



# CONFIRMED MINUTES

---

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

HELD ON  
**TUESDAY, 11 AUGUST 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 8 SEPTEMBER 2020**

<b>Table of Contents</b>	<b>Page</b>
1. Opening	4
2. Apologies	4
3. Declaration of Conflicts of Interest	4
4. Confirmation of Minutes	5
5. Officer Reports	5
6. Information Bulletin Reports	21
7. General Business	22
8. Conclusion	22

**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 8 SEPTEMBER 2020 COMMENCING AT 9.00AM**

## ATTENDEES

Cr Kelly Vevea, Division Five (Chair)  
Mayor Anne Baker  
Cr Gina Lacey (*by teleconference*)  
Cr Jane Pickels, Division Seven  
Cr Viv Coleman, Division Eight

## OFFICERS PRESENT

Mr Jeff Stewart-Harris, Director Planning, Environment and Community Services  
Mr Shane Brandenburg, Manager Economy and Prosperity  
Mr Dan Wagner, Manager Liveability and Sustainability  
Ms Nishu Ellawala, Manager Community Education and Compliance  
Mr Jim Hutchinson, Manager Engaged Communities  
Mr Bruce Wright, Manager Community Facilities (*via video conference*)  
Mr Mark Davey, Capital and Program Project Manager  
Mrs Tricia Hughes, Coordinator Executive Support  
Ms Barbara Franklin, Executive Coordinator, Planning, Environment and Community Services  
Ms Sade Quill, Administration Officer

## Next PECS0546

### 1. OPENING

The Chair declared the meeting open at 9.17am and acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

Cr Jane Pickels and Cr Viv Coleman were not present at the commencement of the meeting.

# CONFIRMED MINUTES

**Resolution No.:** PECS0546

**Moved:** Mayor Baker

**Seconded:** Cr Vea Vea

**That the Planning, Environment and Community Services Standing Committee accepts Cr Gina Lacey's participation in the meeting by teleconference.**

**Carried**

## 2. APOLOGIES

No apologies this meeting.

## 3. DECLARATION OF CONFLICTS OF INTEREST

No conflict of interests declared.

## 4. CONFIRMATION OF MINUTES

Confirmation of minutes from Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 11 August 2020.

**Resolution No.:** PECS0547

**Moved:** Mayor Baker

**Seconded:** Cr Lacey

**That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 11 August 2020 are confirmed.**

**Carried**

## 5. OFFICERS REPORTS

### **5.1 North Queensland Sports Foundation Three Year Resource and Performance Agreement**

#### **EXECUTIVE SUMMARY**

The North Queensland Sports Foundation (NQSF) have introduced a three-year, non-compulsory Resource and Performance Agreement for medium and large local government partners. This report seeks Council's endorsement to accept the proposal from NSQF to commit to a three-year agreement.

#### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Approve a three-year Resource and Performance Agreement between the North Queensland Sports Foundation and Isaac Regional Council conditional on amendments proposed in point 2 of the resolution.***
- 2. Approve that the cash payment amounts payable in years two and three of the proposed agreement be recalculated in accordance with updated Census data of the Isaac region's population, plus 2% indexation, as per Council's Long-Term Financial Forecast.***
- 3. Authorise the Chief Executive Officer to execute an amended funding agreement.***

**Resolution No.: PECS0548**

**Moved: Mayor Baker**

**Seconded: Cr Lacey**

**That the Committee recommends that Council:**

- 1. Approve a three-year Resource and Performance Agreement between the North Queensland Sports Foundation and Isaac Regional Council conditional on amendments proposed in point 2 of the resolution.**
- 2. Approve that the cash payment amounts payable in years two and three of the proposed agreement be recalculated in accordance with updated Census data of the Isaac region's population, plus 2% indexation, as per Council's Long-Term Financial Forecast.**
- 3. Authorise the Chief Executive Officer to execute an amended funding agreement.**

**Carried**

---

## ATTENDANCE

---

Cr Jane Pickels entered the meeting room at 9.29am.

### 5.2

### Community Tenure and Facilities Advisory Committee Minutes - 25 August 2020

#### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Community Tenure and Facilities Advisory Committee Meeting held on Tuesday, 25 August 2020.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. *Receives and notes the minutes of the Community Tenure and Facilities Advisory Committee held on 25 August 2020.***
- 2. *Adopts the recommendations of the Community Tenure and Facilities Advisory Committee held on 22 June 2020, in particular that;***
  - i. Council notes the progress of the Action List***
  - ii. Expressions of interest be called for the old Pottery Club building on the basis of "as is where is" with a view to enabling Council to determine the appropriate future for this building.***
  - iii. The proposed tenure fee scaling model is endorsed in principle to replace the existing tenure fee scale from 1 July 2021.***
  - iv. A report be presented to September Planning, Environment and Community Services Standing Committee formally recommending the detailed fee scale model together with a table of old and new fees for each tenure and the resulting budget implications.***
  - v. Council recognises the proposed fee scaling model includes a nominal area/usage fee which will need to be removed from the model if another model of area usage fees is subsequently adopted by Council.***
  - vi. Council notes the status of the leasing program.***
  - vii. Council issues a Notice to Remedy Breach to those organisations who have not returned their Community Group Annual update and have current tenure.***
  - viii. Council advise Moranbah Gymnastics and Moranbah AFL that it approves in principle their requests for additions to leased area subject to satisfying the requirements set out in earlier correspondence and impact of the forward growth of the area and on physical and emergency services.***
  - ix. Council notes and accepts the decision in the Logan City Council -v- Brookes appeal, as the basis for the development of the Isaac Regional Council's Policy for shipping container placement on Council owned and controlled land (incorporating State land).***
  - x. Council notes the Shipping Container Discussion Points (attached) as being the***

- foundation on which the Isaac Regional Council's position for the management of container placement on Council owned and controlled land will be developed.*
- xi. Council notes the proposed action accountability to be undertaken within the ensuing reporting period leading up to the October Community Tenure and Facilities Advisory Committee meeting.*
  - xii. Council notes the Titles Registry Alert – Prescribed Terms for Trustee Leases and Subleases and Subleases of Land Act Leases.*
  - xiii. Council notes that valuation and Native Title advice are being sought to in relation to reserve land at 15 Monash St Clermont to enable the necessary funding and engagement strategies to be prepared for further consideration by Community Tenure and Facilities Advisory Committee.*
  - xiv. Council receives and notes the Infrastructure Parks and Recreation Asset Management Update report.*
  - xv. Council advises St Lawrence Sports Ground Committee Inc. that it approves in principle their requests to a leased area and construction of shed subject to satisfying the requirements set out in correspondence and impact of the forward growth of the area and on physical and emergency services.*

**Resolution No.:** PECS0549

**Moved:** Cr Lacey

**Seconded:** Mayor Baker

**That the Committee recommends that Council:**

- 1. Receives and notes the minutes of the Community Tenure and Facilities Advisory Committee held on 25 August 2020.**
- 2. Adopts the recommendations of the Community Tenure and Facilities Advisory Committee held on 22 June 2020, in particular that;**
  - i. Council notes the progress of the Action List**
  - ii. Expressions of interest be called for the old Pottery Club building on the basis of “as is where is” with a view to enabling Council to determine the appropriate future for this building.**
  - iii. The proposed tenure fee scaling model is endorsed in principle to replace the existing tenure fee scale from 1 July 2021.**
  - iv. A report be presented to September Planning, Environment and Community Services Standing Committee formally recommending the detailed fee scale model together with a table of old and new fees for each tenure and the resulting budget implications.**
  - v. Council recognises the proposed fee scaling model includes a nominal area/usage fee which will need to be removed from the model if another model of area usage fees is subsequently adopted by Council.**
  - vi. Council notes the status of the leasing program.**
  - vii. Council issues a Notice to Remedy Breach to those organisations who have not returned their Community Group Annual update and have current tenure.**

- viii. Council advise Moranbah Gymnastics and Moranbah AFL that it approves in principle their requests for additions to leased area subject to satisfying the requirements set out in earlier correspondence and impact of the forward growth of the area and on physical and emergency services.
- ix. Council notes and accepts the decision in the Logan City Council -v- Brookes appeal, as the basis for the development of the Isaac Regional Council's Policy for shipping container placement on Council owned and controlled land (incorporating State land).
- x. Council notes the Shipping Container Discussion Points as being the foundation on which the Isaac Regional Council's position for the management of container placement on Council owned and controlled land will be developed.
- xi. Council notes the proposed action accountability to be undertaken within the ensuing reporting period leading up to the October Community Tenure and Facilities Advisory Committee meeting.
- xii. Council notes the Titles Registry Alert – Prescribed Terms for Trustee Leases and Subleases and Subleases of Land Act Leases.
- xiii. Council notes that valuation and Native Title advice are being sought to in relation to reserve land at 15 Monash Street, Clermont to enable the necessary funding and engagement strategies to be prepared for further consideration by Community Tenure and Facilities Advisory Committee.
- xiv. Council receives and notes the Infrastructure Parks and Recreation Asset Management Update report.
- xv. Council advises St Lawrence Sports Ground Committee Inc. that it approves in principle their requests to a leased area and construction of shed subject to satisfying the requirements set out in correspondence and impact of the forward growth of the area and on physical and emergency services.

Carried

## 5.3

### Domestic Dog Advisory Committee - Minutes 13 August 2020

#### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Domestic Dog Advisory Committee Meeting held on Thursday, 13 August 2020.

#### OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

1. *Receives and notes the minutes of the Domestic Dog Advisory Committee held on 13 August 2020.*
2. *Adopts the recommendations of the Domestic Dog Advisory Committee held on 13 August 2020, in particular, that Council;*



# CONFIRMED MINUTES

- i. ***Receives the Animal Management Discussion Paper Off leash Dog parks for reference in future discussion regarding off leash dog park areas.***
- ii. ***Notes that the feedback from the Follow My Lead program may provide some additional insight.***
- iii. ***Receives and endorses the Systematic Inspection Program.***
- iv. ***Resolves to include the Systematic Inspection Program for consideration in the Third Quarter Budget Review.***

**Resolution No.:** PECS0550

**Moved:** Cr Lacey

**Seconded:** Mayor Baker

**That the Committee recommends that Council:**

1. **Receives and notes the minutes of the Domestic Dog Advisory Committee held on 13 August 2020.**
2. **Adopts the recommendations of the Domestic Dog Advisory Committee held on 13 August 2020, in particular, that Council;**
  - i. **Receives the Animal Management Discussion Paper Off leash Dog parks for reference in future discussion regarding off leash dog park areas.**
  - ii. **Notes that the feedback from the Follow My Lead program may provide some additional insight.**
  - iii. **Receives and endorses the Systematic Inspection Program.**
  - iv. **Resolves to include the Systematic Inspection Program for consideration in the Third Quarter Budget Review.**

**Carried**

**NOTE:**

**The Committee request that the Animal Management - Off-Leash Dog Park Discussion Paper is provided to all Councillors prior to Ordinary Meeting.**

## ATTENDANCE

Cr Viv Coleman entered the meeting room at 9.35am.

## 5.4

### Reef Catchments Financial Support Request – Provenance Magazine

#### EXECUTIVE SUMMARY

Reef Catchments (Mackay – Isaac – Whitsunday) Ltd (RCL) has made request to Council to support the development of second version of the Provenance Magazine, which covers the Mackay, Isaac and Whitsunday regions and the report provides details as to the request and recommendation.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Endorse a financial contribution to Reef Catchments Limited to a value of \$5,000 to support the development of the second version of the Provenance magazine.*
- 2. Note the costs be funded from Economy and Prosperity departments operational budget, and that this amount be considered for replenishment as a COVID-19 Pandemic Recovery Project when recovery projects are considered further for budget review.*

Resolution No.: PECS0551

Moved: Cr Pickels

Seconded: Mayor Baker

That the Committee recommends that Council:

1. Endorse a financial contribution to Reef Catchments Limited to a value of \$5,000 to support the development of the second version of the Provenance magazine.
2. Note the costs be funded from Economy and Prosperity Departments operational budget, and that this amount be considered for replenishment as a COVID-19 Pandemic Recovery Project when recovery projects are considered further for budget review.

Carried

#### NOTES:

Update to be provided to Council at the Briefing Session to provide further clarity on what the benefit is for Isaac Regional Council for the \$5,000 contribution and additional information relating to benefits to the Isaac Region and the producers.

## **5.5** **Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee Minutes 17 August 2020**

### **EXECUTIVE SUMMARY**

The purpose of this report is to present to Council the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee Meeting held on Monday, 17 August 2020.

### **OFFICER'S RECOMMENDATION**

That the Committee recommends that Council:

- 1. *Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 17 August 2020; and***
- 2. *Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 17 August 2020, in particular, that Council;***
  - i. *Receives and endorses the amended Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee Terms of Reference.****
  - ii. *Receives and notes the Clermont Saleyards and Showground Revitalisation Project Update report and endorse the proposed delivery of the projects funded by the Clermont Rodeo and Show Society through the Regional Agricultural Show Development Grants program.****
  - iii. *Acknowledges and thanks the Clermont Rodeo and Show Society Committee for their efforts and their own financial contribution in gaining successful funding for delivery of projects that align with the Clermont Saleyards and Showgrounds Revisitation project and improve the amenity and standing of the Clermont Saleyards and Showgrounds.****
  - iv. *Defers discussion on the Stage 2 projects of the Clermont Saleyards and Showgrounds Revisitation Master Plan project pending further consideration of alternative master plan projects for function facilities subject to another meeting of the Advisory Committee to be scheduled in the near future to further consider these concepts.****
  - v. *Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on Tuesday 1 September 2020; and****
- 3. *Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Advisory Committee held on 1 September 2020, in particular that Council:***
  - i. *Receives and notes the report outlining the concepts for Stage 2 projects of the Clermont Saleyards and Showgrounds Revisitation Master Plan.****
  - ii. *Receives and notes the report that informs the committee on the development of the Revitalisation Master plan main bar project.****

- .....
- iii. Recommends to Council that (the first four elements) of the stage two works be endorsed, with further investigations to be undertaken in relation to the upgrade of the southern pavilion and undercover area together with any other options that might produce similar benefits in a cost-effective way, within the overall estimated stage two budget of \$2.95M.**
  - iv. Recommends to Council that investigations be undertaken into the options and feasibility of providing a large undercover area within the context of the master plan.**

**Resolution No.: PECS0552**

**Moved: Cr Coleman**

**Seconded: Mayor Baker**

**That the Committee recommends that Council:**

- 1. Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 17 August 2020; and**
- 2. Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on 17 August 2020, in particular, that Council;**
  - i. Receives and endorses the amended Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee Terms of Reference.**
  - ii. Receives and notes the Clermont Saleyards and Showground Revitalisation Project Update report and endorse the proposed delivery of the projects funded by the Clermont Rodeo and Show Society through the Regional Agricultural Show Development Grants program.**
  - iii. Acknowledges and thanks the Clermont Rodeo and Show Society Committee for their efforts and their own financial contribution in gaining successful funding for delivery of projects that align with the Clermont Saleyards and Showgrounds Revisitation project and improve the amenity and standing of the Clermont Saleyards and Showgrounds.**
  - iv. Defers discussion on the Stage 2 projects of the Clermont Saleyards and Showgrounds Revisitation Master Plan project pending further consideration of alternative master plan projects for function facilities subject to another meeting of the Advisory Committee to be scheduled in the near future to further consider these concepts.**
  - v. Receives and notes the minutes of the Clermont Saleyards and Showgrounds Revitalisation Project Advisory Committee held on Tuesday 1 September 2020; and**
- 3. Adopts the recommendations of the Clermont Saleyards and Showgrounds Revitalisation Advisory Committee held on 1 September 2020, in particular that Council:**

- i. Receives and notes the report outlining the concepts for Stage 2 projects of the Clermont Saleyards and Showgrounds Revisitation Master Plan.
- ii. Receives and notes the report that informs the committee on the development of the Revitalisation Master Plan main bar project.
- iii. Recommends to Council that the first four elements of the stage two works, comprising:
  - a) The relocated rodeo ring, additional saleyards yards and loading/unloading ramp;
  - b) The acquisition of adjacent land and construction of new carpark and entrance to the showgrounds;
  - c) Public open space improvements; and
  - d) Second stage stables replacement including the stallion stables,be endorsed, with further investigations to be undertaken in relation to the upgrade of the southern pavilion and undercover area together with any other options that might produce similar benefits in a cost-effective way, within the overall estimated stage two budget of \$2.95M.
- iv. Recommends to Council that investigations be undertaken into the options and feasibility of providing a large undercover area within the context of the master plan.

Carried

## 5.6 Major Grant Application – Round 1 FY20-21 Moranbah Miners Junior Rugby League Club

### EXECUTIVE SUMMARY

The Moranbah Miners Junior Rugby League Club have submitted a Major Grant application to be considered in Round 1 FY20-21 of the Isaac Community Grants program for \$3,520.80 for the purchase of new training equipment.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. ***Approve the grant for \$3,520.80 to Moranbah Miners Junior Rugby League Club, divided equally between the Divisions 3, 4 and 5 Community Grants budget for the purchase of new training equipment.***

- Note the in-kind volunteer labour offered by team coaches in the development of training regimes utilising the newly purchased equipment as the Club's co-funding contribution.**
- As a condition of funding, requests that the Isaac Regional Council logo is printed on to the new equipment where feasible.**

**Resolution No.: PECS0553**

**Moved: Cr Pickels**

**Seconded: Mayor Anne Baker**

**That the Committee recommends that Council:**

- Approve the grant for \$3,520.80 to Moranbah Miners Junior Rugby League Club, divided equally between the Divisions 3, 4 and 5 Community Grants budget for the purchase of new training equipment.**
- Note the in-kind volunteer labour offered by team coaches in the development of training regimes utilising the newly purchased equipment as the Club's co-funding contribution.**
- As a condition of funding, requests that the Isaac Regional Council logo is printed on to the new equipment where feasible.**

**Carried**

## **5.7 Major Grant Application – Round 1 FY20-21 Moranbah East State School Parents and Citizens Association**

### **EXECUTIVE SUMMARY**

Moranbah East State School Parent and Citizens Association have submitted a Major Grant application to be considered in Round 1 FY20-21 of the Isaac Community Grants program for \$5,000 to assist with costs associated with the delivery of an in-school Relationships and Sexuality Education Program.

### **OFFICER'S RECOMMENDATION**

**That the Committee recommends that Council:**

- Declines the application of \$5,000 from Moranbah East State School Parent and Citizen Association as it is not compliant with the Isaac Community Grants guidelines.**

**Resolution No.: PECS0554**

**Moved: Cr Coleman**

**Seconded: Mayor Baker**

**That the Committee recommend that Council:**

- 1. Declines the application of \$5,000 from Moranbah East State School Parent and Citizen Association as it is not compliant with the Isaac Community Grants guidelines.**

**Carried**

**NOTE: Further advise to be provided on whether this program is part of the school curriculum.**

## **5.8 Major Grants Application – Round 1 FY2021 Blair Athol Clermont Bowls Incorporated**

### **EXECUTIVE SUMMARY**

The Blair Athol Clermont Bowls Club Incorporated have submitted a Major Grant application to be considered in Round 1 FY20-21 of the Isaac Community Grants program for \$3,000 to assist with the costs of catering and greens preparation for the Clermont Bowls Club Carnival in October 2020.

### **OFFICER'S RECOMMENDATION**

***That the Committee recommend that Council:***

- 1. Approves the grant of \$3,000 to Blair Athol Clermont Bowls Club Incorporated, payable from the Division 6 Community Grants budget, to assist with the costs of catering and greens preparation for the Clermont Bowls Club Carnival in October 2020.***
- 2. As a condition of funding, request that a COVID Safe Event Checklist or approved COVID Safe Event Plan for the Clermont Bowls Club Carnival, whichever is required, is provided to Council at least one week prior to the event.***

**Resolution No.: PECS0555**

**Moved: Cr Pickels**

**Seconded: Mayor Baker**

**That the Committee recommend that Council:**

- 1. Approves the grant of \$3,000 to Blair Athol Clermont Bowls Club Incorporated, payable from the Division 6 Community Grants budget, to assist with the costs of catering and greens preparation for the Clermont Bowls Club Carnival in October 2020.**





## 6. INFORMATION BULLETIN REPORTS

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

#### EXECUTIVE SUMMARY

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

#### OFFICER'S RECOMMENDATION

That the Committee recommends Council:

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

Resolution No.: PECS0558

Moved: Mayor Baker

Seconded: Cr Pickels

That the Committee recommends that Council:

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

**Carried**

#### ATTENDANCE

Mr Dan Wagner left the meeting room at 11.41am and returned at 11.43am.

## 7. GENERAL BUSINESS

No general business this meeting.

## 8. CONCLUSION

# CONFIRMED MINUTES



---

There being no further business, the Chair declared the meeting closed at 11.53am.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 6 October 2020 in Moranbah.

.....  
CHAIR

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