \$220K reduction in Community Education and Compliance.
- \$180K reduction for Director CGFS
- \$170K reduction for Plant, Fleet & Workshops
- \$100K reduction for RMPC
- \$100K reduction for DRFA.
- \$90K reduction for People and Performance
- \$70K reduction for Advocacy and External Affairs
- \$70K reduction in Infrastructure, Planning & Technical Services
- \$65K reduction for Community Facilities
- \$60K reduction for Liveability and Sustainability
- \$60K transfer from Strategic Asset Management to Manager Financial Services
- \$50K reduction in Information Solutions
- \$50K reduction for Safety & Resilience
- \$50K reduction for Community Hubs
- \$40K reduction for Governance and Corporate Services

- \$30K reduction Corporate Properties and Fleet
- \$20K reduction Economy and Prosperity
- \$586K increase in Corporate Expenses (note on cost recovery adjustment of \$1.6M, increase sick leave \$180K, FBT \$26K, Payroll Tax \$12K partially offset by a reduction in leave liabilities \$113K, superannuation \$191K and constrained Q2 wages \$944K).

Materials & Services

Materials and services actual expenses for the year to date are \$41.4M with \$17.2M being recorded in commitments, resulting in an unfavourable variance to budget of \$12.4M. Excluding commitments YTD expenditure would be approximately \$4.8M above YTD budget. In April, YTD expenditure (including commitments) is \$11.2M above YTD budget. Large commitments are noted for annual and multiyear items including Galilee & Bowen Basin Operations (multiyear commitments), RMPC, water purchases, Waste Levy (annual commitment), IT expenses associated with the Digital Strategy and contractors at IRC's landfills (annual commitments).

Materials and Services are proposed to be increased by \$224K. Items to note include:

- \$947K increase for RMPC (partially offset by additional revenue).
- \$401K increase for Water & Wastewater Operations predominately agency temp staff and travel and accommodation partially offset by a reduction of consultancy.
- \$363K increase for Infrastructure East / West predominantly related additional grading works (Bulliwallah and Hyde Park) and expenditure for LRCI Phase 4 B hazard reduction (partially offset by increased grant revenue)
- \$215K increase for Galilee and Bowen Basin Operations predominately for consultancy noting partially offset by increased revenue.
- \$143K increase for Economy & Prosperity predominately for additional water consumption (internal rates charged) at facilities, expenditure for St Lawrence Wetlands (note partially offset by additional revenue) \$487K increase for DRFA Nov 21 event (note offsetting grant revenue).
- \$113K increase for Corporate Properties predominately for consultancy (prior FY capital expenses transferred to operational due to project no longer continuing) and agency temp staff.
- \$79K increase for Safety & Resilience predominately for agency temp staff partially offset by a reduction in repairs and maintenance. It should be noted that this Department reduced employee expenses however a full offsetting reduction was not possible due to the consolidation of workcare employee expenses within this department.
- \$449K reduction in Chief Information Officer predominately for a reduction of Digital Strategy expenditure this financial year. It should be noted that it is requested to constrain \$450K for use in the 2025/2026 financial year has been received.
- \$321K reduction for Waste Management predominately for green waste processing, consultancy and refuse collection partially offset by an increase to

repairs and maintenance. It should be noted that it is requested to constrain \$230K for use in the 2025/2026 financial year.

- \$317K reduction for DRFA November 2021 event (partially offset by a reduction of grant funds received).
- \$177K reduction W & W Business Services predominately for purchase of water partially offset by an increase of consultancy.
- \$172K reduction for Plant, Fleet & Workshops predominately for a reduction in fuel, rates on council properties, equipment hire, and low value assets partially offset by an increase to repairs and maintenance.
- \$128K reduction for Office of the CEO predominately for memberships, staff gathering and recruitment expenditure.
- \$122K reduction for People & Capability predominately uniform expenses, training and development and meeting expenses. It should be noted that it is requested to constrain \$103K for use in the 2025/2026 financial year.
- \$116K reduction for Engaged Communities predominately for consultancy. It should be noted that it is requested to constrain \$75K for use in the 2025/2026 financial year.

In addition to the above there have been various smaller increases / reductions or transfer of funds within Departments.

Finance Costs

Finance costs are currently under YTD budget. The Quarter 3 budget review proposes a reduction of \$30K for bank charges due to new banking provider.

Depreciation & Amortisation

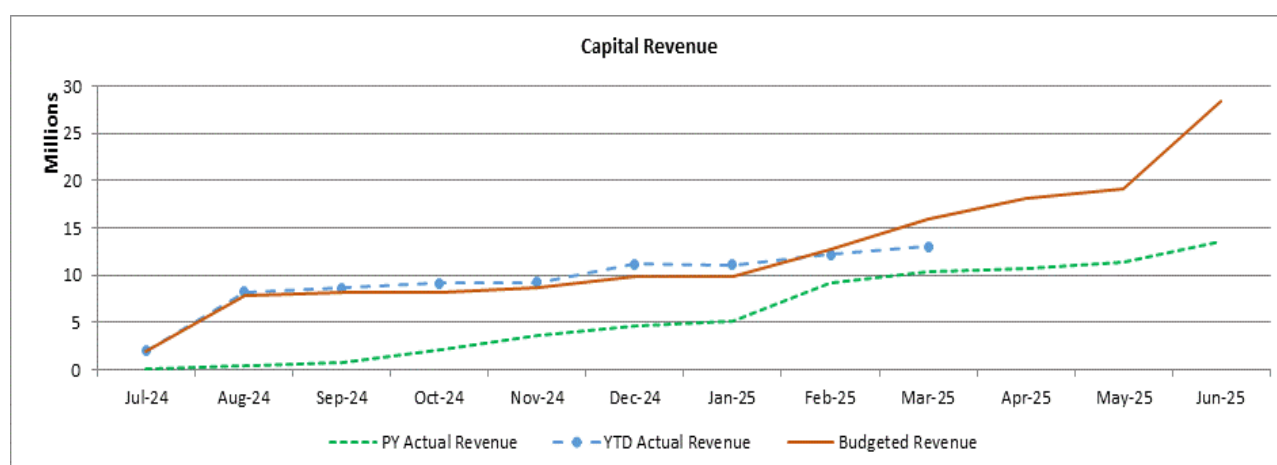
Depreciation is \$104K unfavourable at the end of March, increasing to \$116K at the end of April. The Quarter 3 Budget Review proposes no adjustments, noting that \$500K has been cashflowed in June only under corporate expenses to mitigate the impact of revaluations / additional capitalisation. This is a watching brief item, and it should be noted that the increase of operating surplus (proposed to be constrained to the operational reserve) will be available to fund any additional depreciation.

Transfers to / from Reserve – Operational

The Quarter 3 Budget Review proposes the following items be constrained to fund proposed operational carry forwards, to constrain maintenance contributions received and a portion of the surplus from the waste fund. The remaining surplus will be used to pay the debt redemption on Council's loans

Department	Item	Q2	Q3
GBBO	Maintenance Contributions (Res 2002 – Operational Sustainability Reserve – constrained maintenance contributions)	\$ 500,000	\$ 500,000
P & C	Leadership Management Program / Leadership Pathways (Constrain to CF Reserve)	\$ -	\$ 40,000
P & C	Gallup Workplace Engagement (Constrain to CF Reserve)	\$ -	\$ 32,800
P & C	Mental Health Shirts (Constrain to CF Reserve)	\$ -	\$ 30,000
CIO	Digital Strategy (Constrain to CF Reserve)	\$ -	\$ 450,000
Engaged Communities	Arts & Cultural Plan / Stakeholder Management System (Constrain to CF Reserve)	\$ -	\$ 75,000
Waste	Cash backing of the refuse sites restoration provision	\$ 1,000,000	\$ 1,000,000
Waste	Tender Development / Waste Strategy Review (Constrain to CF Reserve)	\$ -	\$ 50,000
Waste	Greenwaste processing (Constrain to CF Reserve)	\$ -	\$ 180,000
Corporate	Surplus (Res 2002 - Operational Sustainability Reserve)	\$ -	\$ 1,439,060
Total		\$ 1,500,000	\$ 3,796,860

Capital Revenue



The full year capital revenue budget is currently \$28.4M which comprises of Federal Grants, State Grants, Contributions and Proceeds from the Disposal of Assets. The YTD actual revenue of \$13M, is unfavourable to YTD budget by \$2.9M. This unfavourable variance is predominately due to the cash flowing of grant funding for the Isaac Events Centre, Nebo Showgrounds Masterplan Stage 1, a contribution to Mabbinn Road works and proceeds from the disposal of assets which were timed in line with the expected delivery of works. Revenue will undergo further examination during end-of-year processes to ensure alignment with milestones as per AASB 1058 Revenue Recognition Standard.

Since the adoption of the Quarter 2 Revised Budget, the following events below are to be recognised in relation to capital revenue:

- Increase \$2,822 for TIDS Peak downs Mine Road Reconstruction & Widening
- Reduction \$55,315 Roads to Recovery program
- Reduction \$20,480 for Roads of Strategic Importance funding for Dysart Clermont Road Upgrade noting finalised works under original grant estimate.
- Reduction \$45,334 LRCI Phase 4B Road and Transport Hazard Reduction Work (transferred to operational)
- Increase \$59,778 developer contribution for transport
- Increase \$105,792 for DRFA November 2021 event.

From the above, Council's capital revenue budget is proposed to be increased by \$47K to \$28.4M at the Quarter 3 Budget Review for the 2024/2025 financial year.

Capital Projects

Below is the summary position of the whole of Council, by Directorate for Capital expenditure as at the end of March 2025. At the end of April, the actual expenditure had increased to a total of \$38.1M.

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

The capital expenditure program is proposed to be amended from \$68.5M to \$68.8M. The 3rd Quarter Budget Review has identified the below proposed amendments:

Corporate, Governance & Financial Services

- No proposed amendments,

Engineering & Infrastructure

- Bowen Basin & Galilee Operations – CW233068 Dysart – Clermont Road Upgrade – reduction budget \$20K (ROSI funding) noting decreased final value anticipated with Council funds transferred to other projects within Directorate.
- Bowen Basin & Galilee Operations – CW243201 Peak Downs Mine Road Reconstruction and Widen – increase of \$3K (TIDS). It should be noted that this project also received \$3K transfer from within the E & I program to match the increased TIDS funding.
- Bowen Basin & Galilee Operations – CW253301 Regional Surface Renewal – increase \$35K funded from E & I unallocated depreciation. It should be noted that this project also received a \$9K transfer of funds from within the E & I program.
- Bowen Basin & Galilee Operations – CW253302 Regional Floodway Construction – reduction \$6K (Roads to Recovery).
- Bowen Basin & Galilee Operations – CW253305 Saraji Dysart Bypass Road Rehabilitation – reduction \$49K (Roads to Recovery) for anticipated final value of works and a transfer of \$4K Roads to Recovery funds to CW253306.
- Infrastructure West – CW243228 Roads & Transport Hazare Reduction Work – reduction \$45K (LRCI Phase 4B) noting remaining works will be completed under the operational budget.
- Infrastructure West – CW253333 Eagle Downs Intersection Asphalt Renewal – reduction \$30K funded (Res 2002 General Reserve Maintenance Contributions QLD Coking Moranbah North).
- Corporate Properties – CW233103 Moranbah Westwind Grosvenor Complex Airconditioning – increase \$31K funded from E & I unallocated depreciation.
- Corporate Properties – CW243208 Corp Residential Renewals 2024 – increase \$32K funded from E & I unallocated depreciation.
- Corporate Properties – CW253311 Corp Residential Renewals 2025 – reinstate \$140K previously deferred to the 2025/2026 financial year.
- Corporate Properties – CW253313 Moranbah 17 Utah Complex New Patio Construction – reinstate \$200K previously deferred to the 2025/2026 financial year.
- Plant, Fleet and Workshops – CW192754 E & I Insurance Capitalisation – increase \$54K (funded Reserve 1064 Plant Reserve) noting vehicle written off and replaced.

Planning, Environment and Community Services

- Community Facilities – CW253328 Dysart Kindergarten Structural Repairs – cancellation of works \$175K (as per Council resolution 9067).

Water & Waste

- Waste – CW243239 Carmila Landfill Capping Design – increase \$28K funded from Rehabilitation Provision.
- Waste – CW243240 Greenhill Landfill Capping Design – increase \$40K funded from Rehabilitation Provision.
- Waste – CW253252 Corp Stormwater Dams Renewals – cancellation of project \$10K, noting works will be covered under operational budget.
- Waste – CW253266 Dysart WMF Repurpose to Transfer Station – reinstate \$35K previously deferred to the 2025/2026 financial year.

In addition to the proposed amendments above, the detailed projects review undertaken by managers and ELT has led to proposed balancing adjustments inside of Departments / Directorate's with nil bottom line impact.

Below is a summary of deferred amounts to the 2025/2026 financial year for each Directorate.

Directorate	Defer to 2025/2026 FY	Estimated Carry Forward
CGFS	-	153,809
E & I	535,000	370,000
PECS	230,000	3,426,000
W & W	7,511,761	1,320,000
Total	8,276,761	5,269,809

In addition to the proposed amendments above, the detailed projects review undertaken by managers and ELT has led to proposed balancing adjustments inside of Departments / Directorate's with nil bottom line impact.

The below table that represents the Quarter 3 Budget Review funded depreciation, movements that have occurred (transfer of depreciation between programs) and the remaining unallocated Depreciation. Funded unallocated depreciation will be constrained to the appropriate reserve.

Programs	Funded Depreciation	Transfer Depreciation (Project movement / redistribution)	Q3 Budget Review Usage + Deferred	Unallocated Depreciation Remaining	Comments
CGFS	764,562	95,438	860,000	-	Receive Corporate funds
Corporate	500,000	(95,438)		404,562	Transfer Corporate funds to CGFS
E & I	14,250,080	45,516	14,016,922	278,674	Receive \$14K W & W & \$100K Fleet and transfer \$68,484 to Solar project. Remaining funds to constrain Land & Building Reserve
Plant	3,385,229	(100,000)	2,339,887	945,342	

PECS	3,014,592	1,333,892	4,348,484	-	Receive funds Water \$632,701, Sewer \$632,707 & E & I \$68,484
Water	6,104,009	(646,701)	5,245,000	212,308	Transfer of funds to Isaac Events Centre \$632,701 / E & I \$14K (project movement)
Sewer	3,981,868	(632,707)	1,395,000	1,954,161	Transfer of funds \$632,707 to Isaac Events Centre
Waste	897,979	-	470,000	427,979	
Waste Rehab	450,000	-	450,000	-	Note cashback for refuse site rehab provision
Total	33,348,319	-	29,125,293	4,223,026	

Prepared by:

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

Office of the CEO

	Full Year Revised Budget	Proposed Revised Postion	Revised Budget Variance	YTD Actual
	\$	\$	\$	\$
Income				
Operating Revenue				
Operating Grants, Subsidies & Contributions	311,934	281,934	(30,000)	263,968
	311,934	281,934	(30,000)	263,968
Expenses				
Operating Expenses				
Employee Expenses	4,800,626	4,640,626	160,000	3,306,291
Materials & Services	2,101,852	1,783,797	318,055	1,324,330
Corporate Overheads & Competitive Neutrality Costs	(5,437,102)	(5,437,102)	-	(4,077,827)
	1,465,376	987,320	478,055	552,794
Operating Surplus / (Deficit)	(1,153,442)	(705,386)	448,055	(288,826)
Transfer from Reserves	-	-	-	-
Transfer to Reserves	-	(102,800)	(102,800)	-
Operating Position Before Capital Items	(1,153,442)	(808,186)	345,255	(288,826)
Capital Revenue				
	-	-	-	-
Net Result Attributable to Council in Period	(1,153,442)	(808,186)	345,255	(288,826)
Total Comprehensive Income	(1,153,442)	(808,186)	345,255	(288,826)

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

Corporate, Governance & Financial Service

	Full Year Revised Budget	Proposed Revised Postion	Revised Budget Variance	YTD Actual
	\$	\$	\$	\$
Income				
Operating Revenue				
Net Rates & Utility Charges	71,587,176	71,887,277	300,101	75,737,512
Fees & Charges	122,000	132,000	10,000	106,686
Rental Income	1,350	1,350	0	-
Interest Received	4,099,530	4,099,530	(0)	3,145,184
Sales of Contract & Recoverable Works	160,000	205,000	45,000	182,110
Operating Grants, Subsidies & Contributions	7,478,601	7,477,938	(663)	7,140,328
Other Recurrent Revenue	143,185	143,185	(0)	109,708
	83,591,842	83,946,280	354,438	86,421,527
Expenses				
Operating Expenses				
Employee Expenses	10,581,198	10,847,456	(266,259)	6,629,390
Materials & Services	14,174,242	13,825,884	348,358	10,511,816
Finance Costs	514,541	484,541	30,000	319,465
Depreciation and Amortisation	1,264,562	1,264,561	1	600,094
Corporate Overheads & Competitive Neutrality Costs	(16,827,852)	(16,827,852)	-	(12,620,889)
	9,706,690	9,594,591	112,099	5,439,875
Operating Surplus / (Deficit)	73,885,152	74,351,689	466,537	80,981,651
Transfer from Reserves	-	-	-	-
Transfer to Reserves	-	(1,889,060)	(1,889,060)	-
Operating Position Before Capital Items	73,885,152	72,462,629	(1,422,523)	80,981,651
Capital Revenue				
Capital Revenue	-	-	-	(9)
Proceeds from Sale of Land & PPE	-	-	-	55
	-	-	-	45
Net Result Attributable to Council in Period	73,885,152	72,462,629	(1,422,523)	80,981,697
Total Comprehensive Income	73,885,152	72,462,629	(1,422,523)	80,981,697

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

Engineering & Infrastructure Services

	Full Year Revised Budget	Proposed Revised Position	Revised Budget Variance	YTD Actual
	\$	\$	\$	\$
Income				
Operating Revenue				
Fees & Charges	407,500	415,500	8,000	331,822
Rental Income	1,710,668	1,710,668	-	1,245,624
Sales of Contract & Recoverable Works	7,561,103	8,298,103	737,000	3,732,549
Operating Grants, Subsidies & Contributions	7,160,349	6,741,913	(418,436)	5,243,692
Other Recurrent Revenue	64,269	92,646	28,377	91,287
	16,903,888	17,258,830	354,941	10,644,975
Expenses				
Operating Expenses				
Employee Expenses	16,157,266	15,687,266	470,000	11,301,497
Materials & Services	17,759,507	18,832,016	(1,072,509)	11,893,913
Depreciation and Amortisation	17,635,309	17,635,309	-	13,307,932
Corporate Overheads & Competitive Neutrality Costs	12,803,739	12,803,739	-	9,602,804
	64,355,821	64,958,329	(602,509)	46,106,146
Operating Surplus / (Deficit)	(47,451,932)	(47,699,500)	(247,567)	(35,461,172)
Transfer from Reserves	-	-	-	-
Transfer to Reserves	(500,000)	(500,000)	-	-
Operating Position Before Capital Items	(47,951,932)	(48,199,500)	(247,567)	(35,461,172)
Capital Revenue				
Capital Revenue	15,282,347	15,328,961	46,614	8,814,399
Proceeds from Sale of Land & PPE	998,698	998,698	-	747,489
	16,281,045	16,327,659	46,614	9,561,888
Net Result Attributable to Council in Period	(31,670,887)	(31,871,841)	(200,953)	(25,899,284)
Total Comprehensive Income	(31,670,887)	(31,871,841)	(200,953)	(25,899,284)

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

Planning, Environment & Community Service

	Full Year Revised Budget	Proposed Revised Position	Revised Budget Variance	YTD Actual
	\$	\$	\$	\$
Income				
Operating Revenue				
Fees & Charges	2,896,903	2,993,245	96,342	2,599,756
Rental Income	236,379	236,379	-	155,378
Sales of Contract & Recoverable Works	78,620	78,620	-	-
Operating Grants, Subsidies & Contributions	1,378,520	1,374,270	(4,250)	872,129
Other Recurrent Revenue	54,979	77,648	22,669	17,551
	4,645,401	4,760,162	114,761	3,644,814
Expenses				
Operating Expenses				
Employee Expenses	12,244,635	11,829,635	415,000	8,396,106
Materials & Services	9,312,033	9,268,149	43,883	5,905,083
Finance Costs	756,546	756,546	-	554,843
Depreciation and Amortisation	3,014,592	3,014,592	-	2,261,030
Corporate Overheads & Competitive Neutrality Costs	3,337,865	3,337,865	-	2,503,399
	28,665,671	28,206,788	458,883	19,620,461
Operating Surplus / (Deficit)	(24,020,270)	(23,446,625)	573,644	(15,975,647)
Transfer from Reserves	-	-	-	-
Transfer to Reserves	-	(75,000)	(75,000)	-
Operating Position Before Capital Items	(24,020,270)	(23,521,625)	498,644	(15,975,647)
Capital Revenue				
Capital Revenue	10,750,304	10,750,953	649	2,739,525
Proceeds from Sale of Land & PPE	-	-	-	256
	10,750,304	10,750,953	649	2,739,781
Net Result Attributable to Council in Period	(13,269,966)	(12,770,672)	499,293	(13,235,866)
Total Comprehensive Income	(13,269,966)	(12,770,672)	499,293	(13,235,866)

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

Water & Waste

	Full Year Revised Budget	Proposed Revised Position	Revised Budget Variance	YTD Actual
	\$	\$	\$	\$
Income				
Operating Revenue				
Net Rates & Utility Charges	33,455,139	33,296,030	(159,109)	31,851,567
Fees & Charges	1,262,200	1,371,900	109,700	972,511
Rental Income	52,598	52,598	-	54,032
Interest Received	224,200	224,200	-	173,580
Operating Grants, Subsidies & Contributions	557,433	1,057,658	500,225	1,057,658
Other Recurrent Revenue	12,797,278	13,264,710	467,432	8,917,483
	48,348,848	49,267,096	918,248	43,026,830
Expenses				
Operating Expenses				
Employee Expenses	8,090,429	8,090,429	-	5,948,649
Materials & Services	20,523,957	20,386,016	137,941	11,720,342
Finance Costs	47,657	47,657	-	33,987
Depreciation and Amortisation	11,433,856	11,433,856	-	8,255,542
Corporate Overheads & Competitive Neutrality Costs	6,123,351	6,123,351	-	4,592,513
	46,219,250	46,081,308	137,941	30,551,033
Operating Surplus / (Deficit)	2,129,598	3,185,788	1,056,190	12,475,797
Transfer from Reserves	-	-	-	-
Transfer to Reserves	-	(1,230,000)	(1,230,000)	-
Operating Position Before Capital Items	2,129,598	1,955,788	(173,810)	12,475,797
Capital Revenue				
Capital Revenue	1,329,255	1,329,255	-	707,520
	1,329,255	1,329,255	-	707,520
Net Result Attributable to Council in Period	3,458,853	3,285,043	(173,810)	13,183,317
Total Comprehensive Income	3,458,853	3,285,043	(173,810)	13,183,317

MEETING DETAILS **Ordinary Meeting**
Tuesday 27 May 2025

AUTHOR Jason Rivett

AUTHOR POSITION Manager Financial Services

9.3

REVENUE POLICY 2025/2026

EXECUTIVE SUMMARY

Pursuant to Section 193 of *Local Government Regulation 2012*, a Local Government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

OFFICER'S RECOMMENDATION

That the committee recommends that Council:

1. ***Adopts the 2025/2026 Revenue Policy in accordance with s193 of the Local Government Regulation 2012.***

Resolution No.: **CGFS0965**

Moved: **Cr Jane Pickels**

Seconded: **Cr Terry O'Neill**

That the Committee recommends that Council:

Adopts the 2025/2026 Revenue Policy in accordance with s193 of the *Local Government Regulation 2012*.

Carried

BACKGROUND

Local Government Act 2009

104 Financial management systems

(5) The system of financial management established by a local government must include—

(c) the following financial policies of the local government—

- (i) Investment policy;
- (ii) Debt policy;
- (iii) Revenue policy.

(6) A local government must ensure the financial policies of the local government are regularly reviewed and updated as necessary.

Local Government Regulation 2012

193 Revenue policy

- (1) A local government's revenue policy for a financial year must state —
- (a) the principles that the local government intends to apply in the financial year for —
 - i. levying rates and charges; and
 - ii. granting concessions for rates and charges; and
 - iii. recovering overdue rates and charges; and
 - iv. cost recover methods; and
 - (b) if the local government intends to grant concessions for rates and charges — the purpose for the concession; and
 - (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.
- (2) The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.
- (3) A local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

BUDGET IMPLICATIONS

A review has been completed in conjunction with the 2025/2026 budgetary process.

The following changes have been proposed to the Revenue Policy (from that adopted as part of the 2024/2025 budget process):

- Reference to referring overdue rates for recovery removed as duplication of Revenue Statement. Revenue Policy notes guiding principles only.
- Reference to Sustainable Planning Act 2009 and State Planning Regulatory Provision 2012 removed - replaced by Planning Act 2016.

CONSULTATION

- Budget Workshops
- Director Corporate, Governance and Financial Services
- Financial Services

BASIS FOR RECOMMENDATION

To establish an accounting policy for Revenue for Isaac Regional Council in line with workshops through the budget process.

ACTION ACCOUNTABILITY

Manager Financial Services to ensure Policy is updated in relevant records.

KEY MESSAGES

Council's revenue raising options and financial position have been reviewed through the 2025/2026 budget process.

Council remains in a sound financial position.

Report Prepared By:

JASON RIVETT
Manager Financial Services

Date: 28 April 2025

Report Authorised By:

DARREN FETTELL
Director Corporate, Governance and Financial
Services

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 - Isaac Regional Council Revenue Policy 2025/2026 – CORP-POL-028

REFERENCE DOCUMENT

- Nil

REVENUE POLICY

APPROVALS

POLICY NUMBER	CORP-POL-028	DOC.ID
CATEGORY	Statutory	
POLICY OWNER	Financial Services	
APPROVAL DATE		RESOLUTION NUMBER

OBJECTIVE

In accordance with the requirements of section 193 of the *Local Government Regulation 2012*, the objective of this Revenue Policy is to state:

- the principles intended to be applied by Council for the 2025/2026 financial year for the following revenue activities:
 - levying of rates and charges;
 - granting concessions for rates and charges;
 - recovering overdue rates and charges; and
 - cost-recovery methods;
- the purposes for concessions that Council intends to grant; and
- the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

SCOPE

Pursuant to section 104(5)(c)(iii) of the *Local Government Act 2009* the system of financial management established by Council must include a revenue policy.

Section 169(2)(c) of the *Local Government Regulation 2012* requires Council to include in its financial budget a revenue policy.

Section 170 of the *Local Government Regulation 2012* requires Council to adopt a budget each financial year.

Pursuant to section 193 of the *Local Government Regulation 2012*, the principles stated in this Revenue Policy are intended to be applied by Council for the relevant revenue activities in the 2025/2026 financial year.

DEFINITIONS

N/A

POLICY STATEMENT

This Revenue Policy states the principles Council intends to apply in the 2025/2026 financial year for the relevant revenue activities.

Principles

Levying Rates and Charges

For levying rates and charges for the 2025/2026 financial year, Council will have regard to the principles of:

- **user pays** - Council will be guided by the principle of user pays to minimise the impact of rating on the efficiency of the local economy;
- **transparency/simplicity** – Council will be transparent in the making and levying of rates and charges and will endeavour to use practices and systems that are able to be understood by all the community;

- **effectiveness/efficiency** – Council will endeavour to have practices and systems that are simple and inexpensive to administer;
- **fairness** – Council will endeavour to have practices and systems that achieve fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations, and disregarding irrelevancies such as the perceived personal wealth of individual ratepayers or ratepayer classes;
- **flexibility** - Council will endeavour to take account of changes in the local economy; and
- **sustainability** – Council will endeavour to ensure that it manages revenue diligently and that the application of funds is founded on sustainable financial management.

General Rates

Section 92(2) of the *Local Government Act 2009* provides that general rates are for services, facilities and activities that are supplied or undertaken for the benefit of the community in general (rather than a particular person).

Section 94(1)(a) of the *Local Government Act 2009* provides that Council must levy general rates on all rateable land within its local government area.

Council believes that the distribution of the general rate burden through the levy of differential general rates in previous financial year has been generally equitable.

Council intends to levy differential general rates in the 2025/2026 financial year whereby land is categorised according to different rate categories, having regard to such factors, but not limited to: usage made of the land, and the nature, location, area and value of the land.

Pursuant to section 74 of the *Local Government Regulation 2012* Council must calculate the rates for land by using the value of the land under the *Land Valuation Act 2010* as assessed by the Valuer-General.

To ensure that owners of land across all differential categories contribute equitably to the cost of common services, facilities and activities, Council intends to apply a minimum rate to each differential rate category.

Special Rates and Charges

Section 92(3) of the *Local Government Act 2009* provides that special rates and charges are for services, facilities and activities that have a special association with particular land because-

- the land or its occupier:
 - specially benefits from the service, facility, or activity; or
 - has or will have special access to the service, facility, or activity; or
- the land is or will be used in a way that specially contributes to the need for the service, facility, or activity; or
- the occupier of the land specially contributes to the need for the service, facility, or activity.

Examples of services that may necessitate a special rate or charge are, but not limited to:

- maintenance and improvements to specific infrastructure in the regions towns which are necessitated by mining operations; and
- rural fire prevention and firefighting services.

Utility Charges

Section 92(4) of the *Local Government Act 2009* provides that utility charges are for a service, facility, or activity for any of the following utilities: waste management, gas; sewerage and water.

In the 2025/2026 financial year, Council intends to levy utility charges for waste management, sewerage, and water services.

Council may make and levy such utility charges on all rateable land, whether vacant or occupied, if the relevant utility service is available to the land.

Council may make and levy utility charges on non-rateable land where the owner or occupier has requested that the relevant service be provided.

Generally, utility charges will be calculated on a full cost recovery basis.

Separate Rates and Charges

Section 92(5) of the *Local Government Act 2009* provides that separate rates and charges are for any other service, facility, or activity.

Where it is appropriate, Council may levy separate rates and charges to recover the cost of particular services, activities and facilities that benefit the community generally.

Pursuant to section 103 of the *Local Government Regulation 2012*, Council may fix a minimum amount of the rates and may levy separate rates or charges for a service, facility, or activity, whether or not the service, facility or activity is supplied by Council.

As an example, a levy will be applied to all rateable properties in the region to ensure that Council has the capability to meet its obligations in times of natural disaster. The disaster management charge will be used to assist in funding the recurrent annual disaster management activities of Council, including those costs relating to the operation and maintenance of equipment used by Council in fulfilment of its disaster management obligations, and those costs relating to disaster prevention and disaster planning.

Granting concessions for rates and charges

Principles behind Concessions for Rates and Charges

Pursuant to section 120(1) of the *Local Government Regulation 2012* Council may grant a concession for rates or charges only if it is satisfied of one or more of the criteria set out therein.

In considering whether to grant a concession to a stated ratepayer or to a ratepayer who is a member of a stated class of ratepayers, Council will be guided by the principles of:

- **fairness** - the same treatment for ratepayers with similar circumstances;
- **transparency/simplicity** - by making clear the requirements necessary to receive concessions; and
- **flexibility** - to allow Council to respond to local economic issues.

Purpose of Concessions

For the 2025/2026 financial year, subject to the conditions determined from time to time in any applicable Council Policy and/or resolution, Council may grant concessions for rates and charges for:-

- **eligible pensioners**, for the purpose of alleviating the rating burden on eligible persons who are reliant on a pension;
- **certain entities whose objects do not include making a profit**, such as religious organisations, sporting clubs and show societies, on the basis that these entities provide benefits to the community, in accordance with the Rates Concession – Not For Profit Policy; and
- in its discretion, to other persons, where, for example, Council is satisfied that the payment of the rates or charges will cause hardship to the landowner.

Consideration may be given by Council to granting a class concession (a concession to a stated class of ratepayers) in the event all or part of the local government area is declared a natural disaster area by the State Government.

Recovering overdue rates and charges

Section 132 of the *Local Government Regulation 2012* outlines what are overdue rates or charges and when they become overdue.

In general, Council will exercise its powers to recover overdue rates and charges to reduce the overall rate burden on all ratepayers.

In particular in recovering overdue rates and charges Council will be guided by the principles of:

- **transparency/simplicity** - by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- **effectiveness/efficiency** – by making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- **fairness** –by having regard to providing the same treatment for ratepayers with similar circumstances; and
- **flexibility** - by responding where necessary to changes in the local economy.

Council may use all of its powers under the Act and Regulation to recover overdue rates and charges. In particular, Council may exercise its powers:

- under section 95 of *Local Government Act 2009*, to register a charge over land where rates and charges become overdue;

- under section 134 of the *Local Government Regulation 2012*, to bring court proceedings for a debt against a person who is liable to pay the overdue rates and charges; and
- under Chapter 4, Division 3 of the *Local Government Regulation 2012*, to sell or acquire land for overdue rates or charges.

Council intends to charge interest on overdue rates and charges pursuant to section 133 of the *Local Government Regulation 2012*.

Cost-recovery methods

Section 97 of the *Local Government Act 2009* allows Council to set cost-recovery fees.

For cost-recovery methods in the 2025/2026 financial year, Council intends to apply the following principles:

- **user pays** - Council recognises the validity of fully imposing the user pays principle for its cost-recovery fees, unless the imposition of the fee is contrary to its express social, economic, environmental, and other corporate goals. This is considered to be the most equitable and effective revenue approach and is founded on the basis that the regions rating base cannot subsidise the specific users or clients of Councils regulatory products and services.
- **cost of providing services / action** – However, in setting its cost-recovery fees, Council will be mindful of the requirement that such fees must not be more than the cost to Council of providing the service or taking the action for which the fee applies.

Section 262(3)(c) of the *Local Government Act 2009* empowers Council to charge for a service or facility it supplies other than a service or facility for which a cost recovery fee may be fixed. Council will impose a commercial fee where it provides a commercial service to a party that can choose to avail themselves of the service or facility. The nature, level, and standard of the service is considered by Council in setting the commercial fee. Council may set the charge with the aim of generating revenue. A user-pays principle is considered where Council provides the service in competition with the private sector.

Physical and Social Infrastructure Costs for New Development

Council intends to fund the provision of local government trunk infrastructure networks for new development by the adoption and levying of infrastructure charges on new development.

The infrastructure charges for providing local government trunk infrastructure networks are detailed in Infrastructure Charges Resolutions adopted by council having regard to council's planning scheme.

Council also intends for new development to meet council's additional costs of bringing forward development infrastructure and other physical and social infrastructure costs for a new development which is of sufficient magnitude to accelerate the growth rate of a specific area so that the availability of facilities is not adversely affected, and existing ratepayers are not burdened with the cost of providing the additional infrastructure.

REVIEW OF POLICY

Pursuant to section 193(3) of the *Local Government Regulation 2012*, Council is required to review its revenue policy annually in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.

HUMAN RIGHTS

Council has an obligation under the *Human Rights Act 2019* to give proper consideration to human rights when making a decision, and to act and make decisions in a way that is compatible with human rights. To the extent that an act or decision made under this policy may engage human rights, Council will have regard to the *Human Rights Act 2019* in undertaking the act or making the decision. Otherwise, Council does not consider that any human rights are limited or affected by this policy.

LEGISLATIONS AND RELATED GUIDELINES

- *Human Right Act 2019*
- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Land Valuation Act 2010*
- *Planning Act 2016*
-

REFERENCES

ID	NAME
CORP-POL-025	Rates Concession – Not For Profit Policy

MEETING DETAILS	Ordinary Meeting Tuesday 27 May 2025
AUTHOR	Jason Rivett
AUTHOR POSITION	Manager Financial Services

9.4

INVESTMENT POLICY 2025/2026

EXECUTIVE SUMMARY

Pursuant to Section 191 of *Local Government Regulation 2012*, a Local Government must prepare and adopt an Investment policy. The Investment policy must outline the local government's investment objectives and overall risk philosophy and procedures for achieving the goals related to the investments stated in the policy.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Adopt the 2025/2026 Investment Policy (CORP-POL-029) in accordance with s191 of the Local Government Regulation 2012.**

Resolution No.: CGFS0966

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Adopt the 2025/2026 Investment Policy (CORP-POL-029) in accordance with s191 of the Local Government Regulation 2012.**

Carried

BACKGROUND

Local Government Act 2009

104 Financial management systems

(5) The system of financial management established by a local government must include—

(c) the following financial policies of the local government—

- (i) Investment policy;
- (ii) Debt policy;
- (iii) Revenue policy.

(6) A local government must ensure the financial policies of the local government are regularly reviewed and updated as necessary.

Local Government Regulation 2012

191 Investment policy

- (1) A local government must prepare and adopt an investment policy.
- (2) The investment policy must outline —
 - (a) the local government's investment objectives and overall risk philosophy; and
 - (b) procedure for achieving the goals related to investment stated in the policy.

BUDGET IMPLICATIONS

A review of the policy has been completed in conjunction with the 2025/2026 budgetary process.

CONSULTATION

Finance Managers

Director Corporate, Governance and Financial Services

Budget Workshops

BASIS FOR RECOMMENDATION

The Isaac Regional Council Investment Policy has been reviewed through the 2025/2026 budget process.

There are no proposed changes to the Investment Policy from that adopted as part of the 2024/2025 budget process.

ACTION ACCOUNTABILITY

Manager Financial Services to ensure Policy is updated in relevant records.

KEY MESSAGES

Council's financial position has been reviewed through the 2025/2026 budget process.

Council remains in a sound financial position.

Report Prepared By:

JASON RIVETT
Manager Financial Services

Date: 28 April 2025

Report Authorised By:

DARREN FETTELL
Director Corporate, Governance and Financial Services

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 - Isaac Regional Council Investment Policy 2025/2026 – (CORP-POL-029)

REFERENCE DOCUMENT

- Nil

INVESTMENT POLICY

APPROVALS

POLICY NUMBER	CORP-POL-029	DOC.ID
CATEGORY	Statutory	
POLICY OWNER	Financial Services	
APPROVAL DATE		RESOLUTION NUMBER

OBJECTIVE

To provide Council with a contemporary Investment Policy based on an assessment of counterparty, market and liquidity risk within the legislative framework of the *Statutory Bodies Financial Arrangements Act and Regulation*.

SCOPE

This policy applies to the investment of all surplus funds held by Isaac Regional Council in accordance with investment powers under Part 6 of the *Statutory Bodies Financial Arrangements Act 1982* (SBFAA). For the purpose of this policy, investments are defined as arrangements that are acquired or undertaken for the purpose of producing income and/or capital gains.

DEFINITIONS

TERM / ACRONYM	MEANING
Council	Isaac Regional Council.
CEO	The person appointed to the position of Chief Executive Officer under the Act and anyone acting in that position.
Another Employee	All employees of Council including Executive Directors and Managers but excluding the Chief Executive Officer.
Investment Officers	Employees engaged in activities related to the physical investment of funds.
The Act	<i>Local Government Act 2009</i> .
SBFAA	<i>Statutory Bodies Financial Arrangements Act 1982</i> (as amended).

POLICY STATEMENT

PROVISIONS

Investment of Council's funds is to be in accordance with Council's power of investment as set out in the following flow of legislative Authority:

- Section 101(1) of the *Local Government Act 2009* refers to Local Government as a Statutory Body under the *Statutory Bodies Financial Arrangements Act 1982*.
- Section 101(2) of the *Local Government Act 2009* points to Part 2B of the *Statutory Bodies Financial Arrangements Act 1982* to set out the way in which that Act affects Council's powers of Investment.

- Section 42 of the *Statutory Bodies Financial Arrangements Act 1982* refers to three different categories of Investment power.
- Schedule 3, 4 and 5 of the *Statutory Bodies Financial Arrangements Regulation 2019* list the statutory bodies' categories and investment power.
- Section 44 of the *Statutory Bodies Financial Arrangements Act 1982* dictates the types of Investments that Council may use.
- Section 8 of the *Statutory Bodies Financial Arrangements Regulation 2019* prescribes the rating of the Investment arrangements as prescribed under Section 44 (1) (e) of the *Statutory Bodies Financial Arrangements Act 1982*.

POLICY OBJECTIVES

Isaac Regional Council's overall objective is to invest funds at the most advantageous rate of interest available to it at the time, for that investment type, and in a way that it considers the most appropriate given the circumstances.

Investment officers are to manage the investment portfolios not for speculation, but for investment and in accordance with the spirit of this Investment Policy. Investment officers are to avoid any transaction that might harm confidence in Isaac Regional Council.

In priority, the order of investment activities shall be preservation of capital, liquidity, and return.

PRESERVATION OF CAPITAL

Preservation of capital shall be the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security of principal of the overall portfolio. This would include managing credit and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in Council or its associated entities.

Credit Risk

Isaac Regional Council will evaluate and assess credit risk prior to investment. Credit risk is the risk of loss due to the failure of an investment issuer or guarantor. The investment officer will minimise credit risk in the investment portfolio by pre-qualifying all transactions including the brokers/securities dealers with which they do business, diversify the portfolio and limit transactions to secure investments.

Interest Rate Risk

The investment officers shall seek to minimise the risk of a change in the market value of the portfolio because of a change in interest rates. This would be achieved by considering the cash flow requirements of Council and structuring the portfolio accordingly. This will avoid having to sell securities prior to maturity in the open market. Secondly, interest rate risk can be limited by investing in shorter term securities.

MAINTENANCE OF LIQUIDITY

The investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to being required to sell an investment.

For these purposes, illiquid investments are defined as investments that are not publicly traded in sufficient volume to facilitate, under most market conditions, prompt sale without severe market price affect.

Examples include:

- investment in private placements;
- a security that is not supported or priced by at least two approved brokers/securities dealers;
- sub investment grade (i.e. a lower than rating BBB- (Standard and Poors or equivalent); and
- unrated securities.

RETURN ON INVESTMENTS

The portfolio is expected to achieve a market average rate of return and take into account Isaac Regional Council's risk tolerance and current interest rates, budget considerations, and the economic cycle. Any additional return target set by Council will also consider the risk limitations, prudent investment principles and cash flow characteristics identified within this Investment Policy.

ETHICS AND CONFLICTS OF INTEREST

Investment officers/employees shall refrain from personal activities that would conflict with the proper execution and management of Isaac Regional Council's investment portfolio. This includes activities that would impair the investment officers' ability to make impartial decisions.

This policy requires that employees and investment officers disclose to the Chief Executive Officer any conflict of interest or any investment positions that could be related to the investment portfolio.

REQUIREMENTS

In accordance with Schedule 3 of the *Statutory Bodies Financial Arrangements Regulation 2019*, Isaac Regional Council has Category 1 investment power.

PORTFOLIO INVESTMENT PARAMETERS

Section 44(1) of *SBFAA* states that the authorised investments comprise all or any of the following:

- deposits with a financial institution;
- investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;

- other investment arrangements secured by investment arrangements accepted, guaranteed or issued by or for the Commonwealth or a State or a financial institution;
- investment with QIC Cash Trust, QIC Pooled Cash Fund, QTC Cash Fund, QTC 11 AM Fund or QTC Debt Offset Facility;
- an investment arrangement with a rating prescribed under a regulation for this paragraph;
- other investment arrangements prescribed under a regulation for this paragraph.

Section 44(2) of *SBFAA* states that the investment must be:

- at call; or
- for a fixed time of not more than 1 year.

PROHIBITED INVESTMENTS

This investment policy prohibits any investment carried out for speculative purposes. The following investments are prohibited by this investment policy.

- Derivative based instruments (excluding floating rate notices);
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Stand-alone securities that have the underlying futures, options, forward contracts, and sways of any kind; and
- Securities issued in non-Australian dollars.

PLACEMENT OF INVESTMENT FUNDS

Overall, the amount invested with institutions should not exceed the following percentage ranges of average annual funds invested and appropriate documentation must be maintained. Also, when placing investments, consideration should be given to the relationship between credit rating and interest rate.

Investments with Financial Institutions and Investment

LONG TERM RATING (STANDARD & POORS)	SHORT TERM RATING (STANDARD & POORS)	INDIVIDUAL COUNTERPARTY LIMIT	TOTAL PORTFOLIO LIMIT
AAA to AA-	A1+	Maximum 60%	No Limit
A+ to A	A1	Maximum 40%	Maximum 50%
A- to BBB+	A2	Maximum 30%	Maximum 40%
Unrated or below BBB+	Unrated or below A2	Maximum 20%	Maximum 25%
QTC Cash Management Fund	No Limit	No Limit	

Council approves dealings with all financial institutions ('Financial Institution' is defined as an authorised deposit-taking institution within the meaning of the *Banking Act 1959* (Cwlth), Section 5(1)).

MATURITY

The maturity structure of the portfolio will reflect a maximum term to maturity of one year.

LIQUIDITY REQUIREMENT

Given the nature of the funds invested, no more than 20% of the investment portfolio will be in illiquid securities and at least 10% of the portfolio can be called at no cost or will mature within a maximum of seven (7) days.

IMPLEMENTATION

INTERNAL CONTROLS

The Director Corporate, Governance and Financial Services shall establish internal controls and processes that will ensure investment objectives are met and that the investment portfolios are protected from loss, theft, or inappropriate use.

The Chief Executive Officer shall issue a letter to any approved counterparty advising that funds transferred from investments to Council must only be deposited into Council's General Account or Trust Account. This instruction cannot be varied unless a written request is made in writing signed in accordance with Council's account signing authority.

DELEGATION OF AUTHORITY

Authority for implementation of the Investment Policy is delegated by Council to the Chief Executive Officer in accordance with the *Local Government Act 2009*, Section 257 (1) (b).

Authority for the day-to-day management of Council's Investment Portfolio is to be delegated by the Chief Executive Officer to the Director Corporate, Governance and Financial Services.

BREACHES

Any breach of this Investment Policy is to be reported to the Director Corporate, Governance and Financial Services and rectified within seven (7) days of the breach occurring.

Where Council holds an investment that is downgraded below the minimum acceptable rating level, as prescribed under regulation for the investment arrangement, Council shall, within 28 days after the change becomes known to Council, either obtain Treasurer approval for continuing with the investment arrangement or sell the investment arrangement.

LEGISLATIONS AND RELATED GUIDELINES

Relevant legislation with which this policy complies includes –

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Statutory Bodies Financial Arrangements Act 1982*
- *Statutory Bodies Financial Arrangements Regulation 2019*
- *Banking Act 1959*

MEETING DETAILS	Ordinary Meeting Tuesday 27 May 2025
AUTHOR	Jason Rivett
AUTHOR POSITION	Manager Financial Services

9.5

DEBT POLICY 2025/2026

EXECUTIVE SUMMARY

Pursuant to Section 192 of *Local Government Regulation 2012*, a Local Government must prepare and adopt a Debt policy for a financial year. The debt policy must state the new borrowings planned for the current financial year and the next 9 financial years, and the period over which the Local Government plans to repay existing and new borrowings.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Adopts the 2025/2026 Debt Policy (CORP-POL-027) in accordance with s192 of the Local Government Regulation 2012.***

Resolution No.: CGFS0967

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

- Adopts the 2025/2026 Debt Policy (CORP-POL-027) in accordance with s192 of the Local Government Regulation 2012.***

Carried

BACKGROUND

Local Government Act 2009

104 Financial management systems

- (5) The system of financial management established by a local government must include—
 - (c) the following financial policies of the local government—
 - (i) Investment policy;
 - (ii) Debt policy;
 - (iii) Revenue policy.
- (6) A local government must ensure the financial policies of the local government are regularly reviewed and updated as necessary.

Local Government Regulation 2012

192 Debt policy

- (1) A local government must prepare and adopt a debt policy for a financial year.
- (2) The debt policy must state—
 - (a) the new borrowings planned for the current financial year and the next 9 financial years; and
 - (b) the period over which the local government plans to repay existing and new borrowings.

BUDGET IMPLICATIONS

A review of Council's debt position and projected future borrowings has been completed in conjunction with the 2025/2026 budgetary process.

It is noted that this position may be further reviewed in assessing potential grant funding opportunities and future budget reviews through the year. This may result in amendments to the Debt Policy and Long-Term Financial Forecast as required by the *Local Government Regulation 2012*.

CONSULTATION

Finance Managers

Director Corporate, Governance and Financial Services

Budget Workshops

BASIS FOR RECOMMENDATION

The Isaac Regional Council Debt Policy has been reviewed through the 2025/2026 budget process.

There are no proposed changes to the Debt Policy from that adopted as part of the 2024/2025 budget process.

ACTION ACCOUNTABILITY

Manager Financial Services to ensure Policy is updated in relevant records.

KEY MESSAGES

Council's borrowing and debt position has been reviewed through the 2025/2026 budget process.

Council remains in a sound financial position.

Report Prepared By:

JASON RIVETT
Manager Financial Services

Date: 28 April 2025

Report Authorised By:

DARREN FETTELL
Director Corporate, Governance and Financial Services

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 - Isaac Regional Council Debt Policy 2025/2026 – (CORP-POL-027)

REFERENCE DOCUMENT

- Nil

DEBT POLICY

APPROVALS

POLICY NUMBER	CORP-POL-027	DOC.ID
CATEGORY	Statutory	
POLICY OWNER	Financial Services	
APPROVAL DATE		RESOLUTION NUMBER

OBJECTIVE

To adopt a policy on borrowings for 2025-2026.

SCOPE

This policy is in accordance with the *Local Government Regulation 2012*.

DEFINITIONS

TERM / ACRONYM	MEANING
IRC	Isaac Regional Council

POLICY STATEMENT

POLICY PROVISIONS

To adopt a policy on borrowings that provides for responsible financial management on the loan funding of infrastructure capital projects by ensuring the level of Council indebtedness is within acceptable limits to Council, its ratepayers and interested external parties. This policy is in accordance with the *Local Government Regulation 2012*.

PURPOSE OF BORROWINGS

As a general principle, Council recognises that loan borrowings for capital works are an important funding source for Local Government and that the full cost of infrastructure should not be borne entirely by present-day ratepayers but be contributed to by future ratepayers who will also benefit. Whilst recognising the importance of loan borrowings, Council should not place undue reliance upon loans as a source of capital income.

Council restricts all borrowings to expenditure on identified capital projects that are considered by Council to be of the highest priority, and which cannot be funded from other sources of revenue, as identified by the adopted budget. In no circumstances should Council borrow funds for recurrent expenditure.

The basis for determination of the utilisation of loan funds will be as follows:

- Analysis of existing debt levels with a loan servicing cost target of less than 25% in any one year.
- Where a capital project for a service that is funded by utility or user charges e.g. water, sewerage, waste, is determined to be funded by way of loans, the user charge should reflect the cost of providing the service including the loan servicing costs.
- Other specific capital projects, not funded by user charges, should only be considered for loan funding where the project is considered by Council to be beneficial to the majority of ratepayers.
- The term of any loan should not exceed the expected life of the asset being funded.

REPAYMENT OF BORROWINGS

Unless otherwise stated, new borrowings will be repaid over 20 years, however may be reduced ahead of schedule when net sale proceeds of land and development loans are realised, or through a resolution of Council. All other repayments on borrowed funds will be made in accordance with the terms of the loan unless otherwise stated in the loan repayment schedule.

TEN YEAR BORROWING PROGRAM FORECAST

Council utilises loan borrowing to fund major capital and infrastructure works so that repayments are spread over the years to which the Capital Works will be utilised by ratepayers.

The following ten-year borrowing program is proposed by Council, although allocations in future years are revised on an annual basis in conjunction with the review of the Capital Works / Loan Program:

Project	Loan Term	2025-26 '000	2026-27 '000	2027-28 '000	2028-29 '000	2029-30 '000	2030-31 '000	2031-32 '000	2032-33 '000	2033-34 '000	2034-35 '000
N/A	N/A	-	-	-	-	-	-	-	-	-	-

REPAYMENT SCHEDULE

The loan portfolio of Council is raised solely with the Queensland Treasury Corporation. The Queensland Treasury Corporation maintains Council debt as the Book Debt plus a market provision, to market value the total liability outstanding. The provision is principally a result of past movements in the Market Value of the liabilities within each Debt Pool. If the Council was to liquidate this debt it would be required to pay the Market Value of the loan portfolio. The portfolio has been dissected so that loan borrowings in relation to Land Purchase in Moranbah and Land Development - Moranbah are maintained in separate accounts to more accurately reflect the cost of the provision of this infrastructure. This approach is needed otherwise the loan term is amalgamated and the average term for repayments lengthens.

It is proposed that Council consider maintaining a repayment schedule consistent with an interest and principal repayment calculation so that the exposure to interest rate fluctuations is minimised. This basis of repayment will continue to be assessed even though separate accounts have been established for Land Purchase - Moranbah and Land Development - Moranbah. The Budgeted Loan Portfolio of Council for 2025-2026 is as follows:

TABLE (2)
ISAAC REGIONAL COUNCIL
BUDGET INTEREST AND REDEMPTION BY FUND AND FUNCTION
FOR THE YEAR TO 30 JUNE 2026

	A	B	C	D	(A – C)
FUNCTION DESCRIPTION	EST BOOK DEBT BALANCE 30/06/2025	QTC INTEREST	QTC REDEMPTION	REMAINING TERM (years)	EST BOOK DEBT BALANCE 30/06/2026
LAND DEVELOPMENT – MORANBAH	6,548,014.23	274,788.54	699,524.84	6.97	5,848,489.39
LAND PURCHASE – MORANBAH	8,455,286.57	413,150.65	950,579.02	6.47	7,504,707.55
LAND REHABILITATION – MORANBAH	2,084,242.02	45,258.07	109,807.22	14.97	1,974,434.80
COMMUNITY CENTRE – MORANBAH	5,826,677.96	306,661.78	182,737.38	18.97	5,643,940.58
TOTAL ALL FUNDS	22,914,220.78	1,039,859.04	1,942,648.46		20,971,572.32

NOTE: This Policy will be reviewed each year with the adoption of the Budget.

AUTHORITIES AND ACCOUNTABILITIES

Delegations as per Isaac Regional Council Delegations Register.

The Chief Executive Officer is responsible for communicating, implementing, and enforcing the Debt Policy.

LEGISLATIONS AND RELATED GUIDELINES

This policy complies with the requirements of *Local Government Regulation 2012*.

MEETING DETAILS	Ordinary Meeting Tuesday 27 May 2025
AUTHOR	Jason Rivett
AUTHOR POSITION	Manager Financial Services

9.6

RESERVES POLICY 2025/2026

EXECUTIVE SUMMARY

Through the budget process, available funding sources for operational and capital purposes are reviewed for the annual budget and Long-Term Financial Forecast. This includes a review of Council's cash balances which are typically held in identified reserves. Adoption of the Reserves Policy provides the framework for maintaining management accounting records of Council's cash backed reserve funds.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Adopts the 2025/2026 Reserves Policy (CORP-POL-089).**

Resolution No.: CGFS0967

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Adopts the 2025/2026 Reserves Policy (CORP-POL-089).**

Carried

BACKGROUND

This policy applies to the Isaac Regional Council budget and audited financial statements.

Through the budget process, available funding sources for operational and capital purposes are reviewed for the annual budget and Long-Term Financial Forecast. This includes review of Council's cash balances which are typically held in identified reserves and consideration of any future requirements of reserve funds.

The creation of all reserves must be approved by Council. Reserves will only be created for specific purposes.

All reserves must be cash backed and represent funds that are accumulated within Council to meet specific anticipated future needs. In each case the amount relates to a perceived future requirement which is not currently a liability.

The purpose of all reserves shall be reviewed annually to confirm continued consistency with the corporate plan.

Movements in reserve balances can only occur in line with the approved budget, revised budget or by a Council resolution.

To create a new reserve, appropriate funds must be debited against accumulated funds and credited against the new reserve.

Where the maintenance of a reserve is no longer appropriate, the funds held in reserve must be credited to accumulated funds.

BUDGET IMPLICATIONS

The report supports Council's Budget for the 2025/2026 financial year which has been developed through the 2025/2026 budgetary process.

The following changes have been proposed to the Reserves Policy (from that adopted as part of the 2024/2025 budget process):

- Mining Town Asset Reserves moved from Externally restricted to Internally restricted – these are not externally restricted, Council can decide on their use
- Creation of a new Waste Infrastructure Reserve – for unspent depreciation funds
- Minor edits to the Water Infrastructure and Sewerage Infrastructure Reserves – to capture any constraining of operational surplus's as well as depreciation
- Removal of the Pandemic and Recession Recovery Reserve.

CONSULTATION

- Budget Workshops
- Director Corporate, Governance and Financial Services
- Financial Services

BASIS FOR RECOMMENDATION

To establish an accounting policy for reserves for Isaac Regional Council in line with workshops through the budget process.

ACTION ACCOUNTABILITY

Manager Financial Services to maintain financial management and accounting records in line with legislative and accounting requirements.

KEY MESSAGES

- Council reviews all available funding sources for operational and capital purposes through budget processes.
- Adopting a reserves policy continues Council's commitment to sustainable and responsible financial management.
- Council has ensured that budgeting decisions made have not impacted on the long-term sustainability of Council and ongoing provision of services.

Report Prepared By:

JASON RIVETT
Manager Financial Services

Date: 28 April 2025

Report Authorised By:

DARREN FETTELL
**Director Corporate, Governance and Financial
Services**

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 - Isaac Regional Council Reserves Policy 2025/2026 – (CORP-POL-089)

REFERENCE DOCUMENT

- Nil

RESERVES POLICY

APPROVALS

POLICY NUMBER	CORP-POL-089	DOC.ID
CATEGORY	Administrative	
POLICY OWNER	Financial Services	
APPROVAL DATE		RESOLUTION NUMBER

PURPOSE

Council has established Reserve Funds that account for monies which have been received from specific sources for future application or are surplus funds which are determined to be constrained for future purposes. The Reserve Policy will provide a concise overview of the types of Reserves held by Council and the management and use of these Reserves to record future commitments for specific purpose expenditures.

SCOPE

This policy applies to both Capital and Operating Reserves held by Council and is to remain in force until otherwise determined by Council. This policy excludes the Asset Revaluation Reserve that arises under the Australian Accounting Standards due to a change in asset values rather than a collection of surplus funds.

DEFINITIONS

N/A

POLICY OBJECTIVES

Council maintains capital and operational reserve funds to meet anticipated future needs. Allocation of surplus funds are identified in the budgeting process as funds committed to repayment of debt or to be transferred to reserves. After the end of the financial year when results are completed, excess funds will be transferred as previously identified or by Council resolution if priorities have changed.

Funded depreciation which has not been utilised each financial year, will in the first instance, be used to balance out the Capital expenditure across Council through budget reviews and / or end of year processes, with any remaining excess funds then retained to the respective asset class capital sustainability reserves or to the Asset Management and Legacy Reserve.

Funding allocation from Reserves will be determined during the budget process and re-assessed during the financial year at quarterly budget reviews or through resolutions of Council.

Unless required by legislation or arrangement, interest earned on monies held in reserve will be treated as general revenue and will not be added back into the reserve balances.

Council maintains reserves that can be classified as Externally and Internally restricted. Externally restricted reserves are subject to legislative / legal requirements that govern the use of the funds and / or may be subject to an obligation or requirement to return funds to its contributor. Reserves that are classified as internally restricted typically have no legislative / legal requirement that governs the use of the funds, and the reserve has been established for an internal purpose. If, however, Council changes its priorities, the funding may be diverted.

Council may at various times, hold a significant amount of funding in its financial reserves. In the interest of maximising its cash resources and minimising its net interest costs, funded reserve amounts may be utilised before entering into borrowing arrangements. The Long-Term Financial Forecast will consider the current balances of the financial reserves and allow for replenishment of these reserves as they are required.

EXTERNALLY RESTRICTED RESERVES

Developer Contributions

Developer contributions are funds collected by Council from developers to contribute towards trunk infrastructure.

Council will collect funds from developers in accordance with the *Planning Act 2016*. Funds collected will be in line with the relevant planning schemes for the following infrastructure:

- Water
- Sewerage
- Parks
- Stormwater
- Transport

Grants Subsidies & Contributions

Reserves that record the receipt of grants or subsidies from the State Government or Federal Government and contributions received from external parties which are to be used for specific operational or capital purposes within the financial year. Funds are expended from the reserves to fund the projects as works are undertaken. Additional funds may be retained in the reserve where they are not restricted by specific performance obligations.

Special Rates Reserves

In line with sections 94 and 95 of the *Local Government Regulation 2012*, these reserves record special rate or charge funds constrained for future expenditure in line with the identified overall plan for the service, facility, or activity to which the special rates or charges apply.

INTERNALLY RESTRICTED RESERVES

Land & Building Reserve

Funds reserved for the future development, renewal or upgrade of Council owned Land, Housing or Building assets. Any funded building depreciation for a financial year not expended in the financial year should be constrained to this reserve.

Plant Reserve

This reserve consists of funds set aside for the future replacement of plant and equipment. Council may constrain surplus funds towards funding the purchase, renewal or upgrade of Council owned plant and fleet assets. Any capital revenue received through the auction or trade-in of the fleet replacement program over and above the amount budgeted in a financial year should also be constrained to this reserve.

Roads Infrastructure Reserve

The roads infrastructure reserve is to be utilised to fund the expansion, renewal or upgrade of Council's road, bridge or drainage network assets. Any funded roads, bridges or drainage depreciation for a financial year not expended in the financial year should be constrained to this reserve.

Carryover Reserve

This reserve holds the balance of unexpended capital works funds that are requested to be carried forward to the following financial year and ensures the proper management of those funds. The constrained funds are then allocated for the cost of completing the works in the following financial year / s.

Water Infrastructure Reserve

This reserve consists of funds set aside for the future expansion, renewal, or upgrade of water assets. Any funded water depreciation for a financial year not expended in the financial year should be constrained to this reserve. Operational surplus funds at the end of the financial year can also be constrained to this reserve to offset this future obligation.

Sewerage Infrastructure Reserve

This reserve consists of funds set aside for the future expansion, renewal, or upgrade of sewerage (wastewater) assets. Any funded sewerage depreciation for a financial year not expended in that financial year should be constrained to this reserve. Operational surplus funds at the end of the financial year can also be constrained to this reserve to offset this future obligation.

Waste Infrastructure Reserve

This reserve consists of funds set aside for the future expansion, renewal, or upgrade of waste assets. Any funded waste depreciation for a financial year not expended in that financial year should be constrained to this reserve. Operational surplus funds at the end of the financial year can also be constrained to this reserve to offset this future obligation.

Disaster Recovery Fund Arrangements Reserve

This reserve consists of funds received or constrained for works associated with the response and recovery of natural disasters which impact on Council owned assets. This typically relates to any State / Federal Government grant funding programs such as DRFA. Council may also constrain surplus funds to this reserve to be utilised for future trigger point contributions or to contribute to complimentary works.

Asset Management & Legacy Reserve

This reserve will be established to constrain funds for the future commitment of establishing, restoring, or maintaining Council infrastructure. The reserve acknowledges that demand on infrastructure to support industry and residents can be unpredictable and place immediate demands on Council resources.

Funds in this reserve are anticipated to be used for purposes such as:

- Managing impacts of economic / industry cycles resulting in increased demand on Council infrastructure

- Managing legacy asset issues such as contributed or donated assets with limited remaining life or requiring significant renewal / restoration
- Managing legacy asset issues discovered through continuing improvement of Council asset management practices and external review.

Surplus funds at the end of the financial year can be constrained to this reserve to offset this future obligation.

Mining Town Asset Reserves

Reserves which relate to funds retained through the previous administration of separate mining town funding arrangements prior to the normalisation of rating. Funds are constrained for future expenditure on Council owned assets in the respective mining towns or localities.

Landfill Remediation Reserve

Council may constrain surplus funds towards funding the remediation of Council's waste assets. Any funded waste amortisation / landfill provision for a financial year not expended in the financial year should be constrained to this reserve.

Insurance Reserve

Council will maintain a reserve that records the receipt of funds from Insurance Claims which are to be used to repair or rebuild assets.

Operational Sustainability Reserve

This reserve will be established to constrain funds for the future management of operational impacts to Council's budget from time to time.

Funds in this reserve are anticipated to be used for purposes such as:

- Managing cashflow impacts of the timing of grant funds (i.e. advance payments) such as the Federal Assistance Grant or other grants which are operational in nature.
- Managing impacts of economic / industry cycles resulting in increased demand on Council services which may require external expert or legal assistance.
- Managing legacy asset issues such as contributed or donated assets with limited remaining life or requiring significant repairs as opposed to capital renewal / restoration.
- Managing cashflow of maintenance contributions received for specific purposes.

Surplus funds at the end of the financial year can be constrained to this reserve to offset this future obligation.

LEGISLATIONS AND RELATED GUIDELINES

- *Local Government Act 2009*

- *Local Government Regulation 2012*
- Australian Accounting Standards

MEETING DETAILS

Ordinary Meeting

Tuesday 27 May 2025

AUTHOR

Jason Rivett

AUTHOR POSITION

Manager Financial Services

9.7

FEES & CHARGES 2025/2026

EXECUTIVE SUMMARY

Pursuant to section 97 of the *Local Government Act 2009*, Council may impose a charge for a service, facility or activity that is supplied or undertaken by Council or someone on behalf of Council or, under a local law or a resolution, fix a cost-recovery fee.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Adopt the Fees and Charges for 2025/2026.*

Resolution No.: CGFS0968

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

1. **Adopts the Fees and Charges for 2025/2026.**

Carried

BACKGROUND

Council is required to adopt its Fees and Charges for the financial year and keep a register of its cost recovery and commercial fees and charges.

There are two (2) types of Fees and Charges:-

- a) Commercial Charges
- b) Cost-recovery Fees

A Commercial Charge is a charge for commercial transactions where the Local Government is prepared to provide a service and the other party to the transaction can choose whether or not to avail itself of the service.

A Cost-recovery fee is a fee for:

- a) An application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an application fee); or

- b) Recording a change of ownership of land; or
- c) Giving information kept under a Local Government Act; or
- d) Seizing property or animals under a Local Government Act; or
- e) The performance of another responsibility imposed on the local government under the Building Act or the Plumbing and Drainage Act.

The attached Fees and Charges schedule reflect Isaac Regional Council's Commercial and Cost-recovery Fees and Charges for the year 2025/2026.

Upon resolution the Fees and Charges will come into effect from 1 July 2025; with the acceptance that standard contractual notice periods may apply in some instances.

IMPLICATIONS

A review has been completed in conjunction with the 2025/2026 budgetary process to revise the fees and charges schedule. Consideration was given to input costs including current and predicted CPI increases for materials and services and labour costs.

Consideration was also given to recovering costs of providing related services as much as possible so as to limit the impact on reliance on rating revenue.

Impacts of cost of living / operations pressure on individuals and organisations, particularly 'not for profit' was also considered for fee increases and not for profit concessions.

CONSULTATION

- 2025/2026 Council budget workshops
- Executive Leadership Team
- Management Team
- Relevant Council Officers
- Finance Officers

BASIS FOR RECOMMENDATION

The Isaac Regional Council Fees and Charges schedule has been reviewed through the 2025/2026 budget process.

Council is required to adopt its Fees and Charges for the financial year and keep a register of its cost recovery and commercial fees and charges.

ACTION ACCOUNTABILITY

Manager Financial Services to ensure schedule is updated in relevant records.**KEY MESSAGES**

The Fees and Charges Schedule resolved by council form part of Council's revenue raising requirements. This source of funding is important as it has a direct impact on Council's financial operations through reducing reliance on rates revenue.

Report Prepared By:

JASON RIVETT
Manager Financial Services

Date: 28 April 2025

Report Authorised By:

DARREN FETTELL
**Director Corporate, Governance and Financial
Services**

Date: 3 May 2025

ATTACHMENTS

- Attachment 1 – Fees & Charges Schedule Proposed 2025 – 2026

REFERENCE DOCUMENTS

- Nil

	B	C	D	E	F	I	J	K	L	M	N	O
1												
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
5	Note - to be added to the introduction of the fees & charges schedule - "Council reserves the right to alter the Head of Power referenced in the schedule in accordance with any changes to legislation											
6	BUILDING APPLICATIONS	Note: Where Council is requested under Section 51 and Section 145 of the Building Act 1975 to act as a replacement certifier to perform certifying functions for building work, then the full fees as stated below apply for the assessment or certification of such Building works. Any further inspections requested/required (including footing inspections and reinspections) at Standard Building Inspection rate.									64,000.00 - Manager Community Education & Compliance	
7	BUILDING APPLICATIONS	Class 1 (a)		All Class 1 (a) Class 1 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
8	BUILDING APPLICATIONS	Class 1 (b)		All Class 1 (b) Class 1 (b)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
9	BUILDING APPLICATIONS	Class 1		Alterations / Additions to Class 1 Dwellings <50m2 floor area Class 1	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
10	BUILDING APPLICATIONS	Class 1		Alterations / Additions to Class 1 Dwellings >50m2 floor area Class 1	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
11	BUILDING APPLICATIONS	Class 2		<500m2 Class 2	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
12	BUILDING APPLICATIONS	Class 2		>500m2 but <2000m2 Class 2	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
13	BUILDING APPLICATIONS	Class 3		<500m2 Class 3	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
14	BUILDING APPLICATIONS	Class 3		>500m2 but <2000m2 Class 3	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
15	BUILDING APPLICATIONS	Class 4		All Class 4 Class 4	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
16	BUILDING APPLICATIONS	Class 5		<200m2 Class 5	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
17	BUILDING APPLICATIONS	Class 5		>200m2 but <500m2 Class 5	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
18	BUILDING APPLICATIONS	Class 5		>500m2 but <2000m2 Class 5	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
19	BUILDING APPLICATIONS	Class 6		<200m2 Class 6	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
20	BUILDING APPLICATIONS	Class 6		>200m2 but <500m2 Class 6	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
21	BUILDING APPLICATIONS	Class 6		>500m2 but <2000m2 Class 6	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
22	BUILDING APPLICATIONS	Class 7 (a)		<500m2 Class 7 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
23	BUILDING APPLICATIONS	Class 7 (a)		>500m2 but <2000m2 Class 7 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
24	BUILDING APPLICATIONS	Class 7 (b)		<500m2 Class 7 (b)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
25	BUILDING APPLICATIONS	Class 7 (b)		>500m2 but <2000m2 Class 7 (b)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
26	BUILDING APPLICATIONS	Class 8		<500m2 Class 8	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
27	BUILDING APPLICATIONS	Class 8		>500m2 but <2000m2 Class 8	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
28	BUILDING APPLICATIONS	Class 9 (a)		<500m2 Class 9 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
29	BUILDING APPLICATIONS	Class 9 (a)		>500m2 but <2000m2 Class 9 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
30	BUILDING APPLICATIONS	Class 9 (b)		<500m2 Class 9 (b)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
31	BUILDING APPLICATIONS	Class 9 (b)		>500m2 but <2000m2 Class 9 (b)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
32	BUILDING APPLICATIONS	Class 9 (c)		<500m2 Class 9 (c)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
33	BUILDING APPLICATIONS	Class 9 (c)		>500m2 but <2000m2 Class 9 (c)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	

	B	C	D	E	F	I	J	K	L	M	N	O
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
34	BUILDING APPLICATIONS	Class 10 (a)		<40m2 Class 10 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
35	BUILDING APPLICATIONS	Class 10 (a)		>40m2 but <65m2 Class 10 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
36	BUILDING APPLICATIONS	Class 10 (a)		>65m2 but <110m2 Class 10 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
37	BUILDING APPLICATIONS	Class 10 (a)		>110m2 Class 10 (a)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
38	BUILDING APPLICATIONS	Class 10 (b)		In ground swimming pool (pool only – pool fence is additional, see below) Class 10 (b)	CR	PA 2016 S246AH LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
39	BUILDING APPLICATIONS	Class 10 (b)		Swimming Pool / Spa Safety Barrier Inspection Class 10 (b)	CR	PA 2016 S246AH LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
40	BUILDING APPLICATIONS	Class 10 (b)		Swimming Pool / Spa Safety Barrier Re-Inspection Class 10 (b)	CR	PA 2016 S246AH LGA 2009 S97 (2) (a) & (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
41	BUILDING APPLICATIONS	Class 10 (b)		All Class 10 (b) (excludes swimming pools & pool fencing) Class 10 (b)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
42	BUILDING APPLICATIONS	Class 10(c)		Class 10 (c) Class 10(c)	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
43	BUILDING APPLICATIONS	Building Application – Amendment Fees		Amended Plan Class 1a or 10 a/b – Minor – Assessment Fee (change not affecting decision notice) Building Application – Amendment Fees	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
44	BUILDING APPLICATIONS	Building Application – Amendment Fees		Amended Plan Class 1a or 10 a/b – Major – Assessment Fee (where amended decision notice required) Building Application – Amendment Fees	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
45	BUILDING APPLICATIONS	Building Application – Amendment Fees		Amended Plan Class 2 to 9 – Assessment Fee (change not affecting decision notice) Building Application – Amendment Fees	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
46	BUILDING APPLICATIONS	Building Application – Amendment Fees		Amended Plan Class 2 to 9 – Assessment Fee (where amended decision notice required) Building Application – Amendment Fees	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
47	BUILDING APPLICATIONS	Building Application – Amendment Fees		Request to change an existing approval (Building Works) Building Application – Amendment Fees	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
48	BUILDING APPLICATIONS	Tenancy Fit-Out		<51m2 – includes one inspection only Tenancy Fit-Out	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
49	BUILDING APPLICATIONS	Tenancy Fit-Out		>50m2 but <110m2 – includes one inspection only Tenancy Fit-Out	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
50	BUILDING APPLICATIONS	Tenancy Fit-Out		>110m2 – includes one inspection only Tenancy Fit-Out	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
51	BUILDING APPLICATIONS	Siting Concessions assessable against the Queensland Development Code		Concurrence Agency assessment against QDC Part 1 - Siting and amenity - Detached housing and duplexes Siting Concessions assessable against the Queensland Development Code	CR	LGA 2009 S97 (2) (a)	n	700.00	730.00	4.3%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
52	BUILDING APPLICATIONS	Removal/ Demolition		Removal / Demolition of Building / Resite Building from within region Removal/ Demolition	NCR	BA 1975 S71 LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
53	BUILDING APPLICATIONS	Removal/ Demolition		Infrastructure or Performance Bond Removal/ Demolition	NCR		n	34,675.00	36,235.00	4.5%	64,000.00 - Manager Community Education & Compliance	
54	BUILDING APPLICATIONS	Change of Class		All Classes Change of Class	CR	BA 1975 S109 LGA 2009 S97 (2) (a)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
55	BUILDING APPLICATIONS	Certificate of Classification		Certificate of Classification for existing building, includes inspection Certificate of Classification	CR	BA 1975 S123 LGA 2009 S97 (2) (a) & (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
56	BUILDING APPLICATIONS	Building Compliance Notice – Residential Services (Accreditation) Act 2002		Buildings – up to 1,000m2 gross floor area – Class 1b, Class 2-9 Building Compliance Notice – Residential Services (Accreditation) Act 2002	CR	RSA 2002 S29(5)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
57	BUILDING APPLICATIONS	Building Compliance Notice – Residential Services (Accreditation) Act 2002		Fee for more than 10 residential rooms Building Compliance Notice – Residential Services (Accreditation) Act 2002	CR	RSA 2002 S29(6)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
58	BUILDING APPLICATIONS	Building Compliance Notice – Residential Services (Accreditation) Act 2002		Reinspection - Application for reinspection to determine compliance with prescribed building requirements Building Compliance Notice – Residential Services (Accreditation) Act 2002	CR	RSA 2002 S29(7)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
59	BUILDING APPLICATIONS	Travel – Building Inspections		Travel charge are to be added for relevant building inspections and for resource sector building inspections. Travel – Building Inspections	CR	LGA 2009 S97 (2) (a)	y	\$1.00 per km	\$0.95 per km	-5.0%	64,000.00 - Manager Community Education & Compliance	Making fee consistent with other travel charges

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2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
60	BUILDING / OTHER SUNDRIES	Inspections		Building Inspection / Re-inspection – per inspection Inspections	CR	BA 1975 S10 LGA 2009 S97 (2) (a) & (e)	n	POA	POA		64,000.00 - Manager Community Education & Compliance	
61	BUILDING / OTHER SUNDRIES	Information Requests Form 19		Administration/Search Fee Information Requests Form 19	CR	LGA 2009 S97 (2) (c)	n	POA – Minimum Charge \$160.00	POA – Minimum Charge \$167.00	4.4%	64,000.00 - Manager Community Education & Compliance	
62	BUILDING / OTHER SUNDRIES	Additional Copies of certificates etc		Duplicate copies of certificates previously issued within the previous 2 years (per certificate) Additional Copies of certificates etc	CR	LGA 2009 S97 (2) (c)	n	20.00	21.00	5.0%	64,000.00 - Manager Community Education & Compliance	
63	BUILDING / OTHER SUNDRIES	Building Searches		Building Records search Class 1 & 10 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	220.00	229.00	4.1%	64,000.00 - Manager Community Education & Compliance	
64	BUILDING / OTHER SUNDRIES	Building Searches		Urgent Building Records search Class 1 & 10 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	358.00	374.00	4.5%	64,000.00 - Manager Community Education & Compliance	
65	BUILDING / OTHER SUNDRIES	Building Searches		As Constructed Drainage Plans Class 1 & 10 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	132.00	138.00	4.5%	64,000.00 - Manager Community Education & Compliance	
66	BUILDING / OTHER SUNDRIES	Building Searches		Building Plans Class 1 & 10 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	132.00	138.00	4.5%	64,000.00 - Manager Community Education & Compliance	
67	BUILDING / OTHER SUNDRIES	Building Searches		Certificate of Classification (copy of certificate previously issued) Class 2-9 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	132.00	138.00	4.5%	64,000.00 - Manager Community Education & Compliance	
68	BUILDING / OTHER SUNDRIES	Building Searches		Building Records Search Class 2-9 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	604.00	631.00	4.5%	64,000.00 - Manager Community Education & Compliance	
69	BUILDING / OTHER SUNDRIES	Building Searches		As Constructed Drainage Plans Class 2-9 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	300.00	313.00	4.3%	64,000.00 - Manager Community Education & Compliance	
70	BUILDING / OTHER SUNDRIES	Building Searches		Building Plans Class 2-9 Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	604.00	631.00	4.5%	64,000.00 - Manager Community Education & Compliance	
71	BUILDING / OTHER SUNDRIES	Building Searches		Full Copy of Building File Class 1 & 10 – per file (only available in certain circumstances) Building Searches	CR	PA 2016 S264 LGA 2009 S97 (2) (c)	n	604.00	631.00	4.5%	64,000.00 - Manager Community Education & Compliance	
72	BUILDING / OTHER SUNDRIES	Transfer of Functions to Local Government		Transfer of functions to local government (replacement certifier) includes first inspection Transfer of Functions to Local Government	CR	BA 1975 S145 LGA 2009 S97 (2) (a) & (e)	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
73	BUILDING / OTHER SUNDRIES	Archival fee for private certifiers		Processing fee for amending property records, etc. Archival fee for private certifiers	CR	BA 1975 S86 (1) (c) LGA 2009 S97 (2) (b) & (e)	n	135.00	141.00	4.4%	64,000.00 - Manager Community Education & Compliance	
74	PLUMBING	Domestic Plumbing Applications		Application for Compliance Assessment – (add inspection fee) class 1 & 10A Domestic Plumbing Applications	CR	PDR 2019 S42 LGA 2009 S97 (2) (a) & (e)	n	\$140.00 for 1st fixture and \$35.00 for each additional fixture	\$145.00 for 1st fixture and \$36.00 for each additional fixture	3.5% 2.8%	64,000.00 - Manager Community Education & Compliance	
75	PLUMBING	Commercial Plumbing Applications		Application for Compliance Assessment – (add inspection fee) class 2- 9 Commercial Plumbing Applications	CR	PDR 2019 S42 LGA 2009 S97 (2) (a) & (e)	n	\$170.00 for 1st fixture and \$50.00 for each additional fixture	\$177.00 for 1st fixture and \$52.00 for each additional fixture	4.1% 4.0%	64,000.00 - Manager Community Education & Compliance	
76	PLUMBING	Resource Sector Plumbing Applications		Application for Compliance Assessment – (add inspection fee + Travel) class 2-9 Resource Sector Plumbing Applications	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	\$387.00 for 1st fixture and \$84.00 for each additional fixture	\$404.00 for 1st fixture and \$87.00 for each additional fixture	4.3% 3.5%	64,000.00 - Manager Community Education & Compliance	
77	PLUMBING	Domestic Plumbing Amendments		Amendment of plans – minor – (change not affecting compliance permit) Domestic Plumbing Amendments	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	96.00	100.00	4.2%	64,000.00 - Manager Community Education & Compliance	
78	PLUMBING	Domestic Plumbing Amendments		Amendment of plans – major (where amended compliance permit required) Domestic Plumbing Amendments	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	155.00	162.00	4.5%	64,000.00 - Manager Community Education & Compliance	
79	PLUMBING	Commercial Plumbing Amendments		Amendment of plans – minor (change not affecting compliance permit) Commercial Plumbing Amendments	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	\$117.00 for 1st fixture and \$46.00 for each additional fixture	\$122.00 for 1st fixture and \$48.00 for each additional fixture	4.2% 4.3%	64,000.00 - Manager Community Education & Compliance	
80	PLUMBING	Commercial Plumbing Amendments		Amendment of plans – major (where amended compliance permit required) Commercial Plumbing Amendments	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	\$143.50 for 1st fixture and \$46.00 for each additional fixture	\$149.00 for 1st fixture and \$48.00 for each additional fixture	3.8% 4.3%	64,000.00 - Manager Community Education & Compliance	
81	PLUMBING	Resource Sector Plumbing Amendments		Amendment of plans – minor (change not affecting compliance permit) Resource Sector Plumbing Amendments	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	\$215.00 for 1st fixture \$83.00 for each additional fixture	\$224.00 for 1st fixture \$86.00 for each additional fixture	4.1% 3.6%	64,000.00 - Manager Community Education & Compliance	
82	PLUMBING	Resource Sector Plumbing Amendments		Amendment of plans – major (where amended compliance permit required) Resource Sector Plumbing Amendments	CR	PDR 2019 S43 LGA 2009 S97 (2) (a) & (e)	n	\$360.00 for 1st fixture and \$83.00 for each additional fixture	\$376.00 for 1st fixture and \$86.00 for each additional fixture	4.44% 3.6%	64,000.00 - Manager Community Education & Compliance	
83	PLUMBING	Inspection Fees		Domestic and Commercial Mandatory Stage Plumbing Inspections (per inspection) Inspection Fees	CR	PDR 2019 S64 LGA 2009 S97 (2) (a) & (e)	n	208.00	217.00	4.3%	64,000.00 - Manager Community Education & Compliance	
84	PLUMBING	Inspection Fees		Domestic and Commercial Mandatory Stage Plumbing Re-Inspections (per inspection) Inspection Fees	CR	PDR 2019 S64 LGA 2009 S97 (2) (a) & (e)	n	233.00	243.00	4.3%	64,000.00 - Manager Community Education & Compliance	

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3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
85	PLUMBING	Inspection Fees		Domestic Plumbing Condition Inspection and report Inspection Fees	CR	LGA 2009 S97 (2) (a) & (e)	n	POA	POA		64,000.00 - Manager Community Education & Compliance	
86	PLUMBING	Inspection Fees		Commercial Plumbing Condition Inspection and report Inspection Fees	CR	LGA 2009 S97 (2) (a) & (e)	n	POA	POA		64,000.00 - Manager Community Education & Compliance	
87	PLUMBING	Inspection Fees		Resource Sector Plumbing Inspection Fees Inspection Fees	CR	LGA 2009 S97 (2) (a) & (e)	n	\$1,275.00 + Travel	\$1,332.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
88	PLUMBING	Inspection Fees		Resource Sector Plumbing Inspection Fees (after hours inspection by prior arrangement) Inspection Fees	CR	LGA 2009 S97 (2) (a) & (e)	n	\$2,500.00 + Travel	\$2,612.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
89	PLUMBING	Inspection Fees		Stormwater Inspection Fee Inspection Fees	CR	LGA 2009 S97 (2) (a) & (e)	n	208.00	217.00	4.3%	64,000.00 - Manager Community Education & Compliance	
90	PLUMBING	Consultancy Fee		For Plumbing & Drainage Design Advice - Minimum 1 hour, Includes Pre-Start Meeting Consultancy Fee	CR	LGA 2009 S97 (2) (e)	n	\$250.00 per hour + travel	\$261.00 per hour + travel	4.4%	64,000.00 - Manager Community Education & Compliance	
91	PLUMBING	Backflow Prevention Device		Tests / Re-tests – Performed by Council (per device) Backflow Prevention Device	NCR	LGA 2009 S97 (2) (e)	n	91.00	95.00	4.4%	64,000.00 - Manager Community Education & Compliance	
92	PLUMBING	Backflow Prevention Device		Initial / Annual Registration of test results (per device) Backflow Prevention Device	CR	PDR 2019 S102 LGA 2009 S97 (2) (a)	n	89.00	93.00	4.5%	64,000.00 - Manager Community Education & Compliance	
93	PLUMBING	Backflow Prevention Device		Repairs & Parts – Where backflow testing has been completed by Council and repairs are required Backflow Prevention Device	NCR	LGA 2009 S97 (2) (e)	n	POA	POA		64,000.00 - Manager Community Education & Compliance	
94	PLUMBING	Approval for works already started / completed prior to approval / as constructed		Domestic and Commercial Lodgement / Approval Fee (initial registration) – Inspection Fees (consult with plumbing staff regarding required number of inspections) Approval for works already started / completed prior to approval / as constructed	CR	PDR 2019 S42 LGA 2009 S97 (2) (a)	n	Double standard Fee \$259.00 per inspection	Double standard Fee \$270.00 per inspection	4.2%	64,000.00 - Manager Community Education & Compliance	
95	PLUMBING	Resources Sector Approval for works already started / completed prior to approval / as constructed		Lodgement / Approval Fee (initial registration) – Inspection Fees (consult with plumbing staff regarding required number of inspections) Resource Sector Approval for works already started / completed prior to approval / as constructed	CR	PDR 2019 S42 LGA 2009 S97 (2) (a)	n	Double standard Fee \$1530.00 per inspection + travel			64,000.00 - Manager Community Education & Compliance	Fee for plumbing contractors having already completed regulated work on mine sites prior to gaining approval from council. All plumbing & drainage is regulatory work and must be assessed by the relevant Local Government. Mining leases are not exempt from this legislation.
96	PLUMBING	Thermostatic Mixing Valve		Commissioning / Testing – each device (testable) Thermostatic Mixing Valve	NCR	LGA 2009 S97 (2) (e)	y	111.00	116.00	4.5%	64,000.00 - Manager Community Education & Compliance	
97	PLUMBING	Thermostatic Mixing Valve		Annual Registration – each device (testable) Thermostatic Mixing Valve	CR	AS4032.3 2004 S2 LGA 2009 S97 (2) (a)	y	98.00	102.00	4.1%	64,000.00 - Manager Community Education & Compliance	
98	PLUMBING	On-site Sewerage Design		On-site Sewerage Design On-site Sewerage Design	NCR	PDA 2018	y	POA	POA		64,000.00 - Manager Community Education & Compliance	
99	PLUMBING	On-site Sewerage Inspection		On-site Sewerage Inspection On-site Sewerage Inspection	CR	PDA 2018 S 44 (1)(iv)	n	240.00	250.00	4.2%	64,000.00 - Manager Community Education & Compliance	
100	PLUMBING	On-site Sewerage Inspection		Re-inspection On-site Sewerage Inspection	CR	PDA 2018 S 44 (1)(iv)	n	299.00	312.00	4.3%	64,000.00 - Manager Community Education & Compliance	
101	PLUMBING	Annual On-site Sewerage Facility Registration Fee		Annual registration fee On-site Sewerage facilities per AES System Annual On-site Sewerage Facility Registration Fee	CR	PDA 2018 S128H	n	89.00	93.00	4.5%	64,000.00 - Manager Community Education & Compliance	
102	PLUMBING	Trade Waste – New Applications		Application Fee – Category A – Hobby Trade Waste – New Applications	CR	WS (SAR) A 2008 LGA 2009 S97 (2) (a) & (e)	n	134.00	140.00	4.5%	64,000.00 - Manager Community Education & Compliance	
103	PLUMBING	Trade Waste – New Applications		Application Fee – Category A Trade Waste – New Applications	CR	WS (SAR) A 2008 LGA 2009 S97 (2) (a) & (e)	n	717.00	749.00	4.5%	64,000.00 - Manager Community Education & Compliance	
104	PLUMBING	Trade Waste – New Applications		Application Fee – Category B Trade Waste – New Applications	CR	WS (SAR) A 2008 LGA 2009 S97 (2) (a) & (e)	n	914.00	955.00	4.5%	64,000.00 - Manager Community Education & Compliance	
105	PLUMBING	Trade Waste – New Applications		Application Fee – Category C Trade Waste – New Applications	CR	WS (SAR) A 2008 LGA 2009 S97 (2) (a)	n	As per individual agreement	As per individual agreement		64,000.00 - Manager Community Education & Compliance	
106	PLUMBING	Trade Waste – Annual Approval / Existing Generator		Annual Fee – Category A & Category A – Hobby Trade Waste – Annual Approval / Existing Generator	CR	WS (SAR) A 2008	n	130.00	135.00	3.8%	64,000.00 - Manager Community Education & Compliance	
107	PLUMBING	Trade Waste – Annual Approval / Existing Generator		Annual Fee – Category B Trade Waste – Annual Approval / Existing Generator	CR	WS (SAR) A 2008	n	330.00	344.00	4.2%	64,000.00 - Manager Community Education & Compliance	
108	PLUMBING	Trade Waste – Annual Approval / Existing Generator		Annual Fee – Category C Trade Waste – Annual Approval / Existing Generator	CR	WS (SAR) A 2008 LGA 2009 S97 (2) (a)	n	As per individual agreement	As per individual agreement		64,000.00 - Manager Community Education & Compliance	
109	PLUMBING	Trade Waste – Annual Approval / Existing Generator		Alterations to existing Trade Waste Approval Trade Waste – Annual Approval / Existing Generator	CR	WS (SAR) A 2008	n	199.00	207.00	4.0%	64,000.00 - Manager Community Education & Compliance	
110	PLUMBING	Arrestor Charges – Untreated trade waste discharged to sewer		Undersized – with less capacity than required 550 litre size Arrestor Charges – Untreated trade waste discharged to sewer	CR	LGA 2009 S97 (2) (a)	n	\$262.00 + Trade Waste Annual Approval Charge	\$273.00 + Trade Waste Annual Approval Charge	4.2%	64,000.00 - Manager Community Education & Compliance	
111	PLUMBING	Arrestor Charges – Untreated trade waste discharged to sewer		Undersized – with less capacity than required 1,000 litre size Arrestor Charges – Untreated trade waste discharged to sewer	CR	LGA 2009 S97 (2) (a)	n	\$522.00 + Trade Waste Annual Approval Charge	\$576.00 + Trade Waste Annual Approval Charge	10.3%	64,000.00 - Manager Community Education & Compliance	

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2	Proposed Fees & Charges Schedule 2025/2026											
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4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
112	PLUMBING	Arrestor Charges – Untreated trade waste discharged to sewer		No Arrestor – charge where 500 litre arrestor required Arrestor Charges – Untreated trade waste discharged to sewer	CR	LGA 2009 S97 (2) (a)	n	\$1,045.00 + Trade Waste Annual Approval Charge	\$1,092.00 + Trade Waste Annual Approval Charge	4.5%	64,000.00 - Manager Community Education & Compliance	
113	PLUMBING	Arrestor Charges – Untreated trade waste discharged to sewer		No Arrestor – charge where 1,000 litre arrestor required Arrestor Charges – Untreated trade waste discharged to sewer	CR	LGA 2009 S97 (2) (a)	n	\$1,568.00 + Trade Waste Annual Approval Charge	\$1,638.00 + Trade Waste Annual Approval Charge	4.5%	64,000.00 - Manager Community Education & Compliance	
114	PLUMBING	Miscellaneous Trade Waste Fees		Testing Fees Miscellaneous Trade Waste Fees	CR	LGA 2009 S97 (2) (a)	n	POA	POA		64,000.00 - Manager Community Education & Compliance	
115	PLUMBING	Hydrant Testing		Hydrant testing of flow rate and pressure Hydrant Testing	CR	WS (SAR) A 2008	y	\$335.00 + Travel	\$350.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
116	PLUMBING	Fire Hose Reel Testing		Fire hose reel testing of flow rate and pressure Fire Hose Reel Testing	CR	WS (SAR) A 2008	y	\$335.00 + Travel	\$350.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
117	PLUMBING	Travel – Plumbing Inspections		Travel charge are to be added for relevant plumbing inspections and for resource sector plumbing inspections. Travel – Plumbing Inspections	CR	LGA 2009 S97 (2) (a)	n	\$0.90 per km	\$0.95 per km	5.6%	64,000.00 - Manager Community Education & Compliance	
118	OTHER TECHNICAL / ENGINEERING	Driveway Crossovers		Work on Council property Driveway/Crossover Approval – Application and Inspection fee Driveway Crossovers	CR	LGA 2009 S97 (2) (a)	n	247.00	260.00	5.3%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
119	OTHER TECHNICAL / ENGINEERING	Gates & Grids		Application to install/replace gate/grid on Council road Gates & Grids	CR	LGA 2009 S97 (2) (a)	n	336.00	350.00	4.2%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
120	OTHER TECHNICAL / ENGINEERING	Approval – Extension of Time		For an extension of approval period Approval – Extension of Time	CR	LGA 2009 S97 (2) (c)	n	263.00	275.00	4.6%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
121	OTHER TECHNICAL / ENGINEERING	Works within a Road Corridor Permit		Application to work within an IRC Road Corridor Permit – Assessment and inspection fee – Base Fee for Value under \$30,000 Works within a Road Corridor Permit	CR	LGA 2009 S97 (2) (a)	n	525.00	550.00	4.8%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
122	OTHER TECHNICAL / ENGINEERING	Works within a Road Corridor Permit		Application to work within an IRC Road Corridor Permit – Assessment and inspection fee – Value above \$30,000 Works within a Road Corridor Permit	CR	LGA 2009 S97 (2) (a)	n	\$525.00 + 1.5% of project value over \$30,000	\$550.00 + 1.5% of project value over \$30,000	4.8%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
123	OTHER TECHNICAL / ENGINEERING	Works within a Road Corridor Permit		Additional Inspection Fee (per inspection) Works within a Road Corridor Permit	CR	LGA 2009 S97 (2) (a)	n	210.00	220.00	4.8%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
124	OTHER TECHNICAL / ENGINEERING	Engineering Searches		Full Engineering Search (Water, Sewerage, Road, Stormwater) Engineering Searches	CR	LGA 2009 S97 (2) (c)	n	373.00	390.00	4.6%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
125	RECONFIGURING A LOT	Note that if development is a combination of a lot reconfiguration and boundary realignment/access easement creation, the relevant fee is the higher of the two, rather than both applicable fees. A 25% discount is applied to the Reconfiguring a Lot application fee when an application is lodged in conjunction with a Material Change of Use.									63,000.00 - Manager Liveability & Sustainability	
126	RECONFIGURING A LOT	Reconfiguring a Lot		Base fee – 1 additional allotment Reconfiguring a Lot	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	2,880.00	3,010.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
127	RECONFIGURING A LOT	Reconfiguring a Lot		Each additional allotment if more than 1 Reconfiguring a Lot	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	Base fee + \$402.00 per lot	Base fee + \$420.00 per lot	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
128	RECONFIGURING A LOT	Reconfiguring a Lot		Boundary re-alignment Reconfiguring a Lot	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	2,880.00	3,010.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
129	RECONFIGURING A LOT	Reconfiguring a Lot		Reconfiguration of Lot by Lease Agreement – exceeding 10 years Reconfiguring a Lot	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	2,880.00	3,010.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
130	RECONFIGURING A LOT	Reconfiguring a Lot		Creation of an Access Easement Reconfiguring a Lot	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	2,880.00	3,010.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
131	RECONFIGURING A LOT	Survey Plan Endorsement		Endorsement of Survey Plan Survey Plan Endorsement	CR	PR 2017 Sch 20 1 (3) LGA 2009 S97 (2) (a)	n	576.00	605.00	5.0%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
132	RECONFIGURING A LOT	Survey Plan Endorsement		Re-endorsing Survey Plan that are out of time Survey Plan Endorsement	CR	PR 2017 Sch 20 1 (3) LGA 2009 S97 (2) (a)	n	576.00	605.00	5.0%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
133	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Dwelling house, Dwelling unit Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	576.00	605.00	5.0%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
134	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Dual occupancy Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	4,608.00	4,815.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
135	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Caretakers' accommodation, Home based business, Nature-based tourism Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	4,608.00	4,815.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
136	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Multiple dwelling, Residential care facility, Retirement facility, Community residence, Rooming accommodation Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	9,216.00	9,630.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery

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137	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Multiple dwelling – up to four (4) dwelling units Residential care facility – up to twenty (20) beds Retirement facility – up to four (4) dwelling units Community residence – up to twenty (20) beds Rooming accommodation – up to twenty (20) beds							63,000.00 - Manager Liveability & Sustainability	
138	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Multiple dwelling, Residential care facility, Retirement facility, Rooming accommodation Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	13,824.00	14,445.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
139	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Multiple dwelling – five (5) dwelling units or greater Residential care facility – twenty-one (21) beds or greater Retirement facility – five (5) dwelling units or greater Rooming accommodation – twenty-one (21) beds or greater Rooming accommodation – up to twenty (20) beds							63,000.00 - Manager Liveability & Sustainability	
140	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Rural workers' accommodation Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	4,608.00	4,815.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
141	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Relocatable home park, Tourist park, Short-term accommodation Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	18,432.00	19,260.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
142	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Non-resident workforce accommodation – up to 200 beds Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	28,800.00	30,095.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
143	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Non-resident workforce accommodation – 201 beds or greater Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	46,080.00	48,155.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
144	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Code assessable	Resort complex Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	23,040.00	24,080.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
145	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Dwelling house, Dwelling unit Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	1,728.00	1,805.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
146	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Dual occupancy Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	8,064.00	8,425.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
147	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Caretakers' accommodation, Home based business, Nature-based tourism Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	8,064.00	8,425.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
148	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Multiple dwelling, Residential care facility, Retirement facility, Community residence, Rooming accommodation Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
149	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Multiple dwelling – up to four (4) dwelling units Residential care facility – up to twenty (20) beds Retirement facility – up to four (4) dwelling units Community residence – up to twenty (20) beds Rooming accommodation – up to twenty (20) beds							63,000.00 - Manager Liveability & Sustainability	
150	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Multiple dwelling, Residential care facility, Retirement facility, Rooming accommodation Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
151	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Multiple dwelling – five (5) dwelling units or greater Residential care facility – twenty-one (21) beds or greater Retirement facility – five (5) dwelling units or greater Rooming accommodation – twenty-one (21) beds or greater							63,000.00 - Manager Liveability & Sustainability	
152	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Rural workers' accommodation Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	5,760.00	6,020.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
153	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Relocatable home park, Tourist park, Short-term accommodation Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	23,040.00	24,080.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
154	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Non-resident workforce accommodation – up to 200 beds Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	46,080.00	48,155.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
155	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Non-resident workforce accommodation – 201 beds or greater Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	92,160.00	96,310.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
156	MATERIAL CHANGE OF USE	Material change of use – Residential activities	Impact assessable	Resort complex Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	28,800.00	30,095.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
157	MATERIAL CHANGE OF USE	Material change of use – Business activities	Code assessable	Use area up to 499m2 gross floor area Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	6,912.00	7,225.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery

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158	MATERIAL CHANGE OF USE	Material change of use – Business activities	Code assessable	Food and drink outlet Adult store Bar Office Sales office Shop Showroom <u>Veterinary services</u>							63,000.00 - Manager Liveability & Sustainability	
159	MATERIAL CHANGE OF USE	Material change of use – Business activities	Code assessable	Use area 500m2 gross floor area or greater <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
160	MATERIAL CHANGE OF USE	Material change of use – Business activities	Code assessable	Food and drink outlet Adult store Bar Office Sales office Shop Showroom <u>Veterinary services</u>							63,000.00 - Manager Liveability & Sustainability	
161	MATERIAL CHANGE OF USE	Material change of use – Business activities	Code assessable	Agricultural supplies store, Outdoor sales, Garden centre, Car wash, Service station, Market, Hardware and Trade supplies <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
162	MATERIAL CHANGE OF USE	Material change of use – Business activities	Code assessable	Shopping centre <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	23,040.00	24,080.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
163	MATERIAL CHANGE OF USE	Material change of use – Business activities	Impact assessable	Food and drink outlet, Adult store, Bar, Office, Sales office, Shop, Showroom, Veterinary services <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	13,824.00	14,445.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
164	MATERIAL CHANGE OF USE	Material change of use – Business activities	Impact assessable	Agricultural supplies store, Outdoor sales, Garden centre, Car wash, Service station, Market, Hardware and trade supplies <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
165	MATERIAL CHANGE OF USE	Material change of use – Business activities	Impact assessable	Shopping centre <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	34,560.00	36,115.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
166	MATERIAL CHANGE OF USE	Material change of use Entertainment activities	Code assessable	Club, Hotel, Nightclub entertainment facility, Theatre, Function facility, Tourist attraction <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
167	MATERIAL CHANGE OF USE	Material change of use Entertainment activities	Impact assessable	Club, Hotel, Nightclub entertainment facility, Theatre, Function facility, Tourist attraction <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
168	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Code assessable	Bulk landscape supplies, Transport depot, Warehouse, Low impact industry <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	9,792.00	10,235.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
169	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Code assessable	Medium impact industry, Marine industry, Research and technology industry, Service industry <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	13,824.00	14,445.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
170	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Code assessable	Extractive industry - up to 10,000 tonnes p.a <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	15,675.00	16,380.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
171	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Code assessable	Extractive industry - 10,001 to 999,999 tonnes p.a <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	28,800.00	30,095.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
172	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Code assessable	Extractive industry - 1,000,000 tonnes p.a or greater <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	46,080.00	48,155.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
173	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Code assessable	High impact industry, Special industry <u>Code assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
174	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Impact assessable	Bulk landscape supplies, Transport depot, Warehouse, Low impact industry <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
175	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Impact assessable	Medium impact industry, Marine industry, Research and technology Industry, Service industry <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
176	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Impact assessable	Extractive industry - up to 10,000 tonnes p.a <u>Impact assessable</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,765.00	18,565.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery

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4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
177	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Impact assessable	Extractive industry - 10,001 to 999,999 tonnes p.a Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	46,080.00	48,155.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
178	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Impact assessable	Extractive industry - 1,000,000 tonnes p.a or greater Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	92,160.00	96,310.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
179	MATERIAL CHANGE OF USE	Material change of use – Industrial activities	Impact assessable	High impact industry, Special industry Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	28,800.00	30,095.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
180	MATERIAL CHANGE OF USE	Material change of use – Community and recreation activities	Code assessable	Place of worship, Emergency services, Crematorium, Cemetery, Funeral parlour, Community care centre, Community use, Environment facility, Indoor sport and recreation, Outdoor sport and recreation, Park, Health care services Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	8,640.00	9,030.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
181	MATERIAL CHANGE OF USE	Material change of use – Community and recreation activities	Code assessable	Educational establishment, Hospital, Child care centre Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
182	MATERIAL CHANGE OF USE	Material change of use – Community and recreation activities	Code assessable	Detention facility, Major sport, recreation and entertainment facility, Motor sport facility Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	23,040.00	24,080.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
183	MATERIAL CHANGE OF USE	Material change of use – Community and recreation activities	Impact assessable	Place of worship, Emergency services, Crematorium, Cemetery, Funeral parlour, Community care centre, Community use, Environment facility, Indoor sport and recreation, Outdoor sport and recreation, Park, Health care services Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
184	MATERIAL CHANGE OF USE	Material change of use – Community and recreation activities	Impact assessable	Educational establishment, Hospital, Child care centre Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
185	MATERIAL CHANGE OF USE	Material change of use – Community and recreation activities	Impact assessable	Detention facility, Major sport, recreation and entertainment facility, Motor sport facility Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	34,560.00	36,115.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
186	MATERIAL CHANGE OF USE	Material change of use – Rural activities	Code assessable	Cropping, Permanent plantation, Roadside stall, Animal keeping, Animal husbandry Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	8,640.00	9,030.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
187	MATERIAL CHANGE OF USE	Material change of use – Rural activities	Code assessable	Rural industry, Intensive horticulture, Agricultural supplies store, Wholesale nursery, Winery Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
188	MATERIAL CHANGE OF USE	Material change of use – Rural activities	Code assessable	Intensive animal industry Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	34,560.00	36,115.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
189	MATERIAL CHANGE OF USE	Material change of use – Rural activities	Impact assessable	Cropping, Permanent plantation, Roadside stall, Animal keeping, Animal husbandry Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
190	MATERIAL CHANGE OF USE	Material change of use – Rural activities	Impact assessable	Rural industry, Intensive horticulture, Agricultural supplies store, Wholesale nursery, Winery Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
191	MATERIAL CHANGE OF USE	Material change of use – Rural activities	Impact assessable	Intensive animal industry Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	46,080.00	48,155.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
192	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Code assessable	Outstation, Parking station, Telecommunications facility, Utility installation, Landing Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	8,640.00	9,030.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
193	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Code assessable	Air services, Major electricity infrastructure, Port services, Substation Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	17,280.00	18,060.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
194	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Code assessable	Renewable energy facility, Brothel Code assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	20,769.00	21,705.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
195	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Impact assessable	Outstation, Parking station, Telecommunications facility, Utility installation, Landing Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	11,520.00	12,040.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
196	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Impact assessable	Air services, Major electricity infrastructure, Port services, Substation Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	23,040.00	24,080.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
197	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Impact assessable	Renewable energy facility, Brothel Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	28,800.00	30,095.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
198	MATERIAL CHANGE OF USE	Material change of use – Other activities/services and infrastructure uses	Impact assessable	Undefined use, Assessment fee not specified Impact assessable	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
199	SUNDRIES	Change Application		Change Application: Minor change (each request) (in accordance with Section 81 of the Planning Act 2016) Change Application	CR	PA 2016 S79 (1) (b) (i) LGA 2009 S97 (2) (a)	n	25% of current application fee for development application (minimum fee of \$1,440.00 and maximum fee of \$7,500.00)	25% of current application fee for development application (minimum fee of \$1,505.00 and maximum fee of \$7,840.00)		63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery

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2	Proposed Fees & Charges Schedule 2025/2026											
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4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
200	SUNDRIES	Change Application		Other Change (each request) (in accordance with Section 82 of the Planning Act 2016) <u>Change Application</u>	CR	PA 2016 S79 (1) (b) (i) LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
201	SUNDRIES	Superseded planning scheme		Request for development to be assessed under a superseded planning scheme <u>Superseded planning scheme</u>	CR	PA 2016 S79 (1) (b) (i) LGA 2009 S97 (2) (a)	n	1,440.00	1,505.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
202	SUNDRIES	Planning Documents		Town Planning Scheme – Per Document <u>Planning Documents</u>	CR	LGA 2009 S264 (5) (a) (ii) & S97 (2) (c)	n	346.00	362.00	4.6%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
203	SUNDRIES	Planning Documents		Town Planning Maps – Per Sheet <u>Planning Documents</u>	CR	LGA 2009 S264 (5) (a) (ii) & S97 (2) (c)	n	19.00	20.00	5.3%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
204	SUNDRIES	Extension Application		Extend a currency period of a development approval <u>Extension Application</u>	CR	PA 2016 S86 (2) (b) (i) LGA 2009 S97 (2) (a)	n	2,880.00	3,010.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
205	SUNDRIES	Planning and Development Certificates		Certificate Limited <u>Planning and Development Certificates</u>	CR	PA 2016 S265 (2) LGA 2009 S97 (2) (a) & (e)	n	1,037.00	1,085.00	4.6%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
206	SUNDRIES	Planning and Development Certificates		Certificate – Standard <u>Planning and Development Certificates</u>	CR	PA 2016 S265 (2) LGA 2009 S97 (2) (a) & (e)	n	1,290.00	1,350.00	4.7%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
207	SUNDRIES	Planning and Development Certificates		Certificate Full – Non Urgent <u>Planning and Development Certificates</u>	CR	PA 2016 S265 (2) LGA 2009 S97 (2) (a) & (e)	n	2,840.00	2,970.00	4.6%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
208	SUNDRIES	Planning and Development Certificates		Certificate Full – Urgent <u>Planning and Development Certificates</u>	CR	PA 2016 S265 (2) LGA 2009 S97 (2) (a) & (e)	n	3,180.00	3,325.00	4.6%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
209	SUNDRIES	Planning and Development Certificates		Exemption Certificate - Dwelling House <u>Planning and Development Certificates</u>	CR	PA 2016 S46 LGA 2009 S97 (2) (a)	n	576.00	605.00	5.0%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
210	SUNDRIES	Planning and Development Certificates		Exemption Certificate - Other <u>Planning and Development Certificates</u>	CR	PA 2016 S46 LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
211	SUNDRIES	Variation Request Application		Variation Request (former s242) <u>Variation Request Application</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
212	SUNDRIES	Preliminary Approval Application		Preliminary Approval s49(2) (former s241) <u>Preliminary Approval Application</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
213	SUNDRIES	Isaac Trunk Infrastructure Charges		Water, Sewerage, Stormwater, Parks, Transport Isaac Trunk Infrastructure Charges	CR	PA 2016 S114 S116 & S139 LGA 2009 S97 (2) (a)	n	In accordance with Adopted Infrastructure Charges Resolution in effect at time of approval of development permit.	In accordance with Adopted Infrastructure Charges Resolution in effect at time of approval of development permit.		63,000.00 - Manager Liveability & Sustainability	
214	SUNDRIES	Council as Referral Agency (excludes referral for Queensland Development Code - Part 1.0)		Code Assessable Referral (Council as referral agency) Council as Referral Agency (excludes referral for Queensland Development Code - Part 1.0)	CR	PA 2016 S54 (1) LGA 2009 S97 (2) (a)	n	519.00	542.00	4.4%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
215	SUNDRIES	Council as Referral Agency (excludes referral for Queensland Development Code - Part 1.0)		Impact Assessable Referral (Council as referral agency) Council as Referral Agency (excludes referral for Queensland Development Code - Part 1.0)	CR	PA 2016 S54 (1) LGA 2009 S97 (2) (a)	n	1,152.00	1,205.00	4.6%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
216	SUNDRIES	Building Work Assessable against the Planning Scheme		Building work where not associated with a "Material Change of Use" <u>Building Work Assessable against the Planning Scheme</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	576.00	605.00	5.0%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
217	SUNDRIES	Generally in Accordance		Request to Consider a Change – Generally in accordance with existing approval <u>Generally in Accordance</u>	CR	PA 2016 S79 (a) (b) (i) LGA 2009 S97 (2) (a)	n	836.00	875.00	4.7%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
218	OPERATIONAL WORKS	Operational Works		Base fee – works up to \$100,000 in value <u>Operational Works</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	2,304.00	2,410.00	4.6%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
219	OPERATIONAL WORKS	Operational Works		Works value from \$100,001 up to \$2,350,000 <u>Operational Works</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	\$1,727.00 + 1% of the total value of proposed works	\$1,805.00 + 1% of the total value of proposed works	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
220	OPERATIONAL WORKS	Operational Works		Maximum fee <u>Operational Works</u>	CR	PA 2016 S51 (1) (b) (ii) LGA 2009 S97 (2) (a)	n	28,800.00	30,095.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
221	OPERATIONAL WORKS	Prescribed Tidal Work		Prescribed Tidal Works <u>Prescribed Tidal Work</u>	CR	PA 2016 S48 (9) LGA 2009 S97 (2) (a)	n	2,205.00	2,305.00	4.5%	63,000.00 - Manager Liveability & Sustainability	4.5% increase to support cost recovery
222	PRIORITY DEVELOPMENT AREA	Development Application		Development Application in the Priority Development Area <u>Development Application</u>	CR	EDA 2012 S82 S101 & S129 LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
223	LAND PROTECTION	Stock Routes	Travel Permit	Stock route travel permit (large stock) <u>Travel Permit</u>	CR	LP (PSRM) A 2002 S134(3) LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
224	LAND PROTECTION	Stock Routes	Travel Permit	Stock route travel permit (small stock) <u>Travel Permit</u>	CR	LP (PSRM) A 2002 S134(3) LGA 2009 S97 (2) (a)	n	POA	POA		63,000.00 - Manager Liveability & Sustainability	
225	LAND PROTECTION	Stock Routes	Agistment Permit	Stock route agistment permit (large stock) <u>Agistment Permit</u>	CR	LP (PSRM) A 2002 S116(5) LGA 2009 S97 (2) (a)	y	POA	POA		63,000.00 - Manager Liveability & Sustainability	

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4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
226	LAND PROTECTION	Stock Routes	Agistment Permit	Stock route agistment permit (small stock) Agistment Permit	CR	LP (PSRM) A 2002 S116(5) LGA 2009 S97 (2) (a)	y	POA	POA		63,000.00 - Manager Liveability & Sustainability	
227	ENVIRONMENTAL HEALTH & LOCAL LAWS	Notes Food manufacturer, cafe / restaurant, takeaway food bar, delicatessen, caterer, baker / patisserie, childcare centre, hospital / care facility, mobile food vehicle, fruit and vegetables processing, accommodation meals, beverage manufacturer, food shop, food vending machine and annual temporary food stall. Low Risk or Minor Prep Food Business Low risk food business involve handling of non-potentially hazardous foods i.e. the final product does not require refrigeration or hot-holding. Examples including making cakes without dairy fillings or frosting, making confectionary, cutting fruits and vegetables, etc. Medium Risk Food Business A medium risk food business involves the preparation of potentially hazardous ready-to-eat foods. Examples includes cafes and restaurants, bakeries, and manufacturers. High Risk Food Business A high risk food business includes the sale and provisions of food to vulnerable persons. Businesses that require a high risk food business licence include child care centres, aged care facilities, etc. Food business conducting on-site or off-site catering as per the definition in the Food Act 2006 also require a high risk food business licence. These businesses require a Food Safety Program in order to be issued their licence.									64,000.00 - Manager Community Education & Compliance	
228	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Plan Assessment Fee	A non-refundable fee that includes an assessment of plans for preliminary approvals of plans for fit-outs of new premises or alterations of existing kitchens Plan Assessment Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	419.00	437.00	4.3%	64,000.00 - Manager Community Education & Compliance	
229	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Safety Program Accreditation Assessment Fee	A non-refundable fee for the assessment for accreditation of a Food Safety Program Food Safety Program Accreditation Assessment Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	537.00	561.00	4.5%	64,000.00 - Manager Community Education & Compliance	
230	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	New Low Risk or Minor Prep Food Business Application Fee - A once off non-refundable fee for the assessment of a new Low Risk or Minor Prep food business licence application. Minor preparation includes hot or cold holding of premade foods for service (e.g. serving unpackaged pre-made pies, cakes with frosting, etc.). Includes: administrative charge, desktop assessment, suitability of premises (inspection), licence fee, and routine inspections. Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$1,145.00 + Travel	\$1,196.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
231	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	New Medium Risk Food Business Application Fee - A once off non-refundable fee for the assessment of a new Medium Risk food business licence application. Includes: administrative charge, desktop assessment, suitability of premises (inspection), and licence fee. Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$1,600.00 + Travel	\$1,672.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
232	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	New High Risk Food Business Application Fee - A once off non-refundable fee for the assessment of a new High Risk food business licence application. High risk food business conduct on-site or off-site catering (as defined in the Food Act), or serve food to vulnerable persons (e.g. child-care centres, care facilities, etc.). Includes: administrative charge, desktop assessment, suitability of premises (inspection), and licence fee. Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$1,900.00 + Travel	\$1,985.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
233	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	Half Year New Licence Application Fee - New Food Business Licences Registered between May 1st and November 30th have a fee of: 50% of Application fee. Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Application Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	50% of the Application Fee	50% of the Application Fee		64,000.00 - Manager Community Education & Compliance	
234	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Renewal Fees	Low Risk Food Business Licence Renewal Fee - A once off non-refundable fee for the annual renewal of a Low Risk food business licence. Includes: administrative charges, desktop assessment of renewal application, and routine inspection. Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Renewal Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$900.00 + Travel	\$940.00 + Travel	4.4%	64,000.00 - Manager Community Education & Compliance	
235	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Renewal Fees	Medium Risk Food Business Licence Renewal Fee - A once off non-refundable fee for the annual assessment of a Medium Risk food business licence. Medium risk businesses handle potentially-hazardous foods. Includes: administrative charges, desktop assessment of renewal application, and routine inspection. Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Renewal Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$1,300.00 + Travel	\$1,358.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	

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236	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Resource Sector / Non-Resident Workforce Camp Accommodation Food Licence Renewal Fees	High Risk Food Business Licence Renewal Fee - A once off non-refundable fee for the annual assessment of a High Risk food business licence. High risk food business conduct on-site or off-site catering (as defined in the Food Act), or serve food to vulnerable persons (e.g. child-care centres, care facilities, etc.). Includes: administrative charges, desktop assessment of renewal application, and routine inspection.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$1,600.00 + Travel	\$1,672.00 + Travel	4.5%	64,000.00 - Manager Community Education & Compliance	
237	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Travel – Food Inspections	Travel charge are to be added for relevant food inspections and for resource sector food inspections	CR	LGA 2009 S97 (2) (a)	n	\$0.90 per km	\$0.95 per km	5.6%	64,000.00 - Manager Community Education & Compliance	
238	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Application Fees	New Low Risk or Minor Prep Food Business Application Fee - A once off non-refundable fee for the assessment of a new Low Risk or Minor Prep food business licence application. Minor preparation includes hot or cold holding of premade foods for service (e.g. serving unpackaged pre-made pies, cakes with frosting, etc.). Includes: administrative charge, desktop assessment, suitability of premises (inspection), licence fee, and routine inspections.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	420.00	438.00	4.3%	64,000.00 - Manager Community Education & Compliance	
239	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Application Fees	New Medium Risk Food Business Application Fee - A once off non-refundable fee for the assessment of a new Medium Risk food business licence application. Includes: administrative charge, desktop assessment, suitability of premises (inspection), and licence fee.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	479.00	500.00	4.4%	64,000.00 - Manager Community Education & Compliance	
240	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Application Fees	New High Risk Food Business Application Fee - A once off non-refundable fee for the assessment of a new High Risk food business licence application. High risk food business conduct on-site or off-site catering (as defined in the Food Act), or serve food to vulnerable persons (e.g. child-care centres, care facilities, etc.). Includes: administrative charge, desktop assessment, suitability of premises (inspection), and licence fee.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	520.00	543.00	4.4%	64,000.00 - Manager Community Education & Compliance	
241	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Application Fees	Half Year New Licence Application Fee - New Food Business Licences Registered between May 1st and November 30th have a fee of: 50% of Application fee.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	50% of the Application Fee	50% of the Application Fee		64,000.00 - Manager Community Education & Compliance	
242	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Application Fees	New Home Based Food Business Application Fee - A once off non-refundable fee for the assessment of a new Home Based Food Business. Includes: administrative charge, desktop assessment, suitability of premises (inspection), licence fee, and routine inspections. Non-Potentially Hazardous Food, Cakes and Snacks, Jams and Chutneys	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n		190.00		64,000.00 - Manager Community Education & Compliance	This is to introduce a concession fee. Neighbouring Council do not offer concession fees on food licence, however offer a reduced fee for low risk home based food business.
243	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Urgent Food Licence Application Fees	Urgent Food Business Licences Application Fee - Where application is made less than 30 business days prior to the intended start date. (for fixed premises, mobile premises, potable water carrier and resources sector). A once off non-refundable fee for the assessment of a new food business licence application. Includes: administrative charge, desktop assessment, suitability of premises (inspection), and licence fee.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n		Food Licence Application fee plus 50%		64,000.00 - Manager Community Education & Compliance	Urgent food business applications would be processed as a matter of urgency to be processed within 10 days rather than the normal 30 days we process applications.
244	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Urgent Food Licence Application Fees	Urgent Temporary Application Fee - Where application is made less than 30 business days prior to the event. A once off non-refundable fee for the assessment of a new food business licence application. Includes: administrative charge, desktop assessment, suitability of premises (inspection), and licence fee.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n		Food Licence Application fee plus 50%		64,000.00 - Manager Community Education & Compliance	Urgent food business applications would be processed as a matter of urgency to be processed within 10 days rather than the normal 30 days we process applications.
245	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Renewal Fees	Low Risk Food Business Licence Renewal Fee - A once off non-refundable fee for the annual renewal of a Low Risk food business licence. Includes: administrative charges, desktop assessment of renewal application, and routine inspection.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	358.00	373.00	4.2%	64,000.00 - Manager Community Education & Compliance	
246	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Renewal Fees	Medium Risk Food Business Licence Renewal Fee - A once off non-refundable fee for the annual assessment of a Medium Risk food business licence. Medium risk businesses handle potentially-hazardous foods. Includes: administrative charges, desktop assessment of renewal application, and routine inspection.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	418.00	436.00	4.3%	64,000.00 - Manager Community Education & Compliance	
247	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Renewal Fees	High Risk Food Business Licence Renewal Fee - A once off non-refundable fee for the annual assessment of a High Risk food business licence. High risk food business conduct on-site or off-site catering (as defined in the Food Act), or serve food to vulnerable persons (e.g. child-care centres, care facilities, etc.). Includes: administrative charges, desktop assessment of renewal application, and routine inspection.	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	450.00	470.00	4.4%	64,000.00 - Manager Community Education & Compliance	

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2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
248	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Licence Renewal Fees	Home Based Food Business Renewal Fee - A once off non-refundable fee for the annual assessment of a Home Based Food Business. Includes: administrative charge, desktop assessment, suitability of premises (inspection), licence fee, and routine inspections. Non-Potentially Hazardous Food, Cakes and Snacks, Jams and Chutneys Food Licence Application Fees	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n		140.00		64,000.00 - Manager Community Education & Compliance	Renewal Fee for the new homebased food business licence fee
249	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Potable Water Carrier	Half Year New Potable Water Carrier Licence Application Fee - A once off, non-refundable fee for applying for licence/s for potable water carrier vehicles. Applies to new registration between May 1st and November 30th. Includes: administrative charges, desktop assessment, suitability of premises (inspection) and license fee. Potable Water Carrier	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$200.00 application fee AND \$37.00 per vehicle	\$204.00 application fee AND \$38.00 per vehicle	2% 2.7%	64,000.00 - Manager Community Education & Compliance	Request to move section up in the fees and charges - no changes to fee description
250	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Potable Water Carrier	Potable Water Carrier Annual Licence Renewal Fee (per vehicle): Charged per potable water carrier vehicle. Includes: administrative charges, desktop assessment, suitability of premises (inspection) and license fee. Potable Water Carrier	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$200.00 application fee AND \$55.00 per vehicle	\$204.00 application fee AND \$57.00 per vehicle	2% 3.6%	64,000.00 - Manager Community Education & Compliance	Request to move section up in the fees and charges - no changes to fee description
251	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Licence Restoration Fee	This fee is charged in addition to the annual licence renewal fee for renewals submitted within 30 days after the licence ends. Passed 30 days after the licence ends a new licence application is required. Licence Restoration Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	48.00	50.00	4.2%	64,000.00 - Manager Community Education & Compliance	
252	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Amendment to Licence or Premise Fee	Major amendments licence fee includes moving to a new premises or changing from low to medium risk activities. Amendment to premises fee includes cost of assessing plans for minor structural changes. Most minor/administrative amendments are fee exempt. Amendment to Licence or Premise Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	239.00	249.00	4.2%	64,000.00 - Manager Community Education & Compliance	
253	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Safety Program Amendment Fee	Includes the cost of re-assessment and approval of the amendment of the Food Safety Program Food Safety Program Amendment Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	239.00	249.00	4.2%	64,000.00 - Manager Community Education & Compliance	
254	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Temporary Food Stall	Temporary Low Risk Food Stall (6 month licence term) Fee - Temporary premises approved for 6 months in same location/s. Restricted to minor preparation and/or non-potentially-hazardous foods. Includes food prepared at a licensed premises for sale at temporary premises. Temporary Food Stall	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	60.00			64,000.00 - Manager Community Education & Compliance	We generally don't get 6 month applications. Usually single event or 1 year. Remove this fee. Keep the 12 month fee and Single Event Fee.
255	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Temporary Food Stall	Temporary Low Risk Food Stall (12 month licence term) Fee - Temporary premises approved for 12 months in the same location/s. Restricted to minor preparation and/or non-potentially-hazardous foods. Includes food prepared at a licensed premises for sale at temporary premises. Temporary Food Stall	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	119.00	124.00	4.2%	64,000.00 - Manager Community Education & Compliance	
256	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Temporary Food Stall	Temporary Medium Risk Food Stall (6 month licence term) Fee - Temporary premises approved for 6 months for the same location/s. Medium risk, preparation, and processing. Includes food prepared at a licensed premises for sale at temporary premises. Temporary Food Stall	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	119.00			64,000.00 - Manager Community Education & Compliance	We generally don't get 6 month applications. Usually single event or 1 year. Remove this fee. Keep the 12 month fee and Single Event Fee
257	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Temporary Food Stall	Temporary Medium Risk Food Stall (12 month licence term) Fee - Temporary premises approved for 12 months for the same location/s. Medium risk, preparation, and processing. Includes food prepared at a licensed premises for sale at temporary premises. Temporary Food Stall	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	239.00	249.00	4.2%	64,000.00 - Manager Community Education & Compliance	
258	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Temporary Food Stall	Single Event Licence Fee - For use of a fixed facility for an event, or a once-off set up of stall or tent. Low and medium risk activities only. Includes food prepared at a licensed premises for sale at temporary premises. Temporary Food Stall	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	60.00	62.50	4.2%	64,000.00 - Manager Community Education & Compliance	
259	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Temporary Food Stall	Non-Profit Organisation notification of event - A licence is required for a non-profit organisation that involves the sale, on at least 12 days each financial year, of meals prepared by the organisation at a particular place. Notification is required for the sale on less than 12 days per financial year of food or meals prepared by the organisation at a particular place. Temporary Food Stall	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	-	-		64,000.00 - Manager Community Education & Compliance	
260	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	New Honey Food Business Licence Fee	A once off, non-refundable fee. Includes assessment of plans, inspection, and annual licence New Honey Food Business Licence Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	98.00	102.00	4.1%	64,000.00 - Manager Community Education & Compliance	
261	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Annual Licence Renewal Fee for Honey Food Businesses	The annual renewal fee for Honey food businesses Annual Licence Renewal Fee for Honey Food Businesses	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	86.00	90.00	4.7%	64,000.00 - Manager Community Education & Compliance	
262	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Potable Water Carrier	New Potable Water Carrier Licence Application Fee - A once off, non-refundable fee for applying for licence/s for potable water carrier vehicles. Includes: administrative charges, desktop assessment, suitability of premises (inspection) and licence fee. Potable Water Carrier	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	\$200.00 application fee AND \$75.00 per vehicle	\$204.00 application fee AND \$78.00 per vehicle	2% 4%	64,000.00 - Manager Community Education & Compliance	

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2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
263	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Non-Conformance Audit (Food Safety Program) Fee	Non-conformance audits triggered by 3 non-conformance reports from auditors. Applies to High Risk food businesses with Food Safety Programs. Non-Conformance Audit (Food Safety Program) Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	358.00	374.00	4.5%	64,000.00 - Manager Community Education & Compliance	
264	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Inspection Cost Recovery Fee	Inspection cost Inspection Cost Recovery Fee	CR	FA 2006 S31 LGA 2009 S97 (2) (a)	n	276.00	288.00	4.3%	64,000.00 - Manager Community Education & Compliance	
265	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Inspection Cost Recovery Fee	1st inspection - cost included in licencing 2nd inspection - cost included in licencing 3rd inspection - cost included in licencing fee and All further inspections - this fee applies per inspection							64,000.00 - Manager Community Education & Compliance	
266	ENVIRONMENTAL HEALTH & LOCAL LAWS	Food Premises	Food Business Licence – Sale Search	Sale Search Inspection and Report. A once off non-refundable fee for the assessment of application and authorisation forms, administration charge, and inspection Food Business Licence – Sale Search	CR	FA 2006 S31	n	396.00	413.00	4.3%	64,000.00 - Manager Community Education & Compliance	
267	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	Plan Assessment Fee (per premises): A non-refundable fee that includes an assessment of plans for preliminary approvals of plans for fit-outs or alterations. Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	478.00	499.00	4.4%	64,000.00 - Manager Community Education & Compliance	
268	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	New Application Assessment Fee (per premises): A once off non-refundable fee for the assessment of a new High Risk Personal appearance service licence application. Does not include plan assessment. Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	358.00	374.00	4.5%	64,000.00 - Manager Community Education & Compliance	
269	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	Half Year New Application Assessment Fee: A once off non-refundable fee for the assessment of a new High Risk Personal appearance service licence application. Does not include plan assessment. New HRPAS Business Licences Registered between May 1st and November 30th have a discounted fee of: 50% of Application fee. Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	50% of the Application Fee	50% of the Application Fee		64,000.00 - Manager Community Education & Compliance	
270	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	Renewal Fee for High Risk PAS (per premises): The annual licence fee. Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	299.00	312.00	4.3%	64,000.00 - Manager Community Education & Compliance	
271	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	Inspection Cost Recovery Fee (per premises): Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	180.00	188.00	4.4%	64,000.00 - Manager Community Education & Compliance	
272	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	1st inspection – cost included in licencing 2nd inspection – cost included in licencing 3rd inspection and all further inspections – this fee applies per inspection.							64,000.00 - Manager Community Education & Compliance	
273	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	Amendment to Licence or Premises Fee (per premises): Includes cost of assessing plans for structural changes or alterations to the premises. Most minor/administrative amendments are fee exempt. A licensee may apply to local government for amendment of the licence. Licence may be amended by changing the location of the premises, adding additional premises, or if satisfied any structural changes or alterations comply with the requirements under this act. Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	239.00	249.00	4.2%	64,000.00 - Manager Community Education & Compliance	
274	ENVIRONMENTAL HEALTH & LOCAL LAWS	Personal Appearance	Higher Risk – Personal Appearance Services	Transfer of Licence Fee (per premises): Includes costs of assessment of transfer application and inspection of the premises. Alterations or structural changes to premises are not included and the new licensee must apply for an amendment of licence. A licensee may apply to local government to transfer the licence. The application may be granted if the local government is satisfied the proposed transferee if a suitable person to hold the licence, and the premises where the service is provides is suitable for providing the services. Higher Risk – Personal Appearance Services	CR	PH (ICFPAS) A 2003 S9 LGA 2009 S97 (2) (a)	n	310.00	323.00	4.2%	64,000.00 - Manager Community Education & Compliance	
275	ENVIRONMENTALLY RELEVANT ACTIVITY FEES (ERA's)	Environmentally Relevant Activity Annual Licence Fees		Annual Fee: ERA 6 Asphalt Manufacturing – (manufacturing in a year more than 1,000t of asphalt) AES=32 Environmentally Relevant Activity Annual Licence Fees	CR	EPR 2019 S133 sch 2 LGA 2009 S97 (2) (a)	n	10,770.00	11,254.00	4.5%	64,000.00 - Manager Community Education & Compliance	
276	ENVIRONMENTALLY RELEVANT ACTIVITY FEES (ERA's)	Environmentally Relevant Activity Annual Licence Fees		Annual Fee: ERA 12(1) Plastic Product Manufacturing – (manufacturing in a year, a total of 50t or more of plastic product, other than a plastic product mentioned in item 2) AES=28 Environmentally Relevant Activity Annual Licence Fees	CR	EPR 2019 S133 sch 2 LGA 2009 S97 (2) (a)	n	9,425.00	9,849.00	4.5%	64,000.00 - Manager Community Education & Compliance	
277	ENVIRONMENTALLY RELEVANT ACTIVITY FEES (ERA's)	Environmentally Relevant Activity Annual Licence Fees		Annual Fee: ERA 19 Metal Forming AES=0 Environmentally Relevant Activity Annual Licence Fees	CR	EPR 2019 S133 sch 2 LGA 2009 S97 (2) (a)	n	836.00	873.00	4.4%	64,000.00 - Manager Community Education & Compliance	
278	ENVIRONMENTALLY RELEVANT ACTIVITY FEES (ERA's)	Environmentally Relevant Activity Annual Licence Fees		Annual Fee: ERA 38(1a) Surface Coating – (anodising, electroplating, enamelling, galvanising or using, in a year, the following quantity of surface coating materials – 1t to 100t) AES=10 Environmentally Relevant Activity Annual Licence Fees	CR	EPR 2019 S133 sch 2 LGA 2009 S97 (2) (a)	n	3,367.00	3,518.00	4.5%	64,000.00 - Manager Community Education & Compliance	

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3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
279	ENVIRONMENTALLY RELEVANT ACTIVITY FEES (ERA's)	Environmentally Relevant Activity Annual Licence Fees		Annual Fee: ERA 49 Boat Maintenance or Repair AES=17 Environmentally Relevant Activity Annual Licence Fees	CR	EPR 2019 S133 sch 2 LGA 2009 S97 (2) (a)	n	5,722.00	5,979.00	4.5%	64,000.00 - Manager Community Education & Compliance	
280	ENVIRONMENTALLY RELEVANT ACTIVITY FEES (ERA's)	Environmentally Relevant Activity Annual Licence Fees		Application to amend Environmental Authority. Formula for Calculation S=(A-P)Xin/365, S is the amount of the fee, A is the amount of the annual fee payable, P is the amount of the annual feed paid before the amendment, N is the number of days from the day the authority was amended to the next anniversary day Environmentally Relevant Activity Annual Licence Fees	CR	EPR 2019 S174 LGA 2009 S97 (2) (a)	n	On Application	On Application		64,000.00 - Manager Community Education & Compliance	
281	LOCAL LAWS-(DOGS)	NOTES: A discount of 50% applies to the full year fee if the animal registration is renewed before the due date of the invoice. Pro rata is applied quarterly on a tiered basis. Pro rata will not be applied to impounded animals when registration is enforced for the release of the animal. Pro rata is only applicable to new animal registrations.									64,000.00 - Manager Community Education & Compliance	
282	LOCAL LAWS-(DOGS)	Puppy fee – (Dog up to 12 months old for the first year)		Puppy – Not Microchipped Puppy fee – (Dog up to 12 months old for the first year)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	21.00	22.00	4.8%	64,000.00 - Manager Community Education & Compliance	
283	LOCAL LAWS-(DOGS)	Puppy fee – (Dog up to 12 months old for the first year)		Puppy – Microchipped Puppy fee – (Dog up to 12 months old for the first year)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	-	-		64,000.00 - Manager Community Education & Compliance	
284	LOCAL LAWS-(DOGS)	Registration Fees – (Dogs older than 12 months)		Annual Fee: Animal – Whole Entire (not desexed and not microchipped) Registration Fees – (Dogs older than 12 months)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	108.00	113.00	4.6%	64,000.00 - Manager Community Education & Compliance	Update the wording to ensure our customers fully understand the meaning.
285	LOCAL LAWS-(DOGS)	Registration Fees – (Dogs older than 12 months)		Annual Fee: Animal – Desexed Registration Fees – (Dogs older than 12 months)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	35.50	37.00	4.2%	64,000.00 - Manager Community Education & Compliance	
286	LOCAL LAWS-(DOGS)	Registration Fees – (Dogs older than 12 months)		Annual Fee: Desexed and Microchipped Registration Fees – (Dogs older than 12 months)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	20.00	21.00	5.0%	64,000.00 - Manager Community Education & Compliance	
287	LOCAL LAWS-(DOGS)	Pensioner Registration Fees – (Dogs older than 12 months)		Annual Fee: Animal – Whole Entire (not desexed and not microchipped) Pensioner Registration Fees – (Dogs older than 12 months)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	54.00	56.00	3.7%	64,000.00 - Manager Community Education & Compliance	Update the wording to ensure our customers fully understand the meaning.
288	LOCAL LAWS-(DOGS)	Pensioner Registration Fees – (Dogs older than 12 months)		Annual Fee: Animal – Desexed Pensioner Registration Fees – (Dogs older than 12 months)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	26.50	27.50	3.8%	64,000.00 - Manager Community Education & Compliance	
289	LOCAL LAWS-(DOGS)	Desexed and Microchipped Pension Concession Card holders only		Annual Fee: Animal – Desexed and Microchipped Desexed and Microchipped Pension Concession Card holders only	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	-	-		64,000.00 - Manager Community Education & Compliance	
290	LOCAL LAWS-(DOGS)	Desexed and Microchipped for over 65 (senior)		Desexed and Microchipped – 50% fee concession for over 65 (senior) only (Note: To be entitled to the over 65 (senior) 50% fee concession, the senior must produce evidence of being over 65). Desexed and Microchipped for over 65 (senior)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	13.00	13.50	3.8%	64,000.00 - Manager Community Education & Compliance	
291	LOCAL LAWS-(DOGS)	Reciprocal Registration – Transfer of Current Registration from another Local Government – (For the current registration period only, Evidence of current registration to be provided)		Dog registered at another local government with documented proof of current registration. Not applicable for regulated or restricted dogs. Reciprocal Registration – Transfer of Current Registration from another Local Government – (For the current registration period only, Evidence of current registration to be provided)	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	-	-		64,000.00 - Manager Community Education & Compliance	
292	LOCAL LAWS-(DOGS)	Entire owned by a member of Canine Control Council Documentation of membership to be provided		Entire owned by a member of Canine Control Council – Documentation of membership to be provided Entire owned by a member of Canine Control Council Documentation of membership to be provided	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	50% of the applicable fee	50% of the applicable fee		64,000.00 - Manager Community Education & Compliance	
293	LOCAL LAWS-(DOGS)	Assistance dogs		Dogs used to assist impaired persons Assistance dogs	NCR		n	-	-		64,000.00 - Manager Community Education & Compliance	
294	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared dangerous)		Initial Registration – Includes Regulated Dog Management Kit (One approved tag and Two approved signs) Regulated Dogs (Declared dangerous)	CR	AM (CAD) A 2008 S44 S46 S52 & S97 LGA 2009 S97 (2) (a)	n	510.00	540.00	5.9%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.
295	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared dangerous)		Annual Registration Renewal – Declared dangerous and in non compliance with the conditions of keeping and the performance of the dog Regulated Dogs (Declared dangerous)	CR	AM (CAD) A 2008 S44 S46 S52 & S97 LGA 2009 S97 (2) (a)	n	510.00	540.00	5.9%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.
296	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared dangerous)		Annual Registration Renewal – Declared dangerous dog – subsequent years upon successful performance review and the continuing compliance with all the conditions of the declaration Regulated Dogs (Declared dangerous)	CR	AM (CAD) A 2008 S44 S46 S52 & S97 LGA 2009 S97 (2) (a)	n	255.00	270.00	5.9%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.
297	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared menacing)		Initial Registration – Includes Regulated Dog Management Kit (One approved tag and Two approved signs) Regulated Dogs (Declared menacing)	CR	AM (CAD) A 2008 S44 S46 S52 & S97 LGA 2009 S97 (2) (a)	n	510.00	540.00	5.9%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.
298	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared menacing)		Annual Renewal Registration – Declared menacing dog and in non compliance with the conditions of keeping and the performance of the dog Regulated Dogs (Declared menacing)	CR	AM (CAD) A 2008 S44 S46 S52 & S98 LGA 2009 S97 (2) (a)	n	510.00	540.00	5.9%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.

	B	C	D	E	F	I	J	K	L	M	N	O
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
299	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared menacing)		Annual Renewal Registration – Declared menacing dog (non desexed dog) – subsequent years upon successful performance review and the continuing compliance with all the conditions of the declaration Regulated Dogs (Declared menacing)	CR	AM (CAD) A 2008 S44 S46 S52 & S98 LGA 2009 S97 (2) (a)	n	255.00	270.00	5.9%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.
300	LOCAL LAWS-(DOGS)	Regulated Dogs (Declared menacing)		Annual Registration Renewal – Declared menacing dog (desexed dog) – subsequent years upon successful performance review and the continuing compliance with all the conditions of the declaration Regulated Dogs (Declared menacing)	CR	AM (CAD) A 2008 S44 S46 S52 & S98 LGA 2009 S97 (2) (a)	n	204.00	215.00	5.4%	64,000.00 - Manager Community Education & Compliance	Many other Councils have a significantly higher fee for Dangerous dogs as opposed to Menacing dog and they are varied in amounts. IRC are sitting on the lower end in relation to registration of these dogs.
301	LOCAL LAWS-(DOGS)	Restricted		Restricted Breed Dog Permit – Initial Registration – Includes Regulated Dog Management Kit (One approved tag and Two approved signs) Restricted	CR	AM (CAD) A 2008 S71 S72 & S82 LGA 2009 S97 (2) (a)	n	510.00	532.00	4.3%	64,000.00 - Manager Community Education & Compliance	
302	LOCAL LAWS-(DOGS)	Restricted		Restricted Breed Dog Permit Annual Registration Renewal – Restricted and in non compliance with the conditions of keeping the performance of the dog Restricted	CR	AM (CAD) A 2008 S71 S72 & S82 LGA 2009 S97 (2) (a)	n	510.00	532.00	4.3%	64,000.00 - Manager Community Education & Compliance	
303	LOCAL LAWS-(DOGS)	Restricted		Restricted Breed Dog Permit Annual Registration Renewal – Restricted dog – subsequent years upon successful performance review and the continuing compliance with the conditions of the declaration Restricted	CR	AM (CAD) A 2008 S71 S72 & S82 LGA 2009 S97 (2) (a)	n	255.00	266.00	4.3%	64,000.00 - Manager Community Education & Compliance	
304	LOCAL LAWS-(DOGS)	Regulated Dog Signs		Additional and replacement of set (one sign and one tag) Regulated Dog Signs	CR	AM (CAD) A 2008 S44 S46 & Schedule 1 LGA 2009 S97 (2) (a)	n	52.00	54.00	3.8%	64,000.00 - Manager Community Education & Compliance	
305	LOCAL LAWS-(DOGS)	Replacement Regulated Dog Collar		Replacement of lost or damaged regulated dog collar Replacement Regulated Dog Collar	CR	AM (CAD) A 2008 S44 S46 & Schedule 1 LGA 2009	n	At Cost	At Cost		64,000.00 - Manager Community Education & Compliance	
306	LOCAL LAWS-(DOGS)	Replacement Identification Tag		Replacement of lost or damaged identification tag and regulated dog tags Replacement Identification Tag	CR	AM (CAD) A 2008 S44 & S46 LGA 2009 S97 (2) (a)	n	7.50	8.00	6.7%	64,000.00 - Manager Community Education & Compliance	
307	LOCAL LAWS-(DOGS)	Impounding Fees		Impounding release of a unregistered animal and applicable registration fee Impounding Fees	CR	IRC LL 1 & IRC LL 2 LGA 2009 S97 (2) (d)	n	\$161.00 + applicable registration fee	\$168.00 + applicable registration fee	4.3%	64,000.00 - Manager Community Education & Compliance	
308	LOCAL LAWS-(DOGS)	Impounding Fees		Impounding release of a registered animal – First impoundment Impounding Fees	CR	IRC LL 1 & IRC LL 2 LGA 2009 S97 (2) (d)	n	-	-		64,000.00 - Manager Community Education & Compliance	
309	LOCAL LAWS-(DOGS)	Impounding Fees		Impounding release of a registered animal. Second and subsequent impoundment. Impounding Fees	CR	IRC LL 1 & IRC LL 2 LGA 2009 S97 (2) (d)	n	165.00	172.00	4.2%	64,000.00 - Manager Community Education & Compliance	
310	LOCAL LAWS-(DOGS)	Impounding Fees		Sustenance fee – where dog animal is not collected within 48 hours of issue of Impound Notice Impounding Fees	CR	IRC LL 1 & IRC LL 2 LGA 2009 S97 (2) (d)	n	\$12.00 per day	\$12.50 per day	4.2%	64,000.00 - Manager Community Education & Compliance	
311	LOCAL LAWS-(DOGS)	Impounding Fees		Dog adoption fee Impounding Fees	NCR		ay	102.00	106.50	-5.1%	64,000.00 - Manager Community Education & Compliance	Note - adding GST into this fee (why the Variance % is a negative
312	LOCAL LAWS-(DOGS)	Impounding Fees		Sustenance and care cost for dogs animals that are retained pending Compliance, Internal and QCAT reviews Impounding Fees	CR	IRC LL 1 & IRC LL 2 LGA 2009 S97 (2) (d)	n	\$13.00 per day max \$330.00 for 30 Day Stay	\$13.50 per day max \$344.00 for 30 Day Stay	3.85% 4.24%	64,000.00 - Manager Community Education & Compliance	
313	LOCAL LAWS-(DOGS)	Impounding Fees		Surrender of unwanted dog by owner – Dog must be currently registered Impounding Fees	CR	IRC LL 1 & IRC LL 2 LGA 2009 S97 (2) (d)	ay	-	-		64,000.00 - Manager Community Education & Compliance	
314	Impounded Goods Release	Impounded Goods Release Fees		Vehicle Release – for vehicle seized (owner liable to pay fee within 30 days) less than 4.5 TGVM Impounded Goods Release Fees	CR	IRCLL1 & IRC LL1.14 LL4 LGA 2009 S97 (2) (d)	n	Actual Cost of Contract Removal	Actual Cost of Contract Removal		64,000.00 - Manager Community Education & Compliance	
315	Impounded Goods Release	Impounded Goods Release Fees		Vehicle Release – for vehicle seized (owner liable to pay within 30 days) – vehicles 4.5 TGVM or greater Impounded Goods Release Fees	CR	IRCLL1 & IRC LL1.14 LL5 LGA 2009 S97 (2) (d)	n	Actual Cost of Contract Removal	Actual Cost of Contract Removal		64,000.00 - Manager Community Education & Compliance	
316	Impounded Goods Release	Impounded Goods Release Fees		Advertisement – Small less than 2.4m2 – for sign seized (owner liable to pay fee within 30 days) Impounded Goods Release Fees	CR	IRCLL1 & IRC LL1.14 LL6 LGA 2009 S97 (2) (d)	n	54.50	57.00	4.6%	64,000.00 - Manager Community Education & Compliance	
317	Impounded Goods Release	Impounded Goods Release Fees		Advertisement – Large – for sign seized (owner liable to pay fee within 30 days) Impounded Goods Release Fees	CR	IRCLL1 & IRC LL1.14 LL7 LGA 2009 S97 (2) (d)	n	109.00	114.00	4.6%	64,000.00 - Manager Community Education & Compliance	
318	Impounded Goods Release	Motor Vehicle Ownership Searches		Conducted to determine ownership of a vehicle e.g. CITEC Motor Vehicle Ownership Searches	CR	SPEA 1999 s14(2)(a) LGA Part 6 S262 (3) (c)	n	Actual Costs	Actual Costs		64,000.00 - Manager Community Education & Compliance	
319	Commercial Use of Roads			New Annual Licence Application Fee for conducting a commercial activity on a Council owned and controlled road Commercial Use of Roads	CR	IRC LL 1 & IRC LL sub 1.2 LGA 2009 S97 (2) (a)	n	230.00	240.00	4.3%	64,000.00 - Manager Community Education & Compliance	

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320	Commercial Use of Roads			Half Year New Application Fee for conducting a commercial activity on a Council owned and controlled road Commercial Use of Roads	CR	IRC LL 1 & IRC LL sub 1.2 LGA 2009 S97 (2) (a)	n		50% of the Application Fee		64,000.00 - Manager Community Education & Compliance	We currently do not have a fee for pro rata applications. With the poenitentia upcoming changes to the Commercial Use of Roads approvals, this fee will ensure fairness by charging customers a prorated amount to align with their expiry dates.
321	Commercial Use of Roads			Annual Renewal Fee for conducting a commercial activity on a Council owned and controlled road Commercial Use of Roads	CR	IRC LL 1 & IRC LL sub 1.2 LGA 2009 S97 (2) (a)	n		190.00		64,000.00 - Manager Community Education & Compliance	We currently do not have a fee for renewal.
322	Shared Accommodation Facilities			New Annual Licence Application Fee for conducting a commercial activity Shared Accommodation Facilities	CR	IRC LL 1 & IRC LL sub 1.11 LGA 2009 S97 (2) (a)	n	230.00	240.00	4.3%	64,000.00 - Manager Community Education & Compliance	
323	Shared Accommodation Facilities			Annual Renewal Fee for conducting a commercial activity Shared Accommodation Facilities	CR	IRC LL 1 & IRC LL sub 1.11 LGA 2009 S97 (2) (a)	n		190.00		64,000.00 - Manager Community Education & Compliance	
324	CEMETERIES	Council provides a basic funeral service on request in Clermont and Moranbah. Grave preparation costs outside of Moranbah and Clermont may attract additional fees based on equipment availability, transportation and handling fees. NOTE: Council expect arrangements to be within normal working hours 7am to 2pm (additional costs will apply outside of these hours)									67,000.00 - Manager Community Facilities	
325	CEMETERIES	Grave Services		Grave Preparation and filling – Clermont Grave Services	NCR		y	1,177.00	1500.00	27.4%	67,000.00 - Manager Community Facilities	Increased to capture majority of the cost, this also includes second interment into existing grave.
326	CEMETERIES	Grave Services		Grave Preparation and filling - Moranbah Grave Services	NCR		y	1,265.00	1500.00	18.6%	67,000.00 - Manager Community Facilities	Increased to capture majority of the cost, this also includes second interment into existing grave.
327	CEMETERIES	Grave Services		Grave Preparation and filling – St Lawrence Grave Services	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
328	CEMETERIES	Grave Services		Grave Preparation and filling – All Other Locations Grave Services	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
329	CEMETERIES	Grave Services		Administrative Fee: Equipment Hire (lowering device, shade structures, chairs, carpets) Moranbah & Clermont Grave Services	NCR		y	POA	350.00		67,000.00 - Manager Community Facilities	
330	CEMETERIES	Grave Services		Equipment Hire (lowering device, shade structures, chairs, carpets) All other locations Grave Services	NCR		y	At Cost	At Cost		67,000.00 - Manager Community Facilities	
331	CEMETERIES	Grave Services		Interment of ashes to grave of relative Grave Services	NCR		y	77.00	90.00	16.9%	67,000.00 - Manager Community Facilities	
332	CEMETERIES	Grave Services		Interment of ashes to Columbarium Wall Grave Services	NCR		y	79.00	90.00	13.9%	67,000.00 - Manager Community Facilities	
333	CEMETERIES	Grave Services		Exhumation of human remains Grave Services	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
334	CEMETERIES	Services Outside Normal Working Hours		Funerals and cemetery services Services Outside Normal Working Hours	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	Sunday and public holiday is on application and staff availability.
335	CEMETERIES	Services Outside Normal Working Hours		Ashes Interments Services Outside Normal Working Hours	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	For one person to undertake task on a Saturday
336	CEMETERIES	Plots (All cemeteries throughout region)		Purchase of Plot Plots (All cemeteries throughout region)	NCR		y n	912.73	1250.00	37.0%	67,000.00 - Manager Community Facilities	GST not to be charged
337	CEMETERIES	Plots (All cemeteries throughout region)		Purchase of niche Plots (All cemeteries throughout region)	NCR		y n	467.27	535.00	14.5%	67,000.00 - Manager Community Facilities	GST not to be charged
338	CEMETERIES	Plaques		Bronze memorial Plaques	NCR		y	At Cost	At Cost		67,000.00 - Manager Community Facilities	
339	CEMETERIES	Plaques		Installation Plaques	NCR		y	118.00	120.00	1.7%	67,000.00 - Manager Community Facilities	
340	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		20mm connection near side (Single dwelling) Connections	NCR		n	1,441.00	1,506.00	4.5%	84,000.00 - Manager Business Services	GST not to be charged
341	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		20mm connection far side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	GST not to be charged
342	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		25mm connection near side Connections	NCR		n	1,836.00	1,919.00	4.5%	84,000.00 - Manager Business Services	
343	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		25mm connection far side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
344	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		32mm connection near side Connections	NCR		n	2,754.00	2,878.00	4.5%	84,000.00 - Manager Business Services	
345	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		32mm connection far side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	

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346	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		40mm connection near side Connections	NCR		n	3,640.00	3,805.00	4.5%	84,000.00 - Manager Business Services	
347	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		40mm connection far side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
348	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		50mm connection near side Connections	NCR		n	4,558.00	4,764.00	4.5%	84,000.00 - Manager Business Services	
349	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		50mm connection far side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
350	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		100mm connection near side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
351	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		100mm connection far side Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
352	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Convert below ground to above ground 20mm Connections	NCR		n	443.00	463.00	4.5%	84,000.00 - Manager Business Services	
353	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Convert above ground to below ground 20mm Connections	NCR		n	559.00	585.00	4.7%	84,000.00 - Manager Business Services	
354	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Clermont Rural Water connections – restricted flow 20mm meter (at the discretion of Council – applicant to meet all costs) Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
355	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Temporary construction water meter – installation, disconnection and meter read Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
356	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		20mm sub meters (for purchase only multi unit development) Connections	NCR		n	431.00	450.00	4.4%	84,000.00 - Manager Business Services	
357	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replace damaged water meter riser Connections	NCR		n	275.00	288.00	4.7%	84,000.00 - Manager Business Services	
358	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replace damaged water meter taggle (AMR) device Connections	NCR		n	189.00	220.00	16.4%	84,000.00 - Manager Business Services	With consideration to market review and materials cost increases.
359	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replace damaged water meter tap Connections	NCR		n	147.00	154.00	4.8%	84,000.00 - Manager Business Services	
360	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replace damaged water meter setter Connections	NCR		n	419.00	438.00	4.5%	84,000.00 - Manager Business Services	
361	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replace damaged water meter Connections	NCR		n	197.00	205.00	4.1%	84,000.00 - Manager Business Services	
362	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replace entire water meter and taggle assembly – above ground Connections	NCR		n	763.00	797.00	4.5%	84,000.00 - Manager Business Services	
363	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Replacement of damaged water meter below ground Connections	NCR		n	875.00	914.00	4.5%	84,000.00 - Manager Business Services	
364	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Plumbers After Hours Call Out Fee, including Public Holidays Connections	NCR		n	355.00	371.00	4.5%	84,000.00 - Manager Business Services	
365	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Plumbing works hourly-rate (for services where another fee is not applicable) – per hour Connections	NCR		n	120.00	135.00	12.5%	84,000.00 - Manager Business Services	With consideration to market review and salary increases.
366	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Apprentice plumbing works rate – per hour Connections	NCR		n		90.00		84,000.00 - Manager Business Services	New fee for Apprentice Plumber (all years).
367	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Plant required to complete plumbing works Connections	NCR		n		POA		84,000.00 - Manager Business Services	New fee. No GST as linked to the supply of water.
368	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Disconnection of water service Connections	NCR		n	483.00	505.00	4.6%	84,000.00 - Manager Business Services	
369	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Special water meter reading (Onsite inspection) Connections	NCR		n	144.50	151.00	4.5%	84,000.00 - Manager Business Services	
370	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Meter test fee (Refundable if under / over 5%) Connections	NCR		n	289.00	302.00	4.5%	84,000.00 - Manager Business Services	
371	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Connections		Relocation of water meter Connections	NCR		n	POA	POA		84,000.00 - Manager Business Services	
372	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Infrastructure Telecommunication Leases		Lease agreements to lease space atop Council's water towers/infrastructure for telecommunications purposes Water Infrastructure Telecommunication Leases	NCR		n	POA	POA		84,000.00 - Manager Business Services	
373	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Replacement fob key for access truck fill point (standpipes) Water Sales	NCR		n	105.00	110.00	4.8%	84,000.00 - Manager Business Services	

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374	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Fob key to have access to truck fill point (standpipes) – a different FOB key is required for Potable Water, Raw Water and Recycled Water Water Sales	NCR		n	66.00	70.00	6.1%	84,000.00 - Manager Business Services	
375	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Potable Water collected at Council truck fill point (standpipe) – per Kilolitre (Minimum Fee \$140.00 per collection) Water Sales	NCR		n	14.50	15.00	3.4%	84,000.00 - Manager Business Services	High in the market and water sales decreasing.
376	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Projects of new or special economic benefit – collected at Council truck fill point (standpipe) – per Kilolitre Water Sales	NCR		n	POA	POA		84,000.00 - Manager Business Services	
377	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		After Hours Call Out Fee, including Public Holidays - Water Sales	NCR		n	355.00			84,000.00 - Manager Business Services	Remove fee. Standpipes are no longer manned.
378	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Recycled Water (effluent) collected at Council truck fill point/standpipe – AVDATA – per Kilolitre Water Sales	NCR		n	-	-		84,000.00 - Manager Business Services	
379	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Recycled Water (effluent) collected at Council truck fill point/standpipe – manual – per Kilolitre - Water Sales	NCR		n				84,000.00 - Manager Business Services	Remove fee. Align with above for both AVDATA and manual standpipes.
380	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Water Sales		Raw/untreated water collected at Council truck fill point/standpipe – per Kilolitre Water Sales	NCR		n	2.90	3.00	3.4%	84,000.00 - Manager Business Services	
381	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Filling Up a Pool		Hire of Temporary Water Meter/Standpipe and Plumbers Time (hourly rate) Filling Up a Pool	NCR		n	128.00	140.00	9.4%	84,000.00 - Manager Business Services	
382	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Filling Up a Pool		Cost of Potable Water per kilolitre Filling Up a Pool	NCR		n	2.30	2.60	13.0%	84,000.00 - Manager Business Services	Align to proposed Tier 3 25/26.
383	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Connections	Connection of sewerage services Connections	NCR		n	1,673.00	1,748.00	4.5%	84,000.00 - Manager Business Services	
384	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Connections	Disconnection of sewerage service Connections	NCR		n	667.00	698.00	4.6%	84,000.00 - Manager Business Services	
385	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Connections	Unblocking of sewer network – deemed to be on the property side Connections	NCR		y	250.00	280.00	12.0%	84,000.00 - Manager Business Services	Only undertaken in emergencies where a private plumber is not available. Fee to discourage use.
386	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Building Over Sewer	Building over sewer application fee Building Over Sewer	NCR		n	489.00	490.00	0.2%	84,000.00 - Manager Business Services	
387	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Sewer Location	Sewer location fee – First Hour Sewer Location	NCR		y	257.00	270.00	5.1%	84,000.00 - Manager Business Services	
388	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Sewer Location	Sewer location fee – Each Hour Thereafter Sewer Location	NCR		y	194.00	203.00	4.6%	84,000.00 - Manager Business Services	
389	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Septic Waste	Minimum Fee per disposal Disposal of Septic Waste	NCR		n	215.00	215.00	0.0%	84,000.00 - Manager Business Services	Recommending a further year of no increase to encourage use rather than dispose at neighbouring councils.
390	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Septic Waste	Disposal of Septic Waste per litre < = 220,000 L per billing month Disposal of Septic Waste	NCR		n	0.15	0.15	0.0%	84,000.00 - Manager Business Services	Recommending a further year of no increase to encourage use rather than dispose at neighbouring councils. Still comparatively higher.
391	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Septic Waste	Disposal of Septic Waste per litre > 220,000L per billing month Disposal of Septic Waste	NCR		n	0.10	0.10	0.0%	84,000.00 - Manager Business Services	Recommending a further year of no increase to encourage use rather than dispose at neighbouring councils. Still comparatively higher.
392	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Septic Waste	After Hours Call Out Fee, including Public Holidays Disposal of Septic Waste	NCR		n	355.00	371.00	4.5%	84,000.00 - Manager Business Services	
393	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Septic Waste	Purchase of Activated Septic per litre Disposal of Septic Waste	NCR		n	0.10	0.10	0.0%	84,000.00 - Manager Business Services	Relatively new fee.
394	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Non-Regulated Liquid Waste at Sewerage Treatment Plant (i.e. Slurry)	Minimum Fee per disposal Disposal of Non-Regulated Liquid Waste at Sewerage Treatment Plant (i.e. Slurry)	NCR		n	125.00			84,000.00 - Manager Business Services	Remove minimum fee.
395	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Non-Regulated Liquid Waste at Sewerage Treatment Plant (i.e. Slurry)	Disposal of Non-Regulated Liquid Waste per litre Disposal of Non-Regulated Liquid Waste at Sewerage Treatment Plant (i.e. Slurry)	NCR		n	0.05	0.05	0.0%	84,000.00 - Manager Business Services	Recommend no increase. After hours fee applies when increased operational impact.
396	PLUMBING & DRAINAGE (COMMERCIAL SERVICE)	Sewerage	Disposal of Non-Regulated Liquid Waste at Sewerage Treatment Plant (i.e. Slurry)	After Hours Call Out Fee, including Public Holidays Disposal of Non-Regulated Liquid Waste at Sewerage Treatment Plant (i.e. Slurry)	NCR		n	355.00	371.00	4.5%	84,000.00 - Manager Business Services	

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397	EXCAVATING & FILLING (OPERATIONAL WORK / PRIVATE WORKS)	Excavating / Filling		Application fee for engineering assessment and Council's approval for the substantial alteration of the natural surface of the land – Base Fee for Value under \$30,000 Excavating / Filling	CR	SPA 2009 260 LGA 2009 S97 (2) (a)	n	525.00	550.00	4.8%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
398	EXCAVATING & FILLING (OPERATIONAL WORK / PRIVATE WORKS)	Excavating / Filling		Application fee for engineering assessment and Council's approval for the substantial alteration of the natural surface of the land – Value above \$30,000 Excavating / Filling	CR	LGA 2009 S97 (2) (a)	n	\$525.00 +1.5% of project value over \$30,000.00	\$550.00 + 1.5% of project value over \$30,000	4.8%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
399	EXCAVATING & FILLING (OPERATIONAL WORK / PRIVATE WORKS)	Excavating / Filling		Additional Inspection Fee (per inspection) Excavating / Filling	CR	LGA 2009 S97 (2) (a)	n	210.00	220.00	4.8%	59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
400	EXCAVATING & FILLING (OPERATIONAL WORK / PRIVATE WORKS)	Excavating / Filling		Bond if required Excavating / Filling	CR	SPA 2009 260 LGA 2009 S97 (2) (a)	n	POA	POA		59,000.00 - Manager Infrastructure, Planning & Technical Services	Approx. 4.5% increase in line with Fees & Charges
401	WASTE MANAGEMENT	NOTE: All Fees & Charges include amounts to cover the State Government Waste Levy applicable to the waste material. Domestic Waste Residents of the Isaac Region will not be charged for domestic household waste, delivered in private / domestic vehicles (cars or utes, with or without trailers). This consists of everyday items we use and then throw away, such as product packaging, grass / yard clippings, furniture, clothing, bottles, food scraps, newspapers, appliances other than appliances to be de-gassed, oils, batteries, E-Waste.									83,000.00 - Manager Waste Services	
402	WASTE MANAGEMENT	Commercial and Industrial Waste		Commercial and industrial Mixed Waste – unsorted / compacted Waste – Charge per tonne Commercial and Industrial Waste	NCR		y	367.00	383.00	4.4%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
403	WASTE MANAGEMENT	Commercial and Industrial Waste		Heavy Commercial Mixed Waste – unsorted (Bulky items, less than 1m in length) – Charge per tonne Commercial and Industrial Waste	NCR		y	402.00	420.00	4.5%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
404	WASTE MANAGEMENT	Commercial and Industrial Waste		Hard to Handle Commercial Waste – Loads containing such wastes as Blast Cable, Rubber hoses, conveyor belt or dam liner, IBCs / pods, steel, timber, ventilation shafts etc., anything greater than 1m lengths. (A general waste load containing any or part of these waste types will be charged at this rate) – Charge per tonne. Commercial and Industrial Waste	NCR		y	630.00	658.00	4.4%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
405	WASTE MANAGEMENT	Commercial and Industrial Waste		Special Burial / Immediate Destruction – Any disposal which requires an application and/or immediate burial. Council reserves the right to determine wastes in this category – Charge per tonne, minimum charge one tonne. Commercial and Industrial Waste	NCR		y	505.00	528.00	4.6%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
406	WASTE MANAGEMENT	Commercial and Industrial Waste		Weighed Non Landfilled Waste – Minimum Charge Commercial and Industrial Waste	NCR		y	38.00	40.00	5.3%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
407	WASTE MANAGEMENT	Commercial and Industrial Waste		Other weighed waste – minimum fee Commercial and Industrial Waste	NCR		y	55.00	57.00	3.6%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
408	WASTE MANAGEMENT	Commercial and Industrial Waste		Single 240 Litre Wheelie Bin (Only at Transfer Stations and Moranbah) Commercial and Industrial Waste	NCR		y	18.00	19.00	5.6%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
409	WASTE MANAGEMENT	Construction and Demolition Waste		Construction and Demolition Waste – Mixed / Unsorted / Size under 1 meter lengths – Charge per tonne. Note loads containing items greater than 1 meter in length will incur Hard to Handle Commercial Waste charges. Construction and Demolition Waste	NCR		y	402.00	420.00	4.5%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
410	WASTE MANAGEMENT	Regulated Waste		Regulated Waste – Category 1 – Charge per tonne, minimum charge one tonne Regulated Waste	NCR	EPAR 2018 S64 EPR 2019 S43	y	702.00	733.00	4.4%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
411	WASTE MANAGEMENT	Regulated Waste		Regulated Waste – Category 2 – Charge per tonne, minimum charge one tonne Regulated Waste	NCR	EPAR 2018 S64 EPR 2019 S43	y	628.00	656.00	4.5%	83,000.00 - Manager Waste Services	Based on LTFF 4.5% plus waste levy increase of 4.3% based on legislation WRRRA 2011 S37
412	WASTE MANAGEMENT	Asbestos		Asbestos / Asbestos contaminated soil - Asbestos must be disposed of as per Council requirements. An "Application for Special Burial / Disposal of Regulated Waste" must be submitted 48 hours prior to disposal – Council reserves the right to reject or cease accepting asbestos at its sole discretion. (Council reserves the right to refuse due to licence restrictions) – Charge per tonne, minimum charge one tonne. Asbestos	NCR	WRRRA 2011 S26	y	366.00	382.00	4.4%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded, Waste Levy Exempt
413	WASTE MANAGEMENT	Waste Generated From Outside Isaac Regional Council		Waste generated from outside the region – Approval must be sought from Council on each load 48hrs prior to acceptance. Approval is given on a case by case basis and is dependent on Council's own operational and asset maintenance requirements. Waste Generated From Outside Isaac Regional Council	NCR		y	As per current fees and charges plus 20%	As per current fees and charges plus 20%		83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded

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414	WASTE MANAGEMENT	Recyclables (Sorted)	Batteries	Lead Acid/Large Flooded Lead Acid/Steel Case Lead Acid/Valve Regulated Lead Acid (VRLA)/Un-interruptible Power Supply (UPS)/Gel/AGM Batteries, Lithium Ion, Alkaline, NiCad, Button cell, NiMH <u>Batteries</u>	NCR		y	-	-		83,000.00 - Manager Waste Services	
415	WASTE MANAGEMENT	Recyclables (Sorted)	Vehicle Bodies	With liquids, batteries and tyres removed. Includes Caravans. Subject to Application. Charge per Vehicle body <u>Vehicle Bodies</u>	NCR		y	124.00	130.00	4.8%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
416	WASTE MANAGEMENT	Recyclables (Sorted)	Cardboard	Clean Cardboard (no styrofoam / polystyrene or strapping is to be included with the cardboard) Charge per tonne <u>Cardboard</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
417	WASTE MANAGEMENT	Recyclables (Sorted)	Chemicals	Not Accepted							83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
418	WASTE MANAGEMENT	Recyclables (Sorted)	Clean Fill	Clean fill (must be virgin excavated natural material and must not be from a contaminated site. Council reserves the right to reject or cease accepting clean fill material at its sole discretion. <u>Clean Fill</u>	NCR		y	-	-		83,000.00 - Manager Waste Services	
419	WASTE MANAGEMENT	Recyclables (Sorted)	Co-mingled	Recyclable aluminium, glass, paper & cardboard, steel and plastics (recycle numbers 1 to 7) – Charge per tonne <u>Co-mingled</u>	NCR		y	125.00	131.00	4.8%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
420	WASTE MANAGEMENT	Recyclables (Sorted)	Concrete / Asphalt / Bricks	Concrete, hard asphalt and bricks separated for recycling - charge per tonne <u>Concrete / Asphalt / Bricks</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
421	WASTE MANAGEMENT	Recyclables (Sorted)	Deceased Animals & Scalps	All Deceased Animals & Scalps – Charge is per unit <u>Deceased Animals & Scalps</u>	NCR		y	48.00	50.00	4.2%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
422	WASTE MANAGEMENT	Recyclables (Sorted)	E-waste	TV's, computers, laptops, notebooks, PDA's, tablets, computer monitors, printers and projectors (not broken or smashed) – Charge per tonne <u>E-waste</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
423	WASTE MANAGEMENT	Recyclables (Sorted)	Gas Bottles / Fire Extinguishers	Up to 9 kilograms (empty) – Charge per unit <u>Gas Bottles / Fire Extinguishers</u>	NCR		y	28.00	29.00	3.6%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
424	WASTE MANAGEMENT	Recyclables (Sorted)	Green waste	Green Waste - Uncontaminated (Clean and separated garden waste with no litter or contamination. Council reserves the right to determine if green waste is contaminated) – Charge per tonne. <u>Green waste</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
425	WASTE MANAGEMENT	Recyclables (Sorted)	Incorrect Disposal fee	Contamination fees / Operational charge per hour <u>Incorrect Disposal fee</u>	NCR		y	As per the equipment and personnel hourly rates	At cost plus 20%		83,000.00 - Manager Waste Services	
426	WASTE MANAGEMENT	Recyclables (Sorted)	Inner Spring Mattress	All Sizes– Charge per mattress <u>Inner Spring Mattress</u>	NCR		y	35.00	37.00	5.7%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
427	WASTE MANAGEMENT	Recyclables (Sorted)	HDPE	Recyclable High Density Polyethylene Pipes and containers that are clean with no contaminants – Charge per tonne <u>HDPE</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
428	WASTE MANAGEMENT	Recyclables (Sorted)	Scrap Metal	Ferrous and Non Ferrous Metal – Charge per tonne <u>Scrap Metal</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
429	WASTE MANAGEMENT	Recyclables (Sorted)	Solar Panels	Solar Panels whether separate or recovered from mixed commercial waste loads – Charge per panel <u>Solar Panels</u>	NCR		y	14.00	15.00	7.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
430	WASTE MANAGEMENT	Recyclables (Sorted)	Timber Pallets (uncontaminated)	Entire pallet that is whole and reusable as a pallet. Pallets in this category must be stacked at the time of disposal – Charge per tonne <u>Timber Pallets (uncontaminated)</u>	NCR		y	79.00	83.00	5.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
431	WASTE MANAGEMENT	Recyclables (Sorted)	Timber Power Poles	Re-usable Timber Power Poles – Charge per unit <u>Timber Power Poles</u>	NCR		y	48.00	50.00	4.2%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
432	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	Motorcycle per tyre <u>Tyres</u>	NCR		y	6.50	7.00	7.7%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
433	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	Car Tyres / Trailer Tyres / Quad Bike Tyres per tyre <u>Tyres</u>	NCR		y	8.50	9.00	5.9%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
434	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	Car Tyres / Trailer Tyres / Quad Bike Tyres with rim per tyre <u>Tyres</u>	NCR		y	19.00	20.00	5.3%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
435	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	4wd / Light Truck per tyre <u>Tyres</u>	NCR		y	19.00	20.00	5.3%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
436	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	4wd / Light Truck with Rim per tyre <u>Tyres</u>	NCR		y	25.00	26.00	4.0%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
437	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	Truck 17.5+ per tyre <u>Tyres</u>	NCR		y	32.00	33.00	3.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded

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438	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	Truck 17.5+ per tyre with Rim Tyres	NCR		y	62.00	65.00	4.8%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
439	WASTE MANAGEMENT	Recyclables (Sorted)	Tyres	Super single truck tyre Tyres	NCR		y	97.00	101.00	4.1%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
440	WASTE MANAGEMENT	Recyclables (Sorted)	Waste Oil	Engine & Cooking – Charge per litre Waste Oil	NCR		y	0.80	1.00	25.0%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
441	WASTE MANAGEMENT	Recyclables (Sorted)	White goods & Air-conditioners	White goods and Air-conditioners (to be degassed) – Charge per unit White goods & Air-conditioners	NCR		y	35.00	37.00	5.7%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
442	WASTE MANAGEMENT	Recyclables (Sorted)	White goods & Air-conditioners	Degassed Whitegoods & Air-Conditioners (commercial operators must provide a decommissioning report before disposal as per IRC template – otherwise an additional charge per unit will occur). Charge to cover State Government Waste Levy, and GST – Charge per Unit. White goods & Air-conditioners	NCR		y	16.00	17.00	6.3%	83,000.00 - Manager Waste Services	Applied LTFF increase of 4.5% rounded
443	PLANT HIRE / PRIVATE HIRE	NOTE: Not all equipment will be available at all locations within the region All rates provided are wet hire rates including plant and a Council employed operator Dry hire of plant and equipment is not permitted Rates are per hour									58,200.00 - Coordinator Plant & Workshops	
444	PLANT HIRE / PRIVATE HIRE	Plant Hire		Per hour (Plant items include Bobcat, Grader, Backhoe, Loader, Roller, Tipper Truck, Prime Mover, Broom Attachment, Skid Steer, Concrete Mixer, Jack Hammer, High Pressure Cleaner, Tractor or Slasher)	NCR		y		POA		58,200.00 - Coordinator Plant & Workshops	
445	PLANT HIRE / PRIVATE HIRE	Bobcat		Per hour - Bobcat	NCR		y	186.00			58,200.00 – Coordinator Plant & Workshops	
446	PLANT HIRE / PRIVATE HIRE	Graders		Per hour - Graders	NCR		y	218.00			58,200.00 – Coordinator Plant & Workshops	
447	PLANT HIRE / PRIVATE HIRE	Backhoes		Per hour - Backhoes	NCR		y	151.00			58,200.00 – Coordinator Plant & Workshops	
448	PLANT HIRE / PRIVATE HIRE	Loader		Per hour - Loader	NCR		y	238.00			58,200.00 – Coordinator Plant & Workshops	
449	PLANT HIRE / PRIVATE HIRE	Roller		Per hour - Roller	NCR		y	190.00			58,200.00 – Coordinator Plant & Workshops	
450	PLANT HIRE / PRIVATE HIRE	Trucks		Tipper Truck Per hour - Trucks	NCR		y	160.00			58,200.00 – Coordinator Plant & Workshops	
451	PLANT HIRE / PRIVATE HIRE	Trucks		Prime Mover - Trucks	NCR		y	240.00			58,200.00 – Coordinator Plant & Workshops	
452	PLANT HIRE / PRIVATE HIRE	Trucks		Patching & Job truck Per hour - Trucks	NCR		y	160.00			58,200.00 – Coordinator Plant & Workshops	
453	PLANT HIRE / PRIVATE HIRE	Broom attachment skid steer		Per hour - Broom attachment skid steer	NCR		y	132.00			58,200.00 – Coordinator Plant & Workshops	
454	PLANT HIRE / PRIVATE HIRE	Concrete mixer		Per hour - Concrete mixer	NCR		y	52.00			58,200.00 – Coordinator Plant & Workshops	
455	PLANT HIRE / PRIVATE HIRE	Jack hammer		Per hour - Jack hammer	NCR		y	74.00			58,200.00 – Coordinator Plant & Workshops	
456	PLANT HIRE / PRIVATE HIRE	High Pressure Cleaner		Per hour - High Pressure Cleaner	NCR		y	159.00			58,200.00 – Coordinator Plant & Workshops	
457	PLANT HIRE / PRIVATE HIRE	Tractor & slasher		Per hour - Tractor & slasher	NCR		y	195.00			58,200.00 – Coordinator Plant & Workshops	
458	PLANT HIRE / PRIVATE HIRE	Staff		Supervisor (including vehicle) Per hour Staff	NCR		y	140.00	POA		58,200.00 - Coordinator Plant & Workshops	
459	PLANT HIRE / PRIVATE HIRE	Staff		Labourers (excluding vehicle) Per hour Staff	NCR		y	90.00	POA		58,200.00 - Coordinator Plant & Workshops	
460	PLANT HIRE / PRIVATE HIRE	Staff		Operators (including miscellaneous plant item) Per hour Staff	NCR		y	130.00	POA		58,200.00 - Coordinator Plant & Workshops	

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461	HALLS & COMMUNITY CENTRES	TERMS & CONDITIONS FOR HALLS & COMMUNITY CENTRES: Bookings for Halls and Centres can be made by contacting Council on 1300 ISAACS (1300 472 227). Further information relating to the terms and conditions of the booking can be found on Council's website Bookings and quotations will be provided in writing via email. Customers are required to formally accept bookings and quotations in writing. Not for Profit and Community Groups will be required to provide evidence of not for profit status and/or evidence that the booking is dedicated to community activities. A 50% discount will be applied to Not for Profit, Community Groups and School bookings - Hall / Room hire only. A 35% discount will be applied for Isaac region-based small businesses undertaking community focussed activities - Hall / Room hire only. A "small business" is defined as: a business with an annual turnover accumulating less than \$10 million in turnover, and has up to 19 employees. A "community focussed activity" is defined as: an initiative or event designed to enhance local access to sport, recreational, wellbeing, and artistic/cultural service offerings. Not for Profit and Community Groups will be required to provide evidence of not-for-profit status and/or evidence that the booking is dedicated to community activities. As applicable and at facilities that are not staffed by Council, a bond of \$500 will be applied (\$250 damages / \$250 services) to bookings. Bond may be increased – subject to risk assessment. Council reserves the right to apply a bond of \$500 at any of its facilities for events / or when hired. Bond may be increased, subject to risk assessment. Cleaning outside the normal scope (e.g. Carpet cleaning due to difficult to remove marks) may be charged to the hirer at cost. Bookings that occur outside of normal business hours and/or on public holidays may incur additional charges including labour, set up and cleaning at the prevailing Award rates. A 50% hall hire cost will be applied for cancellations received less than seven (7) days prior to the date of the booking. All cancellations within 48hrs of a catering delivery date may incur a 50% of total charge. Half day hire is a maximum of five (5) hours. Any booking over 5 hours will be classed as a whole day. Day into night means any event starting in the day and lasting into the night. The hirer will be responsible for the retention organising and payment of security services if required at their event, as applicable and in accordance with the terms and conditions on Council's website									67,000.00 - Manager Community Facilities	
462	HALLS & COMMUNITY CENTRES	St Lawrence Centenary Hall	Hall Only	Hall Hire – per day – 8 hours Hall Only	NCR		y	230.00	240.00	4.3%	67,000.00 - Manager Community Facilities	
463	HALLS & COMMUNITY CENTRES	St Lawrence Centenary Hall	Hall Only	Half Day Hire Hall Only	NCR		y	133.00	139.00	4.5%	67,000.00 - Manager Community Facilities	
464	HALLS & COMMUNITY CENTRES	St Lawrence Centenary Hall	Hall Only	Hall Hire – Day into night Hall Only	NCR		y	330.00	345.00	4.5%	67,000.00 - Manager Community Facilities	
465	HALLS & COMMUNITY CENTRES	St Lawrence Centenary Hall	Hall Only	Kitchen Hire Hall Only	NCR		y	55.00	57.50	4.5%	67,000.00 - Manager Community Facilities	
466	HALLS & COMMUNITY CENTRES	St Lawrence Centenary Hall	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
467	HALLS & COMMUNITY CENTRES	Clarke Creek Community Hall	Casual Hire	Full day hire Casual Hire	NCR		y	118.00	123.50	4.7%	67,000.00 - Manager Community Facilities	
468	HALLS & COMMUNITY CENTRES	Clarke Creek Community Hall	Casual Hire	Half day hire Casual Hire	NCR		y	69.50	72.50	4.3%	67,000.00 - Manager Community Facilities	
469	HALLS & COMMUNITY CENTRES	Clarke Creek Community Hall	Cleaning/Set-up/Extra staff	Staff requirements Cleaning/Set-up/Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
470	HALLS & COMMUNITY CENTRES	Carmila Memorial Hall	Hire Fees	Full Hall – full day Hire Fees	NCR		y	115.00	120.00	4.3%	67,000.00 - Manager Community Facilities	
471	HALLS & COMMUNITY CENTRES	Carmila Memorial Hall	Hire Fees	Full Hall – half day Hire Fees	NCR		y	68.00	71.00	4.4%	67,000.00 - Manager Community Facilities	
472	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Supper Room Hire (No Kitchen) – full day Hire Fees (External catering only)	NCR		y	225.00	235.00	4.4%	67,000.00 - Manager Community Facilities	
473	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Supper Room (No Kitchen) – half day Hire Fees (External catering only)	NCR		y	123.00	128.50	4.5%	67,000.00 - Manager Community Facilities	
474	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Main Hall (No Kitchen) – day Hire Fees (External catering only)	NCR		y	287.00	300.00	4.5%	67,000.00 - Manager Community Facilities	
475	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Main Hall (No Kitchen) – half day Hire Fees (External catering only)	NCR		y	148.50	155.50	4.7%	67,000.00 - Manager Community Facilities	
476	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Kitchen Fee (in addition to hall / supper room hire) – full day Hire Fees (External catering only)	NCR		y	88.00	92.00	4.5%	67,000.00 - Manager Community Facilities	
477	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Kitchen Fee (in addition to hall / supper room hire) – half day Hire Fees (External catering only)	NCR		y	50.00	52.00	4.0%	67,000.00 - Manager Community Facilities	
478	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Hire Fees (External catering only)	Courtyard Hire Fees (External catering only)	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
479	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Rehearsals	Rehearsal fee – 50% of non-rehearsal fee Rehearsals	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
480	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Major Events Hire Fees	Entire facility may be over 2+ days (first day) Major Events Hire Fees	NCR		y	583.00	610.00	4.6%	67,000.00 - Manager Community Facilities	
481	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Major Events Hire Fees	Subsequent days Major Events Hire Fees	NCR		y	305.00	319.00	4.6%	67,000.00 - Manager Community Facilities	

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2	Proposed Fees & Charges Schedule 2025/2026											
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482	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
483	HALLS & COMMUNITY CENTRES	Clermont Civic Centre	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
484	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Hours of Operation 8.30am – 5.00pm (Hire times outside of these hours may incur additional charges POA)								67,000.00 - Manager Community Facilities	
485	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Supper Room & Foyers	Full day Supper Room & Foyers	NCR		y	396.00	414.50	4.7%	67,000.00 - Manager Community Facilities	
486	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Supper Room & Foyers	Subsequent days Supper Room & Foyers	NCR		y	289.00	302.00	4.5%	67,000.00 - Manager Community Facilities	
487	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Supper Room & Foyers	Half day Supper Room & Foyers	NCR		y	225.00	235.50	4.7%	67,000.00 - Manager Community Facilities	
488	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Main Hall	Large events daytime into evening (incl audio/light, equip hire) – full Main Hall	NCR		y	745.00	780.00	4.7%	67,000.00 - Manager Community Facilities	
489	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Main Hall	Full day Main Hall	NCR		y	428.00	448.00	4.7%	67,000.00 - Manager Community Facilities	
490	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Main Hall	Subsequent days Main Hall	NCR		y	321.00	336.00	4.7%	67,000.00 - Manager Community Facilities	
491	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Main Hall	Half day Main Hall	NCR		y	235.00	246.00	4.7%	67,000.00 - Manager Community Facilities	
492	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
493	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Kitchen	Hire of Kitchen for Corporate Function (External Caterer) – 8 hour Kitchen	NCR		y	321.00	336.00	4.7%	67,000.00 - Manager Community Facilities	
494	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Understage meeting room	Full Day Understage meeting room	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
495	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Rehearsals	50% of Non-Rehearsal Hire Fee Rehearsals	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
496	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Courtyard	General Hire Courtyard	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
497	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
498	HALLS & COMMUNITY CENTRES	Dysart Civic Centre	Toilet Hire	For events held external to the Civic Centre – markets/garden based events – per day Toilet Hire	NCR		y	39.00	40.50	3.8%	67,000.00 - Manager Community Facilities	
499	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Multipurpose Courts	Casual Booking per court – per hour Multipurpose Courts	NCR		y	29.00	30.00	3.4%	67,000.00 - Manager Community Facilities	
500	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Multipurpose Courts	Permanent Booking per court – per hour Multipurpose Courts	NCR		y	23.00	24.00	4.3%	67,000.00 - Manager Community Facilities	
501	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Sports	Social Sport Night – Junior Participant (under 18/Concession/pensioner) – per person Sports	NCR		y	2.80	2.90	3.6%	67,000.00 - Manager Community Facilities	
502	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Sports	Social Sport Night – Senior Participant – per person Sports	NCR		y	6.00	6.50	8.3%	67,000.00 - Manager Community Facilities	
503	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Sports	Social Sport Night – Family of 3 or more Sports	NCR		y	11.50	12.00	4.3%	67,000.00 - Manager Community Facilities	
504	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Sports	Junior Team – full Sports	NCR		y	24.50	25.50	4.1%	67,000.00 - Manager Community Facilities	
505	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Sports	Senior Team – full Sports	NCR		y	30.00	31.50	5.0%	67,000.00 - Manager Community Facilities	
506	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Sports	Team Registration Fee (Team Fee x Number of Weeks) plus cost to be determined (i.e. referee, first aid staff, score keepers, etc.) – full Sports	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
507	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
508	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Commercial Events	Major Events Commercial Events	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
509	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Fitness Programs	Per session – per person Fitness Programs	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
510	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Children's Programs	Per child per session Children's Programs	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	

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511	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Meeting Room	Full day – 8 hour Meeting Room	NCR		y	241.00	252.00	4.6%	67,000.00 - Manager Community Facilities	
512	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Meeting Room	Half day – 5 hours Meeting Room	NCR		y	131.50	137.50	4.6%	67,000.00 - Manager Community Facilities	
513	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Meeting Room	Hourly rate – minimum two hours – per hour Meeting Room	NCR		y	37.50	39.00	4.0%	67,000.00 - Manager Community Facilities	
514	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Storage cage	Per storage cage per week Storage cage	NCR		y	12.00	12.50	4.2%	67,000.00 - Manager Community Facilities	
515	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Foyer	Casual hire Foyer	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
516	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Creche / Childminding Room	Hourly rate Creche / Childminding Room	NCR		y	14.50	15.00	3.4%	67,000.00 - Manager Community Facilities	
517	HALLS & COMMUNITY CENTRES	Dysart Recreation Centre	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
518	HALLS & COMMUNITY CENTRES	Flaggy Rock Community and Recreation Centre	Room Hire	Upstairs - (No wheelchair access) Room Hire	NCR		y	35.00	36.50	4.3%	67,000.00 - Manager Community Facilities	
519	HALLS & COMMUNITY CENTRES	Flaggy Rock Community and Recreation Centre	Room Hire	Downstairs (Including Kitchen) Room Hire	NCR		y	35.00	36.50	4.3%	67,000.00 - Manager Community Facilities	
520	HALLS & COMMUNITY CENTRES	Flaggy Rock Community and Recreation Centre	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
521	HALLS & COMMUNITY CENTRES	Flaggy Rock Community and Recreation Centre	Campground	Site (per night - includes pool entry) Campground	NCR		y	20.00	21.00	5.0%	67,000.00 - Manager Community Facilities	
522	HALLS & COMMUNITY CENTRES	Flaggy Rock Community and Recreation Centre	Campground	Whole of Site - capped at 40 people maximum (per night - includes pool entry) Campground	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
523	HALLS & COMMUNITY CENTRES	Glenden Arts & Craft Building	Facility Hire	Full day Facility Hire	NCR		y	112.00	117.00	4.5%	67,000.00 - Manager Community Facilities	
524	HALLS & COMMUNITY CENTRES	Glenden Arts & Craft Building	Facility Hire	Half day Facility Hire	NCR		y	60.50	63.00	4.1%	67,000.00 - Manager Community Facilities	
525	HALLS & COMMUNITY CENTRES	Glenden Arts & Craft Building	Facility Hire	Hourly rate Facility Hire	NCR		y	22.00	23.00	4.5%	67,000.00 - Manager Community Facilities	
526	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Main Hall (per day) Room Hire	NCR		y	220.00	230.00	4.5%	67,000.00 - Manager Community Facilities	
527	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Main Hall (per hour – minimum 2 hours – no discounts) – per hour Main Hall (per hour) [Minimum charge 2 hours - no discounts on minimum charge] Room Hire	NCR		y	22.50	23.50	4.4%	67,000.00 - Manager Community Facilities	
528	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Main Hall (weekend) Room Hire	NCR		y	329.50	345.00	4.7%	67,000.00 - Manager Community Facilities	
529	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Foyer Meeting Space (per hour) Room Hire	NCR		y	16.00	17.00	6.3%	67,000.00 - Manager Community Facilities	
530	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Foyer Meeting Space (per day) Room Hire	NCR		y	112.50	117.50	4.4%	67,000.00 - Manager Community Facilities	
531	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Stadium (per hour) Room Hire	NCR		y	12.00	12.50	4.2%	67,000.00 - Manager Community Facilities	
532	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Kitchen hire Room Hire	NCR		y	55.00	57.50	4.5%	67,000.00 - Manager Community Facilities	
533	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Stadium (per day) Room Hire	NCR		y	60.50	63.50	5.0%	67,000.00 - Manager Community Facilities	
534	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Kids Party Hire Room Hire	NCR		y	60.50	63.50	5.0%	67,000.00 - Manager Community Facilities	
535	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Room Hire	Kids Party Hire with kitchen Room Hire	NCR		y	72.00	75.50	4.9%	67,000.00 - Manager Community Facilities	
536	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Commercial Events	Major Events Commercial Events	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
537	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Fitness Programs	Per person per session Fitness Programs	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
538	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Children's Programs	Per child per session Children's Programs	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
539	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Social Sports & Games	Single Squash Games Social Sports & Games	NCR		y	6.50	7.00	7.7%	67,000.00 - Manager Community Facilities	

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540	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Social Sports & Games	Sports Games Social Sports & Games	NCR		y	5.50	6.00	9.1%	67,000.00 - Manager Community Facilities	
541	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Social Sports & Games	Squash Ball Purchase Social Sports & Games	NCR		y	7.00	7.50	7.1%	67,000.00 - Manager Community Facilities	
542	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Social Sports & Games	Squash Racquet Purchase Social Sports & Games	NCR		y	85.00	89.00	4.7%	67,000.00 - Manager Community Facilities	
543	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	1 Month – Gym Membership Gym Memberships	NCR		y	47.00	49.00	4.3%	67,000.00 - Manager Community Facilities	
544	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	3 Month – Gym Membership Gym Memberships	NCR		y	81.50	85.00	4.3%	67,000.00 - Manager Community Facilities	
545	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	6 Month – Gym Membership Gym Memberships	NCR		y	116.50	122.00	4.7%	67,000.00 - Manager Community Facilities	
546	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	12 Month – Gym Membership Gym Memberships	NCR		y	210.00	220.00	4.8%	67,000.00 - Manager Community Facilities	
547	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	Couples 6 Month – Gym Membership Gym Memberships	NCR		y	160.50	168.00	4.7%	67,000.00 - Manager Community Facilities	
548	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	Couples Annual – Gym Membership Gym Memberships	NCR		y	291.00	305.00	4.8%	67,000.00 - Manager Community Facilities	
549	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	6 Month 7/7 Roster - Gym Membership Gym Memberships	NCR		y	90.00	94.00	4.4%	67,000.00 - Manager Community Facilities	
550	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	12 Month 7/7 Roster - Gym Membership Gym Memberships	NCR		y	157.50	165.00	4.8%	67,000.00 - Manager Community Facilities	
551	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym Memberships	Personal Trainer use of Gym (hourly) Gym Memberships	NCR		y	17.00	18.00	5.9%	67,000.00 - Manager Community Facilities	
552	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Squash Memberships	1 Month – Squash Membership Squash Memberships	NCR		y	12.00	12.50	4.2%	67,000.00 - Manager Community Facilities	
553	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Squash Memberships	6 Month – Squash Membership Squash Memberships	NCR		y	42.80	44.50	4.0%	67,000.00 - Manager Community Facilities	
554	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Squash Memberships	12 Month – Squash Membership Squash Memberships	NCR		y	75.00	78.50	4.7%	67,000.00 - Manager Community Facilities	
555	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Squash Memberships	Couples Annual – Squash Membership Squash Memberships	NCR		y	96.50	100.00	3.6%	67,000.00 - Manager Community Facilities	
556	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym & Squash Membership	6 Month - Gym & Squash Membership Gym & Squash Membership	NCR		y	130.00	136.00	4.6%	67,000.00 - Manager Community Facilities	
557	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Gym & Squash Membership	12 Month - Gym & Squash Membership Gym & Squash Membership	NCR		y	250.00	260.00	4.0%	67,000.00 - Manager Community Facilities	
558	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
559	HALLS & COMMUNITY CENTRES	Glenden Recreation Centre	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
560	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Hall Hire	Hall Only per day Hall Hire	NCR		y	144.50	151.50	4.8%	67,000.00 - Manager Community Facilities	
561	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Hall Hire	Hall – Half day Hall Hire	NCR		y	75.00	78.50	4.7%	67,000.00 - Manager Community Facilities	
562	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Hall Hire	Entire Hall (Courtyard, bar, main hall) – day (including kitchen) Hall Hire	NCR		y	289.00	302.50	4.7%	67,000.00 - Manager Community Facilities	
563	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Hall Hire	Subsequent Days – Entire Hall Hall Hire	NCR		y	187.00	195.50	4.5%	67,000.00 - Manager Community Facilities	
564	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Courtyard	Includes all outside tables and chairs – per day Courtyard	NCR		y	96.50	101.00	4.7%	67,000.00 - Manager Community Facilities	
565	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Kitchen (External catering only)	Per hour Kitchen (External catering only)	NCR		y	85.50	89.50	4.7%	67,000.00 - Manager Community Facilities	
566	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Bar Area	Hirer may require a liquor licence – maximum 8 hour day use Bar Area	NCR		y	70.00	73.50	5.0%	67,000.00 - Manager Community Facilities	
567	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Sound & Lighting	Day or Night time functions – full Sound & Lighting	NCR		y	60.00	63.00	5.0%	67,000.00 - Manager Community Facilities	
568	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
569	HALLS & COMMUNITY CENTRES	Middlemount Community Hall	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	

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570	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hours of Operation 8.30am – 5.00pm (Hire times outside of these hours may incur additional charges POA)								67,000.00 - Manager Community Facilities	
571	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Entire Centre	Large Events - Full Day Entire Centre	NCR		y	2,000.00	2,000.00	0.0%	67,000.00 - Manager Community Facilities	
572	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Foyer	Full Day Foyer	NCR		y	330.00	330.00	0.0%	67,000.00 - Manager Community Facilities	
573	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Foyer	Half Day Foyer	NCR		y	182.50	182.50	0.0%	67,000.00 - Manager Community Facilities	
574	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Bar Area	Full Day Bar Area	NCR		y	115.50	115.50	0.0%	67,000.00 - Manager Community Facilities	
575	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Bar Area	Half Day Bar Area	NCR		y	62.50	62.50	0.0%	67,000.00 - Manager Community Facilities	
576	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1	Large Events Daytime into the Evening Hall 1	NCR		y	896.50	896.50	0.0%	67,000.00 - Manager Community Facilities	
577	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1	Full day Hall 1	NCR		y	478.50	478.50	0.0%	67,000.00 - Manager Community Facilities	
578	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1	Half day Hall 1	NCR		y	319.00	319.00	0.0%	67,000.00 - Manager Community Facilities	
579	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1 - Stage	Full day Hall 1 - Stage	NCR		y	115.50	115.50	0.0%	67,000.00 - Manager Community Facilities	
580	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Hall 1 - Stage	Half day Hall 1 - Stage	NCR		y	62.50	62.50	0.0%	67,000.00 - Manager Community Facilities	
581	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Chapel	Full day Chapel	NCR		y	363.00	363.00	0.0%	67,000.00 - Manager Community Facilities	
582	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Chapel	Half day Chapel	NCR		y	200.00	200.00	0.0%	67,000.00 - Manager Community Facilities	
583	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Executive Meeting Room	Full day Executive Meeting Room	NCR		y	363.00	363.00	0.0%	67,000.00 - Manager Community Facilities	
584	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Executive Meeting Room	Half day Executive Meeting Room	NCR		y	200.00	200.00	0.0%	67,000.00 - Manager Community Facilities	
585	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 1 - (6-8 attendees)	Full Day Meeting Room 1 - (6-8 attendees)	NCR		y	132.00	132.00	0.0%	67,000.00 - Manager Community Facilities	
586	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 1 - (6-8 attendees)	Half Day Meeting Room 1 - (6-8 attendees)	NCR		y	71.50	71.50	0.0%	67,000.00 - Manager Community Facilities	
587	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 2 - (8-10 attendees)	Full Day Meeting Room 2 - (8-10 attendees)	NCR		y	132.00	132.00	0.0%	67,000.00 - Manager Community Facilities	
588	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 2 - (8-10 attendees)	Half Day Meeting Room 2 - (8-10 attendees)	NCR		y	71.50	71.50	0.0%	67,000.00 - Manager Community Facilities	
589	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 3 - (16-20 attendees)	Full Day Meeting Room 3 - (16-20 attendees)	NCR		y	165.00	165.00	0.0%	67,000.00 - Manager Community Facilities	
590	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Meeting Room 3 - (16-20 attendees)	Half Day Meeting Room 3 - (16-20 attendees)	NCR		y	88.00	88.00	0.0%	67,000.00 - Manager Community Facilities	
591	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Interview room	Full Day Interview room	NCR		y	132.00	132.00	0.0%	67,000.00 - Manager Community Facilities	
592	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Interview room	Half Day Interview room	NCR		y	71.50	71.50	0.0%	67,000.00 - Manager Community Facilities	
593	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Breakout Lounges	Flat rate Breakout Lounges	NCR		y	55.00	55.00	0.0%	67,000.00 - Manager Community Facilities	
594	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Breakout Lounges	If Dividers required Breakout Lounges	NCR		y	80.00	80.00	0.0%	67,000.00 - Manager Community Facilities	
595	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Terrace	Full Day Terrace	NCR		y	165.00	165.00	0.0%	67,000.00 - Manager Community Facilities	
596	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Terrace	Half Day Terrace	NCR		y	88.00	88.00	0.0%	67,000.00 - Manager Community Facilities	
597	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Kitchen Hire	Corporate Function (External Caterer) – maximum 8 hours Kitchen Hire	NCR		y	400.00	400.00	0.0%	67,000.00 - Manager Community Facilities	
598	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Events Stall / Door Fee	Events Stall / Door Fee Events Stall / Door Fee	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
599	HALLS & COMMUNITY CENTRES	Isaac Events Centre	Cleaning / Set-up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	

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2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 5 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
600	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Full Hall (including Supper Room) – Day Hire Charges (External catering only)	NCR		y	155.00	162.50	4.8%	67,000.00 - Manager Community Facilities	
601	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Full Hall (including Supper Room) – Subsequent days Hire Charges (External catering only)	NCR		y	123.00	128.50	4.5%	67,000.00 - Manager Community Facilities	
602	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Full Hall (including Supper Room) – Half day Hire Charges (External catering only)	NCR		y	85.50	89.50	4.7%	67,000.00 - Manager Community Facilities	
603	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Full Hall (School) for children's functions Hire Charges (External catering only)	NCR		y	-	-		67,000.00 - Manager Community Facilities	
604	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Half Hall – Full day (events) Hire Charges (External catering only)	NCR		y	99.50	104.00	4.5%	67,000.00 - Manager Community Facilities	
605	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Half Hall – subsequent days Hire Charges (External catering only)	NCR		y	77.00	80.50	4.5%	67,000.00 - Manager Community Facilities	
606	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Half Hall (including Supper Room) – Half day Hire Charges (External catering only)	NCR		y	60.50	63.00	4.1%	67,000.00 - Manager Community Facilities	
607	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Supper Room – Day Hire Charges (External catering only)	NCR		y	107.00	112.00	4.7%	67,000.00 - Manager Community Facilities	
608	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Supper Room – Half day Hire Charges (External catering only)	NCR		y	60.50	63.00	4.1%	67,000.00 - Manager Community Facilities	
609	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Hire Charges (External catering only)	Events Stall / Door Fee – Special Events Hire Charges (External catering only)	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
610	HALLS & COMMUNITY CENTRES	Nebo Memorial Hall	Cleaning / Set- up / Extra staff	Staff requirements Cleaning / Set-up / Extra staff	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
611	HALLS & COMMUNITY CENTRES	Please enquire with Facility regarding Catering and equipment availability.									67,000.00 - Manager Community Facilities	
612	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Morning and/or Afternoon Tea (per person, per break) Silver Catering (Subject to availability, package details are available upon request)	NCR		y	7.50	8.00	6.7%	67,000.00 - Manager Community Facilities	Rounded to nearest \$0.50
613	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Morning and/or Afternoon Tea (per person, per break) Gold Catering (Subject to availability, package details are available upon request)	NCR		y	11.00	11.50	4.5%	67,000.00 - Manager Community Facilities	
614	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Morning and/or Afternoon Tea (per person, per break) Platinum Catering (Subject to availability, package details are available upon request)	NCR		y	12.50	13.50	8.0%	67,000.00 - Manager Community Facilities	Rounded to nearest \$0.50
615	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Lunch (per person) Bronze Catering (Subject to availability, package details are available upon request)	NCR		y	17.50	18.50	5.7%	67,000.00 - Manager Community Facilities	
616	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Lunch (per person) Silver Catering (Subject to availability, package details are available upon request)	NCR		y	21.00	22.00	4.8%	67,000.00 - Manager Community Facilities	
617	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Lunch (per person) Gold Catering (Subject to availability, package details are available upon request)	NCR		y	25.50	26.50	3.9%	67,000.00 - Manager Community Facilities	
618	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Lunch (per person) Platinum Catering (Subject to availability, package details are available upon request)	NCR		y	29.00	30.50	5.2%	67,000.00 - Manager Community Facilities	

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2	Proposed Fees & Charges Schedule 2025/2026											
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4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
619	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Function/Event Catering Packages Catering (Subject to availability, package details are available upon request)	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
620	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Tea/Coffee & Biscuits (dry hire halls only) Catering (Subject to availability, package details are available upon request)	NCR		y	5.50	6.00	9.1%	67,000.00 - Manager Community Facilities	Rounded to nearest \$0.50
621	HALLS & COMMUNITY CENTRES	Catering	Catering (Subject to availability, package details are available upon request)	Beverages (Alcoholic & Non-Alcoholic) Catering (Subject to availability, package details are available upon request)	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
622	HALLS & COMMUNITY CENTRES	Catering	Equipment Hire - please ask staff for availability	Equipment Equipment Hire - please ask staff for availability	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
623	HALLS & COMMUNITY CENTRES	Catering	Set-up / Cleaning / Extra Staff (Not available at all centres)	Staff Requirements Set-up / Cleaning / Extra Staff (Not available at all centres)	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
624	COMMUNITY TENURE FEE CALCULATIONS	Please refer to Appendix 2 for Community Tenure Fee Calculations									67,000.00 - Manager Community Facilities	
625	COMMUNITY TENURE FEE CALCULATIONS	Survey Fees		Cost of survey/s for tenures (lease) Survey Fees	CR		y	At Cost	At Cost		67,000.00 - Manager Community Facilities	
626	COMMUNITY TENURE FEE CALCULATIONS	Registration (Titles) Fees		Cost of Registration of Titles Fees Registration (Titles) Fees	CR		y	At Cost	At Cost		67,000.00 - Manager Community Facilities	
627	COMMUNITY TENURE FEE CALCULATIONS	Community Tenure Fees		Base Tenure Fee – Applies to all tenures. Amount Payable is 134 fee units. State Rent as per Community Tenure Fees	NCR	Land Regulation 2020 Part 4 Section 27 (Category 14.1). Acts Interpretation (Fee Unit) Regulation 2022 Section 36 Section 2 (b)	y	143.00	POA		67,000.00 - Manager Community Facilities	Not subject to CPI • A base fee will apply to all tenures. The base fee is equal to that gazetted by the Queensland Government Land Regulation 2020.
628	COMMUNITY TENURE FEE CALCULATIONS	Community Tenure Fees		Points Score 5-10 Community Tenure Fees	NCR		y	330.00	330.00	0.0%	67,000.00 - Manager Community Facilities	
629	COMMUNITY TENURE FEE CALCULATIONS	Community Tenure Fees		Points Score 11-15 Community Tenure Fees	NCR		y	495.00	495.00	0.0%	67,000.00 - Manager Community Facilities	
630	COMMUNITY TENURE FEE CALCULATIONS	Community Tenure Fees		Points Score 16-20 Community Tenure Fees	NCR		y	660.00	660.00	0.0%	67,000.00 - Manager Community Facilities	
631	COMMUNITY TENURE FEE CALCULATIONS	Community Tenure Fees		Points Score >20 Community Tenure Fees	NCR		y	825.00	825.00	0.0%	67,000.00 - Manager Community Facilities	
632	LICENCE TO OCCUPY FEES	Licence to Occupy Fees		Base Tenure Fee – Applies to all tenures. Amount Payable is 134 fee units. State Rent as per Community Tenure Fees	NCR	Land Regulation 2020 Part 4 Section 27 (Category 14.1). Acts Interpretation (Fee Unit) Regulation 2022 Section 36 Section 2 (b)	n-y	130.00	POA		67,000.00 - Manager Community Facilities	Not subject to CPI • A base fee will apply to all tenures. The base fee is equal to that gazetted by the Queensland Government Land Regulation 2020.
633	LICENCE TO OCCUPY FEES	Licence to Occupy Fees		Points Score 5-10 Licence to Occupy Fees	NCR		n-y	300.00	330.00	10.0%	67,000.00 - Manager Community Facilities	
634	LICENCE TO OCCUPY FEES	Licence to Occupy Fees		Points Score 11-15 Licence to Occupy Fees	NCR		n-y	450.00	495.00	10.0%	67,000.00 - Manager Community Facilities	
635	LICENCE TO OCCUPY FEES	Licence to Occupy Fees		Points Score 16-20 Licence to Occupy Fees	NCR		n-y	600.00	660.00	10.0%	67,000.00 - Manager Community Facilities	
636	LICENCE TO OCCUPY FEES	Licence to Occupy Fees		Points Score >20 Licence to Occupy Fees	NCR		n-y	750.00	825.00	10.0%	67,000.00 - Manager Community Facilities	

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2	Proposed Fees & Charges Schedule 2025/2026											
3												
	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 5 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
4												
637	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	<p>TERMS & CONDITIONS FOR OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS / PARKS: All bonds \$500 (\$250 damages; \$250 services)- Statutory declaration required from Not-For-Profit Community groups in lieu of bond payment. Council reserves the right to apply a bond of \$500 at any of its facilities for events / or when hired. Bond may be increased, subject to risk assessment. Subject to Risk Assessment a higher bond amount may be required as determined by the CEO. Any function invoking the need for security shall bear the cost of same. Cleaning is the responsibility of hirer, if not returned in same condition of cleanliness cleaning charges will be applied and deducted from Bond. Cleaning to be finalised by end of hire period.</p> <p>TED ROLFE OVAL That exclusive bookings (with or without camping) for Ted Rolfe Oval will only be approved for travelling entertainment facilities (such as Circuses and Showman's Guild vans and amusements); fairs, carnivals and shows (such as the Home Show) and accepted community functions and events. That the duration of such bookings is for a maximum of one week, unless there are exceptional circumstances demonstrated to the Chief Executive Officer who is then authorised to make the duration up to a maximum of two weeks.</p> <p>All Sites (when available) - if not covered within another fee. Note - some of Council Facilities are under tenure arrangements - enquiries to use these facilities should be made to the relevant club / organisation.</p>								52,200.00 - Manager Parks & Recreation		
638	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Electricity		Per outlet per day or part there of Electricity	NCR		y	10.00	11.00	10.0%	52,200.00 - Manager Parks & Recreation	Based on 7% electricity increase
639	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Lighting		Full lights per pole per hour Lighting	NCR		y	5.50	6.00	9.1%	52,200.00 - Manager Parks & Recreation	Based on 7% electricity increase
640	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Canteen		Per club per annum Canteen	NCR		y	205.00	215.00	4.9%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
641	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Sports and Recreational Grounds		Commercial Charge (hourly rate) Sports and Recreational Grounds	NCR		y	35.00	37.00	5.7%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
642	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Sports and Recreational Grounds		Not-for-profit community groups (hourly rate) Sports and Recreational Grounds	NCR		y	17.00	18.00	5.9%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
643	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Basketball & Netball		Court Hire Basketball & Netball	NCR		y	-	-		52,200.00 - Manager Parks & Recreation	
644	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Tennis Courts		Court Hire Tennis Courts	NCR		y	-	-		52,200.00 - Manager Parks & Recreation	
645	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Park Hire		Hire for private event (non commercial) with amusements or marquees Park Hire	NCR		y	40.00	42.00	5.0%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
646	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Theresa Creek Dam		Overnight camping (maximum 2 adults per family, under 18 at no charge), charged per night Theresa Creek Dam	NCR		y	20.00	20.00	0.0%	62,000.00 - Manager Economy & Prosperity	Fee increase 2023/24 current Operating Model review project occurring will inform future ROI
647	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Exemption: St Lawrence Recreation Group is exempt from the below charges (recreation grounds only).								52,200.00 - Manager Parks & Recreation	
648	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Recreation Reserve Casual Hire	Unlicenced Functions/hour Recreation Reserve Casual Hire	NCR		y	10.00	11.00	10.0%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
649	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Recreation Reserve Casual Hire	Licenced Functions/hour Recreation Reserve Casual Hire	NCR		y	17.00	18.00	5.9%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
650	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Recreation Reserve Casual Hire	Non Local Residents/Groups (hire per day/night or part thereof) Recreation Reserve Casual Hire	NCR		y	100.00	105.00	5.0%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
651	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Recreation Reserve Casual Hire	Local Residents/Groups – Birthdays, engagements, fund raising etc. Recreation Reserve Casual Hire	NCR		y	47.00	49.00	4.3%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
652	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Recreation Reserve Casual Hire	Club Meetings/hour Recreation Reserve Casual Hire	NCR		y	8.50	9.00	5.9%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
653	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	St Lawrence	Recreation Reserve Casual Hire	Overnight camping (Maximum 2 adults per family. Under 18 at no charge), charged per night Recreation Reserve Casual Hire	NCR		y	14.00	15.00	7.1%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
654	OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS /PARKS	Carmila Beach Reserve	Casual Hire	Overnight camping (Maximum 2 adults per family. Under 18 at no charge), charged per night Casual Hire	NCR		y	14.00	15.00	7.1%	52,200.00 - Manager Parks & Recreation	Based on 4.5% increase
655	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	<p>TERMS & CONDITIONS The following commercial hire fees for use of Council-controlled open spaces shall apply to locations where: There is no specific fee structure stated in Council's adopted Fees and Charges. Management of the outdoor area is not subject to a tenure arrangement. Refer to hire agreement for further details.</p>									52,200.00 - Manager Parks & Recreation	

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2	Proposed Fees & Charges Schedule 2025/2026											
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656	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	Sport and fitness classes (boot camps), personal training, health and wellbeing activities (yoga, tai chi, pilates)		Up to 10 inclusive of instructors Sport and fitness classes (boot camps), personal training, health and wellbeing activities (yoga, tai chi, pilates)	NCR		y	-	-		52,200.00 - Manager Parks & Recreation	
657	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	Sport and fitness classes (boot camps), personal training, health and wellbeing activities (yoga, tai chi, pilates)		One booking per week to a maximum of 52 bookings per year. Fee for increased frequency as per 10+ participants. Use capped at three hours per booking, with multiple individual classes permitted during period.							52,200.00 - Manager Parks & Recreation	
658	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	Sport and fitness classes, personal training, health and well-being activities		10+ participants Sport and fitness classes, personal training, health and well-being activities	NCR		y	\$22.00 per hour (inclusive of set-up and pack down time)	\$23.00 per hour (inclusive of set-up and pack down time)	4.5%	52,200.00 - Manager Parks & Recreation	
659	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	Sport and fitness classes, personal training, health and well-being activities		Maximum three bookings per week. Use capped at three hours for any single booking, multiple classes permitted during period.							52,200.00 - Manager Parks & Recreation	
660	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	Passive commercial activity reliant on passing trade such as a pop-up stall (excludes mobile food vending)		Activity reliant on passing trade such as a pop-up stall (excludes mobile food vending) Passive commercial activity reliant on passing trade such as a pop-up stall (excludes mobile food vending)	NCR		y	\$22.00 per hour (inclusive of set-up and pack down time)	\$23.00 per hour (inclusive of set-up and pack down time)	4.5%	52,200.00 - Manager Parks & Recreation	
661	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	General commercial activities and events		Up to 100 participants General commercial activities and events	NCR		y	\$215.00 per day (24 hours or part thereof, inclusive of set-up and pack down)	\$225.00 per day (24 hours or part thereof, inclusive of set-up and pack down)	4.7%	52,200.00 - Manager Parks & Recreation	
662	COMMERCIAL HIRE OF COUNCIL CONTROLLED OPEN SPACES (PARKS, RESERVES, RECREATION GROUNDS, OVALS AND SPORTING FACILITIES)	General commercial activities and events		100+ participants General commercial activities and events	NCR		y	\$215.00 per day (plus \$500.00 refundable upon vacating grounds in a condition suitable to Council)	\$225.00 per day (plus \$500.00 refundable upon vacating grounds in a condition suitable to Council)	4.7%	52,200.00 - Manager Parks & Recreation	
663	NEBO SPORT & RECREATION SHOWGROUNDS	TERMS & CONDITIONS FOR OVALS/SPORTING FACILITIES/RESERVES/RECREATION GROUNDS: All bonds \$500 (\$250 damages, \$250 services). Statutory declaration required from Not-For-Profit Community groups in lieu of bond payment. Council reserves the right to apply a bond of \$500 at any of its facilities for events / or when hired. Bond may be increased, subject to risk assessment. Subject to Risk Assessment a higher bond amount may be required as determined by the CEO. Any function invoking the need for security shall bear the cost of same. Cleaning is the responsibility of hirer, if not returned in same condition of cleanliness cleaning charges will be applied and deducted from Bond. Cleaning to be finalised by the end of the hire period.									62,000.00 - Manager Economy & Prosperity	
664	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Undercover Arena area - per day (Mon - Thur) Hire of Facilities	NCR		y	198.00	210.00	6.1%	62,000.00 - Manager Economy & Prosperity	
665	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Undercover Arena area - 1/2 day rate (Mon - Thur) Hire of Facilities	NCR		y	120.00	130.00	8.3%	62,000.00 - Manager Economy & Prosperity	
666	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Undercover Arena – per day (Fri - Sun) Hire of Facilities	NCR		y	337.00	355.00	5.3%	62,000.00 - Manager Economy & Prosperity	
667	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Undercover Arena – subsequent days per day (Fri - Sun) Hire of Facilities	NCR		y	198.00	210.00	6.1%	62,000.00 - Manager Economy & Prosperity	
668	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Undercover Arena – Schools & Seniors per day Hire of Facilities	NCR		y	50.00	52.50	5.0%	62,000.00 - Manager Economy & Prosperity	
669	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Sports Oval per day Hire of Facilities	NCR		y	100.00	105.00	5.0%	62,000.00 - Manager Economy & Prosperity	
670	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Outdoor Arena – unprepared per day Hire of Facilities	NCR		y	100.00	105.00	5.0%	62,000.00 - Manager Economy & Prosperity	
671	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Outdoor arena Canteen only Hire of Facilities	NCR		y	100.00	105.00	5.0%	62,000.00 - Manager Economy & Prosperity	
672	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Outdoor Arena & Outdoor Arena Canteen per day Hire of Facilities	NCR		y	185.00	195.00	5.4%	62,000.00 - Manager Economy & Prosperity	
673	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Hire of Facilities	Preparation of Indoor/Outdoor arena surfaces for events Hire of Facilities	NCR		y	POA	POA		62,000.00 - Manager Economy & Prosperity	
674	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Camping Facilities	Camping only available for use with overflow from local van parks or with an on site event							62,000.00 - Manager Economy & Prosperity	

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2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
675	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Camping Facilities	Camping – no associated event (powered site) per night Camping Facilities	NCR		y	40.00	40.00	0.0%	62,000.00 - Manager Economy & Prosperity	No increase proposed due to 32% increase in 24/25
676	NEBO SPORT & RECREATION SHOWGROUNDS	Nebo Sport & Recreation Grounds	Camping Facilities	Camping – free overnight camping when associated with an event including night preceding first day of an event, and night on last day of event Camping Facilities	NCR		y	-	-		62,000.00 - Manager Economy & Prosperity	
677	SHOWGROUNDS (CLERMONT)	TERMS & CONDITIONS FOR OVALS / SPORTING FACILITIES / RESERVES / RECREATION GROUNDS: All bonds \$500 (\$250 damages, \$250 services). Statutory declaration required from Not For Profit Community groups in lieu of bond payment. Council reserves the right to apply a bond of \$500 at any of its facilities for events / or when hired. Bond may be increased, subject to risk assessment. Subject to Risk Assessment a higher bond amount may be required as determined by the CEO. Any function invoking the need for security shall bear the cost of same. Cleaning is the responsibility of hirer, if not returned in same condition of cleanliness cleaning charges will be applied and deducted from Bond. Cleaning to be finalised by the end of the hire period.									62,000.00 - Manager Economy & Prosperity	
678	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Unprepared Rodeo Ring per day Hire Fees	NCR		y	150.00	157.50	5.0%	62,000.00 - Manager Economy & Prosperity	
679	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Ploughed Rodeo Ring (per day) Hire Fees	NCR		y	POA	POA		62,000.00 - Manager Economy & Prosperity	
680	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Unprepared Main Arena (per day) Hire Fees	NCR		y	150.00	157.50	5.0%	62,000.00 - Manager Economy & Prosperity	
681	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	1/2 Main Arena Ploughed (per day) Hire Fees	NCR		y	POA	POA		62,000.00 - Manager Economy & Prosperity	
682	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Main Bar & Ladies Annex (per day) Hire Fees	NCR		y	150.00	157.50	5.0%	62,000.00 - Manager Economy & Prosperity	
683	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Announcers Box Hire Fees	NCR		y	150.00	157.50	5.0%	62,000.00 - Manager Economy & Prosperity	
684	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Agents Kiosk / Toilets (per day) Hire Fees	NCR		y	150.00	157.50	5.0%	62,000.00 - Manager Economy & Prosperity	
685	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Southern Pavilion / Kitchen (per day) Hire Fees	NCR		y	262.50	275.00	4.8%	62,000.00 - Manager Economy & Prosperity	
686	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Southern Pavilion / Kitchen subsequent day's Hire Fees	NCR		y	195.00	205.00	5.1%	62,000.00 - Manager Economy & Prosperity	
687	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Northern Pavilion (per day) Hire Fees	NCR		y	190.00	200.00	5.3%	62,000.00 - Manager Economy & Prosperity	
688	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Northern Pavilion subsequent day's Hire Fees	NCR		y	127.50	135.00	5.9%	62,000.00 - Manager Economy & Prosperity	
689	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Both Pavilions (max 3 days) Hire Fees	NCR		y	760.00	790.00	3.9%	62,000.00 - Manager Economy & Prosperity	
690	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Sections of the Ground (per day) Hire Fees	NCR		y	150.00	157.50	5.0%	62,000.00 - Manager Economy & Prosperity	
691	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Horse stable fee per day Hire Fees	NCR		y	8.00	8.00	0.0%	62,000.00 - Manager Economy & Prosperity	No increase proposed due to 40% increase in 24/25
692	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Full Run of Horse stables fee per day Hire Fees	NCR		y	70.00	73.50	5.0%	62,000.00 - Manager Economy & Prosperity	
693	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Clermont Show (Friday to Friday) Hire Fees	NCR		y	POA	POA		62,000.00 - Manager Economy & Prosperity	
694	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Full Showgrounds site hire - Major Events Hire Fees	NCR		y	POA	POA		62,000.00 - Manager Economy & Prosperity	
695	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Hire Fees	Major Events – Electricity Charges Hire Fees	NCR		y	Actual Cost	Actual Cost		62,000.00 - Manager Economy & Prosperity	
696	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	School's Hire Fees	Distance Education School & others (per day) School's Hire Fees	NCR		y	70.00	73.50	5.0%	62,000.00 - Manager Economy & Prosperity	
697	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Camping	Camping only available for use with overflow from local van parks or with an on site event.							62,000.00 - Manager Economy & Prosperity	
698	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Camping	Caravan or Tent Site per day Camping	NCR		y	40.00	40.00	0.0%	62,000.00 - Manager Economy & Prosperity	No increase proposed due to 32% increase in 24/25
699	SHOWGROUNDS (CLERMONT)	Clermont Showgrounds	Camping	Caravan or Tent Site (4 weeks maximum) per week Camping	NCR		y	205.00	205.00	0.0%	62,000.00 - Manager Economy & Prosperity	No increase proposed due to 10% increase in 24/25

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2	Proposed Fees & Charges Schedule 2025/2026											
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700	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Purchase of tickets via ticket agencies will incur transaction and merchant fees, which are charged at the discretion of the ticketing platform provider. ** Denote — Discount of 10% applies to Group bookings of 10 or more.									62,000.00 - Manager Economy & Prosperity	
701	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General Weekend Admission – Adult General Admission	NCR		y	30.00	TBC		62,000.00 - Manager Economy & Prosperity	
702	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General 1 day Admission – Adult (1 day ticket) General Admission	NCR		y	17.50	TBC		62,000.00 - Manager Economy & Prosperity	
703	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General Weekend Admission – Child (5-16 years) General Admission	NCR		y	10.00	TBC		62,000.00 - Manager Economy & Prosperity	
704	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General 1 day Admission – Child (5-16 years) (1 day ticket) General Admission	NCR		y	5.00	TBC		62,000.00 - Manager Economy & Prosperity	
705	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General Weekend Admission – Child (under 5 years) General Admission	NCR		y	-	TBC		62,000.00 - Manager Economy & Prosperity	
706	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General Weekend Admission – Volunteer General Admission	NCR		y	-	TBC		62,000.00 - Manager Economy & Prosperity	
707	ST LAWRENCE WETLANDS WEEKEND 2025-2026	General Admission		General Weekend Admission – Local residing postcode 4707 General Admission	NCR		y	17.50	TBC		62,000.00 - Manager Economy & Prosperity	
708	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Camping		Camping / Caravanning one night Camping	NCR		y	25.00	TBC		62,000.00 - Manager Economy & Prosperity	
709	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Camping		Camping / Caravanning two nights Camping	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
710	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Camping		Camping / Caravanning three nights Camping	NCR		y	55.00	TBC		62,000.00 - Manager Economy & Prosperity	
711	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Camping		Camping / Caravanning four nights Camping	NCR		y	65.00	TBC		62,000.00 - Manager Economy & Prosperity	
712	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Camping		Note: includes a fifth night Free of Charge							62,000.00 - Manager Economy & Prosperity	
713	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Whittling with Mal Byrne Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
714	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Clay with Liz Raven Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
715	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Driftwood Jewellery with Agnes Durbet Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
716	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Botanical Illustration with Pamela Finger Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
717	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Lantern Making with Tracey Robb Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
718	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Wire Wrapping Jewellery Making with Nelida Avila Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
719	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Traditional and Contemporary Batik Techniques with Perry and Glenda Hobdell Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
720	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Creative Spaces and Workshops		Printmaking Without Press with Brigitte Zimmerman Creative Spaces and Workshops	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
721	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Tours		Wetland Bird Tours Tours	NCR		y	-	TBC		62,000.00 - Manager Economy & Prosperity	
722	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Tours		Freshwater meets Saltwater Wetlands Sunset Tour Tours	NCR		y	-	TBC		62,000.00 - Manager Economy & Prosperity	
723	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Tours		Historical Town Tours Tours	NCR		y	-	TBC		62,000.00 - Manager Economy & Prosperity	
724	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Food experiences		Matt Golinski Signature Local Produce Luncheon Food experiences	NCR		y	140.00	TBC		62,000.00 - Manager Economy & Prosperity	
725	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Food experiences		The Flakyard's 6 Course Degustation Dining Experience Food experiences	NCR		y	350.00	TBC		62,000.00 - Manager Economy & Prosperity	
726	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Stalls		Stallholder Fee Stalls	NCR		y	40.00	TBC		62,000.00 - Manager Economy & Prosperity	
727	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Stalls		Food Vendor Site (weekend rate) Stalls	NCR		y	100.00	TBC		62,000.00 - Manager Economy & Prosperity	

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728	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Festival Merchandise		Festival T-Shirts Festival Merchandise	NCR		y	35.00	TBC		62,000.00 - Manager Economy & Prosperity	
729	ST LAWRENCE WETLANDS WEEKEND 2025-2026	Return bus from Mackay		Pick up and return from Mackay designated pick up points or from any of the designated Isaac coastal communities' points Return bus from Mackay	NCR		y	-	TBC		62,000.00 - Manager Economy & Prosperity	
730	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	General Admission		Flat Rate (Other Towns) (children under 2 years free) General Admission	NCR		y	3.20	3.30	3.1%	67,000.00 - Manager Community Facilities	
731	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	General Admission		Spectator General Admission	NCR		y	1.20	1.30	8.3%	67,000.00 - Manager Community Facilities	
732	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	10 Visit Pass		Adult or Child 10 Visit Pass	NCR		y	27.00	28.50	5.6%	67,000.00 - Manager Community Facilities	Rounded to nearest \$0.50
733	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Season Tickets		Adult Season Tickets	NCR		y	104.00	109.00	4.8%	67,000.00 - Manager Community Facilities	
734	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Season Tickets		Child Season Tickets	NCR		y	78.00	81.50	4.5%	67,000.00 - Manager Community Facilities	
735	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Season Tickets		Family (2 Adults, 2 Children) Season Tickets	NCR		y	218.00	228.00	4.6%	67,000.00 - Manager Community Facilities	
736	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Season Tickets		Additional Child Season Tickets	NCR		y	41.50	43.50	4.8%	67,000.00 - Manager Community Facilities	
737	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Carnivals		Per hour Carnivals	NCR		y	60.00	63.00	5.0%	67,000.00 - Manager Community Facilities	
738	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Club Nights		First 2 Hours Club Nights	NCR		y	35.00	36.50	4.3%	67,000.00 - Manager Community Facilities	
739	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	After Hours		After hours hire refers to any time other than normal pool opening times or the first two hours contemplated in the schedule of fees. After hours hire is available only if the pool lessee agrees to open or remain open. After Hours	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
740	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Community		Pool hire for Community Activities – per hour Community	NCR		y	45.00	47.00	4.4%	67,000.00 - Manager Community Facilities	
741	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Corporate Entities		Pool hire for Corporate Entities (Price negotiated by Pool Lessee if catered) Corporate Entities	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
742	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Flaggy Rock Swimming Pool		Day pass Flaggy Rock Swimming Pool	NCR		y	3.20	3.30	3.1%	67,000.00 - Manager Community Facilities	
743	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Flaggy Rock Swimming Pool		Annual Pass Flaggy Rock Swimming Pool	NCR		y	45.00	47.00	4.4%	67,000.00 - Manager Community Facilities	
744	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Flaggy Rock Swimming Pool		Annual Family Pass Flaggy Rock Swimming Pool	NCR		y	80.00	84.00	5.0%	67,000.00 - Manager Community Facilities	
745	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	Flaggy Rock Swimming Pool		Pool hire – maximum 4 hour day use (No alcohol permitted) Flaggy Rock Swimming Pool	NCR		y	35.00	36.50	4.3%	67,000.00 - Manager Community Facilities	
746	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	St Lawrence Swimming Pool	Daily Pass	Day pass – Child Daily Pass	NCR		y	1.50	1.60	6.7%	67,000.00 - Manager Community Facilities	
747	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	St Lawrence Swimming Pool	Daily Pass	Day pass – Adult Daily Pass	NCR		y	3.20	3.40	6.2%	67,000.00 - Manager Community Facilities	
748	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	St Lawrence Swimming Pool	Annual Pass – Single	Annual Pass – Single Annual Pass – Single	NCR		y	45.00	47.00	4.4%	67,000.00 - Manager Community Facilities	
749	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	St Lawrence Swimming Pool	Annual Pass – Family	Annual Pass – Family Annual Pass – Family	NCR		y	80.00	84.00	5.0%	67,000.00 - Manager Community Facilities	
750	SWIMMING POOLS (EXCLUDING GCAC) MIDDLEMOUNT, DYSART, CLERMONT, NEBO, GLENDEN	St Lawrence Swimming Pool	Hire of Facility	Hire of facility (no alcohol permitted) Hire of Facility	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
751	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	NOTE: Please note that Season Passes run for 12 months from the date of purchase. A single discount will apply to Season Passes – multiple discounts will not be accepted. Weekend rates may apply for events / hire / lifeguard hire. 10 Visit Passes are valid for three (3) months only. All children using the Water Park will be charged at published entry rates.									67,000.00 - Manager Community Facilities	
752	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	General Admission		Adult General Admission	NCR		y	3.80	4.00	5.3%	67,000.00 - Manager Community Facilities	

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753	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	General Admission		Child General Admission	NCR		y	3.80	4.00	5.3%	67,000.00 - Manager Community Facilities	
754	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	General Admission		Spectator General Admission	NCR		y	1.20	1.30	8.3%	67,000.00 - Manager Community Facilities	
755	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	General Admission		Pensioner (with a card) General Admission	NCR		y	2.80	3.00	7.1%	67,000.00 - Manager Community Facilities	
756	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	General Admission		Carer (with a patient) General Admission	NCR		y	-	-		67,000.00 - Manager Community Facilities	
757	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	General Admission		Entry Fee – QE2 (floating playground) Event General Admission	NCR		y	8.80	9.50	8.0%	67,000.00 - Manager Community Facilities	Rounded to nearest \$0.50
758	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		Adult Annual* Multi Entry and Annual Passes	NCR		y	315.00	330.00	4.8%	67,000.00 - Manager Community Facilities	
759	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		Child Annual* Multi Entry and Annual Passes	NCR		y	315.00	330.00	4.8%	67,000.00 - Manager Community Facilities	
760	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		Pensioner Annual* Multi Entry and Annual Passes	NCR		y	245.00	245.00	0.0%	67,000.00 - Manager Community Facilities	Making our facilities affordable for our aged community
761	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		Family Annual* (2 adults, 2 children or 1 adult, 3 children) Swim Club members to receive 25% discount on annual fee Multi Entry and Annual Passes	NCR		y	675.00	700.00	3.7%	67,000.00 - Manager Community Facilities	
762	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		Additional Child Multi Entry and Annual Passes	NCR		y	145.00	151.50	4.5%	67,000.00 - Manager Community Facilities	
763	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		10 Visit Cards Adult Multi Entry and Annual Passes	NCR		y	35.00	36.50	4.3%	67,000.00 - Manager Community Facilities	
764	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		10 Visit Cards Child Multi Entry and Annual Passes	NCR		y	35.00	36.50	4.3%	67,000.00 - Manager Community Facilities	
765	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Multi Entry and Annual Passes		10 Visit Cards Pensioner Multi Entry and Annual Passes	NCR		y	30.00	30.00	0.0%	67,000.00 - Manager Community Facilities	Making our facilities affordable for our aged community
766	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Lane Hire		For Training purposes up to ten (10) swimmers only. Lane Hire	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
767	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Carnivals		Exclusive use/whole facility – per hour Carnivals	NCR		y	60.50	63.50	5.0%	67,000.00 - Manager Community Facilities	
768	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Club Nights		Exclusive use if requested by the local swimming club per hour Club Nights	NCR		y	58.00	60.00	3.4%	67,000.00 - Manager Community Facilities	
769	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Private Hire		Per hour – minimum of 3 hours Private Hire	NCR		y	150.00	157.00	4.7%	67,000.00 - Manager Community Facilities	
770	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Pool Hire		50m pool only unless otherwise approved per hour Pool Hire	NCR		y	60.90	64.00	5.1%	67,000.00 - Manager Community Facilities	
771	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	QE2 Inflatable		Private hire – minimum 3 hours QE2 Inflatable	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
772	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Lifeguard Hire		Per hour Lifeguard Hire	NCR		y	68.00	71.50	5.1%	67,000.00 - Manager Community Facilities	
773	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Meeting Room Hire		Per hour Meeting Room Hire	NCR		y	31.50	33.00	4.8%	67,000.00 - Manager Community Facilities	
774	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	After Hours		After hours hire refers to any time other than normal pool opening times or the first two hours contemplated in the schedule of fees. After hours hire is available only if the pool lessee agrees to open or remain open. After Hours	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
775	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	All Programmes		Programmes All Programmes	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
776	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Water Nappies / Goggles and Swimming Attire		Equipment and accessories (when in stock) Water Nappies / Goggles and Swimming Attire	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
777	GREG CRUICKSHANK AQUATIC CENTRE (GCAC) MORANBAH	Kiosk Items		Drinks, confectionary and snacks Kiosk Items	NCR		y	POA	POA		67,000.00 - Manager Community Facilities	
778	SALEYARDS (CLERMONT)	Agents Fees		Joining Fee Agents Fees	NCR		y	1,850.00	1,942.50	5.0%	62,000.00 - Manager Economy & Prosperity	
779	SALEYARDS (CLERMONT)	Agents Fees		Annual Fees to 30th June Agents Fees	NCR		y	410.00	790.00	92.7%	62,000.00 - Manager Economy & Prosperity	Step change increase to comparative other yards it was identified our annual fee was less than others and engagement with the agents has occurred to inform the increase, despite being not welcomed was understood
780	SALEYARDS (CLERMONT)	Yard Dues & Spelling Fees		Per Head for first two days Yard Dues & Spelling Fees	NCR		y	1.80	1.80	0.0%	62,000.00 - Manager Economy & Prosperity	No change proposed due to comparative other yard fee review

	B	C	D	E	F	I	J	K	L	M	N	O
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
781	SALEYARDS (CLERMONT)	Hospital Fees		Hospital Paddock Fee per day per head Hospital Fees	NCR		y	6.00	6.50	8.3%	62,000.00 - Manager Economy & Prosperity	Increase Rounded
782	SALEYARDS (CLERMONT)	Cattle Tick Clearing		Cattle Tick Clearing per hour, minimum 1/2 hour, cancellation fee of 1 hour Cattle Tick Clearing	NCR		y	89.00	95.00	6.7%	62,000.00 - Manager Economy & Prosperity	Increase Rounded up
783	SALEYARDS (CLERMONT)	Sale Fees		Auction Sales per head Sale Fees	NCR		y	8.30	9.00	8.4%	62,000.00 - Manager Economy & Prosperity	
784	SALEYARDS (CLERMONT)	Sale Fees		Stud Sales per head Sale Fees	NCR		y	16.00	24.00	50.0%	62,000.00 - Manager Economy & Prosperity	The volume of increase is due to the workload that is required to deliver this activity for such a low volume and is expected to be a minimal impact to vendors due to the value of the produce (i.e starting at \$3000 per head)
785	SALEYARDS (CLERMONT)	Sale Fees		Ad-hoc Agent Approval Auction Sales (per head) Sale Fees	NCR		y	16.00	17.00	6.3%	62,000.00 - Manager Economy & Prosperity	Increase Rounded
786	SALEYARDS (CLERMONT)	Sale Fees		Ad-hoc Agent Approval Stud Sale (per head) Sale Fees	NCR		y	32.00	35.00	9.4%	62,000.00 - Manager Economy & Prosperity	Increase Rounded
787	SALEYARDS (CLERMONT)	Sale Fees		Fee for remedy for default by Ad hoc Approval holder to comply with approval conditions per head Sale Fees	NCR		y	Actual Cost + 15%	Actual Cost + 15%		62,000.00 - Manager Economy & Prosperity	
788	SALEYARDS (CLERMONT)	Loading Fee		Delivery Load out of Sale Cattle (per head) Loading Fee	NCR		y	1.20	1.25	4.2%	62,000.00 - Manager Economy & Prosperity	
789	SALEYARDS (CLERMONT)	Scale Fees		All weighing per head Scale Fees	NCR		y	3.05	3.05	0.0%	62,000.00 - Manager Economy & Prosperity	No change proposed due to comparative other yard fee review
790	SALEYARDS (CLERMONT)	Dipping Fees		All Cattle per head Dipping Fees	NCR		y	2.50	2.50	0.0%	62,000.00 - Manager Economy & Prosperity	No change proposed due to comparative other yard fee review
791	SALEYARDS (CLERMONT)	Crush Facilities		Vet Crush - Crush Facilities	NCR		y	1.50	1.50	0.0%	62,000.00 - Manager Economy & Prosperity	Removed from fees - not used
792	SALEYARDS (CLERMONT)	Branding		Minimum Fee - Branding	NCR		y	10.50	11.05	5.2%	62,000.00 - Manager Economy & Prosperity	Removed from fees - not used
793	SALEYARDS (CLERMONT)	Branding		Per head for more than 10 head - Branding	NCR		y	1.50	1.55	3.3%	62,000.00 - Manager Economy & Prosperity	Removed from fees - not used
794	SALEYARDS (CLERMONT)	Transferring Cattle Tags		Per head Transferring Cattle Tags	NCR		y	2.85	2.85	0.0%	62,000.00 - Manager Economy & Prosperity	No change proposed due to comparative other yard fee review
795	SALEYARDS (CLERMONT)	Supply & Fit Saleyard Tag		Supply & Fit Saleyard Tag- Under 600kgs/Over 600kgs - Supply & Fit Saleyard Tag	NCR		y	\$35.70 / \$52.50			62,000.00 - Manager Economy & Prosperity	Split fees as below
796	SALEYARDS (CLERMONT)	Supply & Fit Saleyard Tag		Supply & Fit Saleyard Tag Steers, Heifers, Cows, Bullocks Supply & Fit Saleyard Tag	NCR		y	35.70	38.00	6.4%	62,000.00 - Manager Economy & Prosperity	Split fee from above
797	SALEYARDS (CLERMONT)	Supply & Fit Saleyard Tag		Supply & Fit Saleyard Tag - Bulls & oversized horned cattle Supply & Fit Saleyard Tag	NCR		y	52.50	60.00	14.3%	62,000.00 - Manager Economy & Prosperity	Split fee from above
798	SALEYARDS (CLERMONT)	Pre-scanning NILS Tags		Pre-scanning NILS Tags per head Pre-scanning NILS Tags	NCR		y	1.35	1.50	11.1%	62,000.00 - Manager Economy & Prosperity	
799	SALEYARDS (CLERMONT)	Disposal of Dead Beast		Disposal of Dead Beast – Disposal of Dead Beasts per head from Saleyards Disposal of Dead Beast	NCR		y	240.00	250.00	4.2%	62,000.00 - Manager Economy & Prosperity	
800	SALEYARDS (CLERMONT)	Feeding		Feeding upon request or after 24 hrs (per bale) – Round bale and Square bale Feeding	NCR		y	Cost + \$24.00	Cost + \$24.00		62,000.00 - Manager Economy & Prosperity	No increase as profit margin is set value
801	SALEYARDS (CLERMONT)	Feeding		Operator supplied with Skid Steer for dispersal of feed – per hour Feeding	NCR		y	90.00	95.00	5.6%	62,000.00 - Manager Economy & Prosperity	
802	SALEYARDS (CLERMONT)	Labour		Labour assistance charge upon request – per hour Labour	NCR		y	75.00	80.00	6.7%	62,000.00 - Manager Economy & Prosperity	
803	SALEYARDS (CLERMONT)	Labour		After Hours Call Out Fee Labour	NCR		y	260.00	280.00	7.7%	62,000.00 - Manager Economy & Prosperity	
804	SALEYARDS (CLERMONT)	Invoicing		Minimum Invoice Charge Invoicing	NCR		y	25.00	26.50	6.0%	62,000.00 - Manager Economy & Prosperity	
805	SALEYARDS (CLERMONT)	Emergency NVD		Emergency NVD per NVD Emergency NVD	NCR		y	2.50	26.50	960.0%	62,000.00 - Manager Economy & Prosperity	Review of fee conducted, ie minimum invoice charge was \$26.50 so made it the same otherwise administration cost is not covered, also this is half an hour per NVD tag and this increase should encourage vendors to conduct this activity themselves
806	WASHDOWN FACILITIES (NEBO)	Washdown for weed control		Washdown facility usage fee – per minute (minimum charge – \$3.00) Washdown for weed control	NCR		y	0.40	0.42	5.0%	62,000.00 - Manager Economy & Prosperity	Transactions can be high volume of numbers, not appropriate to round
807	WASHDOWN FACILITIES (NEBO)	Washdown for weed control		Prepaid key Washdown for weed control	NCR		y	36.50	38.00	4.1%	62,000.00 - Manager Economy & Prosperity	
808	WASHDOWN FACILITIES (NEBO)	Washdown for weed control		Top up credit for prepaid key Washdown for weed control	NCR		y	36.50	38.00	4.1%	62,000.00 - Manager Economy & Prosperity	

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809	WASHDOWN FACILITIES (NEBO)	Washdown for weed control		Account key Washdown for weed control	NCR		y	36.50	38.00	4.1%	62,000.00 - Manager Economy & Prosperity	
810	WASHDOWN FACILITIES (CLERMONT)	Washdown for weed control		Washdown facility usage fee – per minute (minimum charge – \$3.00) Washdown for weed control	NCR		y	0.40	0.42	5.0%	62,000.00 - Manager Economy & Prosperity	Transactions can be high volume of numbers, not appropriate to round
811	WASHDOWN FACILITIES (CLERMONT)	Washdown for weed control		Prepaid key Washdown for weed control	NCR		y	36.50	38.00	4.1%	62,000.00 - Manager Economy & Prosperity	
812	WASHDOWN FACILITIES (CLERMONT)	Washdown for weed control		Top up credit for prepaid key Washdown for weed control	NCR		y	36.50	38.00	4.1%	62,000.00 - Manager Economy & Prosperity	
813	WASHDOWN FACILITIES (CLERMONT)	Washdown for weed control		Account key Washdown for weed control	NCR		y	36.50	38.00	4.1%	62,000.00 - Manager Economy & Prosperity	
814	CLERMONT VISITOR INFORMATION CENTRE	Souvenirs and Publication Stock Sale lists are available at the Offices, Centres and Online									66,700.00 – Coordinator Community Hubs	
815	CLERMONT VISITOR INFORMATION CENTRE	Souvenirs		Souvenirs - Souvenirs	NCR		y	POA			66,700.00 – Coordinator Community Hubs	No longer available for purchase
816	HISTORIC NEBO MUSEUM	Entry Fees		Adult Entry Fees	NCR		y	4.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
817	HISTORIC NEBO MUSEUM	Entry Fees		Concession Entry Fees	NCR		y	3.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
818	HISTORIC NEBO MUSEUM	Entry Fees		Isaac Region Residents (proof of address) - Entry Fees	NCR		y				66,700.00 – Coordinator Community Hubs	remove as per resolution 8944
819	HISTORIC NEBO MUSEUM	Entry Fees		Children 12 and under Entry Fees	NCR		y	2.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
820	HISTORIC NEBO MUSEUM	Entry Fees		Family (2 adults and two or more children) Entry Fees	NCR		y	10.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
821	CLERMONT HISTORICAL CENTRE	Entry Fees		Adult Entry Fees	NCR		y	6.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
822	CLERMONT HISTORICAL CENTRE	Entry Fees		Concession Entry Fees	NCR		y	4.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
823	CLERMONT HISTORICAL CENTRE	Entry Fees		Isaac Region Residents (proof of address) - Entry Fees	NCR		y				66,700.00 – Coordinator Community Hubs	
824	CLERMONT HISTORICAL CENTRE	Entry Fees		Children 12 and under Entry Fees	NCR		y	3.50	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
825	CLERMONT HISTORICAL CENTRE	Entry Fees		Family (2 adults and two or more children) Entry Fees	NCR		y	16.00	-		66,700.00 - Coordinator Community Hubs	remove \$ value as per resolution 8944
826	LIBRARIES	Libraries		Library Bags Libraries	NCR		y	3.50	3.70	5.7%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
827	LIBRARIES	Libraries		Lost Books Fee Libraries	NCR		n	Replacement Cost	Replacement Cost		66,700.00 - Coordinator Community Hubs	
828	LIBRARIES	Libraries		Replacement of physical library card (note through Isaac Libraries App free of charge) Libraries	NCR		n	5.50	6.00	9.1%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
829	LIBRARIES	Libraries		Internet Charge – Per 1/2 hour Libraries	NCR		y	-	-		66,700.00 - Coordinator Community Hubs	
830	LIBRARIES	Libraries		Internet Charge – Per hour Libraries	NCR		y	-	-		66,700.00 - Coordinator Community Hubs	
831	LIBRARIES	Libraries		Internet Charge – 10 hours Libraries	NCR		y	-	-		66,700.00 - Coordinator Community Hubs	
832	LIBRARIES	Libraries		Wireless Internet – Per 1/2 hour Libraries	NCR		y	-	-		66,700.00 - Coordinator Community Hubs	
833	LIBRARIES	Libraries		Wireless Internet – Per hour Libraries	NCR		y	-	-		66,700.00 - Coordinator Community Hubs	
834	LIBRARIES	Libraries		Account Charges (for an account to be issued) Libraries	NCR		n	19.00			66,700.00 - Coordinator Community Hubs	removed - outstanding book amounts remain on account until paid/returned
835	LIBRARIES	Libraries		Local History Items Libraries	NCR		y	POA	POA		66,700.00 - Coordinator Community Hubs	
836	LIBRARIES	Libraries		Scanning (per page) Libraries	NCR		y	0.20			66,700.00 - Coordinator Community Hubs	remove - once library printers have function then it will be free to scan to USB. IT have advised officers can not use email for scanning
837	LIBRARIES	Libraries		Printing – A4 (Black & White) Libraries	NCR		y	0.30	0.40	33.3%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded

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838	LIBRARIES	Libraries		Printing – A4 (Colour) Libraries	NCR		y	2.00	2.10	5.0%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
839	LIBRARIES	Libraries		Printing – A3 (Black & White) Libraries	NCR		y	0.50	0.80	60.0%	66,700.00 - Coordinator Community Hubs	Adjusted A3 printing fee by a higher margin to better align with the actual cost of providing the service.
840	LIBRARIES	Libraries		Printing – A3 (Colour) Libraries	NCR		y	3.00	3.20	6.7%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
841	LIBRARIES	Libraries		Laminating – Business Cards Libraries	NCR		y	1.50	1.60	6.7%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
842	LIBRARIES	Libraries		Laminating – A4 Libraries	NCR		y	3.50	3.70	5.7%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
843	LIBRARIES	Libraries		Laminating – A3 Libraries	NCR		y	5.00	5.20	4.0%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
844	LIBRARIES	Libraries		Hire of library meeting room – Moranbah Library only – not for profit organisations Libraries	NCR		y	-	-		66,700.00 - Coordinator Community Hubs	
845	LIBRARIES	Libraries		Hire of library meeting room – Moranbah Library only – Business Organisations – Per hour Libraries	NCR		y	16.00	17.00	6.3%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
846	LIBRARIES	Libraries		Hire of library meeting room – Moranbah Library only – Business Organisations – Per day Libraries	NCR		y	120.00	125.00	4.2%	66,700.00 - Coordinator Community Hubs	4.5% CPI increase rounded
847	LIBRARIES	Libraries		Interlibrary Loans reciprocal borrowing Libraries	NCR		y	At Cost	At Cost		66,700.00 - Coordinator Community Hubs	
848	LIBRARIES	Libraries		Interlibrary Loans non-reciprocal borrowing Libraries	NCR		y	32.00	At Cost		66,700.00 - Coordinator Community Hubs	
849	LIBRARIES	Libraries		Extended Library Program Libraries	NCR		y	POA	POA		66,700.00 - Coordinator Community Hubs	
850	LIBRARIES	Libraries		Headphones Libraries	NCR		y	15.00	15.00	0.0%	66,700.00 - Coordinator Community Hubs	Held - noting large price increase last FY
851	LIBRARIES	Libraries		USB Drive 16GB Libraries	NCR		y	9.00	9.00	0.0%	66,700.00 - Coordinator Community Hubs	Held - noting large price increase last FY
852	SEARCH CHARGES	All fees stated below are applicable to each rate assessment, i.e.: Where a rate search request deals with two parcels on separate rate assessments the applicant shall be charged two rate search fees.									41,017.00 - Manager Rates & Accounts	
853	SEARCH CHARGES	Rate Searches		Ownership Search (free for adjoining owners) Rate Searches	CR	LGA 2009 S97 (2) (c)	n	26.00	27.00	3.8%	41,017.00 - Manager Rates & Accounts	Token fee only - less than a dozen non-neighbour searches processed annually. 4.5% is \$27.17. Round down to nearest \$1. Manual search prep.
854	SEARCH CHARGES	Rate Searches		Standard Rates Search Rate Searches	CR	LGA 2009 S97 (2) (c)	n	171.00	180.00	5.3%	41,017.00 - Manager Rates & Accounts	Includes meter reading where applicable (AMR or manual). Manual search prep and checking. 7 business days turn around. 4.5% increase is \$178.70. Round up to nearest \$10.
855	SEARCH CHARGES	Rate Searches		Urgent Standard Rates Search Rate Searches	CR	LGA 2009 S97 (2) (c)	n	217.50	230.00	5.7%	41,017.00 - Manager Rates & Accounts	Includes meter reading where applicable (AMR or manual). Manual search prep and checking. 3 business days turn around. 4.5% increase is \$227.29. Round up to nearest \$10
856	SEARCH CHARGES	Rate Searches		Copy of Historical rates notices (current financial year notices are available at no charge) - per financial year or part thereof Rate Searches	CR	LGA 2009 S97 (2) (c)	n	10.00	11.00	10.0%	41,017.00 - Manager Rates & Accounts	Introduced in 24/25 as a deterrent to ratepayers who request copies of historical rates notices for tax/accounting purposes regularly. 4.5% increase is \$10.45. Rounding up to the nearest \$1 is 10% increase. Option 2 is to leave fee at \$10.
857	SEARCH CHARGES	Rate Searches		Statement of Rate Charges & Payments (current financial year available at no charge) - per financial year or part thereof Rate Searches	CR	LGA 2009 S97 (2) (c)	n	10.00	11.00	10.0%	41,017.00 - Manager Rates & Accounts	Introduced in 24/25 as a deterrent to ratepayers who request copies of historical rates transactions for tax/accounting purposes regularly. 4.5% increase is \$10.45. Rounding up to the nearest \$1 is 10% increase. Option 2 is to leave fee at \$10.
858	SEARCH CHARGES	Records Search Health and Environment		Records within 18 months Records Search Health and Environment	CR	LGA 2009 S97 (2) (c)	n	75.00	78.00	4.0%	64,000.00 - Manager Community Education & Compliance	
859	SEARCH CHARGES	Records Search Health and Environment		Records greater than 18 months Records Search Health and Environment	CR	LGA 2009 S97 (2) (c)	n	133.00	139.00	4.5%	64,000.00 - Manager Community Education & Compliance	
860	PUBLICATIONS			Publications PUBLICATIONS	NCR		y	POA	POA		66,700.00 - Coordinator Community Hubs	
861	PRINTING SERVICES	Photocopying/ Printing		A4 – (Black) per page Photocopying/ Printing	NCR		y	0.30			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
862	PRINTING SERVICES	Photocopying/ Printing		A4 – (Black) > 20 per page Photocopying/ Printing	NCR		y	0.30			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
863	PRINTING SERVICES	Photocopying/ Printing		A3 – (Black) per page Photocopying/ Printing	NCR		y	0.50			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
864	PRINTING SERVICES	Photocopying/ Printing		A4 – (Colour) per page Photocopying/ Printing	NCR		y	2.00			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
865	PRINTING SERVICES	Photocopying/ Printing		A4 – (Colour) > 20 per page Photocopying/ Printing	NCR		y	1.00			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services

	B	C	D	E	F	I	J	K	L	M	N	O
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
866	PRINTING SERVICES	Photocopying/ Printing		A3 – (Colour) per page - Photocopying/ Printing	NCR		y	3.00			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
867	PRINTING SERVICES	Binding		< 10 pages - Binding	NCR		y	4.00			66,700.00 - Coordinator Community Hubs	Binding Service no longer offered
868	PRINTING SERVICES	Binding		< 50 pages - Binding	NCR		y	8.00			66,700.00 - Coordinator Community Hubs	Binding Service no longer offered
869	PRINTING SERVICES	Binding		< 100 pages - Binding	NCR		y	15.00			66,700.00 - Coordinator Community Hubs	Binding Service no longer offered
870	PRINTING SERVICES	Binding		> 100 pages - Binding	NCR		y	25.00			66,700.00 - Coordinator Community Hubs	Binding Service no longer offered
871	PRINTING SERVICES	Laminating		Business Cards - Laminating	NCR		y	1.50			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
872	PRINTING SERVICES	Laminating		A4 Sheet - Laminating	NCR		y	3.50			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
873	PRINTING SERVICES	Laminating		A3 Sheet - Laminating	NCR		y	5.00			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
874	PRINTING SERVICES	Scanning – Per Page		Scanning – Per Page - Scanning – Per Page	NCR		y	0.20			66,700.00 - Coordinator Community Hubs	Section to remove - note duplicated in Library Services
875	COUNCIL DOCUMENTS	Tender		Per Copy (where applicable) Tender	NCR		y	28.50	30.00	5.3%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
876	COUNCIL DOCUMENTS	Minutes		General Meeting – Single Copy (Available on the internet free of charge) Minutes	CR	LGR 2012 254 (F) (8) LGA 2009 S97	n	18.00	19.00	5.6%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
877	COUNCIL DOCUMENTS	Minutes		General Meeting – Annual Minutes	CR	LGA 2009 S97	n	142.00	148.00	4.2%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
878	COUNCIL DOCUMENTS	Local Laws		Copy per page	CR	LGA 2009 S97	n	0.70	0.75	7.1%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
879	COUNCIL DOCUMENTS	Local Laws		Full Set (Available on the internet free of charge) Local Laws	CR	LGA 2009 S97	n	29.50	31.00	5.1%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
880	COUNCIL DOCUMENTS	Right to Information		Information Privacy Application Right to Information	CR	RTI Act 2009 8 LGA 2009 S97	n	-	-		45,000.00 - Manager Governance & Corporate Support	
881	COUNCIL DOCUMENTS	Right to Information		Application Fee for right to information application Right to Information	CR	RTI Reg 2009 4 & 24 (2) LGA 2009 S97	n	As per RTI Reg 2009 P3 S4	As per RTI Reg 2009 P3 S4		45,000.00 - Manager Governance & Corporate Support	
882	COUNCIL DOCUMENTS	Right to Information		Photocopying per page (for non-personal and personal documents) Right to Information	CR	RTI Reg 2009 6 LGA 2009 S97	n	As per RTI Reg 2009 P3 S6	As per RTI Reg 2009 P3 S6		45,000.00 - Manager Governance & Corporate Support	
883	COUNCIL DOCUMENTS	Right to Information		Processing charge/Search Fees for non-personal applications – Per 15 minutes after 5 hours Right to Information	CR	RTI Reg 2009 5 LGA 2009 S97	n	As per RTI Reg 2009 P3 S5	As per RTI Reg 2009 P3 S5		45,000.00 - Manager Governance & Corporate Support	
884	COUNCIL DOCUMENTS	Corporate Plan		Per Copy (Available on the internet free of charge) Corporate Plan	CR	LGR 2012 199 LGA 2009 S97	n	23.00	24.00	4.3%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
885	COUNCIL DOCUMENTS	Operational Plan		Per Copy (Available on the internet free of charge) Operational Plan	CR	LGR 2012 199 LGA 2009 S97	n	23.00	24.00	4.3%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
886	COUNCIL DOCUMENTS	Annual Report / Financial Statements / Annual Budget		Per A4 Page Annual Report / Financial Statements / Annual Budget	CR	LGR 2012 199 LGA 2009 S97	n	0.70	0.75	7.1%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
887	COUNCIL DOCUMENTS	Annual Report / Financial Statements / Annual Budget		Full Copy (Available on the internet free of charge) Annual Report / Financial Statements / Annual Budget	CR	LGR 2012 199 LGA 2009 S97	n	23.00	24.00	4.3%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
888	COUNCIL DOCUMENTS	Community Plan		Full Copy (Available on the internet free of charge) Community Plan	NCR		n	23.00	24.00	4.3%	45,000.00 - Manager Governance & Corporate Support	4.5% rounded
889	AERODROMES	Clermont Aerodrome		Hangar Rental (Half Space – Charge per Quarter) Clermont Aerodrome	NCR		y	605.00	620.00	2.5%	62,000.00 - Manager Economy & Prosperity	
890	AERODROMES	Clermont Aerodrome		After Hours Call Out Fee Clermont Aerodrome	NCR		y	275.00	280.00	1.8%	62,000.00 - Manager Economy & Prosperity	
891	AERODROMES	Clermont Aerodrome		Landing Fees per Tonne of MTOW (excluding Commercial-In-Confidence Agreements) Clermont Aerodrome	NCR		y	25.50	25.50	0.0%	62,000.00 - Manager Economy & Prosperity	No increase following regional audit
892	AERODROMES	Clermont Aerodrome		Passenger embarking and disembarking (per head) (excluding Commercial-In-Confidence Agreements) Clermont Aerodrome	NCR		y	POA	POA		62,000.00 - Manager Economy & Prosperity	
893	AERODROMES	Clermont Aerodrome		Aircraft Fuel (AV Gas / Jet A1) Clermont Aerodrome	NCR		y	Cost + 32.5%	Cost + 32.5%		62,000.00 - Manager Economy & Prosperity	

	B	C	D	E	F	I	J	K	L	M	N	O
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
894	ACCOMMODATION	Council Regional Fatigue Accommodation		Per Night – Council Employees Council Regional Fatigue Accommodation	NCR		y	110.00	118.00	7.3%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
895	ACCOMMODATION	Council Regional Fatigue Accommodation		Per Night – Others Council Regional Fatigue Accommodation	NCR		y	120.00	130.00	8.3%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
896	ACCOMMODATION	Council Regional Fatigue Accommodation		Per Week Council Regional Fatigue Accommodation	NCR		y	550.00	590.00	7.3%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
897	ACCOMMODATION	Clermont Wattle Hill Road Fatigue Caravan Site		Per Night – Others Clermont Wattle Hill Road Fatigue Caravan Site	NCR		y	40.00	45.00	12.5%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
898	ACCOMMODATION	Clermont Wattle Hill Road Fatigue Caravan Site		Per Week – Others Clermont Wattle Hill Road Fatigue Caravan Site	NCR		y	210.00	225.00	7.1%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
899	ACCOMMODATION	Clermont Wattle Hill Road Fatigue Caravan Site		Per Week – Council Employees Clermont Wattle Hill Road Fatigue Caravan Site	NCR		y	50.00	54.00	8.0%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
900	ACCOMMODATION	Council Regional Fatigue Housing – 1 Bed Furnished		Per Night – Council Employees Council Regional Fatigue Housing – 1 Bed Furnished	NCR		y	110.00	120.00	9.1%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
901	ACCOMMODATION	Council Regional Fatigue Housing – 1 Bed Furnished		Per Night – Others Council Regional Fatigue Housing – 1 Bed Furnished	NCR		y	120.00	130.00	8.3%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
902	ACCOMMODATION	Council Regional Fatigue Housing – 1 Bed Furnished		Per Week – Others Council Regional Fatigue Housing – 1 Bed Furnished	NCR		y	550.00	590.00	7.3%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
903	ACCOMMODATION	Council Regional Fatigue Housing – 2 Bed Furnished		Per Night – Others Council Regional Fatigue Housing – 2 Bed Furnished	NCR		y	220.00	235.00	6.8%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
904	ACCOMMODATION	Council Regional Fatigue Housing – 2 Bed Furnished		Per Week – Others Council Regional Fatigue Housing – 2 Bed Furnished	NCR		y	683.00	730.00	6.9%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
905	ACCOMMODATION	Council Regional Fatigue Housing – 3 Bed Furnished		Per Night – Others Council Regional Fatigue Housing – 3 Bed Furnished	NCR		y	330.00	355.00	7.6%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
906	ACCOMMODATION	Council Regional Fatigue Housing – 3 Bed Furnished		Per Week – Others Council Regional Fatigue Housing – 3 Bed Furnished	NCR		y	816.00	875.00	7.2%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
907	ACCOMMODATION	Council Regional Fatigue Housing - 4 Bed Furnished		Per Night – Others Council Regional Fatigue Housing - 4 Bed Furnished	NCR		y	440.00	470.00	6.8%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
908	ACCOMMODATION	Council Regional Fatigue Housing - 4 Bed Furnished		Per Week – Others Council Regional Fatigue Housing - 4 Bed Furnished	NCR		y	950.00	1,020.00	7.4%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
909	ACCOMMODATION	Council Regional Fatigue Housing - 6 Bed Furnished		Per Night – Others Council Regional Fatigue Housing - 6 Bed Furnished	NCR		y	660.00	710.00	7.6%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
910	ACCOMMODATION	Council Regional Fatigue Housing - 6 Bed Furnished		Per Week – Others Council Regional Fatigue Housing - 6 Bed Furnished	NCR		y	1,250.00	1,340.00	7.2%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
911	ACCOMMODATION	Housing – External Private Rental – 1 Bedroom		Periodic General Tenancy Agreement – Unfurnished per week (subject to IRIS eligibility) Housing – External Private Rental – 1 Bedroom	NCR		n	POA	POA		57,500.00 - Manager Corporate Properties	Increased running costs and consumables
912	ACCOMMODATION	Housing – External Private Rental – 2 Bedroom		Periodic General Tenancy Agreement – Unfurnished per week (subject to IRIS eligibility) Housing – External Private Rental – 2 Bedroom	NCR		n	POA	POA		57,500.00 - Manager Corporate Properties	Increased running costs and consumables
913	ACCOMMODATION	Housing – External Private Rental – 3 Bedroom		Periodic General Tenancy Agreement – Unfurnished per week (subject to IRIS eligibility) Housing – External Private Rental – 3 Bedroom	NCR		n	POA	POA		57,500.00 - Manager Corporate Properties	Increased running costs and consumables
914	ACCOMMODATION	Furnished Accommodation		Additional Charge per week if available Furnished Accommodation	NCR		y	60.00	65.00	8.3%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
915	ACCOMMODATION	Weekly Room Service – Short Term Stay Accommodation		Weekly room service/clean each Weekly Room Service – Short Term Stay Accommodation	NCR		y	175.00	185.00	5.7%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
916	ACCOMMODATION	Extra Clean		Extra Clean each Extra Clean	NCR		y	175.00	185.00	5.7%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
917	ACCOMMODATION	Lost/Replacement Keys		Reissuing or Copying of Keys each Lost/Replacement Keys	NCR		y	75.00	80.00	6.7%	57,500.00 - Manager Corporate Properties	Increased running costs and consumables
918	ACCOMMODATION	Call Out Services		Call out for residential or fatigue accommodation Monday - Friday 9am - 5pm	NCR		y		75.00		57,500.00 - Manager Corporate Properties	To cover staff availability, operational costs and to encourage responsibility among residents. Call out service includes but not limited to being locked out of accommodation / residence and non-emergent maintenance issues.
919	ACCOMMODATION	Call Out Services		Call out for residential or fatigue accommodation - after hours	NCR		y		250.00		57,500.00 - Manager Corporate Properties	To cover staff availability, operational costs and to encourage responsibility among residents. Call out service includes but not limited to being locked out of accommodation / residence and non-emergent maintenance issues.
920	LEGAL INSTRUMENTS AND DOCUMENTS RELATED TO MAJOR OR EXTRAORDINARY PROJECTS	Compensation Agreements		Cost associated with loss of Surface Rights as a result of a Mining Lease Application Compensation Agreements	NCR	MRA	n	Valuation of affected land plus 10%	Valuation of affected land plus 10%		51,000.00 - Manager Galilee & Bowen Basin Operations	Approx. 4.5% increase in line with Fees & Charges

	B	C	D	E	F	I	J	K	L	M	N	O
2	Proposed Fees & Charges Schedule 2025/2026											
3												
4	Heading 1	Heading 2	Heading 3	Fee Name	Classification	Head of Power	2024/2025 GST	2024/2025 Fee (incl.GST)	Proposed 2025/2026 Fee (incl.GST)	% Variance Between 2024/2025 & 2025/2026	Review Officer / Responsible Manager	Comment
921	LEGAL INSTRUMENTS AND DOCUMENTS RELATED TO MAJOR OR EXTRAORDINARY PROJECTS	Impact and Mitigation Instruments and Documents		Recovery of costs associated with implementation, project management and / or administration relating to major or extraordinary projects. This fee is intended to recognise and recover a material impost on the normal operations of Council and will be agreed with the relevant applicant prior to commencement of the relevant operational or capital project. Impact and Mitigation Instruments and Documents	NCR		y	At Cost	At Cost		51,000.00 - Manager Galilee & Bowen Basin Operations	Approx. 4.5% increase in line with Fees & Charges
922	LEGAL INSTRUMENTS AND DOCUMENTS RELATED TO MAJOR OR EXTRAORDINARY PROJECTS	Notifiable Road Use Agreements		Compensation and mitigation of direct impacts to Road and Transport Infrastructure as a result of Notifiable Road Use Notifiable Road Use Agreements	NCR	MERCP	y-n	POA	POA		51,000.00 - Manager Galilee & Bowen Basin Operations	Approx. 4.5% increase in line with Fees & Charges
923	SHOP ISAAC	Shop Isaac Branded Gift Cards have a minimum 36 month expiry. Employee Reward Cards have a 12 Month expiry. Customer Loyalty Cards can have specific expiry determined by the business however recommend 12 months for administration.									62,000.00 - Manager Economy & Prosperity	
924	SHOP ISAAC	Shop Isaac Gift Cards – Major Industry & Business Supporters		12 Month Loyalty / Reward Cards. Minimum 500 + in a single transaction card purchased from the card supplier (Cards4all) \$2.75-\$2.90 inc GST per card (monetary values loaded onto the card following the purchase are at the cost of the purchaser). Shop Isaac Gift Cards – Major Industry & Business Supporters	CR	ACL 1 items 4 and 6 ss 2(1) S99A of the ACL	y	\$2.75 each	\$2.90 each	5.5%	62,000.00 - Manager Economy & Prosperity	
925	SHOP ISAAC	Shop Isaac Gift Cards – Major Industry & Business Supporters		A 500 card purchaser is entitled to have their logo displayed on the cards (Additional fees for artwork, packaging & postage will be applied by the card company at the time of purchase).							62,000.00 - Manager Economy & Prosperity	
926	SHOP ISAAC	Shop Isaac Customer Loyalty / Reward Cards – Major Industry & Business Supporters		12 Month Loyalty / Reward Cards. Minimum 500 + in a single transaction card purchased from the card supplier (Cards4all) \$2.75-\$2.90 inc GST per card (monetary values loaded onto the card following the purchase are at the cost of the purchaser). Shop Isaac Customer Loyalty / Reward Cards – Major Industry & Business Supporters	CR	ACL 1 items 4 and 6 ss 2(1) S99A of the ACL	y	\$2.75 each	\$2.90 each	5.5%	62,000.00 - Manager Economy & Prosperity	
927	SHOP ISAAC	Shop Isaac Customer Loyalty / Reward Cards – Major Industry & Business Supporters		A 500 card purchaser is entitled to have their logo displayed on the cards (Additional fees for artwork, packaging & postage will be applied by the card company at the time of purchase).							62,000.00 - Manager Economy & Prosperity	
928	SHOP ISAAC	Shop Isaac Card – Community, Club, NFP, Business, Supporters 0 – 100 cards purchased		36 Month Gift Cards only (12 month cards not available through IRC). Up to 100 cards purchased from Isaac Regional Council office locations will not incur a charge for the cards (monetary values loaded onto the card are at the cost of the purchaser). Shop Isaac Card – Community, Club, NFP, Business, Supporters 0 – 100 cards purchased	NCR	ACL 1 items 4 and 6 ss 2(1) S99A of the ACL	y	-	-		62,000.00 - Manager Economy & Prosperity	
929	SHOP ISAAC	Shop Isaac Card – Community, Club, NFP, Business, Supporters 0 – 100 cards purchased		36 Month Gift Cards – Any quantity in excess of 100 cards purchased from Isaac Regional Council office locations will incur a charge of \$2.90 inc GST per card (monetary values loaded onto the card are at the cost of the purchaser). This purchase is for standard cards and does not include a logo or additional artwork.							62,000.00 - Manager Economy & Prosperity	
930	SHOP ISAAC	Shop Isaac Card – Community, Club, NFP, Business, Supporters 101 – 499 card purchase		36 Month Gift Cards only (12 month cards not available through IRC). Up to 100 cards purchased from Isaac Regional Council office locations will not incur a charge for the cards (monetary values loaded onto the card are at the cost of the purchaser). Shop Isaac Card – Community, Club, NFP, Business, Supporters 101 – 499 card purchase	NCR	ACL 1 items 4 and 6 ss 2(1) S99A of the ACL	y	2.75	2.90	5.5%	62,000.00 - Manager Economy & Prosperity	
931	SHOP ISAAC	Shop Isaac Card – Community, Club, NFP, Business, Supporters 101 – 499 card purchase		36 Month Gift Cards – Any quantity in excess of 100 cards purchased from Isaac Regional Council office locations will incur a charge of \$2.90 inc GST per card (monetary values loaded onto the card are at the cost of the purchaser). This purchase is for standard cards and does not include a logo or additional artwork.							62,000.00 - Manager Economy & Prosperity	

WASTE MANAGEMENT MEASUREMENT CRITERIA FOR NON WEIGHBRIDGE SITES DEEMING TABLE 2024/2025 2025/2026

GROSS VEHICLE MASS (GVM) AND GROSS CONTAINER VOLUME (GCV)											
Vehicle Code	Vehicle Type	Waste Type	< 4.5	>4.5 ≤ 10.0	>10.0 ≤ 16.0	>16.0 ≤ 23.5	>23.5 ≤ 28.0	>28.0 ≤ 40.0	>40.0 ≤ 43.5	>43.5 ≤ 51.0	>51.0
L	Articulate Motor Vehicle	any type of mixture of waste		1t	3t	8t	12t	21t	24.75t	30.5t	41t
A	Car	any type of mixture of waste	0.05t								
B	Car Towing a Trailer with waste in both vehicles	any type of mixture of waste	0.25t								
K	Compactor Truck	any type of mixture of waste		1t	2.25t	5.25t	9.5t	13.25t			
J	Light Commercial Vehicle	MSW or C & I or any mixture of only MSW and C & I	0.75t								
J	Light Commercial Vehicle	C & D or any mixture that includes C & D	1.25t								
H	Rigid Truck	MSW or C & I or any mixture of only MSW and C & I		1.75t	3.25t	5t	8.75t	12.5t			
H	Rigid Truck	C & D or any mixture that includes C & D		3.75t	7t	11t	13.75t	19.75t			
G	Rigid Truck towing a trailer with waste in both vehicles	any type of mixture of waste		1t	3t	8t	12t	21t	24.75t	30.5t	41t
E	Van or Ute or Trailer 4x4	any type of mixture of waste	0.2t								
F	Van or Ute towing trailer 4x4	any type of mixture of waste	0.4t								

WASTE MANAGEMENT MEASUREMENT CRITERIA FOR NON WEIGHBRIDGE SITES DEEMING TABLE 2024/2025 2025/2026

GROSS VEHICLE MASS (GVM) AND GROSS CONTAINER VOLUME (GCV)																
	Skip Bin by capacity	in cubic metres	0.5	1	2	3	4	5	6	10	15	20	30	34	60	66
M	Skip bin in tonnes	MSW or C & I or any mixture of only MSW and C&I	0.075	0.15	0.3	0.45	0.6	0.75	0.9	1.5	2.25	3	4.5	5.1	9	9.9
M	Skip bin in tonnes	C&D or any mixture that includes C&D	0.125	0.25	0.5	0.75	1	1.25	1.5	2.5	3.75	5	7.5	8.5	15	16.5
N	Vehicle carrying Skip bin - bin is 0-50% full	MSW or C & I or any mixture of only MSW and C&I	0.04	0.08	0.16	0.24	0.32	0.4	0.48	0.8	1.2	1.6	2.4	2.72	4.8	5.28
N	Vehicle carrying Skip bin - bin is 0-50% full	C&D or any mixture that includes C&D	0.065	0.13	0.26	0.39	0.52	0.65	0.78	1.3	1.95	2.6	3.9	4.42	7.8	8.58
	Trailer by capacity	in cubic metres				2.65	4									
	Medium Trailer 6x4 (e.g. uncaged)	MSW or C & I or any mixture of only MSW and C & I				0.4t										
	Medium Trailer 6x4 (e.g. uncaged)	C & D or any mixture that includes C & D				0.66t										
	Large Trailer - e.g. Caged	MSW or C & I or any mixture of only MSW and C & I					0.6t									
	Large Trailer - e.g. Caged	C & D or any mixture that includes C & D					1t									

Community Tenure Fee Calculations

COMMUNITY TENURE FEE CALCULATIONS

• A base **tenure** fee will apply to all tenures. The base **tenure** fee is equal to that gazetted by the Queensland Government Land Regulation 2020 Part 4 Section 27 (Category 14.1) Charities and small sporting or recreational clubs & Section 36. Amount payable for Category 14.1 is 134 fee units.

Land Size

Land < 500 m2 (green)

Land 501m2 - 5,000 m2 (blue)

Land 5,001 m2 - 15,000 m2 (orange)

Land 15,001 m2 - 50,000 m2 (grey)

Land >50,000 m2 (red)

Facility building provided by Council

On Costs

Council pays electricity

Council pays water

Council maintains field/ courts

Membership

20 or less

21 - 50

51 - 100

101 - 200

201 or more

Council Capital Expenditure - Non-Base Building

In past 3 years \$0 - \$5,000

In past 3 years \$5,001 - \$10,000

In past 3 years \$10,000 - \$15,000

In past 3 years \$15,001 - \$20,000

In past 3 years > \$20,000

Risk to Council

Low - Fully compliant Lessee

Medium - Compliant with outstanding works, operating issues

High - Non-compliant, unmanaged outstanding works, operating issues

Total points

Category Fee

Base **Tenure** Fee (State Rent as per Part 1, S37A, 2 (a))

Total tenure fee per annum

• An organisation will be assessed against a point scaling system that includes:

•Land Size

•On Costs

•Membership

•Council Capital Expenditure

•Risk to Council

• The total number of points that an organisation is allocated during the assessment will determine the charges.

The total tenure fee is the sum of the base **tenure** fee plus the assessed charge.

•Total points < 5 = Nil

•Total points 5 - 10 = \$300 + GST

•Total points 11 - 15 = \$450 + GST

•Total points 16 - 20 = \$600 + GST

•Total points > 20 = \$750 + GST

Short Description	Full Description
	<i>Acts Interpretation (Fee Unit) Regulation 2022</i>
AM (CAD) A 2008	<i>Animal Management (Cats and Dogs) Act 2008</i>
AS 2004	<i>Australian Standard 2004</i>
ACL	<i>Australian Consumer Law; Schedule 2 to the Competition and Consumer Act 2010</i>
BA 1975	<i>Building Act 1975</i>
EDA 2012	<i>Economic Development Act 2012</i>
EPR 2019	<i>Environmental Protection Regulation 2019</i>
EPAR 2018	<i>Environmental Protection (Regulated Waste) Amendment Regulation 2018</i>
FA 2006	<i>Food Act 2006</i>
IRC LL 1	<i>Isaac Regional Council Local Law 1 Administration</i>
IRC LL Sub 1.2	<i>Isaac Regional Council Local Law subsection 1.2</i>
IRC LL 2	<i>Isaac Regional Council Local Law 2 Animal Management</i>
LP (PSRM) A 2002	<i>Land Protection (Pest and Stock Route Management) Act 2002</i>
LGA 2009	<i>Local Government Act 2009</i>
LGR 2012	<i>Local Government Regulation 2012</i>
MERCP	<i>Mineral and Energy Resources (Common Provision) Act 2014</i>
MRA	<i>Mineral Resources Act 1989</i>
PA 2016	<i>Planning Act 2016</i>
PR 2017	<i>Planning Regulation 2017</i>
PDA 2018	<i>Plumbing and Drainage Act 2018</i>
PDR 2019	<i>Plumbing and Drainage Regulations 2019</i>
PH (ICFPAS) A 2003	<i>Public Health (Infection Control For Personal Appearance Services) Act 2003</i>
RSA 2002	<i>Residential Services (Accreditation) Act 2002</i>
SPA 2009	<i>Sustainable Planning Act 2009</i>
WRRRA 2011	<i>Waste Reduction and Recycling Act 2011</i>
WS (SAR) A 2008	<i>Water Supply (Safety and Reliability) Act 2008</i>

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Zoe Behrendt

AUTHOR POSITION

Manager Rates and Accounts

9.8

ACCOUNTS RECEIVABLE BAD DEBTS – WRITE OFF REPORT

EXECUTIVE SUMMARY

Council currently has several outstanding debts that are deemed unrecoverable. Consequently, it is proposed that Council write off \$16,810.36 in Accounts Receivable as bad debts.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives the Accounts Receivable Bad Debts – Write Off Report and endorse the write-off of \$16,810.36 in bad debts as detailed below:*

Debtor ID	Date of Invoice	Description	Directorate	Department	Amount
1002061	Various – May 2024	Water usage Jan 2023 – Jan 2024. Tenant deceased.	E&I	Corporate Properties & Fleet	\$62.40
1003856	Various – July 2023 May 2024	Water usage July 2022 – April 2023. Tenant vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$44.85
1003869	Various – Nov 2023	Final rent and water usage on vacating property. Tenant partially paid outstanding amounts. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$112.14
1004268	29/09/2022	Water usage Jan 2022 to June 2022. Tenant subsequently vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$22.45
1004691	28/09/22	Water usage Jan 2022 to June 2022. Tenant subsequently vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$62.40

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

Debtor ID	Date of Invoice	Description	Directorate	Department	Amount
1004692	Various – Sept 2023 – Nov 2023	Final reconciliation of rent Nov 2023. Tenant vacated. Property officer unable to make contact.	E&I	Corporate Properties & Fleet	\$571.43
1004722	Various – Sep 2022 – July 2023	Rent and water usage. Tenancy terminated at end of employment. Referred to debt collection. All avenues exhausted.	E&I	Corporate Properties & Fleet	\$1,413.65
1004764	Various – Nov 2022 – Nov 2023	Rent, water, electricity usage and property cleaning & maintenance. Tenancy terminated. Bond retained. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$6,400.53
1004920	Various – Jan 2024 – May 2024	Rent and water usage. Tenancy terminated. Bond retained. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$6,444.05
1005054	02/05/24	Cleaning & maintenance on exit. Tenancy ended following resignation of employee. Debt partially recovered. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$1,044.93
1004668	23/04/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$109.32
1004859	22/10/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$40.63
1005230	11/06/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$292.79
1005338	25/06/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$53.77
1005413	24/09/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$53.41
1005418	2/10/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$31.40
1005468	16/12/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$50.21
TOTAL					\$16,810.36

Resolution No.: CGFS0969

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

1. Receives the Accounts Receivable Bad Debts – Write Off Report and endorse the write-off of \$16,810.36 in bad debts as detailed below:

Debtor ID	Date of Invoice	Description	Direct orate	Department	Amount
1002061	Various – May 2024	Water usage Jan 2023 – Jan 2024. Tenant deceased.	E&I	Corporate Properties & Fleet	\$62.40
1003856	Various – July 2023 May 2024	Water usage July 2022 – April 2023. Tenant vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$44.85
1003869	Various – Nov 2023	Final rent and water usage on vacating property. Tenant partially paid outstanding amounts. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$112.14
1004268	29/09/2022	Water usage Jan 2022 to June 2022. Tenant subsequently vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$22.45
1004691	28/09/22	Water usage Jan 2022 to June 2022. Tenant subsequently vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$62.40
1004692	Various – Sept 2023 – Nov 2023	Final reconciliation of rent Nov 2023. Tenant vacated. Property officer unable to make contact.	E&I	Corporate Properties & Fleet	\$571.43
1004722	Various – Sep 2022 – July 2023	Rent and water usage. Tenancy terminated at end of employment. Referred to debt collection. All avenues exhausted.	E&I	Corporate Properties & Fleet	\$1,413.65

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

1004764	Various – Nov 2022 – Nov 2023	Rent, water, electricity usage and property cleaning & maintenance. Tenancy terminated. Bond retained. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$6,400.53
1004920	Various – Jan 2024 – May 2024	Rent and water usage. Tenancy terminated. Bond retained. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$6,444.05
1005054	02/05/24	Cleaning & maintenance on exit. Tenancy ended following resignation of employee. Debt partially recovered. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$1,044.93
1004668	23/04/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$109.32
1004859	22/10/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$40.63
1005230	11/06/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$292.79
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1005413	24/09/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$53.41
1005418	2/10/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$31.40
1005468	16/12/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$50.21

Carried

NOTE:

The Mayor has requested that a delegation to the Chief Executive Officer for bad debts up to \$25,000 in total per financial year is considered for future years.

The Committee has asked if there is any way that Council can retain funds from final termination settlement for any unpaid rental related expenses.

BACKGROUND

Council currently has 62 invoices that are viewed to be unrecoverable. Consequently, as it is nearing the end of the financial year, it is recommended to write-off bad debts to represent the appropriate outstanding debts that are deemed recoverable.

All debtors listed have had numerous attempts at being contacted, however, these avenues have been exhausted and therefore have been deemed as unrecoverable. Most of the bad debts relate to former housing tenants. The responsible department are continually reviewing and improving processes to reduce the likelihood of future bad debts.

IMPLICATIONS

Budget/Financial

Should the report be adopted, Council will be writing off \$16,810.36 of its Accounts Receivable arrears. Council has provided a budget for Bad and Impaired debts of \$25,000.00 for the 2024-2025 Financial year, which has not been utilised.

The table below lists the debts to be written off along with a brief description:

Debtor ID	Date of Invoice	Description	Directorate	Department	Amount
1002061	Various – May 2024	Water usage Jan 2023 – Jan 2024. Tenant deceased.	E&I	Corporate Properties & Fleet	\$62.40
1003856	Various – July 2023 May 2024	Water usage July 2022 – April 2023. Tenant vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$44.85
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1004268	29/09/2022	Water usage Jan 2022 to June 2022. Tenant subsequently vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$22.45
1004691	28/09/22	Water usage Jan 2022 to June 2022. Tenant subsequently vacated. Property officer unable to make contact. Amount too insignificant to pursue.	E&I	Corporate Properties & Fleet	\$62.40

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

Debtor ID	Date of Invoice	Description	Directorate	Department	Amount
1004692	Various – Sept 2023 – Nov 2023	Final reconciliation of rent Nov 2023. Tenant vacated. Property officer unable to make contact.	E&I	Corporate Properties & Fleet	\$571.43
1004722	Various – Sep 2022 – July 2023	Rent and water usage. Tenancy terminated at end of employment. Referred to debt collection. All avenues exhausted.	E&I	Corporate Properties & Fleet	\$1,413.65
1004764	Various – Nov 2022 – Nov 2023	Rent, water, electricity usage and property cleaning & maintenance. Tenancy terminated. Bond retained. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$6,400.53
1004920	Various – Jan 2024 – May 2024	Rent and water usage. Tenancy terminated. Bond retained. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$6,444.05
1005054	02/05/24	Cleaning & maintenance on exit. Tenancy ended following resignation of employee. Debt partially recovered. Referred to debt collection. All avenues exhausted. Tenant added to TICA database for bad debts.	E&I	Corporate Properties & Fleet	\$1,044.93
1004668	23/04/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$109.32
1004859	22/10/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$40.63
1005230	11/06/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$292.79
1005338	25/06/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$53.77
1005413	24/09/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$53.41
1005418	2/10/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$31.40
1005468	16/12/2024	Items not returned to Moranbah Library	PECS	Engaged Communities	\$50.21
TOTAL					\$16,810.36

CONSULTATION

- Team Leader – Accounts Receivable

- Property Officers
- Director – Engineering and Infrastructure
- Coordinator Corporate Properties
- Acting Coordinator Community Hubs

BASIS FOR RECOMMENDATION

Council has exhausted all avenues to recover outstanding monies listed above and hence the recommendation to write-off the amounts remaining as bad debts. This is in line with end of financial year procedures to meet accounting and external audit requirements.

ACTION ACCOUNTABILITY

Manager Financial Services to communicate outcome to Manager Rates and Accounts.

KEY MESSAGES

Not applicable

Report prepared by:

ZOE BEHRENDT
Manager Rates & Accounts

Date: 23 April 2025

Report authorised by:

JASON RIVETT
Manager Financial Services

Date: 28 April 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2024

AUTHOR

Zoe Behrendt

AUTHOR POSITION

Manager Rates and Accounts

9.9

RATES BAD DEBTS – WRITE OFF REPORT

EXECUTIVE SUMMARY

Council currently has a small number of rates debts that are deemed unrecoverable. Consequently, it is proposed that Council write off \$726.26 in Rates Receivables as bad debts.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Receives the Rates Bad Debts – Write Off Report and endorse the write off of \$726.26 in bad debts as detailed below:***

Property ID	Amount	Comments
210510	\$726.26	Council owned community facility – partial rates owing as at surrender of lease by lessee
	\$726.26	

Resolution No.: CGFS0970

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Receives the Rates Bad Debts – Write Off Report and endorse the write off of \$726.26 in bad debts as detailed below:**

Property ID	Amount	Comments
210510	\$726.26	Council owned community facility – partial rates owing as at surrender of lease by lessee
	\$726.26	

Carried

BACKGROUND

Council currently has a small number of debts that are viewed to be unrecoverable. Consequently, as it is nearing the end of the financial year, it is recommended to write-off these bad debts to represent the appropriate outstanding debts that are deemed recoverable.

IMPLICATIONS

Budget/Financial

Should the report be adopted, Council will be writing off \$726.26 of its Rate arrears. Council has provided a budget for Bad and Impaired debts of \$25,000.00 for the 2024-2025 financial year, which has not been utilised.

The table below lists the debts to be written along with a brief description:

Property ID	Amount	Comments
210510	\$726.26	Council owned community facility – partial rates owing as at surrender of lease by lessee
	\$726.26	

CONSULTATION

- Senior Rates Administrator
- Chief Executive Officer
- Executive Manager Advocacy and External Affairs
- Manager Community Facilities
- Senior Community Leasing Officer

BASIS FOR RECOMMENDATION

Council has limited avenues to recover outstanding monies listed above and hence the recommendation to write-off the amounts remaining as bad debts. This is in line with end of financial year procedures to meet accounting and external audit requirements.

ACTION ACCOUNTABILITY

Manager Financial Services to communicate outcome to Manager Rates and Accounts.

KEY MESSAGES

Not applicable

Report prepared by:

ZOE BEHRENDT

Manager Rates & Accounts

Date: 22 April 2025

Report authorised by:

JASON RIVETT

Manager Financial Services

Date: 28 April 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Jason Rivett

AUTHOR POSITION

Manager Financial Services

9.10

FINANCIAL SERVICES OVERVIEW AND STATUS UPDATE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: CGFS0976

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

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

Carried

BACKGROUND

The Financial Services department is committed to:

- providing support and advice to Council to enable informed decision making towards annual budgeting and long-term financial sustainability.
- providing support and advice to Council Departments, ELT and CEO to enable sustainable financial management, decision making and project / program delivery.
- providing core services relating to rating and revenue, financial asset and accounting services, payroll and treasury in a timely and accurate manner to meet all management and legislative requirements.

The department's key functions and services are outlined in the 2024/25 Financial Services Business Plan attached to this report.

The Financial Services team delivers a range of services under the following programs:

Budgets and Statutory Reporting

This area manages budgeting and long-term forecasting requirements, process improvement, financial system chart maintenance (through Information Systems Department), management reporting, financial statements and other statistical / compliance reporting.

The deliverables for the department throughout the course of the year include, but are not limited to the following:

- Compilation and Preparation of the annual operational budget along with relevant policies and documents
- Compilation and Preparation of the Quarterly Budget reviews
- Compilation and Preparation of the Annual Financial Statements
- Updating the Queensland Treasury Corporation (QTC) LTFF model and subsequent submission
- Monthly reporting as required under the Local Government Act 2009 and Local Government Regulation 2012
- Providing advice and assistance to Departmental Manager to assist in adherence to adopted budgets.

Rates and Accounts

This area is primarily responsible for the performance of the rating, accounts payable, accounts receivable functions of Council.

The deliverables for the department throughout the course of the year include, but are not limited to the following

- Preparing, Processing and distributing more than 10,000 rates notices with a total value exceeding \$83M per financial year
- Responding and addressing more than 1,500 tasks as entered through ECM related to Rates
- Issuing, sending and collection of over 5,000 Invoices with a total value exceeding \$40M per financial year
- Allocating and payment of over 8,000 Invoices with a total value exceeding \$100M per financial year

Accounting Services

This area is responsible for financial asset management, financial accounting, Treasury, payroll and financial compliance services.

The deliverables for the department throughout the course of the year include, but are not limited to the following:

- Capitalising of over 2,000 assets totalling more than \$50M in infrastructure works
- Processing of over 70,000 payroll line items, ensuring payment to over 450 staff is done in a timely fashion
- Ensuring costings of various line items are allocated correctly
- The receipting of all Council monies received.

Insurance

This area is responsible for insurance placement, renewal and claims management.

PRIORITIES AND PROJECTS

- Adopt the budget prior to 30 June 2025
- Adopt Financial Statements for year ended 30 June 2024 as per Audit Plan
- Financial asset management services – Revaluations, asset capitalisations and depreciation (Programmed Asset Revaluations – Roothing, Bridges and Land held for sale)
- Maintenance of Council's property database including preparing, issuing and collection of rates
- Accounts Payable/Accounts Receivable and Payroll functions

CONSULTATION

- Director Corporate Governance and Financial Services
- Financial Services Department.

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report which provides an accurate overview and status update of the Financial Services department's operations and key functions.

ACTION ACCOUNTABILITY

The Manager Financial Services is responsible for the strategic direction and operational deliverables of the department, including reporting on delivery of its Business Plan and approved operational projects.

KEY MESSAGES

The Manager Financial Services will provide financials information on a monthly basis to keep Council well informed of the Council's financial performance and developing issues.

Report prepared by: JASON RIVETT Manager Financial Services Date: 1 May 2025	Report authorised by: DARREN FETTELL Director Corporate, Governance and Financial Services Date: 6 May 2025
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ATTACHMENTS

- Attachment 1 – 2024/25 Financial Services Business Plan

REFERENCE DOCUMENT

- Nil

CORPORATE, GOVERNANCE AND FINANCIAL SERVICES

Financial Services

BUSINESS PLAN FINANCIAL YEAR – 2024/2025

Prepared by: Jason Rivett
Current as at: 01/05/2025

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PURPOSE

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

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

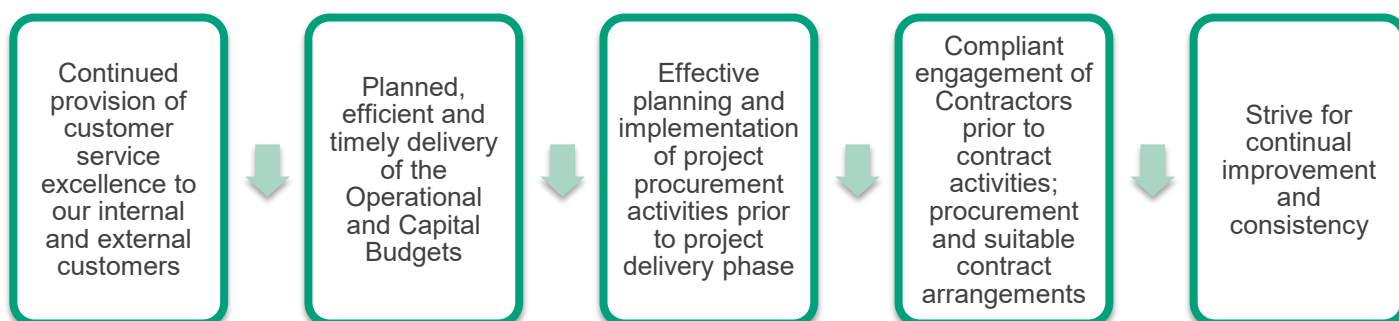
Business plans will inform the development of the annual operations plan of council, as well as operational and capital budgets, to identify projects that require concept briefs for approval, for new or unique capital and operational projects

SCOPE

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

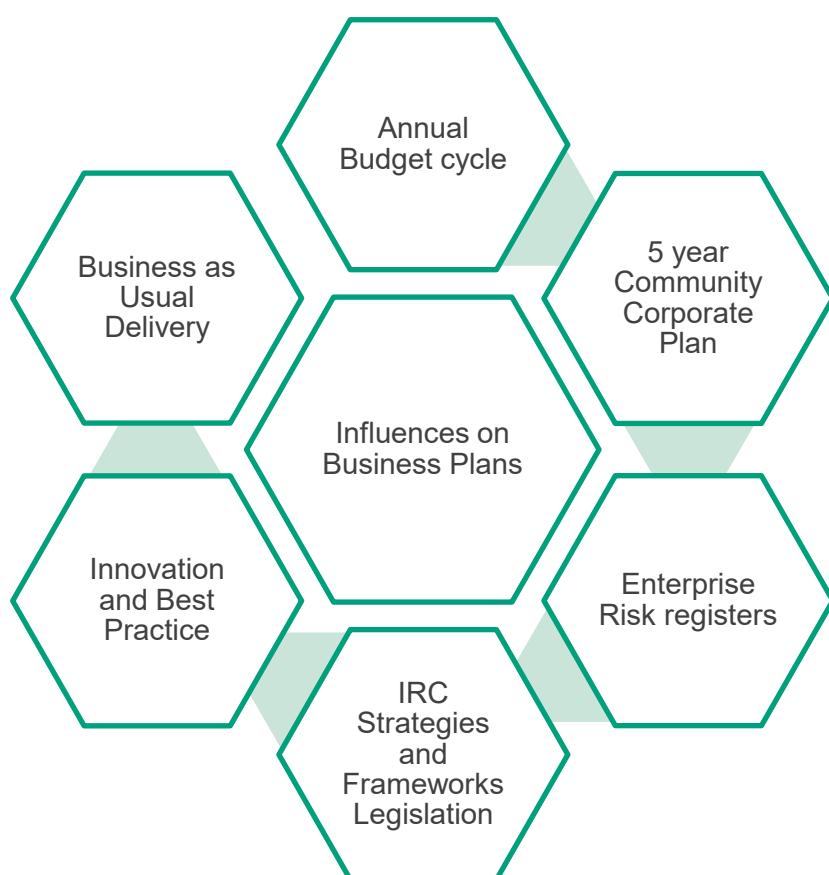
KEY FOCUS AREAS

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

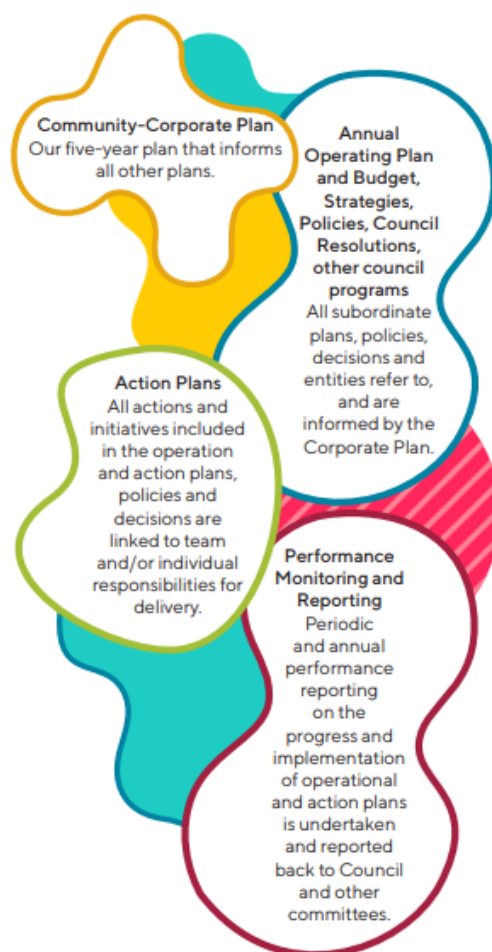


BUSINESS PLAN INFLUENCES

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



OUR STRATEGIC PLANNING FRAMEWORK



HOW WILL WE MEASURE OUR SUCCESS?

Annual Operational Plan

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

Annual Report

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

Quarterly Performance Report

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

Council Reports

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

Isaac Community Satisfaction Survey

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

Other

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

FINANCIAL SERVICES PLAN ON A PAGE



DEPARTMENT NAME	Financial Services
DEPARTMENT OBJECTIVES	<p>Provide support and advice to Council to enable informed decision making towards annual budgeting and long-term financial sustainability.</p> <p>Provide support and advice to Council Departments, ELT and CEO to enable sustainable financial management, decision making and project / program delivery.</p>
KEY FUNCTIONS	<p>Budgets & Statutory reporting</p> <p>Rates and Accounts</p> <p>Accounting Services (Payroll and Assets)</p> <p>Insurance Placement, Renewal and Claims Management</p>
KEY STAKEHOLDERS	<p>Council – Elected Members</p> <p>Ratepayers / Community</p> <p>Chief Executive Officer</p> <p>Executive Leadership Team</p> <p>Audit and Risk Committee</p> <p>Council Departments</p> <p>Queensland Audit Office</p> <p>Queensland Treasury Corporation</p>
RESOURCES	<p>Management (1)</p> <p>Accounting Services (9)</p> <p>Rates and Accounts (7)</p> <p>Budgets & Statutory Reporting (4)</p> <p>Insurance (1)</p>



KEY STRATEGIES	<p>Community Plan</p> <p>Corporate Plan 2023-2028</p> <p>Annual Operational Plan</p> <p>Long Term Financial Forecast</p>
KEY LEGISLATION	<p>Local Government Act 2009</p> <p>Local Government Regulation 2012</p> <p>Banking Act 1959</p> <p>Sustainable Planning Act 2009</p>
KEY INFLUENCES	<p>Council direction</p> <p>Financial sustainability</p>



INFLUENCES AND RISKS

KEY RISKS

Ratepayer cost of living pressures
Asset Management
Economic conditions
Legacy issues
Resource Sector Influence

Staff Turnover and attrition
Resource Sector Influence
Asset Revaluation impacts
Legislative changes
Technology 1 CiA implementation



PRIORITIES & PROJECTS

KEY BUSINESS AS USUAL (TOP 5)

Adopt the budget prior to 30 June 2025
Adopt Financial Statements for year ended 30 June 2024 as per Audit Plan
Financial asset management services – Revaluations, asset capitalisations and depreciation (Programmed Asset Revaluations – Roadings, Bridges and Land held for sale)
Maintenance of Council's property database including preparing, issuing and collection of rates
Accounts Payable/Accounts Receivable and Payroll functions

KEY OPERATIONAL PROJECTS

Migration of TechOne finance and payroll related data and modules from CI to CI Anywhere

KEY CAPITAL PROJECTS

N/A

DEPARTMENT OVERVIEW

OUR OBJECTIVES

The Financial Services department is committed to:

- providing support and advice to Council to enable informed decision making towards annual budgeting and long-term financial sustainability.
- providing support and advice to Council Departments, ELT and CEO to enable sustainable financial management, decision making and project / program delivery.
- providing core services relating to rating and revenue, financial asset and accounting services, payroll and treasury in a timely and accurate manner to meet all management and legislative requirements.

The Financial Services team delivers a range of services under the following programs:

Budgets and Statutory Reporting

This area manages budgeting and long-term forecasting requirements, process improvement, financial system chart maintenance (through Information Systems Department), management reporting, financial statements and other statistical / compliance reporting.

The deliverables for the department throughout the course of the year include, but are not limited to the following:

- Compilation and Preparation of the annual operational budget along with relevant policies and documents
- Compilation and Preparation of the Quarterly Budget reviews
- Compilation and Preparation of the Annual Financial Statements
- Updating the Queensland Treasury Corporation (QTC) LTFF model and subsequent submission
- Monthly reporting as required under the Local Government Act 2009 and Local Government Regulation 2012
- Providing advice and assistance to Departmental Manager to assist in adherence to adopted budgets.

Rates and Accounts

This area is primarily responsible for the performance of the rating, accounts payable, accounts receivable functions of Council.

The deliverables for the department throughout the course of the year include, but are not limited to the following

- Preparing, Processing and distributing more than 10,000 rates notices with a total value exceeding \$83M per financial year
- Responding and addressing more than 1,500 tasks as entered through ECM related to Rates
- Issuing, sending and collection of over 5,000 Invoices with a total value exceeding \$40M per financial year
- Allocating and payment of over 8,000 Invoices with a total value exceeding \$100M per financial year

Accounting Services

This area is responsible for financial asset management, financial accounting, Treasury, payroll and financial compliance services.

The deliverables for the department throughout the course of the year include, but are not limited to the following:

- Capitalising of over 2,000 assets totalling more than \$50M in infrastructure works

- Processing of over 70,000 payroll line items, ensuring payment to over 450 staff is done in a timely fashion
- Ensuring costings of various line items are allocated correctly
- The receipting of all Council monies received.

Insurance

This area is responsible for insurance placement, renewal and claims management.

OUR FUNCTIONS AND SERVICES

The Financial Services team delivers a range of services under the following programs:

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Coordination of Long-Term Financial Forecast and Annual Budget functions	Annual	Internal and External
Chart maintenance and proposed system improvement projects for Council's finance system	Ongoing	Internal
Preparation of annual financial statements	Annual	Internal and External
Preparation / contribution to external reporting requirements	Periodic	Internal and External
Management of annual external audits	Annual	Internal and External
Accounts receivable and Accounts payable functions	Ongoing	Internal and External
Treasury functions	Ongoing	Internal
Rating functions	Ongoing	Internal and External
Management accounting services	Ongoing	Internal
Grant Acquittals and Statutory Returns	Ongoing	External
Payroll functions	Ongoing	Internal
Financial asset management services	Ongoing	Internal
Insurance Claim Management	Ongoing	Both
Insurance Policy renewal	Annual	Both
Insurance Policy Management	Ad hoc	Both

PEOPLE RESOURCES (AS AT MAY 2025):

UNIT	NUMBER OF STAFF	TENURE TYPE
Management	1	Full time
Budgets and Statutory Reporting	4	Full time / part time
Rates and Accounts	9	Full time / part tim
Accounting Services	9	Full time
Insurance	1	Full time

KEY CUSTOMERS/STAKEHOLDERS

INTERNAL	EXTERNAL
Elected members	Ratepayers / Community
Chief executive officer	Queensland Audit Office
IRC Officers	Department of Local Government, Water and Volunteers
Advisory Committees	Audit and Risk Committee
Executive Leadership Team	Queensland Treasury Corporation
Council Departments	Council suppliers

STRATEGIES INFLUENCING DEPARTMENT

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

STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
Vision & values	We're delivering and in changing world. At Isaac, the how matters.
Community Corporate Plan	Community Engagement strategic objective – themes. Leading and enabling a changing world Engaged communities. Inclusive growth for a progressive economy Liveability through design and infrastructure Vibrant natural assets Governance for accountability
Annual operational plan	Includes the themes and strategies of the corporate plan and items in this business plan as to identifying priorities of projects and services

Asset management plan	Asset class plan
Project management framework	How the project will deliver on projects
Enterprise risk management Framework	How we identify and manage risks
Management Plan and Objectives Procedure	How the business planning process is managed at Isaac.

LEGISLATIVE INFLUENCES ON DEPARTMENT

REGULATION	RELATED POLICIES
Local Government Act 2009 (LGA 2009)	Revenue Policy & Revenue Statement Related Parties Disclosure Policy Purchasing Cards Policy Reserves Policy
Local Government Regulation 2012	Debt Policy Competitive Neutrality Complaints Policy Rates Concession – Not for Profit Policy
Information Privacy Act 2009 (& IP Regulation 2009)	
Public Records Act 2002	
Work Health and Safety Act Queensland 2011	WHS Policy Statement and Health and Wellbeing Policy Statement
Statutory Bodies Financial Arrangement Act 1982	Investment Policy
Statutory Bodies Financial Arrangements Regulation 2007	
Banking Act 1959	
Australian Accounting Standards	

DEPARTMENTAL INFLUENCES AND RISKS

DEPARTMENT INFLUENCES/IMPACTS

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

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
INTERNAL	Council direction	Risk and / or Opportunity – depending on outcome of Council direction, this will directly influence cost of delivering business services for applicable Council services.
INTERNAL	Asset Management	Risk and / or Opportunity – with the development of Asset Class Asset Management Plan and determination of Levels of Service, potential impact on depreciation costings attributed to useful life and service potential of assets.
INTERNAL	Local Government Infrastructure Plan	Risk – potential reduction to rates revenue.
INTERNAL	Technology 1 migration	Risk (Significant) – with Council moving from CI to CIA for TechOne, this will have significant resource implications on the Finance Team – prior, during and post migration. Backfilling roles while key staff seconded for Project will be a significant risk.
INTERNAL	Legacy issues	Risk – costs associated with legacy issues and subsequent remediation – i.e. Landfills, failed developments, etc
INTERNAL	Lower Cash Reserves	Risk – potential impact around cash flowing and reduced interest revenue.
EXTERNAL	Ratepayer cost of living / business pressures	Risk – impacts of cost-of-living pressures could put additional burden on ratepayers, therefore rating arrears could increase with subsequent cash flowing implications.
EXTERNAL	Economic conditions	Risk – due to current inflationary impacts, supply chain issues and other economic impacts, the additional costs associated with procurement of goods and services
EXTERNAL	QTC and DLGWV sustainability reviews	Risk – Additional costs associated with being able to meet any new Sustainability measures as advised by the department. i.e. Local Government Sustainability Framework and implications of delivering benchmark targets on new measures.

EXTERNAL Resource Sector Influence

Risk (Significant) – Council rating revenue from resource related sector is more than 70%. The implication of any new reforms and / or policies from both State and Federal level could have significant revenue generation issues for Council.

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	World Trade Impacts on cost of business	CORP0033	Maintain a watching brief Plan and deliver projects in a timely fashion. Effective fiscal management, including regular report and budget reviews.
Internal audit risk register	N/A	N/A	N/A
External audit risk register	N/A	N/A	N/A

DEPARTMENT PRIORITIES AND PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS

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

Current Year

CORPORATE PLAN LINK	PROJECT OR BAU PRORITY	OPS OR CAP BUDGET	MEASURE OF SUCCESS (KPI)
Digital Strategy	CiA transition and implementation preparation including the Finance and Payroll		Go-live to occur successfully (migration with minimal impacts on BAU operations)
	Programmed Asset Revaluations – Roading, Bridges and Land held for sale	\$85,000	Revaluations received, reviewed and endorsed by QAO planning timetable
	Adopt the budget prior to 30 June 2025 and financial statements for year ended 2024 as per Audit schedule	Internal	Adopt budget by 30 June 2025 and financial statements by Audit plan

Ongoing or Future Years

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
2025-2026	G3	Continuation of Migration of TechOne finance and Payroll related data / information from CI to CIA	TBD
2025-2026	G5	Programmed Asset Revaluations – Buildings and Land held for sale	\$85,000
2025-2026	G5	Adopt budget by 30 June 2026 and Financial Statements for year ended 2025 as per Audit schedule	Internal

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Marcelle King

AUTHOR POSITION

Senior Wellbeing and Resilience Partner

9.11

SAFETY AND RESILIENCE UPDATE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: CGFS0977

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

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

Carried

BACKGROUND

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

The main focus for the month has been:

- Development of new emergency management plans and procedures;
- Attendance at safety IMS recertification audit; and
- W&R Town Talks throughout region.

IMPLICATIONS

That the system is monitored to ensure compliance and continuous improvement of the Health, Safety and Wellbeing Management System. To ensure that recommendations from the Local Government Workcare (LGW) audit are implemented to support continuous improvement of the HSWMS.

CONSULTATION

- Executive Leadership Team
- HSW Operational and Strategic Safety Committee (bi-monthly)
- Joint Consultative Committee (as required)
- Safety and Resilience Team

BASIS FOR RECOMMENDATION

The updated attachments include the normal monthly update.

ACTION ACCOUNTABILITY

- Senior Safety and Resilience Partner
- Senior Wellbeing and Resilience Partner
- Senior Disaster and Emergency and Resilience Partner

KEY MESSAGES

Positive progression of the Safety Improvement, strategic objectives and updated KPI's amendments.

Report prepared by: MARCELLE KING Senior Safety and Resilience Partner Date: 6 May 2025	Report authorised by: DARREN FETTEL Director Corporate, Governance and Financial Services Date: 6 May 2025
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ATTACHMENTS

- Attachment 1 – Safety and Resilience Monthly Report April 2025

REFERENCE DOCUMENT

- Nil

SAFETY AND RESILIENCE MONTHLY REPORT

DATE	30 April 2025
TO	May 2025, Ordinary Council meeting
FROM	Senior Safety and Resilience Partners

1. SUMMARY

W&R Partners completed Town Talks throughout IRC region.

HSW Operational committee meeting was held in Clermont.

S&R Partners attended the opening meetings for the safety IMS recertification audit.

2024 Overall Hazard Hunter award was held for the Moranbah Parks and Recreation team.

S&R and D&R partners are working with IRC staff at the IEC to develop new emergency management plans and procedures.

Explanatory Note:

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

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

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

2. BEST PRACTICE SYSTEM

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

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

TARGET 100% of documents reviewed within required time limits.

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

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

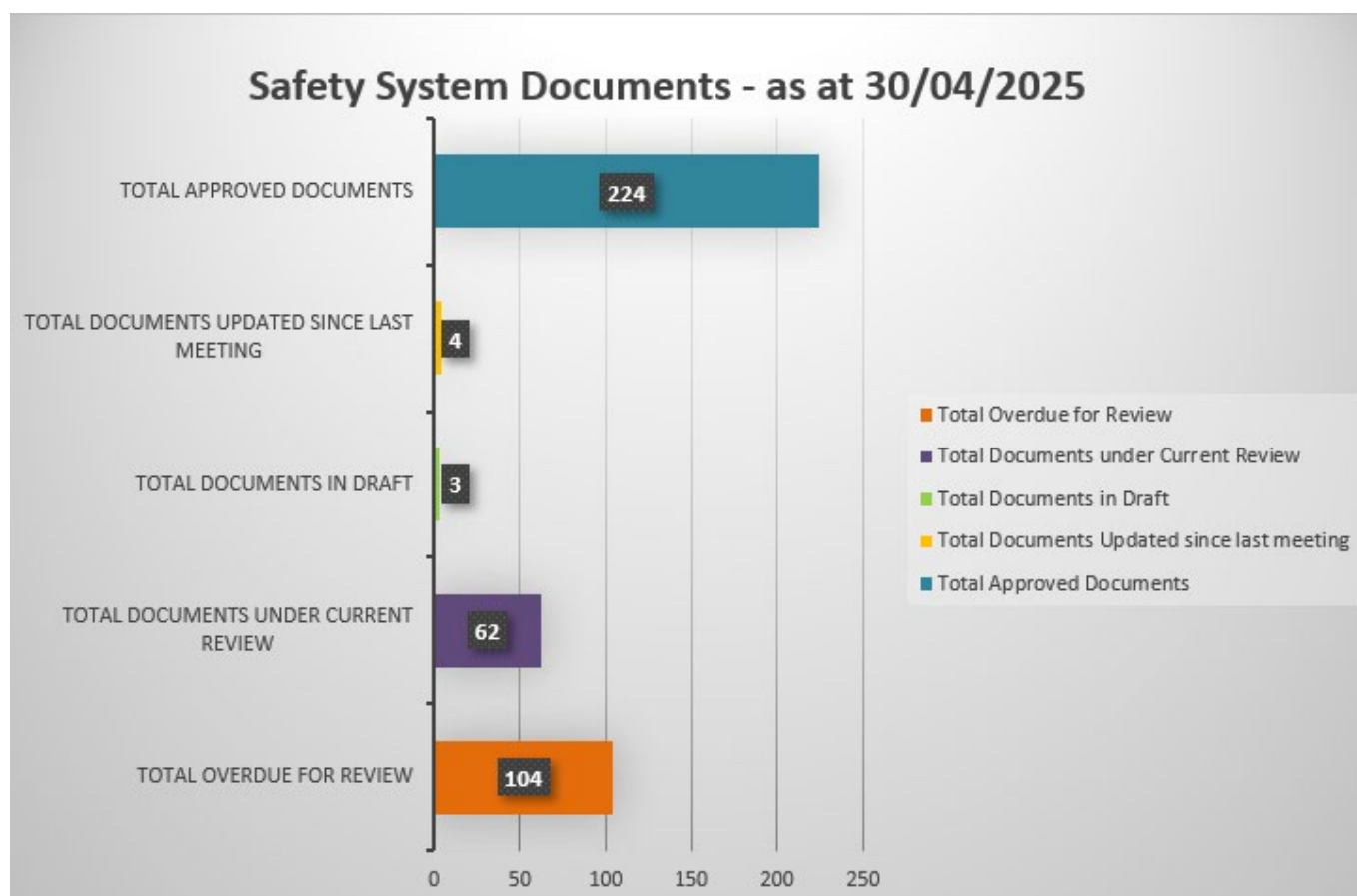
- 100% documents reviewed within timeframes

**BEST PRACTICE
SYSTEM**



SAFETY AND RESILIENCE MONTHLY REPORT

Document Type	224 Approved	104 Overdue	66 Reviewing	3 Draft	4 Updated
Checklists	5	7	2		
Process / Flowcharts	15	10	8		2
Forms	51	21	17		
Guidelines	63	36	6	1	
Miscellaneous	2	3	1	1	
Plans	12	2	1		
Policies	3	0	4		
Procedures	7	11	10		
SWMS	6	1	2		
Templates	11	5	1		
Terms of Reference	1	1	2		
Work Instructions	46	7	8	1	2



2.1 LEGISLATIVE OR OTHER CHANGES

Nil

SAFETY AND RESILIENCE MONTHLY REPORT

3. OBJECTIVES AND TARGETS

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

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

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

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

- Establish annual KPI's which align to the policy to ensure leaders are meeting the objectives and targets
- Ensure that the objectives are embedded into Corporate documents.
- Updating the improvement plan and reporting
- Ensuring implementation of the improvements
- Completion of Quarterly review and reporting against WHS improvement plan.
- Annual setting and review of KPI's

ESTABLISHING OBJECTIVES AND TARGETS



4. EFFECTIVE RISK MANAGEMENT

Monitor hazards, risks, and incidents and ensure they are managed promptly.

4.1 HAZARD HUNTER

OBJECTIVE to ensure risk management activities completed by identifying hazards.

TARGET: Number of hazards reported and rectified.

STATUS: 9 hazards were identified for 01/04/25-30/04/25, and 2 have been fully managed and closed.

Good reporting of hazards for the reporting period, whilst this reflects a good result for the reporting of hazards:

5 – Draft

2 – Approved

2 – Closed

0 – Complete

5 remain still at draft stage with no action taken within Lucidity. There was no Hazard Hunter presentation held during this reporting period.

- To ensure that risk management activities are undertaken to support our systems, investigate incident, hazard hunter program, development of Work Instruction, maintenance of risk assessments and registers

- #incident open after 30 days
- record the # hazards per month
- Site based risk assessments to be established and revised biennially."

EFFECTIVE RISK MANAGEMENT



4.2 EVENT REVIEW

OBJECTIVE Risk management activities to support our systems and investigate accidents promptly.

TARGET ZERO events in DRAFT after 7 Days (as EOM).

STATUS: 136 events still sitting at draft stage requiring attention. The Safety and Resilience teams continuous review of "Draft" items have not revealed any high-risk items.

4.3 EVENTS RECORDED DURING APRIL

There have been 44 events recorded during the month to 30 April, of these:

- 17 events still within draft waiting for action from the responsible manager

SAFETY AND RESILIENCE MONTHLY REPORT

- **8** at approved stage with actions assigned.
- **16** closed out with actions assigned, then completed and event finalised.
- **3** event at complete stage with actions closed out waiting for final review and closeout.

4.4 EMERGENCY MANAGEMENT COMMITTEE

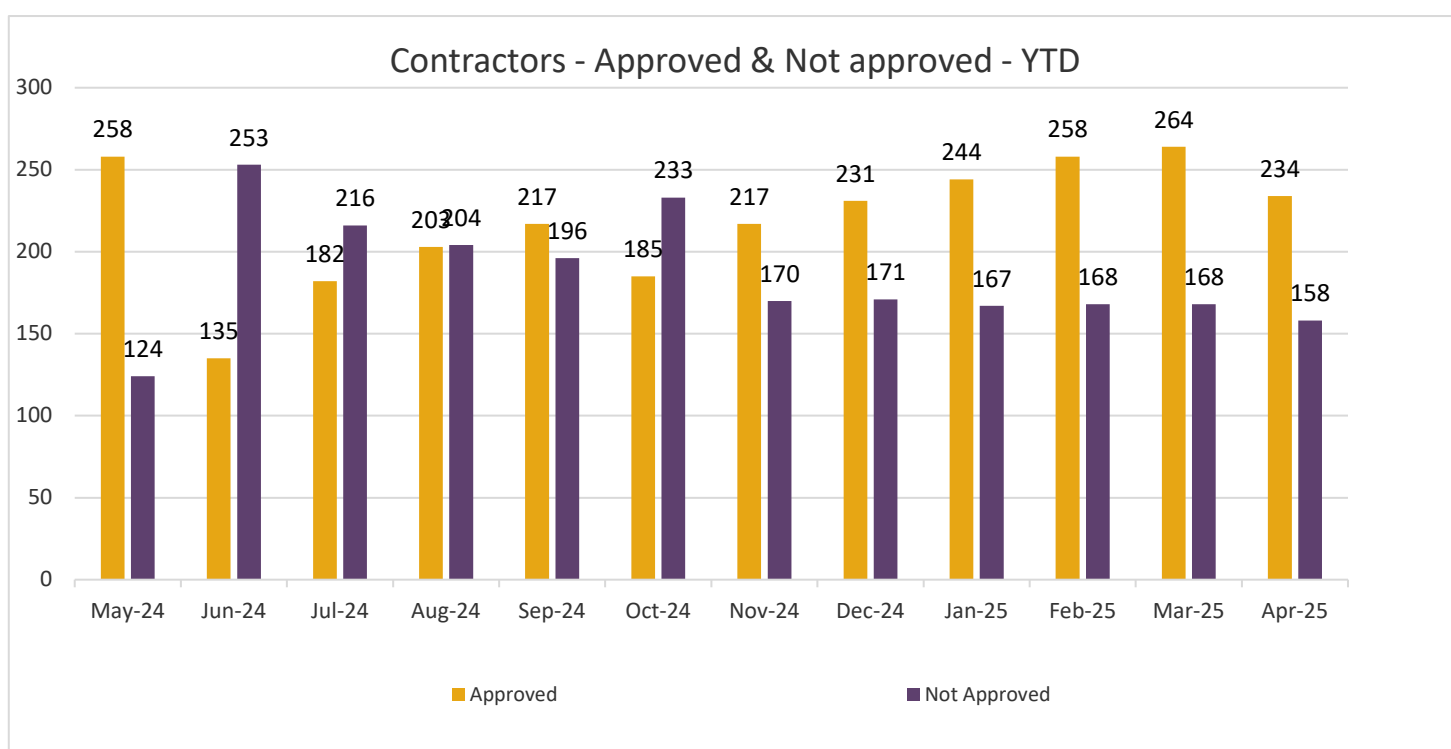
No meeting held during this period

4.5 CONTRACTOR MANAGEMENT

OBJECTIVE Evaluation of contractor and project management documentation and processes.

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

STATUS: APPROVED contractor companies **234** **NOT APPROVED** – **158**



The S&R Team are continuing to review current Not-Approved contractors wherever possible and archive those that havent been engaged within the last financial year.

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

SAFETY AND RESILIENCE MONTHLY REPORT

5. IMPROVING WORKER CONSULTATION

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

5.1 HEALTH, SAFETY, AND WELLBEING COMMITTEES

The HSW committee meeting was held on the 15th April in Clermont.

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

OBJECTIVE Completed schedules of meetings.

TARGET 100% of meetings completed against a target at end of the year.

STATUS: The meeting schedule specifically attendance at the HSW strategic committee is being monitored for Tier 1 compliance for ELT

6. WELLBEING & CAPACITY TO WORK

Ensuring we understand, resource, and monitor employee's health and wellbeing at work.

6.1 VACCINATIONS

We continue to monitor the vaccination register to ensure all workers who are required to have vaccination as part of their employment are reminded and scheduled to receive vaccination.

22 – Workers contacted to undergo work related vaccinations

11 - In progress

11 - Have not actioned to date

6.2 DRUG & ALCOHOL TESTING

The Safety & Resilience Partners conducted D&A testing at the Middlemount Depot on the 30th of April.

6 tests were completed with **0** non-negative tests recorded.

6.3 WORKERS' COMPENSATION AND REHABILITATION

The Wellbeing and Resilience Partners actively monitor all work and non-work-related injuries and illnesses. Ongoing support is provided to staff rehabilitation cases.

- **6** active (accepted) workers compensation cases.
- **18** non-work-related cases.
- **2** pending workers compensation cases awaiting a response from LGW.

- Schedule for toolbox and WHS Committees. To ensure effective communication and consultation with worker.
- Continue to develop and evaluate the check in chat as another tool for communicating

• 95% of meetings against schedule completed

IMPROVING WORKER CONSULTATION



- To develop a strategy that supports staff in maintain physical and mental health.
- To ensure that we are able to retain staff through appropriate programs that deal with the worker holistically.
- Establish wellbeing programs through committees
- To provide early intervention and numbers of workers support engagement

• # check in chats
• # staff engaged in worker support program

WELLBEING AND CAPACITY TO WORK



SAFETY AND RESILIENCE MONTHLY REPORT

6.4 Fluoride Testing

- 0 – Workers contacted to complete Fluoride testing
- 5 – Workers overdue for fluoride testing
- 3 – Awaiting pathology results

7. AUDIT/ INSPECTIONS

Conducting audits and inspections ensures we comply with our compliance requirements and verify the council's activities.

OBJECTIVE Develop an audit schedule considering the risks of individual sites.

TARGET 100% of audits completed against the plan.

STATUS: 0 WHS &/OR Environmental Audits completed against the plan.

8. CONTINUOUS IMPROVEMENT

This is the ongoing verification of due diligence activities.

Expired actions from Event Management and Forms modules, as well as the number of actions overdue >30 days. A focus on training and email reminders will continue.

OBJECTIVE Ensure identified corrective actions followed to completion.

TARGET 0 actions greater than >30 days overdue

STATUS: STATUS Total 75 overdue open actions as of 30 April 2025, with 59 of these being overdue >30 days.

- There are currently 75 overdue open actions as of the end of 30 April 2025.
- Of these 75 overdue open actions, 59 are overdue by greater than 30 days.
- These actions are aligned to incident (12), hazard (11), audit/inspections (22), improvement opportunity reports only (0), meetings and other (6), regulatory notification (1), non-conformity (3), blanks (4).
- The Safety and Resilience teams' continuous review of assigned actions has not revealed any high-risk items, requiring immediate attention.

- Develop an audit and inspection schedule which includes sites audits, system audits and procedural audits.
- To ensure our systems are effectively implemented and understood at site levels.

- 100% of audits completed against schedule
- target for audits to be above 85%

MAINTAIN AUDITS AND INSPECTIONS



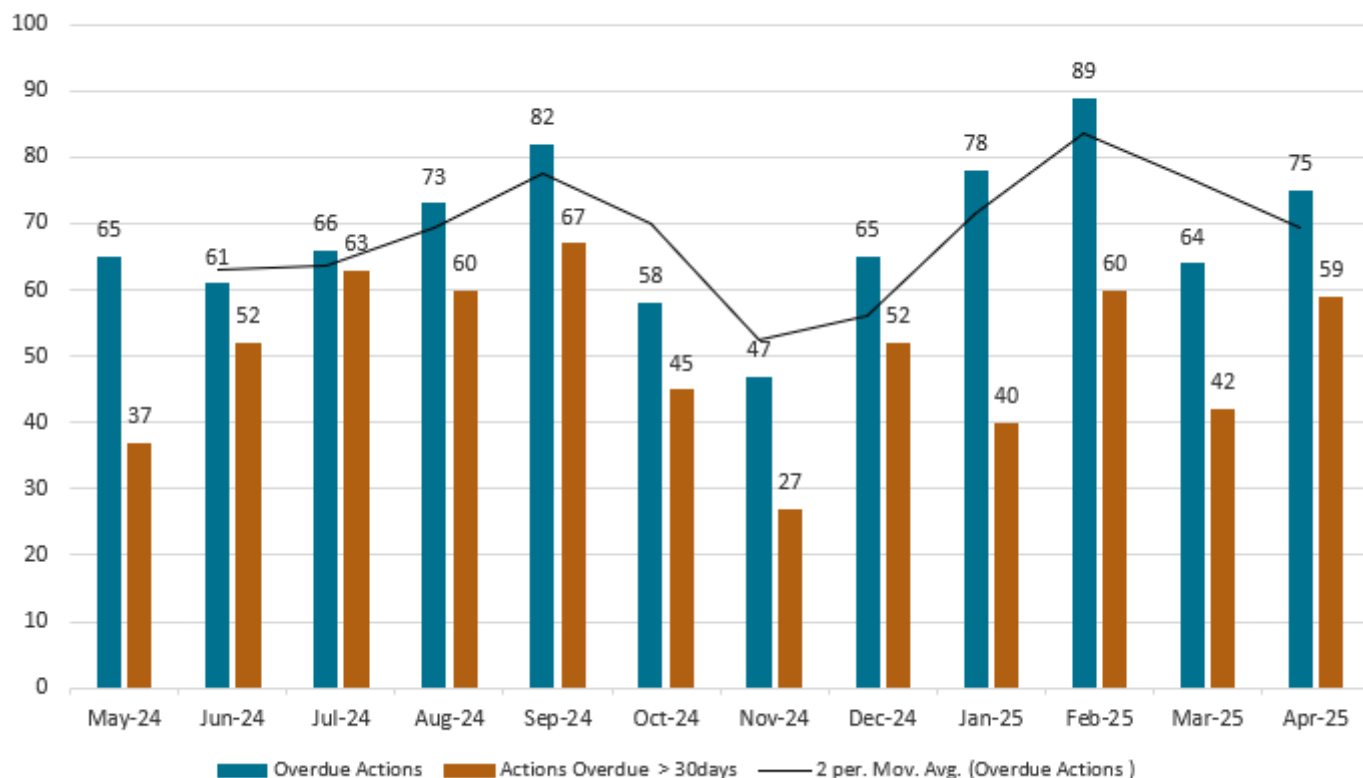
- Ensure that any identified corrective actions from incidents, hazards, audits have been entered and followed through to completion.
- Ensuring that actions raised are followed through to completion.
- Establish Change Management processes
- Ensuring that change is effectively consulted and managed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

CONTINUOUS IMPROVEMENT



SAFETY AND RESILIENCE MONTHLY REPORT

Overdue Actions



9. EMPOWERING AND SUPPORTING LEADERSHIP

This is further verification to ensure that resourcing, monitoring, and compliance activities completed and recorded.

OBJECTIVE Establish LPIs for individual managers.

The monthly report will capture tier 3 LPIs, with the annual report capturing the Tier 1 and Tier 2 achievements against objective. Monitored monthly by ELT.

TIER 3 LPIs – ELT, SLT & OLT Members

Each month, every ELT, SLT, and OLT member must complete two of the below LPIs.

- Providing leaders with knowledge and tools to effectively manage the wellbeing and risk resilience of our workers
- Support supervisors in cultural leadership

• # 95% manager attendance at Safety leadership training

**EMPOWERING
AND
SUPPORTING
LEADERSHIP**



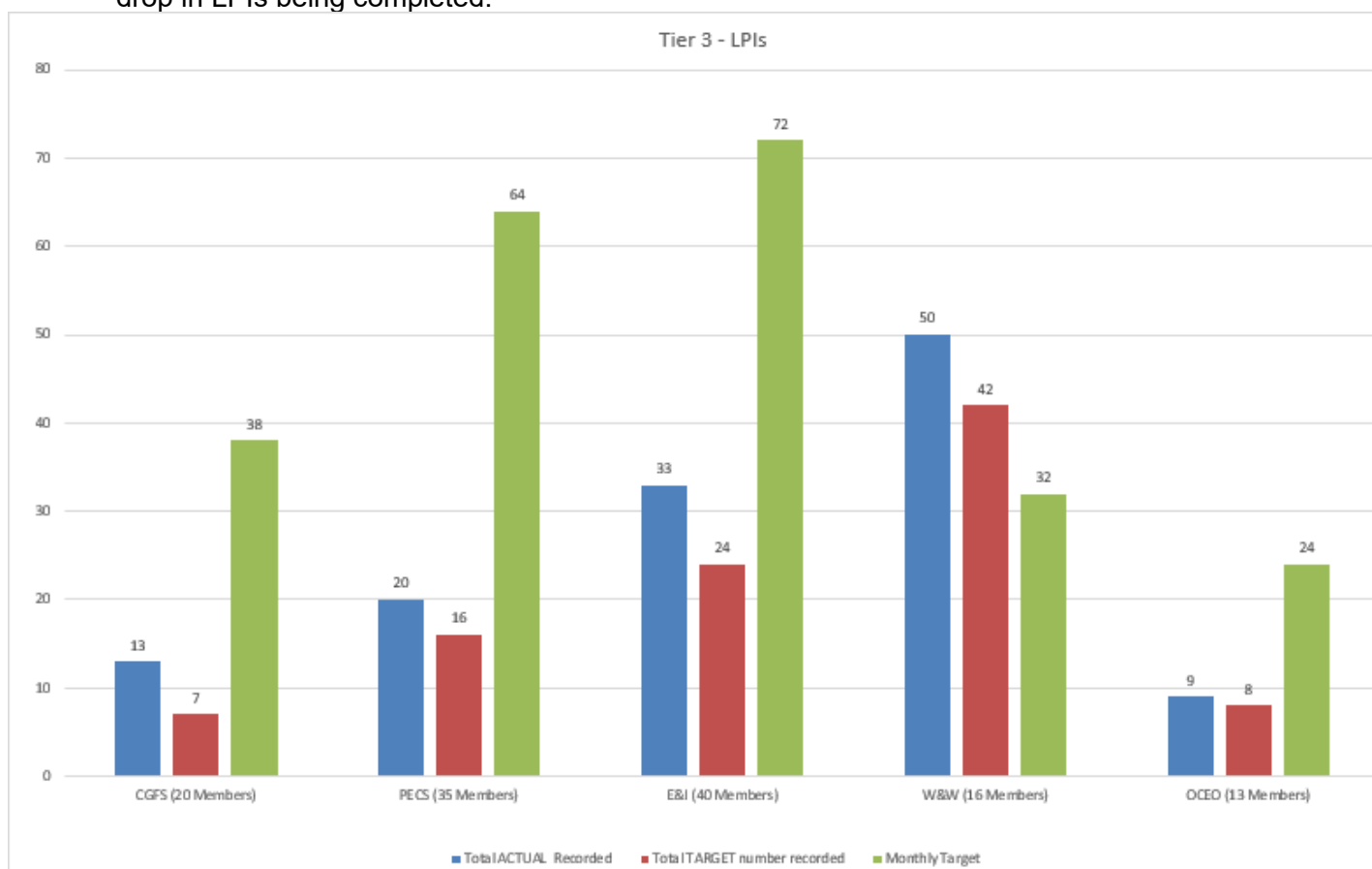
SAFETY AND RESILIENCE MONTHLY REPORT

- The Safety and Resilience team have been collaborating and reviewing the current way in which we report LPIs and who are required to complete these. Once relevant documentation has been updated, this will be communicated to staff.

TIER 3 LEAD PERFORMANCE INDICATORS ELT, SLT and OLT members - 2 per month - 24 per year

Lead a Team Talk with your team	Lead a Prestart Talk with your team	Conduct and record a Safety Chat	Provide feedback on HSW procedure or policy	Conduct and record a Post Project Supplier Evaluation form	Conduct and record a Project Monitoring Inspection form	Conduct and record a Site Hazard Inspection	Conduct and record a Wellness Chat	Conduct a coaching session	Conduct a Leadership Activities Report
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- Continuing turnover, vacancies and training for new staff on LPIs are noted as contributing factor for a drop in LPIs being completed.



MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Peta Eyschen

AUTHOR POSITION

Manager Governance and Corporate Services

9.12

**QUARTERLY REPORT – ANNUAL OPERATIONAL PLAN
2024-2025**

EXECUTIVE SUMMARY

This report provides an overview of Council's progress towards achieving the Annual Operational Plan 2024-2025 objectives.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receive and note the Performance Report on the 2024-2025 Annual Operational Plan, for the period 1 July 2024 ending 31 March 2025.**

Resolution No.: CGFS0978

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

Receive and note the Performance Report on the 2024-2025 Annual Operational Plan, for the period 1 July 2024 ending 31 March 2025.

Carried

NOTE:

- The Committee requests that future Annual Operational Plan Quarterly Reporting includes Directorate based reporting to relevant Standing Committee Meetings to allow for questions to the relevant functional area.**
- The Committee requested that due dates are added to the reporting to assist in understanding the measure tracking to date.**

BACKGROUND

Section 174(1) of the *Local Government Regulation 2012* requires Council to prepare and adopt an Annual Operational Plan for each financial year. Council adopted the 2024-2025 Annual Operational Plan at its meeting held 26 June 2024 (resolution number 8788).

The Annual Operational Plan outlines programs, activities and targets that Council will deliver within the 2024-2025 financial year. These programs and activities are aligned to the priority areas in Council's Corporate Plan 2023-2028.

The attached Performance Report provides Council with an update up to the third quarter of Council's implementation of the programs and activities outlined in the 2024-2025 Annual Operational Plan.

Council's progress in achieving the outcomes of the Annual Operational Plan has been impacted by unexpected and long-term vacancies, access to resources, external influences on resources (e.g. access to and cost of material) and other unforeseen influences.

Of the initial 107 Annual Operational Plan programs and activities, four (5) have been completed, (84) are on target, (10) are below target, (5) are being monitored, and a further three (3) are not proceeding.

IMPLICATIONS

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

CONSULTATION

The Senior Leadership Team and the Executive Leadership Team have provided feedback on the progress of implementing their activities and programs in the Annual Operational Plan and their updates form the basis of the Performance Report.

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

Upon approval, the Manager Governance and Corporate Services will arrange for the Performance Report for the period 1 July 2025 ending 31 March 2025 to be published on Council's website.

KEY MESSAGES

Council is continuing to work towards implementation of the Annual Operational Plan.

Council is demonstrating transparency on how it is performing against the Annual Operational Plan.

Report prepared by:

PETA EYSCHEN

Manager Governance and Corporate Services

Date: 1 May 2025

Report authorised by:

DARREN FETTEL

Director Corporate, Governance and Financial Services

Date: 6 May 2025

ATTACHMENTS

- 2024-2025 Annual Operational Plan Performance Report as at 31 March 2025

REFERENCE DOCUMENT

- Attachment 1 - 2024-2025 Annual Operational Plan Performance Report as at 31 March 2025

ANNUAL OPERATIONAL PLAN PERFORMANCE REPORTING OVERVIEW

Council adopted its 2024-2025 Annual Operational Plan on 26 June 2024 (resolution number 8788). The Annual Operational Plan provides an activity and program-based plan on how and what Council will do during the financial year to respond to the priorities in Council’s and the Communities long term planning documents.

The Annual Operational Plan is structured against five priority areas and reflects the objectives of the Community Corporate Plan and Council’s long-term vision for the region:

- Communities,
- Economy,
- Infrastructure,
- Environment, and
- Governance.

The following provides an overview of council’s progress towards implementing the 2024-2025 Annual Operational Plan for the period ending 31 March 2025.

Each Program/Activity has been given a status on how each is progressing, identifying where targets are being met or highlighting where exceptions are occurring or expected in future quarters. The following legend provides an overview on the actions and their status.

LEGEND	TOTAL ACTIONS
On Target	84
Monitor	5
Below Target	10
Not Proceeding	3
Completed	5
TOTAL	107

**2 Programs/Activities have been deferred to FY26*

3RD QUARTER PERFORMANCE REPORT – JANUARY TO MARCH 2025

AOP Reference	Corporate Plan Theme	Operational Plan Initiatives	Department	Directorate	3rd Quarter Commentary - As at March 2025	Measure Tracking to Date
AOP01	C1 Provide, operate and maintain venues and community facilities to deliver, safe, efficient and cost-effective services	Moranbah Community Centre Revitalisation	Council Operated Community Facilities	PECS	Construction of the Moranbah Community Centre completed, and centre opened for public bookings on 28 May 2025.	Completed
		Provide a modern and engaged library service, including program delivery	Community Hubs	PECS	Community Hubs continues to provide library services across the region.	On Target
		Provide access to community facilities throughout the Isaac region, including centres and halls, that are safe, efficient and cost effective	Community Facilities	PECS	Community Facilities Department continues to maintain and make available community facilities.	On Target
		Provide access to well-maintained recreational facilities	Community Facilities / Economy & Prosperity / Parks & Recreation	PECS / E&I	Ongoing continued safe community access to Theresa Creek Dam. TCD being maintained by Caretaker under Management Agreement Addendum. (E&P)	On Target
		Continue to deliver capital and operational programs, renewal and compliance activities on our parks, open spaces, recreational facilities etc	Community Facilities / Economy & Prosperity / Parks & Recreation	PECS / E&I	Operational Model Review for Theresa Creek Dam currently under review. Continued delivery of Nebo Showgrounds Masterplan, TCD Master Plan and playground renewal, Clermont Showgrounds and saleyards Capitol Works projects. (E&P)	Monitor
		MiWater system and Taggle enquiries investigated and responded to in a timely manner	Business Services	W&W	Target for MiWater enquiries (<7 days) consistently met.	On Target
		Site-based management plan to comply with the environmental authority requirements across treatment plants	Operations Water & Wastewater	W&W	Final draft will be completed mid-April 2025	On Target
		Operations and maintenance manuals for water and sewerage treatment plants	Operations Water & Wastewater	W&W	Final draft will be completed mid-April 2025	On Target

		Water fund price path continuation	Business Services	W&W	Further discussions undertaken in March and April 2025. Concept endorsement scheduled for May 2025 with implementation proposed for July 2026.	On Target
AOP02	C2 Facilitate a focused range of social, cultural, sporting, recreational, health and education services and programs to build thriving, connected and resilient communities	Facilitate and deliver a calendar of events and programs which celebrate the Isaac region, its diverse communities and interests	Engaged Communities / Economy & Prosperity	PECS	Regional and place-based events being delivered on an ongoing basis. Developing evaluation metrics to inform continuous improvement.	On Target
		Provide culturally supportive and historically relevant museum and gallery services at regional venues	Community Hubs	PECS	Community Hubs team continues to provide these services across the region.	On Target
		Collaborate on cultural development through initiatives such as the Regional Arts Development Fund	Engaged Communities	PECS	RADF program being delivered on an ongoing basis.	On Target
		Implement a Community Education and Compliance regime, with the aim to promote proactive compliance	Community Education & Compliance	PECS	All complaints and interactions conducted with a proactive compliance ethos. Ongoing implementation of a Community Education and Compliance Program.	On Target
		Implementation of a youth engagement framework	Engaged Communities	PECS	Inaugural Isaac Youth Summit Scheduled May 2025. Formation of Isaac Youth Group expected in June	On Target
AOP03	C3 Facilitate and encourage strategic partnerships that enable self-sustainable community associations and volunteer groups to pursue their diverse aspirations yet come together to tackle common opportunities and challenges	Deliver best practice community engagement initiatives	Engaged Communities	PECS	IAP2 training provider being sourced. Stakeholder Management software under consideration.	On Target
		Administer annual Community and Cultural Grants Program	Engaged Communities	PECS	Community grants program being administered on an ongoing basis.	On Target
AOP04	C4 Undertake programs to promote liveability (including urban design and affordable housing), health and wellbeing and community safety across the region	Embed Council's Social Sustainability Policy in all decision-making and strategies	Director PECS	PECS	Social Sustainability Policy embedded within Councils responses to EIS materials, Climate change Response Policy and PAG process. Staff guideline has been developed to assist with SIA in operational context.	On Target
		Adopt a Social Infrastructure Framework		PECS	AEA currently developing social infrastructure priorities for communities, to be progressed in alignment with holistic place-based development plans.	On Target
		Review and adopt a new Arts and Culture Action Plan	Engaged Communities	PECS	Procurement for consultant to develop new plan commenced.	On Target

AOP05	C5 Promote programs that celebrate the uniqueness and diversity of our communities including appropriate recognition of our First Nations communities	Develop and deliver programs, events and projects supported by external organisations, groups that celebrate all of our community	Engaged Communities	PECS	Ongoing	On Target
		Develop and implement Council's Reconciliation Action Plan	Advocacy & External Affairs	OCEO	Review of the RAP and current established practices across other public and private entities suggests a change in the effectiveness of a RAP. As a result, we will be looking to prepare a report to council to discuss the move to a First Nations Engagement Framework as the best course of action.	Not Progressing
AOP06	EC1 Plan, design and provide sustainable infrastructure, facilities and services that encourage and support economic growth and development	Deliver Stage 1 works of the Nebo Showgrounds Master Plan	Economy & Prosperity	PECS	Scope issued to market and award pending. High volume of respondents achieved Engagement with Nebo Showground Masterplan Advisory Committee continued	Below Target
		Deliver works enabling Country University Centres in Clermont and Moranbah	Director PECS	PECS	Fit-out of Moranbah CUC commenced with completion anticipated by 30 June 2026. Planning for Clermont CUC ongoing.	On Target
AOP07	EC2 Proactively engage with and support all industry sectors, commerce and government to foster constructive partnerships to support and promote ongoing economic vitality	Continue to participate with Greater Whitsunday (GW3) alliance	Chief Executive Officer	OCEO	Mayor and CEO joined GW3 delegation to Canberra in 18th - 21st November 2024. GW3 delegation to Queensland Parliament is scheduled for 28th - 30th April 2025.	On Target
		Review and refresh the panels of preferred and pre-qualified suppliers	Contracts & Procurement	CGFS	Doing business with Council - Supplier engagement being used to launch Trade Services panel.	On Target
AOP08	EC3 Identify opportunities for economic development through strategic analysis of regional resources and the provision of planning and policies that support sustainable economic development	Implement the Economic Development Strategy actions and priorities	Economy & Prosperity	PECS	Delivery of economic development actions and priorities ongoing, including recruitment finalisation and onboarding of both referenced Coordinator roles (Property and Renewable Energy), finalisation of itinerary for CRC Global transitions workshop, ongoing participation in Local Buying foundation advisory committee, CQ Skilled Qlders for Work committee and progression towards an Anne st Nebo land sale strategy	On Target
		Deliver Small Business Month program	Economy & Prosperity	PECS	Currently not progressing due to competing priorities such as support for the Small Business Chamber.	Not Progressing
		Implementation of Investment Attraction Framework	Economy & Prosperity	PECS	Onboarding of Coordinator Property development and Renewable Energy coordinator. 100% ongoing management of all enquiries with primary investment attraction related to renewable projects and assisted by Renewable Coordinator.	On Target
AOP09	EC4 Undertake Council's commercial businesses with appropriate business and entrepreneurial acumen, as effective participants in the region's economic activity	Engage in business development planning for the Clermont Saleyards	Economy & Prosperity	PECS	Ongoing business development opportunities continue to be progressed in collaboration with stakeholders.	On Target
		Develop land sale strategy for Isaac Regional Council residential land developments	Economy & Prosperity	PECS	Onboarded Coordinator Property development role, and assessment of Council's land assets begun with Anne st, Nebo the primary focus with a Project brief (delivery action plan) developed to progress.	On Target

					Development of a Land sale position for a lot in Clermont also progressed.	
AOP10	EC5 Promote and advocate for the region and our diverse range of industries, to attract people to live, invest in and visit the region	Implement the Tourism trail strategy actions	Economy & Prosperity	PECS	Onboarding of new MIT operations manager assisting with enhanced marketing and trails visibility. Delays in the onboarding of MIT ITDO position has hampered progression of strategy	Below Target
		Continue to engage and participate in regional economic and tourism development	Economy & Prosperity	PECS	Ongoing participation in regional economical and tourism development. Ongoing collaboration with CRC TiME, GW3, Isaac Business Chamber, Mackay Isaac Tourism. Continuation of the SLWW event for 2025 delivery	On Target
AOP11	EC6 Proactively promote and support local businesses within the region	Implementation of Local Business Support Strategy	Economy & Prosperity	PECS	Drafting new Economic Development Action Plan incorporating economic development, business support, and tourism. Expected workshop with council (Q1), community consultation (Q2), adoption (Q3)	Below Target
		Continue promotion of Isaac businesses through the Shop Isaac, Buy Local Program	Economy & Prosperity	PECS	Ongoing efforts to promote Shop Isaac Local Buy program. \$1 Million milestone approaching. New businesses continuing to register for the program from across the region.	On Target
		Support through Council's Local Preference Policy	Economy & Prosperity	PECS	Local Preference Policy in procurement has been decreased from 20% to 10%. Ongoing efforts to support local businesses. Project support being provided to Procurement Department with 'Doing Business with Isaac Regional Council' sessions.	On Target
AOP12	I1 Plan, provide and maintain effective and sustainable road infrastructure to meet the needs of key economic and community activities	Continue to deliver the capital program, including maintenance on our transport infrastructure Key Projects • Saraji/Peak Downs Mine Road intersection (partnership) • Regional Re-seal Program • Construction of various floodways • Cooroora Creek Bridge design and construction • Regional Rural Roads Re-sheeting Program • Phillips Creek Bridge replacement and upgrade	Roads	E&I	Saraji/Peak Downs Intersection Expected completion April 2025 Reseal program Completed February 2025 Floodways Completed February 2025 Cooroora Creek Bridge, Design Complete, expected mobilisation April 2025 Phillips Creek Bridge Construction commenced, expected completion January 2026 Resheeting program	On Target
AOP13	I2 Provide effective and sustainable water supply, wastewater and waste management infrastructure while progressively achieving environmental compliance	Ensure safe asset management of project works and the safety of our customers and residents	Projects & Planning	W&W	Regulatory compliance remains a key priority, with ongoing consultation with stakeholders and the IMS team. Standard construction procedures are being maintained to ensure works do not interrupt plant operations.	On Target

		Moranbah Water Treatment Plant Sludge Management Plan to meet environment, safety and community exposure compliance obligation	Operations Water & Wastewater	W&W	Included in budget for 25/26	Below Target
		CCTV recording of remaining sewerage areas of Moranbah, Dysart (excluding plastic pipes)	Operations Water & Wastewater	W&W	CCTV recording of sewer mains is progressing as part of a three-year capital project, targeting remaining areas in Moranbah and Dysart (in consultation with Water and Wastewater Operations) to support asset condition assessment and future planning.	On Target
		A Waste Compositional Analysis is to take place	Operations Water & Wastewater / Business Services	W&W	Scope development has started and contacted potential suppliers for a 4th quarter implementation	On Target
		Supply of safe and reliable recycled water	Operations Water & Wastewater	W&W	Plans being developed to extend recycled network in Moranbah	On Target
		Maintain water supply arrangements with third parties	Business Services	W&W	Water supply and security remains a high priority. Discussions are ongoing with resource sector and SunWater for the townships of Moranbah, Dysart, Glenden and Middlemount.	On Target
AOP14	I3 Provide and maintain a network of parks, open spaces and natural features to support the community's quality of life	Staged implementation of the Recreation and Open Space Strategy as budget and grant funding allows	Parks & Recreation	E&I	Capital works of parks & recreation assets completed	Completed
		Maintaining our parks and recreation areas in a safe condition to sustainable service standards	Parks & Recreation	E&I	Monthly inspections of recreational assets undertaken to identify risks in accordance with relevant standards. Works scheduled based on priority.	On Target
AOP15	I4 Maintain high preparedness and capability to respond to natural disasters that impact on regional communities and infrastructure	Continue to liaise, consult and strengthen relationships with all key stakeholders for emergency management (State Government agencies, QFES, SES, QPS, key community groups, etc)	Safety & Resilience	CGFS	LDMG meeting held 27 March 2025	On Target
		Continue to actively review Local Disaster Management Plan and sub-plans	Safety & Resilience	CGFS	The reviewed and updated 2024 Local Disaster Management Plan has been uploaded to the IRC website for public accessibility.	Completed
AOP16	I5 Strategically operate, maintain and utilise and review the delivery of Council assets to ensure the efficient and cost-	Continue to enhance the capital works program development process	Strategic Assets	CGFS	Project Accountability Gateway process utilised for development of 25/26 capital budget process. Review of Stages1 and 2 undertaken with Strategic Asset team.	On Target

	effective services to the community are met and continuously improved	Project Accountability Gateway	Strategic Assets	CGFS	Project Accountability Gateway process utilised for development of 25/26 capital budget process. Review of Stages1 and 2 undertaken with Strategic Asset team.	On Target
		Maintain the Asset Management Framework and Asset Registers	Strategic Assets	CGFS	Ongoing review and refinement of assets in the Operating Asset Register, including update with capitalised data and data cleansing.	On Target
		Implement the Strategic Asset Management Plan and supporting Asset Class Asset Management Plans	Strategic Assets	CGFS	Review and refresh of draft Asset Class Asset Management Plans with respective asset owners commenced.	On Target
		Ensure safety management of water and waste sites and observation of workplace health and safety procedures	Operations Water & Wastewater / Waste Services	W&W	Implementation of Council's safety management system and processes occurring	On Target
		Ensure appropriate compliance and maintain the implementation of the Integrated Management System for Water and Waste	Operations Water & Wastewater / Business Services	W&W	Regulatory compliance remains a priority. W&W working very closely with DETSI and LGWV as issues arise and ensures all reporting obligations are met. IMS Recertification Audit scheduled for May 2025.	On Target
		Provision of reliable water supply and wastewater services	Operations Water & Wastewater	W&W	Preventative maintenance supports operations to produce high quality water.	On Target
		Ensure proactive asset management of water, wastewater and waste assets	Operations Water & Wastewater	W&W	Preventative Maintenance program on track and updated reactive maintenance reporting is working well. New Program Leader - Assets & Investment due to start in April 2025.	On Target
AOP17	I6 Ensure that the assets maintained and constructed are appropriate to the current and future needs of the region's industries	Deliver capital works programs	Chief Executive Officer	OCEO	Through a combination of over-estimating capability, unforeseen market conditions (ie. supply chain difficulties and increased costs) and sub-optimal project management, Council will deliver a significantly reduced capital program in 2024/25.	Below Target

	Maintain the long-term capital replacement program (facilities, fleet and plant)	Corporate Properties & Fleet	E&I	50% of replacement vehicles delivered	On Target
	Maintain strong relationships with industry and ensure appropriate agreements and approvals are met for the security and support of the community (i.e. compensation agreements, road infrastructure agreements)	Galilee & Bowen Basin Operations	E&I	Industry engagement continuing. Legal matters ongoing with Adani	On Target
	Maintain strong relationships with First Nations people and work together in the development of Indigenous Land Use Agreements and maintaining cultural heritage	Advocacy & External Affairs	OCEO	Have undertaken regular engagement with all determined Traditional Custodians and we are currently working toward a regular meeting schedule with our TCs.	On Target
	Effective and efficient capital works delivery	Chief Executive Officer	OCEO	Through a combination of over-estimating capability, unforeseen market conditions (ie. supply chain difficulties and increased costs) and sub-optimal project management, Council will deliver a significantly reduced capital program in 2024/25.	Below Target
	Effective asset management with the implementation of programmed (preventative) maintenance across all key assets - water treatment plants, wastewater treatment plants and sewerage pump stations	Operations Water & Wastewater	W&W	Program on track. Commencing roll over of program that have ended the initial contract periods.	On Target
	Effective stormwater management	Waste Services	W&W	Implementation of adopted water management plans occurring	On Target
	Transfer station asset management and maintenance	Waste Services	W&W	R&M occurring of assets as budgeted	On Target

		Delivery of actions of the Waste Management Strategy	Waste Services	W&W	Commenced the procurement process for a whole of waste stream audit	On Target
AOP18	EN1 Adopt responsible strategic land use planning to balance community, environmental and development outcomes	Isaac Regional Council Planning Scheme implementation and review (amendments, mapping, etc.)	Liveability & Sustainability	PECS	Consultation on the flood studies to be undertaken in April / May with adoption anticipated in June / July 2025.	On Target
		Align infrastructure with revised Local Government Infrastructure Plan	Liveability & Sustainability	PECS	Significant engagement has been undertaken with internal departments to align future infrastructure works with LGIP. Interim amendment expected to be adopted in July/August 2025.	Below Target
		Completion of revocation process for the Moranbah Priority Development Area	Liveability & Sustainability	PECS	Revocation of the Moranbah PDA took effect on 13 February 2025.	Completed
		Implement actions of the Social Infrastructure Framework and Social Sustainability Action Plan	Director PECS	PECS	AEA currently developing social infrastructure priorities for communities, to be progressed in alignment with holistic place-based development plans.	On Target
AOP19	EN2 Manage and promote natural resources, including culturally significant sites and coastal environments in a responsible and sustainable manner	Undertake detailed flood hazard studies for coastal and inland communities	Liveability & Sustainability	PECS	Both flood studies adopted by Council in October 2024.	Completed
		Continued implementation of the coastal hazard adaptation strategy	Liveability & Sustainability	PECS	No funding applications were progressed this financial year due to competing priorities and constrained capacity to deliver.	Not Progressing
AOP20	EN3 Minimise Council's impact on the natural environment through effective waste management, recycling and environmental management policies and programs	Continuation of Illegal Dumping Management Program	Community Education & Compliance	PECS	<p>Since July 2024:</p> <p>51 illegal dumping cases investigated.</p> <p>12 Show Cause Notices issued.</p> <p>Offenders removed approx. 10,000 litres of dumped material.</p> <p>3rd Quarter</p> <p>19 cases reported by members of the public in the last quarter. This is a 35% increase in matters reported last quarter.</p> <p>Hotspot monitoring conducted in Moranbah, Dysart, Clermont, and Middlesboro.</p>	On Target
		Development of an emissions reduction framework and implementation plan	Liveability & Sustainability	PECS	Draft emission reduction plan finalised and workshopped with Council. Adoption anticipated in June 2025.	On Target

		Ensure there is appropriate safety and environmental interactions and management, including reporting environmental incidents	Water & Waste	W&W	Manager and supervisor LPIs are consistently completed each month in W&W. Safety, Environmental and Quality audits are also completed as per schedule. Environmental Authority breaches are reported to DETSI as per obligations.	On Target
		Recycled Water Strategy	Operations Water & Wastewater / Projects & Planning	W&W	The Recycled Water Strategy was completed by a specialist consultant. The Water and Waste Directorate is progressively delivering the recommended options in stages, with current focus on implementation in Moranbah from 2024/25 to 2026/27.	On Target
		Effective environmental management including observance of environmental procedures and field audits	Water & Waste	W&W	Manager and supervisor LPIs are consistently completed each month in W&W. Safety, Environmental and Quality audits are completed and on track as per schedule.	On Target
		Ensure effective waste management operations and maintenance	Waste Services	W&W	Services implemented in accordance with Waste Services Business Plan.	On Target
		Effective management of landfills and transfer stations, ensuring compliance with Environmental Authority	Waste Services	W&W	The issues raised by DETSI have been addressed with rectification actions listed in the action plan.	On Target
		Effective management of customer complaints	Business Services	W&W	Complaints are managed through the CRM system as per the Water Supply and Wastewater Service Complaints Policy.	On Target
AOP21	EN4 Advocate to all forms of government on matters which impact on the health, wellbeing and sustainability of our region's natural environment	Continue strong advocacy activities with Queensland and Commonwealth Governments	Advocacy & External Affairs	OCEO	Undertaken Federal Election Advocacy with proactive engagement with all candidates.	On Target
		Maintain strong working and collaborative relationships with regional bodies	Advocacy & External Affairs	OCEO	Actively participated in engagements with GW3 and LGAQ on shared advocacy items	On Target

AOP22	EN5 Partner with industry and community to minimise environmental harm through appropriate education and regulation	Continued implementation of the Community Education and Compliance Program	Community Education & Compliance	PECS	<p>Targeted Inspection Programs</p> <p>Systematic Inspection Program – Dysart: Commenced 3 February 2025; active for 12 weeks until 2 May 2025.</p> <p>Focus: Compliance with Animal Management Act (Cats and Dogs) 2008, Local Law 1 (Administration) 2011 and Local Law 2 (Animal Management) 2011, particularly dog keeping practices.</p> <p>Selective Inspection Program – Region-wide: Commenced 3 February 2025; active for 12 weeks until 2 May 2025.</p> <p>arget: Properties where dogs were registered up to 31 August 2024, but no renewal has been received.</p> <p>Non-Profit Food Licensing Reform</p> <p>Implemented revised procedures for non-profit organisations:</p> <ul style="list-style-type: none"> o Annual Fixed Premises Licence no longer required unless “meals” prepared ≥12 times/year. o Instead, submission of “Notification of Non-Profit Organisation Food Event” form required. o Aligned with Food Act 2006. o Council website updated accordingly. <p>New/Revised Application Forms:</p> <ul style="list-style-type: none"> • Food Business Licence (Fixed & Mobile) • Food Business Licence (Potable Water Carrier) • Notification of Non-Profit Organisation Food Event • Sale Search Application & Authorisation Forms <p>ork Instructions Completed:</p> <ul style="list-style-type: none"> • Litter & Waste Dumping Surveillance Cameras (10+ Letter Templates) • Litter, Waste Dumping & Junk Mail Compliance (15+ Letter Templates) • Food Safety Program (4 Letter Templates) 	On Target
		Communication and engagement around Illegal Dumping Management and Intervention Plan	Community Education & Compliance	PECS	The illegal dumping community awareness survey was delivered in March 2025	On Target

AOP23	EN6 Through proactive communication and partnering, increase community awareness of the benefits of having a healthy and diverse environment	Develop and implement an engaging education and awareness program to ensure the community is aware of both the rules that apply throughout the region and for which Council has a regulatory or enforcement function and the reasons for them	Community Education & Compliance	PECS	<p>Targeted Inspection Programs</p> <p>Systematic Inspection Program – Dysart: Commenced 3 February 2025; active for 12 weeks until 2 May 2025.</p> <p>Focus: Compliance with Animal Management Act (Cats and Dogs) 2008, Local Law 1 (Administration) 2011 and Local Law 2 (Animal Management) 2011, particularly dog keeping practices.</p> <p>Selective Inspection Program – Region-wide: Commenced 3 February 2025; active for 12 weeks until 2 May 2025.</p> <p>Target: Properties where dogs were registered up to 31 August 2024, but no renewal has been received.</p> <p>Microchipping in March:</p> <ul style="list-style-type: none"> • Free microchipping offered to registered dogs until 31 March 2025. • Partner clinics: Moranbah Veterinary Clinic, Clermont Veterinary Surgery, Sarina Veterinary Surgery. <p>Dog Desexing Incentive Draw:</p> <ul style="list-style-type: none"> • Owners who desexed their dogs in the previous 3 months go into a draw to win a shop gift card to promote and reward responsible pet ownership. • The campaign is ongoing, with additional chances to win in February, May, and August 2025. 	On Target
AOP24	G1 Inform, collaborate with and facilitate the empowerment of the community and community groups to make local decisions through effective promotion, communication and engagement	Effective and regular media and communication activities	Advocacy & External Affairs	OCEO	32 media opportunities have been undertaken this QTR	On Target
		Maintain effective relationships with media outlets	Advocacy & External Affairs	OCEO	Strong relationships are being maintained and proactive engagement from BMC has occurred to get key council news items published.	On Target
		Respond to and implement opportunities for improvement from Community Satisfaction Survey findings	Director PECS	PECS	Csat findings to be incorporated into development social baselines to guide holistic place-based plans.	On Target
		Continue to deliver organisational and community publications to inform our stakeholders	Advocacy & External Affairs	OCEO	The 6 community newsletters have been created and published each month for this QTR	On Target
		Development and review of Indigenous Land Use Agreements	Advocacy & External Affairs	OCEO	No Action required this QTR	Below Target

AOP25	G2 Develop policies, strategic plans and processes to address local and regional issues, guide service provision and ensure operational effectiveness	Oversight of controlled entities	Chief Executive Officer	OCEO	Council resolved to create Shareholder Agreement with Isaac Affordable Housing Trust in November 2024. Council resolved to repeal its divestment resolutions (2017 and 2018) for Moranbah Early Learning Centre on 29 January 2025	On Target
		Systematic review of local laws	Governance & Corporate Services	CGFS	Project team implemented and internal stakeholder engagement commenced. Needs identified and workshops organised for May to prioritise needed updates.	On Target
		Continue to develop and implement key organisational policies and frameworks to support our people	People & Capabilities	OCEO	Policy review ongoing as part of business as usual activities. Priority review of Flexible Work Policy and Framework initiated.	On Target
		Development of Climate Change Policy and implement framework	Director PECS	PECS	Pending recruitment of Program Leader Social Impact.	Deferred to FY26
		Review innovative customer service opportunities and develop a Customer Experience Strategy	Community Hubs	PECS	Initial CRM data analysis and problem scoping completed, strategy objectives to be aligned with identified corporate risks	Deferred to FY26
		Implement Social Investment Prospectus	Director PECS	PECS	AEA progressing	Monitor
		Draft and implement Social Investment Guideline	Director PECS	PECS	Policy Principles guideline submitted to AEA for consideration	Monitor
		Implement Social Impact Assessment procedure	Director PECS	PECS	Staff Guideline developed for operational use - AEA to progress external SIA procedure.	Monitor
AOP26	G3 Pursue financial sustainability through effective use of Council's resources and assets and prudent management of risk	Continuation of Digital Strategy, including upgrade of TechOne system and review/improvement of ICT infrastructure and systems. Progression of strategic risk management.	Director CGFS	CGFS	IT infrastructure review scoped and commenced. TechOne finance module designed and configured. Supply chain module designed and configured with additional advanced sourcing being investigated. Review of strategic risk register and risk appetite statements commenced.	Monitor

		Maintenance and monitoring of Strategic and Operational Risk Registers	Governance & Corporate Services	CGFS	Continued work with OCM to update Strategic Risk Register in line with Council appetite. Operational Risk Registers updated and monitored by Audit and Risk Committee quarterly.	On Target
		Contract and tender management	Contracts & Procurement	CGFS	Regular review and reporting of procurement activities, including exceptions, along with monthly update of Contracts > \$200k.	On Target
		Financial asset management	Strategic Assets / Financial Services	CGFS	The Financial Services department's asset team continues to process capitalisation of assets and manage the WIP amount outstanding. Revaluations are currently underway of Roads, Bridges and Council land held for sale.	On Target
		Continue to enhance the Enterprise Risk Management Framework	Governance & Corporate Services	CGFS	Enterprise Risk Framework Maturity Assessment Completed, Workshop organisation underway to discuss Strategic Risk Register and associated Risk Appetite Statement.	On Target
		Delivery of Water and Waste Capital Program	Projects & Planning	W&W	The Water and Waste Capital Program is being delivered with a focus on resource optimisation, risk management, and long-term financial sustainability.	On Target
		Reduce disruptions due to capital works projects on essential services	Chief Executive Officer	OCEO	Nil action this quarter	Below Target
AOP27	G4 Deliver unique customer focused and responsive services that are based upon a program of continuous improvement	Frontline customer service delivery and effective relationship management	Community Hubs	PECS	Community Hubs Department continues to deliver.	On Target
		Enhance corporate website and expand social media presence	Advocacy & External Affairs	OCEO	Social media continues to grow at a rate of 8% which exceeds industry average of 6%	On Target
		Continue to improve how we do business internally and with our customers using best practice and new technology	Chief Executive Officer	OCEO	A rolling routine of reporting "What does this budget buy me?" presentations to Standing Committee enables councillors to gain a deeper understanding of discrete elements of the Council organization and for staff to demonstrate value for the budget allocated to their program.	Below Target

AOP28	G5 Provide transparent and accountable planning, decision-making, performance monitoring and reporting to the community in order to continuously improve	Transparent and timely reporting	Governance & Corporate Services / Financial Services	CGFS	Finance Reports are prepared on a monthly basis and reported to the CGFS Standing Committee, Council and the Audit and Risk Committee. Reports have all been completed on time and to standard.	On Target
		Facilitation of an internal audit program	Governance & Corporate Services	CGFS	OCM have been engaged as internal auditors and Council has facilitated a program with a focus on key audit areas and outstanding action improvement.	On Target
		Production of appropriate legislative and statutory documentation and reporting (annual budget and long-term financial forecast, operational plan performance reports, annual report)	Governance & Corporate Services / Financial Services	CGFS	Annual Budget (including LTFF) is underway with 3 Budget Workshops held with Councillors refining the operational and capital budgets.	On Target
		IMS surveillance audits	Business Services	W&W	Following six (6) years of IMS certification in W&W, a Re-Certification Audit is scheduled for May 2025. This will be a more complex and detailed audit than a standard surveillance audit.	On Target

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Darren Fettell

AUTHOR POSITION

Director Corporate, Governance and Financial Services

9.13

OPERATIONAL PROJECT DELIVERY – DIGITAL STRATEGY PROGRAM UPDATE

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. Notes the Digital Strategy Program update.

Resolution No.: CGFS0979

Moved: Cr Terry O'Neill

Seconded: Cr Jane Pickels

That the Committee recommends that Council:

Notes the Digital Strategy Program update.

Carried

BACKGROUND

Following the previous update provided in March 2025, this report provides a further update on progress to date of the Digital Strategy Program (DSP). For context, key components/ excerpts from the previous update are outlined below:

Technology One upgrade (T30B)

The revised phase 1 of the TechnologyOne Upgrade Project will now include the following modules:

- Human Resources and Payroll
- Enterprise Asset Management
- Financials
- Supply Chain Management
- Contracts

- CPM – Enterprise Budgeting
- Performance Planning

Resourcing for the project has been reviewed with the lessons learnt exercise leading to recruitment of technical specialist roles to assist the internal subject matter experts in both TechnologyOne understanding and technical requirements along with project management support.

Governance structures above the delivery team are to be reviewed through the Steering Committee with this to include independent oversight of the project and other recommendations around appropriate gateway criteria and reporting.

From the previous update provided, the following action has been taken in relation to the T30B project.

Planning

The project management plan has been reviewed with engagement of the Steering Committee and Project Control Group to revise / update appropriate areas and include gate criteria. A copy of the draft gate criteria is attached for the information of the committee.

Further review of the plan and other project documentation will continue as the final additional resources are inducted onto the project team in May / early June.

Resourcing

Existing contract resources utilised for the ongoing maintenance and support of business-as-usual operation of Technology One have been leveraged to assist in the review of modules with ELT and subject matter experts / working groups. This has been of enormous benefit and is intended to be continued to progress the project moving forward.

The existing contract resources mentioned above include ability to lead the reporting and spatial areas with the benefit of already holding significant corporate knowledge.

Since the last update IRC has now successfully engaged technical specialists for the following areas:

- Finance and Supply Chain
- Human Resources & Payroll
- Enterprise Asset Management
- Change Management, Communications and Project Management

IRC has also progressed recruiting a Business Transformation Director role (previously attempted recruitment), with a start date of early June being negotiated. This role will largely be responsible for project governance across both the TechOne upgrade and other digital strategy projects.

With the review of the lessons learned exercise, project governance and attraction of additional technical resources, the role and assistance of GWI digital as delivery partner has also been reviewed. The CEO (project sponsor) and Director CGFS (project owner) have been discussing the current engagement in relation to the TechOne upgrade with GWI digital. The existing contractual engagement is due for renewal by August 2025.

Governance Structures

Steering Committee meetings have commenced with updates received on progress of projects and review of roles and responsibilities between the steering committee and project control group. Terms of reference for both groups have been developed and are under review.

Engagement of Council's internal auditor OCM has progressed slowly with to date with project documentation supplied for initial review and development of scope for engagement.

Delivery

In addition to the above planning, work has been progressing on continuing the following:

Finance – progression of revised chart of accounts with draft chart prepared by Finance to then enable engagement / refinement with respective Directorate / Department stakeholders.

Supply Chain – review of sourcing options with other Council's with specific analysis of TechOne offering v VendorPanel product and potential for integration continues.

Human Resources and Payroll – Workshops have commenced with People & Capability and Payroll teams around the various modules with good progress being made around understanding of the product and commencement of initial module construction design.

Enterprise Asset Management - Workshops have commenced with broad working group around the various modules with good progress being made around understanding of the product and commencement of initial module construction design.

Non T30B projects

In addition to the progression of the Technology One upgrade above, additional digital strategy projects have also progressed with brief overviews provided below:

Service Now (IT helldesk ticketing system)

Valueflow, the delivery partner for ServiceNow were engaged to undertake a review of the system design and setup and assist with progression to go-live.

The review has been undertaken and the system progressed to enable the migration and testing of the existing configuration & data from the Development > User Acceptance Training > Production environments, and provide Hypercare support post go-live.

Delays have been experienced with the impact of leave and other priorities for the team.

Revised aim to now have help desk ticketing system implemented by June 2025

Starlink

Update – Initial 5 Mobile unit rollout completed.

Successful deployment of initial POC Starlink mobile units completed. Update of usage below:

- Site 1 - 17GB used with 4 in the last week, Site has had several devices connect to it.
- Site 2 - Minimal usage, a few devices have connected (likely one of the St Lawrence camps so hasn't been put out yet/no need to use)
- Site 3 - 10gb used since installation, a range of phones have connected

- Site 4 - a Couple of gigs has been pulled, several devices are connected
- Site 5 - Largest of the camps has pulled 22GB of data since installation with half of the being the last 24 hours

**Note – infrastructure review underway to look at weaknesses in corporate network where Starlink or other options may assist.*

Orbus Infinity

System primarily used for centralisation of T30B Project documentation. (capturing business process mapping and instruction manuals for testing, training and future inductions)

System Rationalisation

- Analysis to identify system owners has progressed well with details being updated in the Orbus platform progressively through the analysis. 53 applications have initially been identified as a duplicate technology requiring IRC validation and planning for rationalisation.
- A decision request paper was presented to the steering committee pack to proceed decommissioning of 1 system to validate steps and effort required to decommission. This has since commenced.

Digitisation of forms (convert paper forms to digital forms with workflows through Office 365)

- Analysis to identify high usage forms and owners has been completed. A decision request paper was presented to steering committee pack to proceed with a proof of concept on 4 forms.
- Steering committee on review of forms added extra form for initial development and approved commencement.
- Digital Signatures will be reviewed / delivered in a second phase.

Data

Cybersecurity

- The first 2 phases of the Cybersecurity Project have been completed.
- Policy improvements identified through the baseline report are underway through separate engagement for cybersecurity-related assistance. Drafts of 4 policies (incident management, vulnerability management, backup and vendor management) are expected during April 25, but will require process through the IRC policy approval process and may take some months to be ratified.
- Support for the Cybersecurity audit is ongoing with a number of meetings held with external auditors, Tim Roffey and Bayden Hughes have most recently engaged with auditors 9 April for follow up questions.

IMPLICATIONS

Not Applicable.

CONSULTATION

- Chief Executive Officer

- GWI Digital
- TechnologyOne

BASIS FOR RECOMMENDATION

Update provided to Council.

ACTION ACCOUNTABILITY

Not applicable.

KEY MESSAGES

Not applicable.

Report prepared by: DARREN FETTEL Director Corporate, Governance and Financial Services Date: 6 May 2025	Report authorised by: CALE DENDLE Chief Executive Officer Date: 8 May 2025
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ATTACHMENTS

- Attachment 1 – Gate – Criterion Draft for PMP

REFERENCE DOCUMENT

- Nil

T30B PROGRAM GATES

LEGEND: T30B PROGRAM STREAMS

Program Management 1.0	Technical & Data 2.0	Business Readiness 3.0	TechOne Solution 4.0
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GATE CRITERIA

PBS #, MILESTONE ACTIVITY	MILESTONE ACTIVITY	CRITERIA	ACTION	RESPONSIBILITY	APPROVER	Start - Complete
Gate 1 – Program Management Planning						
Purpose: To approve the phase implementation plan and supporting documents (baseline) and recommend Gate 2 – Design Configuration and Data can commence.						
						8 Weeks
1.2		T1 Contract	Signed		Program Sponsor	
1.6		Program Governance	Agreed & Enacted	PMO Director	Program Sponsor	
1.9		Governance Terms of Reference – PCG and DMT	Approved	PMO Director	Program Control Group	
1.16		Stage Gate Criteria	Approved	Program Manager	Program Owner	
1.10		Program Resourcing Approach	Approved	Program Manager	Program Sponsor	
1.13		Master Schedule	Developed	Program Manager	Program Owner	
1.12		Phase Implementation Plan	Approved	Program Manager	Program Owner	

	Milestone	Established Governance	Enacted	Program Manager	SteerCo	
	Milestone	Program Plan Approved	Approved	Program Manager	SteerCo	
	Milestone	Resourcing for Gate 2	Appointed	Program Manager	Program Sponsor	
2.1		Data Migration Strategy	Approved	Technical Manager	Chief Information Office	
2.4		Integrations Plan	Approved	Technical Manager	Chief Information Office	
3.1		Organisational Change Management Strategy and Plan	Approved	Business Readiness Manager	Program Owner	
1.5		T1 Program Strategy & Quality Plan	Signed	TechnologyOne Project Manager	Program Owner	
1.7		T1 Technical Management Plan	Signed	TechnologyOne Project Manager	Program Owner	
1.11		T1 Resources Schedule	Agreed	TechnologyOne Project Manager	Program Manager	
4.1		T1 Provision Cloud Environments	Access	TechnologyOne Project Manager	Program Manager	
4.7		T1 Project Team Kick Off	Completed	TechnologyOne Project Manager	Program Manager	
	Milestone	Vendor Contract and Plans	Approved	TechnologyOne Project Manager	Program Owner	
		Business Decisions / Dependencies				
	Milestone	Program Inductions	Complete	Program Manager	Program Owner	
1.17		Stage Gate Report	Signed	Program Manager	Program Owner	
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group	
5.5	Dependency IRC	Business Process Design		Business Transformation Manager		
	Dependency IRC	Benefits and KPI's		Business Transformation Manager		
Gate 2 - DESIGN - Configuration and Data						

Commented [TL1]: Where are test scripts?

Purpose: To approve the design requirements (baselines) and articulate what the future state business processes will be before recommending that the build stage can commence.					
Milestone		Council Business Operating Model	Approved	Business Transformation Mgr	Program Sponsor
4.8		T1 Design Workshops	All Recordings Received	TechnologyOne Project Manager	Program Manager
4.9	SIM	Configuration Design Documents	Approved	Functional Business Owner	Program Owner
4.10	SIM	Configuration Design Change List	Approved	Functional Business Owners	Program Owner
4.12	SaaS+	Solution Questionnaire	Approved	TechnologyOne Project Manager	Functional Business Owners
4.11	SaaS+	Solution Specification Documents	Approved	Functional Business Owners	Program Owner
4.13	SaaS+	Solutions Changes List	Approved	Functional Business Owners	Program Owner
4.15	SIM	Acceptance Certificates - Configuration Design Acceptance Certificate	Signed	Functional Business Owner	Program Owner
Milestone		End to End Solution Design	Approved	Functional Business Owner	Program Owner
3.5		Future Business Process Maps (BPMN2 & Orbus)	Approved	Business Readiness Manager	Program Owner
3.4		Change Impact Assessment	Complete	Business Readiness Manager	Program Owner
3.2		Engagement & Communications Plan	Approved	Business Readiness Manager	Program Owner
Milestone		Impacts determined and Plans to Manage	Approved	Business Readiness Manager	PCG
2.3		Data Migration Specification	Complete	Technical Manager	Chief Information Officer
2.2		Data Migration Plan	Approved	Technical Manager	Program Owner

Commented [TL2]: This is a Program dependency not Gate Criteria and should be done before Design Gate commences

Commented [SH3]: Listed in Gate 1 as well.

Milestone		Resourcing for Gate 3	Appointed	Program Manager	Program Sponsor	
1.17		Stage Gate Report	Approved	Program Manager	Program Owner	
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group	
5.1	Dependency IRC	Corporate Policies & Strategies		Business Transformation Manager		
5.3	Dependency IRC	Governance (Systems, Process, Data)		Business Transformation Manager		
Gate 3 - Build - Configuration and Data Purpose: To ensure the Built system meets the baseline specifications outlined in Design, understand where changes will be required in the business to be comfortable using the finished product and will meet stakeholders' expectations.						
4.16		Module Configuration	Validated	TechnologyOne Project Manager	Technical Manager	
2.10		Integrations Build	Complete	Technical Manager	Chief Information Officer	
2.9		ETL Definition	Complete	Technical Manager	Chief Information Officer	
2.13		Access Management Framework	Approved	Technical Manager	Chief Information Officer	
2.14		Access Management Profiles	Approved	Technical Manager	Chief Information Officer	
2.12		Ci Reports Recreated in CiA	Approved	Technical Manager	Chief Information Officer	
Milestone		Solution Built to Requirements	Complete	TechnologyOne Project Manager	Business Transformation Manager	
4.17		T1 Training - Key User Training (KUT)	Executed	Business Readiness Manager	Functional Business Owner	
3.7		Test Management Plan	Approved	Business Readiness Manager	Program Owner	
3.8		User Acceptance Testing (UAT) Test Scripts	Approved	Test Manager Business Analysts	Functional Business Owners	

2.6		Testing Schedule	Approved	Test Manager	Business Transformation Manager	
Milestone		Testing Preparation	Complete	Test Manager	Program Owner	
2.15		Data Migration Import Templates and Training	All /Templates Recordings Received	TechnologyOne Project Manager	Technical Manager	
4.15		T1 Training - Standard Integration Facilities Training	All Recordings Received	TechnologyOne Project Manager	Technical Manager	
2.16		Data Cleaning	Complete	Technical Manager	Functional Business Owner	
2.20		Data Migration Initial Build	Complete	Technical Manager	Chief Information Officer	
2.18		High Level Data Assessment	Complete	Technical Manager	Chief Information Officer	
2.5		Integration Requirements Analysis	Complete	Technical Manager	Chief Information Officer	
Milestone		Testing Data Migrated	Complete	Technical Manager	Business Readiness Manager	
3.3		Readiness Implementation Plan	Approved	Business Readiness Manager	Program Owner	
3.10		Training Needs Analysis and Curriculum	Approved	Business Readiness Manager	Chief Information Officer	
Milestone		Resourcing for Gate 4	Appointed	Program Manager	Program Sponsor	
1.17		Stage Gate Report	Approved	Program Manager	Program Owner	
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group	
Gate 4 – TESTING Purpose: To test and validate to ensure the System, documentation and processes align to the finished product, is fit for purpose, and meets stakeholders' expectations.						
3.14		User Acceptance Testing (UAT)	Approved	Test Manager	Program Owner	

4.17		T1 Training - Reporting Tools & BPA Training	All Recordings Received	Business Readiness Manager	Technical Manager	
2.8		Reporting & BPA Development Plan	Approved	Technical Manager	Chief Information Officer	
3.12		EUT Training Delivery Schedule – Developed	Approved	Business Readiness Manager	Program Owner	
3.13		End User Training (EUT) Materials	Approved	Business Readiness Manager	Program Owner	
Milestone		Training Preparedness	Complete	Business Readiness Manager	Program Owner	
2.11		Data Quality Remediation	Approved	Technical Manager	Functional Business Owner	
2.22		Data Migration	Approved	Technical Manager	Functional Business Owner	
4.18		Configuration/Functional Group Acceptance Testing	Validated	Program Manager	Program Owner	
2.23		Technical Testing - Configuration Verification Testing	Validated	Business Analyst Technical Manager	Program Manager	
2.21		Trial Data Migration	Validated	Technical Manager	Functional Business Owner	
2.23		Technical Testing - Integration Testing - Performance Testing - Penetration Testing - Automation Testing	Approved	Technical Manager	Chief Information Officer	
2.20		Test Summary Report	Approved	Test Manager	Program Owner	
Milestone		Resourcing for Gate 5	Appointed	Program Manager	Program Sponsor	
1.17		Stage Gate Report	Approved	Program Manager	Program Owner	
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group	
Gate 5 – TRAINING						

Purpose: Ensure all key users and end users have been trained and are proficient in the use of the system. Council is confident to undertake their day-to-day role with the new processes and system in the way the program has intended and sufficient support and information is in place for teams and individuals to continue to improve their knowledge and understanding.					
4.17		T1 Training - BPA & Reporting Training	Approved	Business Readiness Manager	Technical Manager
3.12		EUT Training Delivery Schedule - Executed	Approved	Business Readiness Manager	Functional Business Owner
3.9		Business Readiness Plan	Approved	Business Readiness Manager	Program Owner
3.18		Continuous Improvement Report	Approved	Technical Manager	Chief Information Officer
3.17		End User Training (EUT) Delivery	Approved	Business Readiness Manager	Program Owner
Milestone		All EUT Executed	Complete	Business Readiness Manager	Program Owner
Milestone		Resourcing for Gate 6	Appointed	Program Manager	Program Sponsor
1.14		Phase Transition (Go Live) Plan - Developed	Approved	Program Manager	Program Owner
Milestone		Go-Live Preparedness	Complete	DMT	Program Owner
1.17		Stage Gate Report	Approved	Program Manager	Program Owner
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group
Gate 6 - Deployment Purpose: This is the critical gate to ensure that agreed criteria for program success has been met, or at a minimum, mitigated or accepted. This gate includes multiple key decision <u>including</u> : all previous criteria has been met, risks have mitigations or are acceptable, completes an acceptable level of criteria to manage risks with going live, to ensure when once live the system stays live and there are plans in place to mitigate any risk to this.					

3.17		End User Training (EUT) Delivery	Approved	Business Readiness Manager	Program Owner	
2.26		Data Migration Go Live	Signed	Technical Manager	Chief Information Officer	
4.19		Production Environment Up to Date	Approved	TechnologyOne Project Manager	Technical Manager	
2.23		Technical Testing - Access Management Testing	Approved	Technical Manager	Functional Business Owners	
2.27		System Decommissioning	Approved	Technical Manager	Chief Information Officer	
3.16		Business Readiness Check	Approved	Business Readiness Manager	Program Owner	
1.14		Phase Transition (Go Live) Plan - Enacted	Approved	Program Manager	Program Owner	
4.15		Acceptance Certificates - Go Live Acceptance Certificate	Signed	Program Owner	Program Sponsor	
Milestone		All Previous Gates and Milestones	Complete	Program Manager	Program Owner	
Milestone		GO LIVE	LIVE	Program Manager	Program Owner	
4.21		Go Live – Stay Live	Approved	Program Owner	Program Sponsor	
4.23		T1 Post Go Live Support	Approved	TechnologyOne Program Manager	Program Owner	
3.15		Hypercare - Executed	Approved	Business Readiness Manager	Program Owner	
Milestone		Resourcing for Gate 7	Appointed	Program Manager	Program Sponsor	
1.17		Stage Gate Report	Approved	Program Manager	Program Owner	
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group	
Gate 7 - Close						

3.15		Hypercare - Complete	Approved	Business Readiness Manager	Program Owner	
1.21		Lessons Learnt Report	Approved	Program Manager	Program Owner	
1.20		Handover Report - Developed	Approved	Program Manager	Program Owner	
4.15		Acceptance Certificates - Phase Completion Acceptance Certificate	Signed	TechnologyOne Project Manager	Program Owner	
1.14		Phase Transition (Go Live) Plan – Complete	Approved	Program Manager	Program Owner	
1.22		End Of Phase Report		Program Manager	Program Owner	
Milestone		All program criteria undertaken	Complete	Program Manager	Program Owner	
1.17		Stage Gate Report	Approved	Program Manager	Program Owner	
1.18		Key Decision Point	Minutes	Program Owner	Program Control Group	
Milestone		Program Concluded	Closed	Program Owner	Program Control Group	

GATE 1 – PHASE MANAGEMENT PLANNING

PURPOSE: TO APPROVE THE PHASE IMPLEMENTATION PLAN AND SUPPORTING DOCUMENTS (BASELINE) AND RECOMMEND THAT GATE 2 – DESIGN CONFIGURATION AND DATA CAN COMMENCE.

- Has the initial risk been assessed? How will it be managed?
- Have the program controls been outlined?
- Have the senior representatives been assigned?
- Is there a sponsor and an understood defined governance model?
- Is the level of governance and reporting for the program appropriate?
- Can the program demonstrate:
 - What is it delivering?
 - When will it deliver?
 - How much will it cost?
 - What is the level of organisational change?
- Are the schedule and milestones articulated?
- Is the next stage planned for?
- Consultation undertaken with functional and governance stakeholders and their acceptance, recommendation, and approval of the plan to implement the solution.
- Clear allocation and understanding of responsibilities between all parties, in addition to any contractual liabilities.

Change

- How is the program going to manage:
 - Organisational change, what level of change is required?
 - Program change control (changes to baseline)
 - Stakeholders and communications
 - Transitioning to business as usual?
- Is the vision for change clear and easily understood?
- Is the technique used for change appropriate for the change required? What is the level of risk of using that approach?
- Can the program baseline the level of readiness for change and resistance to it?
- Is there an appropriate level of support and governance to sustain the change?

Resources

- Can the program team be identified?
- Are specific subject matter experts (SME), skill and availability determined and planned?

- Does the plan include accommodation, desk space, computers, specialised software, access?
- Has leave been planned for?
- Has a formalised recruitment and engagement processes been defined?
- Have the new resources/consultants undertaken the required council and program induction steps?
- Do program team members understand their roles and responsibilities?
- Is the program team meeting regularly?
- Is the program manager actively managing staffing issues and performance?
- Has the documentation and the handover process been completed for program team members backfills?
- Can the resources be released, and if so, has the release process been adhered to?

Vendor

- Are there defined client and supplier organisation, personnel, and responsibilities?
- What are the vendors, identified internal relationships and interfaces describing who does what. Including senior management roles and escalation points?
- Are partnering arrangements contracts and service level agreements defined, and who will manage delivery and performance?
- If multiple suppliers, how the client agency will manage the interfaces?
- Evidence that the client and delivery team will work together effectively.
- Plan for implementing the new contract, identifying the quantity, type and quality of resources required.
- Acceptance of resource requirements agreed, with key roles and personnel identified and scheduled.
- Does council have identified resources available to fulfil its obligations within the contract or agreement?
- Are plans, schedules and procedures appropriate for contract management?

GATE 2 DESIGN – CONFIGURATION AND DATA

PURPOSE: APPROVE THE DESIGN REQUIREMENTS (BASELINES) AND ARTICULATE WHAT THE FUTURE STATE BUSINESS PROCESSES WILL BE BEFORE RECOMMENDING THAT THE BUILD STAGE CAN COMMENCE.

- Has configuration design established a fixed set of predefined requirements that satisfies council business activities for the future, as is currently known?
- Has the design stage adhered to the OneCouncil 'out of the box' philosophy?
 - If not, has the appropriate change process been adhered to, **WITH** appropriate rationale and validation? validated?
- Have approved changes been incorporated in the configuration design?
- Have unsuccessful though valid changes, been logged for continuous improvement considerations at a later stage?
- Are future state business processes for each module/process articulated to support testing, training and change activities?
- Is the Configuration of Design Document (CDD) and Acceptance Certificate been approved and signed?

- Does the proposed design comply with all requirements?
- Has appropriate consultation with stakeholders occurred during design and they are accepting of the proposed solution?

Assessment of proposed solutions areas to probe evidence expected:

1. Does the proposed solution meet the business need?
 - The selected delivery solution fully complies with all requirements.
 - Consultation with stakeholders during evaluation and their acceptance of the proposed solution.
2. Have the suppliers or partners proposed any alternatives or other options in addition to a fully compliant bid?
 - Assessment of options to show whether these are beneficial to the program's outcomes.
3. Will the proposed delivery solution deliver the business need described in the final business case?
 - Analysis to show: – the proposal is defined in business outcome terms – the business can achieve the necessary organisational and business process changes – the proposed services and service levels, as defined in the contract or agreement, will meet the agreed business requirements.
 - Requests for design not 'out of the box' configuration and rational articulated

CHANGE

- Analysis of differences from original plan identified.
- Can the following be answered:
 - What is going to change?
 - Why is the change required?
 - When is the change going to happen?
 - What is the impact of change, how many stakeholders and stakeholder groups will be affected? Who are they?
 - What is the plan for change?
 - How is the change going to be monitored?
 - Who is going to be responsible for managing change?

GATE 3 BUILD – CONFIGURATION AND DATA

PURPOSE: TO ENSURE THE BUILT SYSTEM MEETS THE BASELINE SPECIFICATIONS OUTLINED IN DESIGN, UNDERSTAND WHERE CHANGES WILL BE REQUIRED IN THE BUSINESS TO BE COMFORTABLE USING THE FINISHED PRODUCT AND WILL MEET STAKEHOLDERS' EXPECTATIONS.

- Has the build been developed in line with the quality acceptance criteria?
- Have the configuration design documents been updated to reflect any approved changes?
- Has the vendor provided validation/evidence of the system build being complete?
- Has the functional business owner/s accepted the module builds?
- Are the program risks being managed by the nominated key stakeholder?

Change

- Is the program continuing to assess the levels of resistance to change and readiness for change? How is that being Managed?
- Has the program identified champions to assist in supporting and enabling change?
- Can the program deliver 'quick wins' to ensure stakeholders don't get tired of waiting?
- Can the program sustain momentum?
- How is the program going to make sure the change is embedded?

STANDARD INTEGRATION FACILITIES TRAINING PROVIDED BY T1
ETL DEFINITIONS CREATED – DESIGN / BUILD

GATE 4 – TESTING

PURPOSE: TO TEST AND VALIDATE TO ENSURE THE SYSTEM, DOCUMENTATION AND PROCESSES ALIGN TO THE FINISHED PRODUCT, IS FIT FOR PURPOSE, AND MEETS STAKEHOLDERS' EXPECTATIONS.

Environment

- Was the environment built and configured as per the CDD?
- Was Functional Group Acceptance Testing completed, signed off and approved prior to UAT Test Execution
- Was production data used for testing, if not what are the reasons and did IRC approve the non-use of the data?

UAT Test Scripts

- Were all UAT Test Scripts drafted and did they align with the Business Processes
- Were all UAT Test Scripts reviewed and approved by IRC?
- Have all test scripts been handed over to BAU following UAT Test Execution for use towards Regression Testing of any future enhancements?

UAT Test Execution

- Were all UAT Test Scripts executed and any not executed have they been agreed/approved by IRC?

- There are no Severity 1 or 2 defects outstanding, or if there are any outstanding there is an agreed plan in place for resolution (not to be confused with the priority for Severity 3 & 4 defects)
- For any outstanding Severity 3 & 4 defects, have IRC agreed on these severities, captured a workaround and is there a mitigation plan in place for each of the outstanding defects?

UAT Acceptance

- Have the IRC SMEs provided signoff after Test Execution for acceptance that the system is fit for IRC purposes?
- Has the Test Summary Report been drafted, reviewed, and approved by the PCG & Program Owner
- Does the Test summary report meet agreed criteria and risks are managed?

Performance Testing

- Were all Performance Testing Scripts executed and have any not executed been agreed/approved by IRC?
- There are no Severity 1 or 2 defects outstanding, or if there are any outstanding there is an agreed plan in place for resolution (not to be confused with the priority for Severity 3 & 4 defects)
- For any outstanding Severity 3 & 4 defects, have IRC agreed on these severities, captured a workaround and is there a mitigation plan in place for each of the outstanding defects?
- Has the Test Summary Report been drafted, reviewed, and approved by the PCG & Program Owner
- Does the Test summary report meet agreed criteria and risks are managed?

Penetration & Vulnerability Testing

- Were all Pen Testing Scripts executed and any not executed have they been agreed/approved by IRC?
- There are no Severity 1 or 2 defects outstanding, or if there are any outstanding there is an agreed plan in place for resolution (not to be confused with the priority for Severity 3 & 4 defects)
- For any outstanding Severity 3 & 4 defects, have IRC agreed on these severities, captured a workaround and is there a mitigation plan in place for each of the outstanding defects?
- Has the Test Summary Report been drafted, reviewed, and approved by the PCG & Program Owner & IT Security Team
- Does the Test summary report meet agreed criteria and risks are managed?

GATE 5 – TRAINING

PURPOSE: ENSURE ALL KEY USERS AND END USERS HAVE BEEN TRAINED AND ARE PROFICIENT IN THE USE OF THE SYSTEM. COUNCIL IS CONFIDENT TO UNDERTAKE THEIR DAY TO DAY ROLE WITH THE NEW PROCESSES AND SYSTEM IN THE WAY THE PROGRAM HAS INTENDED AND SUFFICIENT SUPPORT AND INFORMATION IS IN PLACE FOR TEAMS AND INDIVIDUALS TO CONTINUE TO IMPROVE THEIR KNOWLEDGE AND UNDERSTANDING.

- Has all council teams and functional areas had the opportunity for training?
- Is there sufficient supporting information and materials for users post go-live, including training manuals, business process maps, recordings of training sessions, quick reference guides?

GATE 6 – DEPLOYMENT

PURPOSE: THIS IS THE CRITICAL GATE TO ENSURE THAT AGREED CRITERIA FOR PROGRAM SUCCESS HAS BEEN MET, OR AT A MINIMUM, MITIGATED OR ACCEPTED. THIS GATE INCLUDES MULTIPLE KEY DECISION INCLUDING: ALL PREVIOUS CRITERIA HAS BEEN MET, RISKS HAVE MITIGATIONS OR ARE ACCEPTABLE, COMPLETES AN ACCEPTABLE LEVEL OF CRITERIA TO MANAGE RISKS WITH GOING LIVE, TO ENSURE WHEN ONCE LIVE THE SYSTEM STAYS LIVE AND THERE ARE PLANS IN PLACE TO MITIGATE ANY RISK TO THIS.

- Has the program been successfully transitioned to business as usual?
- Is it ready for service (where relevant)?
- Consideration: where appropriate, transitioning may take some time. In this case, the program closure phase cannot begin straight away.

Production Verification Testing (PVT)

- Were all PVT Test Scripts executed and have any not executed been agreed/approved by IRC?
- There are no Severity 1 or 2 defects outstanding, or if there are any outstanding there is an agreed plan in place for resolution (not to be confused with the priority for Severity 3 & 4 defects)
- For any outstanding Severity 3 & 4 defects, have IRC agreed on these severities, captured a workaround and is there a mitigation plan in place for each of the outstanding defects?
- Has a Test Summary Report been drafted, reviewed, and approved by the PCG & Program Owner
- Does the Test summary report meet agreed criteria and risks are managed?

GATE 7 – CLOSE

- Has the program conducted a post-implementation review and documented all the lessons learned?
- Have all the program risks been closed?
- Has the owner of the benefits realisation process been re-confirmed and is the plan for reporting those benefits prepared?
- Has the program managed its records in line with the department's records management policy?

TECHNOLOGY ONE GATE CRITERIA

End Configuration Design Stage Gate / Start Program Implementation Stage Gate

Acceptance Test Planning

- User Acceptance Testing Strategy completed by Customer and reviewed by T1 (*included in the overall Acceptance Test Plan – Test Management Plan document*)
- Functional Group Acceptance Test Plan and Specification completed by Customer and Test Plan reviewed by T1 (*Will be included in the overall Acceptance Test Plan – Test Management Plan document*)
- Acceptance Test Plan completed by Customer and reviewed by T1 (*will not be complete before config starts – Test Management Plan document*)

Data Migration

- Customer has been provided with Data Migration Import Templates and trained in their use.
- Customer has defined Data Migration plan/approach.

Integration

- Customer trained in the use of standard Integration facilities.
- Customer has defined Integration development plan/approach.

Reporting & BPA

- Customer trained in the use of reporting tools and BPA.
- Customer has defined Reporting/BPA development plan/approach.

Milestones

1. Program Management

- **Define the Program Scope:** Establish objectives, deliverables, and timelines.
- **Stakeholder Identification and Engagement:** Identify all stakeholders and establish communication plans.
- **Governance Structure:** Set up a governance framework to oversee the implementation.
- **Project Team Formation:** Assemble a cross-functional team that represents all necessary departments.
- **Risk Management Plan:** Identify potential risks and create mitigation strategies.
- **Resource Allocation:** Ensure adequate resources (financial, human, technological) are available.

2. Technical Readiness

- **Technology Assessment:** Assess current technologies and their capabilities to meet requirements.

- **Infrastructure Evaluation:** Evaluate the current IT infrastructure's readiness for the new system.
- **Integration Considerations:** Identify necessary integrations with existing systems and applications.
- **Data Assessment:** Assess quality and cleanliness of existing data, including data migration needs.

3. Design

- **Requirements Gathering:** Conduct workshops, interviews, and surveys to gather business and technical requirements.
- **Solution Design:** Develop high-level and detailed designs including workflows, interfaces, and reports.
- **Design Approval:** Present and gain approval from stakeholders on the proposed designs.

4. Configuration

- **System Configuration:** Configure the enterprise planning system based on agreed design specifications.
- **Customization Development:** Develop any necessary custom functionalities as per design requirements.
- **Integration Development:** Build out required integrations with other systems.
- **Data Migration Plan:** Develop and execute plans for data cleansing, transformation, and loading into the new system.

5. Testing

- **Testing Strategy Development:** Define a clear strategy covering unit testing, system testing, integration testing, and user acceptance testing (UAT).
- **Test Case Development:** Create test scripts and scenarios based on business requirements.
- **Conduct Testing:** Execute tests and document results, involving end-users in UAT.
- **Defect Management:** Identify, track, and resolve any issues discovered during testing.

6. Training

- **Training Needs Analysis:** Assess training needs for different user groups within the organization.
- **Training Material Development:** Create user manuals, quick reference guides, and training presentations.
- **Conduct Training Sessions:** Train end users and key stakeholders on the new processes and software.
- **Feedback Collection:** Gather feedback on training effectiveness and adjust as necessary.

7. Business Readiness

- **Change Management Strategy Development:** Create a change management plan to facilitate the transition.
- **Readiness Assessment:** Conduct a final assessment to ensure the organization is prepared for the new system.
- **Communication Plan Implementation:** Share information regularly with all stakeholders about key changes, expectations, and timelines.

8. Change Management

- **Engagement Activities:** Conduct activities that encourage employee engagement and buy-in.
- **Support Channels Establishment:** Set up help desks, FAQs, and feedback mechanisms for ongoing support.
- **Change Impact Assessment:** Evaluate the impact of the new system on existing workflows and culture.

9. Go Live

- **Final Data Migration:** Perform a final migration of data leading up to go-live.
- **System Cutover:** Execute plans to transition from the old system to the new one.
- **Go Live Support:** Provide on-site support during the go-live phase to assist users.
- **Immediate Post-Go Live Review:** Conduct a review to assess any issues arising immediately post-deployment.

10. Close Out

- **Project Review and Assessment:** Measure success against the defined objectives and key performance indicators (KPIs).
- **Documentation Completion:** Ensure all project documentation and lessons learned are complete.
- **Transition to Operations:** Hand over ongoing support and maintenance responsibilities to the operations team.
- **Celebrate Success:** Acknowledge the efforts of the project team and stakeholders.

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Trudi Liekefett

AUTHOR POSITION

Manager People and Capability

9.14

PEOPLE AND CAPABILITY MONTHLY REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: CGFS0983

Moved: Cr Jane Pickels

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

Receives and notes the People and Capability monthly report.

Carried

HIGHLIGHTS:

Work Experience Students

Isaac Regional Council facilitated multiple work experience placements in April, providing Isaac Regional Council the opportunity to introduce students to Council careers and offering exposure to real work situations. There were students spread across Moranbah (Moranbah State High School), Nebo (Mirani State High School) and Clermont (Marist College Emerald).

Company Specific Labour Agreement

The People and Capability team have been working closely with lawyers from Holding Redlich to secure a labour agreement that will allow IRC to sponsor Water & Wastewater Operators under a Temporary Skill Shortage (TSS) visa (subclass 482). This agreement has officially been lodged with the Department of Home Affairs.

The Temporary Skill Shortage (TSS) visa (subclass 482) allows Australian employers to sponsor skilled workers from overseas when suitable local talent is unavailable. It helps address labour shortages and has three streams: short-term, medium-term, and labour agreement, with stays of up to four (4) years.

Once approved, this agreement will enable IRC to retain two of our current Water & Wastewater Operators who are on other visa arrangements and provide an additional option for recruiting critical roles. The critical skills shortage list for our current business sponsorship does not classify these operators as critical skills for visa sponsorship purposes. Unlike other states, Queensland does not have a state-wide DAMA (Designated Area Migration Agreement) that would allow us to sponsor these operators. Consequently, IRC has undertaken a lengthy process to create its own agreement. Townsville City Council is the only other Queensland LGA with an approved labour agreement.

Traineeship Completion

A Water and Waste Business Trainee has successfully completed their Certificate IV in Business and will be retained as a permanent employee of Isaac Regional Council in the People and Capability Department as the Learning and Development Officer.

Fleet Department Restructure

After significant review and consultation, the Corporate Properties and Fleet department have now been split into two (2) separate departments. This will allow increased focus on each of the areas to ensure specialised engagement and oversight at the management level. This restructure has both renovated and removed some long-term vacant positions, whilst streamlining service delivery, providing stability and improving workload management.

Leading & Managing Programme

Workshops 3 & 4 were conducted in April with a focus on culture, developing teams, delegation and managing change.

Bowen Basin Women in Leadership Program

The final instalment of the 12-month Women in Leadership program was held in April. The program has been facilitated by Regional Development Australia Greater Whitsundays, with vast investment from Council from both mentors and mentees. The program has been very successful in empowering women to remove barriers and ensure success in leadership roles, particularly in regional areas.

Change Management Joint Workshop

People & Capability facilitated a Change Management workshop, with employees from People & Capability, Water & Waste Business Services, Information Technology, Finance, Safety & Resilience and Payroll participating. The focus of the workshop was on the ADKAR model of change management, with a focus on not just driving and implementing change but communicating it well.

People & Capability/Payroll Joint Workshop

The People and Capability and Payroll teams participated in a joint workshop facilitated by Peak Legal with a focus on Council Legislative Employment Relations Framework, Local Government Legislative History, Interpretation Principals, Apprentice and Trainee Order, Term Contracts, Classification Descriptors and Progression and Local Government Awards / Certified Agreement. This workshop provided a great opportunity to gain invaluable knowledge from highly experienced content experts, further collaboration between the People & Capability and Payroll teams, identify pain points and identify areas for business improvement.

PEOPLE AND CAPABILITY

TradeMutt Wellness Wednesday shirts

The custom Isaac design for the Wellness Wednesday shirts has been finalised. Council will commission 300 male and female high-vis shirts and 300 polo shirts for the initial order. It is anticipated that the new design will be available for staff to wear in October 2025. Attachment 2 showcases the design created from employee input.

Digital Strategy Project

Work commenced on the Recruitment module of the Digital Strategy Project. Workshops were held in April to gain an understanding of the new module and commence design discovery. Work continues on the Organisation Management module in conjunction with the Payroll module, with this section of the project tracking to schedule.

RECRUITMENT AND ONBOARDING UPDATE:

The People and Capability team successfully recruited and onboarded eighteen (18) new and existing employees up to 30 April 2025:

Directorate	Position Title	Work Location
CGFS	Information Management Officer	Moranbah
E&I	Labourer	Moranbah
E&I	Plant Operator	Clermont
E&I	Manager Corporate Properties	Moranbah
E&I	Manager Fleet	Moranbah
E&I	Technical Officer - Fleet	Moranbah
E&I	Trade Assistant	Clermont
E&I	Administrator Fleet	Moranbah
PECS	Manager Economy & Prosperity	Moranbah
PECS	Land Protection Officer	St Lawrence
PECS	Cadet Community Compliance Officer	Moranbah
PECS	Frontline Service Officer	Dysart
PECS	Frontline Service Officer	Moranbah
PECS	Frontline Service Officer	Moranbah
PECS	Hospitality Casual	Dysart
W&W	Executive Assistant	Moranbah
W&W	Program Leader - Assets and Investment	Moranbah
W&W	Planning Engineer	Moranbah

There were eleven (11) employee separations up to the 30 April 2025:

Directorate	Position Title	Work Location
CGFS	Contracts and Procurement Support Officer	Moranbah
E&I	Works Admin Officer	St Lawrence
E&I	Labourer	Dysart

PEOPLE AND CAPABILITY

E&I	Trade Assistant	Moranbah
E&I	Cleaner	St Lawrence
PECS	Children's Programs Officer	Moranbah
PECS	Frontline Service Officer	Glenden
PECS	Casual Lifeguard	Moranbah
PECS	Casual Community Facilities Officer	Glenden
W&W	Executive Assistant	Moranbah
W&W	Water & Wastewater Operator	Dysart

PEOPLE AND CAPABILITY LEARNING & DEVELOPMENT UPDATE:

Figure 1.0 Estimated Data - Employee Training April 2025

Directorate	OCEO	E&I	PECS	W&W	CGFS
Number of Employees - April 2025	26	24	21	19	7

Figure 2.0 Estimated Data – Training Separated by Gender

Women	Men
62	35

Figure 3.0 Estimated Data – Training Separated by Mandatory VS Desirable

Mandatory	Desirable
36	61

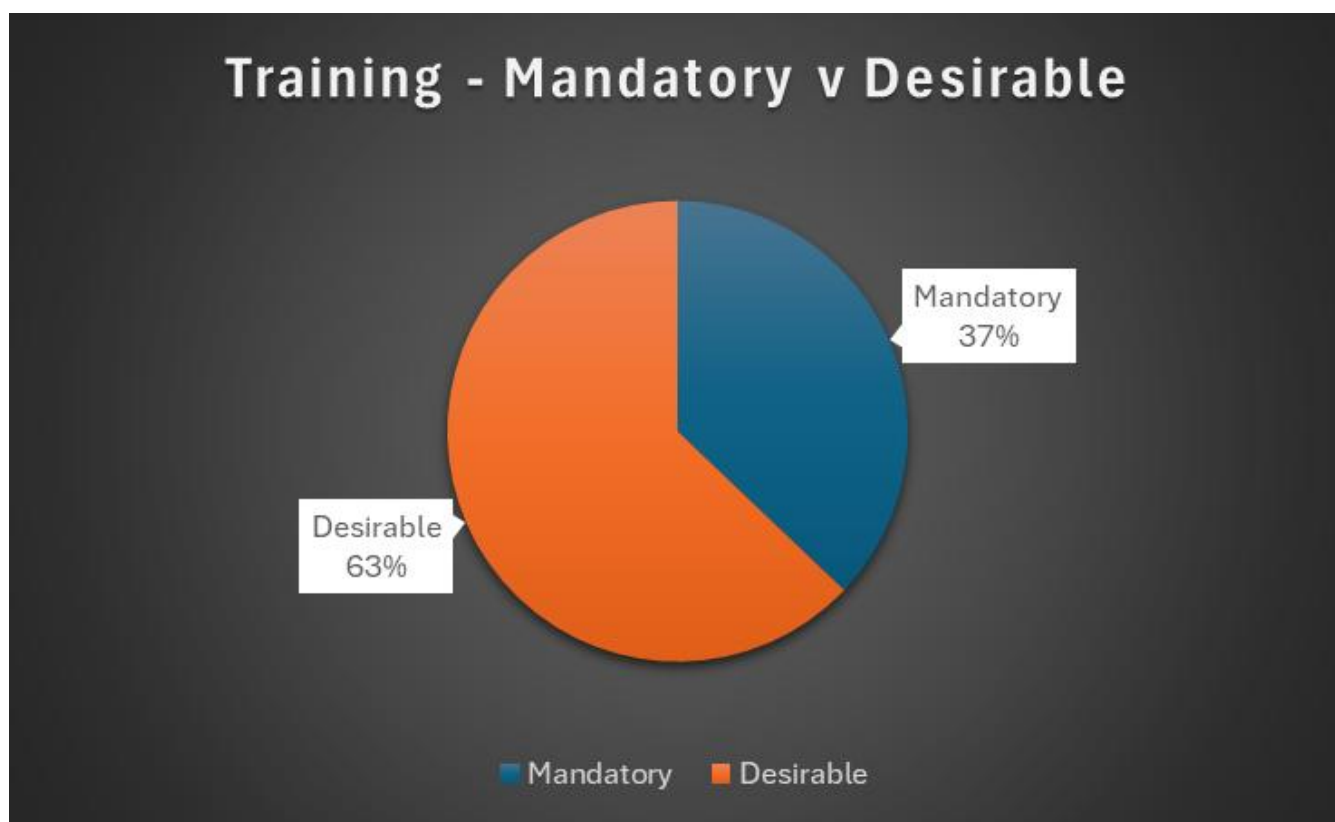


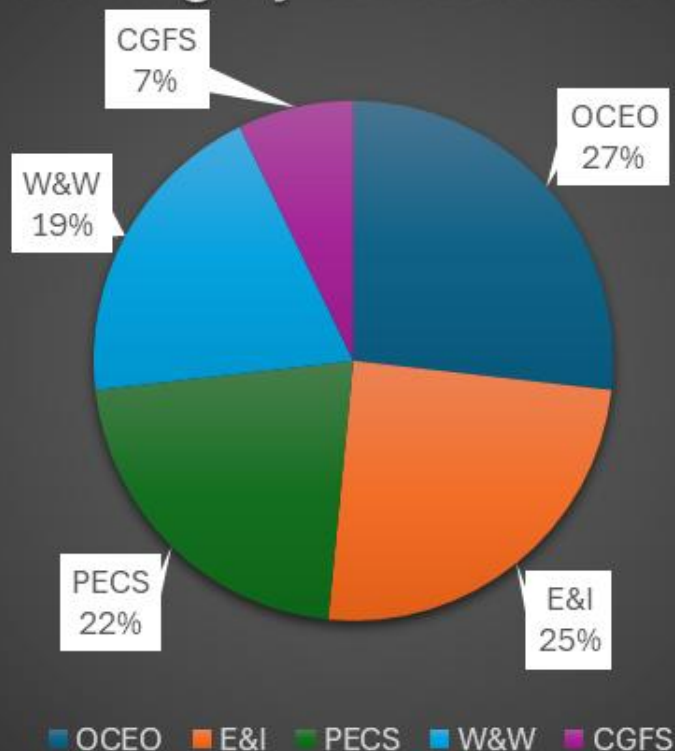
Figure 4.0 Estimated Data - Total Hours of Training – April 2025

Training Course	Hours	No Staff. OCEO	No Staff. E&I	No Staff. PECS	No Staff. W&W	No Staff. CGFS
1080 Baiting	15.00			2		
Apprentice Block Training	67.50		1		1	
Apprentice - Training site visit	2.00		1			
Authorised Persons & Local Govt Worker	4.00			1	1	
Bowen Basin Women in Leadership	30.00	1	1	4		
Change Management	82.50	10			2	3
Fire Safety Advisor	7.50					1
Food Hygiene	20.00			4		
Forklift	84.00		5		2	
Ignite Programme	7.50		1			
Introduction to DWQMP	7.50				1	
Landfill Leachate Generation and Management	30.00				5	
Leading & Managing Programme	165.00		4	4	3	
LGMA: The art of delegation – a productivity booster Webinar	1.00	2				
LGMA: Master the art of Collaboration Webinar	2.00	1				

PEOPLE AND CAPABILITY

Peak Legal HR/Payroll Essentials Workshop	154.00	11				3
Propeller	22.50	1		2		
Provide CPR	40.50		6	1	2	
Provide First Aid	33.50		4	1		
Making Use of Water Quality Data	7.50				1	
Responsible Service of Alcohol	10.00			2		
Traffic Control	7.50		1			
White/Construction Card	5.50				1	
Total	806.50	26	24	21	19	7

Training by Directorate %





FINANCIAL REPORT:

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

DEVIATION FROM BUDGET AND POLICY:

NIL

ACTION ACCOUNTABILITY:

Not Applicable.

Report prepared by:

TRUDI LIEKEFETT
Manager People and Capability

Date: Friday 2 May 2025

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: Tuesday 6 May 2025

ATTACHMENTS

- Attachment 1 - People and Capability Establishment Report
- Attachment 2 – Trademutt Custom Design

REFERENCE DOCUMENT

- NIL

DATE: 06 May 2025

PEOPLE AND CAPABILITY

ESTABLISHMENT REPORT:

Establishment Report Notes:

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

APPROVED FTE

OCEO
Approved FTE
27

CGFS
Approved FTE
72.7

E&I
Approved FTE
189.7

PECS
Approved FTE
103.6

W&W
Approved FTE
77.1

Department	
Chief Executive Officer	4
People & Capability	14
Advocacy & External Affairs	9

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

Department	
Director Engineering & Infrastructure	2
Bowen Basin and Galilee Operations	5
Parks & Recreation	60.5
Infrastructure East	17
Infrastructure West	57
Corporate Properties & Fleet	31.2
Plant, Fleet & Workshop	12
Infrastructure Planning & Technical Services	5

Department	
Director Planning, Environment & Community Services	6
Economy & Prosperity	11
Liveability & Sustainability	12.0
Community Education & Compliance	16
Engaged Communities	11.7
Community Hubs	30.8
Community Facilities	16.1

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

APPROVED FTE	470.10
FILLED	395.80
VACANT	74.30
HEADCOUNT	406.00

ALL POSITIONS (FTE)

OCEO

All Positions FTE

28

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

ALL POSITIONS	502.50
FILLED	425.70
VACANT	76.80
HEADCOUNT	443.00

CGFS

All Positions FTE

76.4

Department	
Director Corporate, Governance & Financial Services	3
Financial Services	25
Information Solutions	21.7
Governance & Corporate Services	4
Contracts & Procurement	8
Safety & Resilience	11
Enterprise Asset	4

E&I

All Positions FTE

194.7

Department	
Director Engineering & Infrastructure	2
Bowen Basin and Galilee Operations	7
Parks & Recreation	61.5
Infrastructure East	17
Infrastructure West	59.0
Corporate Properties & Fleet	31.2
Plant, Fleet & Workshop	12
Infrastructure Planning & Technical Services	5

PECS

All Positions FTE

123.1

Department	
Director Planning, Environment & Community Services	6
Economy & Prosperity	13
Liveability & Sustainability	12.5
Community Education & Compliance	17
Engaged Communities	12.7
Community Hubs	35.1
Community Facilities	26.8

W&W

All Positions FTE

80.3

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

INFORMATION BULLETIN

Snapshot of FTE by month – May 2024 to April 2025

Approved FTE - 12 Months

DIRECTORATE	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
OCEO	24	24	24	24	25	25	25	25	26	26	26	27
CGFS	71.7	71.7	71.7	71.7	72.7	72.7	72.7	72.7	72.7	72.7	72.7	72.7
E&I	191.7	191.7	191.7	191.7	190.7	190.7	190.7	190.7	190.7	190.7	189.7	189.7
PECS	105.5	105.5	105.5	105.5	105.5	104.5	104.5	104.5	104.1	103.6	103.6	103.6
W&WW	77.1	77.1	77.1	77.1	77.1	77.1	77.1	77.1	77.1	77.1	77.1	77.1
FTE	470.00	470.00	470.00	470.00	471.00	470.00	470.00	470.00	470.60	470.10	469.10	470.10

Approved FTE movement

There has been an increase of 1.00 FTE within the Office of the CEO Directorate for the month of April 2025 - Onboarding and Pathways Officer (11,117.00)

During this reporting period, there have been changes within the organisation's structure, predominately in the Engineering & Infrastructure (E&I) with the separation of the Corporate Properties & Fleet departments where positions have either increased or decreased in FTE to support the current operational requirements.

All Positions (Approved & Non Approved) - 12 Months

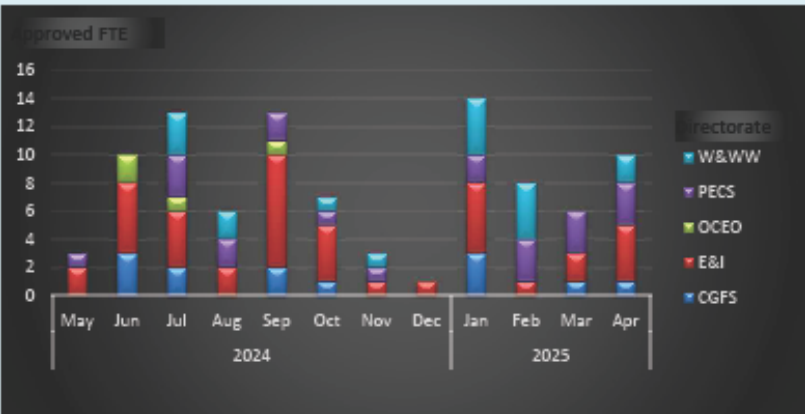
DIRECTORATE	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
OCEO	27.7	27.7	27.7	27.7	30.7	30.7	30.7	30.7	31	30	28	28
CGFS	74.7	74.7	74.7	79.2	76.7	76.7	76.7	76.7	74.7	74.7	75.4	76.4
E&I	195.7	194.4	194.4	194.4	193.4	193.4	193.4	193.4	195.4	195.4	193.7	194.7
PECS	125.1	125.1	125.1	125.1	126.3	124.3	124.3	124.3	122.7	123.9	124.6	123.1
W&WW	81.1	80.8	80.8	80.8	81.3	81.3	81.3	81.3	80.3	80.3	80.3	80.3
FTE	504.30	502.70	502.70	507.20	508.40	506.40	506.40	506.40	504.10	504.30	502.00	502.50

APPROVED FTE DASHBOARD - MAY 2024 TO APRIL 2025

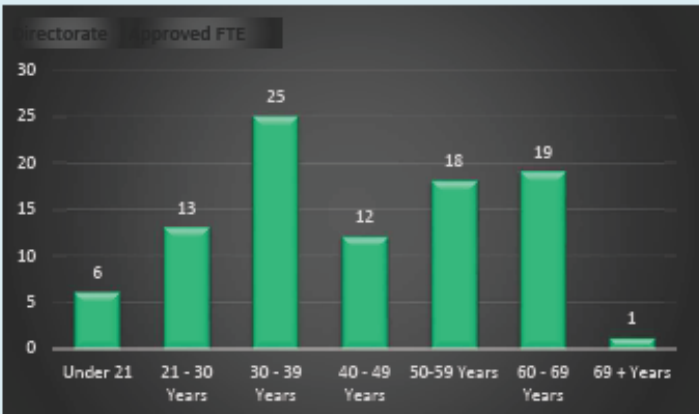
TURNOVER REASON



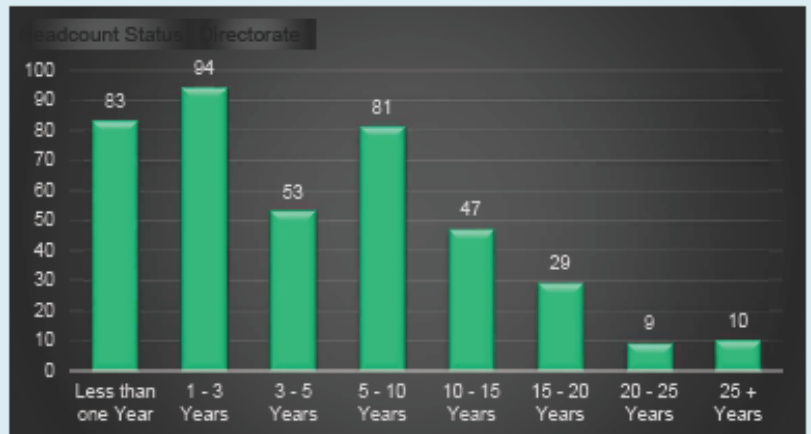
TURNOVER - 12 MONTHS



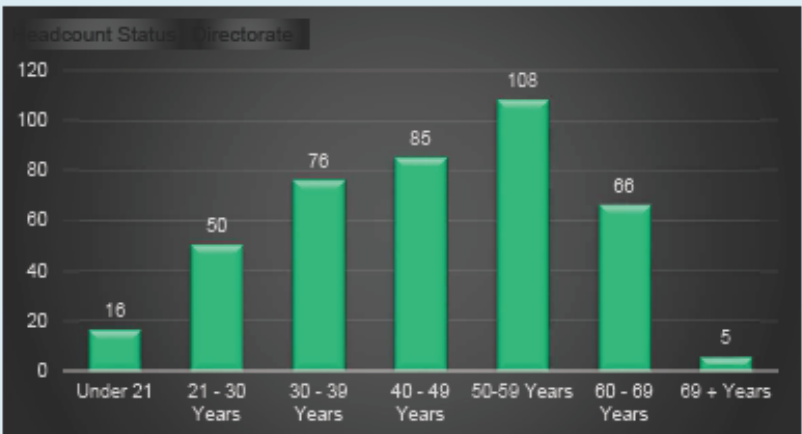
TURNOVER AGE DEMOGRAPHICS



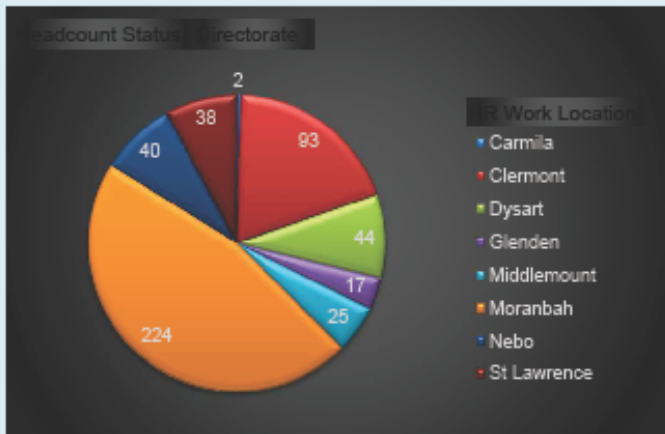
EMPLOYEE LENGTH OF SERVICE



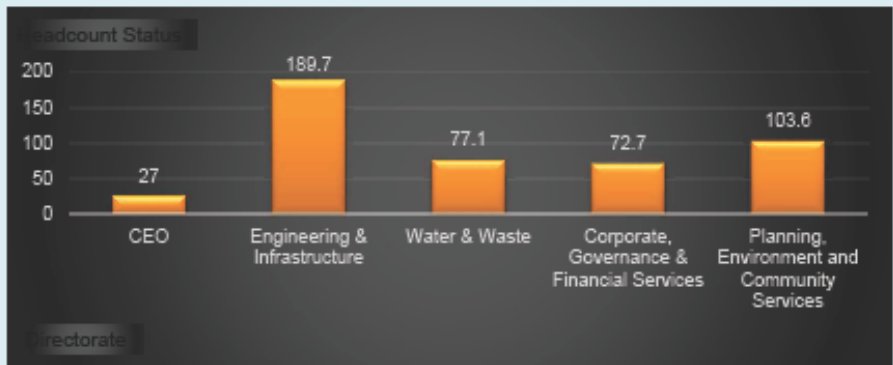
EMPLOYEE AGE DEMOGRAPHICS



POSITION LOCATION



APPROVED FTE BY DIRECTORATE



CURRENT EMPLOYEE DEMOGRAPHICS

No. OF EMPLOYEES	HIRING	TURNOVER
406	99	94



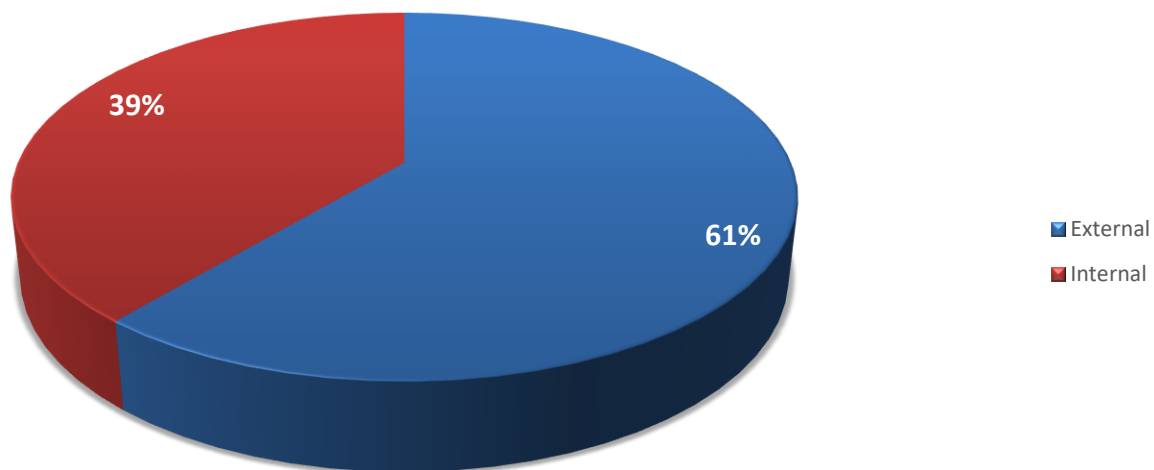
ANNUAL
TURNOVER %
23.15%

RECRUITMENT UPDATE

Positions Filled up to 25 April 2025.

Position No.	Position Title	Location	FTE	Effective
CEO Office				
No positions filled for OCEO in April 2025.				
Corporate Governance and Financial Services				
44,214.30	Information Management Officer	Moranbah	1.00	7/04/2025
Engineering and Infrastructure				
52,214.00	Labourer	Moranbah	1.00	7/04/2025
56,217.30	Plant Operator	Clermont	1.00	22/04/2025
57,000.00	Manager Corporate Properties	Moranbah	1.00	14/04/2025
58,000.00	Manager Fleet	Moranbah	1.00	14/04/2025
58,205.00	Technical Officer - Fleet	Moranbah	1.00	14/04/2025
58,210.00	Trade Assistant	Clermont	1.00	14/04/2025
58,218.00	Administrator Fleet	Moranbah	1.00	14/04/2025
Planning, Environment and Community Services				
62,500.00	Manager Economy & Prosperity	Moranbah	1.00	22/04/2025
63,522.00	Land Protection Officer	St Lawrence	1.00	7/04/2025
64,544.00	Cadet Community Compliance Officer	Moranbah	1.00	14/04/2025
66,732.00	Frontline Service Officer	Dysart	0.50	14/04/2025
66,754.00	Frontline Service Officer	Moranbah	0.70	14/04/2025
66,756.00	Frontline Service Officer	Moranbah	0.70	14/04/2025
67,613.00	Hospitality Casual	Dysart	0.50	14/04/2025
Water and Wastewater				
80,001.00	Executive Assistant	Moranbah	1.00	7/04/2025
84,411.00	Program Leader - Assets and Investment	Moranbah	0.70	7/04/2025
86,602.00	Planning Engineer	Moranbah	1.00	22/04/2025

Internal & External Recruitment for the Month



CURRENT VACANCIES

Recruitment Report – Current Vacancies as at 30 April 2025 – 54 (FTE) Vacant Positions.

Position No.	Position Title	No of Days Vacant	Vacancy Status
CEO Office			
11,117.00	Onboarding and Pathways Officer	17	Advertising
13,005.00	Communications Coordinator	154	Shortlisting
Corporate Governance and Financial Services			
41,021.00	Senior Accountant (Budgets & Statutory Reporting)	18	Interview
44,000.00	Chief Information Officer	167	Interview
44,223.00	Systems Officer	33	Shortlisting
45,003.00	Senior Governance Officer	79	Advertising
46,205.00	Contracts and Procurement Support Officer	9	Advertising
47,000.00	Manager Safety & Resilience	64	Shortlisting
47,004.00	Safety, Wellbeing and Resilience Support	139	Interview
Engineering and Infrastructure			
51,508.00	Project Support Officer	209	Letter of Offer
52,211.00	Team Leader - Horticulture	373	Shortlisting
52,223.00	Labourer	384	Police Check
52,242.00	Truck Driver	219	Letter of Offer
52,243.00	Truck Driver	8	Job Requisition
55,204.00	Plant Operator	80	Due to Start
56,062.00	Works Admin Officer	4	Police Check
56,210.00	Plant Operator	28	Job Requisition
56,223.00	Truck Driver	13	Job Requisition
56,416.00	Labourer	10	Job Requisition
56,513.00	MR Truck Driver	133	Medical
56,610.00	Roller Plant Operator	38	On Hold - Temporarily backfilled with LabourHire
56,611.00	Grader Operator	298	On Hold - Temporarily backfilled with LabourHire
56,612.00	Labourer	635	On Hold - Temporarily backfilled with LabourHire
56,613.00	Truck Driver	647	On Hold - Temporarily backfilled with LabourHire
56,614.00	Water Truck Driver	490	On Hold - Temporarily backfilled with LabourHire
57,000.00	Manager Corporate Properties	18	On Hold- Backfilled with acting duties
57,515.00	Trade Assistant	6	Job Requisition
57,612.00	Cleaner	173	Medical
57,624.00	Cleaner	13	Job Requisition
57,634.00	Cleaner	149	Medical
Planning, Environment and Community Services			
63,523.00	Environment and Sustainability Officer	83	Due to Start
64,551.00	Environmental Health Officer	1059	Advertising
64,552.00	Lead Environmental Health Officer	24	Advertising
65,510.00	Departmental Administration Officer - EC	119	Interview

Position No.	Position Title	No of Days Vacant	Vacancy Status
66,701.00	Program Leader - Library Services	159	Shortlisting
66,713.00	Frontline Service Officer	72	Interview
66,727.00	Frontline Service Officer	19	Due to Start
66,748.00	Frontline Service Officer	23	Interview
67,502.00	Departmental Administration Officer - CF	84	Due to Start
67,522.00	Casual Lifeguard	14	Advertising
67,600.00	Manager Council Operated Community Facilities	49	Advertising
67,622.00	Casual Community Facilities Officer	12	Advertising
67,631.00	Team Leader - Catering	1204	Due to Start
67,634.00	Hospitality Casual	199	Due to Start
Water and Waste			
81,013.00	Senior Water & Wastewater Operator	769	Advertising
81,014.00	Water & Wastewater Operator	45	Advertising
81,022.00	Electrician	63	Advertising
81,023.00	Water & Wastewater Operator	84	Advertising
81,024.00	Water & Wastewater Operator	84	Advertising
81,030.00	Senior Water & Wastewater Operator	425	Advertising
81,057.00	Senior Water & Wastewater Operator	121	Due to Start
81,086.00	Water & Wastewater Operator	9	Advertising
84,401.00	Team Leader - Customer Administration	49	Advertising
84,407.00	Business Services Trainee	43	Interview

Vacant Positions – ON HOLD UNDER REVIEW WITH MANAGEMENT - 24 (FTE) as at 30 April 2025.

Position No.	Position Title	No of Days Vacant	Vacancy Status	
CEO Office				
13,010.00	Advocacy Coordinator	157	On Hold - Under review with management	Position has been put on hold with manager and backfilling with consultant.
Corporate Governance and Financial Services				
40,003.00	Business Transformation Manager	278	On Hold - Under review with management	Negotiations with consultant/candidate.
41,200.00	Insurance and Finance Officer	43	On Hold - Under review with management	Position to be split .5 Insurance and .5 Payroll. Proposal with Director and CEO.
Engineering and Infrastructure				
51,507.00	Civil Engineering Student	234	On Hold - Under review with management	Position to be advertised later in 2025 to align with university breaks.
52,227.00	Parks Maintenance Officer	313	On Hold - Under review with management	reviewing internal staff and potential qualifications to internally upskill.
52,228.00	Apprentice Parks and Recreation	117	On Hold - Under review with management	reviewing potential for different qualification - have not been able to successfully recruit.

INFORMATION BULLETIN

Position No.	Position Title	No of Days Vacant	Vacancy Status	
55,305.00	Loader Operator	85	On Hold - Under review with management	PAM with DE&I to change position.
56,066.00	Trainee - Administration	446	On Hold - Under review with management	Position to be advertised later in 2025 to align with end of school.
56,214.00	Grader Operator	69	On Hold - Under review with management	Awaiting JCC for consultation.
56,428.00	Grader Operator	149	On Hold - Under review with management	Awaiting JCC for consultation.
57,507.00	Apprentice Carpenter	104	On Hold - Under review with management	Potential to restructure team - awaiting confirmation.
57,509.00	Electrician	228	On Hold - Under review with management	Potential to restructure team - awaiting confirmation.
57,510.00	Apprentice Electrician	78	On Hold - Under review with management	Potential to restructure team - awaiting confirmation.
57,513.00	Plumber - Commercial	188	On Hold - Under review with management	Potential to restructure team - awaiting confirmation.
57,610.00	Maintenance Officer West	123	On Hold - Under review with management	Potential to restructure team - awaiting confirmation.
57,622.00	Cleaner	332	On Hold - Under review with management	Reviewing advertising ways - cannot attract candidates.
59,000.00	Manager Infrastructure Planning and Technical Serv	169	On Hold - Under review with management	Restructure underway.
59,015.00	Design and Planning Engineer	34	On Hold - Under review with management	Restructure underway.
Planning, Environment and Community Services				
60,100.00	Manager Strategic Policy & Projects	68	On Hold - Under review with management	PAM Drafted to change position; this is with the Manager P&C for review
64,501.00	Community Education Officer	486	On Hold - Under review with management	PD with Manager, P&C followed up on Monday 7 April 2025. Advertised 8 times since it's become vacant. Offered twice however candidates withdrew.
64,542.00	Community Compliance Officer	331	On Hold - Under review with management	Position is on hold whilst we have a new cadet starting and the program leader is training that position. We have advertised multiple times over the past few months and will be re-advertising in coming months
65,611.00	Moranbah Community Relations Officer	175	On Hold - Under review with management	PAM Drafted to change position; this is with the Manager P&C for review
65,612.00	Community Relations Officer	29	On Hold - Under review with management	PAM Drafted to change position; this is with the Manager P&C for review
Water and Waste				
86,606.00	Project Manager	337	On Hold - Under review with management	Director to work on Position Description

INFORMATION BULLETIN

VACANT POSITIONS – LABOUR HIRE ENGAGEMENT as at 30 April 2025

Position No.	Position Title	Vacancy Status
Engineering and Infrastructure		
52,252.00	Labourer	On Hold - Temporarily backfilled with Labour Hire
59,000.00	Manager Infrastructure Planning and Technical Services	On Hold - Temporarily backfilled with Labour Hire
57,610.00	Maintenance Officer – West	Labour hire required to backfill vacancy
Water and Waste		
84,401.00	Administration Officer	On Hold - Temporarily backfilled with Labour Hire
81,013.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
81,023.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
84,401.00	Customer Administration Officer	On Hold - Temporarily backfilled with Labour Hire
81,030.00	Senior Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire
81,024.00	Water and Wastewater Operator	On Hold - Temporarily backfilled with Labour Hire

TURNOVER DEMOGRAPHICS

Figure 1.0 Turnover Demographics – Reason for Turnover up to 25 April 2025

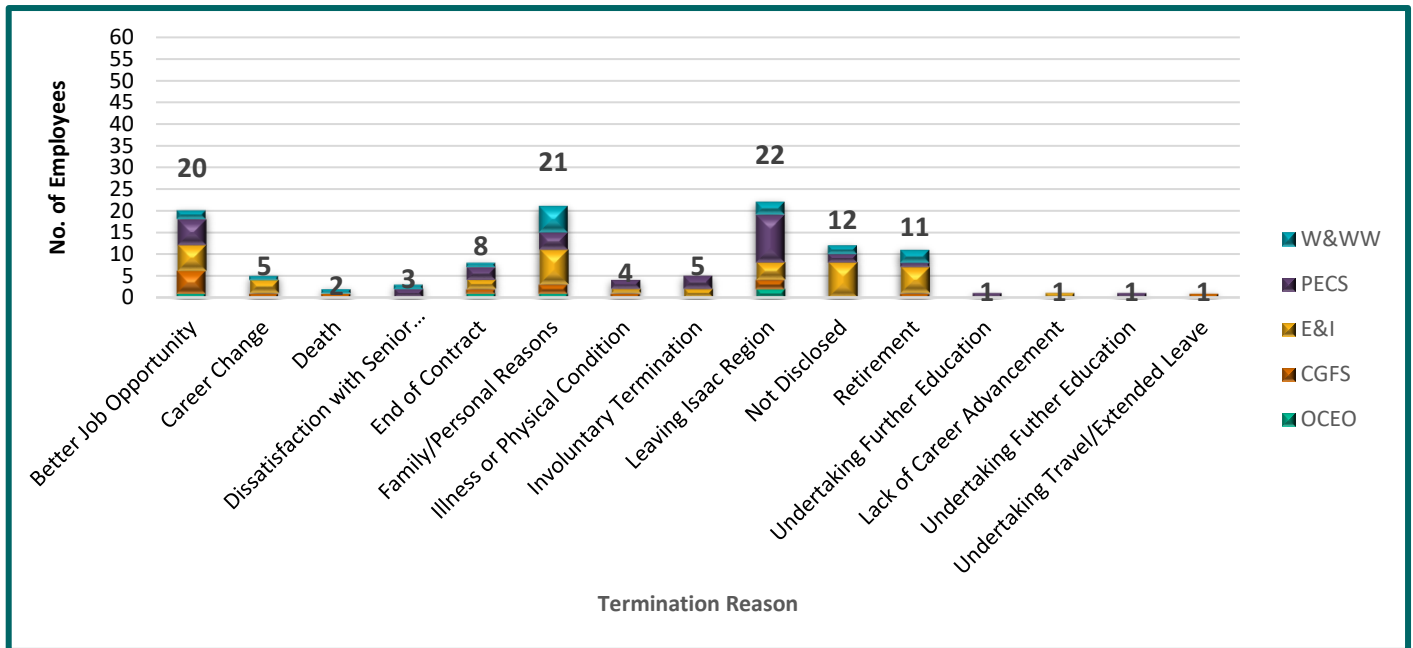


Figure 2.0 Turnover Demographics –Turnover by Months 12 months –1 May 2024 to 25 April 2025.

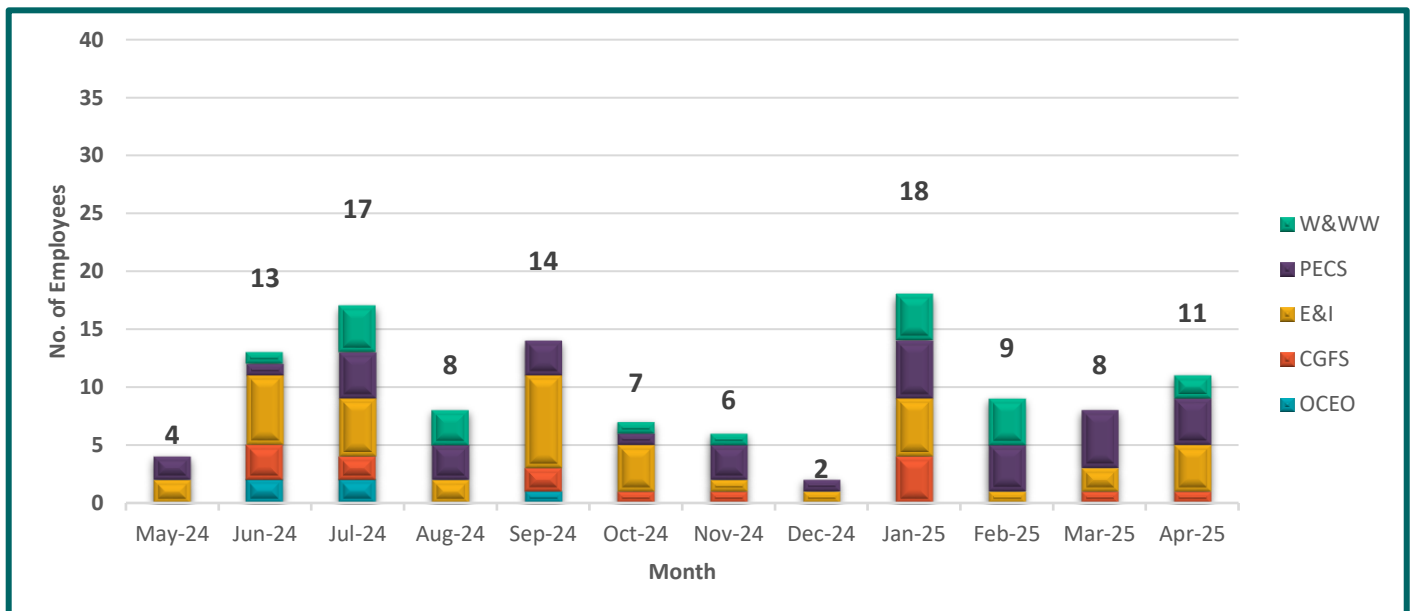


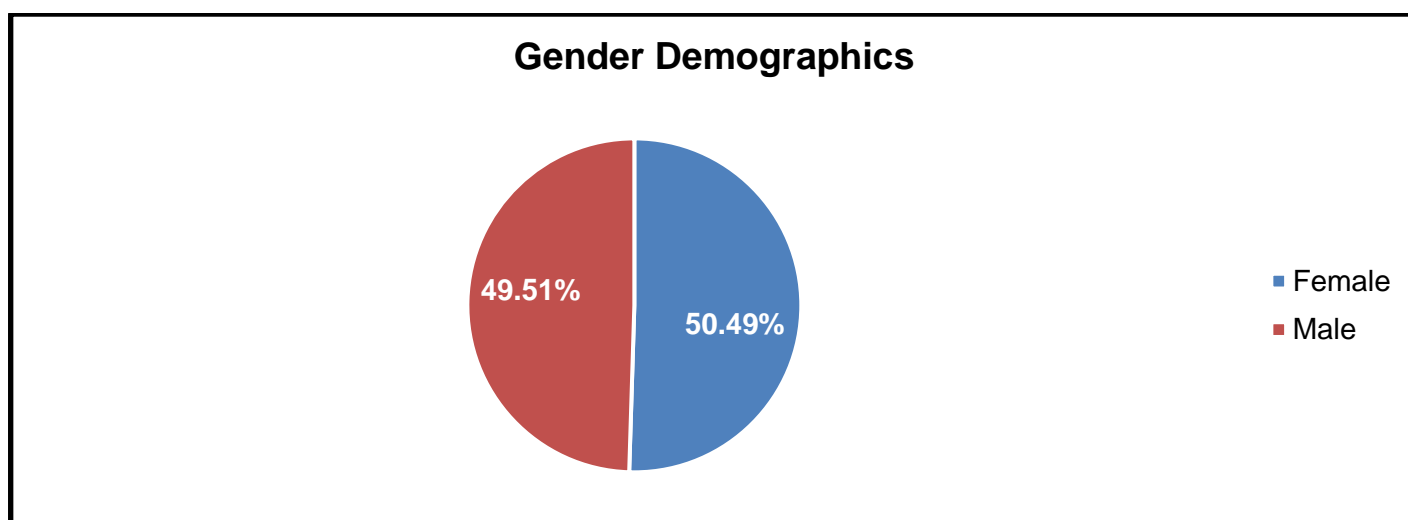
Figure 3.0 Turnover Demographics –Turnover by Directorate 12 months – 1 May 2024 to 25 April 2025.

Employee Turnover by Directorate Established Positions		From date	1/05/2024	To date	30/04/2025
Directorate	Appointed	Turnover	Current	Percent (%)	
Office of the CEO	5	4	23	17.39%	
Corporate, Governance & Financial Services	9	13	64	20.31%	
Engineering and Infrastructure	37	39	159	24.53%	
Planning, Environment and Community Services	28	21	94	22.34%	
Water and Waste	20	17	66	25.76%	
TOTALS	99	94	406	23.15%	



WORKFORCE – DEMOGRAPHICS

Figure 1.0 Workforce Demographics – Male vs Female employees



WORKFORCE - LEAVE

Figure 1.0 Workforce Demographics – Excess **Annual Leave** by Directorate up to Pay Period Ending (PPE) 18 April 2025.

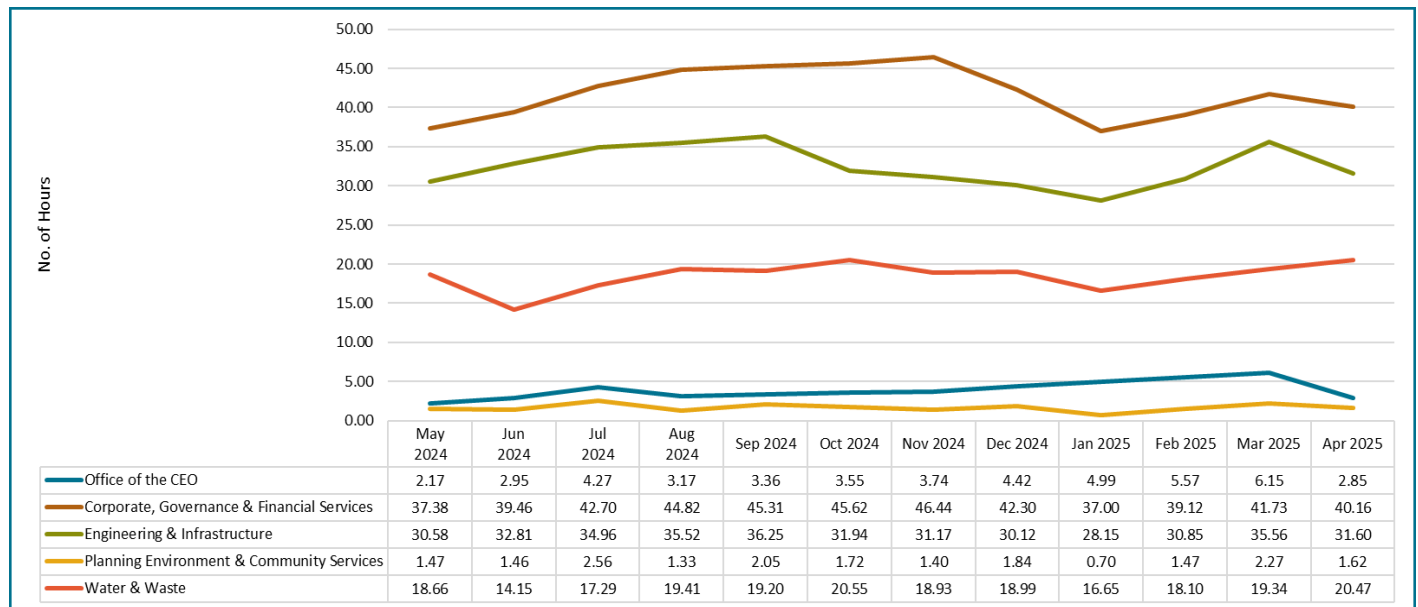


Figure 2.0 Workforce Demographics – Excess **Annual Leave** percentage by Directorate up to Pay Period Ending (PPE) 18 April 2025.

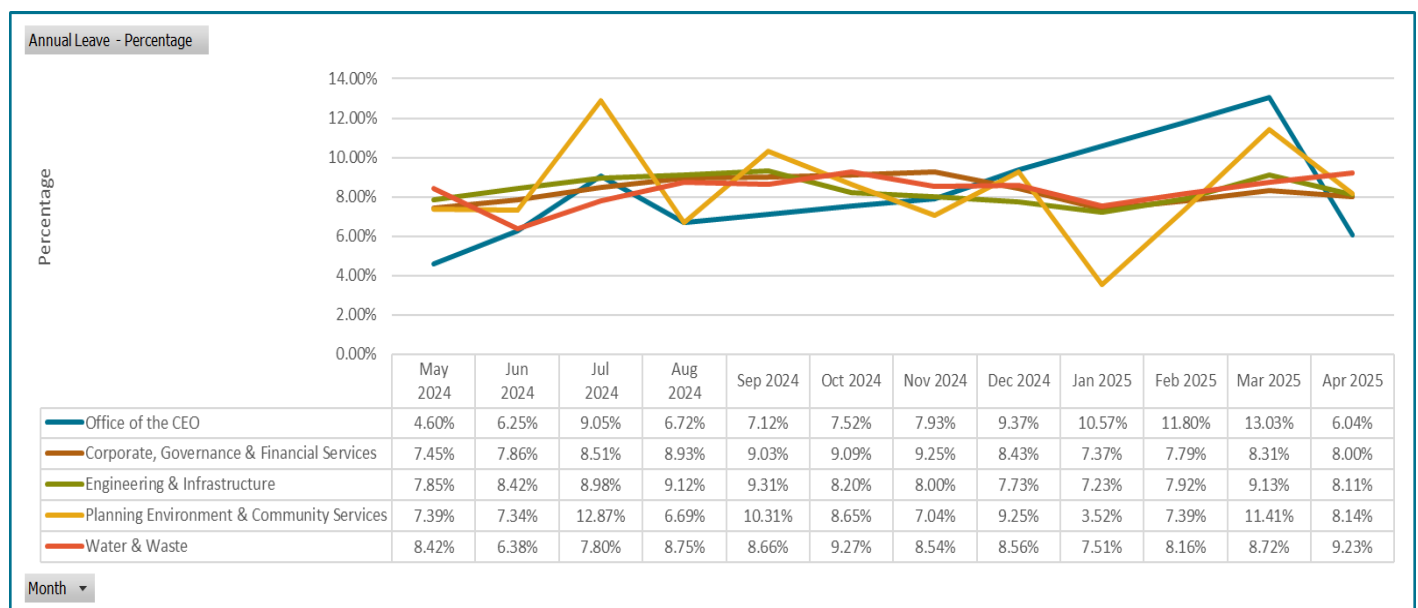


Figure 3.0 Workforce Demographics – **Sick Leave Taken** by Directorate up to Pay Period Ending (PPE) 18 April 2025.

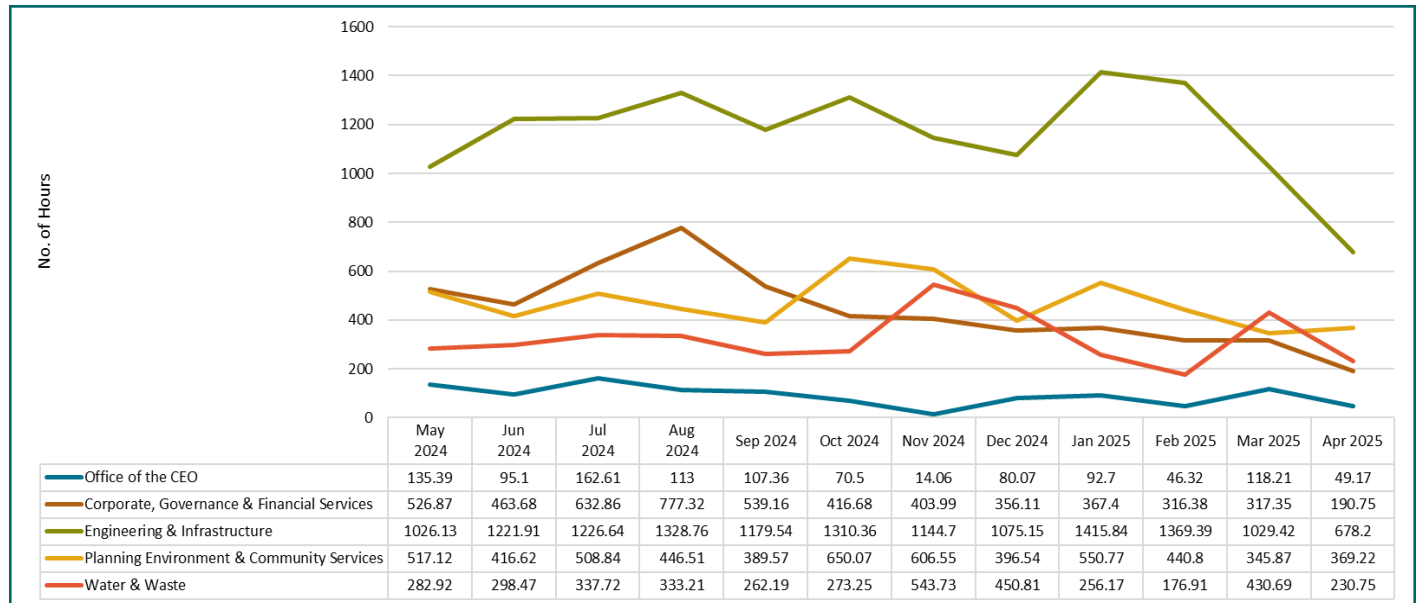


Figure 4.0 Workforce Demographics – **Sick Leave Taken** percentage by Directorate up to Pay Period Ending (PPE) 18 April 2025.

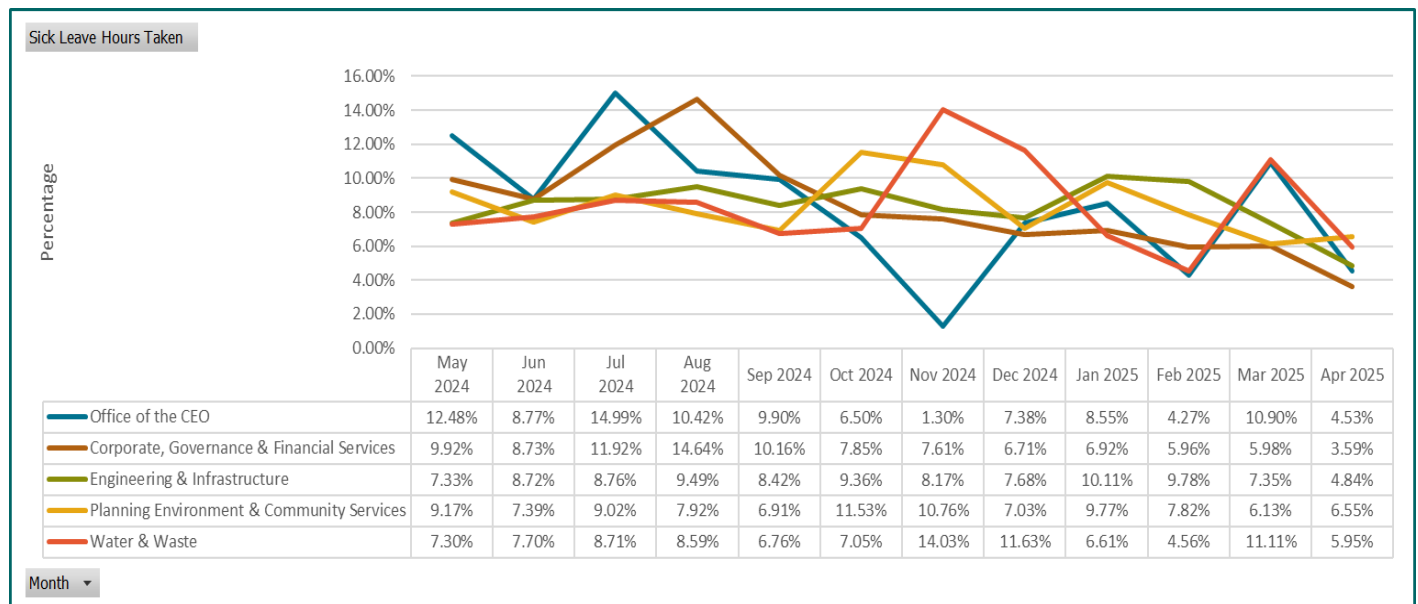
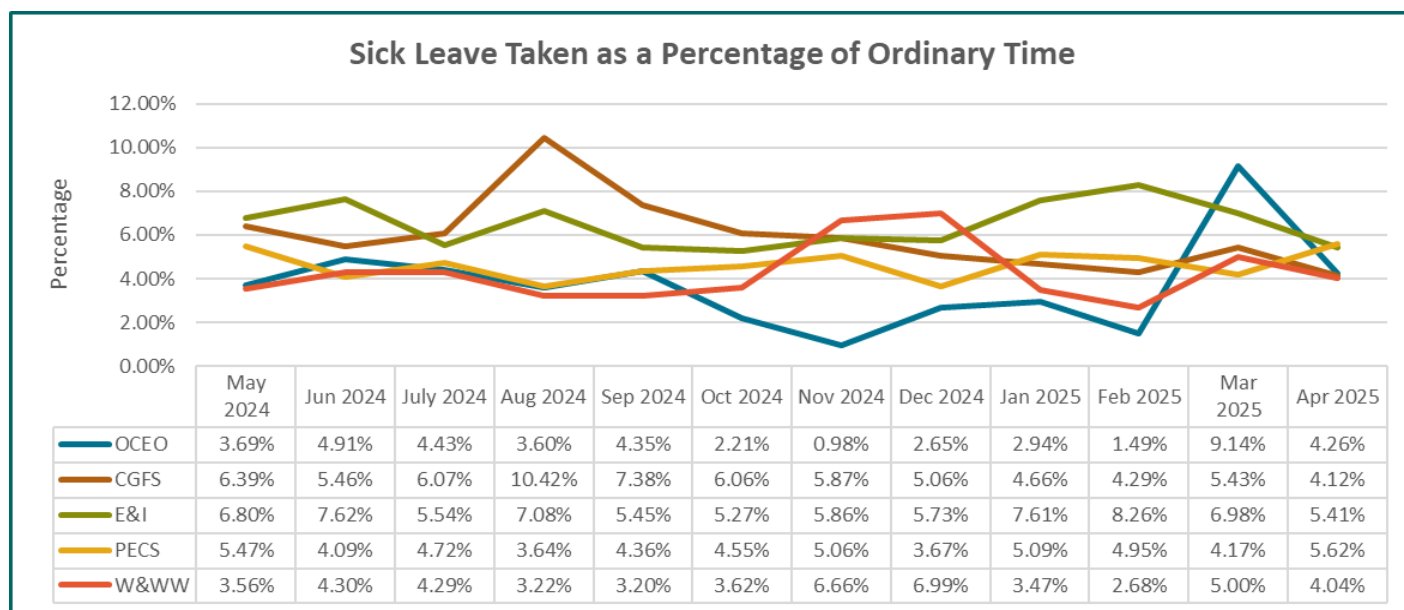


Figure 5.0 Workforce Demographics – **Sick Leave Taken** percentage of Ordinary Time by Directorate up to Pay Period Ending (PPE) 18 April 2025.

PERCENTAGE	Month	May 2024	Jun 2024	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025
OCEO		3.69%	4.91%	4.43%	3.60%	4.35%	2.21%	0.98%	2.65%	2.94%	1.49%	9.14%	4.26%
CGFS		6.39%	5.46%	6.07%	10.42%	7.38%	6.06%	5.87%	5.06%	4.66%	4.29%	5.43%	4.12%
E&I		6.80%	7.62%	5.54%	7.08%	5.45%	5.27%	5.86%	5.73%	7.61%	8.26%	6.98%	5.41%
PECS		5.47%	4.09%	4.72%	3.64%	4.36%	4.55%	5.06%	3.67%	5.09%	4.95%	4.17%	5.62%
W&WW		3.56%	4.30%	4.29%	3.22%	3.20%	3.62%	6.66%	6.99%	3.47%	2.68%	5.00%	4.04%
ALL		5.63%	5.62%	5.18%	5.98%	5.10%	4.73%	5.41%	5.05%	5.44%	5.26%	5.82%	4.90%

SICK LEAVE	OCEO	\$ 9,489.70	\$ 8,184.14	\$ 6,215.99	\$ 6,026.50	\$ 7,304.62	\$ 3,954.83	\$ 2,790.79	\$ 4,229.92	\$ 3,898.20	\$ 2,763.73	\$ 16,509.71	\$ 7,926.76
	CGFS	\$ 38,583.60	\$ 24,037.55	\$ 27,048.92	\$ 44,218.99	\$ 32,135.81	\$ 24,912.13	\$ 40,218.72	\$ 17,409.93	\$ 15,826.22	\$ 19,516.86	\$ 25,717.61	\$ 18,284.59
	E&I	\$ 75,575.45	\$ 59,693.22	\$ 45,617.88	\$ 59,133.13	\$ 45,370.24	\$ 39,849.79	\$ 74,894.68	\$ 37,605.71	\$ 49,309.25	\$ 65,002.21	\$ 58,818.33	\$ 42,878.78
	PECS	\$ 44,090.99	\$ 23,420.14	\$ 26,745.73	\$ 20,590.96	\$ 24,567.37	\$ 24,494.51	\$ 45,424.81	\$ 18,494.80	\$ 22,765.52	\$ 31,351.15	\$ 27,212.09	\$ 32,431.67
	W&WW	\$ 19,611.96	\$ 16,290.82	\$ 16,316.75	\$ 12,867.91	\$ 12,372.43	\$ 13,434.55	\$ 37,773.80	\$ 22,749.58	\$ 11,409.47	\$ 10,624.18	\$ 19,891.86	\$ 16,283.72
	TOTAL	\$ 187,351.70	\$ 131,625.87	\$ 121,945.27	\$ 142,837.49	\$ 121,750.47	\$ 106,645.81	\$ 201,102.80	\$ 100,489.94	\$ 103,208.66	\$ 129,258.13	\$ 148,149.60	\$ 117,805.52

ORDINARY TIME	OCEO	\$ 257,269.05	\$ 166,604.13	\$ 140,321.41	\$ 167,301.30	\$ 167,812.33	\$ 178,776.66	\$ 286,086.17	\$ 159,340.23	\$ 132,518.57	\$ 185,873.95	\$ 180,704.07	\$ 186,040.79
	CGFS	\$ 603,823.71	\$ 440,198.92	\$ 445,536.45	\$ 424,216.08	\$ 435,664.61	\$ 410,981.05	\$ 685,682.55	\$ 343,981.46	\$ 339,668.85	\$ 454,451.01	\$ 473,292.67	\$ 443,525.92
	E&I	\$ 1,111,543.58	\$ 783,275.30	\$ 823,103.95	\$ 834,773.03	\$ 832,493.05	\$ 756,032.06	\$ 1,278,879.29	\$ 656,180.31	\$ 647,903.38	\$ 786,702.20	\$ 842,402.22	\$ 792,948.31
	PECS	\$ 906,375.89	\$ 573,066.55	\$ 566,181.51	\$ 564,939.18	\$ 563,713.31	\$ 538,201.28	\$ 897,115.85	\$ 503,933.05	\$ 446,923.39	\$ 633,993.00	\$ 651,867.84	\$ 577,554.95
	W&WW	\$ 550,266.86	\$ 378,865.08	\$ 379,970.94	\$ 399,133.91	\$ 386,865.74	\$ 371,585.70	\$ 567,349.71	\$ 325,307.94	\$ 329,193.60	\$ 396,430.44	\$ 397,515.72	\$ 403,024.18
	TOTAL	\$ 3,329,279.09	\$ 2,342,009.98	\$ 2,355,114.26	\$ 2,390,363.50	\$ 2,386,549.04	\$ 2,255,576.75	\$ 3,715,113.57	\$ 1,988,742.99	\$ 1,896,207.79	\$ 2,457,450.60	\$ 2,545,782.52	\$ 2,403,094.15



Report authorised by:

CALE DENDLE

Chief Executive Officer

Date 06 May 2025



TRADEMUTT X ISAAC REGION
[DESIGN PROPOSAL]

CLIENT DIRECTION

- Create an illustrative caricature design with stylised illustrations depicting the main areas of the Isaac Region landmarks, industry, landscape and specialty that been selected.
- Use the Isaac Regional Council colours as a starting point and extend the colour palette to 10-12 colours overall to achieve a loud TradeMutt design.

FROM THE ARTIST

This vibrant and dynamic illustrative caricature design captures the unique essence of the Isaac Region through a stylised, bold TradeMutt lens. Central to the composition are key landmarks and cultural icons including Lords Table Mountain, Wolfgang Peak, the iconic Red Bucket, the lush Wetlands, Hoods Lagoon, and the recreational hub of Theresa Creek Dam. These are interwoven with depictions of the local Rodeo, as well as the cattle and mining industries, set against the backdrop of the sweeping regional landscape.

Built upon the Isaac Regional Council's colour palette, the design expands into a rich spectrum of striking colours to amplify energy and presence. This extended palette supports the loud, playful, and unmistakable TradeMutt style, ensuring the final artwork is both visually captivating and deeply representative of the region's identity.

More than just a print, this design is a conversation starter—designed to engage, connect, and celebrate the stories and spirit of the Isaac community through bold storytelling and visual flair.



TRADEMUTT B2B CLIENT: ISAAC REGION PRINT OPTIONS

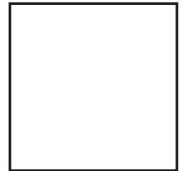


320 mm
x
320 mm

TRADEMUTT B2B CLIENT: ISAAC REGION LOGO SPECS



Jet Black
19-0303 TPG



Brilliant White
11-4001 TPG

TRADEMUTT B2B CLIENT: ISAAC REGION CADS | MENS - DAY HI-VIS, FULL PLACKET, ORANGE



TRADEMUTT B2B CLIENT: ISAAC REGION CADS | WOMENS - DAY HI-VIS, FULL PLACKET, ORANGE



TRADEMUTT B2B CLIENT: ISAAC REGION CADS | SHORT SLEEVE POLO - OPTION 1



MEETING DETAILS	Ordinary Meeting Tuesday 27 May 2025
AUTHOR	Donna Wilson
AUTHOR POSITION	Engaged Communities Grants Officer

9.15

MINOR COMMUNITY GRANTS SUMMARY APRIL 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the committee recommends that council:

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

Resolution No.: PECS1285

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

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

Carried

NOTE:

Amendment required to the report to correct the event which should have read ***“Nebo Bushman’s Carnival three annual major events for 2025 (Nebo Rodeo, Nebo Cutting Show and Nebo Campdraft)” instead of Nebo Bushman Poets Event:***

- The disparity between the figure for Division 8 (and their subsequent flow- on effect to the Total) is due to the additional out of round major grant for the **Nebo Bushman Poets Event** of \$15,000.00 and outstanding return of funds from Nebo Pony Club in addition to the approved minor grants outlined in this report.*

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. Six (6) 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 April to 28 April 2025*, summarised in Table 2.

2024/25 Divisional Budgets

Table 1 provides information regarding the divisional budgets which were consolidated on 29 January 2025 in accordance with Ordinary Meeting resolution number #8997.

Division	Allocation	Total Actual Spend	Remaining Budget
1	\$42,000.00	\$36,410.00	\$5,590.00
2	\$42,000.00	\$18,171.00	\$23,829.00
3	\$42,000.00	\$36,813.00	\$5,187.00
4	\$42,000.00	\$36,813.00	\$5,187.00
5	\$42,000.00	\$36,813.00	\$5,187.00
6	\$42,000.00	\$71,067.00	-\$29,067.00
7	\$42,000.00	\$51,953.00	-\$9,953.00
8	\$42,000.00	\$52,750.00	-\$24,750.00
Total	\$336,000.00	\$340,790.00	-\$19,790.00

Table 1: 2024/25 Division Budgets

Additional notes:

- On Wednesday 23rd May 2025, Council resolved (resolution # 9114) to transfer \$20,000 from Cost Centre 1134 – 7634 (Stakeholder Engagement Activities – Consultancy Fees) to address the grants budget deficit. Due to the timing of this resolution and the drafting of this report, this transfer is not currently reflected in the figures contained in Table 1.
- Nebo Pony Club's CQ Barrels event did not proceed and \$5,000 is being returned by the club. The return of these funds is not reflected in Table 1.
- Upon return of the Nebo Pony Club funds (\$5,000) and following the transfer of \$20,000 from Cost Centre 1134 – 7634, the remaining FY 20205 budget for Minor grants (consolidated) is anticipated to be \$5,210.
- Moranbah State School P&C declined a \$1,000 minor grant for their Cocktails in the Coalfields event as it is no longer proceeding as scheduled. These funds were not expended by Council and as such the cancellation of this event has no impact on the figures in Table 1.
- The disparity between the figure for Division 8 (and their subsequent flow- on effect to the Total) is due to the additional out of round major grant for the Nebo Bushman's Carnival three annual major events for 2025 (Nebo Rodeo, Nebo Cutting Show and Nebo Campdraft) of \$15,000.00 and outstanding return of funds from Nebo Pony Club in addition to the approved minor grants outlined in this report.

IMPLICATIONS

Table 2 below outlines minor grants approved and funded from Community Grants operational budget/s for the applicable division/s for the period 1 April to 28 April 2025.

2024/25 MINOR GRANTS

DIVISION	APPLICANT	VALUE	PURPOSE	BREAKDOWN
3,4, 5	Amber Earl (Mother of Piper Earl)	\$750.00	For Piper to represent Australia at the Barefoot Skiing Championships in New Zealand.	Funds will be used towards the cost of flights and accommodation. The total cost is \$3,500.00.
6	Queensland Country Women's- Clermont Branch	\$1,000.00	To purchase advertising banners for the 100-year celebrations.	Funds will be used to purchase banners for the event. The total cost of the banners is \$1,500.00.
8	Carmila Sports Reserve (auspicing for Carmila Christmas Tree)	\$1,000.00	To purchase a marquee for events.	Funds will be used to purchase a marquee for events. The total cost of the marquee is \$2,179.00.
8	Ilbilbie Hall Management (auspicing for Gumnuts Playgroup)	\$1,000.00	To pay for the hall hire each Thursday during school terms for 2025.	Funds will be used to pay Ilbilbie Hall Management for the hall hire. The total cost of the hall hire is \$1,620.00
8	Carmila State School P&C	\$1,000.00	To host a Mother's Day Paint and Sip event.	Funds will be used towards catering and hall hire. The total cost of the event is \$2,960.00.
8	St Lawrence State School P&C	\$1,000.00	To purchase a new BBQ for fundraising activities	Funds will be used to purchase the BBQ. The total cost of the BBQ is \$1,500.00.
8	Ilbilbie Hall Management	\$1,000.00	To Host a Christmas in July Community Event Morning Tea	Funds will be allocated to the cost of catering and lucky door prizes for the day. The total cost of the event will be \$1000.

Table 2: Approved Minor Grants

CONSULTATION

Divisional Councillors
Acting Director Planning, Environment and Community Services
Manager Engaged Communities
Engaged Communities Grants Officer
Engaged Communities Departmental Administration Officer

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by: DONNA WILSON Engaged Communities Grants Officer Date: 14 April 2025	Report authorised by: MICHAEL ST CLAIR Acting Director Planning, Environment and Community Services Date: 28 April 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Isaac Regional Council Community Grant Guidelines

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Barb Franklin

AUTHOR POSITION

Coordinator Community Hubs

9.16

ISAAC LIBRARIES REPLACEMENT OF PUBLIC ACCESS COMPUTERS – USE OF PLANNING, ENVIRONMENT AND COMMUNITY SERVICES DEPRECIATION FUNDS

EXECUTIVE SUMMARY

This report seeks Council approval to utilise unspent Planning, Environment and Community Services depreciation funds to replace ageing public access computers across Council facilities. The current fleet of computers is now two years beyond warranty and is no longer considered fit for purpose in delivering reliable and secure digital access to the community.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the allocation of a maximum of \$45,000 of unspent Planning, Environment and Community Services depreciation funds for the replacement of public access computers across council facilities.*
- 2. Endorse the purchase of new computers and associated hardware to ensure continued, reliable digital access for the community.*

Resolution No.: PECS1286

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Approves the allocation of a maximum of \$45,000 of unspent Planning, Environment and Community Services depreciation funds for the replacement of public access computers across council facilities.**
- 2. Endorses the purchase of new computers and associated hardware to ensure continued, reliable digital access for the community.**

Carried

BACKGROUND

Council provides public access to computers across Isaac as part of its commitment to digital inclusion and equitable access to technology. There is high demand for the use of these computers by the public for essential services such as job applications, government forms, education, and communication.

Across the region, Council maintains a fleet of 32 public access computers, each with an estimated replacement cost of approximately \$1,200 inclusive of the computer unit, monitor, mouse, and keyboard.

The current suite of public access computers is now two years out of warranty. This presents increased risks in terms of system reliability, cybersecurity vulnerabilities, and the potential for service interruptions. The need for replacement was not previously identified during budgeting processes, as this issue was only brought to light following a recent review of the technology asset register.

IMPLICATIONS

Financial

The proposed replacement of public computers can be funded through unspent PECS depreciation allocations, ensuring no new or unbudgeted funds are required. Procurement will follow Council's procurement policy to ensure value for money.

Service Delivery

Replacing the current fleet of public access computers will ensure continuity of service across Council library locations. New devices will improve user experience, reduce the risk of hardware failure, minimise unexpected downtime and associated reputational risk ensuring residents can continue to access essential digital services such as government forms, education, communication, and job applications.

Cybersecurity

Computers that are two years out of warranty present a growing cybersecurity risk. As hardware ages, support for software and security updates diminishes, making systems more vulnerable to breaches. Timely replacement is essential to mitigate these risks, protect sensitive user data, and maintain a secure environment for both the public and Council networks.

CONSULTATION

Stakeholder	Feedback
Manager Engaged Communities	Supportive of computer replacement.
Manager Financial Services	Supportive of utilisation of unspent PECS depreciating funds.
Manager Accounting Services	Supportive of utilisation of unspent PECS depreciating funds.
Information and Communication Technology Coordinator	Supportive of computer replacement.

Senior Accountant - Budgets & Statutory Reporting	Supportive of utilisation of unspent PECS depreciating funds.
Digital Learning & Systems Officer	Supportive of computer replacement.

BASIS FOR RECOMMENDATION

The use of depreciation funds aligns with their intended purpose—to renew and replace ageing assets.

Public computers in libraries play a vital role in ensuring digital inclusion and equitable access to essential services. They are heavily relied upon by community members who may not have access to a personal device or reliable internet connection at home. These computers enable users to apply for jobs, access government and health services, complete educational activities, and connect with friends and family. They also support lifelong learning and digital literacy, offering a safe and accessible space for people of all ages to build skills and engage with their community. They are particularly critical to the social wellbeing of vulnerable groups including older adults, jobseekers, and low-income families, offering an essential service that helps bridge the digital divide and contributes to broader social and economic participation.

ACTION ACCOUNTABILITY

The Coordinator Community Hubs and Information and Communication Technology Coordinator will coordinate procurement and installation of the new equipment.

Manager Financial Services to manage financial reporting requirements.

KEY MESSAGES

Council is committed to providing accessible and reliable digital infrastructure for Isaac communities. The replacement of outdated public access computers ensures continued service quality, security, and support for digital inclusion across the region.

Report prepared by: BARB FRANKLIN Coordinator Community Hubs Date: 29 April 2025	Report authorised by: MICHAEL ST CLAIR Acting Director Planning Environment and Community Services Date: 2 May 2025
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ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Kelly Shepherd

AUTHOR POSITION

Senior Community Leasing Officer

9.17

MORANBAH HIGHLANDERS SWIMMING CLUB 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 part of Greg Cruickshank Aquatic Centre, being part of Lot 18 on SP249143, located at 20 Batchelor Parade, Moranbah, by way of a five (5) year Licence to Occupy.

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 the Greg Cruickshank Aquatic Centre being part of Lot 18 on SP249143, located at 20 Batchelor Parade, Moranbah, by way of a five (5) year Licence to Occupy.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into a five (5) year Licence to Occupy or whilst the Greg Cruickshank Aquatic Centre is managed by Isaac Regional Council, whichever is the lesser period, with Moranbah Highlanders Swimming Club over part of the Greg Cruickshank Aquatic Centre being part of Lot 18 on SP249143, located at the 20 Batchelor Parade, Moranbah.**
 - a. Licensing fees to be charged at a peppercorn rate of \$1.00 per annum.**
 - b. 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 Licence to Occupy documentation.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Resolution No.: PECS1287

Moved: Cr Melissa Westcott

Seconded: Cr Alaina Earl

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 the Greg Cruickshank Aquatic Centre being part of Lot 18 on SP249143, located at 20 Batchelor Parade, Moranbah, by way of a five (5) year Licence to Occupy.
2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolve to enter into a five (5) year Licence to Occupy or whilst the Greg Cruickshank Aquatic Centre is managed by Isaac Regional Council, whichever is the lesser period, with Moranbah Highlanders Swimming Club over part of the Greg Cruickshank Aquatic Centre being part of Lot 18 on SP249143, located at the 20 Batchelor Parade, Moranbah.
 - a) Licensing fees to be charged at a peppercorn rate of \$1.00 per annum.
 - b) 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 Licence to Occupy documentation.
3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.

4. Carried

5. NOTE:

Amendment required in the Implications Section as incorrect statement about the club not paying fees and charges:

- *It is recommended that the licence fee be set at a peppercorn rate of \$1.00 per annum to align with the minimal costs incurred by other swimming clubs in the region. **These clubs operate under agreements with pool lessees that do not involve any fees or charges.***

BACKGROUND

Moranbah Highlanders Swimming Club (swimming club) Incorporated have held a Licence to Occupy over part of the Greg Cruickshank Aquatic Centre (GCAC) in Moranbah for the past three (3) years and it is scheduled to expire in June 2025.

The swimming club is seeking new tenure over the facility to allow continued use of the clubhouse and storage area which they currently occupy. Tenure between Council and the swimming club is required at the Greg Cruickshank Aquatic Centre as it is a Council managed facility. This differs to some of Council's other aquatic facilities in which the pool lessees operate under agreements with swimming clubs directly.

A five (5) year period for the License to Occupy has been proposed by officers. It is noted that Item 2 of the resolution identifies that the Licence to Occupy would expire in the instance that the GCAC is no longer managed by Council. Should this circumstance eventuate the swimming club would be required to enter into an agreement with any new pool manager.

A Licence to Occupy is the best option for the swimming club and Council as it provides flexibility in the use of the shared facility.

The following leasing process has been followed:

- Meeting of internal stakeholders
- Meeting of all stakeholders
- In-Principle Agreement prepared, presented and signed
- Report written for Standing Committee

A Building Compliance Inspection was not required as there are limited built assets, however the resolution and in-principle agreement contains provisions regarding building maintenance responsibilities.

IMPLICATIONS

It is recommended that the licence fee be set at a peppercorn rate of \$1.00 per annum as the club pays Hire Fees for utilising the pool and pays for their own coach. This will align with costs incurred by other swim clubs in the region who operate under agreements directly with pool lessees that can include pool hire fees, entry fees, and coaching fees.

CONSULTATION

Internal

Division 5 Councillor – In principle support
Manager Community Facilities – In principle support
Program Leader Leased Council Facilities - In principle support
Pool Coordinator - In principle support
Senior Community Leasing Officer – In principle support

External

Moranbah Highlanders Swimming Club Incorporated - President

BASIS FOR RECOMMENDATION

To establish a new tenure agreement with a long-standing tenant that delivers valuable recreational opportunities to Moranbah and the surrounding community, while also ensuring effective facility management in partnership with Council.

ACTION ACCOUNTABILITY

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

Manager Community Facilities to progress endorsement of tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

Report prepared by:

KEN TUCKER
Manager Community Facilities

Date: 16 April 2025

Report authorised by:

MICHAEL ST CLAIR
Acting Director Planning Environment and
Community Services

Date: 2 May 2025

ATTACHMENTS

- Attachment 1 – In Principle Agreement
- Attachment 2 – Site Location

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: 5-year Licence to Occupy

Address of Premises: 20 Batchelor Parade, Moranbah Qld 4744

Lot on Plan Description: Part of Lot 18 on SP249143

Areas: The swim clubhouse and storage area

Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Telephone: 1300 ISAACS (472 227)

Facsimile: 07 4941 8666

Email: records@isaac.qld.gov.au

Lessee: Moranbah Highlanders Swimming Club Incorporated

Incorporation #: IA08687

ABN: 21 732 835 205

Contact for Lessee: Attention: BJ Martin

Telephone: 0438 837 993

Email: moranbahhighlanders@gmail.com

TENURE

Commencement Date: 13/06/2025

Term: 5 years; or whilst the Greg Cruickshank Aquatic Centre is managed by Isaac Regional Council, whichever is the lesser period.

Expiry Date: Not past 12/0/2030

RENTAL

Gross Rental: \$1.00 ex GST per annum

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:

Nil

SPECIAL CONDITIONS**Department of****Resources Stated Use:** Local Government – Swimming Pool**Intended Use:** Swimming Club**Tenure Documentation:** Licence to Occupy**Legal Fees:** Each party to pay their own

INSURANCE

Public Liability Insurance:	\$20,000,000
Certificate of Currency:	To be supplied by applicant with a copy of the receipt showing payment
Damage Policy:	Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items
Workers Compensation:	Insure under the Workers Compensation Act, all persons it employs to work upon the Premises

Make Good Clause:	<p>The licensee agrees to submit to the licensor for approval a complete scope of works prior to installation for any fit-out works.</p> <p>Return the premises to the Lessor in the same or better condition as was at the lease commencement date. Make good works, as specified by the Lessor, may include but not be limited to:</p> <ul style="list-style-type: none"> • removal of any structures erected by the licensee; • commercial cleaning of the premises; • removal of any fittings and fixtures installed by the licensee; • repair of any surface damaged or altered by the licensee; and • any other rectification works as directed by the licensor. <p>Ensure the land and buildings are clear of all waste, etc and is clean, tidy and in a reputable state.</p>
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Information Update:	<p>The licensee 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: Moranbah Highlanders Swimming Club Incorporated

Name: BJ Martin

Committee Position: President

Signature:



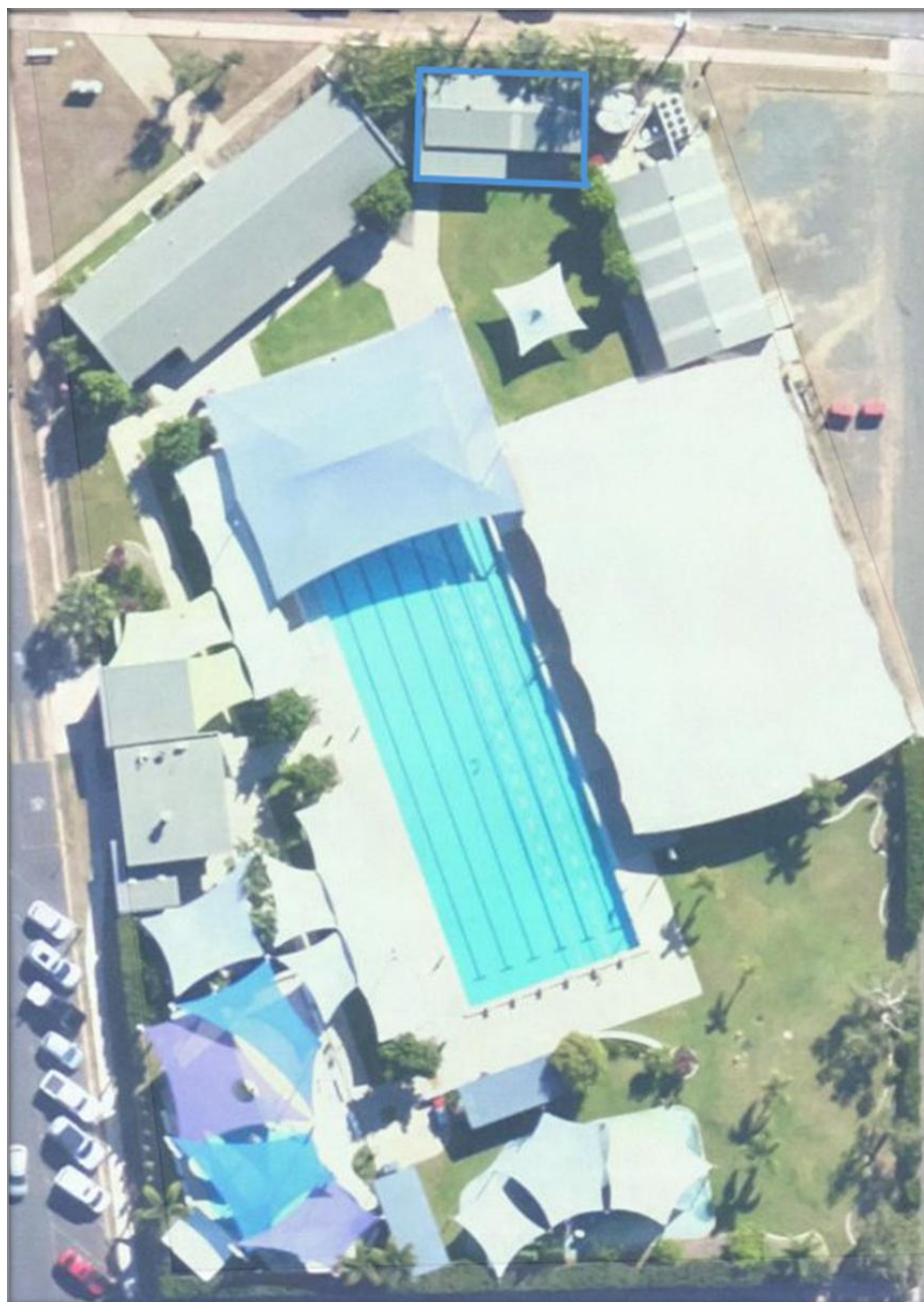
Date: 11.04.2025

ATTACHMENT 2 – SITE LOCATION

COMMUNITY GROUP: MORANBAH HIGHLANDERS SWIMMING CLUB INCORPORATED

LOT ON PLAN: LOT 18 ON SP249143

ADDRESS: 20 BATCHELOR PARADE, MORANBAH



Blue border in the above identifies the location of the clubhouse and storage.

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Kelly Shepherd

AUTHOR POSITION

Senior Community Leasing Officer

9.18

MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION INC – TENURE ARRANGEMENTS FOR NETBALL

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 netball courts being part of Lot 22 on M112143, located at 1 Prince Place, Middlemount, by way of a five (5) year Licence to Occupy with a five (5) year option.

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 the netball courts being part of Lot 22 on M112143, located at 1 Prince Place, Middlemount, by way of a five (5) year Licence to Occupy with a five (5) year option.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations 2012 resolve to enter into a five (5) year Licence to Occupy with a five (5) year option with Middlemount Community Sports Association Inc over the netball courts being part of Lot 22 on M112143, located at the 1 Prince Place, Middlemount.**
 - a. Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual tenure fee \$968.00 incl GST, matrix attached.**
 - b. 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 License to Occupy.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Resolution No.: PECS1288

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

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 the netball courts being part of Lot 22 on M112143, located at 1 Prince Place, Middlemount, by way of a five (5) year Licence to Occupy with a five (5) year option.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolve to enter into a five (5) year Licence to Occupy with a five (5) year option with Middlemount Community Sports Association Inc over the netball courts being part of Lot 22 on M112143, located at the 1 Prince Place, Middlemount.**
 - a) Tenure fees to be charged in accordance with 2024-2025 Fees & Charges – annual tenure fee \$968.00 incl GST, matrix attached.**
 - b) 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 License to Occupy.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Carried

BACKGROUND

Middlemount Community Sports Association Inc (the club) have held a Licence to Occupy of the Netball facility in Middlemount for the past six (6) years which expired in February 2025.

The club is seeking new tenure over the facility to allow continued use of the netball courts which they current occupy. A five (5) year tenure period with a five (5) option has been proposed by officers. If the option is enacted by the club, the tenure period will be for ten (10) years which is consistent with Council's standard practice of ten (10) year leases for community groups and clubs.

A Licence to Occupy is the best option for the club and Council as it provides flexibility in the use of the shared facility.

The following leasing process has been followed:

- Meeting of internal stakeholders
- Meeting of all stakeholders
- In-Principle Agreement prepared, presented and signed
- Report written for Standing Committee

A Building Compliance Inspection was not required as there are limited built assets, however the proposed resolution and in-principle agreement contains provisions regarding building maintenance responsibilities.

IMPLICATIONS

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

CONSULTATION

Internal

- Division 7 Councillor – In principle support
- Manager Community Facilities – In principle support
- Manager Parks & Recreation – In principle support
- Senior Community Leasing Officer – In principle support

External

- Middlemount Community Sports Association Inc

BASIS FOR RECOMMENDATION

To enter into a new tenure agreement with a long-term tenant that offers valuable recreational opportunities to Middlemount and the surrounding community, while also supporting Council with effective facility management.

ACTION ACCOUNTABILITY

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

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

Report prepared by:

KEN TUCKER
Manager Community Facilities

Date: 16 April 2025

Report authorised by:

MICHAEL ST CLAIR
Acting Director Planning Environment and
Community Services

Date: 2 May 2025

ATTACHMENTS

- Attachment 1 – In Principle Agreement
- Attachment 2 – Tenure Fee Matrix
- UPDATED 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: 5-year Licence to Occupy plus 5-year option

Address of Premises: 1 Prince Place, Middlemount, Qld 4746

Lot on Plan Description: Part of Lot 22 on M112143

Areas (Subject to Survey): Approximately 2,300m2

Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Telephone: 1300 ISAACS (472 227)

Facsimile: 07 4941 8666

Email: records@isaac.qld.gov.au

Lessee: Middlemount Community Sports Association Inc

Incorporation #: IA39708

ABN: 13 229 128 978

Contact for Lessee: Attention: Kim Deluca

Telephone: 0407 300 312

Email: mcsa@middlemountsports.com.au

TENURE

Commencement Date: 14/02/2025

Term: 5-year Licence to Occupy plus 5-year option

Expiry Date: 13/02/2030

RENTAL

Gross Rental: \$968.00 incl 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:

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

SPECIAL CONDITIONS

Department of Resources Stated Use: Recreation

Intended Use: Netball

Tenure Documentation: Licence to Occupy

Legal Fees: Each party to pay their own

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

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

Name:

Kim DeLuca

Committee Position:

Secretary

Signature:

[Redacted Signature]

Date:

28/3/25

ATTACHMENT 2 – TENURE FEE MATRIX

COMMUNITY GROUP: MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION INC

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2	2,300m2	2
Land 5,001m2 – 15,000m2	3		-
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5	Yes	5
ON COSTS			
Council pays electricity	5	Yes	5
Council pays water	5	Yes	5
Council maintains field/courts	5	Yes	5
MEMBERSHIP			
20 or less	1	18	1
21 – 50	2		-
51 – 100	3		-
101 – 200	4		-
201 or more	5		-
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING			
In past 3 years \$0 - \$5,000	1		-
In past 3 years \$5,001 - \$10,000	2		-
In past 3 years \$10,001 - \$15,000	3		-
In past 3 years \$15,001 - \$20,000	4		-
In past 3 years > \$20,000	5		-
RISK TO COUNCIL			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		-
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		-
TOTAL POINTS			24
Category Fee Points Score 5 – 10	\$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		\$750.00
Base Fee (State Rent as per Part1, Section 37A, 2(a))	\$130.00		\$130.00
	Total Tenure Fee excl GST		\$880.00
	GST		\$88.00
	Total Tenure Fee incl GST		\$968.00

ATTACHMENT 3 – SITE LOCATION

COMMUNITY GROUP: MIDDLEMOUNT COMMUNITY SPORTS ASSOCIATION INC

LOT ON PLAN: LOT 22 ON M112143

ADDRESS: 1 PRINCE PLACE, MIDDLEMOUNT



FACILITY CONDITION:

The Middlemount netball courts are in good condition with no cracks to the playing surface.



MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Kelly Shepherd

AUTHOR POSITION

Senior Community Leasing Officer

9.19

CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – RESIDENTIAL 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 2 on C95119, located at Playfair Street, Clermont, by way of a thirty (30) year Trustee Lease 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 2 on C95119, located at Playfair Street, Clermont, by way of a thirty (30) year Trustee Lease 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 thirty (30) year Trustee Lease 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 \$142.00 ex GST, matrix attached.**
 - b. Acknowledging that all assets have been constructed by Clermont Community Housing and Other Services Inc, repairs and maintenance responsibilities 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 above.**

Resolution No.: PECS1289

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

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 2 on C95119, located at Playfair Street, Clermont, by way of a thirty (30) year Trustee Lease 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 thirty (30) year Trustee Lease to Clermont Community Housing and Other Services Inc.
 - a) Tenure fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$142.00 ex GST, matrix attached.
 - b) Acknowledging that all assets have been constructed by Clermont Community Housing and Other Services Inc, repairs and maintenance responsibilities 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 above.

4. Carried

5. NOTE:

- The Mayor has requested a policy discussion regarding how Council charges lessees and what Council provides through the base building process.
- Attachment does not match the report – type 10 years instead of 30 years (correct at point in time) as negotiations have changed time period.
- The Committee requested a register of all Community Facilities – what facilities have leases and when are they due to expire or if they don't have a current lease including a matrix that provides information if the lessee/tenant is meeting their obligations.

BACKGROUND

On 1 March 1994, the Belyando Shire Council entered into a 30-year lease agreement with Clermont Community Housing and Other Services Inc. for the use of part of Lot 2 on C95119, located at Playfair Street, Clermont. The subject site, Lot 2 on C95119, is a State Reserve for Local Government purposes in which Council is the Trustee. The lease, which was for the purpose of constructing community housing, expired on 28 February 2024. Clermont Community Housing and Other Services Inc constructed three units over the lease area during the term of this existing lease.

In early 2024, as discussions were underway regarding a new tenure agreement, Clermont Community Housing and Other Services Inc. indicated their interest in leasing additional land on the site for future

expansion of community housing. A subsequent review was undertaken by the Acting Manager Corporate Properties and Fleet in which in-principle support was provided to extend the lease area to include additional vacant areas of land surrounding the existing lease area.

Attachment 3 shows the existing lease area held by Clermont Community Housing and Other Services Inc. and the additional lease areas they have requested which if supported by Council will be consolidated as one trustee lease

Council's standard practice is to encourage community groups and clubs to enter a ten (10) year lease. This is a historic position adopted via Council Resolution in March 2009 (Council Resolution Number 0719) which endorsed that '*Council offer ten-year leases to all clubs and organisations within the Isaac Region*'. In accordance with Division 7, Section 61(1) of the *Land Act 1994* "A trustee lease or sublease of trust land must not be for more than 30 years".

Clermont Community Housing and Other Services Inc. have requested a lease of similar length to their original lease of thirty (30) years. The Incorporation have advised that they intend to seek grants for the construction of further community housing and to continue delivering accommodation provided through their existing three units located on the lease area believe a longer lease will be viewed positively for any grant applications.

Officers are supportive of this request and have proposed a thirty (30) year lease which will support the lessee to have long-term security over the land to support their ongoing service delivery.

The following leasing process has been followed:

- Meeting of internal stakeholders including the Division 6 Councillor and Division 1 Councillor
- Meeting of all stakeholders including Clermont Community Housing and Other Services Inc
- In-Principle Agreement prepared, presented and signed
- Report written for Standing Committee

BUILDING INSPECTION

All existing improvements to the land are the responsibility of Clermont Community Housing and Other Services Inc. It is the incorporations responsibility to ensure the dwellings must meet suitable standards for use as community housing.

IMPLICATIONS

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

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 Clermont and the surrounding community; and at the same time provides Council with strong management capacity.

ACTION ACCOUNTABILITY

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

Manager Community Facilities to progress endorsement of tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

Report prepared by:

KEN TUCKER
Manager Community Facilities

Date: 16 April 2025

Report authorised by:

MICHAEL ST CLAIR
**Acting Director Planning Environment and
Community Services**

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 – In Principle Agreement
- Attachment 2 – Tenure Fee Matrix
- Attachment 3 – Site Location

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 Trustee Lease

Address of Premises: 13 Playfair Street, Clermont Qld 4721

Lot on Plan Description: Lot 2 on C95119

**Proposed Area Below
(Subject to Survey):** ~ 0.3685 HA



Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Telephone: 1300 ISAACS (472 227)

Facsimile: 07 4941 8666

Email: records@isaac.qld.gov.au

Lessee: Clermont Community Housing and Other Services (CCHAOS) Inc

Incorporation #: IA18582

ABN: 11 106 424 769

Contact for Lessee: Attention: Robyn Cross

Telephone: 0413 376 295

Email: president@cchaosi.com.au

TENURE

Commencement Date: 1 June 2025

Term: (10) Ten years

Expiry Date: 31 May 2035

RENTAL

Gross Rental: \$142.00 per annum plus GST

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 Usage
- Telephone/Internet charges

SPECIAL CONDITIONS

Stated Use:	Local Government
Intended Use:	Community Support Services
Tenure Documentation:	Form 7 & 20 Trustee Lease Standard Terms Document
Legal Fees:	Each party to pay their own

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

Make Good Clause:	<p>The lessee agrees to submit to the Lessor for approval a complete scope of works prior to installation for any fit-out works.</p> <p>Return the premises to the Lessor in the same or better condition as was at the lease commencement date. Make good works, as specified by the Lessor, may include but not be limited to:</p> <ul style="list-style-type: none"> • removal of any structures erected by the Lessee; • commercial cleaning of the premises; • removal of any fittings and fixtures installed by the Lessee; • repair of any surface damaged or altered by the Lessee; and • any other rectification works as directed by the Lessor. <p>Ensure the land and buildings are clear of all waste, etc and is clean, tidy and in a reputable state.</p>
--------------------------	---

Information Update:	<p>The Lessee must complete a Community Group Annual Update each year and provide a copy of Annual General Meeting Minutes and Certificate of Currency for all policies held.</p> <p>Additionally, if the Committee changes at a time other than at the Annual General Meeting this information must be provided to Council.</p>
----------------------------	--

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]

Date:

14.04.2025

14.04.2025

ATTACHMENT 1 - TENURE FEE MATRIX

COMMUNITY GROUP: CLERMONT COMMUNITY HOUSING AND OTHER SERVICES INC – RESIDENTIAL LAND

LAND SIZE	POINTS	COMMENT	SCORE
Land < 500m2	1		-
Land 501m2 – 5,000m2	2	~3,685m2	2
Land 5,001m2 – 15,000m2	3		-
Land 15,001m2 – 50,000m2	4		-
Land > 50,001m2	5		-
Facility/building provided by Council	5		-
ON COSTS			
Council pays electricity	5		-
Council pays water	5		-
Council maintains field/courts	5		-
MEMBERSHIP			
20 or less	1		1
21 – 50	2		-
51 – 100	3		-
101 – 200	4		-
201 or more	5		-
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING			
In past 3 years \$1 - \$5,000	1		-
In past 3 years \$5,001 - \$10,000	2		-
In past 3 years \$10,001 - \$15,000	3		-
In past 3 years \$15,001 - \$20,000	4		-
In past 3 years > \$20,000	5		-
RISK TO COUNCIL			
Low – Fully compliant tenure holder	1		1
Medium – Compliant with outstanding works under management	2		-
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3		-
TOTAL POINTS			4
Category Fee Points Score 5 – 10	\$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)) 134 fee units @ \$1.06 per unit	\$142.00		\$142.00
	Total Licence to Occupy Fee GST does not apply to Licence to Occupy		\$142.00
	Total Lease Fee Including GST		\$156.20

ATTACHMENT 3 – SITE LOCATION

COMMUNITY GROUP: CLERMONT COMMUNITY HOUSING & OTHER SERVICES INC – RESIDENTIAL LAND

LOT ON PLAN: LOT 2 ON C95119

STREET, ADDRESS: 13 PLAYFAIR STREET, CLERMONT



MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Kelly Shepherd

AUTHOR POSITION

Senior Community Leasing Officer

9.20

TENURE ARRANGEMENTS – CLERMONT AND DISTRICT TENNIS ASSOCIATION INC

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 part of Lot 1 on SP296846, located at 65 Collins Street, Clermont, by way of a three (3) year trustee lease to Clermont and District Tennis Association Inc.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Under the provisions of Section 236 (2) of the Local Government Regulations 2012 resolves that an exception from inviting written quotes or tenders is granted for tenure over Lot 1 on SP296846, located at 65 Collins Street, Clermont.**
- 2. Under the provisions of Section 236 (1)(b)(ii) of the Local Government Regulations resolves to approve to enter into a three-year trustee lease agreement with Clermont and District Tennis Association Inc.**
 - a. Lease fees to be charged in accordance with 2024-2025 Fees & Charges – annual rent/usage fee \$730.00 ex GST, matrix attached.**
 - b. All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.**
 - c. Council to cover the cost of survey/sketch plan and registration of lease on Title as the Clermont Sporting Precinct has not previously been subject to tenure.**
 - d. Acknowledging that the courts are a Council asset, all repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions as detailed in the Standard Terms Documents and acknowledging that the clubhouse is owned by the Clermont and District Tennis Association Inc., therefore all repairs and maintenance responsibilities will be the responsibility of the club.**
- 3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.**

Resolution No.:

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. Under the provisions of Section 236 (2) of the *Local Government Regulations 2012* resolves that an exception from inviting written quotes or tenders is granted for tenure over Lot 1 on SP296846, located at 65 Collins Street, Clermont.
2. Under the provisions of Section 236 (1)(b)(ii) of the *Local Government Regulations 2012* resolves to approve to enter into a three-year trustee lease agreement with Clermont and District Tennis Association Inc.
 - a) Lease fees to be charged in accordance with 2024-2025 Fees and Charges – annual rent/usage fee \$730.00 ex GST, matrix attached.
 - b) All outgoings will be at the expense of the Trustee Lessee as detailed in the Standard Terms Documents.
 - c) Council to cover the cost of survey/sketch plan and registration of lease on Title as the Clermont Sporting Precinct has not previously been subject to tenure.
 - d) Acknowledging that the courts are a Council asset, all repairs and maintenance responsibilities will be in accordance with the Base Building Inclusions and Exclusions as detailed in the Standard Terms Documents and acknowledging that the clubhouse is owned by the Clermont and District Tennis Association Inc., therefore all repairs and maintenance responsibilities will be the responsibility of the club.
3. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 2 above.

Carried/Lost

NOTE:

The Mayor has requested the financial implications be updated in the Report to include the Council obligations and responsibilities with regards to the Courts (Base Building Costs) to proceed with this lease and the responsibilities for the Club.

BACKGROUND

The Clermont and District Tennis Association Inc. is a long-established sporting organisation based in Clermont. Historically, the club has not held formal tenure with the Isaac Regional Council, which has limited its eligibility for various grant opportunities.

In 2017, resurfacing of the tennis courts was completed by Council as part of the Hardcourt Renewal and Repair Program across the Isaac region. Despite these earlier works the condition of the courts has deteriorated in recent years and require significant upgrades and/or repairs. This deterioration is attributed to the reactive soil type at the site and inadequate site preparation during the 2017 resurfacing works.

To support future funding applications, Isaac Regional Council has engaged Tennis Queensland to provide Quantity Surveyor (QS)-certified cost estimates, detailed scopes of work, and marked-up site plans. Moving forward, it is intended that the Council and the Clermont and District Tennis Association Inc. will collaborate to pursue relevant grant opportunities.

Request for Lease

The Association has requested to enter a three-year trustee lease with Council to lease only the area encompassing the clubhouse and hit-up wall, excluding the courts themselves (see Attachment 3). The club has chosen not to include the courts in their lease agreement as they are concerned that repairs and maintenance of the courts will become the club's responsibility if they are included in the lease.

The requested lease agreement of three years is shorter than the standard ten-year terms that council encourages community groups and clubs to enter. Council's standard practice to encourage community groups and clubs to enter a ten (10) year lease is a historic position adopted via Council Resolution in March 2009 (Council Resolution Number 0719) which endorsed that '*Council offer ten-year leases to all clubs and organisations within the Isaac Region*'.

Officers are supportive of the three (3) year lease term given that it is the preference of the Club and the only foreseeable impact to Council is the increased administrative burden caused through shorter lease terms.

Given the Association's request to not lease the courts, the facilities outside of the lease area will remain open and accessible to the public. The club will be required to submit appropriate applications to Council for court bookings. Such usage will not incur any Council-imposed fees or charges.

Additionally, the Clermont and District Tennis Association Inc. is seeking Council's consideration for a concession or adjustment to the standard tenure fees

The below leasing process has been followed:

- Building inspection completed by third-party subject matter expert.
- Non-compliance/safety issues shared with club and asset custodian.
- Meeting of Internal Stakeholders including the Division 6 and Division 1 Councillors.
- Meeting of all Stakeholders.
- Survey/sketch plan prepared by third-party subject matter expert.
- In-Principle Agreement prepared, presented and signed.
- Report written for Standing Committee.

BUILDING INSPECTION

A Building Compliance Inspection was conducted by a third-party subject matter expert.

Non-compliance/safety issues shared with club and asset custodian and will form Annexure A as part of the lease.

IMPLICATIONS

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 Parks & Recreation – In principle support
- Manager Community Facilities – In principle support
- Senior Community Leasing Officer - In principle support

External

- Clermont & District Tennis Association Inc President
- Tennis Queensland – Tennis Development Officer
- Tennis Queensland – Head of Facilities

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

Manager Community Facilities to progress tenure documentation.

KEY MESSAGES

Council is committed to transparent decision making.

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

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

Report prepared by:

KEN TUCKER
Manager Community Facilities

Date: 23 April 2025

Report authorised by:

MICHAEL ST CLAIR
Acting Director Planning Environment and
Community Services

Date: 2 May 2025

ATTACHMENTS

- Attachment 1 - Annexure A – Condition Report
- Attachment 2 – In Principle Agreement
- Attachment 3 – Tenure Fees Matrix
- Attachment 4 – Site Location

REFERENCE DOCUMENT

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

ANNEXURE A

Fenced Tennis Courts 1 to 4



Figure 1 - Overhead Layout

Court 1



Figure 2 - Court 1

Court 1 Close-up photos



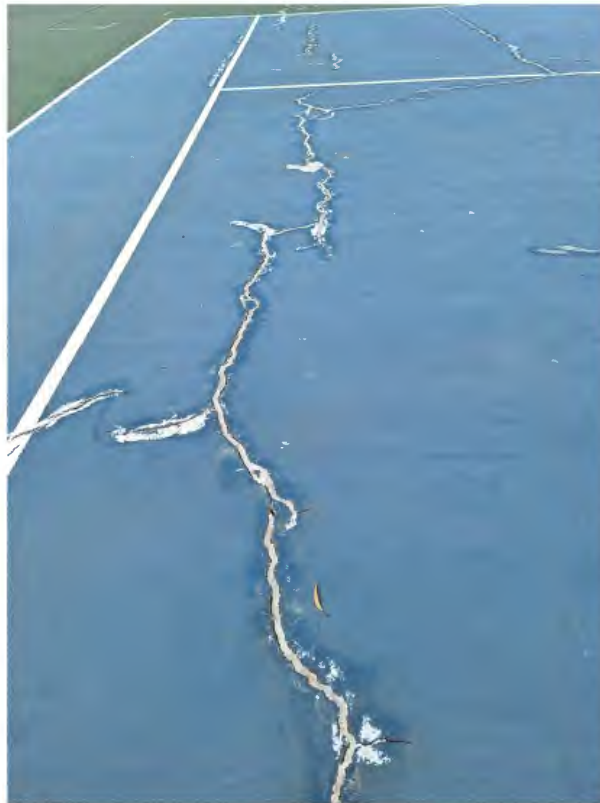
Court 2



Figure 3 - Court 2

Court 2 Close-up photos



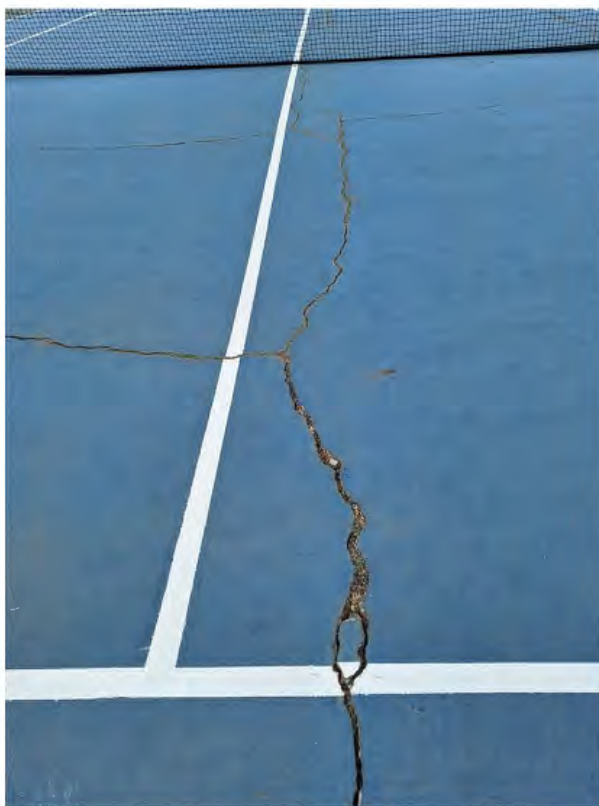


Court 3



Figure 4 - Court 3

Court 3 Close-up photos



Court 4



Figure 5 - Court 4

Court 4 Close-up photos





Images Demonstrating Width of Cracks in Tennis Court Surface



More Images Demonstrating Width of Cracks in Tennis Court Surface





Figure 6 - Clermont Tennis Courts







Courts 1 – 4 are extensively cracked throughout including separation and deviation.

TENNIS CLUBHOUSE – BUILDING 22

- *Replace broken light above steel entry gate western end & install conduit to exposed wire*
- *Seal around electrical conduit pipe (next to ORG) at penetration to brickwork*
- *Securely cover and highlight to address potential trip hazard to exposed drainage pipe south side of building*
- *Continue downpipe to ground and address stormwater disposal south end*
- *Repair cracked cladding upper level (Note: Potential Asbestos sheeting)*
- *Repair cracked concrete paths*
- *Seal/paint stair landing subfloor structure to upper level*
- *Replace non compliant handrail and balustrading to NCC 2022 Volume 1 Part D1*
- *Install an additional bolt to landing to each stair stringer*
- *Install flashing missing to awning roof east end*
- *Replace gutter to Awning Roof*
- *Clean, Treat and Paint Patio Awning columns at base plates*
- *Seal holes/replace roof sheet to Patio Awning*
- *Replace/paint broken wall sheets to lower open area (Potential Asbestos material)*
- *Grind back concrete paths/slabs around building where potential trip hazards are evident*
- *Replace water damaged/deteriorated window reveals to lower level covered area*
- *Replace rollers/rubbers to sliding windows where required*
- *Replace catches to sliding windows where required*
- *Seal cracks/joins in concrete slab and paths*
- *Apply protection around exposed pipe against building on south side*

Tennis Club Canteen

- *Seal around waste pipe penetration under sink*
- *Replace rollers/rubbers/catches to sliding windows where required*
- *Replace missing/cracked tiles in floor*
- *Paint door frame to storeroom*
- *Connect HW test pipe to suitable disposal*

WC

- *Replace door stop to entry door*
- *Install splash back to hand basin*
- *Install permanent/mechanical ventilation*

Upper-Level Room

- *Paint and seal timber door sill*
- *Install level action door hand to access door*
- *Repair illuminated exit signage*
- *Replace bulb to centre light fitting*
- *Replace rollers/rubbers to sliding windows where required*
- *Replace catches to sliding windows where required*
- *Fire Extinguisher requires testing*

Main Electrical Box servicing the site

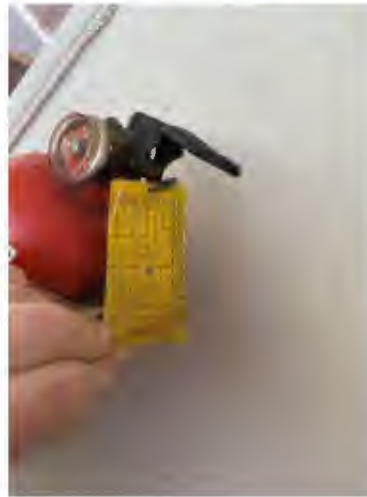
Although the above was not included in Scope of Works, it was considered prudent to note the comments below.

- *Timber pole is in poor condition and should be replaced*
- *Conduit running down pole showing signs of deterioration/damage and recommend replacement*
- *No evidence of logbook testing*
- *Treatment of rust to steel electrical box is required to ensure the need for premature replacement.*

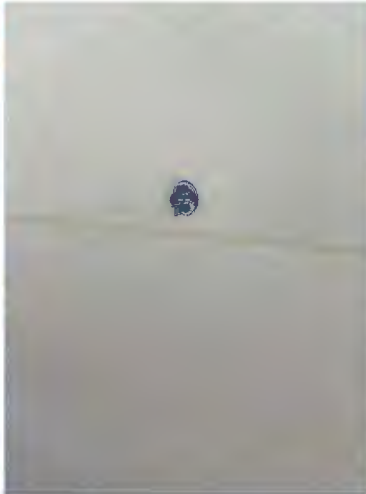
All structures generally

It is recommended that an Asbestos Register and Asbestos Management Plan be implemented for the Clermont Sporting Precinct.

No electrical testing logs were evident on the premises at time of inspection

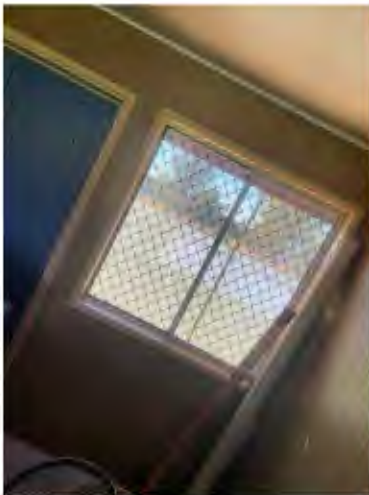












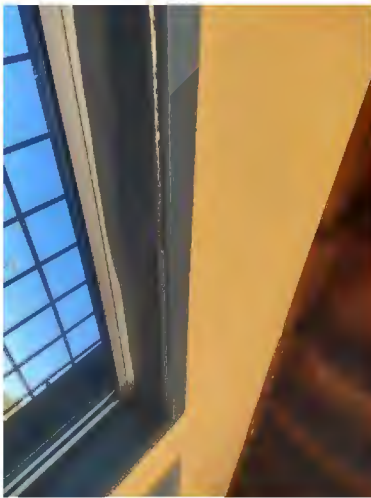


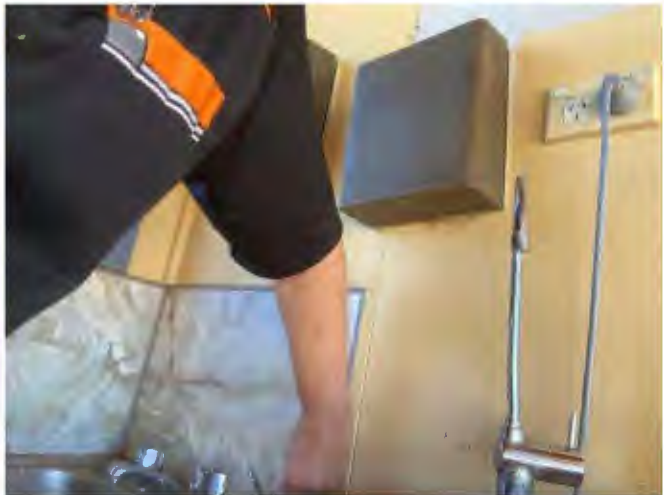
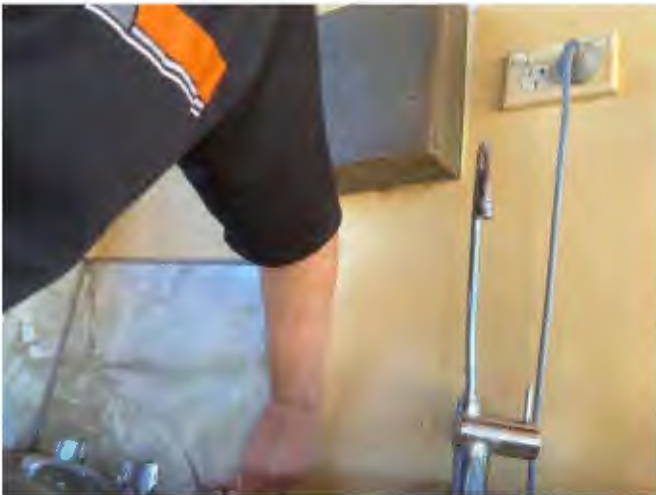
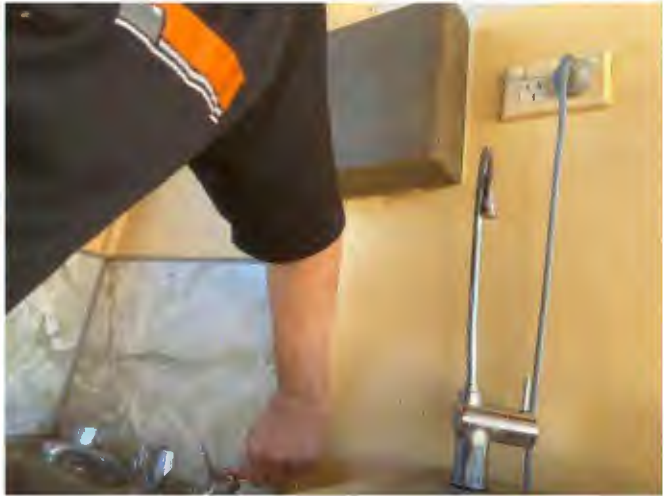












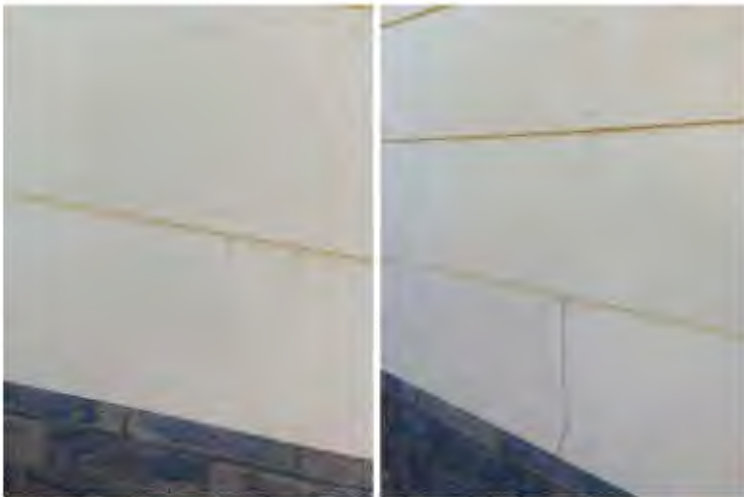




















IN PRINCIPLE AGREEMENT

SUBJECT TO COUNCIL AND MINISTERIAL APPROVAL AND EXECUTION OF TENURE

Type of Tenure: ~~10 year lease~~ 3 years

Address of Premises: 65 Collins Street, Clermont Qld 4721

Lot on Plan Description: ~~Part of Lot 1 on SP296846~~

Areas (Subject to Survey): ~~3,191m²~~ THE CLUBHOUSE

Lessor: Isaac Regional Council

Contact: Senior Community Leasing Officer

Attention: Kelly Shepherd

Telephone: 07 4846 3308

Facsimile: 07 4941 8666

Email: records@isaac.qld.gov.au

Lessee: Clermont and District Tennis Association Inc

Incorporation #: IA07139

ABN: 90 588 943 745

Contact for Lessee:

Attention: Liz Burnett

Telephone: 0428 315 514

Postal Address: PO Box 455, Clermont Qld 4721

Email: clermonttennisclub@gmail.com

TENURE

Commencement Date: ~~1/12/2024~~ 1/5/25

Term: ~~10 years~~

Expiry Date: ~~30/11/2034~~ 1/5/28

RENTAL

Gross Rental: ~~\$730.00 ex GST~~ per annum on Commencement TBC

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

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

*Rates
Electricity
Gas
Telephone/Internet
Water
Cleaning
Garbage/Waste*

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.

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.

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

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

SPECIAL CONDITIONS

DNRM Stated Use:	Recreation
Intended Use:	Tennis
Use of Premises:	The Lessee must not permit anybody to use the premises for residential purposes. Any required signage must be approved by Lessor
Signage:	If Camera Surveillance is utilised – appropriate signage placed in a visible area shall state – WARNING - this area is under constant video surveillance

Tenure Documentation:	Form 7 Form 20 (721042080)	Lease Document Isaac Regional Council Standard Terms Document for Trustee Leases
Legal Fees:	Each party to pay their own	
Goods & Services Tax:	Consideration for a Taxable Supply under the Lease is GST Exclusive	
Liquor Licence Number:	Not applicable	

INSURANCE

Public Liability Insurance:	\$20,000,000
Certificate of Currency:	To be supplied by applicant prior to commencement of Tenure with a copy of the receipt showing payment
Damage Policy:	Insure under a Damage Policy all insurable items located upon the Premises, including plate glass, irrespective of who owns the items
Workers Compensation:	Insure under the Workers Compensation Act, all persons it employs to work upon the Premises
Make Good Clause:	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, shall 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.

The lessee agrees to submit to the lessor for approval a complete scope of works prior to installation for any fit-out works.

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

Information Update:

The Lessee must provide annually 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:

Clermont and District Tennis Association Inc.

Name:

Elizabeth Ellen Burnett

Signature:



Date:

18/04/2025

ATTACHMENT 3 – TENURE FEE MATRIX

COMMUNITY GROUP: CLERMONT & DISTRICT TENNIS ASSOC INC

LAND SIZE	POINTS	COMMENT	SCORE	OLD FEE
Land < 500m2			0	\$450.00
Land 501m2 – 5,000m2	2	~2870m2 Clubhouse plus 4 courts ~4170m2 Clubhouse plus 6 courts	2	\$600.00
Land 5,0001m2 – 15,000m2	3		0	\$700.00
Land 15,001m2 – 50,000m2	4		0	\$800.00
Land > 50,001m2	5		0	\$900.00
Facility/building provided by Council	5		0	
ON COSTS				
Council pays electricity	5	Council invoices	0	
Council pays water	5	Not separately metered	5	
Council maintains field/courts	5		5	
MEMBERSHIP				
20 or less	1			
21 – 50	2			
51 – 100	3	50 - 60	3	
101 – 200	4			
201 or more	5			
COUNCIL CAPEX EXPENDITURE – NON BASE BUILDING				
In past 3 years \$0 - \$5,000	1	Nil	0	
In past 3 years \$5,001 - \$10,000	2	Nil	0	
In past 3 years \$10,001 - \$15,000	3	Nil	0	
In past 3 years \$15,001 - \$20,000	4	Nil	0	
In past 3 years > \$20,000	5	Nil	0	
RISK TO COUNCIL				
Low – Fully compliant tenure holder	1		0	
Medium – Compliant with outstanding works under management	2		0	
High – Non-compliant, unmanaged outstanding works, operating issues, new Incorporated Association, new lessee	3	New Lessee	3	
TOTAL POINTS			18	
Category Fee Points Score 5 – 10	\$300.00			
Category Fee Points Score 11 - 15	\$450.00			
Category Fee Points Score 16 - 20	\$600.00		\$600.00	
Category Fee Points Score > 20	\$750.00			
Base Fee (State Rent as per Land Regulation 2020)	\$130.00		\$130.00	
Total Tenure Fee per annum excluding GST			\$730.00	

ATTACHMENT 4 – SITE LOCATION

COMMUNITY GROUP: CLERMONT & DISTRICT TENNIS ASSOCIATION INC
LOT ON PLAN: PART OF LOT 1 ON SP296846
ADDRESS: 65 COLLINS STREET, CLERMONT



MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Mark Davey

AUTHOR POSITION

Program Manager – Capital Delivery

9.21

**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES FY2024
- 2025 CAPITAL PROJECTS PROGRESS REPORT AS AT 28 APRIL
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:

- Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 28 April 2025.***

Resolution No.: PECS1296

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- Receives and notes the monthly Planning, Environment and Community Services 2024-2025 Capital Progress Summary Report as at 28 April 2025.**

Carried

NOTE:

The Committee has requested that the Report be updated to reflect the updated project timelines for the Dysart Miner's Memorial Project.

The Chair has requested an update on the wall at the Flaggy Rock Community Centre Project.

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
Project awarded. 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 commenced, with completion date of 24 June 2025

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 have received the Certificate of Completion from the certifier with minor conditions attached. Contractor and Council are now working diligently through these items for timely rectification.

Isaac Country Universities

Moranbah centre construction has commenced. Project will require a variation to the funding agreement milestones as it is currently behind schedule.

CONSULTATION

Director Planning, Environment and Community Services

Planning, Environment and Community Services Leadership Team

Aurecon

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

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

KEY MESSAGES

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

Report prepared by:

MARK DAVEY
Program Manager – Capital Delivery

Date: 28 April 2025

Report authorised by:

MICHAEL ST CLAIR
Acting Director Planning, Environment and
Community Services

Date: 28 April 2025

ATTACHMENTS

- Attachment 1 – PECS 2024 - 2025 Capital Projects Progress Summary as at 28 April 2025

REFERENCE DOCUMENT

- NIL

PECS 2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 2025

2024/25 PECS Capital Budget Status and Completion Rate as at 28 April 2025

Carry Forward Budget	\$ 6,003,232.00
Adopted Budget	\$ 14,814,586.00
FY 2024/25 PECS Capital Budget	\$ 20,817,818.00
Actual Expenditure	\$ 11,420,437.88
Remaining Budget (Actual)	\$ 9,397,380.12
Commitments	\$ 7,039,870.48
Remaining Budget (uncommitted)	\$ 2,357,509.64

54.86 Percent of Budget Spent - May (Excluding Commitments)



\$9,397,380 of YTD Budget Remaining - May (Excluding Commitments)

88.68 Percent of Budget Spent - May (Including Commitments)



\$2,357,510 of YTD Budget Remaining - May (Including Commitments)

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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	230,267.22	157,475.00	-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	40%
CW222966	STLAW Community Hub	143,173.00	0	25,100.00	118,073.00	Planning/ Design	30/06/2026	Project is a 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	9,291,361.53	921,594.44	785,583.03	Construction	31/12/2025	Practical completion reached, with defects being rectified under the defect liability period. Contractor claims on variations are still being assessed by the superintendent and Council. Further internal works for lighting and stage are currently being assessed for RFT. Note - expecting that funds will be expended this FY but works will continue in 26 FY (funded from Halls proactive budget).	N/A	90%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
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	114,122.31	21,957.14	Procurement	28/06/2026	Procurement in progress for remaining scope of the emergent stage 2 works and estimated construction completion by end of June.	Medium	60%
CW233125	NBO Truck Wash Renewal	25,333	6,253.40	5,876.20	13,203.40	Construction	30/05/2025	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	30/06/2025	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	90%
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%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
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%
CW243172	CLM Civic Centre Roof replacement	611,382	0	119,400.02	491,981.98	Procurement	31/07/2025	Project awarded with anticipated cost savings based on tender results. Construction may extend into July noting current delays.	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	Complete	31/03/2025	Project Complete	N/A	100%
CW243227	DYS Miners Memorial	150,000	11,100.00	6,100.00	132,800.00	Planning/ Design	30/06/2026	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 will not be completed in the current financial year as completion will be dependent on	Medium	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
								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.		
CW243241	NBO Showgrounds Stage 1	1,683,452	164,797.22	5,347.75	1,513,307.03	Procurement	31/07/2026	Externally funded project Tender has closed with 9 responses, exceeding budget by between \$1.14M - \$2.98M. Post tender negotiations are currently being finalised with amendments to scope to align award with budget (project was issued as a schedule of rates not a lump sum so this is allowable under the procurement policy) Council officers have submitted a variation to funding agreement request allowing the construction start date to be pushed out to August 25, with an amended completion date of August 26.	Medium	30%
CW243246	Isaac Solar	415,490	68,253.09	91,903.74	255,333.17	Procurement	30/06/2026	Externally funded project Clermont Solar has been awarded and working with contractor for commencement date (note dependant on CW243172 finalising).	Medium	10%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
								Moranbah Solar is being delivered by Corporate Properties.		
CW243250	CLM Showgrounds Main Arena Renewal	13,231	6,747.75	157.94	6,325.31	Complete	31/03/2025	Project Complete	N/A	100%
CW253316	Isaac Country University Centres	700,000	0	607,959.00	92,041.00	Construction	2/12/2025	Full budget expenditure by 30 June will be unachievable. Moranbah Centre design complete, and construction commenced. Moranbah Centre will be completed on or before 30 June 2025. Initial design considerations for the Clermont Centre are underway. Revised completion date aligns with the executed funding agreement. Full budget expenditure by 30 June will be unachievable.	High	20%
CW253317	CORP Town Christmas Trees	88,776	88,776.40	0	-20.40	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	31/05/2025	Primary project complete, minor fabrication repairs to be completed by the end of May.	Low	90%
CW253320	CLM Showgrounds Electrical renewals	185,000	6,940.00	0	178,060.00	Procurement	31/12/2025	Submains testing report completed and tender preparation during February 2025 for May release to market. Completion	Medium	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
								date to be determined following award of project.		
CW253321	MBH - GCAC 25m Thermal cover renewal	125,000	0	0	125,000.00	Procurement	30/06/2025	Tender closed February 2025 . One tender received that was compliant with clarification of specifications of materials requested. Response due by end of April. Respondent has advised item will be in place by end of financial year.	High	20%
CW253322	GLN - Pool amenity and grandstand area	180,417	0	0	180,417.00	Procurement	31/07/2025	Tender to be advertised by end of April with award anticipated by end of May. Works may flow over to 25/26 FY dependant on contractor availability.	High	20%
CW253323	MBH - GCAC Plant room rectification	348,380	0	264,225.00	84,155.00	Construction	30/05/2025	Project has been awarded. Forecasted completion on the 30/05/2025.	Medium	30%
CW253324	CORP - Pools Emergent Renewals	118,733	74,612.13	40,685.60	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%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
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	Procurement	30/01/2026	Majority of funds deferred at Q2 to 25/26 FY. Tender advertised in April with award by end of May. Program will be dependent on contractor.	High	10%
CW253328	DYS Kindergarten - Structural repairs	175,000	0	0	0	Planning/ Design	N/A	As per resolution 9067 project will not proceed and funds are returned to unallocated depreciation		
CW253329	STL Hall - Kitchen upgrade	65,000	4,999.00	0	60,001.00	Procurement	31/07/2025	Scope of works developed for RFQ, with award by June. Works dependant on contractor availability. Protentional CF.	High	30%
CW253330	CORP Halls Emergent and /or Prog renewal	120,000	109,938.48	344.80	9,716.72	Complete	15/04/2025	Flaggy Rock - 100% works completed at Flaggy Rock by contractor. Note. These were emergent requirements, officers will investigate a future project that considers community and councillor requests for increased functionality. Camila Hall works are 100% completed. Remaining funds for Softfall that has been costed to Parks & Rec (to journal).	N/A	100%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 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
CW253331	Isaac Resources Excellence Precinct	2,000,000	452,126.99	4,520,695.46	-2,972,822.45	Construction	25/06/2027	Externally funded project. Multi-stage project. Project Management has been awarded. Design tender has been awarded. Road tender awarded. Advice received from the consulting engineer's states that the road infrastructure will expend a high portion of the 25FY 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 / \$300k Federal Gov grant / \$266k MELC cash reserves Initial invoice of circa \$600k received by Council. Stage 1 works completed to date include demolition of bathroom basins and toilets, with reinstallation of new items by 28 February 2025. Tiling and flooring activities in bathrooms have commenced. While initial demolition	Low	20%

PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
2024/2025 CAPITAL PROJECTS PROGRESS SUMMARY AS AT 28 APRIL 2025



Code	Project Name	Approved Budget	YTD Actual expenditure	YTD Commitments	Remaining Uncommitted Budget	Current stage	Scheduled completion date	Status Commentary	Risk	Completion
								works were delayed. Expected project completion date remains 30 June 2026.		
CW253337	MBH Childcare Sewer Mains Replacement	140,000	0	0	140,000	Planning	31/07/25	Site visit to Simply Sunshine to look at existing issue and interact with Key Stakeholder for planning of best time frame to undertake works.	Low	10%
OVERALL		20,817,818	11,420,437.88	7,039,870.48	2,357,509.64					

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Nishu Ellawala

AUTHOR POSITION

Manager Community Education and Compliance

9.22

PLANNING ENVIRONMENT AND COMMUNITY SERVICES MONTHLY DEPARTMENTAL REPORT – COMMUNITY EDUCATION AND COMPLIANCE

EXECUTIVE SUMMARY

The Purpose of this report is to provide an overview and status update of the Community Education and Compliance Department's operational commitments.

OFFICER'S RECOMMENDATION

That the Committee recommends that council:

- 1. Receive and note the content of this report that provides an overview and status update of the Community Education and Compliance Department's operational commitments.*

Resolution No.: PECS1299

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

1. Receives and notes the contents of the Planning Environment and Community Services Monthly Departmental Report – Community Education and Compliance that provides an overview and status update of the Community Education and Compliance Department's operational commitments.

Carried

NOTE:

The Mayor has asked for a briefing or workshop on the Framework on the service level assessment for the Community Education and Compliance Department operations.

BACKGROUND

The Community Education and Compliance department is responsible for delivering a vast range of Council statutory services under the relevant Acts and Local Laws.

Attachment 1 – Community Education and Compliance Quarterly Update May 2025 is attached, to provide Council with an overview and status update of the Community Education and Compliance Department's operational commitments.

IMPLICATIONS

The provision of departmental reports will provide Council visibility of the operational aspects of the Community Education and Compliance department.

CONSULTATION

Director Planning Environment and Community Services
Community Education and Compliance Department

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report which provides an accurate overview and status update of the Community Education and Compliance Department's operational commitments.

ACTION ACCOUNTABILITY

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

KEY MESSAGES

The Manager Community Education and Compliance 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:

NISHU ELLAWALA

Manager Community Education and Compliance

Date: 28 April 2025

Report authorised by:

MICHAEL ST CLAIR

**Acting Director Planning, Environment and
Community Services**

Date: 28 April 2025

ATTACHMENTS

- Attachment 1 – Community Education and Compliance Department Quarterly Update May 2025
- Attachment 2 – 2024 - 2025 Business Plan Community Education and Compliance – Updated April 2025

REFERENCE DOCUMENT

- Nil

COMMUNITY EDUCATION AND COMPLIANCE DEPARTMENT

QUARTERLY UPDATE MAY 2025

Current as at 30.04.2025

Presented by **Manager Community Education and Compliance**



EXECUTIVE SUMMARY

This report is a quarterly overview of operational commitments for the Community Education and Compliance Department's activity presented in May 2025.

HIGHLIGHTS

- **New Team Member:** Welcomed Ryan Redmond as the new Cadet Community Compliance Officer, joining the team to learn and support all regulatory functions.
- **Successful Completion of Annual Backflow and Trade Waste Licence Renewal Period:** The annual renewal period for all backflow devices and trade waste approvals concludes on 31 March each year. A total of 227 backflow and 118 trade waste invoices were issued. This process ensures continued compliance and completes Councils statutory requirements.
- **Overgrown Property Compliance:** Compliance Officers have proactively identified and investigated approximately 110 overgrown properties following recent rainfall and warmer temperatures.
- **The Systematic Inspection Program in Dysart:** This program commenced on 3 February 2025 and will be in force for twelve weeks, expiring on 2 May 2025. Its purpose is to monitor compliance with the *Animal Management Act (Cats and Dogs) 2008 and Isaac Regional Council Local Law 1 (Administration) 2011 and Local Law 2 (Animal Management) 2011, specifically regarding the keeping of dogs.*
- **The Selective Inspection Program:** Commenced on 3 February 2025, this program will run for twelve weeks, expiring on 2 May 2025. Property inspections were being conducted across the Isaac Regional Council area for properties where a dog had been registered up until 31 August 2024, but the Council has not received a renewal for that registration.
- **Returning Development Standards Officer:** The team welcomed back the Development Standards Officer full-time from maternity leave.

THREE MONTH OUTLOOK

- **Queensland Civil and Administrative Tribunal matter:**

UPDATE Documents are due for finalisation towards the end of April 2025. Final hearing dates have yet to be advised.

Community Compliance Officers are continuing to prepare to defend a regulated dog declaration (Dangerous) issued in October 2024, in which the dog owner appealed the Council's decision to the Queensland Civil and Administrative Tribunal (QCAT). A directions hearing was held in January 2024, during which each party agreed to produce documents between February 2025 and May 2025.

- **Results of Microchipping in March program:** Council received a total of 19 applications for our microchipping in March program. 14 vouchers were issued to be redeemed at Moranbah Veterinary Clinic and 5 vouchers issued to be redeemed at Clermont Veterinary Surgery. Council has only received confirmation that 4 vouchers have been redeemed at Clermont Veterinary Surgery.
- **Illegal Dumping Survey Results:** In February 2025 the Illegal Dumping and Community Awareness Survey went live through Speak Up. The survey was designed to gauge community knowledge and understanding around illegal dumping within the region. The survey concluded on 31 March 2025. A total of 86 people participated in the survey and the results are being analysed in a report for Council. Applicants had the opportunity when taking part in the survey to win 3 x \$50 Shop Isaac cards. This has been drawn with two winners from Clermont and one from Moranbah.
 - Nari Louise Smith – Clermont

- Patricia Brennan – Moranbah
- Chanelle Smyth – Clermont

Participants were encouraged to continue engaging with the issue of illegal dumping, with additional information available on the Isaac Regional Council website.

- **Desexing Draw** – The quarterly draw for our ongoing responsible ownership program was undertaken. The winner from Moranbah will receive a \$100 shop Isaac card for having her dog desexed.
- The **Commercial Use of Local Government Controlled Areas and Roads** Guideline is being revised to improve clarity and streamline the process for local businesses.
 - Revised Procedure
 - Updated Application Form, including a renewal option.
 - New letter templates, approvals, and conditions
 - Maps and new locations
 - Website update
 - Updated register

The updated maps will provide a more accurate representation of available spaces for commercial use, while the revised procedure and application streamline the approval process. These improvements make it easier for businesses to navigate regulations and ensure that roadways are used safely and effectively for commercial purposes.



- **Queensland Health:** A response was submitted to the Queensland Public Health Unit on 7 February 2025 requesting Local Government expertise to support the development of a guideline for the effective management of food safety risks throughout Queensland.

Local Government input will enhance efforts in ensuring a statewide consistent approach that aligns with the national *Business Sector Food Safety Risk Priority Classification Framework* and the Australia New Zealand Food Standards Code, with a focus on *Standard 3.2.2A Food Safety Management Tools*.

- **Ongoing Recruitment Efforts:** Progressing the recruitment of key positions, including Environmental Health Officers, Community Compliance Officers; Animal Management Attendants.
- **Illegal Dumping Surveillance:** Increased use of surveillance cameras, with ongoing footage review and identification of offenders.
- **Compliance Officer training:** Community Compliance Officer is scheduled to attend intensive training through the QGATE positive interactions and self-preservation training
- **Development Standards:** The recent whether events have seen the department receive an increase in Stormwater complaints. All of which are ongoing investigations.

Community complaint was received for illegal building work at a residence in Moranbah. The Development Standards Officer was able to get the property owner to achieve compliance with the issuance of an Enforcement Notice. Property owner has complied with all requirements of the Notice.

- **Adoption of Dogs:** Council has facilitated the adoption of two dogs this month. Penny (6 years old, Cattle Dog cross) was adopted by a rescue organisation based in Brisbane. Sophie (1.5 years old, Maltese cross) has been successfully adopted by a community member and will be moved to her new home in the last week of April 2025.

Penny	Sophie
	

EMERGING ISSUES

Our department continues to face resourcing challenges, notably recruitment of long-standing vacant positions, we are now in the process of recruiting for a Lead Environmental Health Officer after the resignation of the incumbent. Community Education and Compliance were also unsuccessful in the recruitment of survey officers for the inspection program, this has resulted in our current Community Compliance Officers having to carry out extra duties to facilitate the program to completion. We will continue to review all operational project needs and priorities will be undertaken in February 2025, and resources and delivery timeframes will be allocated accordingly.

THREE MONTH OVERVIEW – PERFORMANCE REPORTING

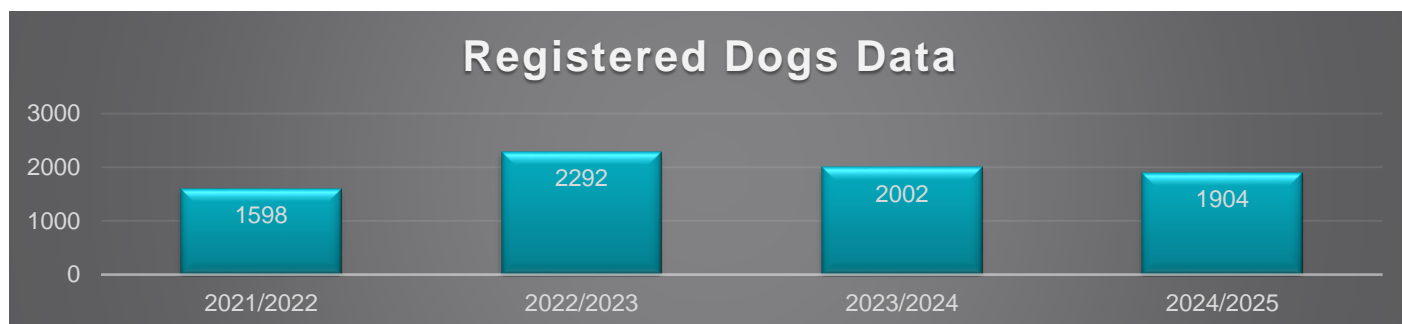
Current Systematic Inspection Program of Dysart statistics.

With the program due to wrap up by 2 May 2025 our officers have completed 75% of the program.

Total Properties in Dysart - 1440	
Properties door knocked	1088
Compliant	940
New registration due to inspection program	26

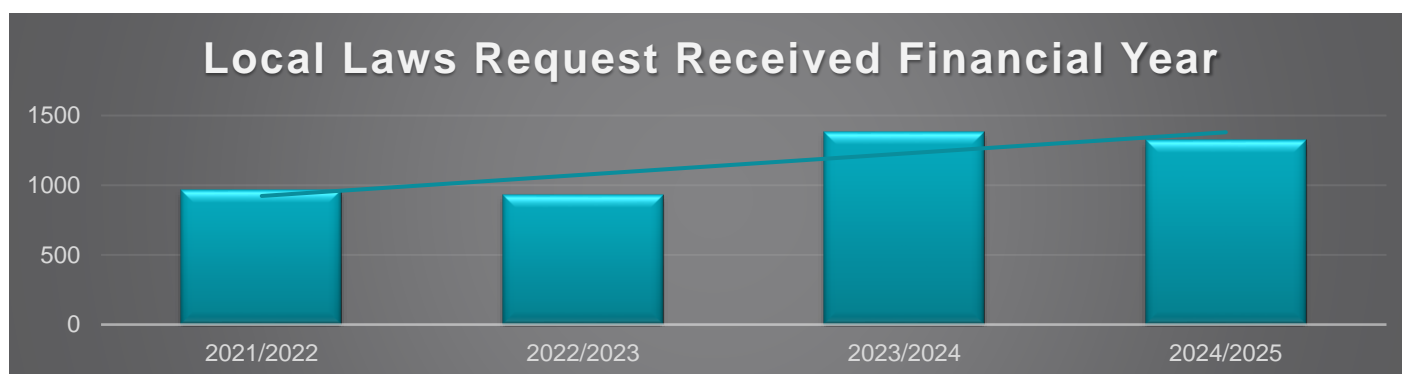
The administration team are finalising issuing correspondence to households that are non-compliant at this time. Once completed a full report will be sent to council with the results of both the systematic and selective programs.

Animal Management – Registered Dogs:



Description	February 2025	March 2025	April 2025	Rego YTD
New Dogs Registered	85	73	37	417
Puppy Registrations (inc. in registration numbers)	9	4	1	78
Dog Registration Renewals	39	14	4	1487
Total Registered				1904
Dog Registration – non-renewals				788

Local Laws Compliance Customer Request Activity



The Local Laws unit received 136 requests in April 2025 resolving 92 requests during the period. The remaining service request is under ongoing investigation.

Building Search Services

Description	February 2025	March 2025	April 2025	Financial YTD
Building Property Searches	21	21	15	154
Archiving of private other certifier approvals	6	7	4	69

Plumbing Services

Description	February 2025	March 2025	April 2025	Financial YTD
New Applications	9	5	3	58
Total Decided	7	6	5	55
Description	February 2025	March 2025	April 2025	Financial YTD
Plumbing Inspections	12	19	10	157
Trade Waste Audits	3	5	0	66
Backflow Testing	21	16	15	176

Environmental Health Services



Environmental Health Services received 14 requests in April 2025 and resolving 13 requests. The remaining service request is under ongoing investigation.

Type of Licence	Number
Full Food Licence	148
Potable Water Carriers	31
Temporary food licence (notes)	9
Personal Appearances Services	6
Commercial Use of Local Government Controlled Areas and Roads Approval (notes)	11
Total	205

Notes:

- Temporary fit licenses are investigated at the time of issue and are not included in the annual inspection schedule.
- Inspections are conducted when a complaint of service request is received and or when a single large event takes place, for example the Clermont Show when officers conduct an inspection program for that event.
- These licence types are commonly issued for once of events.
- Commercial Use of Local Government Controlled Areas and Roads applications are assessed at the time of issue and do not require an annual inspection.

Service Level	Target	February 2025	March 2025	April 2025	FY YTD	Current Performance %	Service Level Type
Annual inspection of licensed food businesses undertaken	148 premises	6	7	0	60	40.54 %	Operational
Annual inspection of licensed potable water carriers	31 Premises	0	0	0	10	32.26 %	Operational
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	6 premises	0	0	0	2	33.33 %	Operational

Applications Received	February 2025	March 2025	April 2025
Number of Food Business Licence Applications (New Business)	1	2	1
Number of Food Business Licence Applications (Amendment of licence)	0	0	1
Number of Short/Long Term Temp Food Business Licence Applications	0	0	1
Number of Mobile Food Business Licence Applications	1	0	0
Number of Potable Water Carrier Applications	0	0	3
Number of Food Business Licences Issued (fixed, mobile, pwc, long term temp, short term temp, amendment)	2	4	7
Notification of Non-Profit Organisation Food Event received	0	1	0
Notification of Non-Profit Organisation Food Event - approval granted	0	1	0
Number of Personal Appearance Service Licence Applications (New Business)	0	0	0
Number of Personal Appearance Service Licence Issued (New Business)	0	0	0
Annual Food Business Licence Renewals Received	0	0	0
Annual Food Business Licences Renewals Issued	0	0	0
Annual Personal Appearance Service Licence Renewals Received	0	0	0
Annual Personal Appearance Service Licence Renewals Issued	0	0	0
Renewal Notices Issued (Food and PAS)	0	0	0
Sale Search Application Received	0	0	0
Sale Search Reports Issued	0	0	0
Number of Commercial Use of Local Government Controlled Areas and Roads Approval Applications Received	1	0	3
Number of Commercial Use of Local Government Controlled Areas and Roads Approval Approvals Issued	1	0	2

CAMPAIGN AND EDUCATION HIGHLIGHTS

Dog Desexing Incentive Draw Winners Update:

The March 2025 winner of the Dog Desexing Incentive Draw is Elie Holman and her dog, Louie, from Moranbah. Ellie will receive a \$100 shop gift card. The campaign is ongoing, with additional chances to win in May, August and November 2025.

Social media Education Campaign update:

The department's social media education campaign in February, March and April continued its focus on key public safety and compliance issues, building on the momentum from previous months. The campaign topics included:

Keep Your Pets Safe This Storm Season

During the period, the Community Education and Compliance Department ran a storm season safety campaign reminding pet owners to prepare their furry friends for extreme weather events.

We shared practical tips to keep pets safe, including:

- **Including pets in evacuation plans**
- **Creating a safe indoor space** — keeping pets calm and away from windows and doors.
- **Stocking up on supplies** — having food, water, medications, and comfort items prepared.
- **Staying informed** — monitoring weather alerts and acting quickly when needed.

The campaign helped raise awareness of the importance of planning for pets during storm season to keep them safe, secure, and cared for.

Important Microchip Information for Pet Owners

Informed the pet owners about the closure of the HomeSafeID Microchip Pet Registry.

The department promoted the importance of updating pet microchip details with an approved national database before access to HomeSafeID is lost.

By taking this step, pet owners can ensure their animals' identification information remains current, making it easier for lost pets to be safely reunited with their families.

Isaac Regional Council
7 February · 🌐

🐾 Keep Your Pets Safe This Storm Season 🐾

When the storm clouds roll in, don't forget about your pets!

It's important to remember that our furry friends rely on you for safety and comfort — let's ensure we're fully prepared to keep them safe no matter what this storm season brings!

Here are some tips to keep them safe:

🚗 Include Your Pets in Your Evacuation Plan

Make sure your pets are part of your emergency plan.

Have carriers, leashes, and any necessary paperwork ready to go in case of evacuation.

🏠 Create a Safe Space

Designate a quiet, secure area in your home away from windows and doors where your pets can feel safe. Keep them inside during storms to avoid any unnecessary stress or danger.

🍲 Stock up on Supplies

Ensure you have enough food, water, medications, and comfort items for your pets. Think ahead and prepare a storm emergency kit just for them!

📱 Stay Informed

Stay up to date on weather forecasts and warnings. Be ready to act quickly if evacuation is necessary.

<https://dashboard.isaac.qld.gov.au/>



Isaac Regional Council
12 February at 14:57 · 🌐

🔔 IMPORTANT MICROCHIP UPDATE FOR PET OWNERS 🔔

HomeSafeID, the Microchip Pet Registry company will soon no longer be operational.

This means you will no longer be able to log in to update your contact details, change ownership, or identify your pet should they go missing. Isaac Regional Council encourage all pet owners to check and update your pet's microchip registration to keep them safe and easily identifiable should they ever go missing.

What you need to do:

Check your pet's microchip registration.

1 Visit <https://petaddress.com.au>.

2 Put your pet's microchip number into the search.

If your pet's microchip is currently registered with HomeSafeID, you must update the registration with another provider.

How to Update Your Pet's Microchip Registration

🌐 Visit one of these websites and re-register your pet with an approved national microchip database.

Central Animal Registry: <https://car.com.au>

Australasian Animal Registry: <https://www.myras.com.au/AAR/register/Registration.aspx>

Global Micro Animal Registry: <https://online.globalmicro.com.au/auth/login>

Petsafe: <https://www.petsafe.com.au/regos.asp>

Missing Your Pet's Microchip Number?

Don't worry! If you don't know your pet's microchip number, here's what you can do:

🐾 Ask your vet to check their records.

📖 Look in their vaccination book.

🐾 Visit your local pet store to scan your pet's microchip 🐾

⚠️ If your pet's registration is not updated and they become lost, vets, councils and shelters will be unable to view your contact details when scanning their chip, making it harder to reunite with your pet.

Are you a noisy neighbour?

In May, the Community Education and Compliance Department promoted the importance of community respect and awareness of noise levels through its "Are You a Noisy Neighbour?" campaign.

The department encouraged residents to reflect on how their actions, such as playing loud music, hosting parties, or operating machinery, could impact their neighbours.

The campaign highlighted that excessive noise can disturb sleep, disrupt daily activities, and affect the health of vulnerable groups, including young children and the elderly.

Residents were reminded to be mindful of noise, particularly during quiet hours, to help maintain a positive and considerate living environment. Further information on managing noise nuisance was made available on Isaac Regional Council's website.

Isaac Regional Council
7 March at 09:13

Are You a Noisy Neighbour? 🗣️


Noise nuisance can be more than just an inconvenience—it's unwanted sound that disrupts daily life. We all react to noise differently, and what's bearable for one person may be unbearable for another. The impact of noise can disturb sleep, disrupt activities, and even affect people's health, especially the very young or elderly.

What Causes Noise Nuisance?
Excessive noise can come from various sources:

- 🐕 Barking dogs
- 🎵 Parties & loud music
- 🔨 Building work noise
- 🔧 Regulated devices (power tools, mowers etc)
- 🚗 Cars, air-conditioning units, pool filters, and more

What Can You Do About It?
Respect Quiet Hours. Residential areas rely on peace for rest and relaxation. Keep noise levels low, especially in the evening and early morning, to avoid disturbing neighbors.

For more information on Noise nuisance, visit https://www.isaac.qld.gov.au/.../isaac_noise- nuisance...



This campaign raised awareness of the increased mosquito activity following recent rainfall and provided residents with practical advice to reduce breeding sites around homes. Key messages focused on protecting families from mosquito-borne diseases by following simple prevention steps:

- **TIP IT** – Empty standing water from containers, pots, and buckets.
- **STORE IT** – Keep water-holding items undercover and dry.
- **THROW IT** – Dispose of any rubbish that may collect water.

Residents were reminded that even small amounts of water can support mosquito breeding and that early action helps prevent the spread of diseases like dengue.

Further resources and advice were made available on Isaac Regional Council's website.

Isaac Regional Council
5m


Mosquitoes are out and about in ISAAC

Dengue mosquitoes only need a small amount of water to breed in. Prevent the spread of dengue mosquitoes by cleaning up around your home by:


- ✓ Empty standing water containers, pots or buckets.
- ✓ Storing items that can hold water undercover, in a dry place.
- ✓ Throwing out any rubbish in your yard.
- ✓ Cleaning out your gutters.

Remember to **TIP IT, STORE IT and THROW IT**
Stay safe, and let's keep those mosquitoes at bay!
<https://www.isaac.qld.gov.au/Mosquitoes>

MOSQUITO BITE PREVENTION REDUCE YOUR CHANCES OF GETTING BITTEN AND PREVENT DISEASE



PROTECT YOUR HOME AGAINST MOSQUITOES



KEEP YOUR ENVIRONMENT SAFE AND CLEAN

Mosquitoes: The Tiny Trouble Makers

The Community Education and Compliance Department continued its focus on mosquito prevention with the “Mosquitoes: The Tiny Troublemakers” social media campaign.

The campaign provided residents with practical, easy-to-follow advice on protecting themselves and their families from mosquitoes.

Key messages included:

- Removing standing water where mosquitoes breed.
- Planting natural repellents such as lavender, mint, basil, rosemary, and marigolds.
- Using mosquito repellents, particularly during dusk and dawn.
- Special safety tips for applying repellents to children.

The campaign highlighted the health risks posed by mosquitoes and reinforced simple actions the community can take to stay safe and itch-free.

Further information and resources were made available through Isaac Regional Council’s website.



Mosquitoes: The Tiny Trouble Makers

The mosquito buzz is REAL this season! 🦟 While they might be small, their impact can be huge. From the itchy bites to the risk of disease, mosquitoes are definitely not our friends. 😬

Here's how to protect yourself and your loved ones from these little nuisances:

- 💧 Remove any standing water where they breed.
- 🌿 Plant natural repellents like lavender, mint, basil, rosemary or marigolds.
- 🧴 Use mosquito repellents, especially at dusk and dawn.
- 👶 Don't forget the kids!. On babies, you might need to spray or rub repellent on their clothes instead of their skin. Avoid applying repellent to the hands of babies or young children.

Stay safe and itch-free! 🦟🦟

<https://www.isaac.qld.gov.au/.../Public-Health.../Mosquitoes>



Building Your Dream Space? Don't Forget Your Building Approvals!

In this campaign, the department reminded homeowners and renovators to obtain the necessary building approvals from a Private Building Certifier before starting their next construction project. It emphasised the importance of staying on course by ensuring compliance with regulations, making the building process safer and smoother.



Building Your Dream Space? Don't Forget Your Building Approvals!

Before you start your next construction project, ensure your project stays on course by obtaining the necessary building approvals from a Private Building Certifier.

It's essential for:

- ✓ Ensuring that any construction project complies with Building Code of Australia and local regulations.
- ✓ Guaranteeing the safety and structural integrity of the building.
- ✓ Avoiding potential legal issues by confirming your project meets minimum standards for design, fire safety, pest control, and energy efficiency before starting work.

Need building certification services?

If you're planning building works, make sure you work with a Private Building Certifier who is appropriately licensed by the Queensland Building and Construction Commission (QBCC). They'll ensure your project is compliant and meets all legal requirements.

Stay ahead of the game—secure your approvals first!



Attention Pet Owners: School Holidays = Extra Movement

In this campaign, the department provided practical and actionable advice to pet owners on how to keep their dogs safe during the busy school holidays. Recognising the increased activity around the house, especially with kids playing outside and gates being used more frequently, the campaign focused on securing yards and educating children on the importance of gate safety.

By offering these tips, the campaign aimed to ensure pet owners could take simple steps to keep their dogs safe and prevent mishaps during the holidays.

Easter Is Almost Here – Time for Chocolate, But Not for Your Pets!


In this campaign, the department raised awareness about the dangers of chocolate consumption for pets, especially during Easter when chocolate treats are most common in households. The focus was on educating pet owners about the risks of chocolate toxicity and providing easy-to-understand information on how to recognise the signs of chocolate poisoning in dogs. By sharing these crucial tips, the campaign aimed to ensure pets remain safe and healthy during the Easter festivities, while also reminding owners to keep chocolate treats out of reach of their furry friends.

Isaac Regional Council
3h · 🌐

🔴 **Attention Pet Owners: School Holidays = Extra Movement!** 📌
The school holidays bring fun and excitement, but they also mean more activity around the house. 🏠
👉 With kids playing outside and gates being used more often, it's super important to keep our dogs safe and secure. 🐕

💡 **Tips for Dog Safety During the Holidays:**
🌿 **Secure Your Yard:** Always double-check that gates are properly closed. Kids may forget, so be sure they know how important it is to close them securely.
👦 **Educate the Kids:** Teach your children the importance of keeping doors and gates closed when they enter and exit the yard. Little habits can make a huge difference!
🔒 **Upgrade to Self-Closing Gates:** Installing self-closing gates and sturdy latches adds extra peace of mind and makes it harder for gates to be left open.

Take a moment this holiday season to ensure your dog's safety, and make sure that gates are always properly secured. A little attention goes a long way in preventing mishaps!




Isaac Regional Council
16 April at 08:24 · 🌐

🔴 **Easter Is Almost Here – Time for Chocolate, But Not for Your Pets!** 🐰
As Easter approaches, we know that means lots of chocolate treats around the house – from Easter eggs to bunny-shaped goodies! 🍫 But chocolate is extremely toxic to dogs (and other pets), and with so many sweets within reach, it's vital to keep it safely away from them.

🔴 **Signs of Chocolate Poisoning in Dogs:**
🤢 Vomiting
💩 Diarrhoea
🩺 Stomach ulceration
🫧 Kidney failure

Easter is meant to be fun for everyone, including our pets, but let's make sure they stay safe and healthy! If your dog is showing any signs of poisoning, don't hesitate to reach out to your vet for urgent care. 🏥 🐕
Stay sweet but keep the chocolate for the humans! 🍫 🌿





CORPORATE REPORTING

DEPARTMENTAL BUSINESS PLAN 2024/25

KEY PRIORITIES AND PROJECTS 2024/2025

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	MEASURE OF SUCCESS (KPI)	Status
Governance for Accountability Leading and Enabling a Changing World	Continue the Customer-Focused Review: Deliver customer-focused service reviews across the Department to ensure customer-led business improvements are implemented to improve relationships within the industry and the community.	Customer Feedback	On Target
Governance for Accountability	Training and development of officers	Compliance & Certification Rate – Percentage of officers meeting mandatory compliance training requirements.	On Target
Governance for Accountability	Plan and Deliver Monthly Education Awareness messaging	Customer Request and Voluntary Compliance	On Target
Governance for Accountability	Subject to appropriate staff resources, undertake the Internal Audit Recommendation Actions listed on Table 1	Delivery of the program	Below Target
Governance for Accountability	Plan and deliver an approved systematic inspection program (a) Approved Systematic Inspection Program Dysart (b) Approved Selective Inspection Program - Non-Renewed	Delivery of the program	On Target
Governance for Accountability	Plan and Deliver Microchipping in March program	100% Delivery of the program in March	Completed
Governance for Accountability	Plan and Deliver Desexing Incentive Draw	Delivery of the program	On Target
Governance for Accountability	Local Government Illegal Dumping Partnerships Program – Round 2B	Delivery of the program	On Target
Governance for Accountability	Subject to appropriate staff resources and Council Enterprise IT systems that support Infield IT Service Delivery - Automation of application and application	Delivery of the program	Below Target

	assessment processes using TechOne and Mobility	
Governance for Accountability	Subject to appropriate staff resources, develop and implement mobile food Implementation inspections.	Below Target
Governance for Accountability	Environmental Health Whitsunday, Isaac, Mackay EHWIM Meeting	4 Partnership meetings are attended per year, and 1 hosted in Isaac Each year On Target

Planning Environment & Community Services Community Education & Compliance

BUSINESS PLAN FINANCIAL YEAR – 2024/2025

Prepared by: Manager Community Education & Compliance
Current as at: 28 January 2025



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PURPOSE

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

Business plans will inform the development of the annual operations plan of the 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.

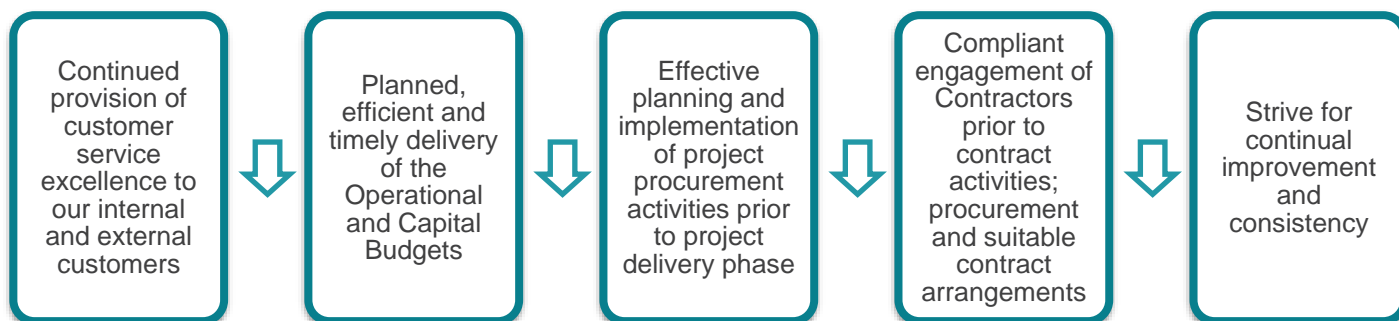
The Business Plan influences the development of the Annual Operational Plan and Budgeting, identifying the performance measures that will determine how the Corporate Plan's outcomes are being achieved. Business plans will inform the development of the annual operations plan of the council, as well as 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.

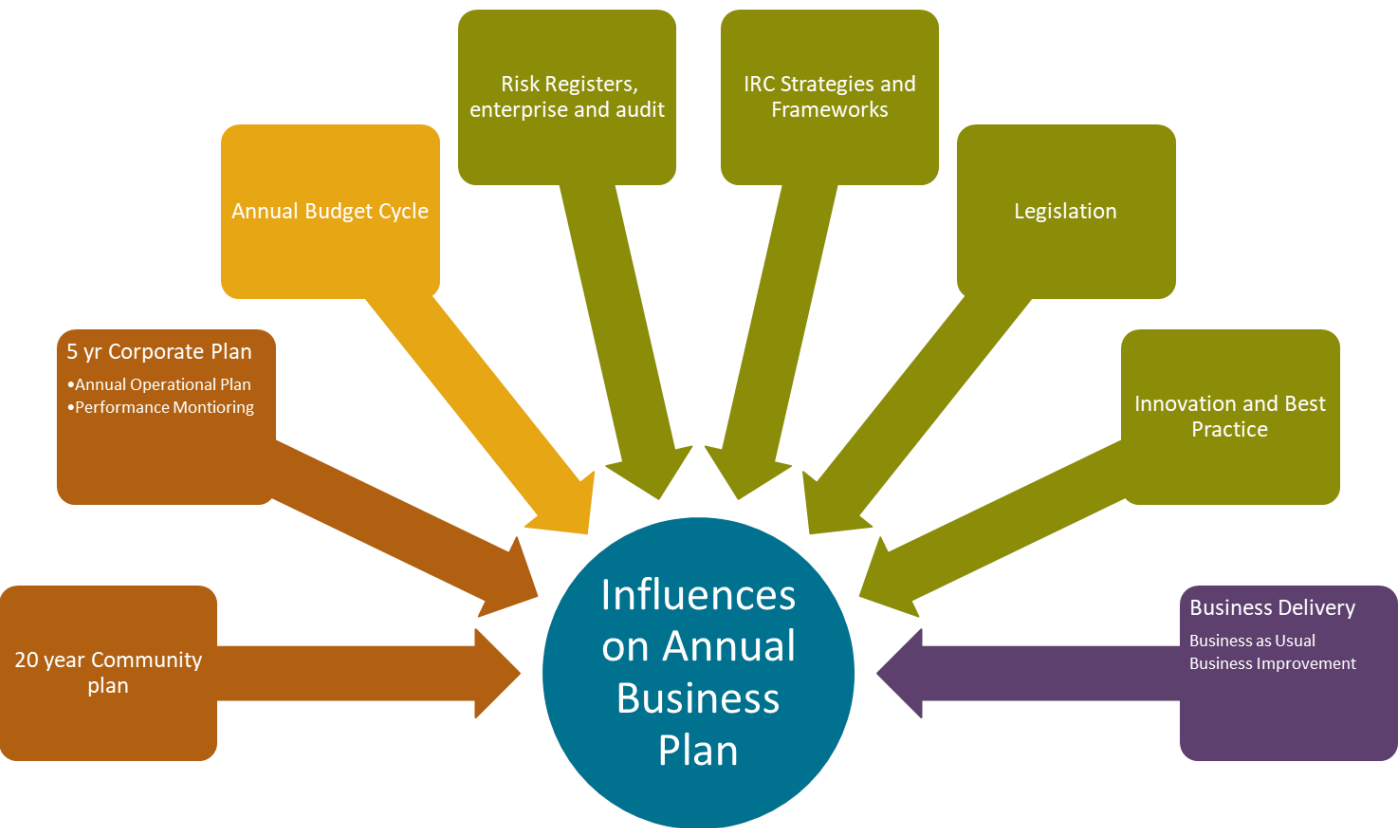
KEY FOCUS AREAS

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



BUSINESS PLAN INFLUENCES

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



COMMUNITY EDUCATION AND COMPLIANCE PLAN ON A PAGE

DEPARTMENT NAME	Community Education and Compliance
DEPARTMENT OBJECTIVES	To build and create value for the communities of Isaac by delivering trusted customer service in the areas of Community Education and Compliance
KEY FUNCTIONS	<ul style="list-style-type: none">• Department Management• Building Property Search Services• Compliance Services• Community Education Services• Building Services and Development Compliance Services• Environmental Health Services• Plumbing Services
KEY STAKEHOLDERS	<p>Elected Members Chief Executive Officer Executive Management (Executive Leadership Team) Internal Referral Partner Departments Community Members Local Businesses State Government/Local Government Local Government Association of Queensland Rescue Groups Queensland Police Service Real estate agents Royal Society for Prevention of Cruelty to Animals Queensland Schools and Early Learning Centres</p>
RESOURCES	17 FTE



OVERVIEW



STRATEGY

KEY STRATEGIES	<p>Corporate Plan Operational Plan Food Safety Strategy Illegal Dumping and intervention Plan Community Education Plan Community Education and Compliance policy Enterprise Risk Management</p>
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KEY LEGISLATION

Local Government Act 2009 (LGA 2009)
Local Government Regulation 2012
Animal Management (Cats and Dogs) Act 2008
Environmental Protection Act 1994
Food Act 2006
Isaac Regional Council Local Laws 2011
Local Government Act 2009
Plumbing and Drainage Act 2018
Public Health Act 2005
Public Health (Infection Control for Personal Appearance Services) Act 2003
State Penalties Enforcement Act 1999
Waste Reduction and Recycling Act 2011



INFLUENCES AND RISKS

KEY INFLUENCES

Skills shortage and staffing recruitment challenges
Service expectations not reflective of the resourcing at hand
Red tape
Outdated IT systems
Prizing the squeaky wheel over the quieter problems

KEY RISKS

Resourcing & succession planning



PRIORITIES & PROJECTS

KEY BUSINESS AS USUAL

(TOP 5)

The Community Education and Compliance team delivers a range of education & compliance services under the following programs:

- Department Management
- Department Administration
- Building & Development Services
- Compliance Services
- Community Education Services
- Development Compliance Services
- Environmental Health Services
- Plumbing Services

KEY OPERATIONAL PROJECTS

- Delivery of the Local Government Illegal Dumping Partnerships Program – Round 2B
- Plan and deliver an approved systematic inspection program (approved/selective).
- Declared Dangerous and Menacing Dog Annual Audits to ensure continuing compliance with conditions of declaration.

-
- Plan and Deliver the Animal Management Community Education.
 - Plan to Deliver Microchipping events and activities programs across the Region.
-

**KEY CAPITAL
PROJECTS**

AMC Moranbah maintenance upgrades

DEPARTMENT OVERVIEW

OUR OBJECTIVES

To provide high-quality community safety, amenity, and built and natural environmental protection services through dynamic and innovative compliance and customer-focused programs and services which empower staff in service excellence.

OUR FUNCTIONS AND SERVICES

The Community Education and Compliance Department delivers a range of services under the following programs:

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Department Management		
Building Leadership and Culture Delivering Service Excellence Business Efficiency		
Delivery of Council's Corporate Plan Provide accountable and transparent planning and performance assessment by implementing Corporate and Business Planning and Corporate Performance reports.	Ongoing	Internal
Leadership and Culture Pursue service excellence in our people and encourage innovation, teamwork engagement, and fun. Add value to business outcomes by developing strong partnerships and relationships with all stakeholders.	Ongoing	Internal/External
Delivering Service Excellence Pursue service excellence in our service delivery and continuous improvement in policies, systems, processes, and practices.	Ongoing	Internal
Business Efficiency, engagement, and Innovation Encourage innovation and creativity through research and evidence-based practice to enhance organisational efficiency.	Ongoing	Internal
Prudent Financial Management Manage financial resources prudently, responsibly, and effectively.	Ongoing	Internal
Department Administration		
Provision of excellence in business services and systems improvements to Community Education and Compliance programs and Staff		
Administrative support to CSC These functions include customer service, information management, performance monitoring and reporting, business and system analysis, and a critical interface with Corporate	Ongoing	

Services to ensure alignment and compliance with our various governance frameworks.		
Systems development and Maintenance Maintain corporate software, including setting up of parameters Workflow, parameter and reporting development and maintenance collaboratively with IT Systems Team and Customer Service Team –for the following TechOne System Modules: <ul style="list-style-type: none"> - Infringement Module - Animals Module. - Licensing Module - Registers Module - Applications Module - Customer Service Module Registers 	Ongoing	Internal/External
Administration of SPER, CITEC Coordination of upgrades and reporting for the following Department-specific external Systems under licence arrangements.	As required	Internal/External
Manage the Department licencing renewals functions: Renewal Notices/ Reminders: Annual Animal Registration Renewal; Licences relative to the Department (food, trade waste, etc.)	As required	Internal/External
Manage the Department Searches Services and Reporting Functions: Building and Plumbing information service. Siting Variation administration.	As required	Internal/External
Community Education Services		
Paws-itive Blueprint Education Delivery of the Paws-itive Blueprint education program to the early learning centre, pre-schools, and schools collaboratively with compliance services.	As required	Internal/External
Gather data, analyse, benchmark, and present statistics and recommendations to management in relation to projects proposed and delivered.	As required	Internal/External
Community Compliance Service To deliver all aspects of amenity and safety, all aspects of domestic animal management to ensure public safety in accordance with legislation and proactively increase public awareness and community understanding of the need to responsibly manage companion animals, thereby reducing animal-related nuisances.		
Animal Care Services: Impounded companion animal (domestic dogs) care and release. Rehoming of unclaimed domestic dogs.	As required	Internal/External

Animal Public Safety and Nuisance Response. Respond to and resolve Animal Incidents, Declared Dog Audits, Barking Dog Nuisance, and Other Animal Nuisances.	As required	Internal/External
Nuisance Regulation Education and resolution of community requests for regulation of residential nuisances concerning amenity and safety and abandoned Vehicles on Local Government Road network.	As required	Internal/External
Business on Public Place Regulation Assessment, renewal, and compliance service for business in public places.	As required	Internal/External
Building & Development Compliance		
To provide building and land use/development related customer service, investigation, and education services to ensure a safe and healthy community and protect the natural and built environment		
Building & Land Use Investigations Resolution of alleged land use development permit breaches of Building Act, Planning Act /Planning Scheme via education and enforcement actions.	As required	Internal/External
Development Audits Audit of Development Permits on a risk management basis.	As required	Internal/External
Environmental Health Services		
To work collaboratively with business operators, residents, and other government agencies to maintain and enhance the overall quality of life for people who work, live in, or visit Isaac through the delivery of public health and environmental protection services.		
Public and environmental health licensing and approvals: Assess and make decisions on applications for approvals under relevant State legislation for food businesses (fixed, mobile, and/or temporary), environmentally relevant activities (ERAs), higher risk personal appearance services e.g., tattooists, body piercing.	As required	Internal/External
Referral Advice Provide advice and input into DA conditions for environmental health-related issues.	As required	Internal/External
Public and environmental health compliance activities: Public and environmental health inspections illegal dumping enforcement.	As required	Internal/External
Environmental Events, Activities, and Education Deliver education campaigns for business operators and the community to raise awareness about environmental health licensing requirements.	As required	Internal/External
Plumbing Services		

To provide plumbing-related customer service assessment, investigation, and education services to ensure a safe and healthy community and protect the natural and built environment

To ensure plumbing works are carried out to standards and specifications:

- Plumbing Certification
- Plumbing Compliance
- Trade Waste Audits
- On-Site Sewerage Designs
- Backflow testing and repairs

As required

Internal/External

PEOPLE RESOURCES (AS AT JANUARY 2025)

UNIT/ SERVICE AREA	NUMBER OF STAFF	TENURE TYPE
Department Management To provide overall leadership and management to the Department with respect to the financial direction, customer service, culture, and service delivery.	1	Full time
Department Administration Deliver excellence in business services and systems improvements to the department.	3 1	Full Time Trainee
Compliance Services Amenity and safety ensure a safe and healthy community, including the delivery of all aspects of animal management to ensure public safety in accordance with legislation and proactively increase public awareness and community understanding of the need to manage companion animals, thereby reducing animal-related nuisances responsibly.	4 1	3 Full Time Officers 1 Full Time Cadet as of April 2025 (1 Compliance Officers Vacant)
Community Education Services Deliver for the Department and direct to our customers' education and promotion services, influencing social and behaviour changes that achieve proactive, participative, self-regulation/voluntary compliance, which improves public safety and community outcomes of the various legislation administered by Community Education and Compliance.	1	Full Time (Vacant as of 21 June 2023)
Building Services and Development Compliance Services	1	Full Time

To provide building and land use compliance-related customer service, investigation, and education services to ensure a safe and healthy community and protect the natural and built environment.		
Environmental Health Services To work collaboratively with business operators, residents, and other government agencies to maintain and enhance the overall quality of life for people who work, live in, or visit Isaac through the delivery of public health, education, and environmental protection services	2	Full Time (2 Vacant)
Plumbing Services To provide plumbing-related customer service, assessment, investigation, and education services to ensure plumbing and drainage works are completed to legislative requirements, standards, and specifications to ensure a safe and healthy community and protect the natural and built environment.	2	Full Time

KEY CUSTOMERS/STAKEHOLDERS

CUSTOMERS	WHAT DO OUR CUSTOMERS VALUE?
INTERNAL CUSTOMERS	
Elected Members Chief Executive Officer Executive Management (Executive Leadership Team) Internal Referral Partner Departments	<ul style="list-style-type: none"> • Accessibility and reliability • Maturity and flexibility • Building and promoting a positive workplace culture that upholds Council values • Collaborative initiatives and reciprocal support
EXTERNAL CUSTOMERS	
Community Members	<ul style="list-style-type: none"> • Timely, transparent, and quality customer service • Consistent, fair, transparent, and accountable provision of regulatory services • Proactivity in protecting the natural and built environment ensuring broader public health. • Clear and accurate information that is consistent and easy to understand that demonstrates Council's expected values and behaviours and excellent customer service • Provision of high-quality education and support services • Care and compassion • Value for money in service provision

CUSTOMERS	WHAT DO OUR CUSTOMERS VALUE?
	<ul style="list-style-type: none"> A collaborative and innovative approach.
Local Businesses	<ul style="list-style-type: none"> Accessibility and reliability Consistent, fair, transparent and, in the accountable provision of regulatory services Provision of high-quality education and support services for local businesses A collaborative and innovative approach. Timeframes /efficiency and clear expectations. Value for money in service provision
State Government/Local Government	<ul style="list-style-type: none"> Transparent and timely communication Sharing of best practice Collaborative initiatives Participation in regional initiatives Regional arrangements and policy advocacy Timely provision of environmental monitoring, incident reports etc
Local Government Association of Queensland	<ul style="list-style-type: none"> Regional collaboration Strategic advice and information sharing;
Rescue Groups	<ul style="list-style-type: none"> Reciprocal philosophy to rehome unwanted animals
Queensland Police Service	<ul style="list-style-type: none"> Efficient and effective customer service Clear and accurate information that is consistent and easy to understand Officer safety escalation and assistance with execution of Warrants
Real estate agents	<ul style="list-style-type: none"> Education in respect of the type and number of animals that can be kept on a property nuisance regulations marketing material and information for tenants
Royal Society for Prevention of Cruelty to Animals Queensland	<ul style="list-style-type: none"> Community Education Collaborative rehoming opportunities (Big Adopt Out) Concurrent initiatives (de-sexing)
Schools and Early Learning Centres	<ul style="list-style-type: none"> Paws-itive Blueprint education program - promotion of responsible pet ownership

STRATEGIES INFLUENCING DEPARTMENT

Operations and long-term planning instruments for effective department operations.

STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
Vision & values	We're delivering in a changing world. At Isaac, the how matters.
2023 – 2028 Community-Corporate Plan	Leading and enabling a changing world, Engaged communities, Inclusive growth for a progressive economy, Liveability through

	design and infrastructure, Vibrant natural assets, Governance for accountability
Five-year corporate plan Themes	Infrastructure, Governance, Communities, Environment and Economy
Annual operational plan	Includes the themes and strategies of the corporate plan and items in this business plan to identify priorities of projects and services
Asset management plan	Asset class plan
Project management framework	How the project will deliver on projects
Enterprise Risk Management Framework	How we identify and manage risks
Management Plan and Objectives Procedure	How the business planning process is managed at Isaac.

LEGISLATIVE INFLUENCES ON THE DEPARTMENT

REGULATION	RELATED POLICIES
<i>Local Government Act 2009 (LGA 2009)</i>	
<i>Local Government Regulation 2012</i>	
<i>Animal Management (Cats and Dogs) Act 2008</i>	
<i>Environmental Protection Act 1994</i>	
<i>Food Act 2006</i>	
<i>Isaac Regional Council Local Laws 2011</i>	
<i>Plumbing and Drainage Act 2018</i>	<i>Community Education and Compliance Policy</i>
<i>Public Health Act 2005</i>	
<i>Public Health (Infection Control for Personal Appearance Services) Act 2003</i>	
<i>State Penalties Enforcement Act 1999</i>	
<i>Waste Reduction and Recycling Act 2011</i>	
<i>Planning Act 2016 (and subordinate legislation/policy)</i>	
<i>Right to Information Act 2009 (& RTI Regulation 2009)</i>	
<i>Information Privacy Act 2009 (& IP Regulation 2009)</i>	
<i>Public Records Act 2002</i>	
<i>Work Health and Safety Act Queensland 2011</i>	<i>WHS Policy Statement and Health and Wellbeing Policy Statement</i>

COUNCIL POLICY INFLUENCING DEPARTMENT REFERENCE PLANS

REFERENCE PLANS	DEPARTMENTAL LINKS
Community Education and Compliance Policy	Outlines Isaac Regional Council's risk- and outcome-based approach, as well as its priority-setting process for compliance and enforcement. It emphasises education, communication, and engagement to encourage responsible behaviour while supporting enforcement actions when necessary to ensure compliance.
Surrendered and Unclaimed Dogs Policy	Establishes guidelines rehoming, transfer to welfare agencies, or other disposal of surrendered and unclaimed impounded dogs
Trade Waste Policy	This Policy also outlines Council's legislative obligations and its position on trade waste management, including education, compliance and enforcement.
Community Education Compliance Strategy for the <i>Food Act 2006</i>	Outlines Isaac Regional Council's risk-based, graduated, and proportionate approach, along with its priority-setting process for compliance and enforcement. Designed to guide the Environmental Health Services team, this Strategy ensures compliance activities are responsive, effective, efficient, transparent, and collaborative.
Illegal Dumping Management and Intervention Plan	Outlines a structured approach to reducing illegal dumping through prevention, intervention, and enforcement. It includes measures like surveillance, public education, fines, and programs to minimise environmental harm and deter repeat offences.

DEPARTMENTAL INFLUENCES AND RISKS

DEPARTMENT INFLUENCES/IMPACTS

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

INTERNAL/ EXTERNAL	POTENTIAL IMPACT	RISK OR OPPORTUNITY
INTERNAL	Capacity to meet inconsistent political expectations	Risk
INTERNAL	Limited departmental resources and constrained capacity for succession planning	Risk
INTERNAL	Inconsistent interdepartmental support /engagement	Risk
INTERNAL	Team distribution and representation	Risk
INTERNAL	Token internal consultation	Risk
INTERNAL	Lack of consistent organisational approach and cultural values	Risk

INTERNAL	Corporate knowledge retention	Risk
	Lack of holistic running IT systems	
INTERNAL	Reliability of Enterprise Reporting and absence of other BI tools/automated exception/timed reporting delivery	Risk
INTERNAL	Tech one modules: module setup does not reflect the business and best practices in department governance.	Risk
INTERNAL/ EXTERNAL	Local Government Election 2024	Risk and Opportunity
INTERNAL/ EXTERNAL	State and Federal Policy and/or legislative amendments.	Risk and Opportunity
INTERNAL/ EXTERNAL	Capacity to meet changing regulatory requirements	Risk

DEPARTMENT STRENGTHS, WEAKNESSES, OPPORTUNITIES, AND THREATS

<p>STRENGTHS</p> <p><u>Our people/ Role:</u></p> <ul style="list-style-type: none"> • Extensive knowledge and experience with diverse skills that we share. • Diversity and individuality. • Have a sense of humour and like to have fun. • Strong comradery and resilience of members. • Actively welcome Trainees • Safety focused. • A desire to improve the quality of our services to customers. • Motivation of our staff to engage with professional development opportunities. • Make a difference in the community every day. • Rehoming of animals is at 98% • Reuniting animals with their owners is successful. <p>OUR CUSTOMERS</p> <ul style="list-style-type: none"> • We continue to respond positively to customer feedback. • Representation of key regional groups and recognition. Excellent relationships with Rescue Groups and industry 	<p>WEAKNESSES</p> <p><u>Our people/Role:</u></p> <ul style="list-style-type: none"> • Staff turnover; • Lack of time for restaffing and training • Compassion fatigue (becoming too hard) • Decentralised Department – an obstacle to ultimate team cohesion. • An emerging missing middle between junior officers and senior staff in some business areas. • Interpersonal relationships – maturity to move forward • Fatigue management. • Staff not understanding the roles of others (across the departments and within the team). • Overtime and on-call service – Cost and personnel to maintain due to geography • Limited inter-department consultation • Staff levels do not match customer expectations/jobs raised; <p>SYSTEMS:</p> <ul style="list-style-type: none"> • Corporate IT systems e.g., setup, speed, and agility. • IT only provides minimal System solutions rather than a complete System package. • Legislative restrictions e.g. access Citec for some issues. <p><u>Our customers:</u></p> <p>Social media responsiveness - Risk of keyboard warriors;</p>
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OPPORTUNITIES

Our People/ Our Roles:

For the future Department Planning:

- System and process development and improvement.
- Adoption of a continuous business improvement and/or business process management methodology has the potential to baseline existing processes and performance across the Department and then incrementally strengthen the quality of our services, improve customer satisfaction and improve efficiency, productivity, and therefore the value of our outputs.
- Form closer inter-department relationships
- Chance for change and Innovation
- Advancement within Department.
- Additional training.
- Succession planning.
- Collaboration with other Council business improvement teams and counterparts across Council to leverage knowledge, ideas, and innovative practices.

Role Clarity

- Team building exercises to improve morale
- Strong inter Departmental relationships
- Implementation of key business improvements as supported by the CEC Administration team
- Internal and external department staff rotations to improve skill development and progression of staff.
- For supervisors to share experiences and leverage their skills for the future.
- To investigate innovative, non-conventional ways to improve developments.
- The willingness of other SEQ Councils to work together on initiatives and share experiences.

Our Systems

- Increase work efficiency through the use of mobile IS solutions, apps, and GIS technology.
- IT Mobility Increase work efficiency through the use of mobile IS solutions, apps, and GIS technology.
- In-field data capture and mobile technologies have the ability to streamline processes, provide more data in the field and improve business performance.

THREATS

Our People:

Existing staff burn-out due increased staff turnover,

Our Roles:

- Travel - large local government area (time)
- Changes to local laws or State Legislation
- Lack of standing operating procedures/work instructions for key service areas of the Department to guide the regulatory efforts
- Inconsistency in the application of regulatory efforts

Our Systems:

- IS solutions rather than complete System package.
- Incompatibility between ECM and the two former electronic document management systems (EDRMS) meaning time consuming historical document searches (particularly regarding property based regulatory and compliance issues)
- Application data kept outside TechOne
- Indiscriminate TechOne CR primary and secondary types and unreliable data.
- Tech one modules: some have been in progress for two or more years and still aren't 100% operational – in addition to time lags, some of these systems are not always reliable and people are jaded by the efforts they have invested without solutions;
- Use of Microsoft Outlook Tasks for managing workflows for planning, building, and plumbing approval and compliance processes, rather than an Enterprise Resource Platform (ERP) or robust business-grade systems for business-critical statutory functions like these
- Non-existent reliable Enterprise Reporting data analytics, dashboard, and data visualisation capabilities.
- Duress Alarms
- Body worn camera

Our Customers:

External:

- Local Government Elections in 2020;
- Times have changed – Cameras are everywhere; distorted messages via social media

<ul style="list-style-type: none"> • Maximise community engagement through social media, innovative apps, engagement tools, and website development Continue to move forward as a new department and lead the way. • Enhance the marketing and promotion of our services, events, and activities. • Provision of mentoring, integration of skill sets, and professional development opportunities. • Further identify and promote incentives to business operators to encourage compliance with various regulatory requirements. • Innovative workspaces that encourage people to have discussions and exchange ideas which will enhance individual and group performances, improve officer relationships and deliver better services. <p><u>Our Customers:</u></p> <ul style="list-style-type: none"> • Enhance and promote our Program services. • Utilise to a greater extent our education and promotions team. • Perception of existing facilities (looking old) <p><u>External:</u></p> <ul style="list-style-type: none"> • External public/private collaborations to enhance what we do; • Representation of more staff at external opportunities (such as SEQRAMG) 	
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DEPARTMENT IDENTIFIED RISKS

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

REGISTER REFERENCE	DESCRIPTION OF RISK	RISK REGISTER REF #	MITIGATION ACTIVITIES REQUIRED
Operational risk register	Non-compliance with LG Act and Regulation	PECS0009	<ul style="list-style-type: none"> • Authorised Officers training and register • Application of Council delegated authorities • Declaration of conflicts of interest process • PECS Noble Purpose and corresponding Do's and Don'ts behaviours. • Code of Conduct
Operational risk register	IT challenges including connectivity,	PECS0015	Several controls are being investigated to improve communications and system contingency.

	interruptions and service access		
Operational risk register	Maintaining service delivery expectations in the delivery of regulatory and enforcement functions to the community in light of ongoing staffing and resource challenges.	PECS0002	<ul style="list-style-type: none"> • Internal procedures • Training • Community Education and Compliance Policy
Operational risk register	Social media spreading alleged examples of non-compliance	PECS0016	<p>Introduction of community education function</p> <p>Promotion of services</p> <p>Media releases</p>
Operational risk register	Cost Recovery - Unpaid performance of work charges being recovered as civil recovery (debt recovery agency/legal action to follow these up as civil recovery) and not as a charge to the land on the rates under the provisions of section 95 of the <i>Local Government Act 2009</i> subject to a remedial notices/show cause notices under the Local Government Act and Regulation etc to the owner of the property in sequence to give notice to the property owner or occupier	PECS0026	<p>Crowe was engaged by Council to conduct an Internal Audit of Legal & Compliance. This report documents the findings and recommendations as follows</p> <p>The Council should look to establish a more efficient and direct process for collecting POW costs from ratepayers. This can include enhancing internal capabilities or revisiting the contract with the collection house to ensure a more effective recovery of debts.</p> <p>The Council should look to review its policy of writing off debts when a property is sold. Instead, efforts should be made to recover the outstanding POW costs even after a property has changed ownership. This can involve collaborating with relevant authorities to maintain records of outstanding debts during property transfers.</p> <p>Manager Financial Services has the functional responsibility to action this audit recommendation.</p>

DEPARTMENT OUTPUTS AND PRIORITIES/PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS - Performance Reporting

Risk and Outcome Based Compliance Policy and the associated procedure sets out the actions and responses to requests and inspections based on a risk assessment.

The Key Performance Indicators (KPIs) for Community Education and Compliance Department is based on the Risk Category (R1, R2 and R3) as indicated below:

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Community Education and Compliance Department:				
Infringement Review	Risk Category R2	Initial Customer Request Response time (within three business days)	90%	95%
		Decision within 28 days	90%	95%
Building Property Information:				
Building and plumbing Property Search Applications	Risk Category R2	Search Response issued within 10 business days	90%	95%
Building and Plumbing Property Searches Enquires	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
Building compliance-related enquiries	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
Plumbing Services:				
Plumbing Enquiries	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
All other plumbing and compliance-related enquiries	Risk Category R2	Initial Customer Request Response time (within 3 business days)	90%	95%
		Investigate and determine course of action (within 10 business days)	90%	95%
Delivery of Council's statutory Plumbing assessment responsibilities under the <i>Plumbing & Drainage Act 2018</i>	Risk Category R2	Not Properly Made Determination within 10 days	90%	95%
		Decisions issued within the statutory timeframe (10 days)	90%	95%
Trade Waste Annual Audits	Risk Category R2	Annual Delivery of Inspections	90%	95%
Form 4 Audits	Risk Category R3	5% of Form 4s Audited every quarter	90%	95%
Community Compliance Services:				

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Companion Animal Care (dog attacks, wandering animals, stray collections etc)	Risk Category R1	Initial Customer Request Response Time within 3 Hours	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Domestic Dog Collection Stray (not owned, restrained in local or state roads)	Risk Category R1	Initial Customer Request Response Time within 24 Hours	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Declared Dangerous and Menacing Dog Annual Audits to ensure continuing compliance with declaration conditions.	Risk Category R1	Annual Inspections undertaken prior to annual Dog Registration Renewals (31 August)	90%	100% Delivery of the audits
Companion Animal Care Complaints Minimum Standards	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
All Other Animal Complaints Minimum Standards	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Nuisance Vehicle – Other than dangerous	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Overgrown Allotments/ Unsightly Allotment	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigate and determine course of action (within 10 days)	90%	95%
Annual Dog Registration Renewals	Risk Category R3	Annual Dog Registration Renewals issued by 10 August	90%	100% delivery of the annual renewal notifications

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Application for Desexing Subsidy	Risk Category R3	Processing of applications (within 10 business days)	90%	95%
Local Law applications (I.e busking)	Risk Category R3	Processing of applications (within 10 business days)	90%	95%
Environmental Health Services:				
Food Poisoning allegation	Risk Category R1	Initial Customer Request Response Time within 24 hours	90%	95%
Food complaint	Risk Category R1	Initial Customer Request Response Time within 24 hours		
		Investigation and determine course of action (within 10 business days)	90%	95%
Skin Penetration /Public Health Complaint	Risk Category R1	Initial Customer Request Response Time within 24 hours	90%	95%
		Investigation and determine course of action (within 10 business days)		
Licensing and Enquiries	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
General Enquiry / Information	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
Light, Air, Odour, Dust and Noise impacts	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 10 business days)	90%	95%
Illegal dumping Compliance	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 10 business days)	90%	95%

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Spray Drift, water pollution, 440 ZG	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 5 business days/ Based on risk)	90%	95%
Food Business Applications	Risk Category R3	Not Properly Made Determination	90%	3 days
		Further Information Requested		10 days
		Decision		15 days
Issuing of Annual Renewal Notices for Food Business Licences	Risk Category R3	Delivery of Renewal Notifications	90%	95%
Issuing of Renewal for Food Business Licence	Risk Category R3	The licence issued within 14 Days	90%	95%
Annual Food Business Inspection Audits	Risk Category R3	Inspection undertaken prior to licence expiry	90%	95%
Personal Appearance Applications	Risk Category R3	Not Properly Made determination	90%	3 days
		Further Information Requested		5 days
		Decision		15 days
Annual Inspection of Personal Appearance Services	Risk Category R3	Inspection undertaken prior to licence expiry	90%	95%
Issuing of Annual Renewal Notices for Personal Appearance Services	Risk Category R3	Delivery of Renewal Notifications	90%	95%
Issuing of renewal for Personal Appearance Services	Risk Category R3	The licence is issued within 14 Days	90%	95%
Building & Development Compliance Services:				
General Enquiry / Information	Risk Category R2	Initial Customer Request Response Time within 3 business days	90%	95%
Building Compliance	Risk Category R3	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 15 business days)	90%	95%

Table 1 - Unit KPIs and lowest acceptable results				
Key Service Area	Risk Category	Measures	Lowest Acceptable	KPI
Land Use Compliance	Risk Category R3	Initial Customer Request Response Time within 3 business days	90%	95%
		Investigation and determine course of action (within 15 business days)	90%	95%

KEY PRIORITIES AND PROJECTS

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

Current Year

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	MEASURE OF SUCCESS (KPI)
Governance for Accountability Leading and Enabling a Changing World	Continue the Customer-Focused Review: Deliver customer-focused service reviews across the Department to ensure customer-led business improvements are implemented to improve relationships within the industry and the community.	Customer Feedback
Governance for Accountability	Training and development of officers	Compliance & Certification Rate – Percentage of officers meeting mandatory compliance training requirements.
Governance for Accountability	Plan and Deliver Monthly Education Awareness messaging	Customer Request and Voluntary Compliance
Governance for Accountability	Subject to appropriate staff resources, undertake the Internal Audit Recommendation Actions listed on Table 1	Delivery of the program
Governance for Accountability	Plan and deliver an approved systematic inspection program (a) Approved Systematic Inspection Program Dysart (b) Approved Selective Inspection Program - Non-Renewed	Delivery of the program

Governance for Accountability	Plan and Deliver Microchipping in March program	100% Delivery of the program in March
Governance for Accountability	Plan and Deliver Desexing Incentive Draw	Delivery of the program
Governance for Accountability	Local Government Illegal Dumping Partnerships Program – Round 2B	Delivery of the program
Governance for Accountability	Subject to appropriate staff resources and Council Enterprise IT systems that support Infield IT Service Delivery - Automation of application and application assessment processes using TechOne and Mobility	Delivery of the program
Governance for Accountability	Subject to appropriate staff resources, develop and implement mobile food inspections.	Implementation
Governance for Accountability	Environmental Health Whitsunday, Isaac, Mackay EHWIM Meeting	4 Partnership meetings are attended per year, and 1 hosted in Isaac Each year

Table 1 - Audit Recommendation Actions

Item	Rating		Date
2.2 System Capability	High	<ol style="list-style-type: none"> 1. Configure TechOne CRM Workflows with KPIs: <ul style="list-style-type: none"> Identify relevant KPIs for CRM workflows. Map existing workflows and identify areas for KPI integration. Configure TechOne CRM to incorporate and track these KPIs. 2. Configure Applications for Food , Plumbing, and Local Laws: <ul style="list-style-type: none"> Define application processes for building, plumbing, and local laws. Configure TechOne application module to enable online lodgement and assessment. Set up decision notice issuance through TechOne licensing module. 	31 December 2025

Table 1 - Audit Recommendation Actions			
Item	Rating		Date
		<p>3. Improve Compliance Document Security and Access:</p> <ul style="list-style-type: none"> Review current document security protocols in ECM and TechOne. Implement enhanced security measures for compliance documents. Ensure secure access and streamlined retrieval processes. <p>Resources Required:</p> <ul style="list-style-type: none"> Dedicated fixed-term business analyst with TechOne and ECM functional knowledge & Collaboration with IT for process drafting and test builds. <p>Dependencies: Staged rollout of the Council Digital Strategy.</p>	
2.3 Monitoring & Reporting	High	<p>1. Configure TechOne CRM Workflows with KPIs:</p> <ul style="list-style-type: none"> See above actions in 2.2. <p>2. Configure Applications for food, Plumbing, and Local Laws:</p> <ul style="list-style-type: none"> See above actions in 2.2. <p>Resources Required:</p> <ul style="list-style-type: none"> Same as 2.2. 	31 December 2025
2.4 Work Instructions	Medium	<p>1. Engage a contract specialist to develop comprehensive work instructions.</p> <ul style="list-style-type: none"> Ensure these instructions align with community education and compliance policy. Review and validate work instructions with relevant stakeholders. <p>Resources Required: Contract specialist with expertise in developing work instructions.</p>	31 December 2024
2.5 Compliance Across Departments	Medium	<p>1. CEC Department Presentation:</p> <ul style="list-style-type: none"> Prepare and deliver a presentation to the SLT outlining the CEC department's role. 	31 December 2024

Table 1 - Audit Recommendation Actions			
Item	Rating		Date
		<ul style="list-style-type: none"> Highlight examples of non-compliance and feedback mechanisms. <p>2. Corporate Review of Contract Management Documentation:</p> <ul style="list-style-type: none"> Conduct a review to identify gaps in the building, plumbing and EPA compliance provisions <p>Resources Required:</p> <ul style="list-style-type: none"> CEC team for presentation preparation and delivery. DCGFS support for reminders. Cross-departmental collaboration for document review. 	
2.6 Local Laws Making	Medium	<p>1. Support Governance and Corporate Services in implementing Council Resolution No. 8114</p> <p>Dependencies: Governance and Corporate Services teams is required to initiate and action.</p>	31 December 2024
2.7 Media and Communication	Medium	<p>1. Establish Style Protocols:</p> <ul style="list-style-type: none"> Collaborate to define style protocols for various communication types. Differentiate protocols based on the risk and profile of communications. <p>2. Resource Allocation for Communications:</p> <ul style="list-style-type: none"> Explore reallocating resources or outsourcing tasks. Aim to reduce pressure on CEC and BMC staff. Maintain focus on service delivery and engagement functions. <p>Resources Required:</p> <ul style="list-style-type: none"> Collaboration between CEC and BMC teams. Potential external resources for task outsourcing. 	30 December 2024

ONGOING OR FUTURE YEARS

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
2026	G2;G5	Plan and deliver an approved systematic inspection program (approved/selective) – Middlemount	OPS
2026	G2;G5	Develop an environmental health education program in local schools to increase awareness in relation to key public and environmental health topics, including food safety & environmental protection.	OPS

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Emily Kennedy

AUTHOR POSITION

Coordinator Community Development

9.23

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MINUTES – 27 MARCH 2025

EXECUTIVE SUMMARY

The Isaac Arts and Cultural Advisory Committee (IACAC) provides guidance to Council about the implementation of arts related policies and plans, plus advice on the development and delivery of the Regional Arts Development Fund (RADF). This report requests that Council receives and notes the Minutes from the IACAC meeting held on 13 March 2025 and presents committee recommendations for consideration.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 27 March 2025.*
2. *Approves to pay Suzanne Kay Scott the grant amount of \$2,000.00 as per Council Resolution No. 9052 before the commencement of the funded activity on the basis that she submits an amended RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00.*
3. *Approves to pay Bridgette Rosalind Peady the grant amount of \$2,000.00 as per Council Resolution No. 9052 before the commencement of the funded activity on the basis that she submits an amended RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00.*
4. *Endorse the 2025-2026 Regional Arts Development Fund (RADF) grant funding priorities as:*
 - a. *Community resilience: Using arts and cultural initiatives as a tool for positive social impact.*
 - b. *Local content/local product: Valuing our local artists, performers, creators and arts administrators.*
 - c. *Place-making: Facilitating creative activation of places and spaces.*
 - d. *Lifelong learning: Supporting opportunities for growth.*
5. *Endorse the 2025-2026 RADF program and budget being delivered through:*
 - a. *RADF local grants program with two funding rounds; and*
 - b. *Council-led initiatives being:*

- i. Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan*
- ii. Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum*
- iii. 2026 St Lawrence Wetlands Weekend arts and cultural activities*

Resolution No.: PECS1300

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes the Minutes of the Isaac Arts and Cultural Advisory Committee from its meeting held on Thursday, 27 March 2025.**
- 2. Approves to pay Suzanne Kay Scott the grant amount of \$2,000.00 as per Council Resolution No. 9052 before the commencement of the funded activity on the basis that she submits an amended RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00.**
- 3. Approves to pay Bridgette Rosalind Peady the grant amount of \$2,000.00 as per Council Resolution No. 9052 before the commencement of the funded activity on the basis that she submits an amended RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00.**
- 4. Endorse the 2025-2026 Regional Arts Development Fund (RADF) grant funding priorities as:**
 - a. Community resilience: Using arts and cultural initiatives as a tool for positive social impact.**
 - b. Local content/local product: Valuing our local artists, performers, creators and arts administrators.**
 - c. Place-making: Facilitating creative activation of places and spaces.**
 - d. Lifelong learning: Supporting opportunities for growth.**
- 5. Endorse the 2025-2026 RADF program and budget being delivered through:**
 - a. RADF local grants program with two funding rounds; and**
 - b. Council-led initiatives being:**
 - i. Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan**
 - ii. Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum**
 - iii. 2026 St Lawrence Wetlands Weekend arts and cultural activities**

Carried

BACKGROUND

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

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

As per the Committee's current Terms of Reference, meeting minutes must go to Council for endorsement and where appropriate approve recommendations of the Committee. Minutes presented with this report are the IACAC Unconfirmed Minutes for Thursday, 27 March 2025 for Council's consideration and endorsement.

Regional Arts Development Fund Grants 2025 – 2026 Funding Program

RADF grants program with two funding rounds:

It is proposed that the 2025-2026 Regional Arts Development Fund be delivered through a RADF local grants program with two funding rounds and Council-led strategic initiatives.

This delivery model worked well for the RADF 2023-2024 and RADF 2024-2025 funding years. The total funding proposed for the RADF 2025-2026 local grants program is \$45,000.00. Of that, the amount of \$30,000.00 will be allocated for Round One with the amount of \$15,000.00 allocated for Round Two applications.

It is proposed that the Council-led initiatives for the 2025-2026 funding year are:

1. *Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan to supersede the Isaac Regional Arts and Cultural Action Plan 2018-2022.*

Council is in the process of going out to tender seeking a consultant to assist with the development of an Isaac Regional Council Arts and Cultural Strategic Plan to supersede the Isaac Regional Council Arts and Cultural Action Plan 2018-2022. It is anticipated the consultant will be engaged in Q1 of the 2025-2026 FY, with a carryover from the 2024/25 FY Operational Budget. In the fourth quarter of 2025-2026 FY, supported by funding from this RADF allocation, Council will facilitate a range of activities to inform Isaac communities about the new Isaac Regional Council Arts and Cultural Strategic Plan, to promote the RADF local grants program and to educate communities about the valuable role played by the Isaac Arts and Cultural Advisory Committee.

2. *Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum.*

Clermont Museum celebrates the rich and diverse heritage of Clermont, Copperfield and Blair Athol and is located on Wangan and Jagalingou Country. Located on Widi Country, the Historic Nebo

Museum is a heartfelt tribute to the pioneers who shaped this region. This allocation will support arts, cultural and heritage programming that activate these museums.

3. *2026 St Lawrence Wetlands Weekend arts and cultural activities.*

The 2026 St Lawrence Wetlands Weekend will run over three days (Friday to Sunday) in June. This project supports Isaac's award-winning annual festival celebrating the heritage and culture of St Lawrence and its ecologically significant wetlands. Council will facilitate a program of arts and cultural activities to entertain, upskill and educate festival goers. Preference will be given to engaging local artists, artisans and performers.

Proposal for resolving discrepancy in grant amounts for RADP 2024-2025 Round Two Grants to Suzanne Kay Scott and Bridgette Rosalind Peady

The Coordinator Community Development informed the committee that a clerical error was made in the reports on the RADF 2024-2025 Round Two grant applications by Suzanne Kay Scott and Bridgette Rosalind Peady (to support them attending the 2025 Australasian Quilt Convention) as each applicant requested funding of \$1,439.00 excluding GST, not the amount of \$2,000.00 excluding GST. In reliance on those reports, the committee supported funding each applicant the amount of \$2,000.00 and this was endorsed by Council by Resolution No. 9052.

As the funded activity is due to commence on 9 April 2025, guidance was sought from the Isaac Arts and Cultural Advisory Committee regarding how to rectify the discrepancies with two options discussed for consideration:

1. Request each applicant submits an amended application RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totaling \$2,000.00. This is in recognition that each applicant had not claimed all eligible items (such as travel from Flaggy Rock to Mackay Airport and return) to which they were entitled.
2. Request that the Council resolution be amended to reduce the grant amount for each applicant to \$1,439.00 excluding GST. The difficulty with this option is that there is insufficient time to seek Council's endorsement given the funded activity is due to commence on 9 April 2025.

IMPLICATIONS

The Isaac Arts and Cultural Advisory Committee is compliant with Division 2 – Committees and Requirements for committee meetings as per *Local Government Regulation 2012*.

Financial

The table below details the proposed funding and expenditure model for the Regional Arts and Development Fund FY2026.

	Income	Expenditure
Council FY25-26 financial contribution	\$30,400.00	
Arts Queensland RADF funding	\$45,600.00	
RADF grants program		\$45,000.00 (\$30,000.00 in Round One; \$15,000.00 in Round Two)

Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan		\$5,000.00
Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum		\$11,000.00
Arts and Cultural activities to support the 2026 St Lawrence Wetlands Weekend		\$15,000.00
TOTAL	\$76,000.00	\$76,000.00

There is \$50,000.00 (excluding GST) in the 2025/2026 FY Engaged Communities Operational Budget to undertake the Strategic Plan.

CONSULTATION

Isaac Arts and Cultural Advisory Committee Members
Manager Engaged Communities

BASIS FOR RECOMMENDATION

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

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

ACTION ACCOUNTABILITY

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

Coordinator Community Development is accountable for actions approved by the Isaac Arts & Cultural Advisory Committee and/or resolved by Council

KEY MESSAGES

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

Report prepared by:

EMILY KENNEDY

Coordinator Community Development

Date: 17 April 2025

Report authorised by:

MICHAEL ST CLAIR

**Acting Director Planning, Environment and
Community Services**

Date: 2 March 2025

ATTACHMENTS

- Attachment 1 - Isaac Arts and Cultural Advisory Committee Unconfirmed Minutes – 27 March 2025

REFERENCE DOCUMENT

- Isaac Arts and Cultural Advisory Committee Terms of Reference 2018
- Isaac Arts and Cultural Advisory Committee Agenda – 27 March 2025



UNCONFIRMED MINUTES

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING
OF ISAAC REGIONAL COUNCIL

HELD ON
THURSDAY, 27 MARCH 2025

COMMENCING AT 9.00AM

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING

**HELD IN MORANBAH COUNCIL CHAMBERS, MORANBAH AND VIA VIDEO AND TELEPHONE
CONFERENCE CALL**

ON THURSDAY, 27 MARCH 2025 COMMENCING AT 09.00AM

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UNCONFIRMED MINUTES

ISAAC REGIONAL COUNCIL

UNCONFIRMED MINUTES OF THE

ISAAC ARTS AND CULTURAL ADVISORY COMMITTEE MEETING

HELD IN MORANBAH COUNCIL CHAMBERS, MORANBAH, AND VIA VIDEO AND TELEPHONE CONFERENCE CALL

ON THURSDAY, 27 MARCH 2025 COMMENCING AT 09.00AM

1. OPENING

The Chair declared the meeting open at 9.12 am and welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. ATTENDANCE

ATTENDEES

Cr Viv Coleman (Chair)
Cr Alaina Earl
Maggi Stanley- Manager Engaged Communities
Emily Kennedy– Coordinator Community Development
Anne-Marie Loeskow - Arts and Cultural Programs Officer
Amanda Raymond
Tania Gillies

MINUTE TAKER

Megan Scott

OBSERVER

N/A

3. APOLOGIES

The committee received apologies from: Jasmine Pearce, Cr Jane Pickels

Resolution No.: IACAC0085

Moved: Emily Kennedy

Seconded: Tania Gillies

**That the Isaac Arts and Cultural Advisory Committee accepts the apologies received from:
Jasmine Pearce and Cr Jane Pickels.**

Carried

4. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

1. Anne-Marie Loeskow declared a declarable conflict of interest for a matter to be discussed in General Business regarding the RADF 2024-2025 Round Two grant to Suzanne Kay Scott (Attending 2025 Australasian Quilt Convention) as Anne-Marie is a committee member of the Flaggy Rock Community And Recreation Centre Inc which is the umbrella organization for the Flaggy Rock Quilters. Suzanne Kay Scott is also a committee member of Flaggy Rock Community And Recreation Centre Inc and a committee member of the Flaggy Rock Quilters.
2. Anne-Marie Loeskow declared a declarable conflict of interest for a matter to be discussed in General Business regarding the RADF 2024-2025 Round Two grant to Bridgette Rosalind Peady (Attending 2025 Australasian Quilt Convention) as Anne-Marie is a committee member of the Flaggy Rock Community And Recreation Centre Inc which is the umbrella organization for the Flaggy Rock Quilters. Bridgette Rosalind Peady is a member of the Flaggy Rock Quilters.

NOTE:

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

5. CONFIRMATION OF MINUTES

That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 12 December 2025 have been resolved by Council at its Ordinary Meeting on 26 February 2025.

Resolution No.: IACAC0085

Moved: Alaina Earl

Seconded: Emily Kennedy

- i. That the Committee notes the Minutes of the Isaac Arts and Cultural Advisory Committee Meeting held on 12 December 2025 have been resolved by Council at its Ordinary Meeting on 26 February 2025 (Resolution # 9052).

Carried

6. BUSINESS ARISING

Nil

7. OFFICERS REPORTS

7.1 REGIONAL ARTS DEVELOPMENT FUND GRANTS 2025-2026 FUNDING PROGRAM

EXECUTIVE SUMMARY

This report seeks Council endorsement of the Regional Arts Development Fund funding priorities, program and budget for the 2025-2026 FY.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Endorse the 2025-2026 Regional Arts Development Fund (RADF) grant funding priorities as:*
 - I. *Community resilience: Using arts and cultural initiatives as a tool for positive social impact.*
 - II. *Local content/local product: Valuing our local artists, performers, creators and arts administrators.*
 - III. *Place-making: Facilitating creative activation of places and spaces.*
 - IV. *Lifelong learning: Supporting opportunities for growth.*

2. **Endorse the 2025-2026 RADF program and budget being delivered through:**
- I. RADF local grants program with two funding rounds; and**
 - II. Council-led initiatives being:**
 - **Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan**
 - **Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum**
 - **2026 St Lawrence Wetlands Weekend arts and cultural activities**

Resolution No.: IACAC0084

Moved: Cr Alaina Earl

Seconded: Emily Kennedy

That the Committee recommends that Council:

- 1. Endorse the 2025-2026 Regional Arts Development Fund (RADF) grant funding priorities as:**
 - a. Community resilience: Using arts and cultural initiatives as a tool for positive social impact.**
 - b. Local content/local product: Valuing our local artists, performers, creators and arts administrators.**
 - c. Place-making: Facilitating creative activation of places and spaces.**
 - d. Lifelong learning: Supporting opportunities for growth.**
- 2. Endorse the 2025-2026 RADF program and budget being delivered through:**
 - a. RADF local grants program with two funding rounds; and**
 - b. Council-led initiatives being:**
 - i. Facilitating activities to support the roll out of the Isaac Regional Council Arts and Cultural Strategic Plan**
 - ii. Arts, cultural and heritage programming to support the Clermont Museum and the Historic Nebo Museum**
 - iii. 2026 St Lawrence Wetlands Weekend arts and cultural activities**

Carried

8. GENERAL BUSINESS

8.1 SETTING OF MEETING DATES FOR THE REMAINDER OF 2025

There was discussion about setting the dates for committee meetings for the remainder of the year, and looking at changing the day of the meetings to Mondays or Fridays with meetings to start at 10.00am.

Action:

Coordinator of Community Development, with the assistance of the Arts and Cultural Programs Officer, to identify suitable dates for the committee meetings taking into account the proposed opening and closing dates for Rounds One and Two of the RADF 2025-2026 local grants program and taking into account the feedback on day changes and meeting start times.

The meeting dates (once set) are to be emailed to committee members via Outlook calendar requests.

8.2 PROPOSAL FOR RESOLVING DISCREPANCY IN GRANT AMOUNTS FOR RADF 2024-2025 ROUND TWO GRANTS TO SUZANNE KAY SCOTT AND BRIDGETTE ROSALIND PEADY

Coordinator Community Development informed the committee that a clerical error was made in the reports on the RADF 2024-2025 Round Two grant applications by Suzanne Kay Scott and Bridgette Rosalind Peady (to support them attending the 2025 Australasian Quilt Convention) as each applicant requested funding of \$1,439.00 excluding GST, not the amount of \$2,000.00 excluding GST.

In reliance on those reports, the committee supported funding each applicant the amount of \$2,000.00 and this was endorsed by Council by Resolution No. 9052.

As the funded activity is due to commence on 9 April 2025, guidance is sought from the committee regarding how to rectify the discrepancies with two options discussed for consideration:

1. Request each applicant submits an amended application RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totaling \$2,000.00. This is in recognition that each applicant had not claimed all eligible items (such as travel from Flaggy Rock to Mackay Airport and return) to which they were entitled.

2. Request that the Council resolution be amended to reduce the grant amount for each applicant to \$1,439.00 excluding GST. The difficulty with this option is that there is insufficient time to seek Council's endorsement given the funded activity is due to commence on 9 April 2025.

Resolution No.: IACAC0085

Moved: Amanda Raymond

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

3. *Pay Suzanne Kay Scott the grant amount of \$2,000.00 as per Council Resolution No. 9052 before the commencement of the funded activity on the basis that she submits an amended RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00; and*
4. *Pay Bridgette Rosalind Peady the grant amount of \$2,000.00 as per Council Resolution No. 9052 before the commencement of the funded activity on the basis that she submits an amended RADF 2024-2025 Round Two application with the funding amount requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00.*

Carried

Action:

Arts and Cultural Programs Officer to contact Suzanne Kay Scott and Bridgette Rosalind Peady and assist them to submit amended RADF 2024-2025 Round Two applications with the funding amounts requested as \$2,000.00 excluding GST with eligible budget items totalling \$2,000.00.

Arts and Cultural Programs Assistant to prepare Payment Requests for the amount of \$2,000.00 to each of Suzanne Kay Scott and Bridgette Rosalind Peady so that the grants are paid before the commencement of the funded activity on 9 April 2025.

8.3 ADVERTISING GRANT ROUNDS FOR RADF 2025-2026

There was discussion about having a longer timeframe for grant rounds being open and for better advertising of the opening and closing dates for the funding rounds of the RADF 2025-2026 local grants program.

Action:

Coordinator of Community Development, with the assistance of the Arts and Cultural Programs Officer, to take this feedback into account when identifying suitable dates for the proposed opening and closing dates for Rounds One and Two of the RADF 2025-2026 local grants program.

8.4

**UPDATE REGARDING TWO RADF 2024-2025 GRANTS OFFERS
NOT YET ACCEPTED**

Arts and Cultural Programs Officer informed the committee that two RADF 2024-2025 Round Two applicants have not yet accepted their grant offers:

1. Clermont Artslink Inc for the “Leadlight and Wire Workshops” project for the amount of \$5,860.00 (excluding GST); and
2. St Lawrence & District Bowls Club Inc for the “Sainty Arts” project for the amount of \$3,906.00 (excluding GST).

The Arts and Cultural Programs Officer is not aware of any reason why Clermont Artslink Inc has not accepted its offer.

Regarding the status of the grant offered to St Lawrence & District Bowls Club Inc, the Arts and Cultural Programs Officer advised that there is some unrest between committee members. The Chair informed the committee that she has been asked to chair the Annual General Meeting of the St Lawrence & District Bowls Club Inc which is scheduled for Sunday 30 March 2025 so she may have an opportunity to raise the grant once the new committee has been elected.

Action:

Arts And Cultural Programs Officer to follow up Kristy Espig, the President of Clermont Artslink Inc.

Arts and Cultural Programs Officer to:

1. **Email the Chair copies of the correspondence exchanged with the St Lawrence & District Bowls Club President regarding the grant offer so that she has this information before she chairs the Annual General Meeting for the St Lawrence & District Bowls Club Inc on 30 March 2025;**
2. **Follow up with the President elected at the Annual General Meeting to see whether the St Lawrence & District Bowls Club Inc. will accept the grant.**

UNCONFIRMED MINUTES

9. CONCLUSION

There being no further business, the Chair declared the meeting closed at 9:51 am.

.....
CHAIR

..... / /
DATE

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Donna Wilson

AUTHOR POSITION

Engaged Communities Grants Officer

9.24 CENTRAL QUEENSLAND HELICOPTER RESCUE SERVICE LTD– 3 YEAR FUNDING AGREEMENT RENEWAL

EXECUTIVE SUMMARY

Central Queensland Helicopter Rescue Service Ltd (CQ Rescue) is seeking support from Council to renew a three (3) year multiyear agreement. CQ Rescue is an aeromedical and search and rescue helicopter organisation providing vital services within the Isaac region.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Approves the renewal of a three (3) year funding agreement for Central Queensland Helicopter Service Ltd (CQ Rescue) to the amount of \$55,000 per year, commencing from 2025/26 Financial Year.***

Resolution No.: PECS1301

Moved: Cr Alaina Earl

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

1. **Approves the renewal of a three (3) year funding agreement for Central Queensland Helicopter Service Ltd (CQ Rescue) to the amount of \$55,000 per year, commencing from 2025/26 Financial Year.**

1. Carried

2. NOTE:

3. **The Mayor has requested that different funding alternatives is investigated to include sponsorship and other similar funding options including how funding increases are considered for multi-year sponsorships.**

BACKGROUND

CQ Helicopter Rescue Service is seeking support from Council to renew a three (3) year multiyear agreement with Isaac Regional Council of \$165,000.00 over three (3) years (\$55,000.00 per year). CQ Rescue provides lifesaving aeromedical missions and search and rescue capabilities across Central and North Queensland including the Bowen and Galilee Basins, 24/7, 365 days a year. Their objective is principally to provide a

helicopter rescue service in Central Queensland area, to carry out or assist in rescue work, air ambulance work, police work, maritime emergency and search and rescue work.

As one of the busiest rescue helicopter services in Queensland, completing their 12,000th mission in 2024, the community-funded service plays a pivotal role in providing peace of mind to people living, working and visiting the region, an area which is four times the size of Tasmania. CQ Rescue completed 181 missions in the Isaac Region in 2024.

Operational costs for 2024 amounted to approximately \$11.5 million, approximately half of which is funded by the State Government through Queensland Health, with the remainder sourced from the communities served including the sponsorship of business. In the absence of sponsorship arrangements such as this one sought from Isaac Regional Council the future of operations would be uncertain.

The funds provided by Isaac Regional Council will be used specifically to assist with operational costs.

IMPLICATIONS

Should Council support this recommendation, \$55,000.00 will be included in the future 2025/26, 2026/27 and 2027/28 Financial Year budgets for the Engaged Communities Department.

Council's funding results in Council being recognised as a Gold Partner by CQ Rescue and supports over 180 missions to the Isaac region per year.

CONSULTATION

- Divisional Councillors
- Manager Engaged Communities
- Engaged Communities Departmental Administration Officer
- Engaged Communities Grants Officer
- Manager Financial Services

BASIS FOR RECOMMENDATION

CQ Rescue provide an invaluable service to the community. This is budgeted expenditure and Council has a history of supporting this request to the amount of \$55,000.00.

ACTION ACCOUNTABILITY

Manager Engaged Communities to action.

KEY MESSAGES

Isaac Regional Council is proud to support local lifesaving medical services in the region.

PLANNING ENVIRONMENT AND COMMUNITY SERVICES

Report prepared by:

DONNA WILSON
Engaged Communities Grants Officer

Date: 4 April 2025

Report authorised by:

MICHAEL ST CLAIR
**Acting Director Planning, Environment and
Community Services**

Date: 29 April 2025

ATTACHMENTS

- Attachment 1 – Major Grant Application – Central Queensland Helicopter Rescue Service Ltd (CQ Rescue)

REFERENCE DOCUMENT

- Isaac Regional Council Community Grants Guidelines

MINOR OR MAJOR GRANTS APPLICATION FORM

Isaac Regional Council is collecting personal information you supply on this form in accordance with the *Information Privacy Act 2009*. Your personal information will be used by Council officers who have been authorised to do so. The information will not be given to any other person or agency unless required by law or unless your permission is sought. Personal information will be handled in accordance with the *Information Privacy Act 2009*.

INTRODUCTION

Isaac Region's Community Grants Program assists local community groups and organisations undertaking projects or activities which benefit the community. Before completing this application, please read the Community Grants Guidelines to ensure your application meets the criteria. Upon completion of this form please see the Application Checklist to ensure your application is complete:

www.isaac.qld.gov.au/community/isaac-community-grants To complete your application online, go to <https://speakup.isaac.qld.gov.au/isaac-community-grants>

WHICH GRANT ARE YOU APPLYING FOR:

<input type="checkbox"/> MINOR GRANT (MAXIMUM \$1,000) APPLICATION CATEGORY REMAINS OPEN YEAR-ROUND.	<input type="checkbox"/> MAJOR GRANT (MAXIMUM \$5,000) THIS APPLICATION CATEGORY HAS SET FUNDING ROUNDS THROUGH THE YEAR.
<input type="checkbox"/> Community Development <input type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living	<input type="checkbox"/> Community Development <input type="checkbox"/> Community Facilities <input type="checkbox"/> Community Events <input type="checkbox"/> Sport, Recreation and Healthy Living

NOTE: Applications in the Major Grant category seeking a multi-year funding agreement or requesting amounts over \$5,000 must first contact Council's Engaged Communities team (1300 ISAACS or communitygrants@isaac.qld.gov.au) prior to completing an application.

GROUP/ORGANISATION DETAILS

ORGANISATION NAME	
APPLICANT'S NAME	
POSITION/TITLE	
ADDRESS	
PHONE	
EMAIL	
IS YOUR GROUP/ORGANISATION INCORPORATED?	<input type="checkbox"/> Yes – Incorporation Number: <input type="checkbox"/> No – You will need a sponsoring body that is incorporated to proceed with this application (please complete Section 2) <input type="checkbox"/> Exempt from incorporation under legislation (P&C Associations or Registered Charity). Please specify:

MINOR OR MAJOR GRANTS APPLICATION FORM

DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input type="checkbox"/> Yes – ABN Number: <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No
WILL YOUR GROUP/ORGANISATION COVER THE PUBLIC LIABILITY FOR THIS PROJECT/ACTIVITY?	<input type="checkbox"/> Yes – Please provide a copy of the current certificate of currency. <input type="checkbox"/> No NOTE: Public liability coverage of no less than \$20m is required.
CAN YOU PROVIDE YOUR ORGANISATIONS MOST RECENT AUDITED FINANCIAL REPORT?	<input type="checkbox"/> Yes – Please provide a copy. <input type="checkbox"/> No – Please provide an explanation: NOTE: Your group/organisations audited financial report will have been adopted at your most recent Annual General Meeting and presented to the Office of Fair Trading as part of your Annual Return (Form 32).
CAN YOU PROVIDE A BUDGET FOR YOUR PROJECT/EVENT (MANDATORY)?	<input type="checkbox"/> Yes – Please provide a copy, including written quotes for expenses. <input type="checkbox"/> No – This application is not eligible. NOTE: A budget template can be found on the Council website www.isaac.qld.gov.au/community/isaac-community-grants

AUSPICING GROUP/ORGANISATION DETAILS (IF APPLICABLE)

NOTE: If this application is being auspiced by another group/organisation, please provide their details below.

NAME	
ADDRESS	
PHONE	
EMAIL	
INCORPORATION NUMBER:	
DOES YOUR GROUP/ORGANISATION HAVE AN ABN?	<input type="checkbox"/> Yes - ABN Number: <input type="checkbox"/> No
IS YOUR GROUP/ORGANISATION REGISTERED FOR GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No
WILL YOUR GROUP/ORGANISATION COVER THE PUBLIC LIABILITY FOR THIS PROJECT/ACTIVITY?	<input type="checkbox"/> Yes – Please provide a copy of the current certificate of currency <input type="checkbox"/> No NOTE: Public liability coverage of no less than \$20m is required.

MINOR OR MAJOR GRANTS APPLICATION FORM

PROJECT OR ACTIVITY SNAPSHOT

PROJECT/ACTIVITY NAME		
LOCATION		
DATE		
DESCRIPTION OF YOUR PROPOSAL: (PLEASE INCLUDE A DETAILED DESCRIPTION OF YOUR PROPOSAL INCLUDING THE BENEFITS TO OUR REGION AND WHO WILL BENEFIT FROM THE GRANT FUNDING)		
TARGET AUDIENCE		
REACH (HOW MANY PEOPLE DO YOU EXPECT TO ATTEND)		
FUNDING DETAILS	<p>NOTE: Applicants seeking amounts over \$5,000 must first contact Council's Engaged Communities team (1300 ISAACS or communitygrants@isaac.qld.gov.au) prior to completing this application. Council cannot be the sole funding source for a project. Depending on the value of the grant request, a co-contribution is required. This can be cash, in-kind, or other grants. \$1,001 - \$2,500 requires 20%, \$2,501 - \$5,000 requires 30%, and \$5,001+ requires 40% co-funding. Please calculate your contribution using the table below.</p>	
BREAKDOWN OF FUNDING INCLUDING CO-FUNDING AMOUNT CONTRIBUTED BY YOUR GROUP OR OTHER FUNDING BODIES. (PLEASE PROVIDE EVIDENCE OF CO-FUNDING CONTRIBUTIONS)	Amount requested from Council:	
	Cash contribution:	
	In-kind:	
	Grants/Sponsorships (other than Council):	
TOTAL COST OF EVENT: (FIGURE MUST MATCH BUDGET)		
WHAT WILL THE REQUESTED FUNDS BE SPECIFICALLY USED FOR?		

MINOR OR MAJOR GRANTS APPLICATION FORM

HAVE YOU DISCUSSED YOUR PROPOSAL WITH RELEVANT COMMUNITY STAKEHOLDERS? E.g. relevant community groups or individuals affected by your event/activity	<input type="checkbox"/> Yes - please indicate who:
	<input type="checkbox"/> No

PROJECT OR ACTIVITY PERMITS/APPROVALS

WILL YOUR PROJECT OR ACTIVITY INVOLVE THE PREPARATION, SERVING OR SELLING OF FOOD OR REFRESHMENTS?	<input type="checkbox"/> Yes – Food licence is required. Please provide a copy of your food licence or proof of lodgement (receipt) <input type="checkbox"/> No
WILL YOUR PROJECT OR ACTIVITY INVOLVE THE SERVING OR SELLING OF ALCOHOLIC BEVERAGES?	<input type="checkbox"/> Yes – Liquor licence is required. Please provide a copy of your liquor licence or proof of lodgement (receipt) <input type="checkbox"/> No
DOES YOUR PROJECT OR ACTIVITY REQUIRE LOCAL AND STATE PLANNING OR BUILDING APPROVALS?	<input type="checkbox"/> Yes – please provide a copy or proof of lodgement (receipt) <input type="checkbox"/> No
DOES YOUR ACTIVITY HAVE APPROVAL TO OCCUR AT A PLANNED LOCATION?	<input type="checkbox"/> Yes – We have leasehold or approval of leaseholder OR an approved booking for Council open space/facility OR approval to use privately owned land/facility <input type="checkbox"/> No – Approval/permission must be obtained prior to application NOTE: if you need to hire a Council facility to hold your event please visit http://www.isaac.qld.gov.au/hiring-council-facilities
DOES YOUR ACTIVITY REQUIRE PLACEMENT OF TEMPORARY SIGNAGE ON COUNCIL PROPERTY OR CLOSURE OF COUNCIL ROADS OR FOOTPATHS?	<input type="checkbox"/> Yes – please complete an application for Works on Road Corridor/Road Property form. The Traffic Management Company will also need to complete a Non-Engaged Contractors Site Access Occupancy Form. These must be submitted with the appropriate Traffic Management Plan (TMP) and Traffic Guidance Scheme (TGS) at least 4 weeks before the event. (Please note that TMP and TGS can take up to 4 weeks to be completed before you can submit with these applications). These forms can be found at: https://www.isaac.qld.gov.au/homepage/237/roads <input type="checkbox"/> No For more information please send enquiries through to records@isaac.qld.gov.au or call 1300 ISAACS.

MINOR OR MAJOR GRANTS APPLICATION FORM

SUPPLIER REQUEST DETAILS (REQUIRED FOR PAYMENT TO GROUP / ORGANISATIONS)

NOTE: Electronic Funds Transfer (EFT) is Isaac Regional Council's preferred method of payment. To ensure that payments are made to the correct bank account, please provide a copy of your Bank Deposit Slip or top portion of the statement of the EFT on business letterhead.

ORGANISATION NAME	
TRADING NAME	
ABN	

PAYMENT ADDRESS DETAILS (FOR ALL REMITTANCE)

Please list the organisation details not personal details.

NAME	
POSITION TITLE	
ADDRESS	
PHONE	
EMAIL	

BANK ACCOUNT DETAILS

ACCOUNT NAME	
BANK	
BSB (6 DIGITS)	
ACCOUNT NUMBER	

MINOR OR MAJOR GRANTS APPLICATION FORM

AUTHORISATIONS

IN SUBMITTING THIS APPLICATION, I CONFIRM THAT:	<input type="checkbox"/> I am an authorised representative of the applying organisation and am acting on their behalf <input type="checkbox"/> I have read the Isaac Regional Council Community Grants Guidelines <input type="checkbox"/> The statements made in this application are true. <input type="checkbox"/> All necessary permits/approvals will be obtained prior to the beginning of the project. <input type="checkbox"/> The project will be covered by appropriate insurance. <input type="checkbox"/> All relevant health and safety standards will be met. <input type="checkbox"/> I acknowledge that Council does not accept any liability or responsibility for the project.								
IF MY APPLICATION IS SUCCESSFUL, I WILL:	<input type="checkbox"/> Ensure acquittal requirements are met within 12 weeks of the project completion or prior to another major grant application. <input type="checkbox"/> Accept the terms of the community grant in accordance with Council requirements set out in the Letter of Offer and Funding Agreement. <input type="checkbox"/> Provide proof of other successful co-funding (if unconfirmed) within six months of notification. <input type="checkbox"/> Complete the project within 12 months of receiving Council funding.								
AUTHORISED PERSON	<table><tr><td>Name</td><td>_____</td><td>Date</td><td>_____</td></tr><tr><td>Position Title</td><td colspan="3">_____</td></tr></table>	Name	_____	Date	_____	Position Title	_____		
Name	_____	Date	_____						
Position Title	_____								

Please check this application against the Application Checklist to ensure it is complete:

www.isaac.qld.gov.au/community/isaac-community-grants

Once completed please send form and any attachment to:

records@isaac.qld.gov.au or Isaac Regional Council, PO Box 97, Moranbah QLD 4744
or deliver in person to your local Isaac Regional Council office.

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Barb Franklin

AUTHOR POSITION

Coordinator Community Hubs

9.25

AVELING & PORTER SHOWCASE AT NATIONAL HISTORICAL MACHINERY ASSOCIATION RALLY – KINGSTHORPE PARK

EXECUTIVE SUMMARY

This report seeks Council's approval to send Isaac Regional Council representatives and the Aveling & Porter steam traction engine from Clermont Museum to Kingsthorpe Park to participate in the 19th National Historical Machinery Association Rally in August 2025.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Loan the historic Aveling & Porter traction engine to the National Historical Machinery Association to be showcased at Kingsthorpe Park as part of the 19th NHMA National Rally in August 2025.*
- 2. Send representatives from Isaac Regional Council to share the story of the engine as a significant part of Queensland's history.*
- 3. Approves expenditure of up to \$5,000 from existing budget for insurance and public liability coverage while the engine is located offsite at Kingsthorpe Park for the duration of the event.*

Resolution No.: PECS1302

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Loan the historic Aveling & Porter traction engine to the National Historical Machinery Association to be showcased at Kingsthorpe Park as part of the 19th NHMA National Rally in August 2025.**
- 2. Send representatives from Isaac Regional Council to share the story of the engine as a significant part of Queensland's history.**
- 3. Approves expenditure of up to \$5,000 from existing budget for insurance and public liability coverage while the engine is located offsite at Kingsthorpe Park for the duration of the event.**

4. Carried

BACKGROUND

19th NHMA National Rally, 23-31 August 2025

The National Historical Machinery Association (NHMA) serves as the umbrella organisation for historic machinery clubs and groups across Australia. In 2025, one of its member clubs, Steaming Under the Southern Cross Inc, will host the 19th NHMA National Rally at Kingsthorpe Park, located within the Toowoomba Regional Council area. This will mark only the third time in the event's 38-year history that it has been held in Queensland. Planned as the largest rally of working steam-powered machinery in the southern hemisphere, the event is proudly supported by Toowoomba Regional Council. It will celebrate the vital role that steam-powered equipment played in Australia's development as a nation, with displays of steam traction engines, steamrollers, and portable steam engines from across the country, all demonstrated in operation as they would have been during their working lives. Organisers anticipate that more than 20,000 visitors will attend the 10-day event. The event was originally planned for the Jondaryan Woolshed; however, due to its growing scale and anticipated attendance, it has been relocated to the more spacious Kingsthorpe Park.

Aveling & Porter Traction Engine

The Clermont Aveling and Porter Traction Engine is acknowledged in the heritage steam community as one of the most historic and significant engines still intact in Australia. It is also considered to be one of the most significant objects in the Isaac Museums' Collection. The engine was used to relocate the surviving town buildings of Clermont after the infamous 1916 flood. The engine has been returned to working order and has been steamed and driven at the annual open day at Clermont Museum for the past several years.

The Request/Offer

Steaming Under the Southern Cross Inc has requested that Isaac Regional Council permit them to show the Aveling & Porter traction engine at the 19th NHMA National Rally in August 2025. Steaming Under the Southern Cross Inc are raising donations to cover the cost of transporting the engine from Clermont to Kingsthorpe Park and back. They intend to work with Verax Hire, a local Clermont business, which has offered in-kind sponsorship to transport the engine in support of the event. However, depending on the amount raised by Steaming Under the Southern Cross Inc, Isaac Regional Council will be responsible for covering the remaining balance.

To support this request and facilitate community access to the engine, Isaac Regional Council has proactively engaged with the local community and adjusted key programming. Officers have advised the organisers of the Clermont Gold and Coal Festival (scheduled for 16–17 August 2025) that the Aveling & Porter engine will not be operating during their event. The Gold and Coal organisers have confirmed they will proceed with their event as planned. Additionally, the Clermont Museum Open Day has been rescheduled to June 2025 to avoid a clash with the NHMA National Rally which will ensure availability of operators to steam the engine.

The Opportunity

This request offers a valuable opportunity to promote and celebrate Isaac's unique stories beyond the region. If the engine is sent to the event, it would be beneficial for Isaac Regional Council to also send representatives to Kingsthorpe to share the story of the engine and its significance in Clermont's flood recovery efforts following the 1916 flood. In addition, with permission from the State Library of Queensland and the National

Library of Australia, reproductions of the Gordon Cumming Pullar photographs could be displayed to visually support this important chapter of Isaac's history.

Showcasing a part of Isaac's heritage at the 19th NHMA National Rally also presents the potential to connect with a new, untapped tourism audience. Anecdotal evidence suggests that many visitors to Isaac's museum sites are casual tourists, visiting between activities such as gold fossicking, rather than specifically seeking out historical attractions. In contrast, the NHMA National Rally offers access to a targeted audience with a strong, established interest in heritage machinery, creating opportunities to attract new visitors to the Isaac Region.

Participation in the event would also provide important networking opportunities with steam engine experts and operators. To ensure the ongoing functionality of the Aveling and Porter steam traction engine, it must be regularly steamed and properly maintained. Given that the current steam operator has been seeking to retire for some time, attendance at the rally could assist in developing succession planning by building relationships with experienced operators and ensuring the continued care and operation of this significant piece of Isaac's heritage.

IMPLICATIONS

Financial

Verax Hire has advised that the total cost of transporting the engine will be \$11,616.00. The transportation costs are intended to be covered by Steaming Under the Southern Cross Inc., with Verax Hire providing in-kind sponsorship.

In addition, Council will be required to cover insurance and public liability for the Aveling & Porter steam traction engine while it is offsite at Kingsthorpe Park, with an estimated insurance cost of up to \$5,000. Other costs, including employee travel and accommodation, will also need to be covered by Isaac Regional Council. Funds will be expended from the Community Hubs FY 2026 budget. These costs are considered to be an acceptable cost to council given the exposure the steam engine will provide Council from a tourism, succession planning and networking perspective.

CONSULTATION

Manager Engaged Communities

Manager Economy and Prosperity

Manager Advocacy and External Affairs

Senior Accountant - Budgets and Statutory Reporting

Coordinator Community Hubs

BASIS FOR RECOMMENDATION

Promotion of Isaac's History and Tourism Opportunities:

Participation in this national event will showcase Isaac's unique heritage and historic assets to a highly targeted audience with a strong interest in heritage machinery. This exposure has the potential to increase

tourism to the region by reaching a previously untapped visitor market, supporting local economic and cultural development.

Succession Planning for the Aveling & Porter Steam Engine:

Engagement with steam experts at the rally will provide critical opportunities to build networks, secure expertise, and develop a formal succession plan to ensure the ongoing operation, maintenance, and preservation of the Aveling & Porter steam traction engine — a significant and iconic part of Isaac's history.

ACTION ACCOUNTABILITY

The Manager Engaged Communities will oversee participation in the rally, coordinate with external partners, and manage all associated logistics.

Brand, Media, and Communications will be responsible for developing public notices, managing social media coverage, and leveraging any additional promotional opportunities.

Economy and Prosperity will provide tourism promotional materials for distribution to attendees at the event.

KEY MESSAGES

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

Report prepared by: BARB FRANKLIN Coordinator Community Hubs Date: 29 April 2025	Report authorised by: MICHAEL ST CLAIR Acting Director Planning Environment and Community Services Date: 02 May 2025
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ATTACHMENTS

- Attachment 1 – Verax Hire Transport Quote
- Attachment 2 – Updated flyer advertising the 19th NHMA National Rally

REFERENCE DOCUMENT

- Nil



CLERMONT
10 Industrial Road, CLERMONT QLD 4721
P: 07 4983 3776
E: clermont@veraxhire.com.au
W: www.veraxhire.com.au

Quote

To:
Isaac Regional Council

P.O. BOX 97
MORANBAH QLD 4744
Deliver To:

Quote No.: 3571

Quote Date: 3/04/2025

Customer PO: TBA

Staff Name: Jacinta Murray

Date From: Friday, 22 August 2025

Date To: Monday, 1 September 2025

Code	Qty	Description	Unit	Each(Ex)	Line Total
Levies, Fees, Waivers and Adjustments					
400610	1	FREIGHT PER HOUR - DELIVERY TO KINGSTHORPE	Each	\$5,280.00	\$5,280.00
400609	1	FREIGHT PER HOUR - DELIVER TO CLERMONT	Each	\$5,280.00	\$5,280.00
Levies, Fees, Waivers and Adjustments:					\$10,560.00

Subtotal: \$10,560.00

Transport Aveling & Porter Steam Traction Engine to the Farm Fest site

Total GST: \$1,056.00

Verax Hire will consider the Silver sponsorship package to offset part of the cost

Total Amount: \$11,616.00



Important

Important

- This quote is valid for 14 days from the date of quote and is subject to stock availability at the time your order is received.
- Administration and Environmental Levy charged @ 1.5% of hire revenue applies.
- If applicable, Damage Waiver charged @ 12.5%. This may be waived by supplying your insurance COC as per our T&C's.
- Freight charges are quoted based on either location or hourly rate. Waiting time or unforeseen delays may incur additional costs and be on-charged to customer.
- All quoted prices are based on single shift (8hr) usage unless stated otherwise.
- Cleaning fees will apply to all equipment returned dirty. Any damages to equipment will be on-charged to the customer.
- By accepting this quote, you acknowledge that you have read and accepted the general Terms and Conditions of Hire. A full copy of the [Terms and Conditions of Hire](#) is available from www.veraxhire.com.au or by contacting any Verax Hire branch.
- The renter further acknowledges they have received and understand the instructions regarding safe use and operation of the equipment and that only suitably trained and licensed (if applicable) operators will operate the equipment.

Authorised Signature:	Thank you for the opportunity to quote your equipment requirements. If you have any further questions, please contact your local branch on the above number.
Print Name:	Date:

Page 2 of 2

19TH NHMA NATIONAL RALLY

FEATURING:

STEAMING UNDER THE SOUTHERN CROSS

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

NEW VENUE!!!

**BIGGER
AND
BETTER!**



**KINGSTHORPE PARK
11465 WARREGO HIGHWAY
THE HOME OF FARMFEST**

AUGUST 23-31 2025 9am - 4pm Daily

FUN FOR THE WHOLE FAMILY!

- STEAM ENGINES
- VINTAGE TRACTORS
- OLD ENGINES
- FOOD
- HERITAGE DISPLAYS
- ENTERTAINMENT
- VINTAGE CARS
- TRAILER RIDES
- WORKING EXHIBITS
- OLD TRADES
- MINIATURE ENGINES
- PARADES
- TRADE STALLS
- VINTAGE TRUCKS
- + MUCH MUCH MORE!

AUSTRALIA'S LARGEST DISPLAY OF WORKING HERITAGE EQUIPMENT

11465 WARREGO HIGHWAY, KINGSTHORPE QLD

FIND US ON FACEBOOK AT: 2025NHMANationalRally

FOR MORE SEE: NationalRally.com.au

CONTACT US: secretary@susci.com.au

PHONE: 0414 334 006

P.O BOX: 9693, WILSONTON QLD 4350

MEETING DETAILS	Ordinary Meeting Tuesday 27 May 2025
AUTHOR	Michael St Clair
AUTHOR POSITION	Acting Director Planning, Environment and Community Services

9.26 COMMUNITY LEASING INVOICING – ENGAGEMENT STRATEGY

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of an Engagement Strategy to guide Council’s engagement with community groups regarding the recommencement of council invoicing for community leases.

OFFICER’S RECOMMENDATION

That the Committee recommends that Council:

- 1. *Endorses the Community Leasing Engagement Strategy related to invoicing for community leases.*

Resolution No.:	PECS1303		
Moved:	Cr Alaina Earl	Seconded:	Cr Melissa Westcott
That the Committee recommends that Council:			
1. Endorses the Community Leasing Engagement Strategy related to invoicing for community leases.			
Carried			

BACKGROUND

Community groups with leases over council properties have not been invoiced for annual leasing fees since 2010. Through council resolution on 30 October 2024 (see Image 1), Council resolved to recommence the collection of lease fees for the 2025/2026 financial year. Council also requested that a ‘Community Leasing Engagement Strategy’ (Engagement Strategy) be presented for endorsement at the January 2025 Ordinary Meeting. This report seeks to present the requested Engagement Strategy for endorsement.

Resolution No.: 8912	
Moved: Cr Terry O'Neill	Seconded: Cr Viv Coleman
That Council:	
1. Notes that Community Tenure lease fees haven't been collected on community assets since 2010.	
2. Endorses the recommencement of the collection of lease fees for community assets for the 2025/2026 financial year, foregoing any previous tenure fees not invoiced.	
3. Fees will be indexed as per terms of the lease being:	
a) The increase in the CPI measured from the CPI for the quarter ending immediately before the last date on which the Rent was reviewed (or the Commencement Date if there has been no intervening Rent review) to the CPI for the quarter ending immediately before the relevant review date, expressed as a percentage.	
b) The Rent has not previously been reviewed resulting in the Rent for 2025/2026 invoicing purposes being Commencement Fee plus CPI as above.	
4. Requests that a Community Leasing Engagement Strategy is developed for Council endorsement at the January 2025 Ordinary Meeting.	
Carried	

Image 1 – Council resolution no. 8912, Ordinary Meeting Minutes 30 October 2024

Proposed Engagement Strategy

The core principle of the proposed Engagement Strategy is to ensure that all affected community groups receive a personal phone call from Council before any formal correspondence or leasing invoices are issued.

This proactive approach aims to avoid any surprises, ensuring community groups are informed of Council's decision to reinstate annual leasing fees as early as possible. It also provides a clear point of contact within Council for any questions or concerns they may have.

A total of 61 community groups will be impacted by the resumption of annual leasing charges. To effectively engage with these stakeholders, a three-stage approach is proposed as detailed below.

- Engagement Action 1 – Direct phone contact

All community groups will receive a direct phone call from a Council officer advising them:

- Details regarding Council's resolution from October 2024 and Council's position to recommence the invoicing of annual leasing fees.
- The timing that they can expect to receive a letter with further detailed information.
- The timing in which they can expect to receive their first and future invoices.
- Leasing administrative matters regarding points of contact, community group annual updates and/or any outstanding leasing / approval requirements.

At the time of writing this report, 25 community groups have been contacted directly via phone by council's Senior Community Leasing Officer to discuss future leasing fees. Of these 25 groups, 20 raised no significant concerns, two expressed their disappointment in the decision and 3 calls went unanswered with voice mail messages left.

These initial phone calls have provided a strong foundation to understand the general response and attitudes from community groups, which have been used to help to inform the engagement approach proposed within this report.

- Engagement Action 2 – Letter

Following Action 1, all community groups will receive formal hard-copy correspondence advising them formally of the recommencement of annual leasing fees, including more detailed information regarding the timing of invoices (anniversary of the commencement of the group's lease and every year thereafter), payment amounts and calculation methods; and contact details for further direct engagement. This correspondence will be issued at the end of May / early June 2025.

- Engagement Action 3 – Ongoing support and contact details

The correspondence issued under Action 2 will provide direct contact details for Council's Community Facilities program in which community groups will be encouraged to make follow-up contact to discuss any relevant matters. Based on the initial feedback received during phone calls under Action 1, it is expected that only a small portion of community groups will have significant objection and choose to make follow-up contact. Officers will keep Councillors informed via Standing Committee and/or email update regarding any of these engagements.

It is considered that the proposed engagement strategy provides the most direct and transparent forms of engagement which ensure that all impacted stakeholders are personally engaged and informed; and a 'no-surprises' approach is adopted.

IMPLICATIONS

Financial

The proposed Engagement Strategy will have minimal financial impact, outside of the resourcing requirements to undertake the engagement actions proposed in the strategy. Resourcing of the actions will be completed by existing resources from the Community Facilities Department.

Reputational

An ineffective Engagement Strategy would expose Council to heightened reputational risk associated with the recommencement of invoicing. The proposed strategy proactively addresses this risk by ensuring all impacted stakeholders are personally contacted ahead of any formal correspondence, aligning with a 'no-surprises' commitment. It also establishes clear lines of communication, enabling community groups to promptly engage with Council on any follow-up matters.

CONSULTATION

Stakeholder	Comments
Manager Rates & Accounts	Provided information regarding payment terms and invoicing.
Senior Community Leasing Officer	Supportive of approach.
Manager Community Facilities	Supportive of approach.

BASIS FOR RECOMMENDATION

To ensure all community groups are being invoiced tenure fees in a transparent and equitable manner.

ACTION ACCOUNTABILITY

Director PECS to issue formal written correspondence to lease holders.

Manager Community Facilities (or delegate) to respond to any follow-up enquiries from lease holders.

Manager Community Facilities (or delegate) to inform Councillors of the outcomes of any follow-up engagements with community groups as per Action 3.

KEY MESSAGES

Council is taking a transparent and considered approach regarding the recommencement of invoicing for community leases across the region which involves direct targeted engagement with impacted stakeholders.

Report prepared by:	Report authorised by:
MICHAEL ST CLAIR Acting Director Planning, Environment and Community Services Date: 02 May 2025	MICHAEL ST CLAIR Acting Director Planning, Environment and Community Services Date: 02 May 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- *Council Resolution No. 8912 (Ordinary Meeting 30 October 2024)*

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Beau Jackson

AUTHOR POSITION

Executive Manager Advocacy and External Affairs

9.27

ISAAC REGIONAL COUNCIL PROJECT PROGRESS REPORTS - CUC ISAAC

EXECUTIVE SUMMARY

This report provides an update on the CUC Isaac Moranbah fitout and seeks Council's endorsement to investigate the potential repurposing of the old Clermont Library for the CUC Isaac Clermont campus.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes the progress report.**
- 2. Endorses the repurposing of the Old Clermont Library (21 Daintree Street, Clermont) for use as the CUC Isaac Clermont centre, subject to building and suitability assessment and appropriate consultation with CUC Isaac Board.**
- 3. Delegates authority to the Mayor and Chief Executive Officer to negotiate any relevant agreements/contracts regarding the CUC Isaac Clermont.**

Resolution No.: PECS1304

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Receives and notes the CUC Isaac Project progress report.**
- 2. Endorses the repurposing of the Old Clermont Library (21 Daintree Street, Clermont) for use as the CUC Isaac Clermont centre, subject to building and suitability assessment and appropriate consultation with CUC Isaac Board.**
- 3. Requests that an alternative option is brought back to Council for consideration if the repurposing of the Old Clermont Library is not able to proceed.**
- 4. Delegates authority to the Mayor and Chief Executive Officer to negotiate any relevant agreements/contracts regarding the CUC Isaac Clermont Centre.**

Carried

NOTE:

The Mayor has requested a discussion during a Budget Workshop to discuss how Council can improve project scoping and contingency allocation for future budget considerations.

BACKGROUND

The CUC Isaac Project forms part of Council's strategic commitment to improving access to tertiary education across the Isaac region. As part of this broader initiative, the Moranbah and Clermont Centres are intended to provide dedicated, fit-for-purpose spaces for local students to engage in supported study closer to home. These facilities will offer access to quiet study areas, high-speed internet, video conferencing, and academic resources, supporting regional workforce development by encouraging retention and upskilling of local residents.

The capital project is funded through a Queensland Government grant, and has been developed in partnership with CUC Isaac and local stakeholders.

Design works for the Moranbah Centre have been completed and the construction contract has now been awarded. Under the revised program, construction is scheduled for completion on or before 30 June 2025, allowing time for fitout and operational readiness activities ahead of Semester 2, 2025. However, as a result of this revised program, full expenditure of the current year's budget allocation by 30 June 2025 will not be achievable. The remaining funds will be carried forward to support the completion and commissioning of the facility.

In relation to the Clermont Centre, the project team has sought indicative costings for a new modular building proposed at 28 Herschel Street, Clermont, adjacent to the existing library. The estimated cost for this new, purpose-built facility is \$1.95 million. This figure reflects a significant increase from the original 2022/23 estimate of approximately \$1.2 million, driven largely by substantial escalation in construction costs over the past two years. Delays in securing funding agreements and approvals have contributed to this cost increase, with some construction-related expenses having risen by as much as 50% during that period.

In response, Council officers reviewed the original site assessment and explored alternative options to enable delivery of a Regional University Study Hub in Clermont. As part of this process, the Old Clermont Library, an underutilised Council owned asset not previously considered, was identified as a potentially fit for purpose and cost-effective solution.

Officers propose to undertake further investigation into repurposing this building to meet the needs of the CUC Isaac Clermont Centre. If deemed suitable, the site would undergo a complete internal fitout to create a modern, customised space designed specifically for supported study and digital learning. As part of the site review, operational impacts on Council meetings and existing community bookings will be considered, with plans developed to ensure continued access to meeting room spaces for civic and community use.

It is anticipated that the proposed fitout would meet short- to medium-term demand, with potential for future expansion should student numbers grow. In such a scenario, Isaac Regional Council would support CUC Isaac in seeking additional funding through grants and industry partnerships to enable staged growth of the facility.

It is worth noting that the decision on locations, buildings and capital fitout rests with Isaac Regional Council, with the CUC Isaac Board consulted as a key stakeholder and end user of any facilities.

IMPLICATIONS

Financial:

Full expenditure of the allocated budget in the 2024–25 financial year will not be achieved due to revised construction timelines. Unspent funds will need to be carried forward to enable completion of the Moranbah Centre. Investigating the Old Clermont Library as a site for the Clermont Centre may offer a more cost-effective solution than a new build, but could still require additional funding for refurbishment and fitout.

Strategic/Community:

The Moranbah and Clermont CUC projects support Council's strategic objectives to improve regional access to higher education and training. Progress on both sites ensures Council continues to meet community expectations around education opportunities and regional workforce development.

Operational:

Further investigation into the Old Clermont Library will require officer time and may necessitate engagement with design consultants to confirm suitability and costing. Should the site be deemed viable, project plans will need to be adjusted accordingly and accommodations made for meeting room usage in the Clermont Civic Centre Supper Room.

Governance:

Council endorsement to proceed with investigation and, if viable, approve repurposing of the Old Clermont Library ensures decision-making transparency and alignment with funding requirements and project objectives.

CONSULTATION

- Director of Planning, Environment and Community Services
- Program Manager Capital Delivery
- Manager of Liveability and Sustainability
- CUC Isaac Chair
- Councillor Jane Pickels as divisional councillor.

BASIS FOR RECOMMENDATION

Recommendations have been informed from advice obtained from Council's building and design contractors working on the CUC Isaac Project and recent experience from the construction of the Isaac Events Centre. Endorsement of the recommendations allow important progress on the delivery of the centres in Moranbah and Clermont.

ACTION ACCOUNTABILITY

Executive Manager of Advocacy and External Affairs and Director of Planning, Environment and Community Services will be responsible for any actions associated with this report. They will be supported by the Program Manager Capital Delivery.

KEY MESSAGES

- The Moranbah University Study Hub (CUC Isaac) is moving ahead, with construction underway and on track to open for students by mid-2025.
- Council is committed to delivering a similar facility for Clermont, with work now underway to investigate repurposing the Old Clermont Library to provide a cost-effective, modern study space for local students.
- These projects are part of Council's vision to support local education, retain young people in the region and strengthen workforce and training opportunities across Isaac.

Report prepared by:

Beau Jackson

Executive Manager Advocacy and External Affairs

Date: 8 May 2025

Report authorised by:

Cale Dendle

Chief Executive Officer

Date: 8 May 2025

ATTACHMENTS

- Attachment 1 - Country Universities Centre Isaac Regional Location Assessment

REFERENCE DOCUMENT

- Nil

Country Universities Centre

Isaac Region Location Assessment



Country
Universities
Centre

DEGREES CLOSER

Summary of Assessment of Moranbah and Clermont as a Potential CUC Locations

Executive Summary

- A CUC in Moranbah has been modelled to have approximately one hundred and fifty students on maturity¹, which is comparable to a number of other CUC Centres. A CUC in Clermont is modelled to have 50-60 students on maturity. Staffing and facility configurations can be established with reference to other CUC experiences as a guide.
- Isaac Local Government Area had 338 university students in the 2021 Census although some of these students may ordinarily be based at university campuses or areas in the local Shire which are significant distance away from Centres at Moranbah and Clermont. There is a high proportion of mature aged and part time students in the region, and need for upskilling and reskilling is likely to be significant with no local public provider vocational campus in the LGA. The presence of Centres in Moranbah and Clermont aligns with state and local strategic planning for the region.
- There are no higher education options within two hours of Moranbah and one hour of Clermont, such that people wishing to remain in the local area while studying have little option other than online courses. The closest university campuses are a small facility at Emerald and larger campuses at Mackay.
- Equity characteristics are of high need, with relevant parts of Isaac Shire being either Outer Regional or Remote, and local areas having low accessibility, extremely low Bachelor Attainment and low Vocational Attainment.
- Facilities are available, although require some capital investment (particularly at Clermont). Opportunities might exist for co-investment by the local mining industry.

CUC Location Assessment Tool

The CUC assesses six key areas in evaluating a potential location for suitability of a CUC. These factors include:

- Population Factors
- University Access and Participation
- Equity Factors
- Community Co-operation
- Facility Options

¹ Please note the highly speculative methodology of modelling student loads for RUC's, where actual student numbers are highly dependant on a number of local factors including, amongst other things, staffing and quality of location and facility, and that modelling is as a result indicative only, and assumes a number of matters that may or may not hold to be true in any instance. The forecasted number of students in this paper should not be relied upon, and actual numbers may be very substantially different to the forecasted numbers indicated.



- State and Local Regional Development

Each factor is assessed using a range of metrics, including data from ABS census and ABS mapping tools.

Area of assessment

The CUC has found in other regional locations that the greatest density of student usage is within half an hour's drive from the facility, with less frequent student usage operating up to an hour's drive away. The map in Figure 1 indicates indicates 30 minute driving time from Moranbah and Clermont (red circles). An approximate 60 minute driving time will just include the towns of Dysart and Nebo as accessible to a facility at Moranbah, and the towns of Capella and Frankfield as accessible to a facility at Clermont.



Figure 1 - Isaac Shire indicating 30 minute (red circle) approximate driving times from Moranbah and Clermont

The Commonwealth generally assesses locations for suitability for the Regional University Centre Program on a SA2 geographic classification. For facilities at Moranbah and Clermont, this means that location scoping will be focussed on the Moranbah and Clermont SA2 areas.

Queensland Statistical Areas, Level 2 (SA2), 2021 - Moranbah (ASGS Code 312011341)

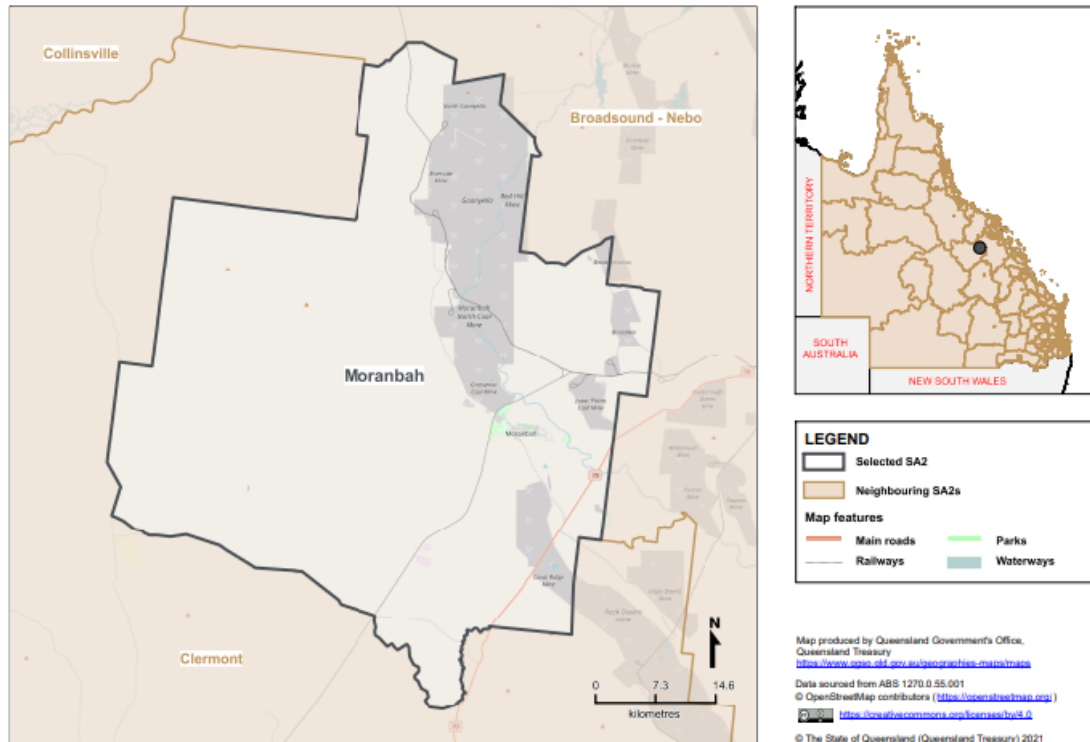


Figure 2 - Moranbah SA2

2021 Census data indicates the Moranbah SA2 area population of 9425 is identical to the Moranbah suburban population, indicating the sparsity of people living in the immediately surrounding area. Moranbah SA2 does not include Dysart or Nebo which being approximately 60 minutes driving time may sporadically use a facility of Moranbah. However, as Nebo is almost equidistant to Mackay with both JCU and CQU facilities, students at Nebo may be more likely to use infrastructure in Mackay than in Moranbah.

However, the Clermont SA2 population of 3893 is significantly higher than the Clermont suburban population of 2952, indicating the larger size of Clermont SA2 and a significant additional population in these surrounds (including the population of Frankfield). The population of Capella is not captured within Clermont SA2, and that population of 974 could potentially use a Centre at Clermont being under 40 minutes away. However, as Capella is slightly closer to the larger town of Emerald than Clermont, students at Capella may utilise the CQU facilities in Emerald in preference to travelling a slightly longer distance to the smaller town of Clermont.

Queensland Statistical Areas, Level 2 (SA2), 2021 - Clermont (ASGS Code 312011339)

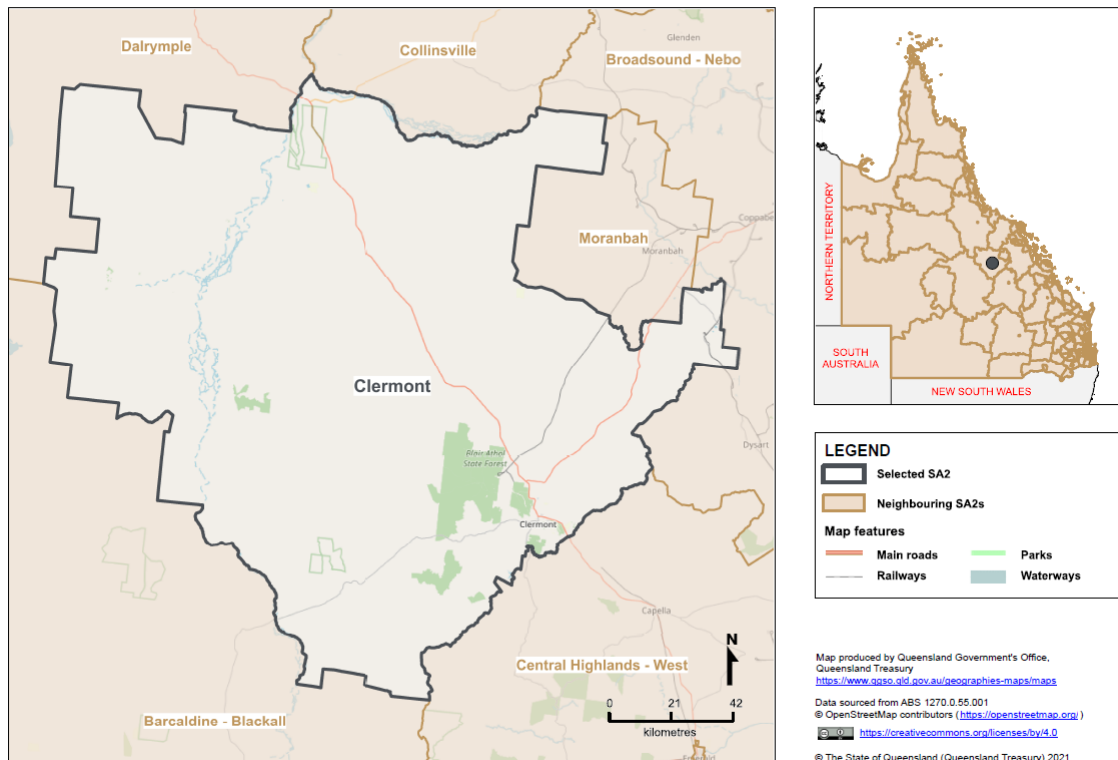


Figure 3 - Clermont SA2

For these reasons, the following location scoping analysis will be based on the SA2 areas of Moranbah and Clermont, rather than other geographic areas. This analysis will therefore be exclusive of populations in Nebo and Capella which for reasons above may not be highly likely to use facilities in Moranbah and Clermont anyway. It will also be exclusive of students in Dysart which may occasionally use a Centre in Moranbah. However, with Dysart almost a full hour's drive from Moranbah, the usage of a Moranbah facility is likely to be infrequent and not highly significant.

Population

The population of Isaac Local Government Area is approximately 22,000, with Moranbah SA2 and Clermont SA2's with a combined population of over 13,300 representing over 60% of the Shire population (with both SA2's containing just over 50% of the total LGA land area). Moranbah SA2 has exhibited a 1.6% p.a. population growth and Clermont SA2 a 1% p.a. population growth over the 2016-2021 period.

The table below indicates 2021 ABS Census figures:

	Population
Total population of Moranbah and Clermont SA2 areas:	13,318
Population of Moranbah SA2	9,425
Population of Clermont SA2	3,893

As can be seen in Figure 4 below, an Isaac Region model based in Moranbah and Clermont is towards the lower range of regional SA2 populations hosting RUC models, but with a number of lower populations having established RUC's where models very successfully operate (such as CUC Maranoa in Roma and CUC Balonne in St George and Dirranbandi). Of the successful Cohort Three applicants, a number of Centres are being established in lower SA2 populations than this model, including in the WA Wheatbelt, Cooktown and Roxby Downs.

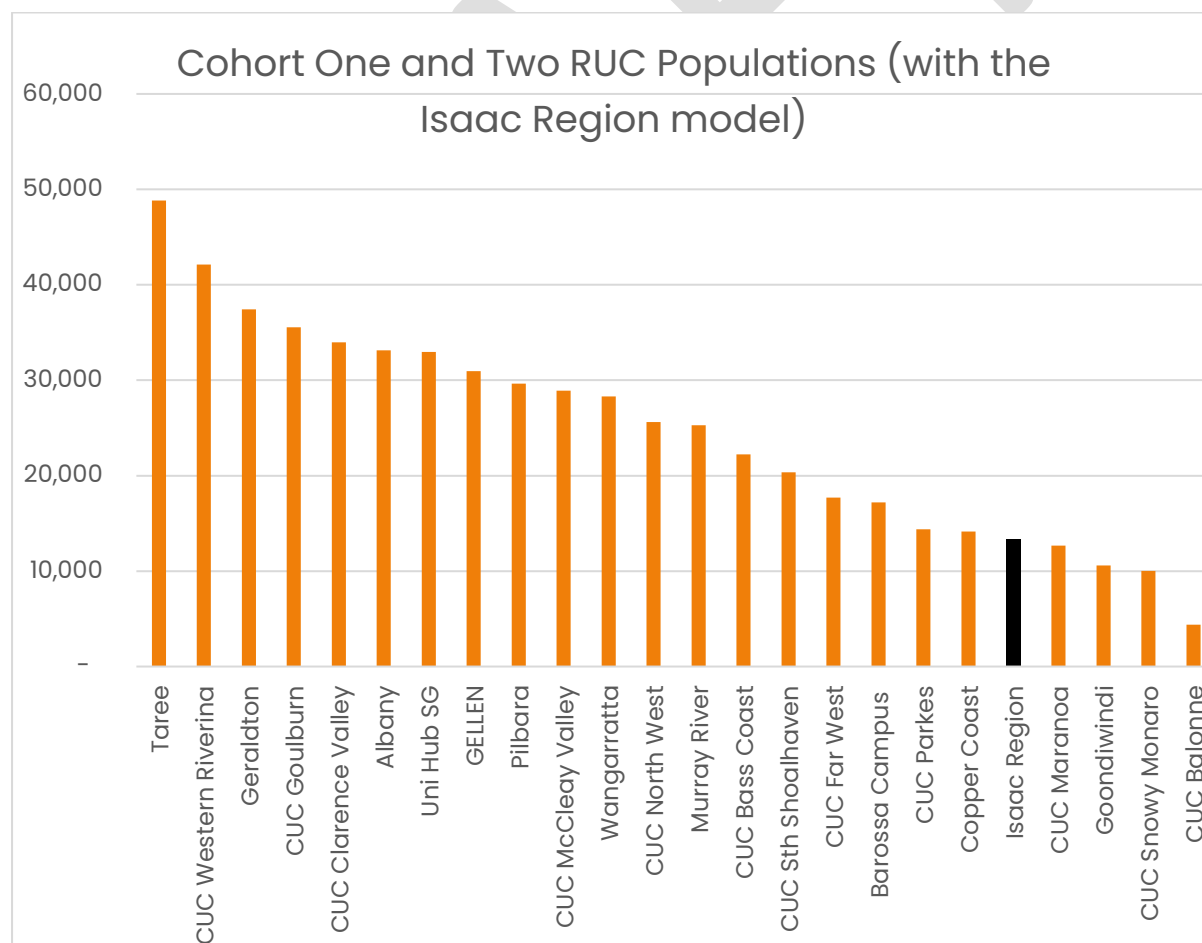


Figure 4 Regional Population of Cohort 1 & 2 RUC's v Isaac Region Centres (SA2 Populations)



University Access and Participation

Access to higher education:

There is no University campus within a 100 kilometre radius of either proposed facility. Current access to higher education in the broader area includes a small Central Queensland University (CQU) Campus at Emerald, 109 kms and one hour ten minutes drive from Clermont, with larger CQU and JCU campuses at Mackay being 193 kilometres or 2 hours 10 minutes drive from Moranbah. Other university campuses are at least four hours away (CQU at Rockhampton, for instance). As such, there is no accessible face to face higher education to people living in the Moranbah or Clermont SA2 regions.

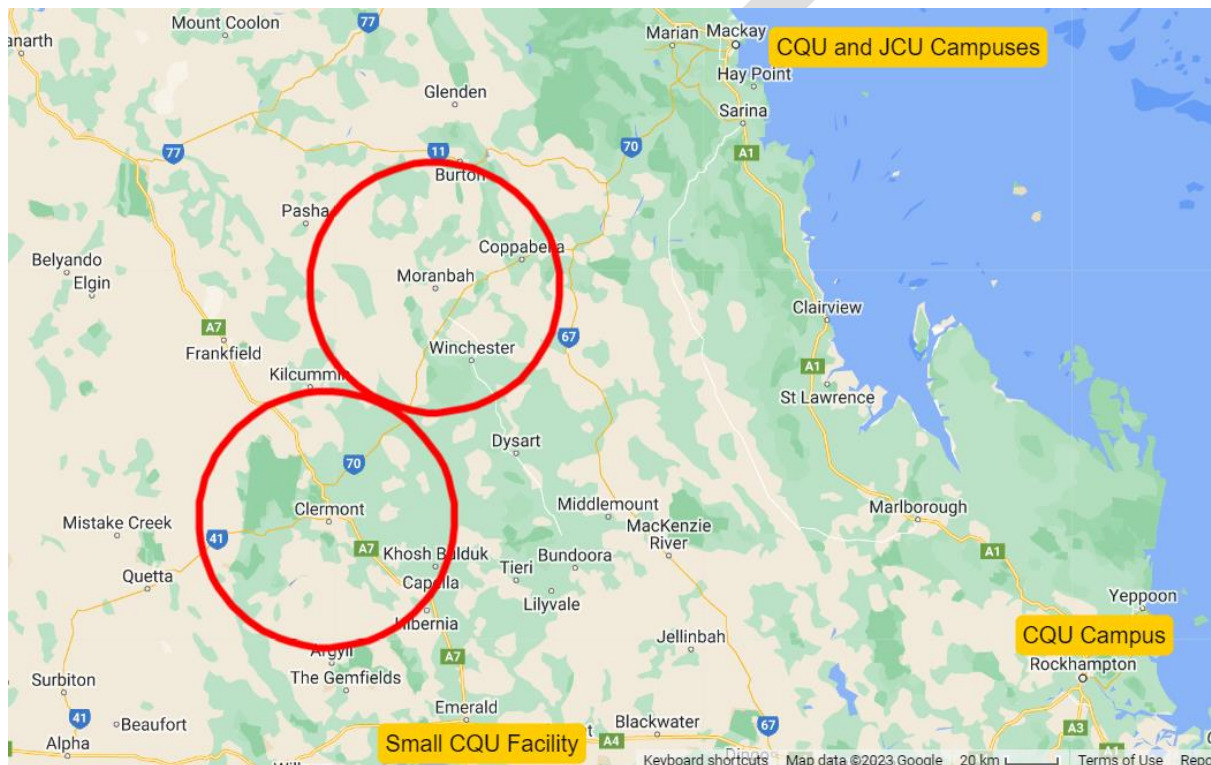


Figure 5 -Closest University Campuses, with 50km radius shown around Moranbah and Clermont. CQU campuses are dual sector and are the closest public provision of vocational training

Moranbah and Clermont easily meet the CUC location policy of having no current Higher Education facilities within 50km. The need for increased access to higher education is assessed as High, with the closest option over 100 kms from Clermont being only a minor campus and offering only a narrow range of courses, with broader study options only available with a two hour drive or more from either location.

The CUC has consulted with the closest university having higher educational facilities being CQU, who have indicated support for the establishment of CUC facilities in Moranbah and Clermont.

The nearest Regional University Centre receiving Commonwealth investment is in Roma being over 500 kilometres from Clermont and over 600 kilometres from Moranbah. The closest independent

RUC is Goondiwindi SILO being over 800 kilometres away. As a result, the Commonwealth is yet to make any investment in the larger region through the Regional University Centre Program.

CUC facilities in Moranbah and Clermont will significantly increase support for higher education given the lack of any alternative university or RUC infrastructure within a reasonable proximity.

Additionally, there are no TAFE Queensland or alternative public provider vocational campuses in Moranbah and Clermont and the closest vocational facilities are in the dual sector CQU campuses in Emerald and Mackay which are noted above.

Although the CUC model supports students studying higher education at any institution, CQU University (as the closest university to both Moranbah and Clermont) has executed a Service Level Agreement with the CUC under which CUC Centres are paid a small percentage of the fees that CQU receives from the Commonwealth and the students for delivering those degrees.

Number of students enrolled in the region

There were 337 university students studying within the Isaac Local Government Area according to the 2021 Census. Of these students, 276 are studying in the Moranbah and Clermont SA2 regions which are most proximate to the proposed facilities. There were a further 325 vocational students in Isaac LGA, with 221 vocational students in Moranbah and Clermont SA2 regions. A break up of these numbers is represented in the table below (ABS 2021).

	Isaac Local Government Area	A Moranbah SA2	B Clermont SA2	Total of A and B
Current University Students	338	183	53	236
Full time University	96	51	23	74
Part time University	242	132	30	162
Under 25 University	102	52	15	67
Over 25 University	236	131	38	169



Current Voc Ed Students	325	187	34	221
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As indicated by the above table, 236 (70%) of the 338 current Isaac university students reported from the Moranbah (54%) and Clermont (16%) SA2 regions, indicating that facilities in these towns will service a large proportion of the students in the Isaac Local Government Area.

The largest cohort of students studying at university are mature age (approx. 70%) and part time (also approx. 70%). However, experience in other locations suggests that over time, Centres in Moranbah and Clermont will be expected to lift local participation of full time students under 25 years of age, particularly in the Moranbah and Clermont SA2 regions.

Moranbah has an extremely high year 10 completion rate of school students of 93.8%, with Clermont also very satisfactory at 86.5%. At levels below 75%, the CUC suggests focus should be on secondary educational success, but in Moranbah and Clermont, the extremely high rates of year 10 completions indicate that there is high value in focussing on better local participation and success in the tertiary education sector.

Equity Factors

The equity factors assess the need for additional higher education support of the community within the Region. These include the regional classification of the region (with only regional and remote communities meeting the definition of an RUC); as well as the Social Economic Status using the IEO index, and the proportion of the community who identify as Aboriginal or Torres Strait Islander.

The Isaac LGA has a very low bachelor attainment rate of just 7.5% (with comparable bachelor attainment rates in both Moranbah and Clermont SA2 areas), indicating a high need for additional education access and support in the region. Percentage of Bachelor Attainment rate is an indication of the education status of the region, which typically decreased with distance from a metropolitan area. By comparison, the Bachelor Attainment rates for Brisbane are 38%, South East Queensland is 25%, the state of Queensland as a whole is 21% and Regional Queensland is 17%.

Isaac LGA also has relatively low vocational attainment, though not by nearly the same magnitude as university qualifications:



	University Qualifications	Vocational Qualifications
Isaac LGA	7.5%	23.8%
Moranbah SA2	8.9%	25.4%
Clermont SA2	7.9%	24.0%
Regional Queensland	17.1%	33.2%
Queensland	21.1%	31.5%
Australia	26.3%	28.5%

Figure 6 - Levels of Tertiary Qualifications in Isaac LGA compared to Queensland and Australia

The Isaac Region sits towards the lower end of Bachelor Participation that existed in regions that have established Regional University Centres, measured prior to their establishment of an RUC. This justifies a strong case for inclusion of a Regional University Centre in Moranbah and Clermont as part of the Commonwealth's RUC Program.

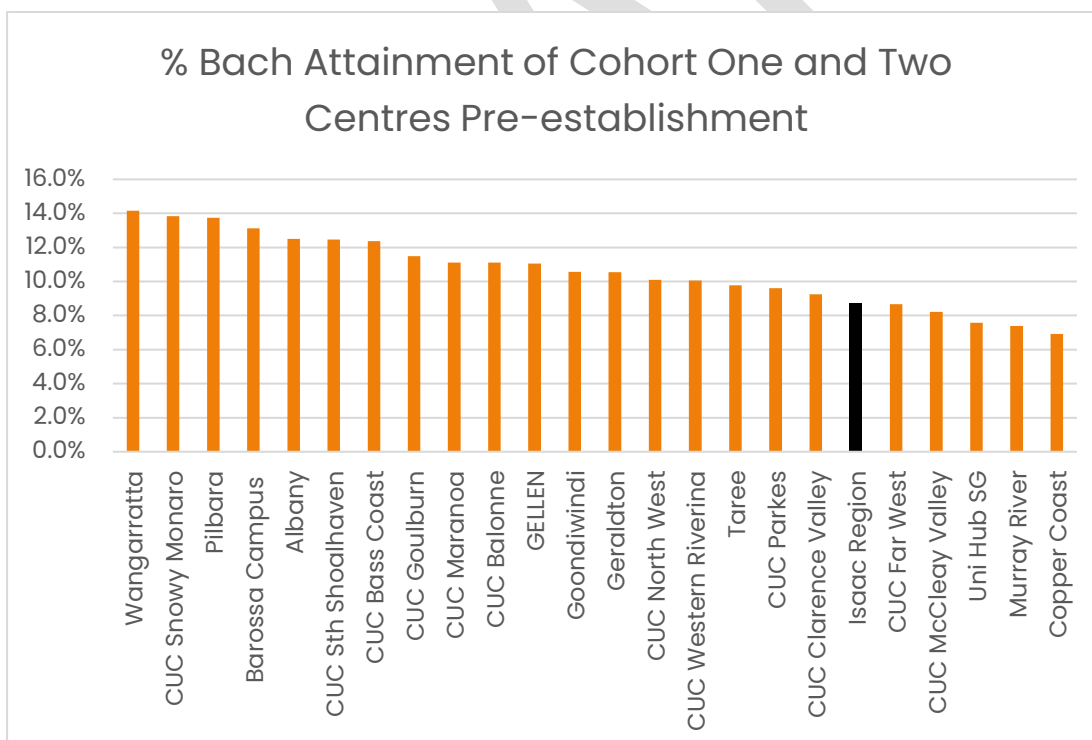


Figure 7 Bachelor Attainment v Cohort 1 & 2 RUC's



Other Equity factors of socio-economic status and regional status are as follows:

Regional Status

Moranbah is Outer Regional and Clermont is Remote

SES Status

Moranbah and Clermont are Medium SES

Indigenous Population

Moranbah – 5.7%, Clermont – 3.6%

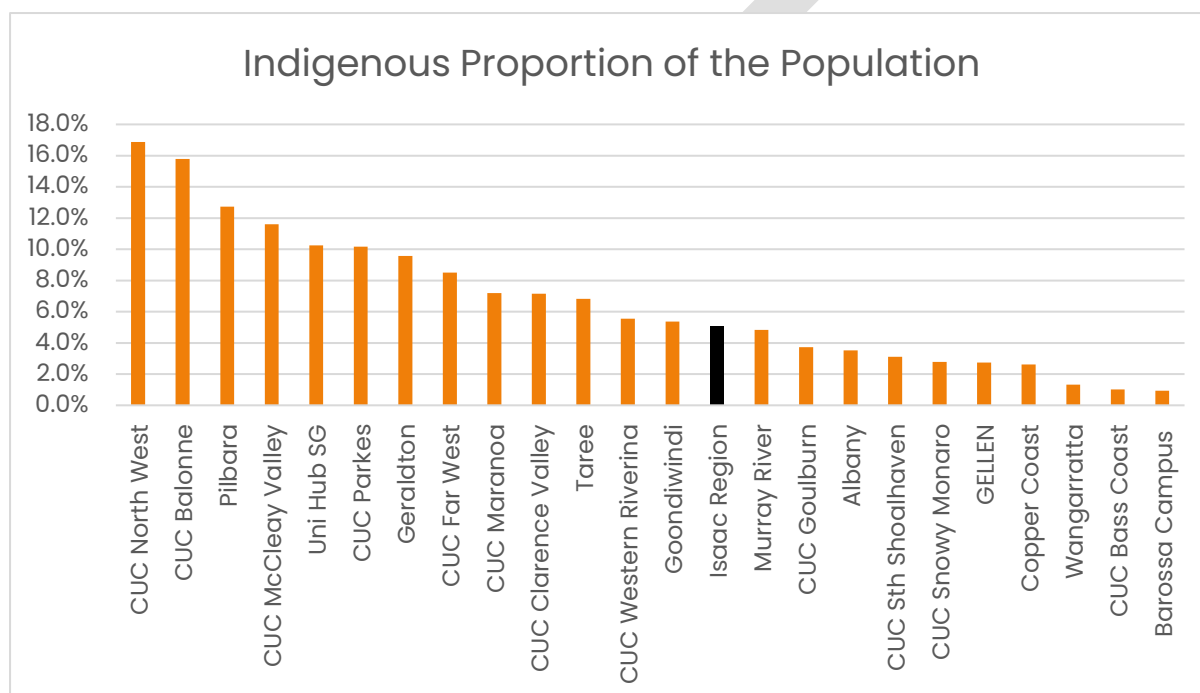


Figure 8 - Indigenous Proportion of Isaac Region Centres v Cohort 1 & 2 RUC's

Figure 8 indicates that Isaac Region (Moranbah and Clermont) sits about mid-range when compared to the indigenous proportion of the population in other regions that have established RUC's.

Community Co-operation

A critical factor in the success of a CUC is ownership and support from the local community. This is evaluated using three key measures:

- Eagerness of Community to support a CUC model
- Local co-Investment
- Local government participation and support



Facility Options

Options for facilities in Moranbah include a transitional facility in a vacant commercial premises in the Moranbah CBD. Based on the numbers in the student modelling below, the CUC suggests that an ideal facility size will be 350-450 square metres, in a secure area safe for long opening hours, close to the centre of town. The proposed vacant building aligns well with those ideals. A current largely open floorplan allows for a fit for purpose fit out with some capital expense.



Vacant Building in Moranbah CBD aligns with ideals for a CUC facility.

In the longer term, there are plans to build a facility with other potential educational and training tenants on the edge of the Moranbah urban area. Whilst this compromises on the benefits of being in the centre of town, the opportunity to be in a new, fit for purpose facility in a precinct with valuable potential partners as co-tenants will likely outweigh any locational detriments.



Proposed Site for Educational and Training Precinct on edge of Moranbah's Urban Area

In Clermont a vacant commercial premises in the Main Street of the town provides an opportunity for the facility. Some considerable capital works will be required to make the building for purpose,



and some flood drainage mitigation will be required, but the building is well located and its current open plan provides a lot of flexibility in design. Given that the Clermont student base is projected at 50-60 students, it may be that the facility could be co-shared with other tenants looking for a central location in the commercial centre of Clermont.



An empty building in the Main Street of Clermont which could host a CUC facility

Connectivity to High Speed Internet

Both Moranbah and Clermont have NBN infrastructure and given the central locations of possible initial facilities, connectivity to high speed internet is unlikely to pose any significant challenges.

Local Co-investment

There is considerable mining activity in both Moranbah and Clermont areas and there is an opportunity to approach mining companies for co-investment into the project. That co-investment may be more likely directed towards initial capital for building works, whilst looking towards the Commonwealth Regional University Program for ongoing operational funding.

Many rural areas without such a mining presence are unlikely to be able to match the co-investment opportunities in Isaac Region to assist in establishing and sustaining a Regional University Centre. If mining industry co-investment commitments can be obtained, then it should significantly assist Isaac Region in seeking funding in future Commonwealth Regional University Program rounds.

Educational Policy

The Regional Education Commissioner in her 2022 Annual Report has under Consideration 11 that *the Australian Universities Accord (the Accord) process is an opportunity to consider a range of issues as part of a long-term plan for higher education in Australia. It should include an explicit focus on a sustainable and diverse higher education presence in regional Australia and give regard to the needs*



of RRR students and regional institutions. Specifically, it should include:....continuing to fund and explore expanding the Regional University Centre (RUC) program, including but not limited to:considering future establishment of RUCs in small population locations, potentially through a satellite or hub and spoke mode. (at p9)

The CUC has proposed to the University Accord Panel that town populations of under 5,000 are considered small population locations. If so, then an Isaac Region model with the small population location of Clermont in collaboration with the larger population Moranbah location will align with this part of Consideration 11 of the Regional Education Commissioner.

Regional Development

Queensland Government

The Queensland Government has a Mackay, Isaac and Whitsunday Regional Plan covering Isaac Local Government Area. The plan notes the demographic challenge of young people choosing to leave the area for education (at p12), and calls for an investigation into tertiary opportunities in the Isaac LGA (at p32). The Plan states in relation to Isaac LGA that:

The absence of choice in post-secondary education can result in young people being limited to obtaining employment in the mining industry or leaving the subregion.(p32)

Further, it states:

Providing opportunities in employment, education and training will influence and support changes in the demographic age profile, and result in a more balanced social mix, enabling communities to prosper.(p77)

The Regional Plan calls for skills development and increased workforce participation through improved access to a range of regional education and training opportunities. It also seeks to promote further development of specialised educational institutions in the region to meet the requirements of the region's major industries and provide skills development opportunities to support industries. (at p96)

The Plan suggests locating new subregional-level state government facilities for education predominantly within the town centres of Mackay, Bowen, Sarina, Proserpine, Cannonvale, and importantly for current purposes, Moranbah and Clermont.

Whilst RUC Centres are not state government facilities per se, many operate with state government funding in other areas so as to assist in delivering outcomes under similar state strategic planning, and so an Isaac Region CUC Centre with facilities in Moranbah and Clermont would certainly seem to be very aligned with the Queensland Governments Regional Plan for Mackay, Isaac and Whitsunday.



Isaac Regional Council

Isaac Regional Council has developed a 20 year Strategic Plan titled Isaac 2035, under which:

- Educational programs in the Shire are acknowledged as a key indicator of success;
- Higher Education Institutions are acknowledged to be key contributors to the Council's vision in all four key areas of Community, Economy, Infrastructure and the Environment.

A Country University Centre could play a lead role in being that higher education institution, as well as being a local interface and facilitator to universities and other higher education and vocational deliverers who will provide a contributing role.

Isaac Regional Council also has a five year Corporate Plan which includes a focus on advocacy to all levels of government, industry and community leaders for solutions to issues impacting Isaac communities including increasing educational access and opportunities.

A key goal for communities under the Corporate Plan is to have resilient, connected and diverse communities whose lifestyles and wellbeing are supported and whose regional identity is cherished through a key strategy of facilitating education services.

Student Number Projections

The CUC Student Projection Model estimates that during the first year of operation there will be approximately 103 students utilising a CUC Centre in Moranbah, growing to approximately 153 students in the fourth year.

There are a number of CUC Centres with approximately 160 students and the staffing configurations are likely to be similar to CUC Centres in Kempsey, Broken Hill and Griffith, for instance. Those facilities range in size from 350 to 450 square metres, which is likely to be a good fit for Moranbah also.

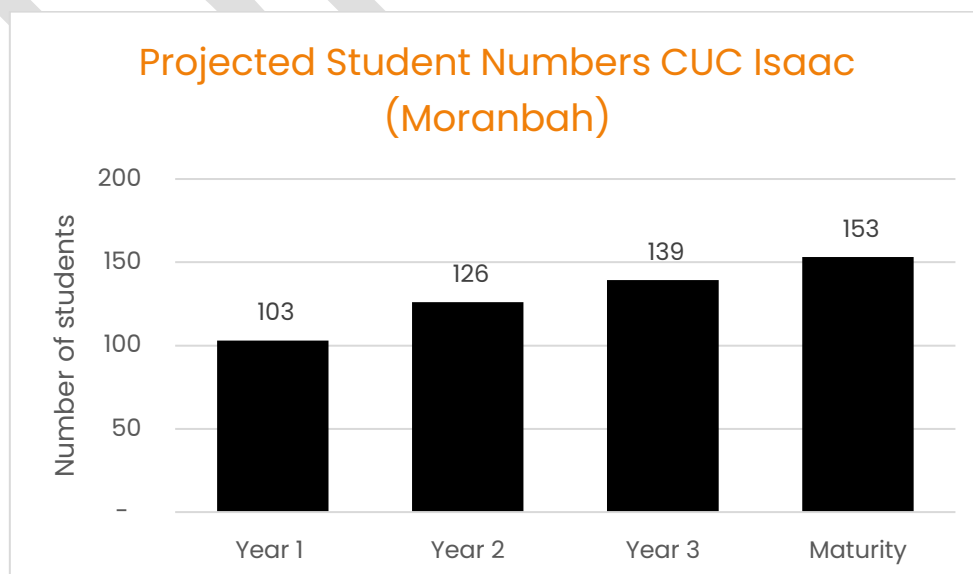
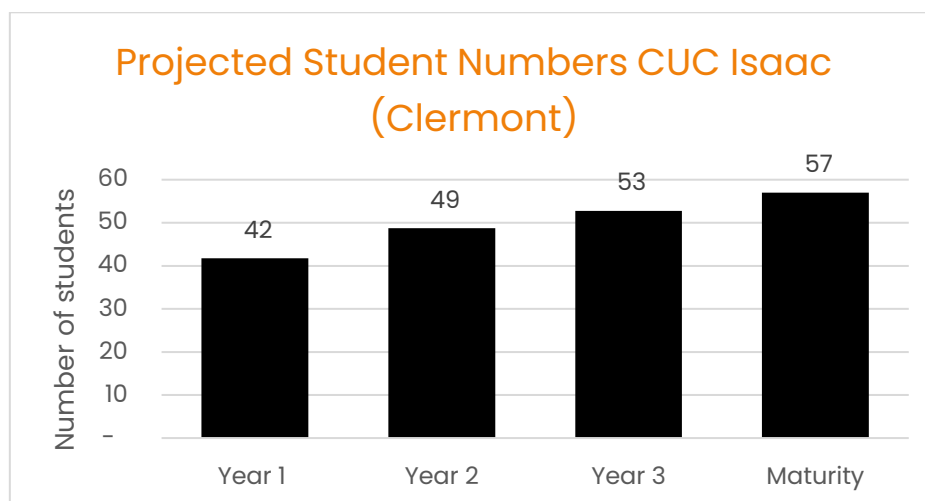


Figure 9 Projected student numbers for CUC Isaac at Moranbah



The proposed Centre at Clermont has been projected to have approximately 42 students after year one of operation, growing to approximately 57 students by the end of year 4. That is close to equivalent with the centre at CUC Balonne in St George or CUC Cape York in Cooktown, and equivalent staffing with a facility space of approximately 200 square metres is likely to be adequate.



Please note that student number modelling for both Moranbah and Clermont are indicative only and should not be relied upon, and projected CUC student numbers are highly speculative and based on experience elsewhere which are likely to be subject to different local factors including, amongst other things, staffing and location and quality of facility, and which may not be repeated in these locations.





Country Universities Centre

DEGREES CLOSER

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Jason Frost

AUTHOR POSITION

Manager Infrastructure

9.29

INFRASTRUCTURE DEPARTMENT MONTHLY UPDATE – APRIL 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the monthly Infrastructure Department update for April 2025.*

Resolution No.: E&I0818

Moved: Cr Alaina Earl

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Notes the Infrastructure Department monthly update for April 2025.**

Carried

Note: Cr Rachel Anderson questioned and discussed the status of the Middlemount bus stops remediation works. The Manager Infrastructure confirmed that Anglo American installed the bus stops, and that contact will be made with Anglo American to see if they are willing to contribute to the cost of the works. Prior to making contact, initial contract conditions will be reviewed.

BACKGROUND

The below information highlights the monthly activities of the Infrastructure Department.

ACHIEVEMENTS COMPLETED – APRIL 2025

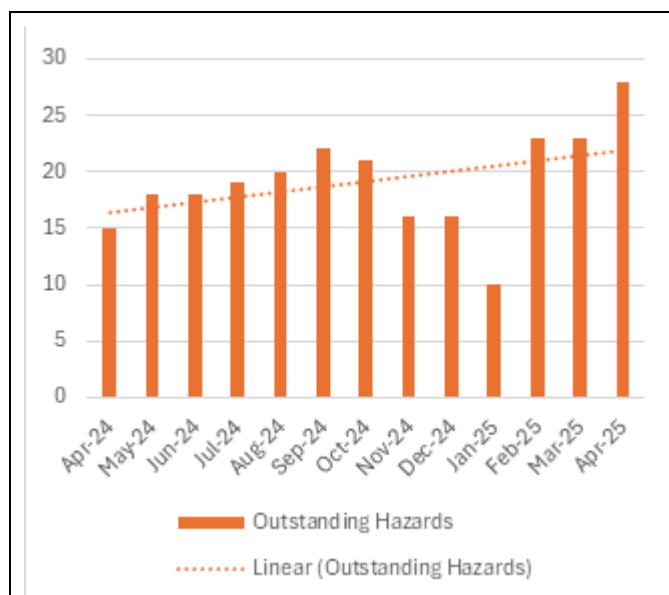
Clermont and surrounding area

Frankfield Road 60%	Programmed maintenance grading
Peakvale Road	Patching
Alpha Road	Slashing

Town streets	Gutters and gully cleans
Dysart and surrounding area	
Saraji Road, Golden Mile Road, Dysart/Clermont Road	Pothole patching
Lotus Creek Road, Isaac River Road, Mt Stuart-Bedford Weir Road	Road Closures due to flooding
Dysart-Clermont Road, Golden Mile Road	Slashing
Dysart Town Street	Signage and street sweeping
May Downs Road/Carfax Road	Gravel patching
Dysart town street footpaths	Trip hazard grinding
Middlemount and surrounding area	
Mackenzie River-Capella Road	Resheet Ch19 – 25 - 100% complete
Middlemount town streets	Street sweeping
Middlemount-Tieri Road, Grasstree Road, Mt Stuart-Bedford Weir Road	Pothole patching
Middlemount footpaths	Trip hazard grinding
Moranbah and surrounding area	
Moranbah Access Road – Grosvenor Bridge	Drainage clearing
Peak Downs Mine Access Road, Moranbah Access Road, Moranbah Town Streets	Pothole patching
Goonyella Road	Whipper snipping Guardrail
Rugby Union and Soccer Fields	Form concrete footpaths
Nebo and surrounding area	
Turrawulla Road, Lizzie Creek Road	Selective maintenance grading (will return for a full grade after re-sheet)
Borgs Road Collaroy-Tierawoomba Road	Medium Grade Medium Grade recommenced but had to be ceased again due to wet weather
Turrawulla Road	GST treatment in preparation for re-sheet
Braeside Road	30m edge break repair

Braeside Road, Airstrip Road, Leggetts Road, Strathfield Road and Turrawulla Road	Install and remove flood signage
Strathfield and Airstrip Road 100% Braeside Road 75% Homevale Road 50%	Slashing
Collaroy-Tierawoomba Road	Gravel and rock patching on inverts at various locations
Bridson Road	Scour repairs
Lizzie Creek Road and Turrawulla Road 50%	Drainage works with dozer
Coast and surrounding area	
Seaview Drive – 100% Medium Grade Cape Palmerston Road – 25% Heavy Grade	Programmed Maintenance Grading
Mt Olympus Road	Drainage repairs
Seaview Drive, Notch Point Road and Cape Palmerston Road	Gravel patching
State Controlled Network	
Dysart-Middlemount Road, Fitzroy Developmental Road, Peak Downs Highway, Oxford-Sarina Road and Marlborough-Sarina Road	Pothole patching
Bruce Highway	Slashing

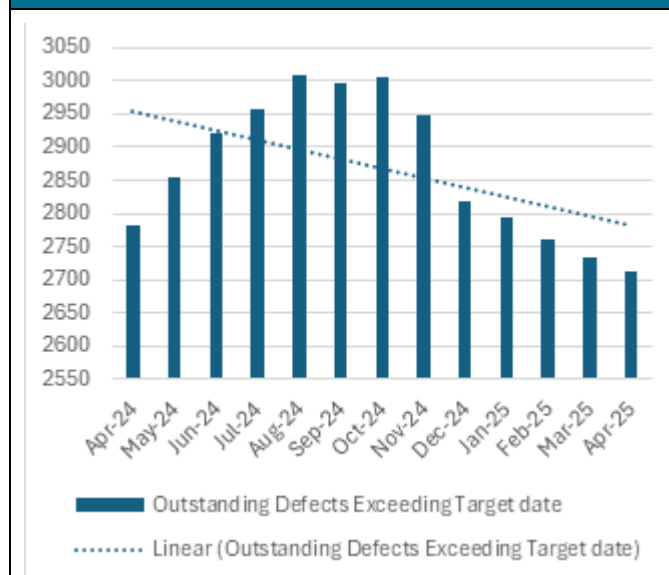
Outstanding Road Hazards and Defect Update



This graph shows the number defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard.

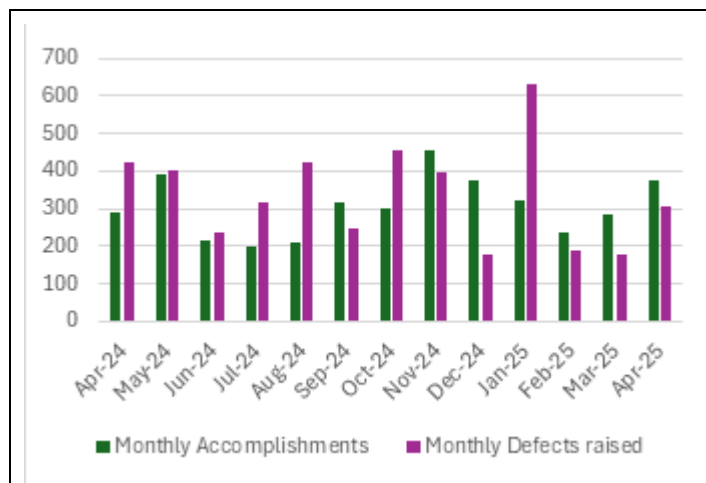
Temporary measures have been put in place to reduce the risk until works are completed.

Outstanding Defects Exceeding Target Date



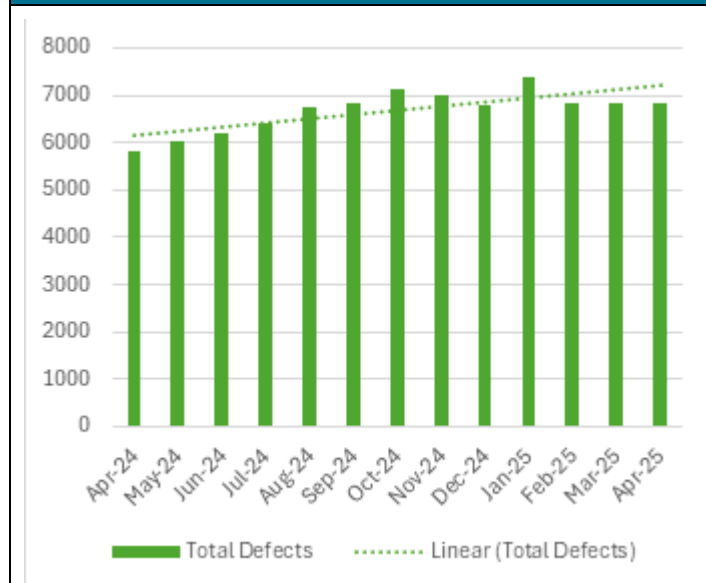
This graph shows the number of defects that have been raised each month for the past year and are past the response time (based on TMR requirements).

Defect Raised and Accomplished - Local Roads



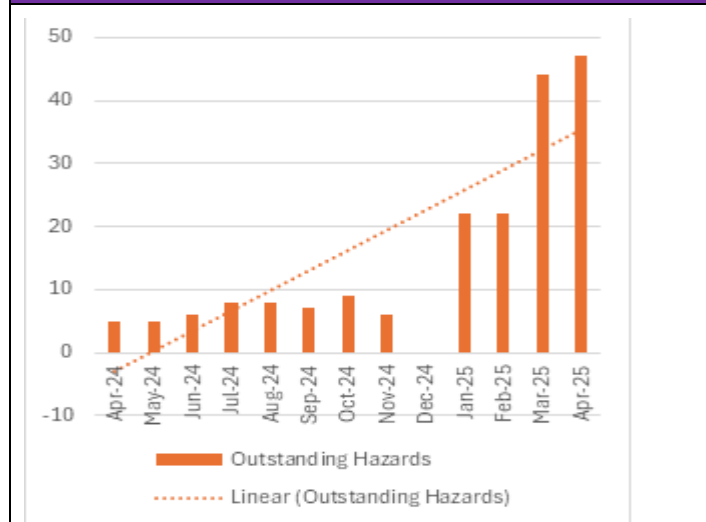
This graph shows the number of defects and accomplishments each month for the past year that have been raised and completed.

Total Defects - Local Roads



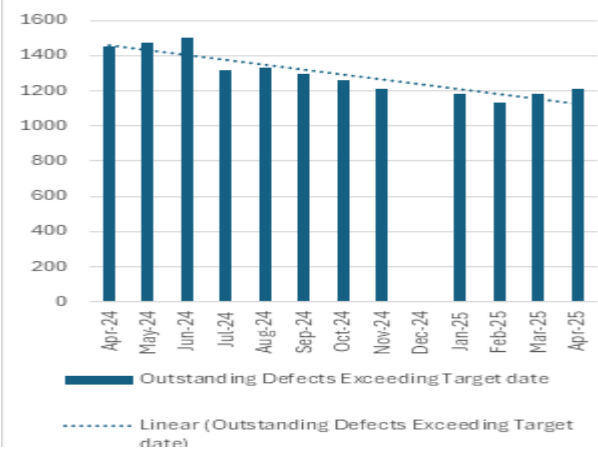
This graph shows the total number of defects each month for the past year that have been raised and have not been completed.

RMPC Outstanding Hazards



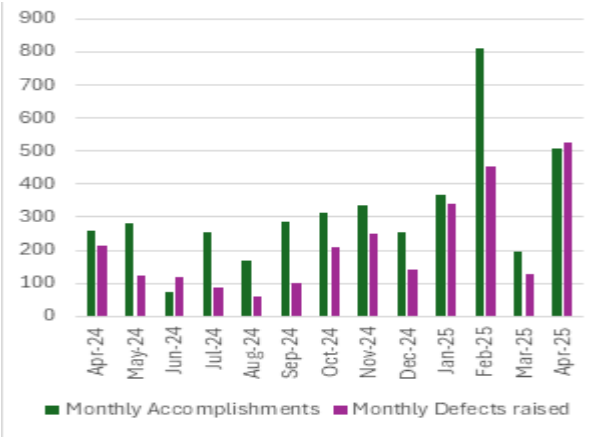
This graph shows number of defects each month for the past year that have been raised as higher than intervention level and identified as being a hazard.

RMPC Outstanding Defects Exceeding Target Date



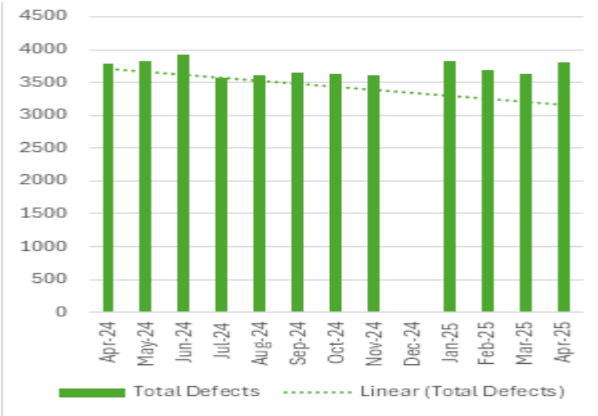
This graph shows number of defects each month for the past year that have been raised and are past the response time as per Main Roads standards.

RMPC Defect Raised and Accomplished



This graph shows number of defects and accomplishments each month for the past year that have been raised and completed.

RMPC Total Defects

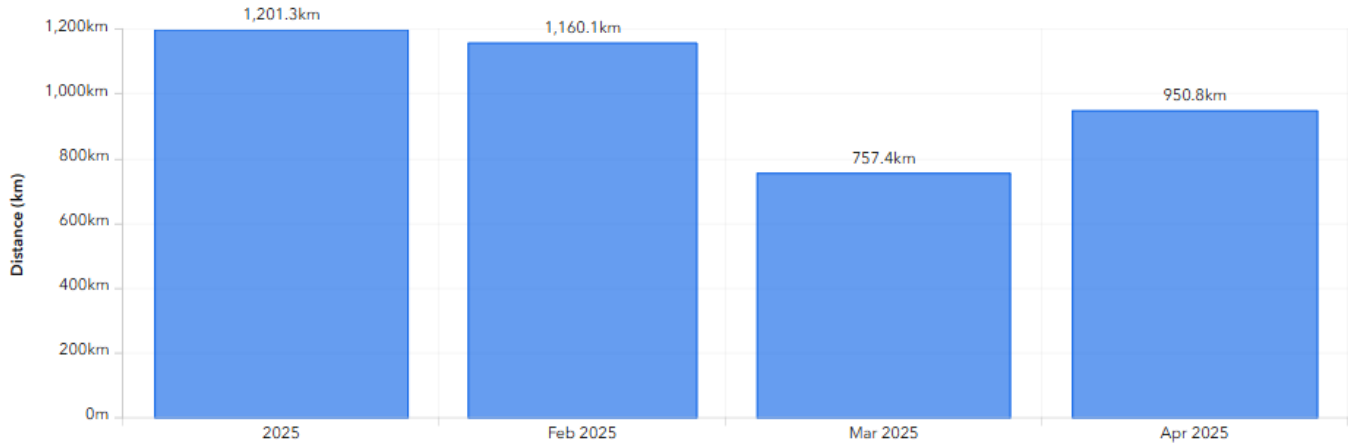


This graph shows number of defects each month for the past year that have been raised and have not been completed.

ROAD INSPECTORS UPDATE

Survey Distance 4,069.6km for April 2025:

Distance Surveyed per Month



Unsealed Roads Condition



Average Rating
3.7

Sealed Roads Condition



Average Rating
2.7

PLANNED WORKS FOR MAY 2025: THIS PROGRAM IS SUBJECT TO CHANGE DEPENDING ON WEATHER CONDITIONS AND EMERGENT WORK

Clermont and surrounding area	
Frankfield Road 60%, Craven Road and Wynyard Road	Maintenance Program
Gregory Development Road, Peak Downs Highway, Huntley Road and Alpha Road	Pothole Patching
Alpha Road and Laglan Road	Slashing and herbicide spraying
Dysart and surrounding area	

Saraji Road, Golden Mile Road, Rolfe Creek Road	Pothole patching
Middlemount and surrounding area	
Tieri Road	Slashing
Moranbah and surrounding area	
Moranbah Access Road, Goonyella Road, Red Bucket	Slashing
Peak Downs Mine Access Road, Moranbah Access Road, Moranbah Town Streets, Goonyella Road	Herbicide spraying
Rugby Union and Soccer Fields	Footpath repairs and renewals
Nebo and surrounding area	
Lizzie Creek Road	Medium grading
Kemmis Creek Road	100% complete by contractor
Turrawulla Road	Resheet – completion
Braeside Road, Leggetts Road, Turrawulla Road	Slashing
Turrawulla Road, Lizzie Creek	Drainage works
Grader Crew onsite training	External Supplier
Coast and surrounding area	
Notch Point Road Cape Palmerston Road	Heavy Grade
Spring Valley Road	Road repairs
Locals road	Full pothole run prior to crushing season
State Controlled Network	
Dysart-Middlemount Road, Fitzroy Developmental Road	Pothole patching
Dysart Middlemount Road	Slashing

Clermont Work Camp

The last rotation included:

- completion of the Clermont Junior Cricket Club shelter refurbishment at the Lagoon,
- assisted the BA Bush Sports with their vegetation control and event preparation

- completed several workshop projects including truck sides, camp display vintage wagon and one of the Nebo Parks seats.

The camp will head into the hectic Central Highlands Show and Festival circuit with multiple requests for assistance. They will assist with the Wombat Festival, Clermont Show, and possibly the Capella Music Festival (tbc).

The full-time camp submission is a work in progress. The training program is ready to start with Power Learning on board to delivery some fantastic competencies and life skill training. The May CEC meeting will be held in Clermont on 6 May.

ACTION ACCOUNTABILITY

That the Manager and Co-ordinators will oversee the operational activities of the department.

KEY MESSAGES

Isaac Regional Council is committed to transparent decision making, identifying and managing its risks and continuous improvement.

Report prepared by:
JASON FROST
Manager Infrastructure
Date: 6 May 2025

Report authorised by:
ROBERT PERNA
Director Engineering and Infrastructure
Date: 6 May 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Michael Buckley

AUTHOR POSITION

Manager Parks and Recreation

9.29

PARKS AND RECREATION DEPARTMENT UPDATE – APRIL 2025

EXECUTIVE SUMMARY

This report is to provide an update to Council on the current operational status of the Parks and Recreation Department.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the Parks and Recreation Department update for April 2025.*

Resolution No.: E&I0819

Moved: Cr Terry O'Neill

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

1. Receives and notes the Parks and Recreation Department update for April 2025.

Carried

Note: Cr Simon west questioned and discussed who would be monitoring the CCTV footage in the Townsquare. The Manager Parks and recreation confirmed that their department will work with the Communications Team to develop and distribute proactive media, to help the community understand how the CCTV works, is monitored and the location of the 3 cameras.

BACKGROUND

The below information highlights the monthly activities of the Parks and Recreation Department.

ACHIEVEMENTS COMPLETED

Clermont and surrounding area

Clermont Bulls Junior Cricket Club

P&R have proposed an irrigation renewal for the ovals in the 25/26 PAG for council consideration and approval. Council report to apply for the Australian Cricket Infrastructure Fund 24/25 has been approved and the grant application was completed and submitted on 10 April 2025.

Hoods Lagoon Boardwalk

Contractor provided a Structural Assessment Report. Engagement with a designer and builder were conducted based on these findings and a

	quote has been obtained to design, construct and repair the boardwalk. Documentation is currently being reviewed.
Drought Resistant Tree's	The location for the trees has been identified. Tree stock has been received, works due to commence in the coming weeks with a project finish time end of financial year.
Chinese Wall & Old BMX Track	Internal discussions with public engagement due to be scheduled prior to June 30.

Dysart and surrounding area

Soccer and BMX Club	Mains Power Supply Dysart BMX and Soccer Club is a Quarter 2 additional project following complex engagement with Ergon. A compliant solution has now been approved, scope developed and tendered to three local contractors whilst the installation timeframe is not significant, there is a risk that the contractor may not be able to schedule the works prior to the end of the FY due to the lead-time to supply some of the components and availability of sub-contractors.
Southern Cross Association/ Old Country Music Club	EOI has now been awarded to the Dysart Men's Shed with on site meeting completed as part of the handover. Plumbing design completed internally, currently seeking quotes to determine the costs prior to installation.

Middlemount and surrounding area

Playground Building – Mulligrubs	Building compliance inspection scheduled to provide guidance and occupier's certificate. This will guide the required maintenance adjustments to ensure compliance usage.
MCSA Lease Renewal	Engagement with MCSA regarding renewing their lease arrangement with their relevant leases throughout Middlemount.

Moranbah and surrounding area

Town Square CCTV	CCTV hardware was successfully installed on 17 March 2025 and is fully operational. Council is finalising network connection and ATI to provide cloud access for Council and Moranbah Police.
Tree Replacement Program	Project being scoped. Specific trees across Moranbah will be replaced with Drought Resistant variety. Currently selected sites; Mills Avenue and Sporting Fields. Project Manager to engage with comms team in conjunction with Council engagement about the scope of works.

Nebo and surrounding area

Peak Downs Highway Entrance	Bougainvillea hedge and garden maintenance due to extensive rain events these areas have been underwater with works programmed now access has been gained.
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Coast and surrounding area

Carmilia Sports Stadium	Project to scope repairs, project to replace 5 roller doors is scheduled to start in the next month with completion prior to June 30.
Glenden and surrounding area	
Skate Park Shade Sail	The replacement of the shade sail has been successfully installed.
Lake Elphinstone Dump Point	Tender has been awarded to contractor with project delivery programmed prior to the end of 24/25FY pending lead time on components.
Maddern Oval Western Field Irrigation	Tender has been awarded with project delivery being carried over to the 25/26FY.

UPCOMING PLANNED WORKS: *program subject to change depending on emergent works*

Clermont and surrounding area
<ul style="list-style-type: none"> • Sporting field turf improvement completion of the autumn, getting ready for the winter sports season. • The delivery of the Drought Tree's in Clermont and Moranbah.
Dysart and surrounding area
<ul style="list-style-type: none"> • Sporting field turf improvement scheduled getting ready for the winter sports season completed. • The Delivery of the Dysart Soccer and BMX Club power installation. Tender to be awarded, completion prior to June 30. • The Dysart Old Country Music Club site septic design completed, seeking quotation.
Middlemount and surrounding area
<ul style="list-style-type: none"> • Sporting field turf improvement scheduled getting ready for the winter sports season completed.
Moranbah and surrounding area
<ul style="list-style-type: none"> • Sporting field turf improvement completion during autumn, getting ready for the winter sports season. • Townsquare CCTV hardware installed, with network connection and access to the cloud for Council and Police pending.
Nebo and surrounding area
<ul style="list-style-type: none"> • Bougainvillea hedge maintenance.
Coast and surrounding area
<ul style="list-style-type: none"> • Completion of the installation of the Lake Elphinstone dump point. • Completion of the Carmila Stadium roller door replacements.
Glenden and surrounding area

-
- Irrigation system at Maddern Oval awarded with works being carried forward into the 25/26FY.

Inclusive of all towns

- Maintenance of parks assets, cleaning playgrounds, shelters, seats and tables. Bin rationalisation program. Irrigation maintenance and repairs as drier conditions arise. Maintenance and improvement of priority landscaping across region, pruning, mulching, mowing/slashing and aesthetic improvements.

OUT AND ABOUT WITH THE PARKS AND RECREATION TEAM:

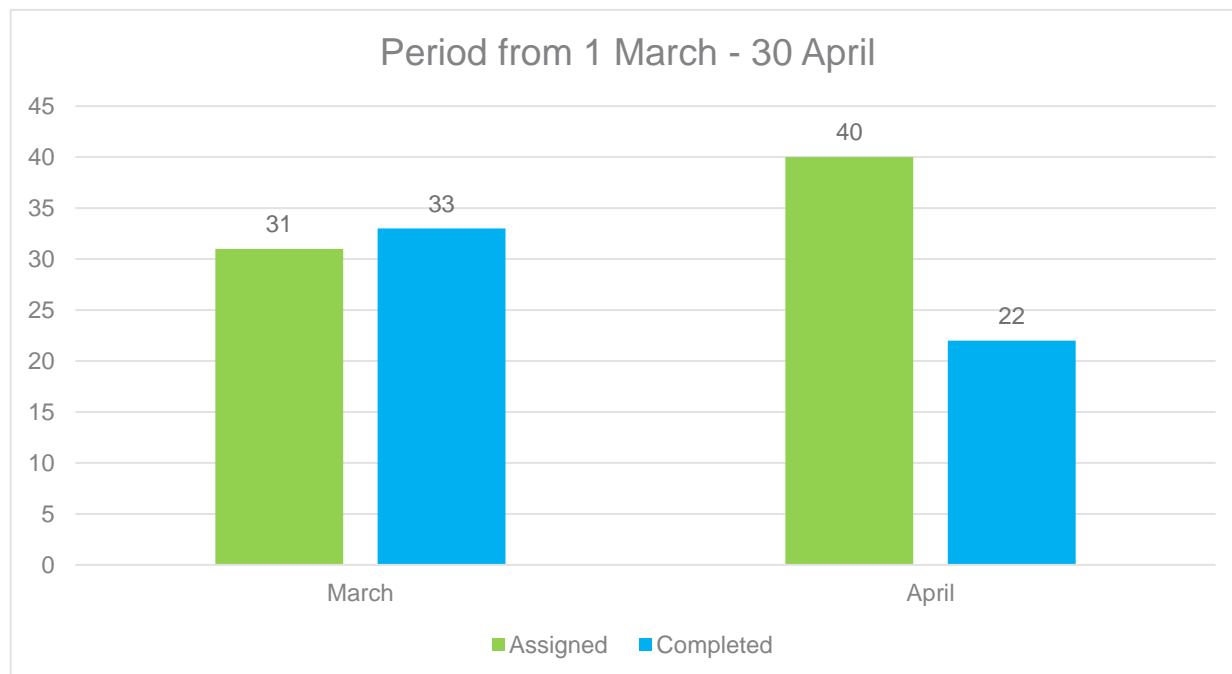
Glenden Skate Park New Shade Sail



Carmila Anzac Day Preparations



Customer Requests



FURTHER DISCUSSION – PARKS AND RECREATION FEES AND CHARGES

As the new sporting season has started for the year the E&I team are processing applications for clubs across the region to utilise the sporting grounds for their game days. During this process we are ensuring that the fees and charges are being applied accordingly to all bookings in conjunction with Isaac Regional Councils Fees and Charges Schedule for the 24/25 Financial Year.

ACTION ACCOUNTABILITY

That the Manager and Co-ordinators will oversee the operational activities of the department.

KEY MESSAGES

Isaac Regional Council is committed to transparent decision making, identifying and managing its risks.

Report prepared by:

MICHAEL BUCKLEY
Manager Parks and Recreation

Date: 6 May 2025

Report authorised by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 6 May 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Guy Stevenson

AUTHOR POSITION

Coordinator Engineer Infrastructure Planning and Technical Services

9.30

RENAMING OF RED ROCK ROAD AND UNNAMED ROAD AT MACKENZIE RIVER LOCALITY

EXECUTIVE SUMMARY

A formal request has been received for renaming of Red Rock Road and naming of a currently unnamed road at Mackenzie River locality that is currently known as 'Unnamed Road'.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives the report on the proposed names for the roads currently known as Red Rock Road and Unnamed Road.*
- 2. Adopts renaming the current Red Rock Road to Fairhills Road providing consistency across council boundaries.*
- 3. Consider and formally adopt a name, from the proposed options, for the Unnamed Road.*

Resolution No.: E&I0820

Moved: Cr Rachel Anderson

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Receives the report on the proposed names for the roads currently known as Red Rock Road and Unnamed Road.**
- 2. Adopts renaming the current Red Rock Road to Fairhills Road providing consistency across council boundaries.**
- 3. Consider and formally adopt a name, from the proposed options, for the Unnamed Road.**
- 4. Adopt proposed road name Burngrove Road, to now be the name of the Unnamed Road.**

Carried

BACKGROUND

Mining company Futura Resources has commenced coal-mining operations at their Wilton and Fairhills mining projects. Both mining project's personnel gain access to the mining sites via Unnamed Road. For effective addressing and emergency response, a road name is required.

A 'Fairhills Road' runs for 15 kms within the Central Highlands Regional Council area and continues as Red Rock Road for approximately 1.6km within the Isaac region. To avoid a road name change at the LGA boundary, it is proposed to rename Red Rock Road as Fairhills Road.

The existing road configurations and naming are shown in Figure 1 below.

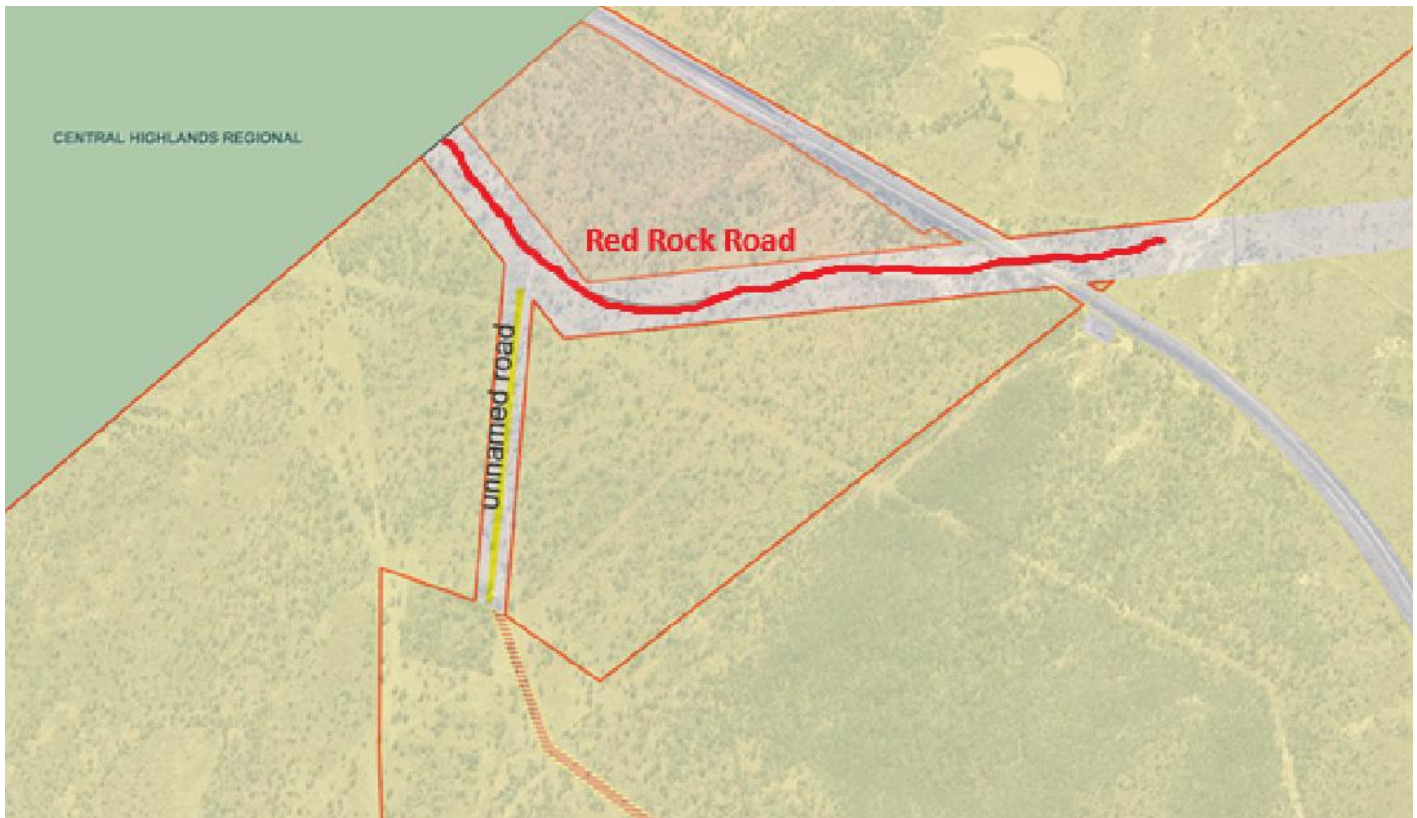


Figure 1 - Road configuration and naming

To address the request, Council officers have undertaken a consultation and engagement process in accordance with Council's policy 'Naming of Roads and Community Infrastructure'. The process included consultation with the Executive Leadership Team (ELT) regarding community engagement as part of the road naming process.

Following the endorsement from ELT, Council officers undertook consultation with property owners, traditional owners and the wider community via:

- Correspondence with property owners and traditional owners
- Public notices on Council's website and social media platforms
- Council's Speak Up Isaac

Responses (four in total) were received from:

- Central Highlands Council (one)
- Council's Speak Up Isaac (two).
- Futura Resources (one)

Each of the responses were considered against the criteria set out in Council's policy 'Naming of Roads and Community Infrastructure'.

Proposed Road Name	Evaluation Comments
Boggey Creek Road	Compliant name as it demonstrates linkage to locality and reflection of local themes such as local historical, ancestral, cultural, landscape, biodiversity, feature etc.
Burngrove Road	Compliant name as it demonstrates linkage to locality and reflection of local themes such as local historical, ancestral, cultural, landscape, biodiversity, feature etc. Note: There appears to be no other Burngrove Road within Australia, and, if this is correct, this road name would be unique to the Isaac region.
Reinhardt Road	Non-compliant name as the name does not satisfy the guiding principles of the naming policy as the nominating person did not provide sufficient evidence to determine the namesake's contribution to community etc.
Baker Road	Compliant name as the namesake's either jointly or individually meet a number of the policy criterion.

The evaluation has determined three (3) names as suitable for Council's consideration for the naming of Unnamed Road, being:

- Boggey Creek Road;
- Burngrove Road; and
- Baker Road.

IMPLICATIONS

Community – Engagement with the broader community, particularly in the vicinity of the roads to be renamed, will be required to inform community of the name changes.

Landowners/Residents whose address details will change – Council will issue an Address Change Checklist to assist in the transition to the new road names.

Financial – An operational expenditure of approximately \$3,500 will be required for the supply and installation of new rural addressing posts for impacted properties.

CONSULTATION

A Stakeholder Engagement Plan was prepared and engagement undertaken in accordance with Council's policy 'Naming of Roads and Community Infrastructure'. Stakeholders included the following:

- Original Applicant
- Adjacent Landowners
- Traditional Owners
- Broader community via social media, Council's 'Public Notice' and 'Speak Up Isaac'
- Executive Leadership Team

BASIS FOR RECOMMENDATION

- Council's policy 'Naming of Roads and Community Infrastructure' provides a process for road naming/renaming to occur.
- Unnamed Road requires naming given the significant upgrade (fully sealed pavement construction) that is nearing completion.
- The change of name from Red Rock Road to Fairhills Road will create a single, contiguous road name across both council regions, reducing confusion and supporting clearer navigation for residents, visitors, and emergency services.

ACTION ACCOUNTABILITY

Manager Infrastructure Planning and Technical Services is responsible in ensuring that implementation actions are undertaken as per council's policy 'Naming of Roads and Community Infrastructure'.

KEY MESSAGES

Council is committed to providing transparent decision making.

Report prepared by: GUY STEVENSON Coordinator Engineer Date: 6 May 2025	Report authorised by: ROBERT PERNA Director Engineering and Infrastructure Date: 6 May 2025
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ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Speak Up Isaac Feedback Report
- CONFIDENTIAL Attachment 2 – Feedback Summary

REFERENCE DOCUMENT

- Council Policy "Naming of Roads and Community Infrastructure"

PAGES 559 TO 563 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Guy Stevenson

AUTHOR POSITION

Coordinator Engineer Infrastructure Planning and Technical Services

9.31

SIMULTANEOUS ROAD OPENING AND CLOSURE – JUNEENATIONAL PARK

EXECUTIVE SUMMARY

This report serves to recommend adoption of a non-objection by Council of the simultaneous opening of a new length of road reserve to replace an existing length of the Juneen National Park access track/road reserve, and the closing of the section of the existing Juneen National Park access track/road reserve which will be replaced by the proposed opening.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Adopts a non-objection to the proposed simultaneous road opening and closing, however, Council will not share or contribute to the costs (survey or otherwise) of the road opening and closing, and***
- 2. Delegates the authority to the Chief Executive Officer to sign the Authorisation of the Road Closure application.***

Resolution No.: E&I0821

Moved: Cr Rachel Anderson

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

- 1. Adopts a non-objection to the proposed simultaneous road opening and closing, however, Council will not share or contribute to the costs (survey or otherwise) of the road opening and closing, and**
- 2. Delegates the authority to the Chief Executive Officer to sign the Authorisation of the Road Closure application.**

Carried

BACKGROUND

Consolidated Pastoral Company Pty Ltd owns Lot 6 on ROP51, as part of its Jimarndy aggregation. Intersecting the southern severance of Lot 6 on ROP51 (south of May Downs Road) is a road reserve extending from May Downs Road to the Juneen National Park (Lot 23 on SP100966). The existing access track

that is the access to Junee National Park from May Downs is contained within the road reserve for only a portion of its length (the southern third of the track length); the northern two-thirds of the track length exists remote to the road reserve alignment. Consolidated Pastoral Company would like to rectify this anomaly via a Road Opening and Closure action.

They are seeking a letter-of-support from Council for the Road Closure of the section of Road dedication shown in Blue on Figure 1, and a functionally corresponding Road Opening to encompass the existing road alignment shown in Red on Figure 1.

Consolidated Pastoral Company Pty Ltd has advised that the proposed Opening and Closure extents are similar in area and land value, and, as a consequence, they regard the exchange as equal. The proposed Closure area comprises 24.252ha and the Opening area 23.34ha. IPTS has not confirmed the areas stated nor the relative values of the land comprising the proposed opening and closure.

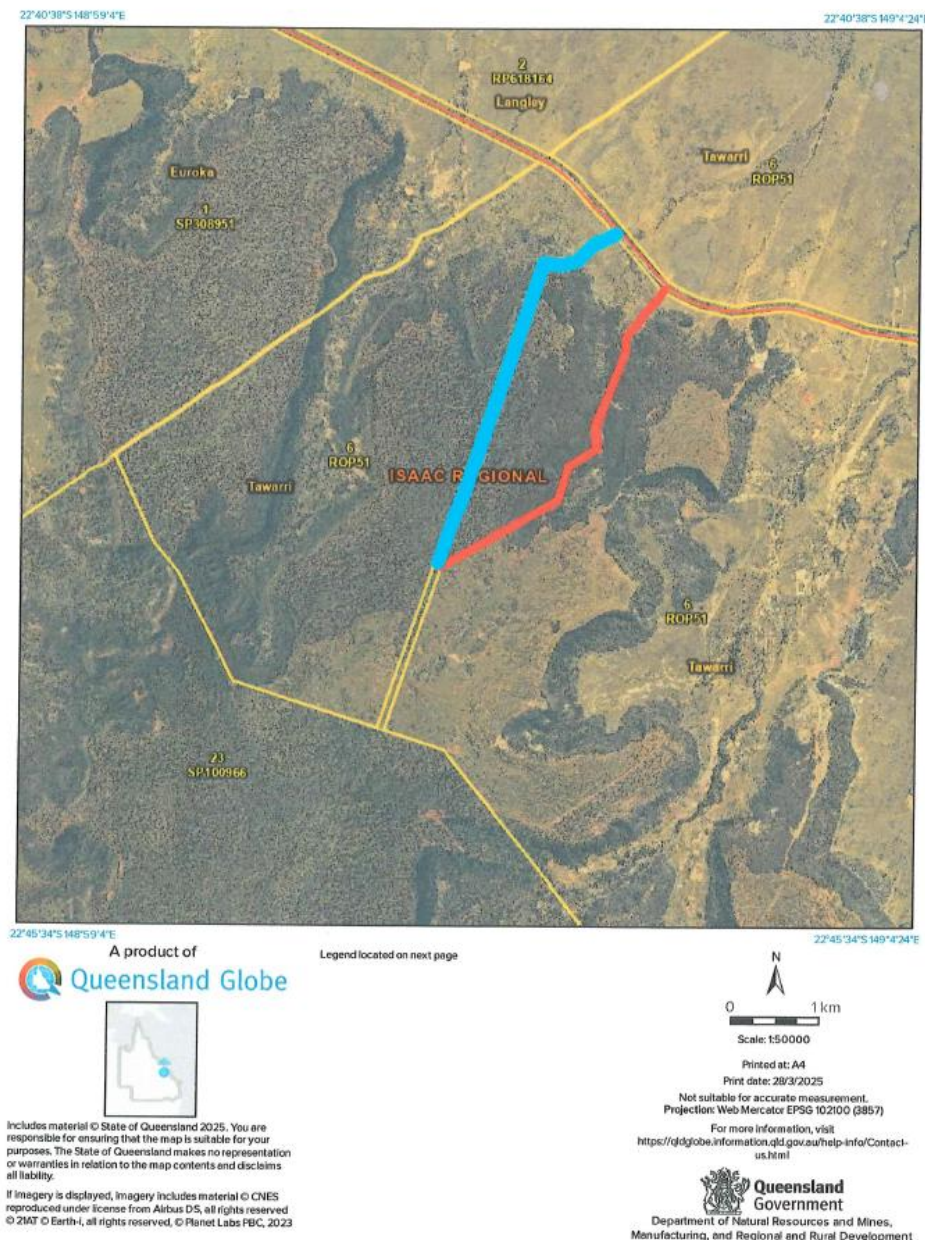


Figure 1 - Plan

Section 109A of the Land Act 1994 allows for the simultaneous opening and closure of a road if the road being opened is replacing the road being closed.

Should Council not object to the Opening and Closure proposed, the Consolidated Pastoral Company will then submit a Road Opening and Closure application to the Queensland Department of Resources and Mines, Manufacturing, and Regional and Rural Development.

The Consolidated Pastoral Company also advise that they require the entire length of the new (to be opened) road reserve to be surveyed, as the dedicated road area is currently a Reservation in Title.

The Consolidated Pastoral Company believe that Council and Consolidated Pastoral Company should share the survey cost of the new Road equally, as Council will become Trustee of the Road area under the Local Government legislation.

Infrastructure Planning and Technical Services conducted appropriate internal consultation. Council's Planning, Environment and Community Services directorate advised the following:

- There are no objections to this proposed road closure and opening from the Liveability and Sustainability team.
- The proposal will result in lawful access being established along an existing track which is an improved outcome. For these types of simultaneous road opening/closures, there are exemptions that apply that mean an application under the Planning Act 2016 is not required.
- No foreseeable environmental or sustainability issues. May Downs is controlled by DTMR and is identified as a stock route. The road already exists so cattle ingress should already have been solved.

Council's Engineering and Infrastructure programme advised the following:

- There is no council road to the national park. The existing track is a private access.
- There is no benefit to Council with the road opening and closure.
- Council should not accept any costs for the work but should support the road opening and closure.
- It is unlikely that a future road would be constructed within the existing road reserve.

IMPLICATIONS

Council do not currently maintain the existing subject track and as such the proposal has no effect on Council's road maintenance program or costs.

CONSULTATION

- Acting Manager Liveability and Sustainability
- Manager Infrastructure
- Director Engineering and Infrastructure

BASIS FOR RECOMMENDATION

- The proposal will result in lawful access being established along an existing track which is an improved outcome.

- No foreseeable environmental or sustainability issues.
- There is no council road to the national park. The existing track is a private access.
- There is no benefit to Council with the road opening and closure.
- It is unlikely that a future road would be constructed within the existing road reserve.

ACTION ACCOUNTABILITY

Manager Infrastructure Planning and Technical Services to provide a letter of non-objection to Consolidated Pastoral Company Pty Ltd in support of the proposed simultaneous road opening and closing.

KEY MESSAGES

Council continues to liaise with State Departments to actively manage the road reserve.

Report prepared by:	Report authorised by:
GUY STEVENSON	ROBERT PERNA
Coordinator Engineer	Director Engineering and Infrastructure
Date: 6 May 2025	Date: 6 May 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Letter from Consolidated Pastoral Company

REFERENCE DOCUMENT

- Queensland Government Land Act 1994

PAGES 568 TO 570 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Sean Robinson

AUTHOR POSITION

Manager Galilee and Bowen Basin Operations

9.32

COMPENSATION AGREEMENT ML700073

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Compensation Agreement with Queensland Coking Coal Pty Ltd and QLD Coal Aust No.1 Pty Ltd.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Supports the negotiation to enter into a compensation agreement with Queensland Coking Coal Pty Ltd and QLD Coal Aust No.1 Pty Ltd in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].**
- 2. Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML700073 in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].**

Resolution No.: E&I0822

Moved: Cr Simon West

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Supports the negotiation to enter into a compensation agreement with Queensland Coking Coal Pty Ltd and QLD Coal Aust No.1 Pty Ltd in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].**
- 2. Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML700073 in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].**

Carried

BACKGROUND

Queensland Coking Coal Pty Ltd and QLD Coal Aust No.1 Pty Ltd ("Vitrinite") have approached Council officers to enter into a Compensation Agreement relating to a mining lease approval ML700073 ("the Mining Lease").

As depicted in Schedule 1 of the draft compensation agreement, an area of the Mining Lease overlaps a portion of the Saraji Road reserve. In accordance with section 279 of the *Mineral Resources Act 1989* (Qld) [MRA] Vitrinite, as holders of the mining lease approval, are required to enter into a compensation agreement with Council.

Vitrinite and Council have each reviewed a draft Compensation Agreement based upon Council's standard template agreement. An independent Certified Practising Valuer has been engaged to provide a valuation of the Compensation Areas for the purposes of determining compensation under the MRA and the valuation determined has been inserted in clause 6.2 as the proposed compensation amount

In addition to the payment of the compensation when ultimately determined, clause 16.5 of the draft Compensation Agreement requires Vitrinite to pay Council's reasonable costs of preparation, negotiation and execution of the agreement including the valuation report.

IMPLICATIONS

The Applicants are required to pay Council the compensation amount.

Galilee and Bowen Basin Operations department to provide suitable resources in undertaking the execution and management of the agreement.

CONSULTATION

- Acting Director Engineering and Infrastructure
- Manager Governance and Corporate Services
- Galilee and Bowen Basin Operations Officer
- Vitrinite

BASIS FOR RECOMMENDATION

In accordance with the *Mineral Resources Act 1989*, Council is required to enter into a Compensation Agreement.

ACTION ACCOUNTABILITY

Manager Galilee and Bowen Basin Operations to ensure executed copies are returned to Vitrinite and the compensation under the agreement and Council's costs are paid.

KEY MESSAGES

Plan, provide and maintain effective and sustainable road infrastructure to meet the needs of key economic and community activities..

Report prepared by:

SEAN ROBINSON

Manager Galilee and Bowen Basin Operations

Date: 6 May 2025

Report authorised by:

ROBERT PERNA

Director Engineering and Infrastructure

Date: 6 May 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Draft Compensation Agreement – ML700073

REFERENCE DOCUMENT

- Nil

PAGES 574 TO 594 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Sean Robinson

AUTHOR POSITION

Manager Galilee and Bowen Basin Operations

9.33

COMPENSATION AGREEMENT ML70109

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Compensation Agreement with New Lenton Coal Pty Ltd and MPC Lenton Pty Ltd.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Supports the negotiation to enter into a compensation agreement for ML70109 with New Lenton Coal Pty Ltd and MPC Lenton Pty Ltd in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].*
- 2. Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML70109 in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].*

Resolution No.: E&I0823

Moved: Cr Viv Coleman

Seconded: Cr Alaina Earl

That the Committee recommends that Council:

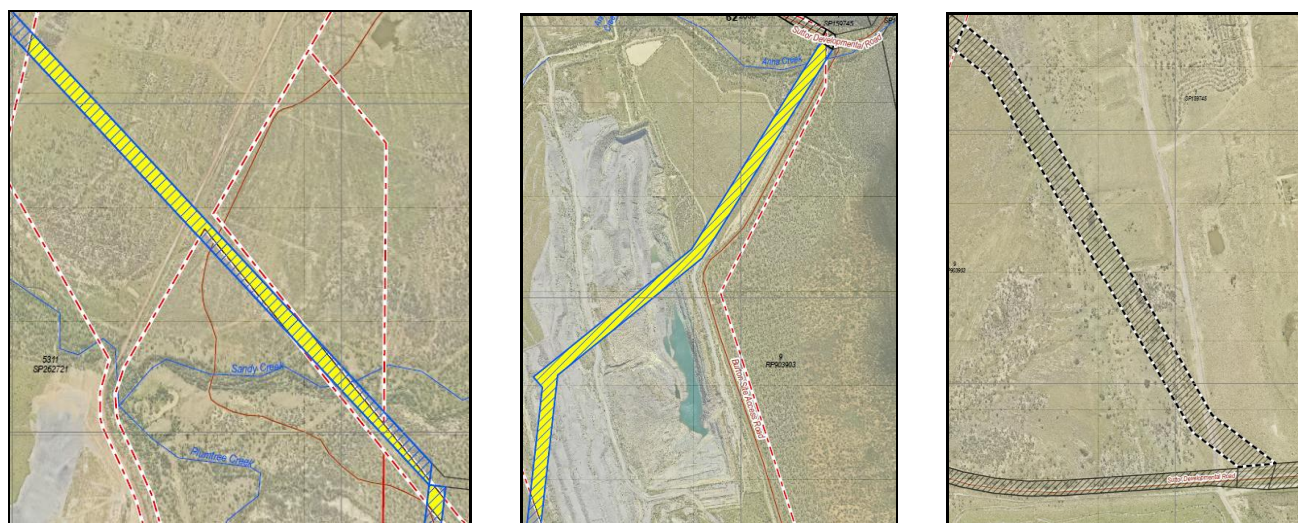
- 1. Supports the negotiation to enter into a compensation agreement for ML70109 with New Lenton Coal Pty Ltd and MPC Lenton Pty Ltd in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].**
- 2. Delegates authority to the Chief Executive Officer to negotiate, vary and execute the proposed Compensation Agreement in relation to ML70109 in accordance with section 279 of the Mineral Resources Act 1989 (Qld) [MRA].**

Carried

BACKGROUND

New Lenton Coal Pty Ltd and MPC Lenton Pty Ltd, through Bowen Coking Coal, as owners of New Lenton Coal Pty Ltd have approached Council Officers to enter into a Compensation Agreement relating to the renewal of mining lease approval ML70109 (“the Mining Lease”) for Burton Mine.

There are areas of the Mining Lease which overlap an unformed road reserve, which is the historical alignment of Ellensfield Road (shown in yellow), and a portion of stock route 832ISAA for which Council is trustee (shown in grey).



In November 1995, an agreement in satisfaction of sections 279 and 281 of the Mineral Resources Act 1989 (Qld) [MRA] was entered into with the former Nebo Shire Council, however, this agreement does not address renewal of the mining lease. Further, the 1995 agreement required the tenement holder of ML70109 to, at its own costs, provide road deviations and close the redundant road reserve that traversed the Mining Lease. These steps were never completed.

To satisfy the requirements of section 279 and 281 of the MRA, the holders of the Mining Lease, are required to enter into a compensation agreement with Council as an impacted landowner. Council is entitled to compensation under the MRA as the trustee of both the unformed road reserve and the stock route reserve (defined as a road under the MRA) making Council the ‘owner’ of the land for the purposes of the MRA.

The portion of stock route 832ISAA provides a connection for stock movement between Ellensfield Road at the northern end of the Burton Dam and the Sutor Developmental Road.

Council have provided Bowen Coking Coal with a draft Compensation Agreement based upon Council's standard template agreement. Bowen Coking Coal will engage an independent Certified Practising Valuer to provide a valuation of the Compensation Areas for the purposes of determining compensation under the MRA and the valuation determined would be inserted in clause 6.2 as the proposed compensation amount.

The draft compensation agreement also seeks to maintain the connectivity provided by the stock route to facilitate the continued and safe movement of stock through the stock route if an application to utilise the stock route is made.

In addition to the payment of the compensation when ultimately determined, clause 16.5 of the draft Compensation Agreement requires Bowen Coking Coal to pay Council's reasonable costs of preparation, negotiation and execution of the and the agreement.

IMPLICATIONS

The Applicants are required to pay Council the compensation amount.

Galilee and Bowen Basin Operations department to provide suitable resources in undertaking the execution and management of the agreement.

Liveability and Sustainability department to engage with Bowen Coking Coal in relation to access to the stock route on an as needed basis in response to applications for access to the stock route.

CONSULTATION

- Acting Director Engineering and Infrastructure
- Manager Governance and Corporate Services
- Galilee and Bowen Basin Operations Officer
- Manager Liveability and Sustainability
- Program Leader Environment and Sustainability
- Bowen Coking Coal

BASIS FOR RECOMMENDATION

In accordance with the *Mineral Resources Act 1989*, Council is required to enter into a Compensation Agreement.

ACTION ACCOUNTABILITY

Manager Galilee and Bowen Basin Operations to ensure executed copies are returned to Bowen Coking Coal and the compensation under the agreement and Council's costs are paid.

KEY MESSAGES

Plan, provide and maintain effective and sustainable road infrastructure to meet the needs of key economic and community activities..

Report prepared by:

SEAN ROBINSON

Manager Galilee and Bowen Basin Operations

Date: 6 May 2025

Report authorised by:

ROBERT PERNA

Director Engineering and Infrastructure

Date: 6 May 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Draft Compensation Agreement – ML70109

REFERENCE DOCUMENT

- Nil

PAGES 599 TO 622 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Council Meeting
Tuesday 27 May 2025

AUTHOR

Robert Perna

AUTHOR POSITION

Director Engineering and Infrastructure

9.34

ENGINEERING AND INFRASTRUCTURE 2024/2025 CAPITAL PROJECTS PROGRESS REPORT – APRIL 2025

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

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

Resolution No.: E&I0817

Moved: Cr Alain Earl

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

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

Carried

Note: The committee discussed what funding we have received from renewable companies for the Marlborough Road. It is confirmed that an additional \$2.3M RMPC allocation is attributed to a contribution from the Lotus Creek Wind farm.

BACKGROUND

Progressive updates of the financial and physical position of projects in the 2024/2025 Engineering and Infrastructure Capital Works Program are required to ensure that Council is aware of the progress of and risk to the delivery of the program.

IMPLICATIONS

The attached Engineering and Infrastructure 2024/2025 Capital Projects Progress Summary spreadsheet identifies the financial and physical position of all projects.

Compliance

To ensure that the Engineering and Infrastructure 2024/2025 Capital Works Program is achieved within the identified timeframes of the 2024/2025 financial year.

Benefits

Council can see a monthly progress report detailing progress of the projects. This report communicates risks/failures/delays that have been identified in the Engineering and Infrastructure 2024/2025 Capital Works Program.

Project Highlights

Wet weather and leave associated with Public Holidays have limited progress of capital projects over the last month. Notwithstanding this good progress has been made on the sealing of 2km of Eaglefield road and asphalt repair of a section along Peak Downs Mine Road. Contractors and council staff are continuing to complete the resheeting program.

Rock has been encountered on the approach works for Phillips creek and the contractor is dealing with this. Contingency provisions were included in the original contract value.

CONSULTATION

- Manager Infrastructure
- Manager Galilee and Bowen Basin Operations
- Manager Parks and Recreation
- Manager Fleet
- Acting Manager Corporate Properties
- Department Coordinators

BASIS FOR RECOMMENDATION

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

ACTION ACCOUNTABILITY

That the Managers and the Director Engineering and Infrastructure oversee the scoping, procurement and the completion of the projects identified within the 2024/2025 Capital Projects Progress Summary spreadsheet. Furthermore, that the appropriate Managers and the Director Engineering and Infrastructure are held accountable for the delivery of the project stages and are completed within the identified timeframes.

KEY MESSAGES

That Council has open communication, oversight and transparency of the Engineering and Infrastructure 2024/2025 Capital Works Program, to ensure Isaac will have effective and sustainable infrastructure that supports the needs of the region's communities and economic sectors.

Report prepared by:

ROBERT PERNA
Director Engineering and Infrastructure

Date: 6 May 2025

Report authorised by:

CALE DENDLE
Chief Executive Officer

Date: 6 May 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – E&I Capital Projects Progress Summary - April 2025

REFERENCE DOCUMENT

- Nil

PAGES 262 TO 627 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Ordinary Meeting

Tuesday 27 May 2025

AUTHOR

Amal Meegahawattage

AUTHOR POSITION

Manager Planning and Projects

9.35

WATER AND WASTE 2024-25 CAPITAL PROJECTS PROGRESS REPORT

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the monthly Water and Waste 2024/25 Capital Projects Progress Summary Report.*

Resolution No.: W&W0559

Moved: Cr Viv Coleman

Seconded: Cr Rachel Anderson

That the Committee recommends that Council:

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

Carried

BACKGROUND

Regular updates on the financial and physical status of projects within the 2024/25 Water and Waste Capital Works program are crucial to keep Council informed about the program's progress and associated risks.

IMPLICATIONS

The attached Water and Waste 2024/25 Capital Projects Progress Summary provides an overview of the financial and physical status of all projects, with red indicating a projected cost overrun of over 10% or completion after June 2025, yellow indicating a cost overrun of 0-10%, and green indicating no issues. Brief commentary is provided to explain the status of each project. Larger and more complex projects are sometimes delivered over multiple financial years and the exact expenditure in each year may deviate from the annual budget due to variations in the delivery schedule. This can affect expenditure in each year without exceeding the total budgeted amount for the project.

COMPLIANCE

Compliance with the Water and Waste 2024/25 Capital Works Program is essential to meet the identified timeframes of the 2024/25 financial year.

KEY CAPITAL PROJECTS

1. CW222983 – Moranbah Water Treatment Plant Roof Replacement

This project involves replacing the roof of the 5.7ML water reservoir to protect the structure and extend its service life. One roof sheet has been identified for replacement, and the installation of the expansion seal gasket is scheduled for early May. The epoxy coating, installation of a new access hatch, and platform have been completed. Installation of a davit arm at the access hatch is still required, and a quote from the contractor is pending to finalise this component. Project completion is anticipated by May 2025.

2. CW233155 – Clermont Water Treatment Plant Modernisation

This upgrade ensures compliance with the Drinking Water Quality Management Plan. The turbidity analyser system was upgraded in September 2024 with new EPA 180.1-compliant analysers installed and calibrated, and the associated control panel upgrade has also been completed. The chemical dosing system upgrade is currently under tender evaluation as a Design and Construct contract. Tender evaluation is nearing finalisation; however, submitted prices were significantly higher than expected. In response, the evaluation panel, in consultation with the Procurement team, has scheduled a post-tender meeting with the shortlisted respondent on 29 April to explore options for reducing cost and delivery time.

Project completion is forecast for December 2025, with \$500,000 allocated in the 2025/26 financial year to support delivery. The funding agency has approved the revised completion timeline and has suggested dividing the project to allow partial completion within the current agreement period to achieve the \$700,000 forecast spend. A meeting with LGGSP is planned for 14 May to discuss delivery options to ensure compliance with the funding agreement.

3. CW243181 – Moranbah Sewer Pump Station Upgrades

This project aimed to increase the capacity and operational efficiency of the Moranbah Sewer Pump Station. The contract was awarded in July 2024. A new non-return valve (NRV) was installed in early April, and an existing NRV is currently being assessed to determine if remediation is possible. Feedback from the contractor is awaited.

4. CW243205 – Moranbah Rectification of Landfill Cell

This project aims to stabilise and rectify the Moranbah landfill cell to maintain compliance with environmental regulations. Geotechnical option analysis workshops were conducted in January 2025 by a specialist consultant. Following consultation with the Director of Water and Waste, the Waste Management Department, and Governance, the Planning and Projects team initiated the closeout of the geotechnical engagement. A Project Management Consultant is now advancing the preparation of Design and Construct tender documentation, which is scheduled to be released through the Local Buy Vendor Panel in early May.

5. CW243185 – Moranbah Recycled Water Network

This multi-stage, multi-year project supports improved recycled water management through new mains construction, staged irrigation, and evaporator installations. Works along Sarchedon Drive, Tallon Street, and

Mills Avenue are progressing, with community consultation underway since late April, involving local businesses, residents, and Councillors.

GBA Engineers commenced design in February 2025, with site surveys completed in March. Final design is due by late May, and Stage 1 construction is scheduled for completion by January 2026.

Procurement planning for portable evaporators is ongoing, with units priced between \$300,000 and \$1.1 million. Initial site inspections in Mt Morgan identified noise concerns with some models, and further evaluations, including a visit to Biloela, are planned to assess alternative options.

6. CW243239/CW243240 – Carmila and Greenhill Landfill Capping

These two projects aim to ensure compliance through capping works at the Carmila and Greenhill landfill sites. Additional funding was allocated in the Quarter 2 budget to support the completion of geotechnical testing and remaining design activities, ensuring all documentation was finalised within the current financial year. A design review resulted in a reduced project scope and an anticipated cost saving of approximately \$200,000 compared to earlier estimates. The design consultant has now finalised the aftercare plan, and all design documentation is complete.

7. CW253266 – Dysart Waste Management Facility Repurpose to Transfer Station

This project involves repurposing the Dysart landfill into a transfer station. An initial Design and Construct tender received a compliant but over-budget submission, with a subsequent bid also exceeding available funding. Following consultation with Waste Services, the project scope was revised to complete only the design component in the 2024/25 financial year, with construction deferred to 2025/26. The design contract was awarded in March 2025, with the design now completed by the consultant and approved by IRC. An amount of \$525,000 was carried forward as part of the Quarter 2 budget adjustment to cover costs incurred during this financial year.

8. CW253273 / CW253274 – Carmila and St Lawrence Water Treatment Plant Upgrades

These multi-year projects will upgrade the SCADA systems, chemical dosing, and monitoring infrastructure at the Carmila and St Lawrence Water Treatment Plants. Planning commenced in July 2024, with initial site investigations now completed. The Operations Team is finalising the Project Requirements document.

Both upgrades will be bundled into a single Design and Construct contract with separable portions. Procurement documentation is being updated to offer greater flexibility for respondents, with the aim of achieving value-for-money outcomes that meet project requirements. This approach follows learnings from the Clermont WTP project in 2024, where responses significantly exceeded forecast cost and time expectations.

Most project funding was carried forward as part of the Quarter 2 budget adjustment to align with construction activities scheduled for Q1–Q3 of the 2025/26 financial year.

9. CW253275 – CORP Sewer Relining 2025

This project involves CCTV inspection and relining of targeted segments of the sewer network. The contract was awarded in January 2025. CCTV surveying commenced in late March and is currently underway, with 10 km completed out of the targeted 35 km. The footage is now with the Operations Team for review to confirm the final scope for relining works.

An amount of \$600,000 was carried forward into the 2025/26 financial year to undertake the relining component. The contract spans three years, allowing for staged delivery of the works.

10. CW253282 – CORP Water Network Water Meters

This project involves replacing outdated water meters to improve billing accuracy and water consumption tracking. All 450 meters have now been replaced, completing the scope of works. Project finalisation is currently in progress.

11. CW253287 – Glenden Water Treatment Plant Turbidity Analyser on Filters

This project involves installing turbidity analysers on the filters at the Glenden Water Treatment Plant to enhance water quality monitoring and ensure regulatory compliance. The contract was awarded in February 2025. Installation of the analysers is currently underway and is expected to be completed in early May.

12. CW253290 – Middlemount Water Network Augmentation

This project involves installing a new water main in Middlemount, with a drainage component along Nolan Drive included as a separable portion. The contractor has completed water main location activities and is currently clearing the alignment. Installation of concrete retaining walls, as part of the drainage construction works, has been completed. Works are expected to continue into the 2025/26 financial year.

13. CW253283 – CORP Switchboards

This project targets the replacement of ageing switchboards to improve operational reliability and ensure compliance. The contract has been awarded. Electrical schematics have been endorsed by the Operations Team, and switchboard fabrication has been completed. Installation is currently underway and is expected to be completed by early May.

PROGRESS PHOTOS



Image 1: Moranbah WTP Roof Replacement – Roof and Access Installation Complete

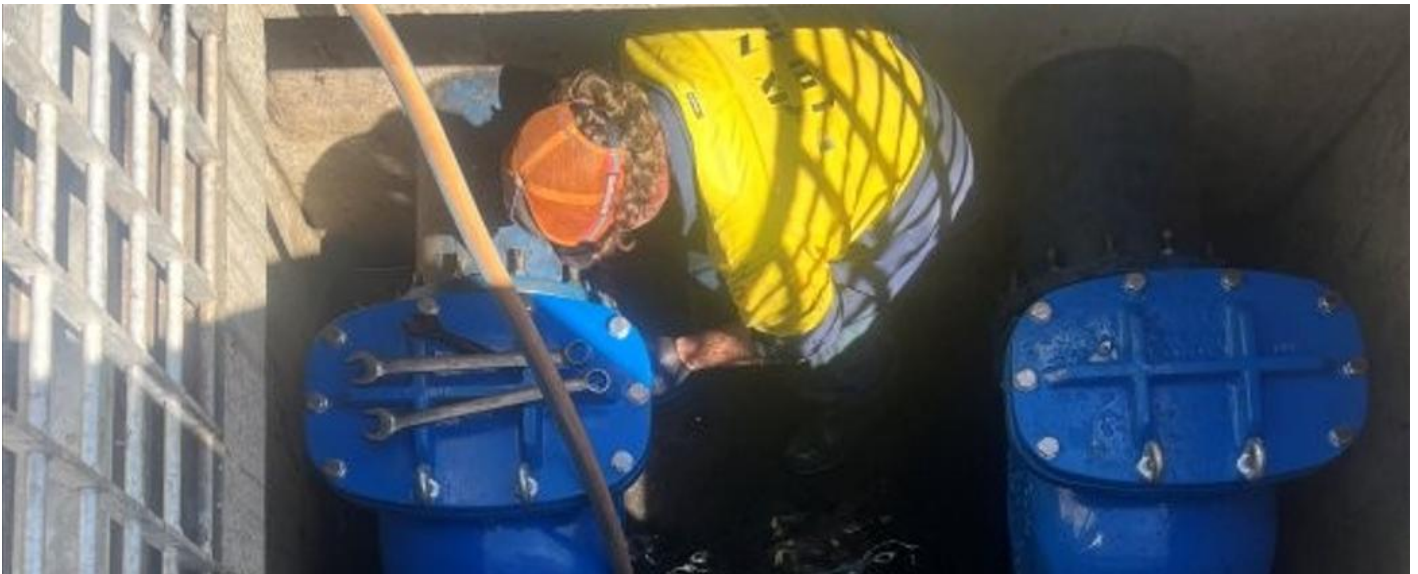


Image 2: Moranbah SPS – New Non-Return Valve is being installed

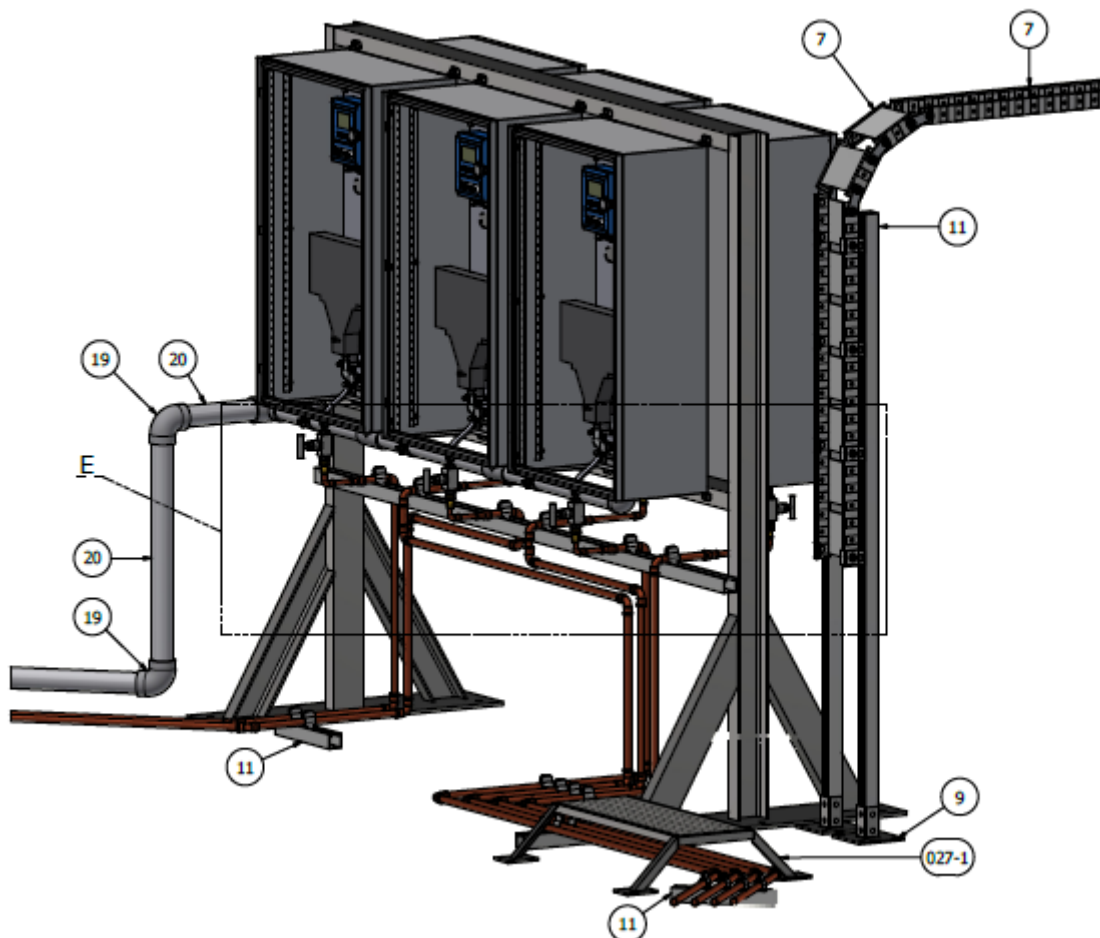


Image 3: MBH WTP Bobby Plant - Proposed Turbidity Analyser Isometric View (Illustration purposes only)



Image 4: Glenden WTP – Installation of Turbidity Analysers underway

BENEFITS

Council can see a monthly progress report detailing the progress of projects in the Water and Waste 2024/25 Capital Program. This report communicates risks, failures and delays that have been identified within the Water and Waste 2024/25 Capital Works program.

CONSULTATION

- Director Water and Waste
- Manager Operations and Maintenance
- Manager Waste Services
- Planning and Projects Capital Works Project Managers

BASIS FOR RECOMMENDATION

To provide Council with a clear monitoring tool to track capital works delivery for the Water and Waste Directorate by providing transparent and relevant reporting. This report will help identify and communicate any project delays, overspends and project risks.

ACTION ACCOUNTABILITY

The Managers and the Director of Water and Waste oversee the scoping, procurement, and completion of the projects identified within the 2024/25 Capital Projects Progress Summary spreadsheet. Furthermore, the appropriate Managers and the Director Water and Waste are held accountable for the delivery of the project stages which are completed within the identified timeframes.

KEY MESSAGES

That Council has open communication, oversight, and transparency of the Water and Waste 2024/25 Capital Works Program, to ensure Isaac will have effective and sustainable water and waste infrastructure that supports the needs of the region's communities and economic sectors.

Report prepared by:	Report authorised by:
AMAL MEEGAHAWATTAGE	SCOTT CASEY
Manager Planning and Projects	Director Water and Waste
Date: 29 April 2025	Date: 30 April 2025

ATTACHMENTS

- CONFIDENTIAL Attachment 1 – Water and Waste Capital Projects Progress Summary Spreadsheet May 2025

REFERENCE DOCUMENT

- Nil.

PAGES 636 TO 637 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS

MEETING DETAILS

Ordinary Meeting

Tuesday 27 May 2025

AUTHOR

Scott Casey

AUTHOR POSITION

Director Water and Waste

9.36

WATER QUALITY INVESTIGATION ACTION PLAN UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to update Council on the Water Quality Reliability Investigation Action Plan Deliverables following the 2021/22 Christmas Period water quality incidents.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the quarterly update report for the Water Quality Investigation Action Plan Deliverables.*

Resolution No.: W&W0560

Moved: Cr Rachel Anderson

Seconded: Cr Vern Russell

That the Committee recommends that Council:

1. Receives and notes the quarterly update report for the Water Quality Investigation Action Plan Deliverables.
2. A report to be presented to the July 2025 Standing Committee with the Water Quality Investigation Action Plan items, status of items and findings outlined. This will provide assurance to the committee and determine the proposed ceasing of monthly reporting and agree to only report on this matter unless there is a serious deviation by exception reporting.

Carried

BACKGROUND

Over the Christmas/New Year period 2021/2022 there were water quality incidents in four (4) townships across the Isaac Region, which caused disruption and impacted the water supply service levels experienced by those communities. The Chief Executive Officer (CEO) of Isaac Regional Council (IRC) committed to a thorough investigation into the incidents. The terms of reference (TOR) for the investigation were approved by Council and an internal investigation was conducted which was peer reviewed by an independent third-party consultant.

Arising from the investigation an action plan was prepared and presented to Council. At the November 2022 Ordinary Meeting (refer resolution number 8126) Council received and acknowledged the Water Quality

Investigation Report received and endorsed the Water Quality Investigation Report Action Plan and requested that a regular report be presented to Council on the progress against the action plan deliverables.

IMPLICATIONS

The risk of a reoccurrence of the water quality incidents remained after the events had been resolved, and it was clear from the subsequent investigation that there was no single solution which would entirely remove the risk of such water supply failures. The investigation report gave rise to an action plan which set out a suite of actions which will address the root causes of the water quality events.

The action plan contained both short term interventions and actions that form part of a longer-term strategy. Some of the short-term interventions such as the replacement of failed equipment have already had an impact on the likelihood of a reoccurrence but will not eliminate it entirely. Expected delivery dates have been identified in the action plan so that progress may be tracked and effectively managed. It should be noted that implementation of the recommended actions has taken a significant commitment from the Water and Waste management team and Isaac Regional Council. Some of the identified actions have become business as usual (BAU) activities and as such are considered complete.

In the period from February 2025 to May 2025 continued progress has been made on delivery of the Water Quality Action Plan. Progress to date is shown in detail in Attachment 1 - Water Quality Investigations Action Plan - Update – May 2025 but can be summarised as follows:

Status	April 2024	July 2024	October 2024	January 2025	May 2025
Actions Complete	20*	22*	23	26	30
Previously Completed Actions removed from PLAN	-	-	21	23	23
Action On - Track	17**	15**	14	10	7
Action Needs Improvement	0	0	0	0	0
Action Yet to Commence	0	0	0	0	0
Ongoing	0	0	0	1	0

* Where actions have become embedded as business-as-usual activities they have been considered as complete.

** Some of the identified actions are scheduled to be delivered over several years.

CONSULTATION

- Director Water and Waste

- Manager Operations and Maintenance
- Program Leader Compliance and IMS
- Water and Waste Process Engineer

BASIS FOR RECOMMENDATION

The Action Plan in Attachment 1 forms the basis of future risk mitigation measures, and its implementation significantly reduces the likelihood of similar water quality incidents occurring in the future. This report shows that progress has been made against all actions; 30 actions are now complete, and the remaining 7 are on track for successful delivery. Of the completed actions 23 have now been removed from the attachment for ease of reporting. The continuing implementation of this action plan will further reduce the risk of future water quality events occurring.

The scope and nature of many of the actions in the plan are multi-year initiatives which will embed a culture of continuous improvement in the Water and Waste directorate.

These continuous improvement actions are incorporated into the Water and Waste Integrated Management System where appropriate, to secure the improvements in future operations. Funding relating to some of the actions has been included in the budget submissions for the 2024/25 Financial Year.

The action plan is one mechanism being used to improve water quality in response to specific water quality events. It is complimented by broader activities such as the Water and Waste Integrated Management System (IMS) and the Drinking Water Quality Management Plan (DWQMP) which was reviewed in December 2023.

The review of the DWQMP included a targeted improvement plan Risk Management Improvement Plan (RMIP) which has informed the 2024/25 Financial Year investment strategy for the Water and Waste Directorate.

The IMS continues to evolve and expand and includes quarterly management reviews to track progress and has recently been audited and recertified (April 2025).

Although the continued delivery of the action plan in Attachment 1 will result in a more robust and sustainable water services it represents the actions identified at a point in time and will be complemented by further initiatives which have commenced subsequently.

ACTION ACCOUNTABILITY

The Director of Water and Waste will continue to lead the improvement in reliability of the water supply schemes across the Region.

KEY MESSAGES

The management team of Water and Waste are committed to improving performance and implementing change to minimise the risk of water quality failures in the future, both in a focused way in response to specifically identified risks and more systemically through continuous process improvement mechanisms.

Since the water quality events in December 2021/22 that triggered this investigation and action plan, the improvements made to date have enhanced the resilience of the water treatment process. Subsequent events have been identified and resolved before they have compromised water quality or the continuity of water supply to the community. These practical examples demonstrate that the initiatives captured in this action

plan along with increased asset maintenance and additional staff training have led to more sustainable services.

There are several inter-related initiatives encompassed by this action plan and in complimentary business improvement frameworks. The ultimate success in preventing future water quality events will be dependent upon delivering them all, so that they complement each other.

Report prepared by:

SCOTT CASEY
Director Water and Waste

Date: 6 May 2025

Report authorised by:

SCOTT CASEY
Director Water and Waste

Date: 6 May 2025

ATTACHMENTS

- Attachment 1 - Water Quality Investigations Action Plan - Update – April 2025

REFERENCE DOCUMENT

- Drinking Water Quality Management Plan

WATER QUALITY INVESTIGATIONS – ACTION PLAN

Q4 UPDATE – APRIL 2025

Key

Lead – Is the resource identified to lead and co-ordinate the implementation of an action.

Support – Is a resource that will be required to contribute to the delivery of an action but will support the Lead.

Input - Is a resource that will be required to contribute to achieve the successful delivery of an action but will only contribute as required.

BAU – Business as Usual

CAPEX – Capital Expenditure

DWQMP – Drinking Water Quality Management Plan

IMS – Integrated Management System

OPEX – Operational Expenditure

RMIP - Risk Management Improvement Program

SWIMS – Statewide Information Management System

WWILT – Water and Waste Influencers and Leadership Team

WTP – Water Treatment Plant

WWTP – Wastewater Treatment Plant

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
1.	System Documentation / Knowledge Management	Review existing operational documentation to identify gaps.	4 months per site (across all 8 water treatment plants) Start Jan 2023 End Dec 2024 Time extension to June 2025 to finalise documentation.	Technical Standard for documentation partially completed. This shall be presented to the Capital Projects team to obtain feedback and improve. Investigate utilising the IMS document Management protocols to ensure Engineering documentation is relevant and remains current. Integration of operational documentation into the IMS is ongoing and will eventually form a complete operating system. ON TRACK	This is an ongoing issue. Ideally suitable documentation for all plants will encompass historical assets and the project delivery process will require contractors to update engineer documentation when providing improvements or replacements on treatment facilities. Project delivery guidelines are currently being drafted. ON TRACK	Will be consideration in the project delivery workflow document that is being compiled. ON TRACK	Integrate engineering document requirements into Capital Projects IMS procedures and framework. ONGOING	Documentation requirements integrated into individual Capital Project specification. Ongoing integration into IMS procedures and capital project framework. This is now considered to be BAU. COMPLETE
1A.	System Documentation / Knowledge Management	Develop specific SOPs for lab testing procedures (specific to the instrumentation)	2 months per site (across all 8 water treatment plants following on from action 1A)	Waiting for draft work instructions to be finalised in IMS. ON TRACK	Operators using new Hach equipment, using the Hach test methods until the	All activities commenced in the previous quarters are ongoing and yet to reach a conclusion.	Work instructions awaiting IMS approvals. COMPLETE	COMPLETE Remove from future reports

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
		that is at the sites).	Start Jan 2023 End April 2024		new IRC WIs are approved. ON TRACK	ON TRACK	Remove from future reports	
1C.	Process Robustness (previously action 19)	Review processes, identify gaps or processes that would provide more robust response to variability in raw water quality (e.g. the use of a coated media processes rather than potassium permanganate). Consider what additional monitoring (including on-line) to provide early warning or automated process changes. For example, pH and DO monitoring to provide early warning that coated media manganese	5 months (across all 8 water treatment plants following on from action 1B) May need to prioritise in high-risk sites. Start Jan 2023 End December 2026	DWQMP and RMIP COMPLETE Next step to produce a WTP Process Standard against which each treatment plant is audited to identify improvements. ON TRACK	Draft for WTP Process Audit template nearing completion. General technical specification for Isaac Chemical Dosing Requirements is underway with an expected delivery date of August 2024. ON TRACK	Ongoing work in aligning process audits with RMIP for implementation by Capital Projects. Current focus on CLM, STL and CAR. ON TRACK	Priorities managed through the RMIP and through Operations involvement in User requirement spec for upgrades. Process audits template to be circulated for comments. ON TRACK	Process audits will be included as BAU COMPLETE

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
		removal might be compromised. Also, raw water turbidity monitoring with automated step change to the coagulant dose rate. Consider using on-line manages analyser results with alarms and also feed forward change to the potassium permanganate dose rate. The changes to dose rates would be based on information gathered from previous events and jar testing.						
2.	System Documentation / Knowledge Management	Ensure one updated operation and maintenance manual exists for each plant with the manuals all being consistent in format to enable	3-year project (average 4 months per site) Start 1 July 2023 End June 2026	Contractor has been engaged to complete the manuals. ON TRACK	Middlemount and Dysart Water Treatment Plant Manuals have been drafted and awaiting checking with operational team. Once this has been completed these documents will be	Order placed for MBH WTP manual. Review of MMT and DYS in progress. ON TRACK	Staged delivery of the operations and maintenance manuals continues. ON TRACK	O&M manuals continue to be written in line with budgetary constraints. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
		operators from other plants to easily find information.			registered. Moranbah and Nebo Water Treatment Plants are the next sites to have these documents developed. ON TRACK			
6C.	SCADA	For sites that do not have SCADA – how do we get those sites accessible	2.5 years Start Jan 2023 End July 25 Revised schedule June 27	SCADA Technical Advisor contract has been awarded and initial meetings have been held at Glenden and Nebo. ON TRACK	The initial contractor has not fulfilled their obligations and developed the documentation as required. A second contractor is being engaged to start this process with Clermont WTP. ON TRACK	Clermont WTP SCADA will be implemented in November 2024. Glenden, Carmila and St Lawrence WTP SCADA Scopes are being developed presently and will be including into Capital Upgrade Projects over the next 18 months. ON TRACK	SCADA project implementation is proceeding in line with the implementation schedule and has been integrated into the upgrades of treatment plants where appropriate. ON TRACK	SCADA project implementation is proceeding in line with the implementation schedule and has been integrated into the upgrades of treatment plants where appropriate. ON TRACK
7.	SCADA	Ensure the SCADA system has the capability to put logic to alert discrepancies when variance between actual and recorded information is detected. (eg if	3.5 years Start July 2022 End Dec 25	SCADA Technical Advisor contract has been awarded and initial meetings have been held at Glenden and Nebo. ON TRACK	The initial contractor has not fulfilled their obligations and developed the documentation as required. A second contractor is being engaged to start	This action has been included in the SCADA development that will be implemented at Clermont WTP. This will be a standard feature on all SCADA project moving forward.	This aspect of the SCADA system design has been incorporated into the scope and will be replicated across all sites as part of the SCADA project roll out.	COMPLETED Remove from future reports

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
		X filters on-line then expected flow is Y ML, have a discrepancy alarm)			this process with Clermont WTP. ON TRACK	ON TRACK	COMPLETE	
8.	SCADA	As part of the strategy development review systems and processes to identify gaps in monitoring and control. Ensure there is sufficient on-line instrumentation for monitoring key water quality parameters including Critical Control Points (CCPs). Related to this, there is a need to ensure there is sufficient control of the plant, such as plant shutdowns on breaches of CCP limits.	3.5 years Start July 2022 End Dec 25	DWQMP Review and RMIP complete. Next step to produce a WTP Process Standard against which each treatment plant is audited to identify improvements. ON TRACK	Draft for WTP Process Audit template nearing completion. General technical spec for Chemical dosing requirements is underway. ON TRACK	General technical spec for Chemical dosing requirements completed and provided to the Capital Team. Work has started on specific requirements for STL and CAR. Delivery of online monitoring according to RMIP. ON TRACK	Specific requirements for Clermont WTP completed. Specific requirements for STL WTP close to completion. Specific requirements for CAR WTP are in progress. General chemical dosing requirement developed for Clermont will form the basis of monitoring and control specification for future plant upgrades. COMPLETE	CLM WTP Completed STL WTP Completed CAR WTP Completed NBO WTP Completed GLN WTP Completed MBH WTP Completed DYS WTP Incomplete MMT WTP Incomplete ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
9.	SCADA	The strategy should consider installing instrumentation to monitor raw and treated water quality, production and delivery with trends being monitored to alert operators in advance of the need to start adjusting their plant operation.	3.5 years Start July 2022 End Dec 25	DWQMP Review and RMIP complete. Next step to produce a WTP Process Standard against which each treatment plant is audited to identify improvements. ON TRACK	Draft for WTP Process Audit template nearing completion. ON TRACK	These improvements are being included with the improvements being rolled out. ON TRACK	Process audits template to be circulated for comments. ON TRACK	Process audits have been included in the identification of capital investment. This approach is now part of BAU. COMPLETE
11B.	Ineffective Alarms to Identify Problems and then Escalation (H2O action item 15)	Implement Critical Operating Point (COP) limits in the water supply network, covering low and high limits for free chlorine.	3.5 years – phased implementation based on risk Start July 2022 End Dec 25	PAG submission has been included for the MMT reservoir main for FY2425 budget consideration. ON TRACK	Middlemount Reservoir Main duplication SOW has been completed, and tender being released to market in August 2024. \$1.4M committed in the FY24/25 budget. ON TRACK	Review of CCP's within the DWQMP review and training of staff of these CCP's has uplifted the knowledge of the team to identify a non-compliance CCP. This action has been included in the SCADA development that will be implemented at Clermont WTP. This will be a standard feature on all SCADA project moving forward. The development of online SWMS	Online SWMS reporting is being rolled out and the MMT reservoir main contract has been awarded. ON TRACK	Construction of the duplicate water trunk main is underway. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
						reporting through Qld Water dashboard has the capability to alarm to supervisors if a CCP has been entered that is out of scope. ON TRACK		
14.	Ineffective Alarms to Identify Problems and then Escalation	Trends should also be automatically calculated to alert before critical levels are reached.	3.5 years - SWIMS Project NOTE - SWIMS will become the daily data log NOTE – links to SCADA implementation. Start July 2022 End Dec 25	SCADA Technical Advisor contract has been awarded and initial meetings have been held at Glenden and Nebo. ON TRACK	The initial contractor has not fulfilled their obligations and developed the documentation as required. A second contractor is being engaged to start this process with Clermont WTP. ON TRACK	Review of CCP's within the DWQMP review and training of staff of these CCP's has uplifted the knowledge of the team to identify a non-compliance CCP. This action has been included in the SCADA development that will be implemented at Clermont WTP. This will be a standard feature on all SCADA project moving forward. The development of online SWMS reporting through Qld Water dashboard has the capability to alarm to supervisors if a	Continued roll out of the SCADA project and implementation of the online SWMS reporting are proceeding. ON TRACK	Continued roll out of the SCADA project and implementation of the online SWMS reporting are both proceeding nicely. ON TRACK

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
						CCP has been entered that is out of scope. ON TRACK		
16b.		Ensure there is sufficient information available for staff who are not fully conversant with the plant to be able to effectively complete the tasks on the worksheets.	Ongoing action Start Jan 2023 End BAU	Workshop between W&W and P&C occurred to investigate options for recruitment and retention. Operations and Maintenance team have developed an onboarding pack for new staff. This has been shared across the directorate. ON TRACK	Recruitment and retention strategy is being developed. ON TRACK	All activities commenced in the previous quarter are ongoing and yet to reach a conclusion. Development of plant manuals will assist with this action. Dysart and Middlemount manuals have been completed in draft form and Moranbah WTP will be developed this FY. ON TRACK	Recruitment and retention strategy is progressing with IRC setting up as a sponsorship organisation for operators and exploration of alternative recruitment avenues. Improvements to staff onboarding are a complete for the O&M team. O&M manuals continue to be written in line with budgetary constraints. ON TRACK	Recruitment and retention strategy is progressing with IRC setting up as a sponsorship organisation for operators and exploration of alternative recruitment avenues. Improvements to staff onboarding are a complete for the O&M team. O&M manuals continue to be written in line with budgetary constraints. This activity is now part of BAU. COMPLETE
17.	Loss of Long-Term Historical Knowledge –	Ensure one updated operation and maintenance manual exists	3-year project (average 4 months per site)	An operational project to prepare operation and maintenance	An operational project to prepare operation and maintenance	Development of plant manuals will assist with this action. Dysart and	O&M manuals continue to be written in line with	O&M manuals continue to be written in line with

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
	Staff Turnover	for each plant with the manuals all being consistent in format to enable operators from other plants to easily find information.	Start Jan 2023 End June 26	manuals is underway. ON TRACK	manuals is underway. ON TRACK	Middlemount manuals have been completed in draft form and Moranbah WTP will be developed this FY. ON TRACK	budgetary constraints. ON TRACK	budgetary constraints. ON TRACK
21a	Asset Management	An asset management system needs to be implemented to identify asset condition and replacement schedules.	2 years Start July 2023? End Jully 25?	A position description has been prepared for a new asset management position within W&W. Recruitment for this position will be progressed. Work continues with the asset management team to consolidate and rationalise the asset registers. ON TRACK	Work continues with the development of this asset management position. Condition assessments are being collated at the end of each preventative maintenance program. These condition assessments are being uploaded into the Asset Management System. Draft asset management plans have been reviewed and updated.	All activities commenced in the previous quarters are ongoing and yet to reach a conclusion. ON TRACK	An Asset Management and Investment Program Leader was recruited and then withdrew, the position is being readvertised. ON TRACK	Position has now been filled. The resources are being shared with finance until approx. June- July 2025 The Asset Management role will work with Maintenance Planner and SAM team to obtain asset condition data. This activity is now part of BAU. COMPLETE

NO	FACTORS	ACTION	TIMELINE	PROGRESS APRIL 2024	PROGRESS JULY 2024	PROGRESS OCTOBER 2024	PROGRESS JANUARY 2025	PROGRESS APRIL 2025
					ON TRACK			
21b.	Asset Management	Amend the draft AMPs with focus on the improvement plan	12 months from engagement of resource Start June 23 End June 24	10-year investment programs are now complete in draft for water wastewater and waste functions ON TRACK	Finalisation of the AMP's and the update of the 10-year investment program is near completion. Once completed this will be submitted for approval. ON TRACK	All activities commenced in the previous quarters are ongoing and yet to reach a conclusion. Dedicated Assets resources is presently being finalised with recruitment to start on this position in November 2024. ON TRACK	An Asset Management and Investment Program Leader was recruited and then withdrew, the position is being readvertised. ON TRACK	Position has now been filled. The resources are being shared with finance until approx. June- July 2025. Good progress is now being made and ACAMP review will run parallel to the EAM rollout. Extend the timeline for completion of the ACAMP to June 26. ON TRACK

MEETING

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Jason Grandcourt

AUTHOR POSITION

Manager Waste Services

9.37

WATER AND WASTE MONTHLY DEPARTMENTAL REPORT – WASTE SERVICES

EXECUTIVE SUMMARY

The purpose of this report is to provide an update to Council on the Waste Services department within the Water and Waste Directorate.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and notes this report outlining Waste Services Department's activities within the Water and Waste Directorate.***

Resolution No.: W&W0561

Moved: Cr Rachel Anderson

Seconded: Cr Viv Coleman

That the Committee recommends that Council:

- 1. Receives and notes this report outlining Waste Services Department's activities within the Water and Waste Directorate.**

Carried

Note: The committee agree to change the Amnesty Day date from the 31 May 2025 to June 2025, date/s to be advised.

BACKGROUND

This report will provide visibility of risks and highlights experienced by the Waste Services Department and will outline relevant operational performance in the period between 1 January 2025 and the end of March.

Highlights

The following highlights occurred, since the previous Waste Services Departmental Report was received by Council in December 2024:

In the first quarter of 2025, we welcomed Jessica Armstrong and Adefemi Soneye joining the Waste Services team, as permanent Waste Management Officers.

On 25 and 26 March 2025, the Waste Services team members undertook training in using the Mandalay Ticketing system. Following feedback from the team members in 2024, the training was more focused on the

WATER AND WASTE

functionality of Mandalay and included a workshop that was undertaken to review and improve the existing processes for waste transactions.

The outcome of the workshop is the development of a Process Improvement Plan, and some quick wins have already been implemented which has reduced the processing times for Officers. The Process Improvement Plan will be a standing item for the monthly team meetings to ensure that the committed actions continue to progress.



Figure 1 - Day 1 participants of the Waste Services Mandalay Training Day – March 2025



Figure 2 - Day 2 participants of the Waste Services Mandalay Training Day – March 2025

Significant wet weather events were experienced throughout the region from January through to March, resulting in the need to manage significant water at all Waste Management Facilities. To mitigate safety hazards to customers, some sites had modified operations or temporary closures. The Waste team successfully managed the risks presented, with no uncontrolled environmental releases, despite the challenging conditions. The wet weather also affected the delivery of kerbside collection services.



Figure 3 - Moranbah Landfill Leachate Storage Dam – March 2025



Figure 4 - Moranbah Landfill Stormwater Storage Dam – March 2025

In 2024, Moranbah Landfill suffered a series of fires with the last fire occurring on 31 July 2024. A consequence of the disrupted operations at the site, was the need to store waste that had to be pulled out for fire management purposes, that created an increase in nuisance levels for flies, birds, odours, litter and dust occurring at the site.

Initial action was to ensure that the active landfill Cell 2, was fully covered and operated as the single landfill active face. Once operations were concentrated at Cell 2 and achieving expected performance outcomes, corrective efforts were focussed on the waste from the fire events stored at the now closed Cell 1.

Works included the covering of all exposed waste with cover soil and along with an additional cover of mulch to encourage vegetation growth. With the subsequent rain, new vegetation is now growing on the batter slopes of Cell 1, which will assist with stormwater management for the site and stabilise the interim capping for the slopes. Litter collection of all exposed legacy litter was undertaken once full cover has been achieved.

These actions have meant that the site is now operating with very low levels of nuisance generation for flies, birds, odours, litter and dust.



Figure 5 - Moranbah Landfill view from Thorpe Street, during the placement of interim capping on the Western batter of Cell 1 – October 2024



Figure 6 - Moranbah Landfill view from Thorpe Street, final cover with mulch in place with vegetation starting growth, along with all legacy litter removed on the Western batter of Cell 1 – March 2025

During the reporting period with the following amount of metal recovered for recycling:

Site	Tonnes Recovered	Revenue
Clermont Waste Management Facility	181.53	\$4,074.00
Dysart Waste Management Facility	171.90	\$31,248.00
Glenden Waste Management Facility	58.20	\$12,707.10
Moranbah Waste Management Facility	446.40	\$12,033.00
Total	858.03	\$60,062.10

Table 1 – Metal recovery amounts

A new supplier was engaged, and it is intended that processing will occur half yearly instead of annually.

Waste Services Performance

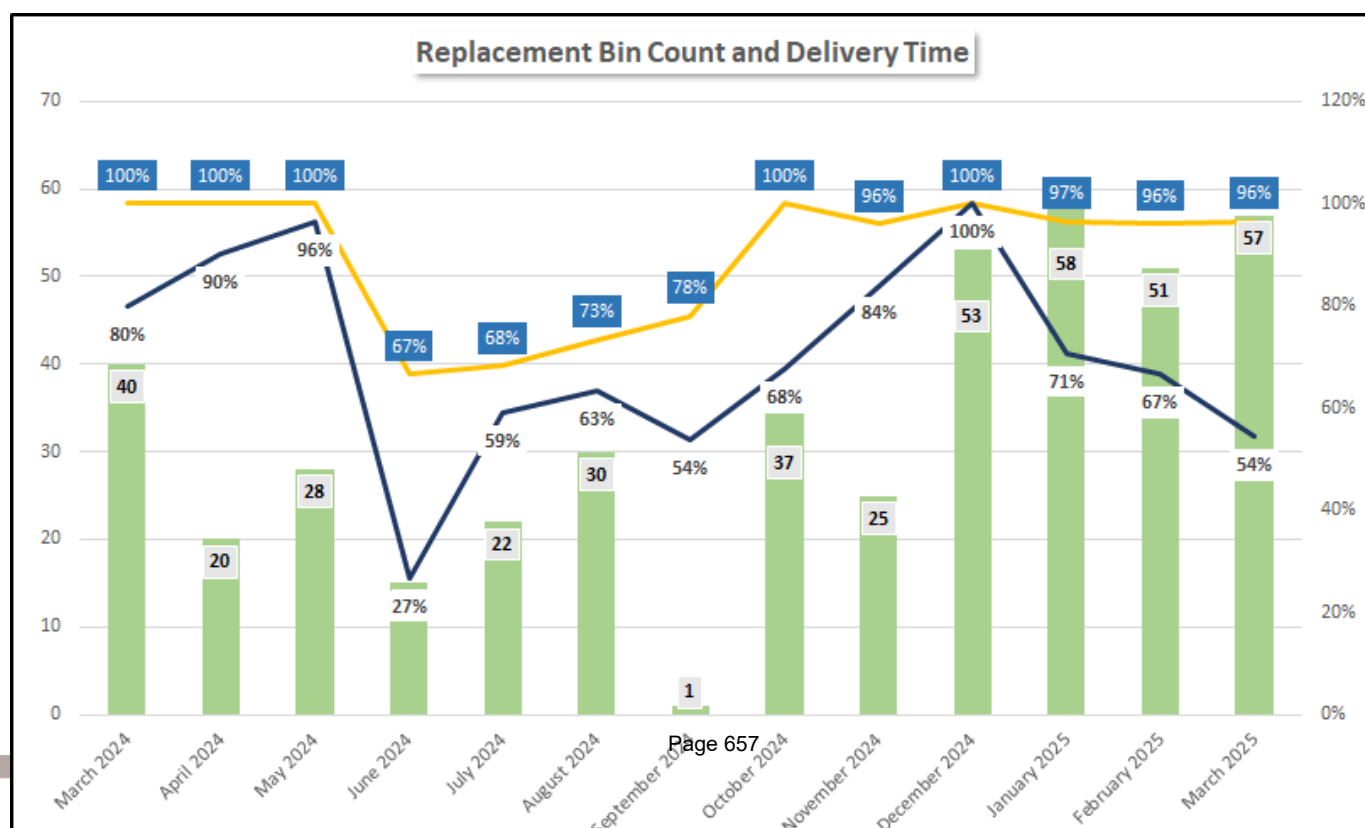


Figure 7 - Kerbside waste and recycling collection services performance – Customer Requests

Commentary – There has been decline in the past quarter in 2025 in meeting performance timeframes for repairing and replacing wheelie bins, however, there has been a substantial increase in the number of bins requiring repairs or replacement for the same reporting period that has impacted the contractor's ability to undertake repairs and replacements. Discussions are occurring with the contractor to improve performance.

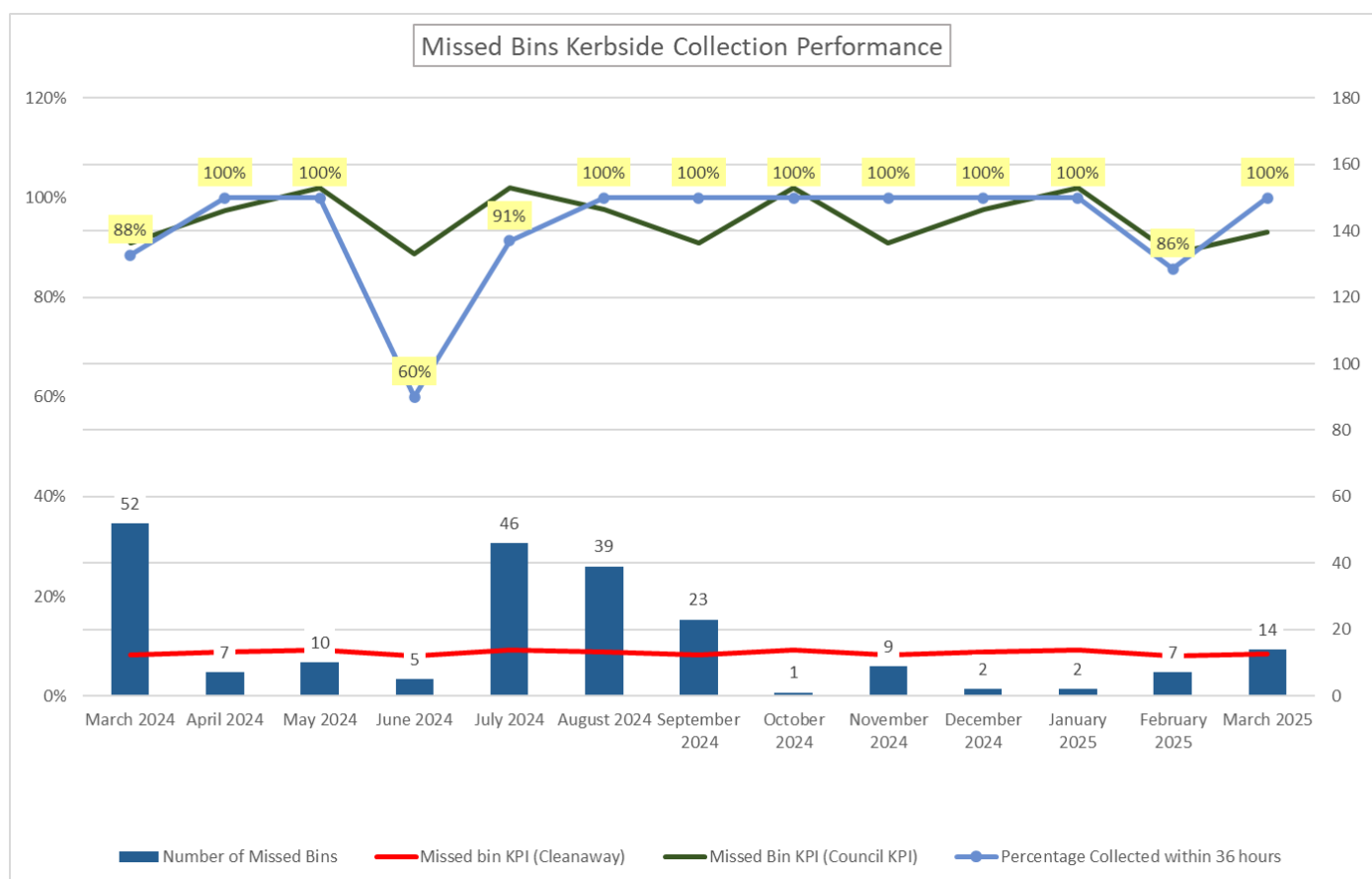


Figure 8 - Kerbside waste and recycling collection services performance – Missed Bins

Commentary – This graph represents customer generated requests regarding contractor missing bins. February 2025 kerbside services were impacted by the substantial wet weather. This graph does not capture changes to scheduled collection days due to contractor issues with staff or truck availability. Future Waste

Services Departmental reports will present information regarding this aspect to the service. In addition to kerbside collection services future reports will also present information on kerbside recycling information.

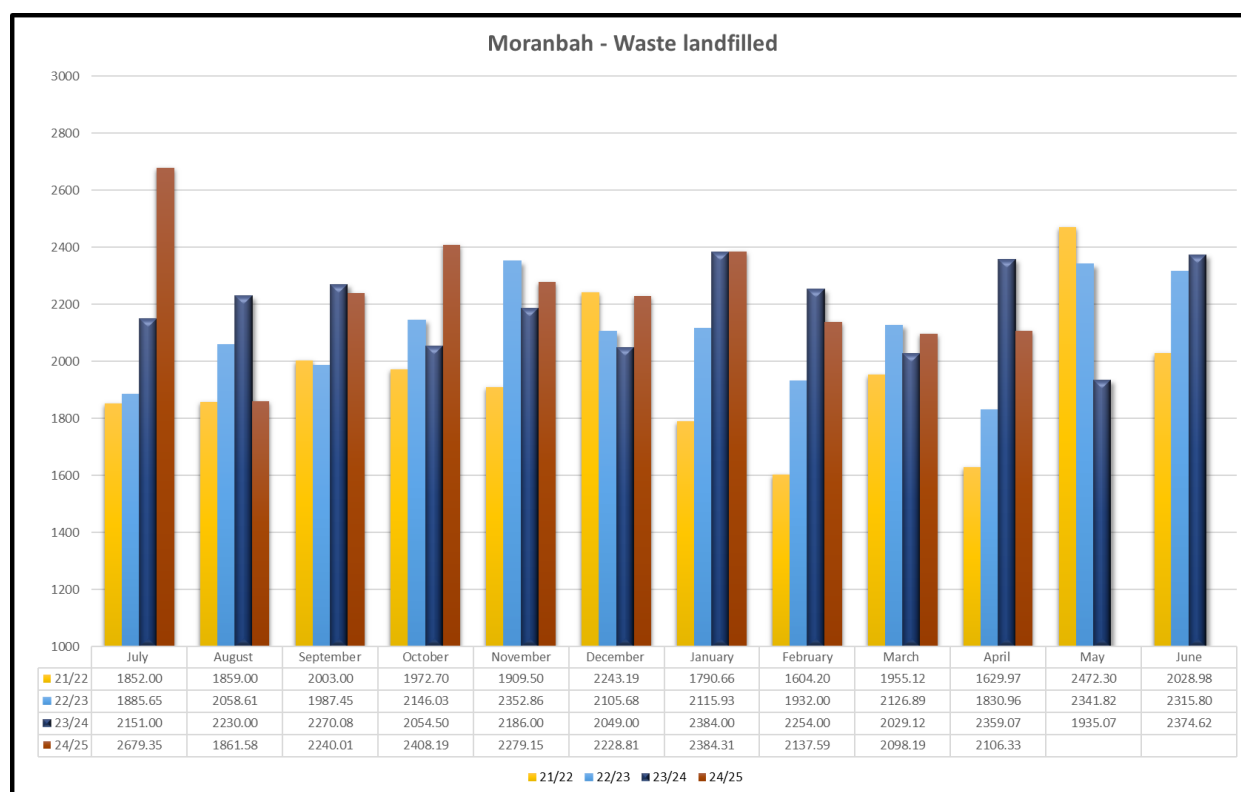


Figure 9 - Moranbah landfill – Tonnes of waste landfilled

Commentary – This graph shows the tonnes of waste landfilled at Moranbah Landfill. There was an increase in tonnes of waste landfilled at second half of 2024. The current trend in 2025 has been a downward adjustment. Future Waste Services Departmental reports will present information on the performance of Clermont and Dysart landfills.

Scheduled Initiatives

Project Name / Description	Scheduled End Date	Comments / Exceptions
Marine flare bins	June 2025	<p>Working in partnership with Marine Safety Queensland, planning and training is currently being undertaken for the provision of suitable bins for the receipt of expired and problematic flares.</p> <p>Initially bins will be placed at the Moranbah Waste Management Facility. Other locations will be assessed for suitability, once the initial service has commenced.</p>
Waste Audit	June 2025	Current procurement proposal to be finalised in May 2025 for June 2025 delivery.
Internal boundary Realignment for Dysart Landfill	June 2025	The internal boundary between the landfill and the Resource Recovery Area (RRA) is to be realigned for operational purposes. The survey is scheduled to occur in May 2025.
Procurement for Annual Volumetric Surveys	July 2025	Tender for survey services was issued and has been evaluated. Evaluation report being finalised for mobilisation in June 2025.
Expressions of Interest – Landfill Gas Management	December 2025	This project has been delayed due to operational priorities. Procurement documentation review to occur in May 2025.
Waste Collection Tender	December 2025	<p>Work commenced on tender for collection services has commenced. Initial discussions with Central Highlands Regional Council have occurred relating to potential joint procurement.</p> <p>Next phase to engage a consultant to assist in the transaction process, risk workshop and specification review.</p>

Landfill Operations Tender	December 2025	Review of current agreement is to be undertaken, so that the next tender considers improvements to the service.
Waste Management Strategy Review	December 2025	Presentation to be provided at the Water and Waste Day, scheduled in May 2025 on the current Strategy actions and outcomes, with a view on what is to be included into the review.
Site Based Management Plan review	June 2026	All Site Based Management Plans for all sites are requiring a review. Initial review to be completed by June 2025.

Developing Initiatives

- The project to engage with contracted waste removal companies to improve waste separation on mine sites is intended to facilitate site visits of mining representatives to Council's Moranbah landfill, to illustrate the waste materials that create challenges to Council to operate a safe and compliant landfill in the next quarter.
- Further training for new and existing team members for Introduction to Landfill, facilitated by Waste Management and Resource Recovery Association of Australia (WMRR) continues.
- A workshop with the waste team on improving chronic issues that impact operations will be scheduled during the next quarter. An example is to improve the Waste Acceptance Criteria and extend it to non – residential waste.
- At the Water and Waste Council Briefing Day, it is planning to present to Council matters of interest, such as Not-for-profit Concessions, clean-up days, amnesty days, Waste Strategy review and Greater Whitsunday Council of Mayors (GWCoM) Regional Waste Plan.

Strategic Waste Matters

- Council was represented by Water and Waste Services Officers at the LAWMAC meeting hosted by Townsville City Council on 20 and 21 February 2025. This forum had a focus on Regional Waste Management Plans and waste levy impacts, amongst other current waste management issues facing regional councils.
- In addition to contributing towards Council's submission for the Queensland Government's Local Government Red Tape Reduction Taskforce, the Manager Waste Services contributed to the collective LAWMAC submission.
- Work continued on the drafting of the GWCoM grant funding submission for a Regional Waste Management Coordinator to assist GWCoM's implementation of the Regional Waste Management Plan.

IMPLICATIONS

Provision of the Waste Services departmental report provides Council visibility of the operational aspects of the Waste Services Department.

CONSULTATION

- Director Water and Waste
 - Waste Services Department

BASIS FOR RECOMMENDATION

The recommendation is to receive and note the content of this report regarding an overview of the Waste Services Department within the Water and Waste Directorate of Isaac Regional Council.

ACTION ACCOUNTABILITY

The Manager Waste Services is responsible for strategic-level delivery of Waste Management services across the region, comprising waste and recycling collection services and operation of Waste Management Facilities, and related environmental compliance within the Isaac Region.

KEY MESSAGES

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

Report prepared by:	Report authorised by:
JASON GRANDCOURT	SCOTT CASEY
Manager Waste Services	Director Water and Waste
Date: 30 April 2025	Date: 7 May 2025

ATTACHMENTS

- Attachment 1 – Waste Services Departmental Business Plan 2024/2025

REFERENCE DOCUMENT

- Nil

WATER & WASTE - WASTE SERVICES DEPARTMENT BUSINESS PLAN FINANCIAL YEAR – 2024/2025



Prepared by: Jason Grandcourt, Manager Waste Services
Current as at: 1 July 2024

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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 by the featured department.

Business plans will inform the development of Council's Annual Operational Plan, as well as operational and capital budgets, identifying projects that require concept briefs for approval, for new or unique capital and operational projects. The Business Plan also influences the development of performance measures that will determine how well the Corporate Plan's outcomes are being achieved.

SCOPE

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

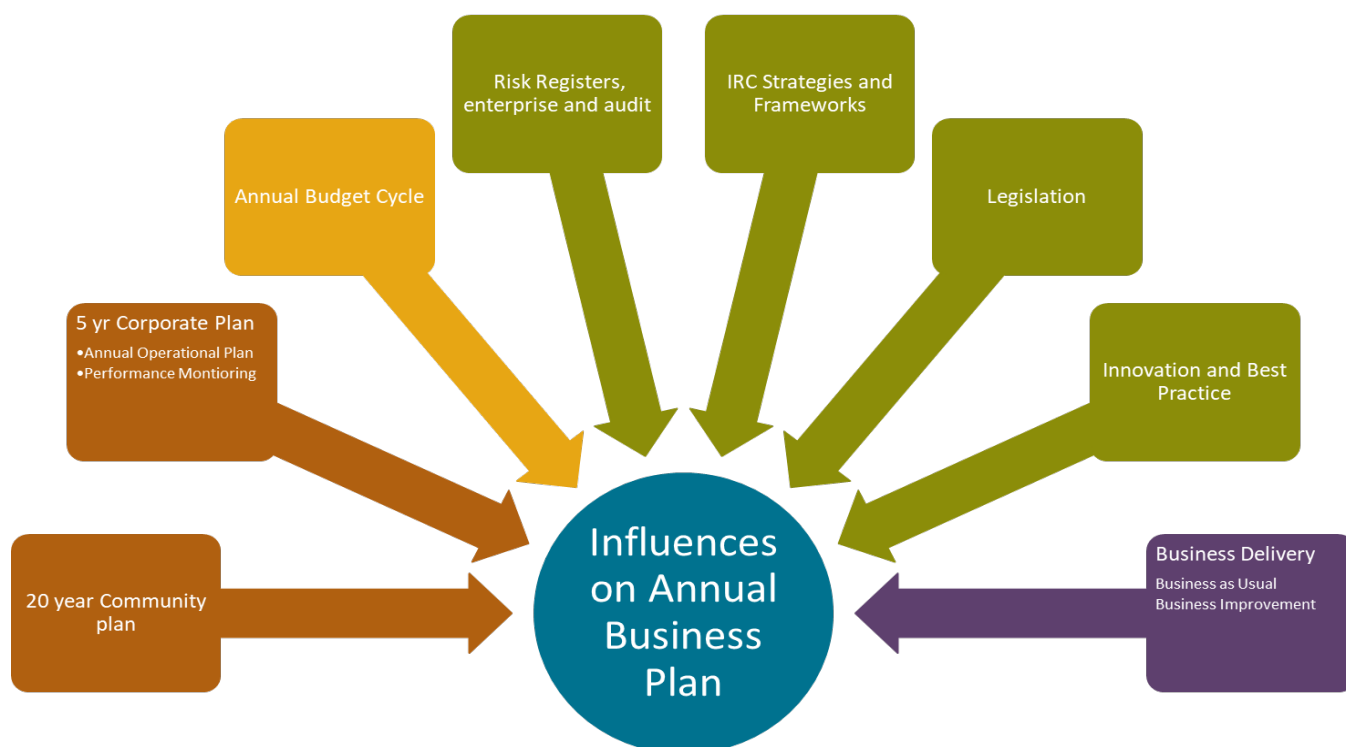
KEY FOCUS AREAS

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



BUSINESS PLAN INFLUENCES

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



WASTE SERVICES PLAN ON A PAGE

DEPARTMENT NAME

Waste Services

DEPARTMENT OBJECTIVES

- Provide efficient and timely waste and recycling collection services to the community which encourage waste reduction, reuse, recycling, and diversion from landfills.
- Recycle waste from residents and businesses and landfill residual waste in a financially sustainable manner whilst complying with State Government Legislation.

KEY FUNCTIONS

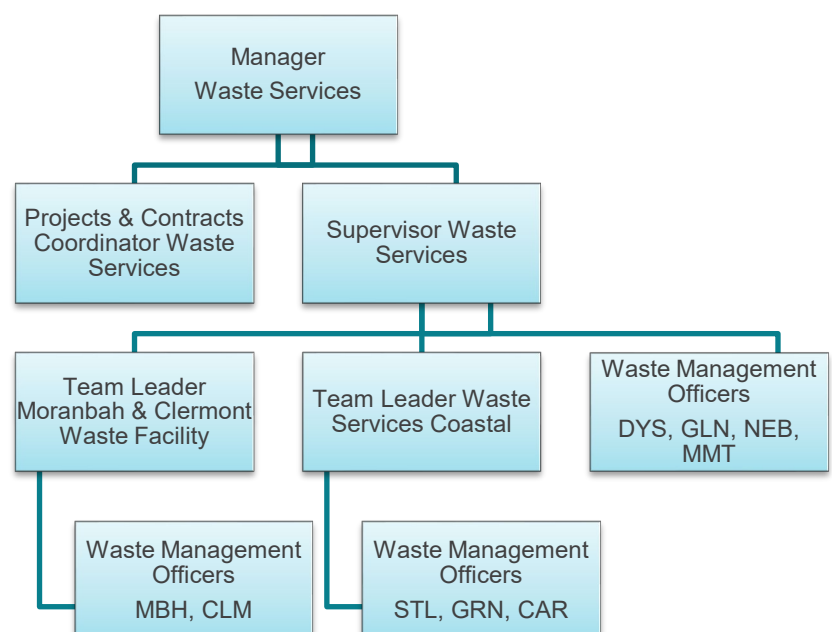
- Operating and maintaining Waste Management Facilities (Landfills and Waste Transfer Stations).
- Kerbside waste and recycling collection (via a contractor).
- Bulk waste collection and transport services (via a contractor).
- Environmental compliance at waste management facilities.
- Reuse and recycling of selected materials.
- Maintenance of Waste Services assets.
- Waste education.
- Managing customer enquiries.

KEY STAKEHOLDERS

- Isaac Region residents
- Waste collection and Landfill management contractors
- Waste producers and transporters
- Elected Members
- All Council staff
- Greater Whitsunday and Mackay Regional Councils



RESOURCES





STRATEGY

KEY STRATEGIES

- Isaac Waste Management Strategy 2020-2025
- Water & Waste Customer Service Standards
- Water & Waste Integrated Management System Framework
- Water & Waste Integrated Environmental Management System

KEY LEGISLATION

- Local Government Act 2009
- Local Government Regulation 2012
- Waste Reduction & Recycling Act 2011
- Waste Reduction & Recycling Regulations 2011
- Environmental Protection Act 1994



INFLUENCES AND RISKS

KEY INFLUENCES

- Elected Members
- Isaac residents and property owners
- Department of Environment, Science and Innovation (DESI)
- LAWMAC
- Waste Management & Resource Recovery Association Australia (WMRR)

KEY RISKS

- Enforcement / compliance action by DESI
- Financial unsustainability
- Failure to recover cost of state waste levy
- Recycling services become unsustainable / unviable
- Vulnerability to loss of key Council and contractor staff to mines

KEY BUSINESS AS USUAL (TOP 5)

- Collection of 99.8% of waste and recycling bins on published collection day
- Monthly Summary and Detailed Data returns to DESI
- Diversion of 25% of Council-managed waste from Landfill
- Compliance with all elements of EAs: < 5 Reportable Incidents
- 70,000+ customer interactions at Waste Facilities: <10 non-price related complaints per 1,000



PRIORITIES & PROJECTS

KEY OPERATIONAL PROJECTS

- Finalisation of Waste Strategy 2025-2030
- Waste Audit – Commercial Waste
- Actions for 2024-2025 as detailed in Council's Waste Management Strategy
- Volumetric Surveys
- Groundwater Monitoring
- Gas Monitoring - Moranbah

KEY CAPITAL PROJECTS

- Moranbah rectification of landfill cell
- Upgrade Mandalay terminals
- Dysart repurpose of transfer station

WASTE SERVICES DEPARTMENT OVERVIEW

DEPARTMENT OBJECTIVES, TARGETS AND KEY FUNCTIONS

The Waste Services Department is committed to fulfilling its obligations in line with the Isaac Regional Council's Vision, Mission and Values and the Water and Waste Noble Purpose.

Vision

To energise the world.

Mission

To feed, power and build communities.

Values

Community Focus – we engage and communicate authentically with all Isaac communities to understand both their concerns and specific needs. We will continuously improve how we address those needs to help future-proof our region.

Caring – we are committed to working safely and caring for the safety and wellbeing of our people and communities. We believe that people matter.

Teamwork – we expect respectful relationships in our work together, to achieve. We cultivate commitment through shared purpose, to create value.

Positive Work Ethic – we do our best every day to have pride and enjoyment in our work. We display accountability, transparency, procedural consistency, and integrity. We seek the highest possible practical outcomes in everything we do. We practice the knowledge that how we do things is just as important as what we do.

Water and Waste Noble Purpose

One team servicing Isaac's vital needs safely, sustainably, and seamlessly.

Primary Objectives and Key Functions

The Waste Services Department is responsible for the following primary objectives and functions:

- Providing efficient and timely waste and recycling collection services to the community which encourage waste reduction, reuse, recycling, and diversion from landfills.
- Recycling waste from residents and businesses and landfilling residual waste in a financially sustainable manner whilst complying with State Government Legislation.

OUR FUNCTIONS AND SERVICES

The Waste Services team delivers a range of services under the following programs:

DEPARTMENT OUTPUTS

OUTPUT	FREQUENCY	INTERNAL/EXTERNAL
Residual Household & Commercial Waste Collection	Weekly	External
Recyclable Household & Commercial Waste Collection	Fortnightly	External
Servicing of Council Facilities' waste containers	Various	Internal

Receiving and disposing of 32,000 tonnes of waste Annual External

PEOPLE RESOURCES (AS AT JULY 2024)

UNIT	NUMBER OF STAFF	TENURE TYPE
Waste Management Officers	15	Full Time Permanent Part Time Permanent
Team Leaders	2	Full Time Permanent
Supervisor	1	Full Time Permanent
Projects & Contracts Coordinator	1	Full Time Permanent
Manager Waste Services	1	Contract

WORK SITES

Landfills

Clermont
Dysart
Moranbah

Transfer Stations

Carmila
Greenhill
Middlemount
Nebo
St Lawrence
Glenden

KEY CUSTOMERS/STAKEHOLDERS

INTERNAL	EXTERNAL
Elected members	All domestic Residents
Chief executive officer	Waste Collection contractors
All staff	Waste Producers & Transporters
	Landfill Management Contractors
	Other Councils

STRATEGIES INFLUENCING DEPARTMENT

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

STRATEGIES INFLUENCING DEPARTMENT

REFERENCE PLANS	DEPARTMENTAL LINKS
Vision & Values	We are delivering in a changing world. At Isaac, the how matters.
Community Plan (20 Years)	Community Engagement strategic objective.
Five-Year Community-Corporate Plan	Engaged Communities, Inclusive Growth for a Progressive Economy, Liveability through Design and Infrastructure, Vibrant Natural Assets, and Governance for Accountability.
Annual Operational Plan	Includes the themes and strategies of the Corporate Plan and items in this Business Plan to identify priorities of projects and services.
Asset Management Plans	Asset class plans.
Enterprise Risk Management Framework	How we identify and manage risks.

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
Waste Reduction & Recycling Act 2011 (and WRR Regulations 2011)	Council's Schedule of Fees & Charges 2024-25
Environmental Protection Act 1994	Waste Acceptance Criteria

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
External	DESI – Compliance Action	Risk

External	DESI – uncertainty over DESI plans to apply waste levy to clean earth including day cover	Risk
External	DESI – uncertainty over final Regional Waste Management Plan	Risk & Opportunity
Internal	Failure to achieve waste diversion target	Risk & Opportunity
External	Potential delay to Clermont weighbridge – statutory requirement	Risk

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	MITIGATION ACTIVITIES REQUIRED
WW0006	Waste activities are not compliant with legislation leading to enforcement action, reputation damage, unexpected financial burdens.	<ul style="list-style-type: none"> • Further review of Site-Based Management Plans. • Continued training and monitoring of operational practices to meet obligations.
WW0029	Hazardous manual tasks leading to acute or prolonged injury.	<ul style="list-style-type: none"> • Ensure all skip lid openers are fitted with reverse drill options. • Ensure new staff are trained and complete their Work Instructions as per the Training Matrix.
WW0037	Verbal or physical violence from members of the public or other staff causing physical or psychological injury.	<ul style="list-style-type: none"> • Ensure new staff are trained and complete their requirements as per the Training Matrix.
WW0039	Staff exposed to asbestos.	<ul style="list-style-type: none"> • Ensure new staff are trained and complete their Work Instructions as per the Training Matrix.
WW0042	Increased costs of recycling resulting in the current kerbside recycling service becoming unsustainable.	<ul style="list-style-type: none"> • Monitor tonnage, costs and developments in Australian processing capacity.

THE WATER AND WASTE DIRECTORATE PRIORITIES AND PERFORMANCE TARGETS

The Water and Waste Directorate is comprised of four Departments (Waste Services, Operations and Maintenance, Business Services, and Planning and Projects) and is responsible for the provision of four primary services to Isaac communities, ratepayers, residents, and visitors:

- Collection/securement, storage, treatment, transportation, and supply of potable water.
- Collection, treatment, and disposal of wastewater.

- Storage, treatment, transportation, and management of recycled water.
- Collection, transport, disposal, resource recovery, and recycling of waste.

DEPARTMENT PRIORITIES AND PROJECTS

KEY PRIORITIES OF DEPARTMENT OUTPUTS

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

Current Year

CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET	MEASURE OF SUCCESS (KPI)
Vibrant Natural Assets	Finalisation of Waste Strategy 2025-2030	OPS	Completed by 30 June 2025
Vibrant Natural Assets	Waste Audit – Commercial Waste	OPS	Completed by 30 June 2025
Vibrant Natural Assets	Actions for 2024-2025 as detailed in Council's Waste Management Strategy	OPS	Completed by 30 June 2025
Vibrant Natural Assets	Volumetric Surveys	OPS	Completed by 30 June 2025
Vibrant Natural Assets	Groundwater Monitoring	OPS	Completed by 30 June 2025
Vibrant Natural Assets	Gas Monitoring - Moranbah	OPS	Completed by 30 June 2025
Liveability through Design and Infrastructure	Moranbah rectification of landfill cell	CAP	Two-year program
Governance for Accountability	Upgrade Mandalay terminals	CAP	Two-year program
Liveability through Design and Infrastructure	Dysart repurpose of transfer station	CAP	Two-year program

Ongoing or Future Years

PROPOSED FY	CORPORATE PLAN LINK	PROJECT OR BAU PRIORITY	OPS OR CAP BUDGET
All	Vibrant Natural Assets	Collection of 99.8% of waste and recycling bins on published collection day	OPS
All	Governance for Accountability	Monthly Summary and Detailed Data returns to DESI	OPS
All	Vibrant Natural Assets	Diversion of 25% of Council-managed waste from Landfill	OPS

All	Governance for Accountability	Compliance with all elements of EAs:	OPS
2025-26	Governance for Accountability	Renewal of Landfill Management Contract(s)	OPS
2025-26	Governance for Accountability	Renewal of Waste Collection Contract	OPS

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Scott Jarvis

AUTHOR POSITION

Manager Economy and Prosperity

10.1 NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE MINUTES – 8 APRIL 2025

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) meeting held on Tuesday, 8 April 2025.

OFFICER'S RECOMMENDATION

That the Committee Recommends that Council:

1. *Receives and notes the minutes of the Nebo Showgrounds Master Plan Advisory Committee held on 8 April 2025; and*
2. *Adopts the recommendations of the Nebo Showgrounds Master Plan Advisory Committee held on 8 April 2025, in particular, that Council:*
 - i. *Repeals the Nebo Showgrounds Master Plan Advisory Committee Terms of Reference November 2024.*
 - ii. *Receives and adopts the Nebo Showgrounds Master Plan Advisory Committee Terms of Reference April 2025, noting the changes to membership and inclusion of community members to the committee.*
 - iii. *Receives and note the Nebo Showground Master Plan Advisory Committee Action List as at 8 April 2025 (Attachment 1 – Nebo Showgrounds Master Plan Advisory Committee Action List as at 8 April 2025).*
 - iv. *Receive and note the Nebo Showgrounds Master Plan Stage 1 works update and convene the Nebo Showgrounds Master Plan working group to consider avenues that would enable delivery of the pending construction works and associated bookings for events to occur.*
 - v. *Requests the Chief Executive Officer (or delegate) to develop a communication plan for Nebo Showgrounds booked event holders advising on Nebo Showgrounds Master Plan stage 1 works.*
 - vi. *Acknowledges the amendment of scope of Stage 1 the defers delivery of associated amenities to be considered for Stage 2 for Pony Club and Polocrosse fields.*

BACKGROUND

This report presents Council with the updated Terms of Reference for the Nebo Showgrounds Master Plan Advisory Committee, as per section 264(1)(b) of the *Local Government Regulation 2012*. It also provides the Committee with an update on the status of the Nebo Showgrounds Master Plan Advisory Committee project and actions arising from activities of Council officers and the discussions of the Committee.

Nebo Showgrounds Master Plan Advisory Committee Terms of Reference

At its Ordinary Meeting on Wednesday 28 July 2021, Council endorsed the development of the Nebo Showgrounds Master Plan Advisory Committee and the Terms of Reference (ToR) for the Committee (Resolution No: 7382).

The purpose of the Committee is to inform Council on all matters relating to the Nebo Showgrounds Master Plan Project which was endorsed through the COVID-19 Strategic Recovery Plan as an economic recovery priority project. The ToR provides guidance to the governance and administrative requirements of the Advisory Committee in alignment with the Advisory Committee Administrative Guidelines, adopted by Council on 28 June 2016, Resolution No. 4546.

An updated ToR was reviewed and extended by resolution of the Committee 4 November 2024 and endorsed by Council in December (Resolution No.: 8978). At the Advisory Committee meeting on 4 November 2024, an action was requested to reference Joy Cooper as the representative from the Nebo Pony Club, not Cherry Paine. Further to that a response was received from Jessie Cox regarding the invitation to join the Advisory Committee, asking to continue her role on the Working Group but not the Advisory Committee at this point due to family commitments. Advising that should circumstances change, Jessie would inform the committee of such and seek consideration to add her to the group at that point.

At the 4 November 2024 meeting it was also determined that due to the current program of activities the frequency of meetings should remain bi-monthly until such time as it is determined to extend the frequency of meetings.

Attachment 1 – Nebo Showgrounds Master Plan Advisory Committee Terms of Reference is attached for review and endorsement (see *Attachment 2 – Draft Terms of Reference Nebo Showgrounds Master Plan Advisory Committee April 2025*). Should the projects activities, purpose and objectives of the committee change the ToR may again be amended through resolution.

NSMPAC Action List as at April 2025

An action register has been utilised to accompany this report that track and monitor activities requested to be undertaken by the Committee as a result from meetings. The summary of actions and project updates can be found in *Attachment 3 – Nebo Showgrounds Master Plan Advisory Committee Meeting Action List as at 08 April 2025*.

As an overview, the action list activities are primarily completed, except for those activities related to advocacy for Stage 2 funding, flexible use agreements for the restricted field areas (Pony club, polocrosse field area), and the review of fees and charges. Other activities will be added to the action list as required.

Stage 1 Project delivery Status:

Following previous NSMPAC meetings, consultation with the Project working group and AECOM, the engineering consultancy firm supporting the scoping and development of Stage 1 funded works, Council's project delivery team can advise the following update.

The tender process received several enquiries and requests for information, leading to an extension closing in late February 2025. Due to ongoing evaluation and award process, the successful tenderer could not be announced at the time of this report but will be pending with verbal updates during the meeting.

The next key stage will be developing the construction schedule post awarding of the tender. Engagement with the Nebo Showgrounds Master Plan Working Group is recommended to develop funding milestones, minimise construction mobilisation costs and accommodate current forward bookings for the Nebo Showgrounds. This engagement will help review options to effectively manage construction works while enabling events to continue with minimal risk and impact to user groups.

Until the construction schedule is confirmed, no further bookings should be accepted. After the awarding of the tender and working group meeting, engagement with groups holding current and tentative bookings will be necessary to consider work timing and methodologies that allow continued delivery with minimal risks, impacts, and interruptions. It should be noted that postponement or cancellation of some events may be required if risks during construction and events are too high or cannot be mitigated.

Considering the above, developing consultation and communication plans for engaging with and informing event holders and the general public before and during construction periods will be essential.

Advocacy

Council is continuing its efforts to seek funding avenues for the Stage 2 works for the Nebo Showground Master Plan. Council's Advocacy and External Affairs department, including Strategic Communications, is leading the ongoing engagement and key messaging with the project listed as one of Council advocacy priorities. More information will be provided to the NSMPAC as this progresses and or outcomes are achieved.

IMPLICATIONS

Governance and resourcing

The ToR for the NSMPAC provides guidance to the governance and administrative requirements of the Advisory Committee in alignment with the Advisory Committee Administrative Guidelines. It also gives guidance to the Advisory Committee membership, frequency of meetings and term and the NSMPAC will be required to be engaged in meetings in an advisory capacity to Council's project delivery team who will lead the delivery aspects.

Financial

The review of the Terms of Reference itself has no direct financial impact, although the project's funding and delivery will have a financial impact noting that external funding avenues are necessary for the delivery of this project. This in turn will be a positive financial benefit for the renewal and upgrade to the Nebo Showgrounds facility, although the ongoing operational maintenance and whole of life cost will be at the required to be funded by Council.

Support of the options provided in the Nebo Showgrounds Master Plan may require Council funding to deliver master plan projects and further increase operational and capital budgets, noting that Stage 1 of the project is on a schedule of rates and intended to be delivered to a specific budget. Further noting upgrades to the facility may impact service levels and operation management costs. However, costs are intended to be offset through ongoing advocacy efforts seeking external funding opportunities as in Stage 1 delivery.

Service Levels

Service levels will experience both positive and negative impacts, with latent issues being addressed through improvements, but also increased activity on-site to maintain the asset due to increased utilisation. Service level impacts may increase as Council implement the delivery of Stage 1 works, with Council and its Economy & Prosperity team responsible for managing the ongoing activities and planning for minimizing impacts and management options to achieve cost recovery.

Benefits

The Nebo Showgrounds is one of the Isaac Regions most utilised and visited facilities and the master plan will maximise potential growth opportunities and rectify several current or latent asset risks within the broader precinct. The facility master plan would provide increased social and economic benefit not only to Nebo, but the broader Isaac region. This strategic master plan will provide a strong platform for astute asset management planning including renewal and upgrades.

CONSULTATION

Internal

Director Planning, Environment and Community Services

Economy and Prosperity Department

Capital and Project Program Manager

Manager Advocacy and External Affairs

External

Nebo Showgrounds Master Plan Working Group

Nebo Showgrounds Master Plan Advisory Committee

BASIS FOR RECOMMENDATION

The Nebo Showgrounds is one of the most utilised and visited facilities in the Isaac Region. Whilst this will maximise potential growth opportunities, it will rectify several current or latent reputational and asset risks within the broader precinct. The facility master plan would provide increased social and economic benefit to not only Nebo but the greater Isaac Region.

As a result, the Advisory Committee provides an opportunity for partnership and community consultation on the Project, which will benefit the long-term operation of the facility and positive reputational return for Council.

The reporting and scoping of the items from the Action Item List and delivery of the master plan projects ensure the Advisory Committee maintains oversight and has ability to provide input, as well as communicate to its groups and the broader community.

ACTION ACCOUNTABILITY

Through the Chief Executive Officer and Planning, Environment and Community Services directorate, the Economy and Prosperity department to lead the administration of the NSMPAC and Master Plan projects delivery and reporting to Council.

Economy and Prosperity team and Council's project delivery team to continue to deliver on Stage 1 works and provide reporting updates to the Committee and Council ongoing.

Economy and Prosperity team with Brand, Media and Communication team to develop a communication plan for Nebo Showgrounds booked event holders advising on Stage 1 works.

KEY MESSAGES

The NSMPAC ToR sets out the governance processes for operation of the Committee and the membership representation is defined within that document.

Sustainable asset management and external funding opportunities should be balanced with the economic and social return to the region and its communities.

Inform the Advisory Committee on all matters concerning the execution of the Master Plan from a community User group perspective.

Report prepared by:

SCOTT JARVIS
Manager Economy and Prosperity

Date: 24 April 2025

Report authorised by:

MICHAEL ST CLAIR
Acting Director Planning Environment and
Community Services

Date: 22 May 2025

ATTACHMENTS

- Attachment 1 – Unconfirmed Minutes Nebo Showgrounds Master Plan Advisory Committee 8 April 2025.
- Attachment 2 – Draft Terms of Reference Nebo Showgrounds Master Plan Advisory Committee April 2025.
- Attachment 3 – Nebo Showgrounds Master Plan Advisory Committee Meeting Action List as at April 2025.

REFERENCE DOCUMENT

- Nebo Showgrounds Master Plan

UNCONFIRMED MINUTES

NEBO SHOWGROUNDS MASTERPLAN ADVISORY COMMITTEE MEETING OF

ISAAC REGIONAL COUNCIL

HELD ON

TUESDAY, 8 APRIL 2025

COMMENCING AT 10:30AM

NEBO BOARDROOM, NEBO

CALE DENDLE

Chief Executive Officer

Committee Members:

Cr Kelly Veale (Chair)

Cr Viv Coleman

Daniel Wagner

Joel Redden

Andrew Eaton

Glen Shelley

James Whitehead

Terry Kerr

Joy Cooper

Cherry Paine

Bryan Symonds

Rosanne Byers

**ISAAC
REGION**

HELPING TO ENERGISE THE WORLD

ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
NEBO SHOWGROUNDS MASTER PLAN COMMITTEE MEETING
HELD AT THE NEBO COUNCIL BOARDROOM IN NEBO
ON TUESDAY 8 APRIL 2025

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ISAAC REGIONAL COUNCIL
UNCONFIRMED MINUTES OF THE
NEBO SHOWGROUNDS MASTER PLAN COMMITTEE MEETING
HELD AT THE NEBO COUNCIL BOARDROOM IN NEBO
ON TUESDAY 8 APRIL 2025 COMMENCING AT 10:30 AM

1. OPENING

The Chair declared the meeting open at 10:31am and welcomed all in attendance and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. ATTENDANCE

ATTENDEES

Cr Kelly Veale (Chair)	Isaac Regional Council
Cr Viv Coleman	Isaac Regional Council (Apologies received)
Daniel Wager	Isaac Regional Council (Apologies received)
Joel Redden	Isaac Regional Council
Andrew Eaton	Isaac Regional Council
James Whitehead	Nebo Bushman's Carnival
Glen Shelley	Nebo Bushman's Carnival
Terry Kerr	Nebo Polocrosse Club
Joy Cooper	Nebo Pony Club
Cherry Paine	Nebo Community Fitness Inc. (Apologies received)
Bryan Symonds	Community Representative
Rosanne Byers	Community Representative (Apologies received)

OBSERVERS

Mark Davey	Isaac Regional Council (via videoconference)
Shane Brandenburg	Isaac Regional Council
Michael Wallace	Isaac Regional Council
Michael St Clair	Isaac Regional Council (via videoconference)

UNCONFIRMED MINUTES

MINUTE TAKER

Samara Wimbus

Isaac Regional Council

Resolution No.: NSMP0053

Moved: Glen Shelley

Seconded: Joy Cooper

That the Nebo Showgrounds Masterplan Advisory Committee accepts attendance via video conference from: Mark Davey.

Carried

3. APOLOGIES

The Nebo Showgrounds Masterplan Advisory Committee received apologies from: Cr Viv Coleman, Cherry Paine and Rosanne Byers.

Resolution No.: NSMP0054

Moved: Joy Cooper

Seconded: James Whitehead

That the Nebo Showgrounds Masterplan Advisory Committee accepts the apologies received from: Cr Viv Coleman, Daniel Wagner, Cherry Paine and Rosanne Byers.

Carried

4. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interest declared this meeting.

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

5. CONFIRMATION OF MINUTES

That the Committee notes the Minutes of the Nebo Showgrounds Masterplan Advisory Committee Meeting held on Monday, 4 November 2024 have been resolved by Council at its Ordinary Meeting 11 December 2024.

Resolution No.: NSMP0055

Moved: Glen Shelley

Seconded: Andrew Eaton

That the Committee recommends that Council:

- Note the Minutes of the Minutes of the Nebo Showgrounds Masterplan Advisory Committee Meeting held on Monday, 4 November 2024 have been resolved by Council at its Ordinary Meeting on 11 December 2024, Resolution No.: 8591.**

Carried

ATTENDANCE

Michael St Clair joined meeting at 10:37am via video conference

6. REPORTS

6.1 NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE TERMS OF REFERENCE UPDATE

EXECUTIVE SUMMARY

The purpose of this report is for the Committee to endorse the updated Terms of Reference for the Nebo Showgrounds Master Plan Advisory Committee under section 264(1)(b) of the *Local Government Regulation 2012* following Advisory Committee review and recommendations at the 4 November 2024 meeting.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Repeals the Nebo Showgrounds Master Plan Advisory Committee Terms of Reference November 2024.***
2. ***Receives and adopts the Nebo Showgrounds Master Plan Advisory Committee Terms of Reference April 2025, noting the changes to membership and inclusion of community members to the committee.***

Resolution No.: NSMP0056

Moved: Terry Kerr

Seconded: James Whitehead

That the Committee recommends that Council:

1. ***Repeals the Nebo Showgrounds Master Plan Advisory Committee Terms of Reference November 2024.***
2. ***Receives and adopts the Nebo Showgrounds Master Plan Advisory Committee Terms of Reference April 2025, noting the changes to membership and inclusion of community members to the committee.***

Carried

6.2 NEBO SHOWGROUNDS MASTER PLAN PROJECTS DELIVERY STATUS UPDATE

EXECUTIVE SUMMARY

The purpose of this report is to provide an update of the status of delivery activities for the Nebo Showgrounds Master Plan project.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. ***Receive and note updated Nebo Showgrounds Master Plan Advisory Committee Action List as at 8 April 2025. (Attachment 1- Nebo Showgrounds Master Plan Advisory Committee Action List as at 8 April 2025).***
2. ***Receive and note the Nebo Showgrounds Master Plan Stage 1 works update and convene the Nebo Showgrounds Master Plan working group to consider avenues that would enable delivery of the Pending construction works and associated bookings for event s to occur.***

3. *Requests the Chief Executive Officer (or delegate) to develop a communication plan for Nebo Showgrounds booked event holders advising on Nebo Showgrounds Master Plan Stage 1 works.*

Resolution No.: NSMP0057

Moved: Bryan Symonds

Seconded: Glen Shelley

That the Committee recommends that Council:

1. *Receive and note updated Nebo Showgrounds Master Plan Advisory Committee Action List as at 8 April 2025. (Attachment 1- Nebo Showgrounds Master Plan Advisory Committee Action List as at 8 April 2025).*
2. *Receive and note the Nebo Showgrounds Master Plan Stage 1 works update and convene the Nebo Showgrounds Master Plan working group to consider avenues that would enable delivery of the pending construction works and associated bookings for events to occur.*
3. *Requests the Chief Executive Officer (or delegate) to develop a communication plan for Nebo Showgrounds booked event holders advising on Nebo Showgrounds Master Plan Stage 1 works.*
4. *Acknowledges the amendment of scope of Stage 1 that defers delivery of associated amenities to be considered for Stage 2 for Pony Club and Polocrosse field.*

Carried

Action: The Nebo Showgrounds Master Plan Working Group to convene Monday 28 April 2025 at 1pm or as advised by Program Manager – Capital Delivery.

ATTENDANCE

Michael St Clair left the video conference at 11:27am.

Mark Davey left the video conference at 11:28 am.

7. GENERAL BUSINESS

7.1

NEBO SHOWGROUNDS TENURE PROGRESSION UPDATE

UNCONFIRMED MINUTES

Action: No actions, introductory discussion for awareness.

ATTENDANCE

Joel Redden left the Nebo Boardroom at 11:46am.

8. NEXT MEETING

The next Nebo Showgrounds Masterplan Advisory Committee meeting date is to be confirmed.

9. CLOSE

There being no further business, the Chair declared the meeting closed at 11:58 am

.....
CHAIR

..... / /
DATE

TERMS OF REFERENCE – NEBO SHOWGROUNDS MASTER PLAN ADVISORY COMMITTEE (NSMPAC)

PURPOSE

The purpose of the Nebo Showgrounds Master Plan Advisory Committee (NSMPAC) is to provide advice to Council regarding the community engagement, identification of project components and overall scoping and delivery of the Nebo Showgrounds Master Plan.

The Nebo Showgrounds Master Plan Project (the Master Plan) was endorsed in Council's COVID-19 Strategic Recovery Plan and aligns with Council's Economic Development Framework and Tourism Strategy. The Master Plan is intended to provide a strategic vision for the site that delivers a strong asset management platform to guide the site's future development and renewal; and to support economic and social outcomes for Nebo and surrounding communities.

NSMPAC is to advise Council on the engagement, planning development and delivery of the Master Plan. The aim is to:

- Ensure that all parties with a legitimate stake in the Master Plan Project are adequately consulted and their views taken into account;
- Make recommendations to Council about the identification and scope of project components that make up the broader Master Plan to realise the best overall value from the site and any funding opportunities; and

Act as a reference group during the development and delivery of the Master Plan Project as a whole. Matters that will not form part of the NSMPAC's priorities include, but are not limited to, staffing, the existing operations of the Nebo Showgrounds and asset management (other than lifecycle cost implications of project components within the Master Plan Project).

In accordance with the *Local Government Regulation 2012*, the NSMPAC does not hold decision-making powers, however Committee Members will act as a customer liaison point between Council and community groups, clubs and members who have a stake in the Master Plan Project.

KEY ISSUES/PRIORITIES

The key issues/priorities/actions for the NSMPAC include:

- Ensuring that the proposed project components represent best value to the community from the available funding for the Master Plan.
- Ensuring that the opportunities for multipurpose facilities or facilities with common purpose for both the user groups and community are maximised.
- Identifying, considering and promoting opportunities for existing facilities at the Showgrounds to be rearranged, renovated, consolidated, or repurposed to provide for long term growth of the Showgrounds as a key economic driver for Nebo and surrounds.
- Sustainability and future development of rodeo, campdraft, equine and other relevant and/or potential events and uses within the precinct to maximise community value and economic development and tourism opportunities.

OBJECTIVES

The objectives of NSMPAC are to assist and advise on:

- Engagement of and consultation with legitimate stakeholders in the Master Plan Project.
- Collaborative identification, scope and business case development and prioritisation of project components which will ultimately comprise the Master Plan.

- Identification and documentation of the value that individual project components will create for the community to support Council submissions in relation to funding of projects within the Master Plan.
- A listing of prioritised and staged project components for delivery (subject to securing funding) that take into consideration the various cyclical commitments for the showgrounds and its continued operation.
- Act as a reference group during the delivery of the component projects and the Master Plan as a whole.
- The minimisation of risk and lifecycle costs of the Master Plan delivery components.

AUTHORITY

The NSMPAC is an advisory body only and has no line of authority however the Committee has full right of access to all levels of management through the Chief Executive Officer.

The NSMPAC does not have a decision-making role but will be a primary advisor for Council decision making.

The NSMPAC reports directly to Council, via the Planning Environment and Community Services Standing Committee.

The NSMPAC has the authority to conduct or authorise investigations into matters within its scope of responsibility and in accordance with the Act.

MEMBERSHIP

Council at its meeting held 11 December 2024 (Resolution No.8978) resolved that the membership of the NSMPAC be appointed as follows:

Advisory Committee Chair	Mayor Kelly Vea Vea
Advisory Committee Member	Councillor Viv Coleman Director Planning, Environment and Community Services Manager Economy and Prosperity Business Manager Saleyards and Showgrounds. Two Representatives from: <ul style="list-style-type: none"> • Nebo Bushmans Carnival Inc. • (James Whitehead) • (Glen Shelley) One Representative from each of: <ul style="list-style-type: none"> • Nebo Pony Club • (Joy Cooper) • Nebo Polocrosse • (Terry Kerr) • Nebo Community Fitness • (Cherry Paine) Additional Community representatives from the Project's working group;

	<ul style="list-style-type: none"> • Bryan Symonds • Rosanne Byers
Working Group members	<p>Manager Economy and Prosperity Program Manager - Capital Delivery Business Manager Saleyards and Showgrounds.</p> <p>Two Representatives from:</p> <ul style="list-style-type: none"> • Nebo Bushmans Carnival Inc. • (James Whitehead) • (Glen Shelley) <p>One Representative from each of:</p> <ul style="list-style-type: none"> • Nebo Pony Club • (Joy Cooper) • Nebo Polocrosse • (Terry Kerr) • Nebo Community Fitness • (Cherry Paine) <p>Community Representatives from EOI</p> <ul style="list-style-type: none"> • Rosanne Byers • Bryan Symonds • Jessie Cox
Attendees/Contributors	TBA as required

Should a Community group committee member be unavailable to attend meetings a proxy representative is requested to be made available to attend on their behalf.

Councillors who are not on the NSMPAC will be invited to participate and/or be engaged as necessary.

Meetings would be attended by relevant Council officers, as appropriate.

Councillors will be appointed to the Committee for the term of the Council, unless otherwise removed by a resolution of Council, or acceptance of a resignation

In the event of a Councillor resigning his/her position on the Committee, the Council will nominate a Councillor to fill the vacant position.

APPOINTMENT OF CHAIRPERSON

The Chairperson of the Committee shall be appointed by Council.

In the absence of the appointed Chairperson at a meeting, the meeting will appoint an Acting Chairperson from the members present for the duration of that particular meeting.

CONFLICT OF INTEREST

In accordance with the Councillor's role, the exclusion from a meeting of a Councillor with material personal interest and recording a conflict of interest in accordance with the provisions of the Act, Committee Members must declare their interest, whether material or personal.

TERM OF OFFICE

The NSMPAC will have a fixed term until 30 June 2026. Six months prior to that date the NSMPAC will report to Council on the need and purposes to extend the term beyond that date or otherwise. Council reserves the right to suspend the appointment of the advisory committee if required in the absence of funding or resources for delivery of the Master Plan projects.

MEETINGS

The Advisory Committee will meet formally bi-monthly (every two months), or as determined by the Chairperson, ensuring recess does not exceed a four-month period. The aim is to adopt a quarterly (every three months) meeting schedule starting in the 2025/26 financial year.

Meetings shall be conducted in accordance with the provisions of the *Local Government Act 2009*, *Local Government Regulation 2012* and Isaac Regional Council's Meeting Standing Orders Policy.

QUORUM

A quorum shall comprise at least a majority of NSMPAC members. Where an elected member cannot be present, the alternate member can replace them on that occasion.

Where a quorum cannot be satisfied, the Chair is to determine if the meeting will proceed or be postponed.

Where the appointed Chair cannot attend, they are to delegate the role to another elected member on the Committee.

ADVISORY COMMITTEE ADMINISTRATIVE GUIDELINE

The role of the Chair and Members of the NSMPAC, is to ensure preparation of agenda and matters relating to the administrative operations of the NSMPAC are in line with the *Advisory Committee Administrative Guidelines*, adopted by Council on 28 June 2016, Resolution No. 4546.

ADMINISTRATION/SECRETARIAT

Economy and Prosperity Department or otherwise determined by Director Planning, Environment and Community Services.

NEBO SHOWGROUNDS MASTERPLAN ADVISORY COMMITTEE
ACTION LIST as at April 2025

1	14-Oct-21	5.2	To offer an invitation to Nebo Polo Crosse to nominate a member for the Master Plan working group	Manager Economy and Prosperity	Nomination received - Tony Kerr to Represent Nebo Polocrosse Club. Report generated for Thursday 02 December 2021 Advisory Committee	Complete
2	14-Oct-21	5.3	Committee requests report on Workshop outcomes including a timelines is presented at the next Committee meeting	Manager Economy and Prosperity	Action List created. Site Analysis Options document updated. Report generated for Thursday 02 December 2021 Advisory Committee - Reported to March 2022 meeting	Complete
3	14-Oct-21	6	Council officers investigate and provide further information to the committee on the following:	Manager Economy and Prosperity	Not considered for formal inclusion in the draft Master plan, with further investigation to be considered in future stages - Possibly Stage 4-5, noting the previous racetrack one of the considered options for the Pony club and Polocrosse relocation and can continue to be considered through that project	Complete
			•Bush Racetrack inclusion		Investigation determined this not viable , with no alternative relocable sites available in the townshi	Complete
			•Relocation of Oval		Internal consultation conducted with Parks and Recreation and options for temporary use for camping is possible for major events through consultation with event organisers, that Department and E&P.	Complete
			•Use of the oval for interim camping re: irrigation system		Investigation completed, and determined this is not required with alternative proposal to west of depot determined more effective	Complete
			•Access through Nebo Depot		AELEC Website and accompanying documentation review conducted	Complete
			•Review Australian Equine and livestock Event Centre – Tamworth		Desktop review of supplementary sites performed and complete as per priority projects report to 21 March meeting	Complete
			•Options on offsite car parking		Considerations for purchasing land from State - meeting with SLAM conducted and discussion with neighbouring land holder occurred - no likelihood for this to occur in the foreseeable future. Proposed as stage 3 review if site capacity has limitations at that point, following Stage 1 and 2 improvements	Complete
			•Options for growth of the Nebo Showgrounds site (both contiguous and distant)		Internal consultation conducted with Capital Works - PECS and project complete and as per priority projects report to 21 March meeting	Complete
4	14-Oct-21	6	Consideration of the draft master plan principles and vision to reflect inclusion of the broader Isaac Region and doorstep of Greater Whitsundays as well as further reflection to the settlement patterns of the Nebo's Indigenous heritage and other community settlement with particular regard to the agricultural and stockman's history.	Manager Economy and Prosperity	Examples provided in Site options analysis document (CONCEPT) and included in Draft Master plan presented	Complete
			•Ensure that we take a genuine long-term view about likely patrons and potential new activities •Ensure that spectator amenity and growth of events is a key consideration in the development of the Master Plan			
5	14-Oct-21	6	Consideration of expansion of the Crossroad stock route history of Nebo within the narrative on the master plan site installations and documentation.	Manager Economy and Prosperity	Examples provided in Site options analysis document (CONCEPT) and included in Draft Master plan presented	Complete
6	02-Dec-21	6.2	Activate the Working Group January 2022 to workshop the site options analysis document and make recommendation to the Advisory Committee.	Manager Economy and Prosperity	NSMP Working group activated 20/01/22 for online discussion (in accordance with IRC COVID19 guidelines) and again for a site visit 07/02/22 and further meeting on 21/04/22	Complete
7	02-Dec-21	6.2	Provide a Council Briefing outlining site expansion options as part of the Draft Nebo Showgrounds Masterplan.	Chief Executive Officer	CEO supported Manager Economy and Prosperity to investigate site expansion options - Internal IRC Officers engaged to discuss nearby IRC owned/trustee assets (22/12/21); External land owner discussion conducted (27/01/22) and attempts made to communicate with other land holders. Further discussions made with Working Group to engage. Interim site access permission conversations conducted and NBCI details forwarded to land owner for potential Nebo Rodeo arrangement (08/04/22).	Complete
8	02-Dec-21	6.2	Committee requests a report on heavy vehicle access into current site	Manager Economy and Prosperity	Internal IRC Staff (Manager Galilee and Bowen Basin Operations, Design and Planning Engineer, Technical Engineer, Coordinator Infrastructure East and Planner) were engaged to guide preliminary advice of Heavy Vehicle Access, Egress and Internal Route options and ongoing investigations were continued. The endorsed Master plan and the heavy vehicle road works proposed do not impact external of site requirements and therein this action is closed as not neccessitated.	Complete

9	21-Mar-22	6.1	Reports are to be presented to the Committee for consultation should amendments to the Masterplan be required and/or any new information arise.	Manager Economy and Prosperity	Draft Master Plan presented to the 03/05/22 Advisory Committee Meeting	Complete
9	21-Mar-22	6.1.1	<u>Report 6.1 Attachment 1 - Primary Identified Projects Task # 1 Essential Primary Infrastructure Upgrades</u> - review approximate cost	Manager Economy and Prosperity	Approximate costs updated via in consultation with the working group and Council's Project delivery team, included and presented in the Draft master plan at 03/05/2022 Advisory Committee Meeting	Complete
10	21-Mar-22	6.1.2	<u>Report 6.1 Attachment 1 - Primary Identified Projects Task # 2 Heavy Vehicle Access and Internal Traffic Network</u> -Economy and Prosperity to consult with Nebo Bushman's, landowner and relevant stakeholders for preliminary discussion prior to Stage 2	Manager Economy and Prosperity	Initial conversations conducted and ongoing development options to achieving safe passage identified without access to neighbouring land holdings and continued engagement to occur into design finalisation, once funding achieved. The internal road network design incorporated for Stage 1 delivery does not require access to neighbouring land holders area.	Complete
11	21-Mar-22	6.1.5	<u>Report 6.1 Attachment 1 - Primary Identified Projects Task # 5 Upgrade Outdoor Arena</u> -Digital Connectivity to be included in Stage 2 or 3	Manager Economy and Prosperity	Included in revised report and presented at 03/05/2022 Advisory Committee Meeting	Complete
12	21-Mar-22	6.1.6	<u>Report 6.1 Attachment 1 - Primary Identified Projects Task # 6 Provide Infrastructure/Upgrades to Undercover Arena</u> -Consider inclusion of History of Stockmans Storyboard	Manager Economy and Prosperity	Included in revised report to be presented at 03/05/2022 Advisory Committee Meeting	Complete
13	21-Mar-22	6.1.7	<u>Report 6.1 Attachment 1 - Primary Identified Projects Task # 7 Relocation of the Polocrosse and Pony Club</u> -Finalise investigation of site options to Lot 102SP144386 and ability to host larger events -Consideration for a Bush Racing Track as an inclusion	Manager Economy and Prosperity	Relocation discussion paper to be presented at 09/12/2022 Advisory meeting with recommendation on preferred site.	Complete
13	21-Mar-22	6.1AR	<u>Report 6.1 Attachment 1 - Primary Identified Projects Additional Recommendations</u> Working Group to reconvene in April 2022 to prepare report for Committee consideration on: -Preliminary use of land -Community tenure? -What is the most appropriate management plan?	Manager Economy and Prosperity	Working group reconvened 19/04/2022 and addressed the concerns. These topics will continue to be elaborated during the master plan development and through ongoing site user group meetings with EandP dept. Site user group meetings proposed for early in 2023 to review the 2023 major event calendar and create a management plan for preparation and management of Showgrounds events that impact other events and site activities.	Complete
14	21-Mar-22	7.1	<u>Roadtest Masterplan</u> Officer attendance at Nebo Rodeo to engage with key stakeholder, and Nebo Bushman's whilst the facility is in maximum use. Full walk around at event required to review logistics and create a list of additional/amended requirements to the plan.	Manager Economy and Prosperity	Officers and Committee members attended the event and constraints considered and included in the draft Master plan	Complete
15	21-Mar-22	7.2	<u>Draft Masterplan Presentation to Council</u> Officers to complete draft Masterplan and presented to Council	Manager Economy and Prosperity	Draft Master Plan to be presented at 03/05/22 Advisory Committee Meeting and presented to Council in July 7937	Complete
16	3-May-22	6.1	Updated Terms of Reference to be presented to Council for endorsement	Manager Economy and Prosperity	Updated Terms of Reference presented to Council for endorsement May 2022	Complete
17	3-May-22	6.3	<u>Draft Nebo Showgrounds Master Plan</u> Review Master Plan for minor editorial and graphic changes ensuring IRC's style guide is reflected Articulate the process of the relocation of the polocrosse/pony club facility to occur within the next two years Master Plan Communication and Engagement Plan to be drafted and presented to Committee	Manager Economy and Prosperity	Draft Master Plan endorsed for public consultation and feedback to be incorporated, engagement plan presented to Committee and Council	Complete
18	3-May-22	7.1	<u>Locations for Polocrosse and Pony Club</u> Identify viable locations for Polocrosse and Pony Club. Site and options analysis to be presented for discussion at the next Nebo Showgrounds Master Plan Advisory Committee Meeting	Manager Economy and Prosperity	Relocation discussion paper to be presented at 09/12/2022 Advisory meeting	Complete
19	3-May-22	7.2	<u>Master Plan Timeline</u> Prepare a timeline of works for the next six months scheduling key master plan milestones to be tabled at next Nebo Showgrounds Master Plan Advisory Committee Meeting	Manager Economy and Prosperity	Prepared and presented at 04/07/2022 meeting and continue to be actioned.	Complete

20	3-May-22	7.2	<u>Cultural heritage</u> Targeted engagement is undertaken to fulfill Master Plan principles in relation to indigenous culture heritage and the history of the site as part of the Nebo community	Manager Economy and Prosperity	Engagement with Widi and Barada Barna peoples to occur early in 2023	Complete
21	4-Jul-22	6.1	<u>Nebo Showgrounds Master Plan Action Register and Priority Project Update</u> Request the Chief Executive Officer to prepare a discussion paper on options for relocation of the Nebo Polocrosse and Pony Club for release as part of the public consultation on the Nebo Showgrounds Master Plan, noting Option 5, 80 Cemetery Road, Nebo as the preferred site subject to further investigation.	Manager Economy and Prosperity	Relocation discussion paper to be presented at 09/12/2022 Advisory meeting.	Complete
22	4-Jul-22	6.2	<u>Nebo Showgrounds Master Plan Draft Engagement Plan</u> Targeted engagement is undertaken to fulfill masterplan principles in relation indigenous cultural heritage and the history of the site as part of the Nebo community.	Manager Economy and Prosperity	Engagement with Widi and Barada Barna peoples to occurred early 2023. Cultural heritage projects included into priority projects of the Nebo Showgrounds Master Plan Engagement Plan updated to reflect cultural heritage engagement	Complete
23	9-Dec-22	6.1	<u>Nebo Pony Club and Nebo Polocrosse Club Relocation Site Options Analysis</u> Manager Economy and Prosperity to investigate dates to hold the Nebo Showgrounds Working Group Meeting in mid January 2023	Manager Economy and Prosperity	Working group convened onsite on 14/01/2023 Nebo Showgrounds Site Consolidation Information Paper drafted and to be presented at 13/04/2023 NSMP Advisory Committee Meeting.	Complete
24	9-Dec-22	6.2	<u>Nebo Showgrounds Master Plan Action Register and Priority's Update</u> review of; a. Nebo Pony Club and Nebo Polocrosse relocation project and alternative options b. Livestock heavy vehicle access path of travel c. Competitor and visitor camping infrastructure and delineation scoping d. Irrigation options for inclusion in the primary infrastructure upgrades e. Project management and contingency, noting recent supply chain and other inflationary increases.	Manager Economy and Prosperity	Working group convened onsite on 14/01/2023 From the review a. see information paper - NSMPAC 13/04/2023 Report 6.1 - attachment 2 b. see proposed site layout - NSMPAC 13/04/2023 Report 6.1 - attachment 3 c. see priority projects - NSMPAC 13/04/2023 Report 6.1 - attachment 3 & 4 d. see proposed site layout - NSMPAC 13/04/2023 Report 6.1 - attachment 4 e. see proposed site layout - NSMPAC 13/04/2023 Report 6.1 - attachment 3	Complete
25	9-Dec-22	6.2	<u>Nebo Showgrounds Master Plan Action Register and Priority's Update</u> Manager Economy and Prosperity to invite Engineering and Infrastructure representative to next Nebo Showgrounds Working Group meeting to establish definitive response on parallel street parking and access from Peak Downs Highway.	Manager Economy and Prosperity	Manager Infrastructure and Manager Galilee and Bowen Basin Operations consultec Parallel street parking along Bowen Street - initial investigations indicate street parking would require drainage realignment and footpath removal. The site already host offstreet parking. To formalise and construct, it is anticipated costs would approximate \$275K. It was recommended to further develop other options (e.g. neighboring vacant land) and re-evaluate during stage 3. Access from Peak Downs Highway - further meetings to occur to address PDH and local road intersections conducted. Parking external of site options part of Stage 2 proposals and this project scope development will be continued post Stage 1 scope development.	Ongoing
26	9-Dec-22	6.3	<u>Engagement Schedule - Nebo Showgrounds Draft Master Plan</u> Manager Economy and Prosperity to engage with key stakeholders to determine dates for Nebo Showgrounds Master Plan Community Forum.	Manager Economy and Prosperity	Deconfliction between events, school holidays, NSMP Advisory Committee member attendance and Nebo community facility upgrades and timing of release of Draft Master plan impacted this item. Pop up events and survey distribution and individual offer to discuss the Draft Master plan conducted and those requesting engagement to discuss the Master plan will be completed. Timing of delivering a community forum within the second round of public consultation was not able to be achieved. Communication to be prepared that provide evidence to the community and stakeholders that feedback was recieved and considered and accounted for in the final Master Plan.	Complete, Forum not proceeding
27	9-Dec-22	6.3	<u>Engagement Schedule - Nebo Showgrounds Draft Master Plan</u> Requests the Chief Executive Officer, or delegate, prepare communications to update the community on the status of the Draft Nebo Showgrounds Master Plan to be released prior to 23 December 2022.	Manager Economy and Prosperity	Social Media Post with advocacy video released 23 December 2022. "After receiving confirmation from the federal government of \$2.8 million in funding for Stage 1 of the Nebo Showgrounds Masterplan, we are excited to move along to the next phase and present the draft masterplan for consultation in early 2023. Keep an eye on Council's Facebook page next year for the opportunity to have your say on the masterplan. In the meantime, here is a reminder of what we are working so hard for. ' Working group convened onsite on 14/01/2023	Complete
28	9-Dec-22	Other Business	Working Group to consider Management Plan for 2023 major events	NSMP Working Group	Management Plan incorporated into MP Priority Projects Council's project team to review the events calendar and engage with major event organisers pre and post to ensure that any potential impacts is reduced. Further that bookings for potential conflicting events are considered and windows kept to enable if ground rejuvenation activities etc are required. 2023 program delivered, and consideration to 2024 events calendar and works from Stage 1 in process	Complete

29	5-May-23	6.2	addition of localised letters to residents	Manager Economy and Prosperity	Letter box drop conducted during the draft master plan consultation period (w/b 12/06/2023) to premises of the 4742 postcode comprising of 2,418 Residences and 33 Businesses	Complete
30	5-May-23	6.1	Requests the Chief Executive Officer, or delegate, develop a timeline to be circulated to the Committee on the proposed schedule of project activities for Stage 1 prior to the first community consultation event.	Manager Economy and Prosperity	Schedule released (19/05/2023) prior to Nebo Rodeo event To be presented to NSMPAC 14/07/2023, see Report 6.1 - Nebo Showgrounds Master Plan Action Register and Project Update	Complete
31	5-May-23	Other Business s	Requests the Chief Executive Officer, or delegate, develop a schedule of Nebo Showgrounds Master Plan Advisory Committee Meetings for the remainder of Councillor term with consultation to continue with user groups throughout the project period.	Manager Economy and Prosperity	Scheduling deconfliction and meeting invites sent 18/05/2023 - Noting the next Queensland local government election is scheduled for March 2024 To be presented to NSMPAC 14/07/2023, see Report 6.1 - Nebo Showgrounds Master Plan Action Register and Project Update	Complete
32	5-May-23	6.2	Requests that staging options for the Nebo Showgrounds Masterplan Stage 2 Project be presented to the Committee and Council.	Manager Economy and Prosperity	To be presented to NSMPAC 14/07/2023, see Report 6.1 - Nebo Showgrounds Master Plan Action Register and Project Update	Complete
33	5-May-23	Other Business s	Requests that the Nebo Showgrounds Masterplan Stage 2 Project is elevated for consideration to the Advocacy priorities for the 2024 State Budget.	Isaac Advisory Group	Inclusion into IRC 2023-2024 Operational Project Highlights Nebo Showgrounds Master Plan Continued commitment to deliver and future-proof community assets https://www.isaac.qld.gov.au/annual-budget	Ongoing
34	5-May-23	Other Business s	Requests that Council's key advocacy initiatives are shared with relevant Regional Stakeholders to amplify Councils message and leverage strategic focus.	Isaac Advisory Group	Council's Advocacy and External Affairs department, including the Strategic communications team are leading the Advocacy and communications for the Master plan project. Further key advocacy document and messaging to be shared with the NSMPAC and other relevant stakeholders in due course as developed.	Ongoing
35	5-May-23	6.1	Develop a user agreement for the Flexible Use Area proposed	Manager Economy and Prosperity	Continued scoping of the Stage 1 works and this field area and its design and layout will inform the development and requirements for the User agreement & its parameters - project ongoing.	Ongoing
36	14-Jul-23	6.2	Direct the Chief Executive Officer or Delegate to finalise the Nebo Showgrounds Master Plan in accordance with the proposed amendments outlined in clause 3, to be considered for endorsement at Ordinary Meeting of Council on 26 July 2023	Manager Economy and Prosperity	Nebo Showgrounds Master Plan endorsed at Ordinary Meeting of Council on 26 July 2023 (Resolution No.: 8445)	Complete
37	14-Jul-23	6.2	Direct the Chief Executive Officer or Delegate to prepare communication informing community of the outcomes from the first and second round of consultation on the Nebo Showgrounds Master Plan including a community feedback session.	Manager Economy and Prosperity	09 August NSMPAC advised of endorsement for distribution to representative clubs and wider community 17 August Channel 7 and ABC published stories of the plan, shared on IRC hosted Facebook and LinkedIn accounts, IRC website updated Nebo Showgrounds Master Plan, and media release on webpage. Published in Isaac News (October 2023). Coreflutes printed and displayed in prominent locations around showgrounds site (October 2023)	Complete
38	14-Jul-23	Other Business s	Develop a fees and charges proposal, that considers casual hire rates and other relatable fees to support use of the facility by community groups	Manager Economy and Prosperity	Initial proposal developed for workshopping. For discussion during Other Business NSMPAC 30/10/23.	Ongoing
39	4-Nov-24	6.1	Council officers to amend Attachment 1 – Terms of Reference – Nebo Showgrounds Master Plan Advisory Committee on page 17, replacing "Cherry Paine" with "Joy Cooper" under the Nebo Pony Club representative.	Manager Economy and Prosperity	Actioned and updated Terms of Reference presented to the 4 March 2025 Committee meeting for endorsement	Complete
40	4-Nov-24	Other Business s	Council officers prioritise the Nebo Showgrounds Master Plan Project as one of the top two advocacy priorities until the next federal election.	Manager Economy and Prosperity	Actioned and Nebo Showgrounds Master plan listed in Council Federal govt advocacy program and communication materials	Complete

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Michael St Clair

AUTHOR POSITION

Manager Liveability & Sustainability

10.2

MCU24/0019 - DEVELOPMENT APPLICATION - DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE - BATTERY ENERGY STORAGE SYSTEM (UNDEFINED USE) ON LAND AT 178 SUTTOR DEVELOPMENTAL ROAD, NEBO DESCRIBED AS LOT 20 ON WHS462

EXECUTIVE SUMMARY

On 29 October 2024, Council received a development application from Nebo BESS Pty Ltd c/- EMM Consulting for a Development Permit for a Material Change of Use - Battery Energy Storage System (Undefined Use) on land at 178 Suttor Developmental Road, Nebo formally described as Lot 20 on WHS462. It is recommended that the development application is approved, subject to conditions.

OFFICER'S RECOMMENDATION

That Council:

- Approves the development application for MCU24/0019 for a Development Permit for Material Change of Use – Battery Energy Storage System (Undefined Use) on land at 178 Suttor Developmental Road, Nebo, described as Lot 20 on WHS462, subject to the following conditions and advice notes of approval:***

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

NO.	CONDITION		TIMING		
APPROVED DRAWINGS AND DOCUMENTS					
7	Except where amended by the conditions of this Decision Notice, the development is to be carried out, generally in accordance with the following approved drawings and/or documents:		At all times		
	Plan No.	Rev		Plan Name	Date
	MJ2569/BE01	P1		Bulk Earthwork Layout and Locality Plan, prepared by Northern Consulting Engineers	31/01/2025
	MJ2569/BE02	P1		Bulk Earthwork Layout and Level Plan Switchyard, prepared by Northern Consulting Engineers	31/01/2025
	MJ2569/BE03	P1		Bulk Earthwork Layout and Level Plan Battery Compound, prepared by Northern Consulting Engineers	31/01/2025
	MJ2569/BE04	P1		Bulk Earthwork Construction Details, prepared by Northern Consulting Engineers	31/01/2025
	25741-E000	1		General Arrangement, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E050	1		BESS Plan, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E060	1		O&M Building, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E070	1		Typical Access Track Detail, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E100	1		Project Substation, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E200	1		Fencing Details, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E300	1		BESS Sections, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E400	1		Substation Sections Sheet 1, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E401	1		Substation Sections Sheet 2, prepared by NEBO BESS Pty Ltd	17/01/2025
	25741-E402	1		Substation Section Sheet 3, prepared by NEBO BESS Pty Ltd	17/01/2025
	Figure 1.1	-		Easements and Encumbrances, prepared by EMM Consulting	24/02/2025

NO.	CONDITION				TIMING
	Figure 1.2	-	Project Indicative Car Parking Layout, prepared by EMM Consulting	24/02/2025	
	Referenced Documents				
	Document No.	Rev	Document Name	Date	
	E231083 RP#6	2	Visual Impact Statement, prepared by EMM Consulting	October 2024	
	QD384-01F02 Noise Report (r3)	R3	Noise Impact Assessment, prepared by Renzo Tonin & Associates	23/10/2024	
	24058	1	Traffic Impact Assessment, prepared by Rytenschild Traffic Engineering	17/10/2024	
	MJ2569-FIA	B	Flood Impact Assessment, prepared by Northern Consulting Engineering	10/10/2024	
	PR23294_Nebo BESS – Nebo_Vera	B	Bushfire Hazard Assessment and Management Plan, prepared by Green Tape Solutions	18/10/2024	
	E231083 RP1	3	Ecology Assessment, prepared by EMM Consulting	28/10/2024	
8	A legible copy of the Approved drawings and documents bearing "Council Approval" and the Conditions of this Decision Notice are to be available on site at all times during construction.				During construction
BUILDING WORK					
9	Complete all building work associated with this development approval, including work required by any of the Conditions of this Decision Notice; generally in accordance with the approved drawing(s), and/or documents. Where Building Work is Assessable Development, works are to be carried out in accordance with a current Development Permit.				Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained
OPERATIONAL WORK					
10	Complete all Operational Work associated with this development approval, including work required by any of the Conditions of this Decision Notice generally in accordance with the approved drawings and/or documents. Where Operational Work is Assessable Development, works are to be carried out in accordance with a current Development Permit and the Capricorn Municipal Development Guidelines. Note: This Decision Notice does not represent an approval to commence Operational Work. Any Operational Work associated with this Material Change				Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained

NO.	CONDITION	TIMING
	<i>of Use or other engineering work proposed on the premises may be subject to assessment under the Isaac Regional Council Planning Scheme.</i>	
COMMENCING AND CEASING USE		
11	<i>The Applicant is required to submit formal written notification to Council confirming the date of commencement of the use, within 10 business days the day after the use commences.</i>	<i>As indicated</i>
12	<i>At the end of the operational life of the development (or if the facility is not operational for a continuous period of 24 months following construction), the development must be decommissioned, and the site shall be restored to a standard capable of the level of productivity that was available prior to the development occurring in accordance with the requirements of Condition 13.</i>	<i>As indicated</i>
SITE DECOMMISSIONING AND REHABILITATION		
13	<i>Submit and have endorsed by Council a Rehabilitation and Decommission Plan prepared by a suitably qualified person that, at a minimum:</i> <i>(a) Demonstrates the site will be restored to a standard capable of the level of productivity that was available prior to the development occurring;</i> <i>(b) Clearly establishes the objectives of the Plan;</i> <i>(c) Show adopted performance criteria for rehabilitation efforts;</i> <i>(d) Includes an Action Plan, with timing for remedial work such as the removal of structures, removal of imported materials, such as gravel and soils and any replanting or rehabilitation works proposed;</i> <i>(e) Outlines a program for monitoring rehabilitation success using appropriate indicators.</i>	<i>Prior to commencement of the use.</i>
14	<i>At or before one (1) year prior to the cessation of the use, submit to and have endorsed by Council an updated Rehabilitation and Decommissioning Plan prepared by a suitably qualified professional in the event of any changed circumstances.</i>	<i>At least one (1) year prior to cessation of use.</i>
15	<i>Implement the Rehabilitation and Decommissioning Plan endorsed by council.</i>	<i>Upon the cessation of the development.</i>
16	<i>Waste generated through decommissioning and rehabilitation is not permitted to be disposed of at a Council managed waste facility without prior approval from Council. Any acceptance of this waste is at the discretion of Council.</i>	<i>At all times.</i>
USE REQUIREMENTS		
17	<i>The approved development is for a battery energy storage facility and ancillary office / workshop areas. The approval is not associated with any renewable energy facility on the same site.</i>	<i>At all times</i>
18	<i>Provide a minimum 1.8m high security fence around the perimeter of the facility and ensure access to the facility is restricted by use of security gates or other means.</i>	<i>Prior to commencement of the use and at all times.</i>
19	<i>Chemical storage and use areas must be appropriately designed and managed to minimise the risk and impact of any accidental spills and/or releases of fuels, chemicals and other hazardous materials that may contaminate soil, stormwater, groundwater and/or air.</i> <i>Storage of fuels and chemicals on-site is undertaken in accordance with Australian Standard AS1940 – Storage and Handling of Flammable and Combustible Liquids.</i>	<i>Prior to commencement of use and at all times.</i>

NO.	CONDITION	TIMING
SITE ENVIRONMENTAL MANAGEMENT PLAN		
20	<p>Submit to Council for endorsement a Site Environmental Management Plan prepared by a qualified person that, at a minimum, includes the following:</p> <ul style="list-style-type: none"> (a) Prior to commencement of use, submit to Council for endorsement a Site Environmental Management Plan prepared by a qualified person that, at a minimum, includes the following: <ul style="list-style-type: none"> i. Noise, dust and lighting control; ii. Erosion and sediment control; iii. Waste standards and management; iv. Flora and wildlife protection standards; and v. Weed and pest control, and biosecurity management. (b) As constructed plans; (c) Contingency plans to deal with foreseeable risks and hazards including corrective responses to prevent and minimise environmental harm. (d) Emergency procedures and protocols to be implemented in the event of a fire emergency and chemical spill emergency. (e) Communication of procedures, plans, incidents, potential environmental problems and results to staff and stakeholders; (f) Handling of environmental related complaints; (g) Keeping and production of environmental records and reports; (h) Monitoring of the release of contaminants into the environment; and (i) Staff training and awareness of environmental issues. 	Prior to commencement of use
21	The Site Environmental Management Plan must receive endorsement by Council. Once endorsed, the Environmental Management Plan will form an approved document for the purpose of this Decision Notice.	Prior to commencement of use and at all times
22	The endorsed Site Environmental Management Plan must be implemented, maintained and modified where necessary to always maintain compliance with the requirements of this Development Approval.	At all times
CAR PARKING AND ACCESS		
23	<p>Obtain a Development Permit for Operational Work for Engineering Works - Car Parking and Access Works.</p> <p>Note: Works required to be undertaken within the road reserve are subject to separate approval from the Department of Transport and Main Roads</p>	Prior to site / operational / building work commencing.
24	Design, construct and maintain all car parking and access works generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, Manual of Uniform Traffic Control Devices (Queensland) and the provisions of a Development Permit for Operational Work (Engineering Work – Parking and Access Works).	At all times
25	<p>Provide car parking for a minimum amount of vehicles during the following periods:</p> <ul style="list-style-type: none"> (a) 50 vehicles during construction; and (b) 10 vehicles during operations. 	At all times
26	Remove all unused or redundant vehicular crossings on the frontage of the site and (where applicable) reinstate any kerb and channel, road pavement, footways and footpaths in accordance with the Development works Planning Scheme Policy.	Prior to commencement of use

NO.	CONDITION	TIMING
27	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the car parking / driveways have been designed and constructed in accordance with the conditions of this Decision Notice or any other relevant approval issued by the Assessment Manager	Prior to commencement of use.
AMENITY		
GENERAL AMENITY		
28	<p>The approved use must not create environmental nuisance or impact on the amenity of the surrounding area as a result of noise, vibration, air, odour, water, waste of other emissions.</p> <p>Note: The operation must comply with the requirement not to cause Environmental Nuisance or Environmental Harm as per the Environmental Protection Act 1994.</p>	At all times
LIGHTING		
29	<p>Any vertical illumination resulting from direct, reflected or other incidental lighting emanating from the site must not exceed 8 lux when measured at any point 1.5m outside the site boundaries and at any level from ground level upwards.</p> <p>All on-site lighting must be installed to ensure no amenity impacts on the on-site dwelling.</p> <p>Light emanating from any source complies with Australian Standard AS4282 Control of the Obtrusive Effects of Outdoor Lighting or current version.</p>	At all times
NOISE		
30	Noise from activity associated with the approved use must not exceed the Acoustic Quality Objectives listed in the Environment Protection (Noise) Policy 2019 when measured at any off-site residential sensitive receptor.	At all times
31	Where considered warranted by Council and when requested in writing to do so, a noise investigation must be undertaken to investigate a complaint of noise nuisance. In such instances, a qualified person must monitor, interpret, and record all parameters that are required to be monitored to determine whether the Acoustic Quality Objectives listed in the Environment Protection (Noise) Policy 2019 are being exceeded.	At all times
ACOUSTIC AMENITY - CERTIFICATION		
32	Prior to commencement of site works and any pre-start meeting for operational works, submit to Council certification from a suitably qualified person which certifies that the to be constructed facility is capable of achieving the Noise Limits specified by Condition 30.	Prior to commencement of site works
ACOUSTIC AMENITY - COMPLAINTS MANAGEMENT		
33	<p>Prior to commencement of use, submit to Council for endorsement, either as a standalone procedure or incorporated into the Site Environmental Management Plan, a noise complaints management procedure. This complaints procedure must include the following:</p> <ul style="list-style-type: none"> (a) A contact person with whom complaints can be lodged; (b) A clearly defined procedure for responding to and investigating complaints; and (c) A notification protocol to all complainants of the outcome of complaint investigations. 	Prior to commencement of the use and to be maintained at all times

NO.	CONDITION	TIMING
	A record of all noise complaints and investigation results including corrective actions must be maintained and made available for inspection at any time upon request by Council.	
ENGINEERING		
CONSTRUCTION MANAGEMENT		
34	<p>Submit to Council for endorsement a Construction Environmental Management Plan prepared by a qualified person that at a minimum includes the following:</p> <p>(a) Description of construction activity and scheduling/phasing including:</p> <ul style="list-style-type: none"> i. Drawing(s) showing the phases and extent of construction works including areas to undergo vegetation clearing/grubbing ; and ii. Details of construction hours, days, staff numbers, staff amenities and shift structure. <p>(b) Administration, control measures and/or actions addressing environmental impacts arising from construction works relating to the following:</p> <ul style="list-style-type: none"> i. Vegetation clearing/grubbing activities; ii. Wildlife injury and mortality controls; iii. Dust management; iv. Weed, pest and biosecurity management; v. Lighting management (where night works are proposed); vi. Noise management; vii. Stormwater quality management; viii. Erosion and sediment control; ix. Construction waste management, storage and collection; and x. Complaint management and investigation procedures. 	Prior to commencement of site works
35	The Construction Environmental Management Plan must receive endorsement by Council prior to issue of any Development Permit for Building Work or Development Permit for Operational Work.	Prior to operational / building work approval
36	The Construction Environmental Management Plan must address both the internal works for the development and any associated external works.	Prior to endorsement
37	The endorsed Construction Environmental Management Plan must be implemented and, maintained where necessary to maintain compliance with the requirements of this Development Approval.	At all times during construction
38	Contain all litter, building waste on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or roads.	At all times during construction
39	Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction. These material spills and accumulated sediment deposits must be managed in a way that minimises environmental harm and/or damage to public and private property.	At all times during construction
EARTHWORKS		
40	Obtain a development permit for Operational work for Excavating and Filling.	Prior to site/operational building work commencing.

NO.	CONDITION	TIMING
41	The Earthworks Plan is to be included, but not limited to the following: <ul style="list-style-type: none"> a. The location of cut and/or fill b. The type of fill to be used and the manner in which it is to be compacted c. The quantum of fill to be deposited or removed and finished cut and/or fill levels d. Retaining structures (if necessary) and e. Surface and sub-surface drainage controls (if applicable) 	As part of a development application for Operational Work (Excavating and Filling)
42	Carry out Excavating and Filling activities with the Capricorn Municipal Development Guidelines, AS3798-2007 Guidelines and earthworks for residential and commercial developments, the Approved Drawings, and the provisions of a development permit for Operational Work (Excavating and Filling)	At all times
43	Ensure the excavating or filling does not concentrate or divert stormwater onto adjoining land to a degree which is worse than that which existed prior to the works	At all times
44	Ensure the excavation of filling does not result in ponding or permanent retention of surface water either on the site or on adjoining land.	At all times
45	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the Earthworks have been designed and constructed generally in accordance with the Approved Drawings, the conditions of this Decision Notice and any other relevant approval issued by the Assessment Manager.	Prior to commencement of use
EROSION AND SEDIMENT CONTROL		
46	Submit an Erosion and Sediment Control Plan as part of the Operation Works Application for Council approval. The Erosion and Sediment Control Plan must be prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7' Erosion Control and Stormwater Management'	Prior to site / operational / building work commencing and at all times during construction
47	Implement and maintain the Erosion and Sediment Control Plan on-site for the duration of the operation or building works, and until exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped).	While site/ operational / building work is occurring.
STORMWATER		
48	The lawful point of discharge for the development is Nebo Creek to the west of the lot or Suttor Developmental Road. The lawful point of discharge is to be confirmed as part of the Operational works application for Stormwater drainage works. Discharge all minor stormwater flows that fall or pass onto the site to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with Capricorn Municipal Development Guidelines and Queensland Urban Drainage Manual.	Prior to commencement of building or operational work to be maintained
49	Adjoining properties and roads are to be protected from ponding or nuisance from stormwater as a result of the works. Ensure the stormwater runoff from the site does not adversely impact on flooding or drainage (peak discharge and duration for all events up to the 1% AEP (Annual Exceedance Probability)) of properties that are upstream, downstream or adjacent to the site. Notes:	At all times

NO.	CONDITION	TIMING
	<i>If remedial works are required that involve drainage, drawings are to be submitted and approval obtained from Council, to provide a means to rectify the site drainage.</i>	
50	<i>Obtain a Development Permit for Operational Work for Stormwater Drainage Works.</i>	<i>Prior to site / operational / building work commencing</i>
51	<i>Design, construct and maintain all Stormwater Drainage Works for the development generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual and the provisions of a Development Permit for Operational Work (Engineering Work – Stormwater Drainage Works).</i>	<i>Prior to the commencement of any stormwater works and at all times thereafter.</i>
52	<p><i>Submit to Council a Site Based Stormwater Management Plan designed in accordance with the Capricorn Municipal Development Guidelines and the Queensland Urban Drainage Manual and certified by a suitably Registered Professional Engineer of Queensland. The Plan is to include, but not be limited to the following:</i></p> <ul style="list-style-type: none"> <i>(a) The detailed design and layout of all necessary stormwater drainage systems and stormwater quality management systems.</i> <i>(b) The provision of on-site detention / retention necessary to limit discharge to pre-development generated peak levels up to and including the Q100 ARI return interval (or 1 % AEP).</i> <i>(c) The provision of stormwater quality improvement devices.</i> <i>(d) Demonstration that the development will not in actionable nuisance on upstream or downstream properties.</i> <i>(e) Incorporate details of ongoing maintenance and management actions required about any proposed detention basin and retention systems.</i> <p>Note:</p> <p><i>Where there are affected property owners. The in principle agreement would note the characteristics of the flow, the proffered solution, and the necessity for registration of easement(s) (prior to submission of the Operational work approval).</i></p> <p><i>Detention storage must be visually integrated into the surrounding landscape and designed with a high level of visual amenity.</i></p>	<i>Prior to the issue of any Development Permit for Operational Work</i>
53	<i>Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the stormwater drainage system has been designed and constructed in accordance with the conditions of this approval and any other relevant approval issued by the Assessment Manager.</i>	<i>Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first.</i>
WATER		
54	<i>Provide an appropriate on-site rainwater collection tank and/or other means to service the anticipated water supply needs of the development, including but not limited to potable water supply and firefighting needs.</i>	<i>Prior to commencement of use</i>
ROADWORKS		
55	<i>The permitted road access location is located in accordance with the Indicative Project Layout prepared by EMM Consulting Pty Ltd dated 28 October 2024 as amended in red by SARA on 16 January 2025.</i>	<i>At all times</i>

NO.	CONDITION	TIMING
	<p>Road access works comprising the following must be provided –</p> <p>a) Temporary road access works during construction must be provided at the permitted access location, generally in accordance with Figure 6.3 of the Traffic Impact Assessment prepared by Rytenskild Traffic Engineering dated 17 October 2024, reference no. 24058, version 1 as amended in red by SARA on 16 January 2025. Note: permanent concrete accesses are not permitted in the State-controlled road reserve.</p> <p>b) Permanent road access works comprising a minimum Type C treatment must be provided at the permitted access location, generally in accordance with the attached Department of Transport and Main Roads 'Rural Property Access Standard Drawing 1807'. Bitumen surfacing to the boundary will be required for safety reasons for the nominated B-Double use.</p> <p>The road access works must be designed and constructed in accordance with detailed design drawings to be submitted to the Department of Transport and Main Roads for approval.</p> <p>Notes: Road works approval</p> <p>Under section 33 of the Transport Infrastructure Act 1994, written approval is required from the Department of Transport and Main Roads (DTMR) to carry out works on a state-controlled road. Please contact the DTMR at mackay.whitsunday.idas@tmr.qld.gov.au to make an application for road works approval.</p> <p>The approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the DTMR as soon as possible to ensure that gaining approval does not delay construction.</p>	<p>Prior to the commencement of construction</p> <p>After construction and prior to the commencement of the use of the facility, and to be maintained at all times</p> <p>Prior to construction of the BESS commencing</p>
SERVICES AND STRUCTURES		
56	Ensure all existing and proposed utility services and connections (e.g. electricity, telecommunications) are wholly located within the site or within a suitable easement to the satisfaction of Council	Prior to commencement of use
57	<p>Certification must be submitted to Council from an appropriately qualified surveyor which certifies that:</p> <p>(a) the boundary clearances for any existing buildings remaining on the site comply with the relevant provisions of the planning scheme and the Building Act 1975, unless varied by this Decision Notice;</p> <p>(b) all constructed access and roadworks (including associated fill batters and retaining walls) are fully contained within a dedicated reserve or registered easement;</p> <p>(c) all existing and proposed utility services and connections (e.g. electricity, telecommunications, water, sewerage) are wholly located within the site, or alternatively included within an easement where location within the site is not possible;</p> <p>(d) all existing effluent disposal areas are wholly located within the site and comply with the boundary setback requirements of the Plumbing and Drainage Act 2018 and associated codes and requirements;</p> <p>(e) all dams (including ponded water, dam walls and associated spillway structures) are wholly located within the boundaries of the site;</p> <p>(f) all retaining walls and structures are fully contained within the site; and</p>	Prior to commencement of use

NO.	CONDITION	TIMING
	(g) any fill, including fill batters, are wholly contained within the subject site and not on adjacent properties.	
ELECTRICITY		
58	The development must be connected to a reliable electricity supply in accordance with the standards of the relevant service provider.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first.
EASEMENTS		
59	Ensure that any easements and rights pertaining to the parcels of land associated with this approval are maintained unless otherwise stated on the Approved Plan/s or the conditions of this approval.	At all times
60	Submit to Council evidence of the registration of the necessary easement documentation within one month of the registration of the easement documentation.	As indicated
FLORA & FAUNA PROTECTION & MANAGEMENT		
61	Construction and operation of the approved use must be carried out in accordance with the flora and fauna protection and management controls detailed in Section 6 of the approved Ecology Assessment listed within this Development Approval.	At all times
62	Cleared vegetation must be chipped, mulched or disposed of at a waste disposal facility or salvaged for reuse. No burning of cleared material is permitted unless otherwise approved in writing by the Assessment Manager. Any disposal of materials at a Council waste disposal facility will be at the discretion of Council.	Immediately after clearing of approved vegetation
BUSHFIRE HAZARD		
63	The development must be carried out in accordance with Section 4 of the approved Bushfire Hazard Assessment & Management Plan listed within this Development Approval, with the addition of the following: (a) To aid in preventing the spread of a battery enclosure fire, provision of additional water supply storage capacity throughout the site incorporating the following: i. A minimum of four (4) separate additional storage tanks supplied with fire brigade fittings with no less than 5,000L in capacity strategically located around the battery enclosure field; and ii. A combined total storage volume, including the 20,000L primary tank, of at least 40,000L	At all times
FIRE EMERGENCY RESPONSE		
64	Submit to Council for endorsement, either as a standalone plan or incorporated into the required Site Environmental Management Plan, a combined structural and bushfire management response protocol to be implemented in the event of a fire emergency.	Prior to commencement of use
FLOOD HAZARD		

NO.	CONDITION	TIMING
65	Construct the development such that the battery energy storage systems and switchyard are constructed with flood immunity to the 1% AEP event plus a 300mm freeboard.	Prior to commencement of the use and to be maintained at all times
66	Construct the development such that the minimum non-habitable floor level for all buildings on site is above the Defined Flood Event or designed to allow for the flow through of floodwaters on the ground floor.	At all times
67	Floor areas below the nominated defined floor event must be designed and constructed using flood resilient materials	At all times
68	All electrical and data equipment, including switchboards, power points and light switches, must be located above the Defined Flood Event.	Prior to commencement of use
69	A Flood Emergency Management Plan must be submitted to and approved by council prior to commencement of the use. The plan must demonstrate how people may be evacuated from the site to a safe gathering point above the Defined Flood Event and must include, but not be limited to, the following features: (a) describe the nature, size, characteristics and built form of the development, including identification of the asset or use life; (b) provide a plan of the proposed development indicating evacuation routes and assembly areas (where relevant); (c) identify triggers where the evacuation plans and other emergency flood management measures are to be implemented; (d) detail relevant emergency signage to be incorporated in the building design; (e) detail any procedures required to manage evacuation; (f) identify contact numbers of relevant local emergency services; and (g) provide a quantitative assessment of risk and risk-reduction factors of the relevant flood hazard.	Prior to commencement of use
70	The manager/operator of the facility must have access to, and a detailed understanding of, their obligations/requirements under the Approved Flood Emergency Management Plan.	At all times
71	Site / Floor plans showing evacuation routes and exits must be displayed in prominent locations throughout the development.	At all times
72	Ensure materials stored on-site do not create a safety hazard and are contained in order to minimise movement in times of flood, or are readily able to be moved in a flood event.	At all times
73	Hazardous or noxious, or other materials that may cause a detrimental impact on the environment if discharged in a flood must not be stored below the Defined Flood Level.	At all times
74	Submit to Council "As Constructed" drawings prepared by a registered surveyor. The registered surveyor must certify that the development has been constructed in accordance with the conditions of this development	Prior to commencement of the use
WASTE MANAGEMENT		
75	Construction waste is not permitted at a Council managed waste facility without prior approval of Council. Any acceptance of construction waste is at the discretion of Council.	At all times

NO.	CONDITION	TIMING
76	An impervious bin storage area (Bin Enclosure) for the storage of waste receptacles, must be provided in accordance with the following: a. designed so as to prevent the release of contaminants to the environment; b. sufficient to accommodate all refuse containers required by the Assessment Manager for the scale of the development; c. aesthetically screened from the road frontage and adjoining properties by landscaping or constructed screening; d. a suitable hose cock (with backflow prevention) and hoses must be provided at the refuse container area, and wash down to be drained to sewer and fitted with an approved stormwater diversion valve arrangement; and e. must be maintained in a clean and sanitary manner at all times.	Prior to commencement of use and to be maintained at all times
77	Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins and associated storage areas so as not to cause any environmental nuisance.	At all times
78	Ensure that any potential food/waste sources are covered and collected so that they are not accessible to wildlife	At all times
79	Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries etc) that cannot be disposed of in Council's sewerage system or an on-site industrial waste treatment system in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	At all times.
80	All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.	At all times
81	An on-site Waste Management Plan must be submitted to and approved by the council. The plan must have regard to the conditions of this approval and include, but not be limited to, the following details: (a) the waste management process, including the type and size of receptacle/s to be utilised (e.g. 240 litre mobile waste bins, 1m ³ bulk bins) for general waste and recycling; (b) the location of waste receptacle storage areas and collection points; (c) how waste collection vehicles will be able to safely and effectively access bins; and (d) if bins are to be collected from the kerbside, demonstrate that this location has the capacity to adequately contain the maximum number of bins to be collected on collection day.	Prior to commencement of use

ADVICE NOTES

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

ADVICES		
COMMUNITY BENEFIT AGREEMENT		
AD1	Council has an expectation that project proponents and regional investors undertaking business in the Isaac Region achieve a strong social license	Prior to commencing

	<p>and contribute to positive social outcomes which promote increased wellbeing for the Isaac Region's communities.</p> <p>The applicant is requested to enter into a Community Benefit Agreement with Council that contains measures and commitments to manage and counterbalance social impacts, as well as enhance community outcomes for a positive legacy</p> <p>Please contact the Assessment Manager at records@isaac.qld.gov.au or 1300 472 227 to commence Council's agreement process.</p>	construction and ongoing delivery at all times
INFRASTRUCTURE CHARGES		
AD2	Infrastructure Charges Notice MCU24/0019 applicable to the approved development is attached to this Decision Notice.	As indicated
ENVIRONMENTAL HARM		
AD3	<p>The Environmental Protection Act 1994 states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard persons and entities, involved in the civil, earthworks, construction and operational phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm. Environmental harm is defined by the Act as any adverse effect, or potential adverse effect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property not connected with the use.</p>	At all times
HOURS OF WORK		
AD4	It is the applicant/owner's responsibility to ensure compliance with Section 440R of the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.	At all times
FURTHER DEVELOPMENT APPROVALS		
AD5	<p>Please be advised that the following development permits are required to be obtained before the development can be carried out:</p> <p>(a) Operational Works:</p> <ul style="list-style-type: none"> • Car Parking and Access Works. • Excavating and Filling. • Stormwater Drainage Works <p>(b) Building works</p> <p>(c) Plumbing works</p>	Prior to site / operational/ building work commencing
SIGNAGE		
AD6	Any signage is to be provided in accordance Council's Subordinate Local Law No.14 (Installation of Advertising Devices) 2011.	Prior to the commencement of Use

ADVICE AGENCY CONDITIONS

AD7	<i>Please refer to the Appendix 6 for the Powerlink Referral Agency Response (Advice). The applicant must have regard to Powerlink Queensland conditions when undertaking the development.</i>	<i>At all times</i>
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BACKGROUND

On 29 October 2024, Council received a development application from Nebo BESS Pty Ltd c/- EMM Consulting for a Development Permit for a Material Change of Use - Battery Energy Storage System (Undefined Use) on land at 178 Suttor Developmental Road, Nebo formally described as Lot 20 on WHS462.

The project comprises the construction and operation of a battery energy storage system (BESS), with an installed capacity of 900 MW. The BESS will be supported by ancillary infrastructure including two switchyards, new access driveway and internal tracks and transmission lines. The development will convert electricity from the grid to stored energy, exporting the stored energy for reuse in the grid during periods of peak demand. The major components of the BESS will comprise the following uses which will be located over a development footprint of approximately 17 hectares:

- Batteries – Lithium-ion technology;
- Inverters – Bi-directional inverters to convert direct current (DC) to alternating current (AC) (when exporting electricity) and vice versa (when importing electricity);
- Transformers – transformers will be installed adjacent to each inverter to step up the voltage to the internal reticulation voltage of the plant.

The BESS components are fully encased within a battery storage container, similar to a shipping container, with approximate dimensions of 6.1 meters (m) wide, 2.4 m high, and 2.8 m long. The final number of battery storage containers / units will be confirmed closer to construction, however the batteries will occupy a footprint of 11.73 hectares. Transmission lines will connect the facility to the neighbouring Powerlink Nebo substation via a switchyard. These transmission lines will be constructed by Powerlink and do not form part of this development application.

The subject site is located within the Rural Zone under the *Isaac Regional Planning Scheme 2021* (the Planning Scheme). Accordingly, with reference to the Planning Scheme, the project is subject to Impact Assessment in accordance with the defined categories of assessment under the Planning Scheme. Although the Rural Zone anticipates uses that are of a rural nature, the proposed development is located adjacent to the Nebo Substation and the development footprint has been designed and sited to ensure the balance of the allotment can be used for the ongoing operation of the existing agricultural activity.

The development application required referral to the State Assessment and Referral Agency (SARA) and Powerlink.

The proposed development has been assessed with regard to the applicable assessment benchmarks as identified within this report. The proposed development generally complies with these assessment benchmarks and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. Accordingly, the Development Application is recommended for approval.

Further details are provided within Attachment 1 – Planning Assessment Report.

IMPLICATIONS

Council may incur legal costs in the event that an appeal is lodged against the council's decision.

CONSULTATION

Referral	Response
Internal	
Engineering & Infrastructure	No requirements
Water & Wastewater	No requirements
GIS	No requirements
Community Education & Compliance	No requirements
External	
PSA Consulting	Undertook assessment of the application and preparation of the Planning Assessment Report for Council's consideration
Becker Sunner Consulting	Provided technical engineering advice to support the assessment of the development application.
Yarramine Environmental	Provided peer review of the submitted Noise, Ecology and Bushfire technical reports

BASIS FOR RECOMMENDATION


The development application has demonstrated compliance with the relevant assessment benchmarks of the Isaac Regional Planning Scheme 2021 and does not impact on any matters of state interest.

ACTION ACCOUNTABILITY

Director Planning, Environment and Community Services to issue Decision Notice under delegation within five (5) business days of this resolution being made, to reflect Council's decision.

KEY MESSAGES

The development application achieves compliance with the relevant assessment benchmarks and approval is recommended, subject to relevant and reasonable conditions being included in the Decision Notice.

Report prepared by:  Michael St Clair Manager Liveability and Sustainability Date: 19 May 2025	Report authorised by: Heidi Roberts Director Planning, Environment and Community Services Date: 20 May 2025
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ATTACHMENTS

- Attachment 1 – Planning Assessment Report

REFERENCE DOCUMENT

- Common material forming part of the development application
- Isaac Regional Planning Scheme 2021
- Planning Act 2016
- Mackay, Isaac Whitsunday Regional Plan
- State Planning Policy

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

REPORT TITLE: Development Permit - Material Change of Use - Battery Energy Storage System (Undefined Use) on land at 178 Suttor Developmental Road, Nebo described as Lot 20 on WHS462

AUTHOR: Paul Hanly – Principal Town Planner – PSA Consulting

APPLICATION NUMBER: MCU24/0019

CLASSIFICATION: Section 45 Planning Act 2016

COUNCIL DIVISION: Division 1

RISK ASSESSMENT: Not applicable

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

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

1. APPLICATION SUMMARY

Applicant:	Nebo BESS Pty Ltd
Consultant:	C/- EMM Consulting Pty Ltd
Owner details:	Royce Patrick Hanrahan
Proposal:	Material Change of Use – Battery Energy Storage System (Undefined Use)
Properly Made Date:	12 November 2024
Decision Due Date:	30 May 2025
Street Address:	178 Suttor Developmental Road, Nebo
RP Description:	Lot 20 on WHS462
Planning Scheme and Version	Issac Regional Planning Scheme, Version 1.1
Level of Assessment:	Impact Assessable
Zone	Rural
Overlays	Agricultural Overlay Bushfire Hazard Overlay Environmental Significance Overlay Flood Hazard Overlay Regional Infrastructure Overlay
Number of Properly Made Submissions	Nil
Referral Agencies	<u>SARA (Concurrence Agency)</u>

	<ul style="list-style-type: none"> Material Change of Use near a State Transport Corridor (Suttor Developmental Road) – Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 Development on premises that are the subject of a Ministerial designation – Schedule 10, Part 9, Division 1, Table 1, Item 8. <p><u>Powerlink (Advice Agency)</u></p> <ul style="list-style-type: none"> Material Change of Use of a premises near a substation site or subject to an easement (275kV Nebo to Strathmore, 132kV Coppabella to Nebo, 132kV Nebo to Mindi) – Schedule 10, Part 9, Div 2, Table 2.
Internal Consultation	Water and Waste GIS Engineering & Infrastructure Community Education & Compliance
External Consultation	Becker Sunner Consulting Engineers
Officers' recommendation	Approve with conditions

2. PROPOSAL

The purpose of this report is to assess an application for a Development Permit – Material Change of Use – Battery Energy Storage System.

The proposed development is an undefined use within the Isaac Regional Planning Scheme.

Part 5 of the Planning Scheme categorises the land use as subject to Impact Assessment.

2.1 DESCRIPTION OF PROPOSED DEVELOPMENT

The project comprises the construction and operation of a battery energy storage system (BESS), with an installed capacity of 900 MW. The BESS will be supported by ancillary infrastructure including two switchyards, new access driveway and internal tracks and transmission lines. The development will convert electricity from the grid to stored energy, exporting the stored energy for reuse in the grid during periods of peak demand. The major components of the BESS will comprise the following uses which will be located over a development footprint of approximately 17 hectares:

- Batteries – Lithium-ion technology;
- Inverters – Bi-directional inverters to convert direct current (DC) to alternating current (AC) (when exporting electricity) and vice versa (when importing electricity);
- Transformers – transformers will be installed adjacent to each inverter to step up the voltage to the internal reticulation voltage of the plant.

The BESS components are fully encased within a battery storage container, similar to a shipping container, with approximate dimensions of 6.1 meters (m) wide, 2.4 m high, and 2.8 m long. The final number of battery storage containers / units will be confirmed closer to construction, however the batteries will occupy a footprint of 11.73 hectares.

Two switchyards are proposed to the south of the BESS which will perform switching and transform voltage as well as contain monitoring and metering equipment. From the BESS, 33 cables will feed through four transformers, converting electricity between 33kV and 275 kV, allowing for the transmission of electricity to and from the adjacent Nebo substation. Underground 33kV cables will connect the BESS to the switchyards.

Transmission lines will connect the facility to the neighbouring Powerlink Nebo substation via a switchyard. These transmission lines will be constructed by Powerlink and do not form part of this development application.

Site access is proposed from a new access point to the state-controlled Suttor Developmental Road. The access driveway will traverse the Powerlink easement which runs parallel to the southern property boundary and connects into the Nebo Substation. The new access will be a single vehicle compact gravel crossover, with a minimum width of 4m, which will connect into the internal access driveway which connects to the main project area. Provision for worker's car parking will be provided for approximately 50 vehicles during construction and 10 vehicles during operations.

The project construction phase of the project will be undertaken in two stages that will either be constructed concurrently or sequentially. Stage 1 will comprise of a 450MW BESS, a switchyard, transmission infrastructure and the access driveway, with stage 2 comprising the remaining 450MW BESS and a second switchyard.

The construction phase is anticipated to be undertaken over a 12–18-month period with works generally undertaken during standard construction hours. For each construction stage, the workforce is anticipated to peak at approximately 100 workers. The staffing requirement for the construction phases are expected to follow a normal distribution, peaking approximately halfway through construction.

During the operational period, groundskeeping and infrastructure maintenance works will be required to monitor systems, undertake regular inspections and replace consumables. The anticipated workforce during this phase is 5-10 fulltime equivalent (FTE) staff members.

The operational lifespan of the project is anticipated to be 45 years with a 'repower' of the site after the first 20 years. At the end of the BESS infrastructure asset life, the project will be re-evaluated to determine if:

- Infrastructure can be maintained, refurbished or replaced of certain components to extend the life of the existing infrastructure.
- The site is pre-powered with new infrastructure
- The project should be decommissioned, and the site rehabilitated.

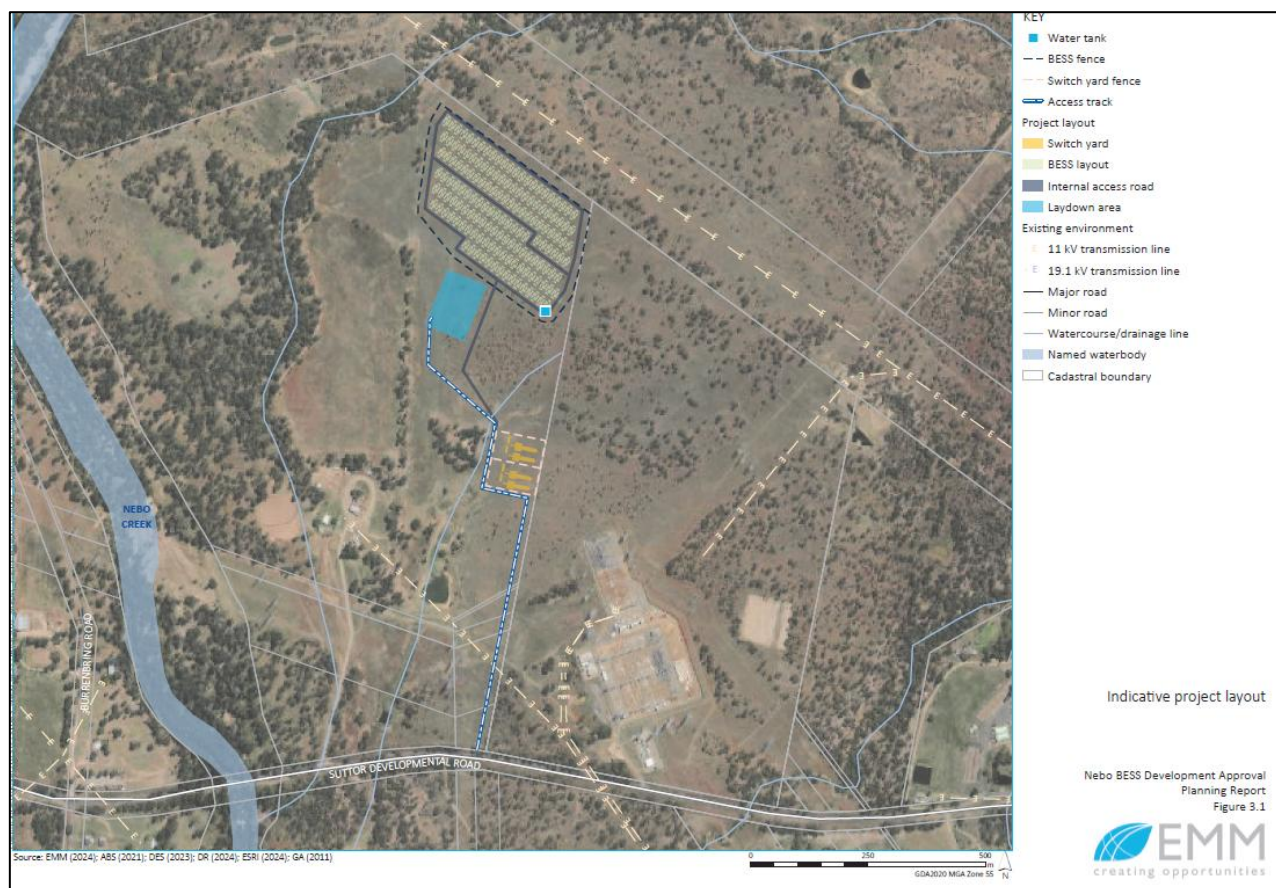


Figure 1: Proposed Battery Energy Storage System

A summary of the development's key details is provided in the table below:

Development Summary	
Site Area	114.7502 hectares / 17 hectare development footprint
Gross floor area	200m ² – O&M building (20m x 10m)
Height	Switchyard – 7.780m Shed – 5.550m Switch room and control building – 5.8m O&M Building – 5.550m Perimeter fencing – 2.5m Batteries and inverters – 2.3m
Setbacks	550m – Front (south) 15m - Side (east) 25m - Rear (north)
Site Cover	14% of site area
Hours of Operation	The BESS will operate 24 hours.
Employees	Construction Stage: 100 workers Operational Stage: 5 - 10 Full time staff.
Customers	Not required
Parking	50 vehicles during construction 10 vehicles during operations
Vehicular Access	Site access is proposed from a new access point to Sutor Developmental Road. The new access will be a single vehicle compact gravel crossover, with a minimum width of 4m. Temporary construction accesses to the Sutor

	Developmental Road have also been approved and conditioned by SARA as a concurrence agency.
Servicing	The proposed site plan will allow for occasional access for maintenance vehicles up to a 20-metre Articulated Vehicle. Such vehicles will be able to enter and exit the site in a forward gear.
Landscaping	No landscaping is proposed as part of this application. The area already supports significant transmission and industrial infrastructure associated with the adjoining substation and transmission infrastructure. Public viewpoints of the site are limited to Suttor Development Road and Peak Downs Highway in which the visual impact from these locations is limited given existing vegetation and the development location on-site.
Stormwater Management	No Stormwater management plan has been submitted with the application and this will form a conditioned requirement for a future operational works application. The lawful point of discharge is Nebo Creek. A Flood Impact Assessment has been prepared and demonstrates that the proposed development can achieve a suitable level of flood immunity.
Chemical Storage	All chemicals will be stored in sealed and contained areas which meet the Australian Standards and guidelines. All chemical storage areas will be above the defined flood level.
Vegetation Removal	The project site is degraded with only small patches of remnant vegetation mainly contained to the western portion of the site along Nebo Creek. The project has been designed and sited to avoid any clearing of high value vegetation and buffered from Nebo Creek.

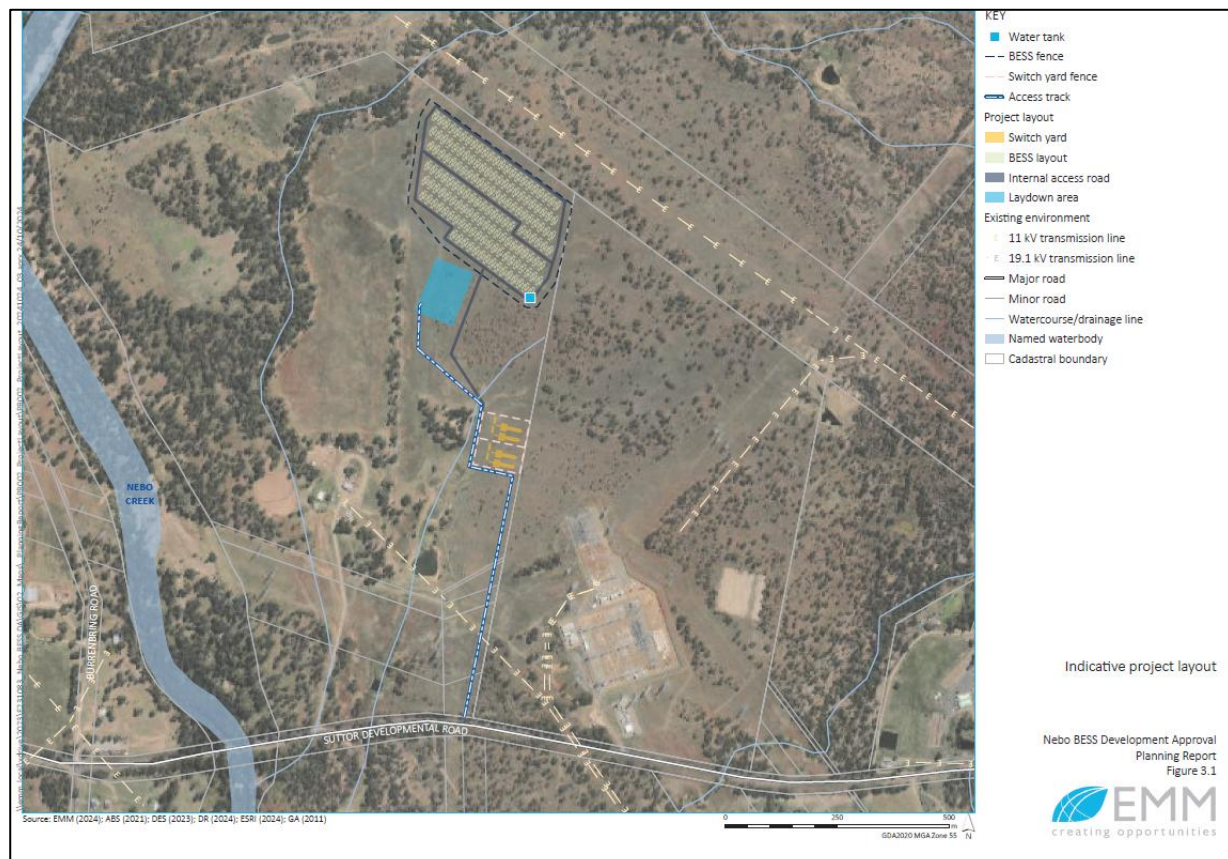


Figure 2: Project Layout

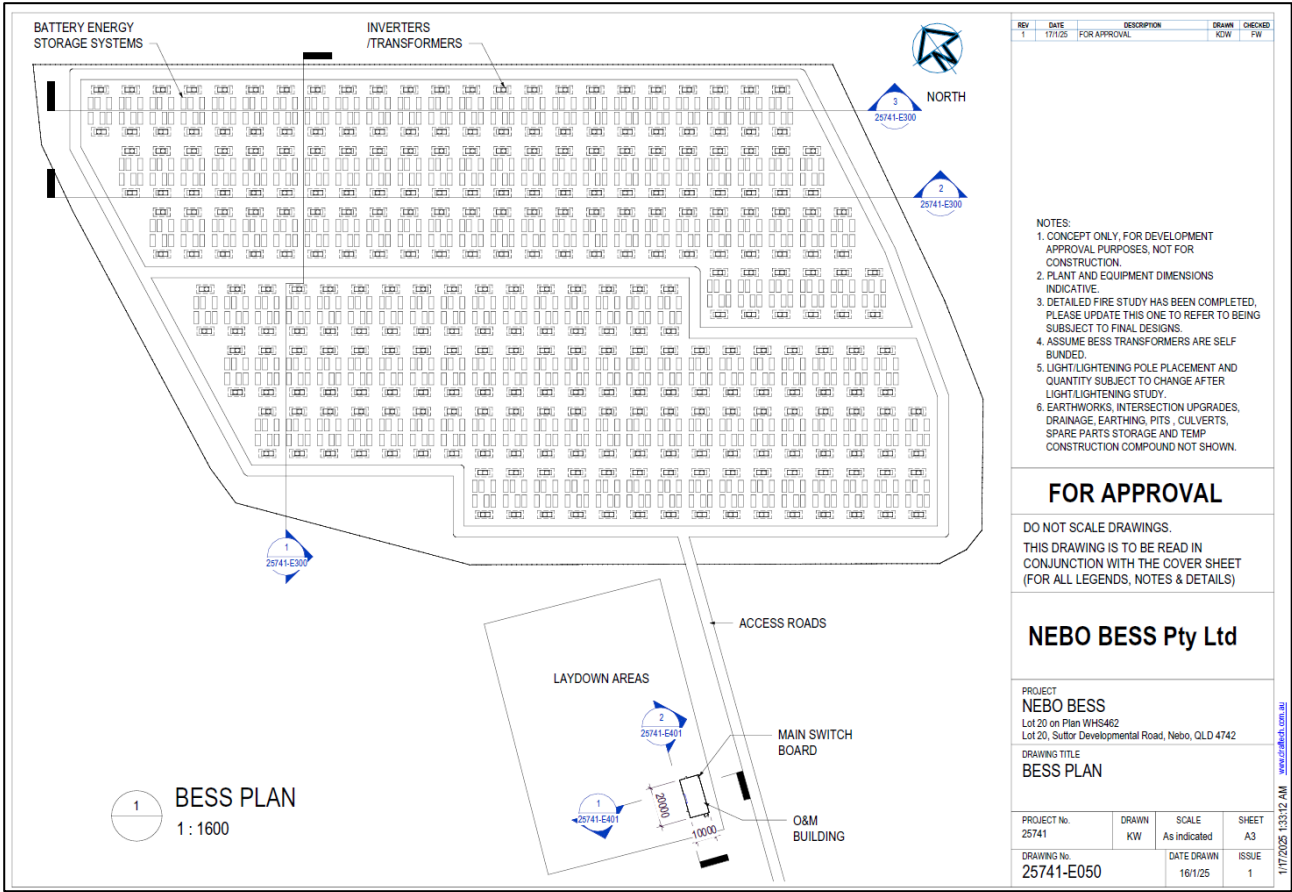


Figure 3: BESS Layout

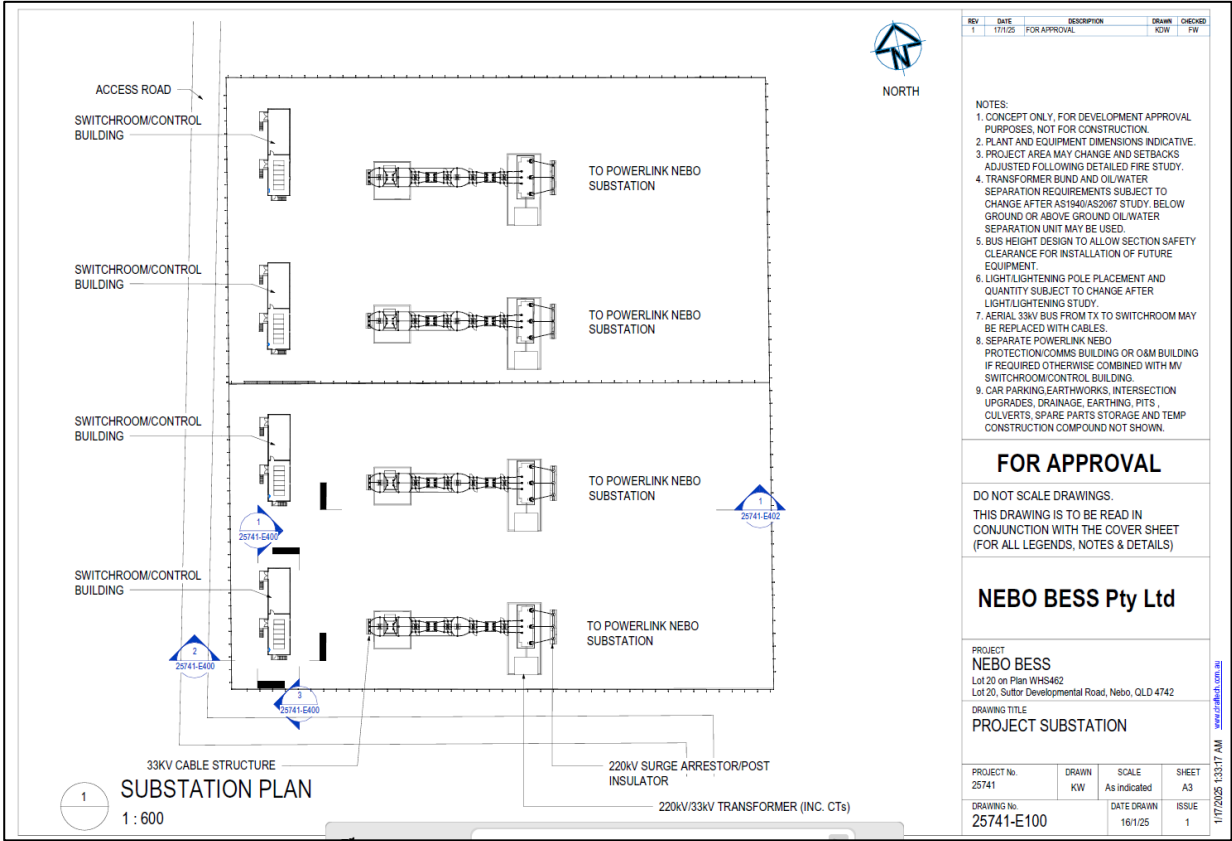


Figure 4: Substation Plan

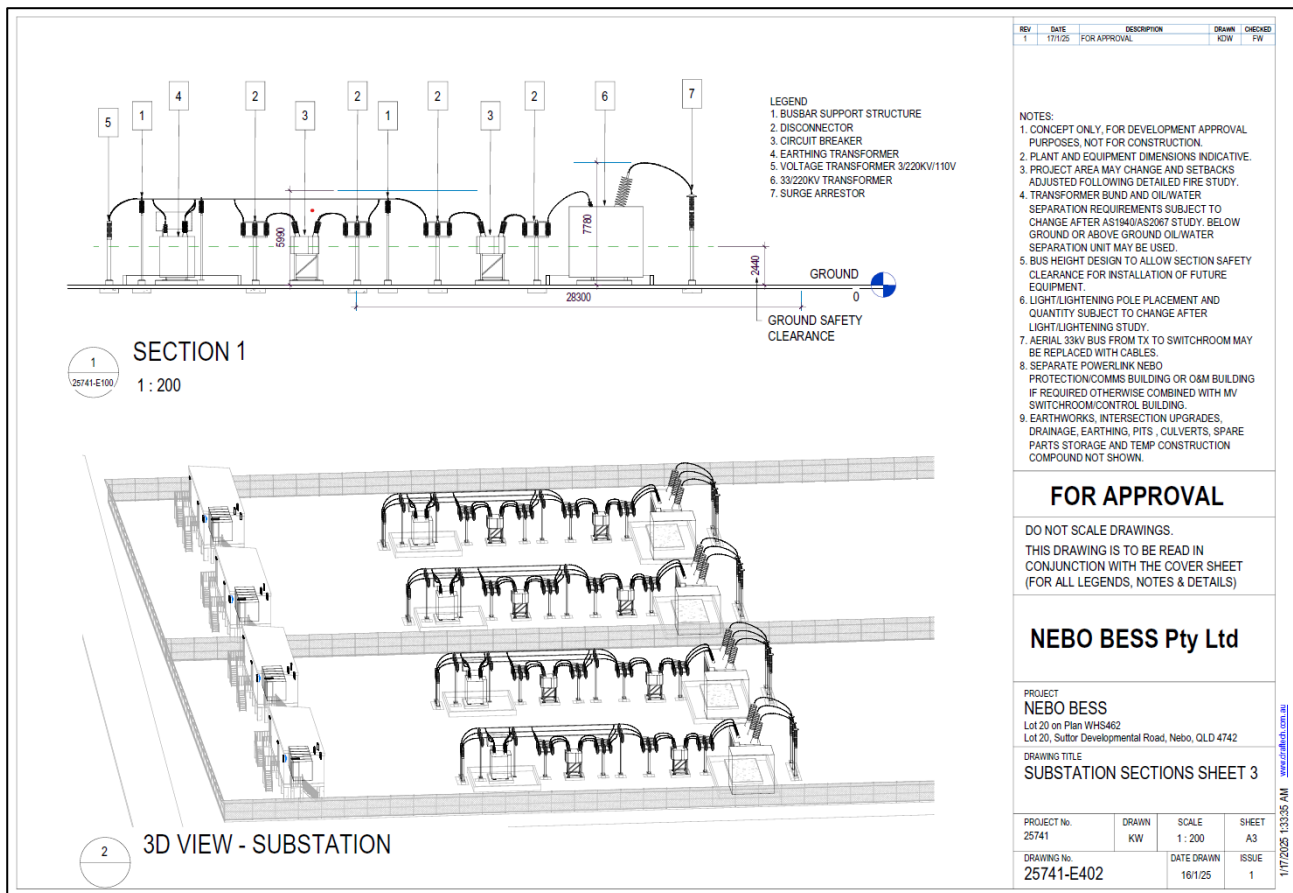


Figure 5: Substation Section and 3D View

3. SITE DETAILS

3.1 SITE FEATURES AND LOCATON

Site and Locality Description	
Land Area	114.7502 hectares / 17 hectare development footprint
Existing Use of Land	The project site is currently used for agricultural and residential purposes.
Road Frontage	Suttor Developmental Road
Significant Site Features	Scattered vegetation
Topography	The portion of the site proposed to accommodate the BESS is generally flat, with elevation increasing gradually in an easterly direction from approximately 214m in the west to 226m in the east of the site.
Vegetation	Vegetation within the project site has largely been cleared and converted to or managed as pastureland. Remaining native vegetation is predominantly remnant and regrowth narrow-leaved ironbark (<i>Eucalyptus crebra</i>) woodland to open woodland with accompanying red blood wood (<i>Corymbia erythrophloia</i>) and bluegrass (<i>Dichanthium sericum</i> and <i>Bothriochloa decipiens</i>) understory.
Easements	<p>The subject site is encumbered by the following easements:</p> <ul style="list-style-type: none"> • Powerlink Transmission Line Easement <ul style="list-style-type: none"> ○ 275 kilovolt (kV) – Nebo to Strathmore transmission line – east/west ○ 132 kV – Coppabella Tee to Nebo transmission line – east/west ○ 132 kV – Nebo to Mindi transmission line – north/south

Site Context	<p>The western portion of the project site contains a dwelling house, horse paddock, including round yard, a dam, fencing and a network of vehicles access tracks.</p> <p>Running east-west through the southern end of the property are three sets of overhead transmission lines and supporting towers which connect into the adjoining Nebo Substation.</p>
Surrounding Land Uses and Site Context	<p>The surrounding area contains large rural allotments used for agricultural activities. The Nebo sub-station is located directly adjacent to the subject site.</p>

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

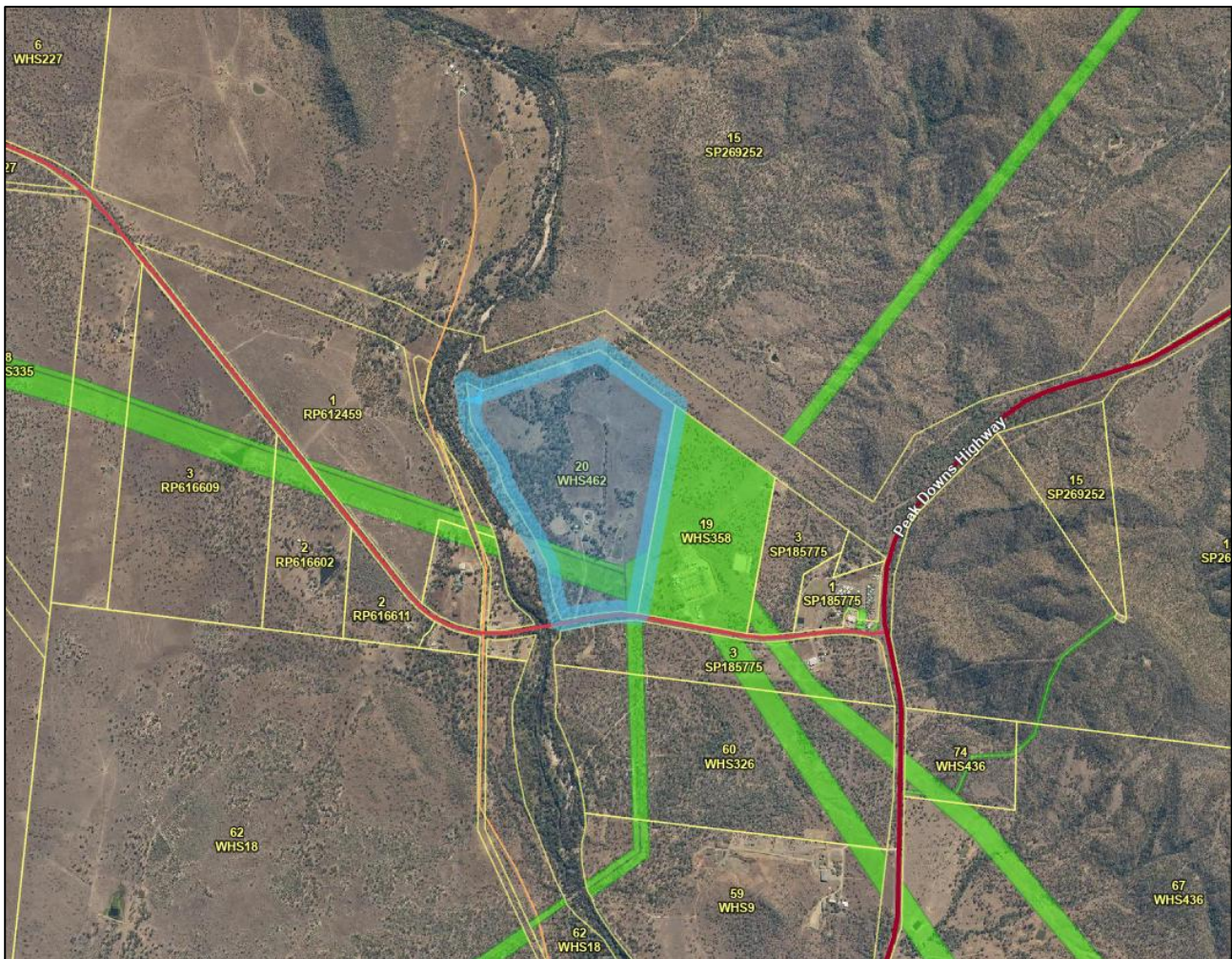


Figure 6: Site Aerial

3.2 DEVELOPMENT HISTORY OF SITE

The subject site has no recent or relevant approval and application history.

4. ASSESSMENT

The proposed development triggers impact assessment and has been assessed in accordance with Section 45(3) of the *Planning Act 2016* which states the following:

(5) An **Impact Assessment** is an assessment that –

- (a) *Must be carried out –*
 - i. *Against the assessment benchmarks in a categorizing instrument for the development; and*
 - ii. *Having regard to any matters prescribed by regulation for this subparagraph; and*

- (b) *May be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.*

Examples of another relevant matter –

- *a planning need*
- *the current relevance of the assessment benchmarks in the light of changed circumstances*
- *whether assessment benchmarks or other prescribed matters were based on material errors.*

Notes –

1. *See section 275ZI in relation to restrictions on impact assessment for particular applications.*
2. *See section 275ZJ for the matters the chief executive must have regard to when deciding an application involving a State heritage place.*

4.1 FRAMEWORK FOR ASSESSMENT

Categorising Instruments for Statutory Assessment

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

- The *Planning Regulation 2017*
- The Planning Scheme for the local government area
- And Temporary Local Planning Instrument
- Any variation approval.

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

4.2 ASSESSMENT BENCHMARK - PLANNING REGULATION 2017

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

These assessment benchmarks are prescribed as being contained in:

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

Planning Regulation 2017	
Part E of the State Planning Policy	The Minister has identified that the <i>Isaac Regional Planning Scheme 2021</i> appropriately integrates the <i>State Planning Policy July 2017</i> (SPP) as it applies in the planning scheme area (excluding Strategic Ports) As such, a specific assessment against the SPP is not required, nor was it determined to be necessary.
Mackay Isaac Whitsunday Regional Plan 2012-2031	The Minister has identified that the planning scheme, specifically the strategic framework, appropriately advances the Mackay, Isaac, Whitsunday Regional Plan 2012, as it applies in the planning scheme area.

Schedule 10 of the Regulation	Schedule 10 categorises particular development and details the relevant assessment benchmarks for development as relevant. Schedule 10 requires referral of the development application to SARA and Powerlink.
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4.3 ASSESSMENT BENCHMARK – ISAAC REGIONAL PLANNING SCHEME

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

Planning Scheme Details	
Planning Scheme:	Isaac Regional Planning Scheme 2021, Version 1.1
Zone:	Rural Zone
Applicable Assessment Benchmarks:	Rural Zone Code Agricultural Overlay Code Bushfire Hazard Overlay Code Environmental Significance Overlay Code Flood Hazard Overlay Code Regional Infrastructure Overlay Code Development Works Code Landscaping Code

4.3.2 STRATEGIC FRAMEWORK

The proposal is Impact Assessable and therefore triggers assessment against the strategic framework. The applicant has submitted an assessment of the proposal against the relevant planning policy themes contained in the Strategic Framework of the planning scheme. Consideration of this assessment and compliance with the Strategic Framework is provided below.

Strategic Intent

The BESS and related infrastructure adds to the range of renewable energy projects within the region and will create employment through the construction of the development and its ongoing operation. The proposed use reflects the changes in economic activity being experienced across the region with the rise of the renewable and energy sector; however importantly it will not adversely impact upon surrounding sensitive land uses or traditional industries such as agriculture and grazing. The application has appropriately demonstrated that the development can operate on the proposed site with controlled environmental impacts and no unreasonable impacts to infrastructure.

Liveable Communities

The proposal will support the provision of a resilient electrical supply within the region while also providing additional employment opportunities during the construction and operational phases which will assist in stimulating the local economy and the region's growth. The building height and siting of the proposal away from the principal road frontage will help to maintain a rural landscape character in the area. A Visual Impact Assessment was submitted with the application which demonstrated that the only public viewpoints of the project will be from Sutor Developmental Road and the Peak Downs Highway, however even from these areas views of the development will be very limited. It is anticipated that the workforce for this project will reside or stay within the township of Nebo during construction, however no on-site workforce accommodation is proposed by this project. The proposed development will not impact on the provision of urban infrastructure to the township of Nebo.

Diverse Economy

The proposed development supports the economy in the broader region by providing employment opportunities during the construction and operational phases of the facility. Located adjacent to the Nebo Substation, the development has been designed and sited to ensure the balance of the allotment can be used for the ongoing operation of the existing agricultural activities onsite. Due to the scale and nature of the use, at the end of the project life, the land can be restored back to its

pre-development state for continued use as agricultural land. The proposed development will not impact local infrastructure such as sewer, water, and stormwater.

Protecting Natural Resources and the Environment

The proposed development will not result in unreasonable impacts on the surrounding land which consists of agricultural land and the Nebo Substation. The proposal does not fragment rural land as the subject lot will continue to be used for agricultural activities in conjunction with the proposed use. The subject site does not comprise a land area that is capable of supporting viable commercial farming activities and therefore the use of part of the land for a renewable energy facility will not diminish the productivity of the land.

The proposed development has demonstrated that the project will not impact on any environmentally sensitive areas containing state and national significant flora and fauna, through the preparation of an Ecological Impact Assessment. The report includes recommendations for avoidance and mitigation strategies to ensure no residual impact on koala habitat and squatter pigeon habitat and concludes that the development will not have a significant residual impact. Relevant conditions can be imposed to ensure the development is carried out in accordance with the Ecological Impact Assessment findings. Future operational works applications are required and at that point the applicant will be required to demonstrate the stormwater management solution for the site, including erosion and sediment control measures for during construction activities to ensure construction and operational stormwater does not impact on the environmental values of Nebo Creek.

Safety from Natural and Other Hazards

The proposed development does not materially increase the extent or severity of natural hazards or their impacts. The subject site is mapped within the flood hazard overlay, however, it is not identified as a sensitive land use and has been designed and sited to ensure it is not impacted by flooding and it does not result in a worsening in flood risks on and off site in the post development scenario.

A Bushfire Hazard Assessment and Management Plan has been submitted with the application as the site comprises medium bushfire hazard areas. The development footprint has been appropriately separated from hazardous vegetation. The bushfire management plan identifies owner / occupier responsibilities to ensure compliance is maintained through operations. The proposal can be conditioned to comply with this report, including through provision of appropriate on-site water supply for fire fighting.

The application has demonstrated that the proposed development will not have an adverse impact on nearby sensitive land uses and conditions can be imposed to ensure compliance is maintained through operations. The use is well separated from sensitive uses, with the closest being the existing residence on the same land. Whilst minor impacts and disruptions to the on-site residents are expected during the construction phase the application has demonstrated that operational impacts will be minimised and managed accordingly. Therefore, the proposed development is not expected to generate health or safety impacts on communities.

Infrastructure for Communities

The proposed development meets higher order strategic outcomes of the 'Infrastructure for communities' theme by providing greater resilience to the region's electrical infrastructure and a satisfactory site access.

4.3.3 PLANNING SCHEME CODES

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

- Rural Zone Code
- Development Works Code
- Landscaping Code

- Bushfire Hazard Overlay Code
- Environmental Significance Overlay Code
- Flood Hazard Overlay Code
- Regional Infrastructure Overlay Code

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

4.3.1.1 Rural Zone Code

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

- (a) Provide for rural uses and activities; and*
- (b) Provide for other uses and activities that are compatible with:*
 - i. Existing and future rural uses and activities; and*
 - ii. The character and environmental features of the zone; and*
- (c) Maintain the capacity on land for rural uses and activities by protecting and managing significant natural resources and processes; and*
- (d) Ensure sensitive land uses do not encroach into areas affected by hazardous levels of dust associated with mining activity.*

The development has been designed and sited to ensure that the agricultural activities currently undertaken by the landholder can be continued. This is demonstrated by the limited size of the BESS footprint (14% of total project site area), and the inclusion of an extended buffer along the northern boundary to allow for the continued agistment of cattle on the Powerlink allotment. Further, due to the limited earthworks, clearing and proposed construction methodology (manufactured off site and placed on land) at the end of its asset life the BESS infrastructure can be readily removed and the land restored back to its original state.

The proposed development does not require the clearing of any significant stands of vegetation and will not unreasonably impact the level of rural amenity of existing, approved and planned uses onsite or in adjoining properties.

Due to the topography of the land, the locality of the existing vegetation and noting the precedence for infrastructure of a similar nature within close proximity, the visual impact statement determined that the development will not result in significant visual impact and thus is in keeping with the existing character of the area.

Standard conditions will be imposed to ensure the impacts of the use associated with lighting and other environmental impacts are minimised through the construction and operation of the use. Appropriate security fencing, gates and lighting will be provided throughout the site to restrict unauthorised access to the public.

The application has demonstrated that the proposed development will not have an adverse impact on nearby sensitive land uses and conditions can be imposed to ensure compliance is maintained through operations. The use is well separated from sensitive uses, with the closest being the existing residence on the same land. Whilst minor impacts and disruptions to the on-site residents are expected during the construction phase, the application has demonstrated that operational impacts will be minimised and managed accordingly.

The build form of the proposal comprises a low-rise form that is less than 12m in height and is well setback from the frontage of the site, which will ensure the rural character of the area is maintained and not impacted by the appearance or built form of the BESS facility.

The proposed development is to be located in existing cleared or disturbed areas on the site, minimising the extent of vegetation clearing and environmental impacts. The application has provided technical reports with the application in the form of Ecological Impact Assessment and Bushfire Hazard Assessment & Management Plan to demonstrate how the environmental features and hazards on-site have been appropriately identified, avoided and/or managed.

The proposed development has been assessed and is consistent with the purpose and overall outcomes and all relevant assessment benchmarks of the Rural zone code.

4.3.1.2 Bushfire Hazard Overlay Code

The proposed development is located within the Potential Impact Buffer of the Bushfire Hazard Overlay, therefore the proposed development avoids the mapped bushfire prone area.

The proposed development submitted material involves a detailed and in-depth bushfire hazard assessment and management plan that provides an assessment of the bushfire hazard context and provides a suite of mitigation measures to reduce the risk from bushfire to people and property to a tolerable level. As noted within the applicant's bushfire hazard assessment and management plan, to achieve a BAL-10 rating in accordance with the Overlay Code, development infrastructure must maintain a separation distance of more than 28.2m from hazardous vegetation to the northwest. Additionally, an APZ of at least 23.6m is required for retained grassland vegetation, while the switchyard necessitates an APZ of at least 23m. The development footprint has also been placed 25 metres from the northern property to ensure that the APZ of 23.6 metres is contained and managed within the boundary of the subject site.

While the bushfire management plan concentrates exclusively on mitigating bushfire risks from external sources affecting the development, it neglects the possibility of the development itself becoming a fire source. Battery storage facilities, such as the one proposed, are susceptible to structural fires due to their use of lithium-ion batteries, which contain flammable electrolytes and are prone to thermal runaway. Given the site's lack of connection to a reticulated water network, the applicant proposed installing a 20,000L fire-resistant tank (concrete with fire brigade fittings) within 100 meters of the development. It is considered that a combined total storage volume, including the 20,000L primary tank, of at least 40,000L and preparation and endorsement of a Site Environmental Management Plan for the development, with a particular focus on mitigating risks associated with structural fires is required and has been conditioned accordingly.

Despite the above, the setbacks proposed by the Bushfire Management Plan mean that should the development become a fire source, the on-site setbacks should be appropriate in reducing the risk of any spread of fire off-site. Therefore, the proposed development complies with the Bushfire hazard overlay code.

4.3.1.3 Environmental Significance Overlay Code

The proposal complies with the Performance Outcomes and Acceptable Outcomes of the Environmental Significance Overlay Code as the environmental mitigation hierarchy of avoid and minimise and mitigate impacts have been implemented during the design phase of the development and will continue to be implemented throughout the life of the development. The proposed development is not located within an identified wetland though, it has been designed and sited to ensure adequate setback to nearby creeks.

Therefore, the proposed development complies with the Environmental significance overlay code.

4.3.1.4 Flood Hazard Overlay Code

The proposal complies with the Performance Outcomes of the Planning Scheme. An Information Request was issued by Council requiring the Flood Impact Assessment to be updated to demonstrate that the Acceptable Outcomes 11 and 12 of can be complied with which relate to higher

levels of flood immunity for Essential Community Infrastructure. The SARA has provided Council with advice during the decision-making period that the proposed land use does not meet the definition of Essential Community Infrastructure and accordingly the levels of flood immunity required have been reduced. The proposed development is a private owned and operated by a for-profit company, which means it is not 'Community Infrastructure'. If the proposed development is to go offline, Powerlink's Nebo substation and the surrounding network will not be adversely impacted.

The north western part of the BESS development footprint is located within the flood hazard area (1% AEP + Climate Change) as modelled under the Isaac River Regional Flood Study. The proposed development will achieve flood immunity for the 1% AEP + 300mm flood immunity through the use of bunding, or elevating foundations rather than via a filled pad. This will be conditioned to ensure infrastructure is not impacted by flooding.

The proposed development has flood free evacuation to the road network and will not result in a development type that increases the number of people living or working in a flood hazard area. The proposed development is not expected to impact on the flood storage or conveyance of flood plains and will be conditioned to ensure no hazardous materials are stored within the flood hazard area.

Therefore, the proposed development is able to achieve compliance with the Flood hazard overlay code.

4.3.1.5 Regional Infrastructure overlay code

The proposal complies with the Performance Outcomes and Acceptable Outcomes of the Regional Infrastructure Overlay Code. The proposed development will not adversely impact on the easements present onsite and is not of a scale or nature that will result in an increased risk to community health or safety. Further, the development will support and improve the reliability of the electricity infrastructure in the area.

Therefore, the proposed development is able to achieve compliance with the Regional infrastructure overlay code.

4.3.1.6 Development Works Code

The proposed development complies with the Performance Outcomes and Acceptable Outcomes of the Development Works Code. Electricity and telecommunications infrastructure is provided on site, however, the proposed development does not require new connections. Water for domestic use and bushfire management will be provided. Wastewater will be contained within holding tanks and removed from site as required. Future operational works application are required and the proposal will be required to demonstrate compliance with this code as part of that application of all civil works.

Site access is proposed from a new access point to Suttor Developmental Road. The new permanent access will be a single vehicle compact gravel crossover, with a minimum width of 4m. The access roads is designed to allow any larger service vehicles to access and exit the site in forward gear. Temporary construction accesses to the Suttor Developmental Road has also been approved and conditioned by SARA as a concurrence agency.

A Noise Impact Assessment was submitted as part of the application. The Noise Impact Assessment noted that *noise emissions were predicted to comply with the noise limits during day, evening and nighttime periods at the nearest noise sensitive receivers (off-site) based on various operating conditions*. Council engaged Yarramine Environmental to undertake a peer-review of the submitted report in which they concluded that the assessment report was prepared to a high standard with no major conflicts or issues identified.

Therefore, the proposed development is able to achieve compliance with the Development works code.

4.3.1.7 Landscaping Code

The proposed development complies with the Performance Outcomes and Acceptable Outcomes of the Landscaping Code. The proposed development will have minor impact on the subject site with limited vegetation being affected and no additional landscaping treatments required. A Visual Impact Assessment was submitted with the application which demonstrated that the only public viewpoints of the project will be from Suttor Developmental Road and the Peak Downs Highway, however even from these areas views of the development will be very limited due to existing landscaping and sight lines.

Therefore, the proposed development is able to achieve compliance with the Landscaping code.

4.4 TEMPORARY LOCAL PLANNING INSTRUMENT

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

4.5 VARIATION APPROVAL

There is no Variation Approval applicable to the site.

5. INFORMATION REQUEST

Council sought additional information from the applicant regarding the flood overlay code, earthworks, regional infrastructure, development works, full time staffing numbers and the plans provided. The applicant provided a response to the Information Request on 24 February 2025.

The details of the Information Request items and the applicant's response are provided below:

ITEM 1 – FLOOD IMPACT ASSESSMENT

Issue:

While the proposed Battery Energy Storage System is undefined use, Council considers that the use aligns within the definition of *essential community infrastructure* as defined in the State Planning. The applicant's assessment of the Flood Hazard Overlay code indicates that the footprint for the proposed switchyard and BESS is above the defined 1% AED event. However, Council considered in accordance with AO11 of the Flood hazard overlay code that the proposed use is community infrastructure (*substations*) and is required to achieve flood immunity for a 0.5% AEP flood event.

Information Required:

1. The Flood Impact Assessment is required to be updated to demonstrate that the proposed infrastructure can achieve compliance with AO11 and A12 of the Flood Hazard Overlay Code.

Applicants Response:

The Nebo BESS should not be classified as "Essential Community Infrastructure", as it is a private asset owned and operated by a for-profit company, similar to a solar farm or wind farm asset. This means that, in the event of the Nebo BESS going offline, Powerlink's Beno substation and the surrounding network will not be adversely impacted and will continue to supply power to consumers. While the BESS provides significant benefits, such as stabilising the grid and supporting energy supply, these are tangential benefits, and it is not being constructed for this purpose. Therefore, it does not fall under the 'essential infrastructure categories', which include essential public services like hospitals, police facilities, power stations, and water treatment plants.

As discussed in our meeting on 28th January 2025, the construction of the BESS infrastructure with 1% AEP flood immunity is considered sufficient for the scale and nature of this infrastructure. It is

proposed that the 1% AEP flood immunity is considered sufficient for the scale and nature of this infrastructure. It is proposed that the 1% AEP flood immunity be achieved through the use of a bund, or elevating foundations rather than via a pad, as this will reduce the volume of fill which is required and thereby reduce the volume of fill which is required and thereby reduce the number of heavy vehicle movements on the surrounding road network. An example of flood immunity design for the BESS and Switchyard infrastructure can be found in the Bulk Earthworks drawings provided by Northern Consulting Engineers (Attachment 1)

The applicant agrees with the imposition of a reasonable condition of approval requiring the BESS and Switchyard infrastructure to be constructed with flood immunity for a 1% AEP event, plus an appropriate freeboard (typically around 300mm in ACE Power's experience)

ITEM 2 – EARTHWORKS PLAN

Issue:

The development proposes significant fill (305,000 m³) to achieve flood immune pad levels, however an earthworks plans demonstrating the location and height of the pad/s and related pad betters have not been provided.

Information Required:

2. Provide an earthworks plan prepared by an RPEQ which demonstrates the extent of earthworks required to achieve flood immunity for the proposed infrastructure.

Applicants Response:

An example of earthworks plan is present in Attachment 1. The applicant notes that the example earthworks plan shows the required bund to provide immunity from a 0.5% AEP event, and that subject to the condition imposed by council respect item #1 above, alternative designs may be implemented in the final designs produced for construction, to achieve the required 1% AEP level of immunity.

ITEM 3 - REGIONAL INFRASTRUCTURE OVERLAY

Issue:

The submitted application material does not provide sufficient information to demonstrate how Performance Outcome PO4 of the Regional Infrastructure Overlay Code has been addressed in relation to the easements over the site.

Information Required:

3. Provide additional details to demonstrate how applicable Performance Outcome can be achieved. This must include the following:
 - a. Details of the existing easements over the development site.
 - b. Demonstrate how the proposed development will not adversely impact on the rights and interests and any infrastructure within the easements.

Applicants Response:

The Project site is burdened by several Powerlink easements as demonstrated in the Easement Plan (Attachment 2) and detailed in the Title Search for the subject allotment (Attachment 3). The applicant is consulting with Powerlink on an ongoing basis regarding grid connection and rights of use. Further in accordance with Schedule 10, Part 9, Div 2, Table 2 of the Planning Regulation 2017, the application has been referred to Powerlink as a concurrence agency and they have provided a positive response through the provision of draft conditions.

Noting that Powerlink has reviewed the application in their capacity as a referral agency and is heavily engaged with ACE Power in respect of the design of the high voltage infrastructure for the project, ACE Power is confident that no issues are anticipated relating to easements and therefore Performance Outcome PO4 will continue to be satisfied.

ITEM 4 – PROVISION FOR POTABLE WATER

Issue:

The submitted material does not provide sufficient information to demonstrate how Performance Outcomes PO1 of the *Development Works Code* has been addressed in relation to provision of potable water to the site.

Information Required:

4. Provide additional details to demonstrate how applicable Performance Outcomes can be achieved. This must include:
 - a. Details of how potable water will be provided to the site for use by workers operating and maintaining the site.

Applicants Response:

The Project site is not located within the portable service area and as such, water for use by workers operating and maintaining the site will be trucked in by a third-party contractor and held in tanks for domestic use(i.e. in addition to water which will be trucked in and stored in separate tanks in for fire purposes).

ITEM 5 – PROVISION FOR WASTE WATER TREATMENT

Issue:

The submitted application material does not provide sufficient information to demonstrate how Performance Outcomes PO2/21/22 of the *Development Works Code* have been addressed in relation to provision of waste water infrastructure to the site.

Information Required:

5. Provide additional details to demonstrate how the applicable Performance Outcome can be achieved. This must include:
 - a. details of an on-site waste water treatment system, or
 - b. details of wastewater pump out, removal and disposal to offsite facilities.

Applicants Response:

The project site is located outside Councils reticulated sewerage service area and as such, wastewater will be contained within holding tanks and removed from a site as required. Noting the extremely low load anticipated (approx.. 2-3 persons on site at any given time, with on-site presence expected to be required on just a handful of days per week), it is proposed that the waste will be stored on-site in holding tanks and pumped out and disposed of by a third-party contractor at an approved waste disposal depot. During the construction phase, amenities will be provided through temporary measures such as port-a-loos, as is typical for an infrastructure project of this type. The applicant welcomes the imposition of a reasonable condition of approval requiring the specifics of this wastewater system post approval and prior to construction.

ITEM 6 – PROVISION FOR OPERATIONS AND WORKERS

Issue:

The submitted application material does not provide sufficient information in relation to the justification of not providing amenities to the site to support the 5-10 FTE workers that have been proposed to operate and maintain the facility.

Information Required:

6. Provide further information to:
 - a. Justify the proposal to not provide amenities to the site for the planned workers, or
 - b. Provide a revised design incorporating appropriate amenities for the workers operating and maintaining the facility.

Applicants Response:

An operation and maintenance building (O&M building) has been included in the updated site plan within the temporary laydown area as demonstrated in Attachment 4 – Development Plan Set. The O&M building will provide on-site staff with office space and basic amenities (kitchen, toilets & basin). It should be noted that whilst the project will require the support of 5-10 full time equivalent (FTE), many of these staff will be based remotely limiting the number of FTE to 2-3 on site at any given time, with on-site presence expected to be required on just a handful of days per week.

ITEM 7, 8, 9 – REQUIRED DEVELOPMENT PLANS

Issue:

The applicant has not provided sufficient drawings/elevations plans to demonstrate the size and scale of the transmission and industrial infrastructure and any buildings proposed onsite. A development plan at a suitable scale demonstrating the location and width of the access track, the new vehicle crossing and onsite car parking areas have also not been provided.

Information Required:

7. Provide typical sections and elevation drawings of the transmission and industrial infrastructure including batteries, shipping containers, inverters and transformers proposed onsite.
8. Provide floor plans and elevations of any building (staff amenities) proposed onsite.
9. Provide a suitability scaled plan indicating the location and width of the access track, the proposed vehicle crossing and the onsite car parking area.

Applicants Response:

An updated development plan set has been prepared by Draft Tech and is Attachment 4. This plan set provides suitably scaled plans of the relevant project infrastructure and access tracks, floor plans for the O&M building and sections/ elevations of all relevant project infrastructure.

Provided in Attachment 5 is the indicative car parking layout which demonstrates a minimum of 50 car spaces can be accommodated within the temporary laydown area.

6. OTHER CONSIDERATIONS

6.1 BUDGET AND RESOURCE IMPLICATIONS

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

6.2 LEGAL IMPLICATIONS

No legal considerations are envisaged.

6.3 COUNCIL POLICY IMPLICATIONS

Council's *Social Sustainability Policy* seeks to ensure implementation of standards of positive sustainable social development which promote increased wellbeing for the Isaac Region's communities. Council seeks to address and overcome limitations within the current regulatory social impact assessment framework and apply the provisions of the Social Sustainability Policy within its own business and in engagement with major project proponents and regional investors to promote genuine sustainable social development within the Isaac Region.

While the planning framework does not currently legislate that applicants of battery energy storage projects are required to demonstrate how a project will enhance community wellbeing, Council has a long-standing policy position that projects should enhance social outcomes for the communities in which they are located.

An Advice Notice has accordingly been included as part of this approval to clearly identify Council's expectations that the applicant will engage with Council and community and make tangible commitments to achieve community betterment and positive social outcomes and legacy through the proposed development. The Advice Notice reads as follows:

AD1 – COMMUNITY BENEFIT

Council has an expectation that project proponents and regional investors undertaking business in the Isaac Region achieve a strong social license and contribute to positive social outcomes which promote increased wellbeing for the Isaac Region's communities.

The applicant is requested to enter into a Community Benefit Agreement with Council that contains measures and commitments to manage and counterbalance social impacts, as well as enhance community outcomes for a positive legacy

Please contact the Assessment Manager at records@isaac.qld.gov.au or 1300 472 227 to discuss Council's agreement process.

6.4. HUMAN RIGHTS

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

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

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

7. CONSISTENCY WITH HIGHER ORDER APPROVAL

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

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

8. REFERRALS

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

Concurrence - SARA

- Schedule 10, Part 9, Division 1, Table 1, Item 1 (Planning Regulation 2017) – Development on premises that are the subject of a Ministerial designation
- Schedule 10, part 9, division 4, subdivision 2, table 4, item 1 – Development near a state transport corridor or that is a future state transport corridor

The SARA referral agency response dated 16 January 2025 contains conditions relating to road access.

Advice Agency - Powerlink

- Schedule 10, Part 9, Division 2, Table 2, Item 1

The Powerlink referral agency response dated 14 February 2025 contains conditions relating to the development being undertaken in accordance with the approved plans, achieve the required clearances and maintaining any easements in favour of Powerlink.

9. CONSULTATION

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

Referral	Response
Internal	
Engineering & Infrastructure	No requirements
Water & Wastewater	No requirements
GIS	No requirements
Community Education & Compliance	No requirements
External	
Engineering Becker Sunner Consulting	<p>Specialist Final Assessment Memorandum – 25 February 2025</p> <p><u>Critical Issues</u></p> <p>A preliminary engineering assessment was undertaken on the originally provided documentation and information request items issued. The complete response to the information request was provided on 24/02/25, and this assessment has been undertaken on the response provided and must be read in conjunction with the preliminary engineering memo 2252-51 MCU24-0019 Engineering IR Memo 241114.docx. No new critical issues have been identified as a result of the response, therefore the following addresses the information request items:</p> <p>ITEM 1</p> <p><u>Issue:</u></p> <p>The submitted application material does not provide sufficient information in relation to the justification of not providing</p>

amenities to the site to support the 5-10 FTE workers that have been proposed to operate and maintain the facility.

Response:

An operation and maintenance building (O&M building) has been included in the updates site plan within the temporary laydown area as demonstrated in Attachment 4 – Development Plan Set. The O&M building will provide on-site staff with office space and basic amenities (kitchen, toilet and basin). It should be noted that whilst the project will require the support 5-10 full time equivalent (FTE), many of these staff will be based remotely limiting the number of FTE to 2-3 on site at any given time, with on-site presence expected to be required on just a handful of days per week.

Review:

This response is accepted.

ITEM 2

Issue:

The submitted application material does not provide sufficient information to demonstrate how Performance Outcome PO1 of the Development Works Code has been addressed in relation to provision of potable water to the site.

Response:

The project site is not located within the portable service area and as such, water for use by workers operating and maintaining the site will be trucked in by a third-party contractor and held in tanks for domestic use (i.e in addition to water which will be trucked in and stored in separate tanks in for fire purpose).

Review:

This response is accepted.

ITEM 3

Issue:

The submitted application material does not provide sufficient information to demonstrate how Performance Outcome PO2/21/22 of the Development Works Code has been addressed in relation to provision of wastewater infrastructure to the site.

Response:

The project site is located outside Councils reticulated sewerage service area and as such, wastewater will be contained within holding tanks and removed from site as required. Noting the extremely low load anticipated (approx. 2-3 persons on site at any given time, with on-site presence expected to be required on just a handful of days per week), it is proposed that the waste will be stored on-site in holding tanks and pumped out and disposed of by a third-party contractor at an approved waste disposal depot. During the construction phase, amenities will be provided through temporary measures such as port-a-loos, as is typical for an infrastructure project of this type.

The applicant welcomes the imposition of a reasonable condition of approval requiring the specifics of this wastewater post approval and prior to construction.

Review:

This response is accepted based on confirmation from Council Officers that they support this option. Alternatively, Council may

	<p>wish to condition on-site treatment, which is viable based on the minimal waste water loading and available area.</p> <p>ITEM 4</p> <p><u>Issue:</u> The submitted application material does not provide sufficient information to demonstrate how Performance Outcome PO4 of the Regional Infrastructure overlay Code has been addressed in relation to appropriate access easements over the site.</p> <p><u>Response:</u> <i>The Project site is burdened by several Powerlink easements as demonstrated in the Easement Plan (attachment 2) and detailed in the Title Search for the subject allotment (Attachment 3). This applicant is consulting with Powerlink on an ongoing basis regarding grid connection and rights of use. Further in accordance with Schedule 10, Part 9, Div 2, Table 2 of the Planning Regulation 2017, the application has been referred to Powerlink as a concurrence agency and they have provided a positive response through the provision of draft conditions. Noting that Powerlink has reviewed the application in their capacity as a referral agency and is heavily engaged with ACE Power in respect of the design of the high voltage infrastructure for the project, ACE Power is confident that no issues are anticipated relating to easements and therefore Performance Outcome PO4 will continue to be satisfied.</i></p> <p><u>Review:</u> This response is accepted based on further approval from the concurrence agencies requiring appropriate approvals prior to connection power infrastructure.</p>
Yarramine Environmental Peer Review of Noise, Ecology & Bushfire technical reports	<p>Yarramine Environmental was engaged to provide an assessment of Noise Impact Assessment, Ecology Assessment & Bushfire Hazard Assessment & Management Plan submitted in support of the development application.</p> <p>Overall, the peer review has concluded that the assessment reports have been prepared to a high standard with no major conflicts or issues identified by Yarramine. Conditions have been recommended for inclusion by council.</p>

10. PUBLIC NOTIFICATION

The application was impact assessable and was publicly notified between 10 March 2025 and 31 March 2025 in accordance with the *Planning Act 2016*. No submissions were lodged during the public notification period.

A Notice of Compliance was received from the applicant on 1 April 2025, confirming that all required actions for public notification had been completed within the statutory timeframes. The Notice of Compliance includes photographs of advertising signs on the land, an extract of a notice in the Mackay Mercury newspaper and registered post details for adjoining landowners.

11. INFRASTRUCTURE CHARGES

The development has an estimated infrastructure charge of \$5,800.00.

The charges are calculated based on the gross floor area of the development which is 200m² for the O&M building. The BESS structures and switchroom / control room buildings are not defined as gross floor area under the planning scheme as they are plant / equipment areas.

As a BESS is not a defined land use under the planning scheme or Charges Resolution (No. 3) 2021, the Charges Resolution allows for the use and demand for the development to be determined by council at the time of assessment based on the prescribed amount for other similar uses. Officers have adopted the charge rate for 'Other Industry'.

An Infrastructure Charge Notice will be issued at the same time as the Decision Notice.

12. DRAFT CONDITIONS

Draft Conditions were issued to the applicant on the 6 May 2025. The applicant provided a response to the draft conditions on the 8 May 2025 which requested minor administrative updates which have been incorporated into the conditions.

13. CONCLUSION

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

14. PROPERTY NOTIFICATIONS

No property notifications are recommended in relation to this application.

15. RECOMMENDATION

That Council:

- Approves the development application for MCU24/0019 for a Development Permit for Material Change of Use – Battery Energy Storage System (Undefined Use) on land at 178 Suttor Developmental Road, Nebo, described as Lot 20 on WHS462, subject to the following conditions of approval:***

ASSESSMENT MANAGER CONDITIONS

MCU24/0019 – DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE – BATTERY ENERGY STORAGE SYSTEM (UNDEFINED USE) SPECIAL INDUSTRY

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

NO.	CONDITION			TIMING																																																																				
6	The applicant must demonstrate to Council compliance with the conditions of the approval prior to commencement of the changed use.			Prior to commencement of use																																																																				
APPROVED DRAWINGS AND DOCUMENTS																																																																								
7	Except where amended by the conditions of this Decision Notice, the development is to be carried out, generally in accordance with the following approved drawings and/or documents:			At all times																																																																				
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NO.	CONDITION	TIMING
	MJ2569-FIA	B
	<i>Flood Impact Assessment, prepared by Northern Consulting Engineering</i>	10/10/2024
	PR23294_N ebo BESS – Nebo_Vera	B
	<i>Bushfire Hazard Assessment and Management Plan, prepared by Green Tape Solutions</i>	18/10/2024
	E231083 RP1	3
	<i>Ecology Assessment, prepared by EMM Consulting</i>	28/10/2024
8	A legible copy of the Approved drawings and documents bearing "Council Approval" and the Conditions of this Decision Notice are to be available on site at all times during construction.	During construction
BUILDING WORK		
9	<p>Complete all building work associated with this development approval, including work required by any of the Conditions of this Decision Notice; generally in accordance with the approved drawing(s), and/or documents.</p> <p>Where Building Work is Assessable Development, works are to be carried out in accordance with a current Development Permit.</p>	Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained
OPERATIONAL WORK		
10	<p>Complete all Operational Work associated with this development approval, including work required by any of the Conditions of this Decision Notice generally in accordance with the approved drawings and/or documents.</p> <p>Where Operational Work is Assessable Development, works are to be carried out in accordance with a current Development Permit and the Capricorn Municipal Development Guidelines.</p> <p>Note:</p> <p><i>This Decision Notice does not represent an approval to commence Operational Work. Any Operational Work associated with this Material Change of Use or other engineering work proposed on the premises may be subject to assessment under the Isaac Regional Council Planning Scheme.</i></p>	Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first and then to be maintained
COMMENCING AND CEASING USE		
11	The Applicant is required to submit formal written notification to Council confirming the date of commencement of the use, within 10 business days the day after the use commences.	As indicated
12	At the end of the operational life of the development (or if the facility is not operational for a continuous period of 24 months following construction), the development must be decommissioned, and the site shall be restored to a standard capable of the level of productivity that was available prior to the development occurring in accordance with the requirements of Condition 13.	As indicated
SITE DECOMMISSIONING AND REHABILITATION		
13	<p>Submit and have endorsed by Council a Rehabilitation and Decommission Plan prepared by a suitably qualified person that, at a minimum:</p> <ul style="list-style-type: none"> (a) Demonstrates the site will be restored to a standard capable of the level of productivity that was available prior to the development occurring; (b) Clearly establishes the objectives of the Plan; (c) Show adopted performance criteria for rehabilitation efforts; 	Prior to commencement of the use.

NO.	CONDITION	TIMING
	(d) Includes an Action Plan, with timing for remedial work such as the removal of structures, removal of imported materials, such as gravel and soils and any replanting or rehabilitation works proposed; (e) Outlines a program for monitoring rehabilitation success using appropriate indicators.	
14	At or before one (1) year prior to the cessation of the use, submit to and have endorsed by Council an updated Rehabilitation and Decommissioning Plan prepared by a suitably qualified professional in the event of any changed circumstances.	At least one (1) year prior to cessation of use.
15	Implement the Rehabilitation and Decommissioning Plan endorsed by council.	Upon the cessation of the development.
16	Waste generated through decommissioning and rehabilitation is not permitted to be disposed of at a Council managed waste facility without prior approval from Council. Any acceptance of this waste is at the discretion of Council.	At all times.
USE REQUIREMENTS		
17	The approved development is for a battery energy storage facility and ancillary office / workshop areas. The approval is not associated with any renewable energy facility on the same site.	At all times
18	Provide a minimum 1.8m high security fence around the perimeter of the facility and ensure access to the facility is restricted by use of security gates or other means.	Prior to commencement of the use and at all times.
19	Chemical storage and use areas must be appropriately designed and managed to minimise the risk and impact of any accidental spills and/or releases of fuels, chemicals and other hazardous materials that may contaminate soil, stormwater, groundwater and/or air. Storage of fuels and chemicals on-site is undertaken in accordance with Australian Standard AS1940 – Storage and Handling of Flammable and Combustible Liquids.	Prior to commencement of use and at all times.
SITE ENVIRONMENTAL MANAGEMENT PLAN		
20	Submit to Council for endorsement a Site Environmental Management Plan prepared by a qualified person that, at a minimum, includes the following: (a) Prior to commencement of use, submit to Council for endorsement a Site Environmental Management Plan prepared by a qualified person that, at a minimum, includes the following: i. Noise, dust and lighting control; ii. Erosion and sediment control; iii. Waste standards and management; iv. Flora and wildlife protection standards; and v. Weed and pest control, and biosecurity management. (b) As constructed plans; (c) Contingency plans to deal with foreseeable risks and hazards including corrective responses to prevent and minimise environmental harm. (d) Emergency procedures and protocols to be implemented in the event of a fire emergency and chemical spill emergency. (e) Communication of procedures, plans, incidents, potential environmental problems and results to staff and stakeholders; (f) Handling of environmental related complaints; (g) Keeping and production of environmental records and reports; (h) Monitoring of the release of contaminants into the environment; and (i) Staff training and awareness of environmental issues.	Prior to commencement of use
21	The Site Environmental Management Plan must receive endorsement by Council. Once endorsed, the Environmental Management Plan will form an approved document for the purpose of this Decision Notice.	Prior to commencement of use and at all times

NO.	CONDITION	TIMING
22	The endorsed Site Environmental Management Plan must be implemented, maintained and modified where necessary to always maintain compliance with the requirements of this Development Approval.	At all times
CAR PARKING AND ACCESS		
23	Obtain a Development Permit for Operational Work for Engineering Works - Car Parking and Access Works. Note: <i>Works required to be undertaken within the road reserve are subject to separate approval from the Department of Transport and Main Roads</i>	Prior to site / operational / building work commencing.
24	Design, construct and maintain all car parking and access works generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, AS2890.1: 2004 Parking facilities – Off-street car parking, Manual of Uniform Traffic Control Devices (Queensland) and the provisions of a Development Permit for Operational Work (Engineering Work – Parking and Access Works).	At all times
25	Provide car parking for a minimum amount of vehicles during the following periods: (a) 50 vehicles during construction; and (b) 10 vehicles during operations.	At all times
26	Remove all unused or redundant vehicular crossings on the frontage of the site and (where applicable) reinstate any kerb and channel, road pavement, footways and footpaths in accordance with the Development works Planning Scheme Policy.	Prior to commencement of use
27	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the car parking / driveways have been designed and constructed in accordance with the conditions of this Decision Notice or any other relevant approval issued by the Assessment Manager	Prior to commencement of use.
AMENITY		
GENERAL AMENITY		
28	The approved use must not create environmental nuisance or impact on the amenity of the surrounding area as a result of noise, vibration, air, odour, water, waste of other emissions. Note: <i>The operation must comply with the requirement not to cause Environmental Nuisance or Environmental Harm as per the Environmental Protection Act 1994.</i>	At all times
LIGHTING		
29	Any vertical illumination resulting from direct, reflected or other incidental lighting emanating from the site must not exceed 8 lux when measured at any point 1.5m outside the site boundaries and at any level from ground level upwards. All on-site lighting must be installed to ensure no amenity impacts on the on-site dwelling. Light emanating from any source complies with Australian Standard AS4282 Control of the Obtrusive Effects of Outdoor Lighting or current version.	At all times
NOISE		
30	Noise from activity associated with the approved use must not exceed the Acoustic Quality Objectives listed in the Environment Protection (Noise) Policy 2019 when measured at any off-site residential sensitive receptor.	At all times
31	Where considered warranted by Council and when requested in writing to do so, a noise investigation must be undertaken to investigate a complaint of noise	At all times

NO.	CONDITION	TIMING
	nuisance. In such instances, a qualified person must monitor, interpret, and record all parameters that are required to be monitored to determine whether the Acoustic Quality Objectives listed in the Environment Protection (Noise) Policy 2019 are being exceeded.	
ACOUSTIC AMENITY - CERTIFICATION		
32	Prior to commencement of site works and any pre-start meeting for operational works, submit to Council certification from a suitably qualified person which certifies that the to be constructed facility is capable of achieving the Noise Limits specified by Condition 30.	Prior to commencement of site works
ACOUSTIC AMENITY - COMPLAINTS MANAGEMENT		
33	<p>Prior to commencement of use, submit to Council for endorsement, either as a standalone procedure or incorporated into the Site Environmental Management Plan, a noise complaints management procedure. This complaints procedure must include the following:</p> <ul style="list-style-type: none"> (a) A contact person with whom complaints can be lodged; (b) A clearly defined procedure for responding to and investigating complaints; and (c) A notification protocol to all complainants of the outcome of complaint investigations. <p>A record of all noise complaints and investigation results including corrective actions must be maintained and made available for inspection at any time upon request by Council.</p>	Prior to commencement of the use and to be maintained at all times
ENGINEERING		
CONSTRUCTION MANAGEMENT		
34	<p>Submit to Council for endorsement a Construction Environmental Management Plan prepared by a qualified person that at a minimum includes the following:</p> <ul style="list-style-type: none"> (a) Description of construction activity and scheduling/phasing including: <ul style="list-style-type: none"> i. Drawing(s) showing the phases and extent of construction works including areas to undergo vegetation clearing/grubbing ; and ii. Details of construction hours, days, staff numbers, staff amenities and shift structure. (b) Administration, control measures and/or actions addressing environmental impacts arising from construction works relating to the following: <ul style="list-style-type: none"> i. Vegetation clearing/grubbing activities; ii. Wildlife injury and mortality controls; iii. Dust management; iv. Weed, pest and biosecurity management; v. Lighting management (where night works are proposed); vi. Noise management; vii. Stormwater quality management; viii. Erosion and sediment control; ix. Construction waste management, storage and collection; and x. Complaint management and investigation procedures. 	Prior to commencement of site works
35	The Construction Environmental Management Plan must receive endorsement by Council prior to issue of any Development Permit for Building Work or Development Permit for Operational Work.	Prior to operational / building work approval
36	The Construction Environmental Management Plan must address both the internal works for the development and any associated external works.	Prior to endorsement
37	The endorsed Construction Environmental Management Plan must be implemented and, maintained where necessary to maintain compliance with the requirements of this Development Approval.	At all times during construction

NO.	CONDITION	TIMING
38	Contain all litter, building waste on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or roads.	At all times during construction
39	Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction. These material spills and accumulated sediment deposits must be managed in a way that minimises environmental harm and/or damage to public and private property.	At all times during construction
EARTHWORKS		
40	Obtain a development permit for Operational work for Excavating and Filling.	Prior to site/operational building work commencing.
41	The Earthworks Plan is to be included, but not limited to the following: <ol style="list-style-type: none"> The location of cut and/or fill The type of fill to be used and the manner in which it is to be compacted The quantum of fill to be deposited or removed and finished cut and/or fill levels Retaining structures (if necessary) and Surface and sub-surface drainage controls (if applicable) 	As part of a development application for Operational Work (Excavating and Filling)
42	Carry out Excavating and Filling activities with the Capricorn Municipal Development Guidelines, AS3798-2007 Guidelines and earthworks for residential and commercial developments, the Approved Drawings, and the provisions of a development permit for Operational Work (Excavating and Filling)	At all times
43	Ensure the excavating or filling does not concentrate or divert stormwater onto adjoining land to a degree which is worse than that which existed prior to the works	At all times
44	Ensure the excavation or filling does not result in ponding or permanent retention of surface water either on the site or on adjoining land.	At all times
45	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the Earthworks have been designed and constructed generally in accordance with the Approved Drawings, the conditions of this Decision Notice and any other relevant approval issued by the Assessment Manager.	Prior to commencement of use
EROSION AND SEDIMENT CONTROL		
46	Submit an Erosion and Sediment Control Plan as part of the Operation Works Application for Council approval. The Erosion and Sediment Control Plan must be prepared and implemented in accordance with the Capricorn Municipal Development Guidelines D7' Erosion Control and Stormwater Management'	Prior to site / operational / building work commencing and at all times during construction
47	Implement and maintain the Erosion and Sediment Control Plan on-site for the duration of the operation or building works, and until exposed soil areas are permanently stabilised (e.g. turfed, hydro-mulched, concreted, landscaped).	While site/ operational / building work is occurring.
STORMWATER		

NO.	CONDITION	TIMING
48	<p>The lawful point of discharge for the development is Nebo Creek to the west of the lot or Suttor Developmental Road. The lawful point of discharge is to be confirmed as part of the Operational works application for Stormwater drainage works.</p> <p>Discharge all minor stormwater flows that fall or pass onto the site to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with Capricorn Municipal Development Guidelines and Queensland Urban Drainage Manual.</p>	Prior to commencement of building or operational work to be maintained
49	<p>Adjoining properties and roads are to be protected from ponding or nuisance from stormwater as a result of the works. Ensure the stormwater runoff from the site does not adversely impact on flooding or drainage (peak discharge and duration for all events up to the 1% AEP (Annual Exceedance Probability)) of properties that are upstream, downstream or adjacent to the site.</p> <p>Notes:</p> <p><i>If remedial works are required that involve drainage, drawings are to be submitted and approval obtained from Council, to provide a means to rectify the site drainage.</i></p>	At all times
50	Obtain a Development Permit for Operational Work for Stormwater Drainage Works.	Prior to site / operational / building work commencing
51	Design, construct and maintain all Stormwater Drainage Works for the development generally in accordance with the Approved Drawings, Capricorn Municipal Development Guidelines, Queensland Urban Drainage Manual and the provisions of a Development Permit for Operational Work (Engineering Work – Stormwater Drainage Works).	Prior to the commencement of any stormwater works and at all times thereafter.
52	<p>Submit to Council a Site Based Stormwater Management Plan designed in accordance with the Capricorn Municipal Development Guidelines and the Queensland Urban Drainage Manual and certified by a suitably Registered Professional Engineer of Queensland. The Plan is to include, but not be limited to the following:</p> <ul style="list-style-type: none"> (a) The detailed design and layout of all necessary stormwater drainage systems and stormwater quality management systems. (b) The provision of on-site detention / retention necessary to limit discharge to pre-development generated peak levels up to and including the Q100 ARI return interval (or 1 % AEP). (c) The provision of stormwater quality improvement devices. (d) Demonstration that the development will not in actionable nuisance on upstream or downstream properties. (e) Incorporate details of ongoing maintenance and management actions required about any proposed detention basin and retention systems. <p>Note:</p> <p><i>Where there are affected property owners. The in principle agreement would note the characteristics of the flow, the proffered solution, and the necessity for registration of easement(s) (prior to submission of the Operational work approval).</i></p> <p><i>Detention storage must be visually integrated into the surrounding landscape and designed with a high level of visual amenity.</i></p>	Prior to the issue of any Development Permit for Operational Work
53	Provide certification from a Registered Professional Engineer Queensland (RPEQ) that the stormwater drainage system has been designed and constructed in accordance with the conditions of this approval and any other relevant approval issued by the Assessment Manager.	Prior to issue of Certificate of Classification / Final Inspection Certificate or prior to commencement of use, whichever comes first.

NO.	CONDITION	TIMING
WATER		
54	Provide an appropriate on-site rainwater collection tank and/or other means to service the anticipated water supply needs of the development, including but not limited to potable water supply and firefighting needs.	Prior to commencement of use
ROADWORKS		
55	<p>The permitted road access location is located in accordance with the Indicative Project Layout prepared by EMM Consulting Pty Ltd dated 28 October 2024 as amended in red by SARA on 16 January 2025.</p> <p>Road access works comprising the following must be provided –</p> <ol style="list-style-type: none"> Temporary road access works during construction must be provided at the permitted access location, generally in accordance with Figure 6.3 of the Traffic Impact Assessment prepared by Rytenskild Traffic Engineering dated 17 October 2024, reference no. 24058, version 1 as amended in red by SARA on 16 January 2025. Note: permanent concrete accesses are not permitted in the State-controlled road reserve. Permanent road access works comprising a minimum Type C treatment must be provided at the permitted access location, generally in accordance with the attached Department of Transport and Main Roads 'Rural Property Access Standard Drawing 1807'. Bitumen surfacing to the boundary will be required for safety reasons for the nominated B-Double use. <p>The road access works must be designed and constructed in accordance with detailed design drawings to be submitted to the Department of Transport and Main Roads for approval.</p> <p>Notes: Road works approval</p> <p><i>Under section 33 of the Transport Infrastructure Act 1994, written approval is required from the Department of Transport and Main Roads (DTMR) to carry out works on a state-controlled road. Please contact the DTMR at mackay.whitsunday.idas@tmr.qld.gov.au to make an application for road works approval.</i></p> <p><i>The approval must be obtained prior to commencing any works on the state-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the DTMR as soon as possible to ensure that gaining approval does not delay construction.</i></p>	<p>At all times</p> <p>Prior to the commencement of construction</p> <p>After construction and prior to the commencement of the use of the facility, and to be maintained at all times</p> <p>Prior to construction of the BESS commencing</p>
SERVICES AND STRUCTURES		
56	Ensure all existing and proposed utility services and connections (e.g. electricity, telecommunications) are wholly located within the site or within a suitable easement to the satisfaction of Council	Prior to commencement of use
57	<p>Certification must be submitted to Council from an appropriately qualified surveyor which certifies that:</p> <ol style="list-style-type: none"> the boundary clearances for any existing buildings remaining on the site comply with the relevant provisions of the planning scheme and the Building Act 1975, unless varied by this Decision Notice; all constructed access and roadworks (including associated fill batters and retaining walls) are fully contained within a dedicated reserve or registered easement; all existing and proposed utility services and connections (e.g. electricity, telecommunications, water, sewerage) are wholly located within the site, or alternatively included within an easement where location within the site is not possible; 	Prior to commencement of use

NO.	CONDITION	TIMING
	(d) all existing effluent disposal areas are wholly located within the site and comply with the boundary setback requirements of the <i>Plumbing and Drainage Act 2018</i> and associated codes and requirements; (e) all dams (including ponded water, dam walls and associated spillway structures) are wholly located within the boundaries of the site; (f) all retaining walls and structures are fully contained within the site; and (g) any fill, including fill batters, are wholly contained within the subject site and not on adjacent properties.	
ELECTRICITY		
58	The development must be connected to a reliable electricity supply in accordance with the standards of the relevant service provider.	Prior to issue of Certificate of Classification/ Final Inspection Certificate or prior to commencement of use, whichever comes first.
EASEMENTS		
59	Ensure that any easements and rights pertaining to the parcels of land associated with this approval are maintained unless otherwise stated on the Approved Plan/s or the conditions of this approval.	At all times
60	Submit to Council evidence of the registration of the necessary easement documentation within one month of the registration of the easement documentation.	As indicated
FLORA & FAUNA PROTECTION & MANAGEMENT		
61	Construction and operation of the approved use must be carried out in accordance with the flora and fauna protection and management controls detailed in Section 6 of the approved Ecology Assessment listed within this Development Approval.	At all times
62	Cleared vegetation must be chipped, mulched or disposed of at a waste disposal facility or salvaged for reuse. No burning of cleared material is permitted unless otherwise approved in writing by the Assessment Manager. Any disposal of materials at a Council waste disposal facility will be at the discretion of Council.	Immediately after clearing of approved vegetation
BUSHFIRE HAZARD		
63	The development must be carried out in accordance with Section 4 of the approved Bushfire Hazard Assessment & Management Plan listed within this Development Approval, with the addition of the following: (a) To aid in preventing the spread of a battery enclosure fire, provision of additional water supply storage capacity throughout the site incorporating the following: i. A minimum of four (4) separate additional storage tanks supplied with fire brigade fittings with no less than 5,000L in capacity strategically located around the battery enclosure field; and ii. A combined total storage volume, including the 20,000L primary tank, of at least 40,000L	At all times
FIRE EMERGENCY RESPONSE		
64	Submit to Council for endorsement, either as a standalone plan or incorporated into the required Site Environmental Management Plan, a combined structural and bushfire management response protocol to be implemented in the event of a fire emergency.	Prior to commencement of use
FLOOD HAZARD		

NO.	CONDITION	TIMING
65	Construct the development such that the battery energy storage systems and switchyard are constructed with flood immunity to the 1% AEP event plus a 300mm freeboard.	Prior to commencement of the use and to be maintained at all times
66	Construct the development such that the minimum non-habitable floor level for all buildings on site is above the Defined Flood Event or designed to allow for the flow through of floodwaters on the ground floor.	At all times
67	Floor areas below the nominated defined floor event must be designed and constructed using flood resilient materials	At all times
68	All electrical and data equipment, including switchboards, power points and light switches, must be located above the Defined Flood Event.	Prior to commencement of use
69	<p>A Flood Emergency Management Plan must be submitted to and approved by council prior to commencement of the use. The plan must demonstrate how people may be evacuated from the site to a safe gathering point above the Defined Flood Event and must include, but not be limited to, the following features:</p> <ul style="list-style-type: none"> (a) describe the nature, size, characteristics and built form of the development, including identification of the asset or use life; (b) provide a plan of the proposed development indicating evacuation routes and assembly areas (where relevant); (c) identify triggers where the evacuation plans and other emergency flood management measures are to be implemented; (d) detail relevant emergency signage to be incorporated in the building design; (e) detail any procedures required to manage evacuation; (f) identify contact numbers of relevant local emergency services; and (g) provide a quantitative assessment of risk and risk-reduction factors of the relevant flood hazard. 	Prior to commencement of use
70	The manager/operator of the facility must have access to, and a detailed understanding of, their obligations/requirements under the Approved Flood Emergency Management Plan.	At all times
71	Site / Floor plans showing evacuation routes and exits must be displayed in prominent locations throughout the development.	At all times
72	Ensure materials stored on-site do not create a safety hazard and are contained in order to minimise movement in times of flood, or are readily able to be moved in a flood event.	At all times
73	Hazardous or noxious, or other materials that may cause a detrimental impact on the environment if discharged in a flood must not be stored below the Defined Flood Level.	At all times
74	Submit to Council "As Constructed" drawings prepared by a registered surveyor. The registered surveyor must certify that the development has been constructed in accordance with the conditions of this development	Prior to commencement of the use
WASTE MANAGEMENT		
75	Construction waste is not permitted at a Council managed waste facility without prior approval of Council. Any acceptance of construction waste is at the discretion of Council.	At all times
76	<p>An impervious bin storage area (Bin Enclosure) for the storage of waste receptacles, must be provided in accordance with the following:</p> <ul style="list-style-type: none"> a. designed so as to prevent the release of contaminants to the environment; b. sufficient to accommodate all refuse containers required by the Assessment Manager for the scale of the development; 	Prior to commencement of use and to be maintained at all times

NO.	CONDITION	TIMING
	c. aesthetically screened from the road frontage and adjoining properties by landscaping or constructed screening; d. a suitable hose cock (with backflow prevention) and hoses must be provided at the refuse container area, and wash down to be drained to sewer and fitted with an approved stormwater diversion valve arrangement; and e. must be maintained in a clean and sanitary manner at all times.	
77	Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins and associated storage areas so as not to cause any environmental nuisance.	At all times
78	Ensure that any potential food/waste sources are covered and collected so that they are not accessible to wildlife	At all times
79	Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries etc) that cannot be disposed of in Council's sewerage system or an on-site industrial waste treatment system is a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	At all times.
80	All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.	At all times
81	An on-site Waste Management Plan must be submitted to and approved by the council. The plan must have regard to the conditions of this approval and include, but not be limited to, the following details: (a) the waste management process, including the type and size of receptacle/s to be utilised (e.g. 240 litre mobile waste bins, 1m ³ bulk bins) for general waste and recycling; (b) the location of waste receptacle storage areas and collection points; (c) how waste collection vehicles will be able to safely and effectively access bins; and (d) if bins are to be collected from the kerbside, demonstrate that this location has the capacity to adequately contain the maximum number of bins to be collected on collection day.	Prior to commencement of use

ADVICE NOTES

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

ADVICES		
COMMUNITY BENEFIT AGREEMENT		
AD1	<p>Council has an expectation that project proponents and regional investors undertaking business in the Isaac Region achieve a strong social license and contribute to positive social outcomes which promote increased wellbeing for the Isaac Region's communities.</p> <p>The applicant is requested to enter into a Community Benefit Agreement with Council that contains measures and commitments to manage and counterbalance social impacts, as well as enhance community outcomes for a positive legacy</p> <p>Please contact the Assessment Manager at records@isaac.qld.gov.au or 1300 472 227 to discuss Council's agreement process.</p>	Prior to commencing construction and ongoing delivery at all times
INFRASTRUCTURE CHARGES		

AD2	Infrastructure Charges Notice MCU24/0019 applicable to the approved development is attached to this Decision Notice.	As indicated
ENVIRONMENTAL HARM		
AD3	The Environmental Protection Act 1994 states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard persons and entities, involved in the civil, earthworks, construction and operational phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm. Environmental harm is defined by the Act as any adverse effect, or potential adverse effect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property not connected with the use.	At all times
HOURS OF WORK		
AD4	It is the applicant/owner's responsibility to ensure compliance with Section 440R of the Environmental Protection Act 1994, which prohibits any construction, building and earthworks activities likely to cause nuisance noise (including the entry and departure of heavy vehicles) between the hours of 6:30pm and 6:30am from Monday to Saturday and at all times on Sundays or Public Holidays.	At all times
FURTHER DEVELOPMENT APPROVALS		
AD5	Please be advised that the following development permits are required to be obtained before the development can be carried out: (a) Operational Works: <ul style="list-style-type: none"> • Car Parking and Access Works. • Excavating and Filling. • Stormwater Drainage Works (b) Building works (c) Plumbing works	Prior to site / operational/ building work commencing
SIGNAGE		
AD6	Any signage is to be provided in accordance Council's Subordinate Local Law No.14 (Installation of Advertising Devices) 2011.	Prior to the commencement of Use
ADVICE AGENCY CONDITIONS		
AD7	Please refer to the Appendix 6 for the Powerlink Referral Agency Response (Advice). The applicant must have regard to Powerlink Queensland conditions when undertaking the development.	At all times

16. APPLICANT APPLICATION MATERIAL

Document	ECM Document ID
Town Planning Report	5294327
Information Request Response	5337244

17. ATTACHMENTS

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

ATTACHMENT 1 – DRAFT DECISION NOTICE

Officer: Rebekah McDonald
Direct Telephone: 1300 472 227
Our Reference: MCU24/0019
Your Reference: E231083

[date]

Nebo BESS Pty Ltd
C/- EMM Consulting Pty Ltd
Level 1, 87 Wickham Terrace
Spring Hill QLD 4000

Attention: Sigrid Pembroke

Dear Sigrid,

Decision Notice
Planning Act 2016

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

Details of the decision are as follows:

APPLICATION DETAILS

Application No:	MCU24/0019
Street Address:	178 Suttor Developmental Road, Nebo
Real Property Description:	Lot 20 on WHS462
Planning Scheme:	Isaac Regional Planning Scheme Version 1.1

DECISION DETAILS

Type of Decision:	Approval
Type of Approval:	Development Permit- Material Change of Use – Battery Energy Storage System (Undefined Use)
Date of Decision:	[Decision date]

CURRENCY PERIOD OF APPROVAL

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

INFRASTRUCTURE

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

ASSESSMENT MANAGER CONDITIONS

<INTENTIONALLY LEFT BLANK – CONDITIONS TO BE INSERTED>

ADVICE NOTES

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

<INTENTIONALLY LEFT BLANK – ADVICE NOTES TO BE INSERTED>

REFERRAL AGENCIES

The referral agencies applicable to this application are:

Referral Status	Referral Agency and Address	Referral Trigger	Response
Concurrence	Department of State Development, Infrastructure, Local Government and Planning - MIWSARA@dsdmip.qld.gov.au PO Box 257, MACKAY QLD 4740	Schedule 10, Part 9, Division 1, Table 1, Item 1	Response received 16 January 2025
Concurrence	Department of State Development, Infrastructure, Local Government and Planning – MIWSARA@dsdmip.qld.gov.au PO Box 257, Mackay QLD 4740	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1	Response received 16 January 2025
Advice Agency	Powerlink Australia PO Box 1193 Virginia, QLD, 4014	Schedule 10, Part 9, Division 2, Table 2, Item 1	Response received 14 February 2025

FURTHER DEVELOPMENT PERMITS REQUIRED

Operational Works – Car Parking and Access Works
Operational Works – Excavating and Filling
Operational Works – Stormwater drainage works
Building works
Plumbing works

SUBMISSIONS

Nil

PROPERTY NOTES

Not applicable.

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

Not applicable.

ENVIRONMENTAL AUTHORITY

Not applicable.

RIGHTS OF APPEAL

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

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

OTHER DETAILS

If you have any further queries in relation to the above, please do not hesitate to contact Michael St Clair via email liveability.sustainability@isaac.qld.gov.au quoting reference no. MCU24/0019.

Yours faithfully

Rebekah McDonald
Acting Manager Liveability & Sustainability
(on behalf of Cale Dendle, Acting Chief Executive Officer)

Enc:

- Appendix 1 - Approved Plans
- Appendix 2 - Approved Documents
- Appendix 3 - Appeal Rights
- Appendix 4 - Adopted Infrastructure Charge Notice
- Appendix 5 - Referral Agency Response
- Appendix 6 - Advice Agency Response

cc Department of State Development, Infrastructure, Local Government and Planning
cc Powerlink

MEETING DETAILS

Ordinary Meeting
Tuesday 27 May 2025

AUTHOR

Tamara Bateman

AUTHOR POSITION

Acting Manager Corporate Properties

10.3

EXCEPTION BASED CONTRACTUAL ARRANGEMENTS – LOCAL GOVERNMENT REGULATION 2012

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement by way of Council resolution to engage the services of Thorn Air Conditioning & Refrigeration as an exception to the Default Contracting Procedures within section 235(b) of the *Local Government Regulation 2012* ('the *Regulation*'). This section of the *Regulation* allows Council to enter into a medium or large-sized contractual arrangement without first inviting written quotes or tenders, where because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to do so.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the following exception, to enter into a medium or large-sized contractual arrangement pursuant to section 235(b) of the Local Government Regulation 2012 for a 12-month period for the specialist services of Thorn Air Conditioning & Refrigeration to complete works required under Capital Works Project CW233103, Moranbah West Wing Grosvenor Complex, Air-Conditioning Upgrade – Project budget value: \$500,000.00.***

BACKGROUND

During the 2022–2023 financial year, Corporate Properties engaged C'Breeze Airconditioning under Council Resolution No. 8048 to replace the aging air-conditioning system in the West Wing of the Grosvenor Complex. C'Breeze Airconditioning previously replaced the Variable Management System (VMS), which controls the entire air-conditioning network. However, the partial replacement of system components has led to compatibility issues, particularly within the Administration Building. This has necessitated the replacement of temperature controllers and other associated components:

- Two main controllers, which operate the ducted air-conditioning on the ground and first floors of the southern side of the Administration Building, have been replaced; and
- Variable Air Volume (VAV) Controllers, which regulate temperature and airflow in individual zones, have also been affected.

Recent replacement of digital controllers for AC1 and AC3 has resulted in operational conflicts with the remaining analogue controllers AC2 and AC4. These systems operate on different frequencies, leading to signal interference. This interference causes the units to shut down or restart unpredictably, resulting in unplanned outages and increased maintenance costs.

Technical advice indicates that these issues will persist until all remaining analogue controllers are replaced with compatible digital units.

Following the sale of C'Breeze Airconditioning in 2024, the company has been unable to fulfil the remaining contractual obligations due to a shortage of qualified personnel.

In response to a critical failure of the air-conditioning system servicing in the Library, Corporate Properties engaged Thorn Air Conditioning & Refrigeration to undertake emergent repairs. This failure necessitated the temporary closure of the Library for several days. A purchase order was subsequently raised to procure essential components for Units 3 and 4, which service both the Library and the Art Gallery.

Further faults have since been identified across various sections of the Grosvenor Complex. Thorn Air Conditioning & Refrigeration has been engaged on multiple occasions to diagnose and address these issues. As the air-conditioning system services both the West Wing and the Administration Building, system-wide functionality has been impacted.

IMPLICATIONS

Attempts to obtain quotes were made in order to comply with the Default Contracting Procedure of the *Local Government Regulation 2012*, however these potential suppliers were at a significant disadvantage in terms of their understanding of the site, requirements and particularly the timeframe to respond. There were concerns that this did not align with section 104(3)(b) and (e) of the *Local Government Act 2009*, that is, Sound Contracting Principles of open and effective competition and ethical behaviour and fair dealing. On review, it is believed that the more appropriate course of action would have been to seek the Council's endorsement for Thorn Air Conditioning & Refrigeration's appointment to perform the upgrade works, due to the specialised services and impracticalities of seeking alternative quotes in an equitable and impartial manner.

CONSULTATION

Director Engineering and Infrastructure

Manager Contracts & Procurement

Strategic Sourcing Officer

Contracting Facilitator

Technical Officer Corporate Assets

BASIS FOR RECOMMENDATION

- The proposed recommendation allows Council to engage the services of a proven reliable local resource that has an in-depth knowledge of the existing air-conditioning systems of the Moranbah Grosvenor Complex.
- Additionally, the proposed works will impact various work areas, staff and the public, inclusive of the Library, Art Gallery and office areas in the Grosvenor Complex Admin Building.
- By engaging with the proposed local contractor, works can be scheduled over defined timeframes and delivered with minimal impact to Council operations and staff.
- Endorsement of this proposal will ensure compliance with section 235 of the *Local Government Regulation 2012*.

ACTION ACCOUNTABILITY

Technical Officer Corporate Assets to ensure project is delivered as per required scope and budget.

Manager Contracts and Procurement is accountable for compliance with section 235 of the *Local Government Regulation 2012*.

KEY MESSAGES

- The proposed recommendation will provide best value for money for Council by eliminating the need to engage contractors who are not familiar with the subject air conditioning system to spend hours investigating in order to quote on works required.
- The exceptions to the *Local Government Regulation 2012* under section 235(b) require Council resolution to ensure compliance.

Report prepared by:	Report authorised by:
TAMARA BATEMAN	ROBERT PERNA
Acting Manager Corporate Properties	Director, Engineering & Infrastructure
Date: 22 May 2025	Date: 22 May 2025

ATTACHMENTS

- Nil

REFERENCE DOCUMENT

- Nil

PAGES 754 TO 987 HAVE INTENTIONALLY BEEN REMOVED DUE TO CONFIDENTIAL REASONS