



# CONFIRMED MINUTES

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

HELD ON  
**TUESDAY, 14 SEPTEMBER 2021**  
**COMMENCING AT 9.00AM**

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**ISAAC REGIONAL COUNCIL**  
**CONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 14 SEPTEMBER 2021**

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**ISAAC REGIONAL COUNCIL**  
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**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
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**ON TUESDAY 14 SEPTEMBER 2021 COMMENCING AT 9.00AM**

## ATTENDEES

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

## OFFICERS PRESENT

Mr Dan Wagner, Director Planning, Environment and Community Services  
Mr Shane Brandenburg, Manager Economy and Prosperity  
Mr Michael St Clair, Manager Liveability and Sustainability  
Mr Jim Hutchinson, Manager Engaged Communities  
Ms Nishu Ellawala, Manager Community Education and Compliance  
Mr Bruce Wright, Manager Community Facilities  
Mrs Jacki Scott, Manager Strategic and Business Development  
Mr Mark Davey, Capital and Program Project Manager  
Ms Carenda Jenkin, Senior Officer Brand, Media and Communications  
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.

The Mayor was not presented at the commencement of the meeting.

# CONFIRMED MINUTES

**Resolution No.:** PECS0754

**Moved:** Cr Pickels

**Seconded:** Cr Coleman

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

**Carried**

## 2. APOLOGIES

No apologies received this meeting.

## 3. DECLARATION OF CONFLICTS OF INTEREST

### DECLARABLE CONFLICT OF INTEREST

Cr Sandy Moffat declared a declarable conflict of interest for Report 5.11 Dysart Community Transport Trial as she is a member of the Smart Transformation Advisory Council.

### 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 10 August 2021.



Resolution No.: PECS0755

Moved: Cr Coleman

Seconded: Cr Pickels

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 10 August 2021 are confirmed.

Carried

## 5. OFFICERS REPORTS

### 5.1

### St Lawrence Wetlands Weekend 2022 Save the Date

#### EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of the proposed date for the 2022 St Lawrence Wetlands Weekend (SLTWW) to be held over the 24-26 June 2022.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Endorse the date for the 2022 St Lawrence Wetlands Weekend event be held 24 - 26 June 2022.*
- 2. Note the St Lawrence Wetlands Weekend 2022 event planning working groups.*
- 3. Endorse Councillor \_\_\_\_\_ and Councillor \_\_\_\_\_ to be members of the St Lawrence Wetlands Weekend Strategic Planning Steering Group.*

Resolution No.: PECS0756

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Endorse the date for the 2022 St Lawrence Wetlands Weekend event be held 24 - 26 June 2022.**

2. Note the St Lawrence Wetlands Weekend 2022 event planning working groups.
3. Endorse Councillors \_\_\_\_\_ to be members of the St Lawrence Wetlands Weekend Strategic Planning Steering Group.

Carried

## 5.2 Cooperative Research Centre for Transformations in Mining Economies Supporting Participant Application

### EXECUTIVE SUMMARY

The purpose of this report is to inform and seek endorsement of an application from Council to join the Cooperative Research Centre for Transformations in Mining Economies (CRCTiME) as a “Supporting Participant”.

### OFFICER’S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Endorse Isaac Regional Council’s application to join the Cooperative Research Centre for Transformations in Mining Economies (CRCTiME) as a Supporting Participant.*
2. *Endorse a cash contribution of \$2,500.00 as part of its application as a Supporting Participant in the Cooperative Research Centre for Transformations in Mining Economies (CRCTiME), to be funded from the Planning, Environment and Community Services operational budget.*

Resolution No.: PECS0757

Moved: Cr Lacey

Seconded: Cr Pickels

**That the Committee recommends that Council:**

1. Endorse Isaac Regional Council’s application to join the Cooperative Research Centre for Transformations in Mining Economies (CRCTiME) as a Supporting Participant.
2. Endorse a cash contribution of \$2,500 as part of its application as a Supporting Participant in the Cooperative Research Centre for Transformations in Mining Economies (CRCTiME), to be funded from the Planning, Environment and Community Services operational budget.

Carried

## ATTENDANCE

Mayor Anne Baker entered the meeting room at 9.39am.

### 5.3

### Moranbah Miners' Memorial Committee In-Kind Assistance

#### EXECUTIVE SUMMARY

This report seeks Council's consideration regarding the provision of internally funded in-kind support to assist with delivery of the annual Moranbah Miners' Memorial observance on Friday 5 November 2021.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Approve internally funded in-kind support up to the value of \$5,000 (exc. GST) for the purpose of supporting the annual Moranbah Miners' Memorial observance on Friday, 5 November 2021, being for grounds preparation, traffic management and other support activities.**
- 2. Approve that the in-kind support be funded equally from the Community Grants operational budgets of Divisions 3, 4, 5 and 7 for FY2021-22.**

**Resolution No.: PECS0758**

**Moved: Cr Pickels**

**Seconded: Cr Lacey**

**That the Committee recommends that Council:**

- 1. Approve internally funded in-kind support up to the value of \$5,000 (exc. GST) for the purpose of supporting the annual Moranbah Miners' Memorial observance on Friday, 5 November 2021 being for traffic management and other support activities specific to the event.**
- 2. Approve subject to a re-evaluation of funding sources the in-kind support to be funded equally from the Community Grants operational budgets of Divisions 3, 4, 5 and 7 for FY2021-22.**

**Carried**

## ATTENDANCE

Mr Shane Brandenburg left the meeting room at 10.06am and returned at 10.08am.





# CONFIRMED MINUTES

- 1. Approve a major grant application from Oasis Life Church to the value of \$10,000 (exc. GST) for the purpose of supporting the annual Moranbah Community Carols on Friday, 26 November 2021.**
- 2. Approve that the grant be funded equally from the Community Grants operational budgets of Divisions 3, 4, 5 and 7 for FY2021-22.**

**Resolution No.: PECS0760**

**Moved: Cr Lacey**

**Seconded: Cr Coleman**

**That the Committee recommends that Council:**

- 1. Approve a major grant application from Oasis Life Church up to the value of \$10,000 (exc. GST) for the purpose of event staging, sound and lighting for the annual Moranbah Community Carols on Friday, 26 November 2021, subject to evidence of detailed costings and event format being provided.**
- 2. Approve that the grant be funded equally from the Community Grants operational budgets of Divisions 3, 4, 5 and 7 for FY2021-22.**

**Carried**

## **5.6 Major Grant Application – Moranbah BMX Club Incorporated - Weatherproofing of the Moranbah BMX Track**

### **EXECUTIVE SUMMARY**

This report seeks Council's consideration of an out-of-round major grant application from Moranbah BMX Club Incorporated (Inc.) to undertake weatherproofing of the Moranbah BMX track.

### **OFFICER'S RECOMMENDATION**

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

- 1. Approve a major grant application from Moranbah BMX Club to the value of \$10,000 (exc. GST) for the purpose of weatherproofing the Moranbah BMX track.**
- 2. Approve that the grant be funded equally from the Community Grants operational budgets of Divisions 3, 4, 5 for FY2021-22.**

Resolution No.: PECS0761

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee recommends that Council:

1. Approve a major grant application from Moranbah BMX Club to the value of \$10,000 (exc. GST) for the purpose of weatherproofing the Moranbah BMX track.
2. Approve that the grant be funded equally from the Community Grants operational budgets of Divisions 3, 4, 5 for FY2021-22.

Carried

## 5.7

### Exception to Local Government Regulations – Bi-Lock Master Key System

#### EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval to extend the recently expired contract arrangement with the supplier of Isaac Regional Council's Bi-lock keying system as an exception to the competitive bidding requirements of the *Local Government Regulations 2012* for medium or large sized contractual arrangements.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Resolves it is satisfied that there is only one (1) supplier who is reasonably available;*
2. *Resolves that because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;*
3. *Endorse the following exception to enter into a medium or large sized contractual arrangement as per section 235 of the Local Government Regulations (2012);*
4. *In reference to the above, approves to reactivate and extend the Locksmith Service Agreement with Mackay and Whitsunday Locksmiths for a period of five (5) years for Council's Bi-lock Master Key system; and*
5. *Authorise the Chief Executive Officer to negotiate, execute and vary the contract as required, with Mackay and Whitsunday Locksmiths for Council's Bi-lock Master Key system.*





## ATTENDANCE

Mr Beau Jackson, Manager Brand, Media and Communications was in the meeting room at the resumption of the meeting.

Cr Gina Lacey teleconferenced back into the meeting at 11.13am.

Mr Beau Jackson left the meeting room at 11.23am.

**5.9**

## **Council Support for Combined Unions Christmas Party**

### **EXECUTIVE SUMMARY**

This report seeks Council's consideration of a request to provide in-kind support for the annual Combined Unions Christmas Party on Saturday, 20 November 2021.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. Approve the provision of in-kind staff support for the Combined Unions Christmas Party in Moranbah on Saturday, 20 November 2021, specifically.**
  - i. Undertaking pre-event ground markings to prevent damage to irrigation systems by Parks and Recreation staff.**
  - ii. Collection, delivery and pick-up of marquees for the event by outdoor staff.**
  - iii. Confirmation of appropriate licencing of food vendors by Community Education and Compliance staff.**
- 2. Approve that any staff costs associated with this in-kind support, not reasonably deemed to be a business as usual activity for similar to types of activations, be internally funded from the Engaged Communities operational budget (1134 Stakeholder Engagement Activities).**

**Resolution No.: PECS0766**

**Moved: Cr Coleman**

**Seconded: Cr Pickles**

*That the Committee recommends that Council:*

- 1. Approve the provision of in-kind staff support for the Combined Unions Christmas Party in Moranbah on Saturday, 20 November 2021, specifically.**
  - i. Undertaking pre-event ground markings to prevent damage to irrigation systems by Parks and Recreation staff as per outdoor booking protocols.**
  - ii. Collection, delivery and pick-up of marquees for the event by outdoor staff.**



2. **Advises that confirmation of appropriate licencing of food vendors is the responsibility of the Event Organiser.**
3. **Approve that any staff costs associated with this in-kind support, not reasonably deemed to be a business as usual activity for similar to types of activations, be internally funded from the Engaged Communities operational budget (1134 Stakeholder Engagement Activities).**

Carried

## 5.10

### Domestic Dog Advisory Committee Minutes - 24 August 2021

#### EXECUTIVE SUMMARY

The purpose of this report is to present to Council the minutes of the Domestic Dog Advisory Committee Meeting held on Tuesday, 24 August 2021.

#### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. ***Receives and notes the Minutes of the Domestic Dog Advisory Committee held on 24 August 2021***
2. ***Adopts the recommendations of the Domestic Dog Advisory Committee held on 24 August 2021, in particular;***
  - i. ***Receive and note the update of annual registration renewal notices.***
  - ii. ***Receive and endorse the changes to the 'Paws & Be Safe' School-Based Education Program.***
  - iii. ***Receive and endorse the 'Boredom Barkers' Library Craft Activity.***
  - iv. ***Note and receive the Resources for Chip and Check Events.***

Resolution No.: PECS0767

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 24 August 2021**
2. **Adopts the recommendations of the Domestic Dog Advisory Committee held on 24 August 2021, in particular;**
  - i. **Receive and note the update of annual registration renewal notices.**
  - ii. **Receive and endorse the changes to the 'Paws & Be Safe' School-Based Education Program.**
  - iii. **Receive and endorse the 'Boredom Barkers' Library Craft Activity.**
  - iv. **Note and receive the Resources for Chip and Check Events.**

**Carried**

## DECLARABLE CONFLICT OF INTEREST

Cr Sandy Moffat declared a declarable conflict of interest for Report 5.11 Dysart Community Transport Trial as she is a member of the Smart Transformation Advisory Committee. Cr Moffat left the meeting room at 11.40am and the Committee considered her declared conflict.

**Resolution No.: PECS0768**

**Moved: Cr Coleman**

**Seconded: Mayor Anne Baker**

**The Planning, Environment and Community Services Standing Committee Meeting determined that Cr Sandy Moffat could participate in the discussions regarding Report 5.11 Dysart Community Transport Trial as her participation in the discussion would be extremely beneficial to the committee and her conflict is manageable.**

**Carried**

## ATTENDANCE

Cr Sandy Moffat returned to the meeting room at 11.42am.

Mr Beau Jackson entered the meeting room at 11.49am.

## 5.11

### Dysart Community Transport Trial

#### EXECUTIVE SUMMARY

This report seeks Council's consideration of a request to use the Dysart Youth Bus by external parties for the purpose of undertaking a community transport trial as part of the Smart Transformations initiative.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Approve community use of the Dysart Youth Bus by external parties for the purpose of undertaking a trial of a community transport service from Dysart to surrounding communities, auspiced by the Smart Transformation Advisory Council.*
- 2. Approve that the trial period be no greater than six months from the date of commencement and that the outcomes of the community transport trial be reported back to Council by the Smart Transformation Advisory Council for further consideration by Council.*
- 3. Approve that the Smart Transformation Advisory Council and parties related to the community transport trial be responsible for reasonable operating costs of the Dysart Youth Bus, including fuelling the vehicle, whilst it is in their use.*
- 4. Authorise the Chief Executive Officer to negotiate, vary and execute an agreement with the Smart Transformation Advisory Council and parties related to the community transport trial which addresses matters including management of risk and liability associated with third party use, statutory requirements related to community transport services and the operating costs of the vehicle whilst being used by third parties.*

Resolution No.: PECS0768

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee recommends that Council:

- 1. Approve community use of the Dysart Youth Bus by Hinterland Community Care Inc and other Community Service Agencies for the purpose of undertaking a trial of a community services transport from Dysart to surrounding communities.**
- 2. Approve that the trial period be no greater than six months from the date of commencement and that the outcomes of the community services transport trial be reported back to Council by the Smart Transformation Advisory Council for further consideration by Council.**
- 3. Approve that the Smart Transformation Advisory Council and parties related to the community services transport trial be responsible for reasonable operating costs of the Dysart Youth Bus, including fuelling the vehicle, whilst it is in their use.**
- 4. Authorise the Chief Executive Officer to negotiate, vary and execute an agreement with the Smart Transformation Advisory Council and parties related to the community services transport trial which addresses matters including management of risk and liability associated with third party use, statutory requirements related to community services transport and the operating costs of the vehicle whilst being used by third parties.**

**Carried**

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## ATTENDANCE

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Cr Gina Lacey ended her teleconference with the meeting at 12.01pm.

## 6. INFORMATION BULLETIN REPORTS

### 6.1 Planning Environment and Community Services Information Bulletin - September 2021

#### EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for September 2021 is provided for Committee review.

#### OFFICER'S RECOMMENDATION

*That the Committee:*

- 1. Note the Planning, Environment and Community Services Directorate Information Bulletin for September 2021.*

Resolution No.: PECS0769

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee:

1. Notes the Planning, Environment and Community Services Directorate Information Bulletin for September 2021.

Carried

## 7. GENERAL BUSINESS

No general business this meeting.

# CONFIRMED MINUTES



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## 8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 12.32pm.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 12 October 2021 in Moranbah.

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CHAIR

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