



# CONFIRMED MINUTES

---

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

HELD ON  
**TUESDAY, 3 NOVEMBER 2020**

**COMMENCING AT 9.00AM**

---

# CONFIRMED MINUTES

---

**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 3 NOVEMBER 2020**

<b>Table of Contents</b>	<b>Page</b>
1. Opening	3
2. Apologies	4
3. Declaration of Conflicts of Interest	4
4. Confirmation of Minutes	5
5. Officer Reports	5
6. Information Bulletin Reports	16
7. General Business	16
8. Conclusion	17

**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 3 NOVEMBER 2020 COMMENCING AT 9.00AM**

## ATTENDEES

Cr Kelly Vevea, Division Five (Chair)  
Mayor Anne Baker (*by video conference*)  
Cr Gina Lacey, Division Three (*by video conference*)  
Cr Jane Pickels, Division Seven (*by video conference*)  
Cr Viv Coleman, Division Eight  
Cr Sandy Moffat, Division Two (Observer)

## OFFICERS PRESENT

Mr Jeff Stewart-Harris, Director Planning, Environment and Community Services  
Mr Shane Brandenburg, Manager Economy and Prosperity  
Ms Nishu Ellawala, Manager Community Education and Compliance  
Mr Jim Hutchinson, Manager Engaged Communities  
Mr Bruce Wright, Manager Community Facilities  
Mr Dan Wagner, Manager Liveability and Sustainability  
Mr Mark Davey, Capital and Program Project Manager  
Ms Carenda Jenkin, Senior Communications Officer  
Mrs Tricia Hughes, Coordinator Executive Support  
Ms Barbara Franklin, Executive Coordinator, Planning, Environment and Community Services

## 1. OPENING

The Chair declared the meeting open at 9.00am and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

# CONFIRMED MINUTES

**Resolution No.:** PECS0574

**Moved:** Cr Coleman **Seconded:** Cr Lacey

**That the Planning, Environment and Community Services Standing Committee accepts Mayor Anne Baker, Cr Gina Lacey and Cr Jane Pickels participation by video conference.**

**Carried**

## 2. APOLOGIES

No apologies this meeting.

## 3. DECLARATION OF CONFLICTS OF INTEREST

The following declarations were received by the Chief Executive Office and Mayor prior to the meeting or declared at commencement of the meeting.

### PRESCRIBED CONFLICT OF INTEREST

The Chair, Cr Kelly Vea Vea declared a prescribed conflict of interest for Report 5.2 Moranbah Highlanders Swimming Club Incorporated Tenure Arrangement as Cr Vea Vea's husband is the President of the Moranbah Highlanders Swimming Club.

### PESCRIBED CONFLICT OF INTEREST

Cr Viv Coleman declared a prescribed conflict of interest for Report 5.7 Requested Council Support – Permit to Occupy Over Land – Lot 1 on CP858261, Clairview as Cr Coleman is a former employee of, and has a personal family friendship with the applicant.

### NOTE:

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

## 4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting held at the Council Chambers, Moranbah on Tuesday 6 October 2020.

**Resolution No.:** PECS0575

**Moved:** Cr Pickels

**Seconded:** Cr Lacey

**That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 6 October 2020 are confirmed.**

**Carried**

## ATTENDANCE

Mayor Anne Baker ended her video conference with the meeting at 9.11am.

Mayor Anne Baker video conferenced into the meeting at 9.12am.

Mr Jeff Stewart-Harris left the meeting room at 9.13am.

## 5. OFFICERS REPORTS

### 5.1

### Community Drought Support Program Grants

#### EXECUTIVE SUMMARY

This report seeks Council's endorsement to deliver the Queensland Government funded Community Drought Support Program grants via the existing Isaac Regional Council Community Grants Program and to approve the updated Community Grants application form and guidelines.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Notes the allocation of \$84,000 (ex. GST) in funding provided under the Queensland Government's Community Drought Support Program to support Isaac Region communities in accordance with the approved grant as follows:**

- a. **\$24,000 for 'Check-In and Check-Up' events to be delivered by Council in 12 localities within the drought-declared regions of Isaac.**
  - b. **\$52,500 for drought grants to support delivery of community-led events which activate drought affected Isaac region districts.**
  - c. **\$7,500 for administration and operating costs associated with event delivery and promotion.**
2. **Approves the drought grants component of Council's response be administered collectively via the existing Isaac Regional Council Community Grants Program framework for areas identified as being drought-declared as at 1 July 2020.**
  3. **Notes that should additional Isaac Region localities become drought-declared, Council may elect to extend the grants program eligibility area to these localities, subject to approval from the Queensland Government.**
  4. **Approves the updated Isaac Regional Council Community Grants Program application form and guidelines to reflect inclusion of drought grants funded under the Community Drought Support Program.**

**Resolution No.: PECS0576**

**Moved: Cr Coleman**

**Seconded: Cr Pickels**

**That the Committee recommends that Council:**

1. **Notes the allocation of \$84,000 (ex. GST) in funding provided under the Queensland Government's Community Drought Support Program to support Isaac Region communities in accordance with the approved grant as follows:**
  - a. **\$24,000 for 'Check-In and Check-Up' events to be delivered by Council in 12 localities within the drought-declared regions of Isaac.**
  - b. **\$52,500 for drought grants to support delivery of community-led events which activate drought affected Isaac region districts.**
  - c. **\$7,500 for administration and operating costs associated with event delivery and promotion.**
2. **Approves the drought grants component of Council's response be administered collectively via the existing Isaac Regional Council Community Grants Program framework for areas identified as being drought-declared as at 1 July 2020.**
3. **Notes that should additional Isaac Region localities become drought-declared, Council may elect to extend the grants program eligibility area to these localities, subject to approval from the Queensland Government.**

4. Approves the updated Isaac Regional Council Community Grants Program application form and guidelines to reflect inclusion of drought grants funded under the Community Drought Support Program.

**Carried**

**NOTE:** The Committee requests that the graphics for the guidelines remain as they were previously, pending an overall review of the guidelines.

## PRESCRIBED CONFLICT OF INTEREST

The Chair, Cr Kelly Vea Vea declared a prescribed conflict of interest for Report 5.2 Moranbah Highlanders Swimming Club Incorporated Tenure Arrangement as Cr Vea Vea's husband is the President of the Moranbah Highlanders Swimming Club. Cr Vea Vea left the meeting room at 9.15am and did not participate in the discussions or vote for Report 5.2.

## PROCEDURAL MOTION:

**Resolution No.:** PECS0577

**Moved:** Mayor Baker

**Seconded:** Cr Pickels

**The Committee appoints Cr Coleman as Chair in the absence of Cr Kelly Vea Vea.**

**Carried**

## ATTENDANCE

Mr Jeff Stewart-Harris entered the meeting room at 9.16am.

## 5.2

### Moranbah Highlanders Swimming Club Incorporated Tenure Arrangement

#### EXECUTIVE SUMMARY

The purpose of this report is to consider the tenure arrangements for the Moranbah Highlanders Swimming Club Incorporated for use of the Greg Cruickshank Aquatic Centre located at 20 Batchelor Parade, Moranbah Qld 4744, with legal description Lot 18 on SP249143.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Approves a one-year peppercorn License to Occupy Agreement between Council and the Moranbah Highlanders Swimming Club Incorporated for the use of land occupied by its club house at the Greg Cruickshank Aquatic Centre located at 20 Batchelor Parade, Moranbah Qld 4744, Lot 18 on SP249143.**
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

**Resolution No.: PECS0578**

**Moved: Cr Lacey**

**Seconded: Cr Pickels**

**That the Committee recommends that Council:**

- 1. Approves a one-year peppercorn License to Occupy Agreement between Council and the Moranbah Highlanders Swimming Club Incorporated for the use of land occupied by its club house at the Greg Cruickshank Aquatic Centre located at 20 Batchelor Parade, Moranbah Qld 4744, Lot 18 on SP249143.**
- 2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

**Carried**

## ATTENDANCE

Cr Kelly Vea Vea entered the meeting room at 9.20am and assumed the position of Chair on her return to the meeting room.

### 5.3

### Moranbah Race Club Incorporated Tenure Arrangement

#### EXECUTIVE SUMMARY

The purpose of this report is to consider tenure arrangements for the Moranbah Race Club Incorporated for use of Lot 45 on GV219, 87 Sarchedon Drive, Moranbah Qld 4744.



## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. **Approves to enter into a ten-year lease agreement with Moranbah Race Club Incorporated for use of land at Lot 45 on GV219 the total of which is approximately 41.919 Ha.**
  - a. **Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.**
  - b. **All outgoings will be at the expense of the Trustee Lessee.**
    - i. **Rates**
    - ii. **Electricity**
    - iii. **Telephone/Internet**
    - iv. **Water**
    - v. **Cleaning**
    - vi. **Garbage/Waste**
    - vii. **Repairs & Maintenance; and**
    - viii. **Other outgoings as detailed in the In-Principle Agreement**
2. **Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.**

Resolution No.: PECS0579

Moved: Cr Lacey

Seconded: Cr Coleman

1. **Approves in principle support subject to clarification of clauses required for;**
  - **Appropriate maintenance of the amenity of the site;**
  - **The obligations in relation to the ablution block;**
  - **Use of camera surveillance;**
  - **Caretaker accommodation and standards;****To enter into a ten-year lease agreement with Moranbah Race Club Incorporated for use of land at Lot 45 on GV219 the total of which is approximately 41.919 Ha.**
  - a. **Lease fees to be charged in accordance with Tenures Policy for Council Owned and/or Controlled Facilities. Size of lease area > 50,000 m2 annual rent/usage fee \$900.00 ex GST.**
  - b. **All outgoings will be at the expense of the Trustee Lessee.**
    - i. **Rates**
    - ii. **Electricity**
    - iii. **Telephone/Internet**
    - iv. **Water**

- v. Cleaning
- vi. Garbage/Waste
- vii. Repairs and Maintenance; and
- viii. Other outgoings as detailed in the In-Principle Agreement

2. Authorises the Chief Executive Officer to negotiate, vary and execute the legal instruments to action clause 1 above.

Carried

## 5.4

### Domestic Dog Advisory Committee Meeting Minutes – Tuesday 27 October 2020

#### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Domestic Dog Advisory Committee Meeting held on Tuesday 27 October 2020.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Receives and notes the minutes of the Domestic Dog Advisory Committee held on 27 October 2020.*
2. *Adopts the recommendations of the Domestic Dog Advisory Committee held on 27 October 2020 in particular, that Council;*
  - i. *Considers and adopts the Domestic Dog Desexing Voucher Policy PECS-POL-112.*
  - ii. *Consider and endorse issuing of Microchipping Vouchers to eligible dog owners of the Isaac Regional Council area in Carmila, Clairview, Flaggy Rock, St Lawrence, Notch Point, Greenhill and Ilbilbie to have their pet microchipped by visiting a supporting veterinary practice.*
  - iii. *Note the Domestic Dog Lifetime Dog Identification Tags report*
  - iv. *Investigates opportunities for electronic delivery of dog registration renewal notices and confirmations with the option for dog owners to nominate to receive their notices via email.*
  - v. *Note the Close Out Report for the Follow My Lead Campaign.*
  - vi. *Investigates opportunities for electronic delivery of dog registration renewal notices and confirmations with the option for dog owners to nominate to receive their notices via email.*

**Resolution No.:** PECS0580

**Moved:** Cr Pickels

**Seconded:** Cr Coleman

**That the Committee recommends that Council:**

1. **Receives and notes the minutes of the Domestic Dog Advisory Committee held on 27 October 2020.**
2. **Adopts the recommendations of the Domestic Dog Advisory Committee held on 27 October 2020 in particular, that Council;**
  - i. **Considers and adopts the Domestic Dog Desexing Voucher Policy PECS-POL-112.**
  - ii. **Considers and endorses issuing of Microchipping Vouchers to eligible dog owners of the Isaac Regional Council area in Carmila, Clairview, Flaggy Rock, St Lawrence, Notch Point, Greenhill and Ilbilbie to have their pet microchipped by visiting a supporting veterinary practice.**
  - iii. **Notes the Domestic Dog Lifetime Dog Identification Tags report.**
  - iv. **Investigates opportunities for electronic delivery of dog registration renewal notices and confirmations with the option for dog owners to nominate to receive their notices via email.**
  - v. **Notes the Close Out Report for the Follow My Lead Campaign.**

**Carried**

Mayor Anne Baker, Cr Sandy Moffat and Cr Gina Lacey as Council's appointed Directors on the Isaac Affordable Housing Trust (IAHT) participated in the discussions at this meeting understanding that under new provisions of the *Local Government Act 2009*, as they are not required declare a conflict of interest.

## **5.5 Request for Discount or Waiver of Infrastructure Charges Associated with Development Application MCU20/0021 Mills Avenue, Moranbah**

### **EXECUTIVE SUMMARY**

This report requests Council consideration of a request by Economic Development Queensland (EDQ) for a discount or waiver of infrastructure charges for a development application for a material change of use for a Multiple Dwelling comprising 16 dwelling units at 121 Mills Avenue Moranbah (MCU20/0021) described as Lot 13 on SP301946.

## OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. **Approves a 50% discount of infrastructure charges associated with a development application for a Multiple Dwelling (16 dwelling units) at 121 Mills Avenue, Moranbah (MCU20/0021) described as Lot 13 on SP301946 on the grounds that:**
  - i. **the project is intended to deliver permanent affordable housing for low to middle income families in Moranbah;**
  - ii. **the project will likely be delivered in partnership with a local community housing provider;**
  - iii. **reduction in the project cost base will make securing funding for the project easier;**
  - iv. **affordable housing is a vital community resource which has proved essential to maintain a non-mining related workforce during times of increased mining activity, and;**
  - v. **the project will support local construction trades and associated retail trade employment.**

Resolution No.: PECS0581

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee recommends that Council:

1. **Approves a 50% discount of infrastructure charges associated with a development application for a Multiple Dwelling (16 dwelling units) at 121 Mills Avenue, Moranbah (MCU20/0021) described as Lot 13 on SP301946 subject to the project delivering permanent affordable housing for low to middle income earners in Moranbah, failing which no discount applies.**
2. **Notes that Council's reasons for this decision are as follows:**
  - i. **the project is intended to deliver permanent affordable housing for low to middle income earners in Moranbah;**
  - ii. **the project will likely be delivered in partnership with a local community housing provider;**
  - iii. **reduction in the project cost base will make securing funding for the project easier;**
  - iv. **affordable housing is a vital community resource which has proved essential to maintain a non-mining related workforce during times of increased mining activity, and;**

- v. the project will support local construction trades and associated retail trade employment.

Carried

## 5.6

### 2020-2021 Reef Guardian Councils Action Plan

#### EXECUTIVE SUMMARY

This report seeks the committee's endorsement of the draft Isaac Regional Council 2020-2021 Reef Guardian Councils Action Plan.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- Approve the Isaac Regional Council 2020-2021 Reef Guardian Council Action Plan.*
- Authorise the Chief Executive Officer to issue correspondence to the Great Barrier Reef Marine Park Authority, notifying them of Council's decision.*

Resolution No.: PECS0582

Moved: Cr Coleman

Seconded: Cr Lacey

**That the Committee recommends that Council:**

- Approves the Isaac Regional Council 2020-2021 Reef Guardian Council Action Plan.**
- Authorise the Chief Executive Officer to issue correspondence to the Great Barrier Reef Marine Park Authority, notifying them of Council's decision.**

Carried

**NOTE: Further clarity required for the budget/resource commitments.**

#### PREScribed CONFLICT OF INTEREST

Cr Viv Coleman declared a prescribed conflict of interest for Report 5.7 Requested Council Support – Permit to Occupy Over Land – Lot 1 on CP858261, Clairview as Cr Coleman is a former employee and has a personal family friendship with the applicant. Cr Coleman left the meeting room at 10.20am and did not participate in the discussions or vote for Report 5.7.

## ATTENDANCE

Mr Jeff Stewart-Harris left the meeting room at 10.22am and returned at 10.23am  
Mr Jim Hutchinson left the meeting room at 10.33am and returned at 10.34am.  
Ms Carenda Jenkin left the meeting room at 10.34am and returned at 10.36am.  
Ms Barbara Franklin left the meeting room at 10.38am and returned at 10.41am.  
Mr Bruce Wright left the meeting room at 10.41am.

**5.7**

**Requested Council Support – Permit to Occupy Over Land – Lot 1 on CP858261, Clairview**

## EXECUTIVE SUMMARY

The purpose of this report is to seek Council's consideration of a request from an adjoining landowner (the Applicant) to the Department of Natural Resources, Mines and Energy for a Permit to Occupy over Lot 1 on CP858261.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Offers no objection should be made to the Applicant seeking a Permit to Occupy over Lot 1 on CP858261 from the Department of Natural Resources, Mines and Energy.***
- 2. Advises the Applicant that Council will not be making the application on the Applicant's behalf.***
- 3. Authorises correspondence to be issued under delegation to the Applicant notifying them of Council's decision and advising them of the requirements under the Land Act 1994 regarding requirements for Permit to Occupy approvals.***
- 4. Note that the Department of Natural Resources, Mines and Energy is required to undertake further consultation with Council on the request.***

**Resolution No.: PECS0583**

**Moved: Cr Lacey**

**Seconded: Cr Pickels**

**That the Committee recommends that Council:**

- 1. Declines to offer an opinion about the appropriateness of a Permit to Occupy over Lot 1 on CP858261 at this time pending the outcomes of the QCoast2100 Program on the Isaac Coast in relation to future community needs.**

# CONFIRMED MINUTES

2. Advises the Applicant that Council will not be making the application on the Applicant's behalf.
3. Authorises correspondence to be issued under delegation to the Applicant notifying them of Council's decision and advising them of the requirements under the *Land Act 1994* regarding requirements for Permit to Occupy approvals.
4. Notes that the Department of Natural Resources, Mines and Energy is required to undertake further consultation with Council if an application for Permit to Occupy is made.

Carried

## ATTENDANCE

Cr Viv Coleman returned to the meeting room at 10.48am.

### PROCEDURAL MOTION:

Resolution No.: PECS0584

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee adjourns the meeting for morning tea at 10.49am.

Carried

### PROCEDURAL MOTION:

Resolution No.: PECS0585

Moved: Cr Coleman

Seconded: Mayor Baker

That the Committee resumes the meeting at 11.10am.

Carried

## ATTENDANCE

Mr Bruce Wright was in the meeting room at the resumption of the meeting.

Cr Jane Pickels was not on video conference at the resumption of the meeting.

Cr Jane Pickels video conferenced into the meeting at 11.24am.

## 6. INFORMATION BULLETIN REPORTS

### 6.1 Planning, Environment and Community Services Information Bulletin – November 2020

#### EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for November 2020 is provided for Committee review.

#### OFFICER'S RECOMMENDATION

*That the Committee:*

- 1. Note the Planning, Environment and Community Services Directorate Information Bulletin for November 2020.*

Resolution No.: PECS0586

Moved: Cr Lacey

Seconded: Cr Pickels

That the Committee:

1. Notes the Planning, Environment and Community Services Directorate Information Bulletin for October 2020.

**Carried**

## 7. GENERAL BUSINESS

No general business this meeting.



# CONFIRMED MINUTES

---

## 8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 12.16pm.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 1 December 2020 in Moranbah.

.....  
CHAIR

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