



**Resolution:**

*That Council receives and notes the Unconfirmed minutes of the Community Resource Centre Advisory Committee meeting held on 1 December 2025.*

**Moved: Cr Burling**

**Seconded: Cr Bailey**

**Carried**

**Outward: NIL**

**Motion: That the inward correspondence be accepted and the outward correspondence be endorsed.**

**Moved:** Melissa Kerr

**Seconded:** Nev Ferrier

**Carried**

## 8.0 Agenda Items

### 8.1 Principal Care Coordinator Report – See report attached

#### School Support Services

This year's school service requests have rolled in with 26 completed service requests received from 5 schools, with additional schools in talks with supplying school service requests.

#### CRC Teachers' Breakfast

CRC held its first Teachers' Breakfast with 55 attendees, receiving positive feedback and communication from other outer lying schools wanting to be included in the next Teachers' Breakfast.

#### NDIS – Discussion

Venkat and Clint spoke with a representatives from the NDIA to discuss upcoming changes associated with the *Thriving Kids* reforms, which are expected to take effect in 2028.

They have also requested that the NDIA provide a guest speaker to attend Biloela to deliver an information session for local families, outlining the process for accessing NDIS supports.

## 9.0 General Business

### 9.1 Fees & Charges 2026-2027 review

Fees & Charges 2026-2027 are currently proceeding through Councils process although CRC fees and charges have only been increased by the CPI rate.

### 9.2 Discussions –

#### **Community Member Concern Raised to the CRC**

- A community member (carer) attended the CRC to raise concerns about the limited activities available in Biloela for NDIS and Aged Care clients.

The CRC advised that rooms and facilities are available for carers and clients to use, should they wish to organise and facilitate their own activities. However, the community member indicated they were seeking regular, structured activities hosted and coordinated by external groups and/or Council, including transportation, that carers and clients could attend on an ongoing basis.

The Advisory Committee acknowledged the concern but agreed that the matter does not fall within the role or responsibility of the CRC or the Advisory Committee. Council will continue to support locally led initiatives where possible; however, Council will not take the lead unless there is a clearly identified and significant service gap within the community

- **Triage SDSS School Service Requests**

An Independent School sought clarification on whether they should continue triaging student service requests prior to submitting them to the CRC, or if all service requests should be forwarded directly to the CRC to provide a clearer overview of the supports required by schools.

Clint advised that he would consult with the therapy team and provide further guidance. However, his initial view was that all service requests should be submitted to the CRC.

**9.3 Recommendations to Council**

- That Council receives and notes the minutes of the Community Resource Centre Advisory Committee held on the 23<sup>rd</sup> of February 2026.

**10.0 Next Meeting**

**3.30pm** – Monday, 27<sup>th</sup> April in Large Meeting Room at the CRC.

**11.0 Meeting Close – 4.15pm**



# **Banana Shire Community Resource Centre**

## **Advisory Committee Principal Care Coordinator's Report**

February 2026

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## SDSS (Specialist Disability Support in Schools Program)

School Support Services and Specialised Equipment programs support eligible students at State, Catholic and Independent Schools in Banana Shire.

### SDSS Program Reporting

At the end of January, all required SDSS performance reviews and acquittals for therapy services and specialised equipment were submitted in line with program deadlines. These submissions captured service delivery activity, expenditure, and outcomes for the reporting period of 2025, ensuring compliance with SDSS funding and accountability requirements.

### SDSS Program Funding

As the SDSS review process remains ongoing, funding levels for 2026 have been rolled over at the same level as 2025. The CRC anticipates receipt of the corresponding funding payment of \$325,708.50 in March.

In March, the CRC was advised that it would participate in the next round of SDSS reviews relating specifically to specialised equipment. Following this review process, further guidance is expected regarding specialised equipment funding arrangements for 2026.

Once direction is received, the CRC will liaise with therapists and schools to confirm equipment requirements and proceed with the relevant application processes in line with SDSS guidelines.

### SDSS Staffing

The CRC is currently receiving 2026 service requests from schools. Decisions regarding staffing engagement and service scaling will be informed by identified school and student requirements, ensuring an appropriate and responsive allocation of therapy resources.

Discipline	Hrs/Wk	Employed/Contract
Speech Pathologist	Up to 20 hrs per week	Contract
Speech Pathologist	0 hrs per week	Employed – short term engagement.
Occupational Therapist	Up to 30 hours per week	Contract
Physiotherapist	Up to 4 hours per week	Employed - casual
Physiotherapist	Vacant	Contract
Educator	Up to 16 hours per week	Employed - casual
Therapy Assistant	Up to 28 hours per week	Employed - casual
Administration Officers (3)	Up to 30 hours per week	Employed - casuals

The CRC is also approaching the end of the advertised tender period for the establishment of a Register of Pre-Qualified Suppliers (ROPS) via VendorPanel. Once finalised, this register will support the flexible engagement of suitably qualified providers, enabling the CRC to scale services as required to meet demand across participating schools.

## School Support Services

### School Participation Summary – SDSS Program

School	2025	2026 (Year to Date)
Thangool State School	20	11
Redeemer Lutheran College	24	11
Prospect Creek State School	4	0
Biloela State High School	4	0
Biloela State School	13	1
Jambin State School	1	0
St Joseph's Catholic School	9	0
Hall State School	1	0
Moura State School	18	0
Taroom State School	4	0
Monto State School	1	1
St Brendan's College	1	0
St Paul's Catholic Primary School	2	0
Mount Murchison State School	0	2
<b>Total</b>	<b>103</b>	<b>26</b>

Service delivery under the SDSS program has shown a notable increase, with 103 students supported in 2025, compared to 64 across all of 2024; an increase of approximately 61%. We anticipate a similar trend in requests in 2026.

## Resource Library

### Items Borrowed

During 2025, a total of 2,876 items were borrowed through the Community Resource Centre's specialised equipment and resource library. Year to date in 2026, 292 items have been borrowed.

Implementation of the Spydus library management system is scheduled to go live on 3 March 2026. Upon implementation, a significant body of work will be required to upload images to catalogue records to enhance usability and improve the browsing experience for schools and therapists.

In addition, paper-based borrowing records generated during the transition period between Libcode and Spydus will need to be digitised and uploaded to ensure data continuity and system accuracy.

Once the system is fully operational, the CRC will offer to attend staff meetings at participating schools, or meet at a time convenient to each school, to demonstrate the new platform and support staff in navigating the updated catalogue and borrowing processes.

The CRC will continue to facilitate resource delivery to schools where required; however, collection from the CRC remains the preferred model where practicable, in line with borrowing procedures.

#### Volunteer Hours

Volunteers are an integral part of the CRC Resource Library, with cleaning, counting and reshelving.

Month	2024 (Hours)	2025 (Hours)	2026 (Hours)	Change (Hours)	% Change
October	129.75	102.3		-27.45	-21.15%
November	121	101		-20	-16.53%
December	87.5	56.5		-32	-36.57%
January		106.75	72	-34.75	-32.55%
<b>Total (Quarter)</b>	<b>338.25</b>	<b>259.8</b>			

Volunteer contributions for the current quarter totalled 259.8 hours in 2025, compared with 338.25 hours in the same period of 2024, representing a 23.2% decrease overall.

While overall volunteer hours have reduced this quarter, the CRC continues to retain a consistent core group of committed volunteers. The reduction reflects a decrease in individual support hours rather than a loss of volunteer engagement. The CRC has also welcomed an additional new volunteer during this period, strengthening future capacity. Discussions are ongoing regarding volunteer retention and engagement strategies to support sustainability, maintain continuity of service, and recognise the valuable contributions of community volunteers to CRC operations.

#### Specialised Equipment

Specialised equipment funding under the SDSS Program is currently under departmental review as part of the broader program evaluation process. At this stage, the specialised equipment application process has not yet opened for the 2026 funding period. The CRC continues to monitor advice from the Department and will progress planning and applications once the next funding round is formally announced.

## **NDIS (National Disability Insurance Scheme)**

Service delivery under the NDIS scheme has remained consistent, with client numbers currently stabilising. The CRC is supporting 10 active participants, with service levels reflecting steady demand at this time.

## **Other Projects**

### **CRC Teachers' Breakfast Initiative**

The CRC hosted its inaugural Teachers' Breakfast at the commencement of the 2026 school year, welcoming 55 attendees including local principals, teachers, Councillor Adam Burling, and Director Venkat Peteti. The event was designed to strengthen engagement with schools, raise awareness of the CRC's free therapy and specialist services, and provide an opportunity for educators to connect directly with CRC staff and explore the resource and specialised equipment library.

Feedback from attendees was overwhelmingly positive, with strong support expressed for the initiative to continue as an annual engagement opportunity. The event has further strengthened relationships with participating schools and reinforced the CRC's role as a key support partner within the education sector.

Building on the success of this initiative, discussions are now underway to explore similar engagement opportunities tailored to the Early Childhood sector, parent groups, and the NDIS community, with the aim of broadening awareness and supporting earlier connection to services across the Shire.

### **Room Hire**

Allied health services for residents of Banana Shire are provided at the CRC by several organisations, including:

- Speech Pathology Dr Amanda Heit Speech Pathologist, Fly2Health, LTTS
- Physiotherapy Pelvic Fix Physiotherapy
- Occupational Therapy Fly2Health, LTTS
- Psychology Jaime Parnell Psychologist, LTTS, Fly2Health
- Social Work Yaleela Torrens Social Work Services, Practical Pillars Therapy

Other organisations who use the CRC facilities to support Banana Shire residents include:

- Employment services APM, National Joblink, Wise Employment, Impact Community Services
- Community groups CDSNSG
- Legal Services CQ Legal Centre
- Parent Program Parent Pathways Program (National Joblink)
- NDIS Assessment Bushkids

We have recently been able to accommodate Bushkids to support our community. At this stage this is a single booking; however, further engagement opportunities will be encouraged where possible.



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**BANANA SHIRE COUNCIL  
CORPORATE PLAN**

**Adopted:** 28 May 2014  
Minor changes made following the local government election on 19/03/16  
Minor changes made following the Bi-election on 25/02/17

**Reviewed:** 23/11/16

**Effective:** 01/07/17

**Reviewed:** 26/04/18