



CONFIRMED MINUTES

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

HELD ON
TUESDAY, 7 DECEMBER 2021
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 7 DECEMBER 2021

Table of Contents	Page
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	15
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 7 DECEMBER 2021 COMMENCING AT 9.00AM

ATTENDEES

Cr Kelly Veve, Division Five (Chair)
Cr Gina Lacey, Division Three (*via video conference*)
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
Ms Nishu Ellawala, Manager Community Education and Compliance
Mr Bruce Wright, Manager Community Facilities
Mr Mark Davey, Capital and Program Project Manager
Mrs Jana Hesketh, Manager Community Engagement, Programs and Events
Ms Carenda Jenkin, Senior Officer Brand, Media and Communications
Mrs Nicole Money, Executive Assistant
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.

Resolution No.: PECS0803

Moved: Cr Pickels

Seconded: Cr Coleman

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

Carried

2. APOLOGIES

The Committee received an apology from Mayor Anne Baker

Resolution No.: PECS0804

Moved: Cr Pickels

Seconded: Cr Coleman

That the Planning, Environment and Community Services Standing Committee accepts the apology received from Mayor Anne Baker.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 5.2 12 Month Fixed Term Part Time Saleyards and Aerodrome Officer for a related party potential 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 9 November 2021.

Resolution No.: PECS0805

Moved: Cr Pickels

Seconded: Cr Coleman

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah on Tuesday 9 November 2021 are confirmed.

Carried

5. OFFICERS REPORTS

5.1

Minor Community Grants Summary October - November 2021

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 26 October to 22 November 2021.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Notes the minor community grants approved under delegation for the period 26 October to 22 November 2021.*

Resolution No.: PECS0806

Moved: Cr Pickels

Seconded: Cr Lacey

That the Committee recommends that Council:

- Notes the minor community grants approved under delegation for the period 26 October to 22 November 2021.**

Carried

DECLARABLE CONFLICT OF INTEREST

Cr Jane Pickels declared a declarable conflict of interest for Report 5.2 12 Month Fixed Term Part Time Saleyards and Aerodrome Officer for a related party potential applicant.

Cr Pickels left the meeting room at 9.08am and did not participate in the discussion or vote on Report 5.2.

5.2

12 Month Fixed Term Part Time Saleyards and Aerodrome Officer

EXECUTIVE SUMMARY

The purpose of this report is to seek approval for the appointment of an additional full-time employee to the organisation for a twelve-month period for a fixed term part time Saleyards and Aerodrome Officer to be based in Clermont.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Approve the appointment of an additional full-time employee to the organisation for a twelve-month fixed term part time position as a Saleyards and Aerodrome Officer to be based in Clermont.**

Resolution No.: PECS0807

Moved: Cr Lacey

Seconded: Cr Coleman

That the Committee recommends that Council:

- 1. Approves the appointment of an additional full-time employee to the organisation for a twelve-month fixed term part time position as a Saleyards and Aerodrome Officer to be based in Clermont.**
- 2. Requests a review of the position occur in November 2022 and include information regarding the cost benefit analysis and improved service delivery**

Carried

ATTENDANCE

Cr Jane Pickels returned to the meeting room at 9.16am

5.3 Special Community Grants Standing Committee – Updated Terms of Reference and Framework Documents

EXECUTIVE SUMMARY

The purpose of this report is to request continued suspension of the Special Community Grant Standing Committee, endorse extension of the Terms of Reference through to 30 June 2022, amendments to the terms of Reference and the Community Chest Framework documentation.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Endorse an extension to the Special Community Grants Standing Committee's Terms of Reference to 30 June 2022 and adopt amendments as per attached.*
- 2. Continue to suspend the Special Community Grant Standing Committee schedule of meetings and delegate to the Mayor for authority to reactivate schedules of meetings if and when they are required.*
- 3. Resolve that should adhoc applications be received prior to reactivation of the Committee, they can be resolved through Council's Ordinary Meeting schedule of meetings if required.*
- 4. Request the Chief Executive Officer to bring a further report to the June 2022 Ordinary Meeting or earlier if required to revise the Community Chest Framework and Special Community Grants Standing Committee's Terms of Reference to accommodate both, any potential necessary further response activities and or a position for the future of the program.*

Resolution No.: PECS0808

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

That the Committee recommends that Council:

- 1. Due to ongoing uncertainty around COVID-19 impacts, endorse an extension to the Special Community Grants Standing Committee's Terms of Reference to 30 June 2022 and adopt amendments as per attached.**
- 2. Continue to suspend the Special Community Grant Standing Committee schedule of meetings and delegate to the Mayor for authority to reactivate schedules of meetings if and when they are required.**
- 3. Resolve that should adhoc applications be received prior to reactivation of the Committee, they can be resolved through Council's Ordinary Meeting schedule of meetings if required.**

4. Request the Chief Executive Officer to bring a further report to the June 2022 Ordinary Meeting or earlier if required to revise the Community Chest Framework and Special Community Grants Standing Committee's Terms of Reference to accommodate both, any potential necessary further response activities and or a position for the future of the program.

Carried

5.4

Isaac Region 2022 Australia Day Awards

EXECUTIVE SUMMARY

This report seeks endorsement for the finalisation of the Isaac Region 2022 Australia Day Award winners.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Responsibility be delegated to the Mayor and Chief Executive Officer to finalise the Isaac Region 2022 Australia Day Award recipients based on guidance from Councillors.*

Resolution No.: PECS0809

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee recommends that Council:

- Responsibility be delegated to the Mayor and Chief Executive Officer to finalise the Isaac Region 2022 Australia Day Award recipients based on guidance from Councillors.**

Carried

ATTENDANCE

Cr Sandy Moffat left the meeting room at 10.00am and returned to the meeting room at 10.02am

5.5

Service Arrangements – Isaac Regional Pools

EXECUTIVE SUMMARY

This report seeks the endorsement of Council to build on the management framework for Isaac Regional Pools that operate under an Operations and Management Lease arrangement. Specifically, ensuring that communities are afforded the highest levels of service, families are provided unrestricted access to join learn to swim classes and the sport of swimming is preserved and enhanced across the Region.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Acknowledges and endorses the various State and Federal initiatives supporting and promoting water safety and learning to swim throughout Australia and Queensland as being models of best practice for Isaac Regional Pools.*
- 2. Authorises the Chief Executive Officer to engage duly qualified, competent and experienced Learn to Swim Instructors and Swimming Coaches to deliver services at Isaac Regional Pools under external management when Lessees and Management Groups where they are unable to provide these services (regardless of the reason).*
- 3. Authorises only locality based Learn to Swim Instructors and Swimming Coaches to deliver services to sites where Learn to Swim and Swimming Coaching are not available.*
- 4. Authorises the service providers nominated in Clause 2 to continue the delivery of such services until such time as the Lessee and/or Management Group provides documentary evidence of their capacity to provide these services to be delivered by accredited, competent and experienced personnel possessing appropriately recognised (Swim Australia and/or AUSTSWIM) qualifications.*
- 5. Authorises Lessees and/or Management Groups to provide written notice of two (2) weeks to external service providers to cease the provision of services upon Lessees and/or Management Groups satisfying Council that they can deliver these services effectively and efficiently by utilising duly trained, qualified and competent staff.*
- 6. Authorises Lessees and/or Management Groups of Isaac Regional Pools to charge the service providers nominated in Clause 2 for the use of lane hire to deliver these services as appropriate and detailed in Council's Fees and Charges.*
- 7. Endorses an amendment to Council's Fees and Charges for Swimming Pools at Middlemount to remove the words "Lane Hire is not available for Learn to Swim programs".*
- 8. Authorises an amendment to Council's Fees and Charges for Swimming Pools at Moranbah, Middlemount, Clermont, Dysart, Glenden and Nebo to include the words "Lane Hire is available for Learn to Swim Programs and Coaching only with written approval from the Chief Executive Officer".*
- 9. Authorises the Chief Executive Officer to negotiate, vary, determine and execute the instruments to support and action clauses 2, 3, 4, 5, 6, 7 and 8.*

Resolution No.: PECS0810

Moved: Cr Coleman

Seconded: Cr Pickels

That the Committee recommends that Council:

- 1. Acknowledges and endorses the various State and Federal initiatives supporting and promoting water safety and learning to swim throughout Australia and Queensland as being models of best practice for Isaac Regional Pools.**
- 2. Delegate to the Chief Executive Officer to authorise temporary use of lane hire by third parties to provide services where a lessee (for whatever reason) is unable to meet its commitments for learn to swim, school swimming or squad coaching under the lease at Middlemount, Clermont, Dysart, Glenden and Nebo pools and authorises the Chief Executive Officer to make appropriate adjustments to the fees and charges schedule.**
- 3. Authorises the service providers nominated in Clause 2 to continue the delivery of such services until such time as the Lessee and/or Management Group provides documentary evidence of their capacity to provide these services to be delivered by accredited, competent and experienced personnel possessing appropriately recognised (Swim Australia and/or AUSTSWIM) qualifications.**
- 4. Authorises Lessees and/or Management Groups to provide written notice of two (2) weeks to external service providers to cease the provision of services upon Lessees and/or Management Groups satisfying Council that they can deliver these services effectively and efficiently by utilising duly trained, qualified and competent staff.**
- 5. Authorises Lessees and/or Management Groups of Isaac Regional Pools to charge the service providers nominated in Clause 2 for the use of lane hire to deliver these services as appropriate and detailed in Council's amended Fees and Charges.**

Carried

5.6

Regional Pool Status Report – October 2021

EXECUTIVE SUMMARY

This report provides an overview of the operating and administrative status of the Region's swimming pools for the month of October 2021.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receives and acknowledges the status of the Region's swimming pools.***

Resolution No.: PECS0811

Moved: Cr Pickels

Seconded: Cr Lacey

That the Committee recommends that Council:

- 1. Receives and acknowledges the status of the Region's swimming pools.**

Carried

ATTENDANCE

Ms Barbara Franklin left the meeting room at 10.16am and returned at 10.19am

5.7

COVID-19 Strategic Recovery Plan Annual Review and Update

EXECUTIVE SUMMARY

The purpose of this report is to provide Council of an Annual review update of the ongoing activities that are occurring in the delivery of the Strategic Recovery Plan and seek recommendation for the proposed amendments to the Plan as stated in this report.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Receive and note the update on the delivery of the Strategic Recovery Plan and Pandemic Budget Reconciliation.***
- 2. Endorse the recommended changes to the Recovery Plan being;***
 - a. Not proceed with item BR7 Conduct Housing Forum in favour of individual industry sector stakeholder meetings through the Land development Advisory Committee.***
 - b. Amend item BR8 Encourage Targeted Industrial development to; Deliver and Industrial/Commercial land analysis to investigate the availability of Industrial/Commercial Land in the Region to explore priorities for releasing new land and trunk infrastructure requirements (and cost estimates) to achieve.***
 - c. Not proceed with TR1 Employ a targeted Tourism Development Resource.***

- d. Add to TR5 Attraction to Region, Delivery of two “Attraction to Region” videos showcasing the Liveability and Economic Development of Isaac Region.**
- e. Endorse \$20,000 from the Pandemic Reserve Budget for attaining Local spend data through appropriate service providers as part of BR4 Leverage Shop Isaac.**
- f. Endorse to add Strategy line item TR14 To Deliver a Recreational Gold Prospecting/fossicking Strategy and support the delivery of such with provision of \$30,000 from the Pandemic Reserve Budget.**
- g. Note the funding of \$77,000 for Stage 1 of the tourism signage program was achieved through Local Roads and Community infrastructure fund Round 2 and that Stage 2 of the Tourism signage project for \$100,000 is submitted for in Round 3, and endorse that pending outcomes of that application if unsuccessful a business case to Council be received should any further funding of Tourism signage be required from the remaining Recovery budget.**

Resolution No.: PECS0812

Moved: Cr Pickels **Seconded:** Cr Coleman

That the Committee recommends that Council:

- 1. Receive and note the update on the delivery of the Strategic Recovery Plan and Pandemic Budget Reconciliation noting the Pandemic Budget Reconciliation update was a verbal update.**
- 2. Endorse the recommended changes to the Recovery Plan being;**
 - a. Not proceed with item BR7 Conduct Housing Forum in favour of individual industry sector stakeholder meetings through the Land development Advisory Committee.**
 - b. Amend item BR8 to Encourage Targeted Industrial and Commercial development.**
 - c. Not proceed with TR1 Employ a targeted Tourism Development Resource.**
 - d. Add to TR5 Attraction to Region, Delivery of two “Attraction to Region” videos showcasing the Liveability and Economic Development of Isaac Region.**
 - e. Endorse \$20,000 from the Pandemic Reserve Budget for attaining Local spend data through appropriate service providers as part of BR4 Leverage Shop Isaac.**
 - f. Endorse to add Strategy line item TR14 To Deliver a Recreational Gold Prospecting/fossicking Strategy and support the delivery of such with provision of \$30,000 from the Pandemic Reserve Budget.**
 - g. Note the funding of \$77,000 for Stage 1 of the tourism signage program was achieved through Local Roads and Community infrastructure fund Round 2 and that Stage 2 of**

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- 1. Resolves, that it's satisfied that only three (3) Glenden based trade services Contractors are reasonably available to support Council's reactive and emergent maintenance requirements in Glenden.*
- 2. Resolves, that because of the specialised nature of the services that are sought and the prevailing travel distance and time to Glenden, it is impractical or disadvantageous for Council to invite quotes.*
- 3. Endorses the exception articulated hereunder in Clause 4 away from the Isaac Regional Council Procurement Policy to retain Glenden based Contractors to support Council's reactive and emergent maintenance requirements in Glenden.*
- 4. Authorises the sole sourcing of MEH Industrial Proprietary Limited to undertake Council's reactive and emergent general services requirements within the threshold of \$1,500 to \$15,000.*
- 5. Authorises the sole sourcing of Shane Nieth Plumbing and Drainer to undertake Council's reactive and emergent plumbing services within the threshold of \$1,500 to \$15,000.*
- 6. Authorises the sole sourcing of WNS Electrical to undertake Council's reactive and emergent electrical services requirements within the threshold of \$1,500 to \$15,000.*
- 7. Authorises the arrangements contained within clauses 4, 5 and 6 to apply to the Whole of Council.*
- 8. Authorises the Chief Executive Officer to monitor, negotiate, execute and vary the use of MEH Industrial Proprietary Limited, WNS Electrical and Shane Nieth Plumbing and Drainer to support and action clauses 4, 5 and 6.*

Resolution No.: PECS0815

Moved: Cr Coleman

Seconded: Cr Lacey

That the Committee recommends that Council:

- 1. Resolves, that it's satisfied that only three (3) Glenden based trade services Contractors are reasonably available to support Council's reactive and emergent maintenance requirements in Glenden.**

2. Resolves, that because of the specialised nature of the services that are sought and the prevailing travel distance and time to Glenden, it is impractical or disadvantageous for Council to invite quotes.
3. Endorses the exception articulated hereunder in Clause 4 away from the Isaac Regional Council Procurement Policy to retain Glenden based Contractors to support Council's reactive and emergent maintenance requirements in Glenden.
4. Authorises the sole sourcing of MEH Industrial Proprietary Limited to undertake Council's reactive and emergent general services requirements within the threshold of \$1,500 to \$15,000.
5. Authorises the sole sourcing of Shane Nieth Plumbing and Drainer to undertake Council's reactive and emergent plumbing services within the threshold of \$1,500 to \$15,000.
6. Authorises the sole sourcing of WNS Electrical to undertake Council's reactive and emergent electrical services requirements within the threshold of \$1,500 to \$15,000.
7. Authorises the arrangements contained within clauses 4, 5 and 6 to apply to the Whole of Council.
8. Authorises the Chief Executive Officer to monitor, negotiate, execute and vary the use of MEH Industrial Proprietary Limited, WNS Electrical and Shane Nieth Plumbing and Drainer to support and action clauses 4, 5 and 6.

Carried

6. INFORMATION BULLETIN REPORTS

ATTENDANCE

Mrs Glenys Mansfield, Economic and Tourism Development Officer entered the meeting room at 10.52am and left the meeting room at 10.58am

6.1 Planning Environment and Community Services Information Bulletin – December 2021

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

That the Committee:

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

Resolution No.: PECS0816

Moved: Cr Pickels

Seconded: Cr Coleman

That the Committee:

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

Carried

7. GENERAL BUSINESS

7.1 Cyclone Shelters in Coastal Region

Cr Coleman requested there be an opportunity to discuss the issue of lack of cyclone shelters in coastal areas and emerging risk to the community.

Cr Coleman enquired as to whether there is a location that may provide an opportunity for cyclone shelters and requested an update on previous decisions made regarding this issue including what current facilities are available.

Director Planning, Environment and Community Services advised the Committee this issue is best raised in the Corporate, Governance and Financial Services Standing Committee as Disaster Management would take the lead on this matter.

Cr Lacey provided a brief update to the Committee on history and that funding applications have been made to the State but have been unsuccessful

The Committee requested Director Planning, Environment and Community Services raise this issue with Acting Director Corporate, Governance and Financial Services.

ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES

CONFIRMED MINUTES



8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 11.28am.

These minutes were confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting held Tuesday 8 February 2022 in Moranbah.

.....
CHAIR

..... / /
DATE