



CONFIRMED MINUTES

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

HELD ON
WEDNESDAY, 21 AUGUST 2024

COMMENCING AT 9.00AM

CONFIRMED MINUTES

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CONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 21 AUGUST 2024

Table of Contents	Page
1. Opening	3
2. Apologies and Leave of Absences	4
3. Declaration of Conflicts of Interest	5
4. Confirmation of Minutes	5
5. Officer Reports	6
6. Information Bulletin Reports	11
7. General Business	12
8. Conclusion	13

ISAAC REGIONAL COUNCIL
CONFIRMED MINUTES OF THE
PLANNING, ENVIRONMENT AND COMMUNITY SERVICES
STANDING COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS, MORANBAH
ON WEDNESDAY 21 AUGUST 2024 COMMENCING AT 9.00AM

ATTENDEES

Cr Alaina Earl, Division Five (*Chair*)
Mayor Kelly Vea Vea
Cr Terry O'Neill, Division One
Cr Melissa Westcott, Division Three

**COMMITTEE
APOLOGIES**

Cr Viv Coleman, Division Eight

OBSERVERS

Cr Vern Russell, Division Two
Cr Jane Pickels, Deputy Mayor, Division Six

OFFICERS PRESENT

Mr Cale Dendle, Chief Executive Officer
Mr Dan Wagner, Director Planning, Environment and Community Services
Mrs Emily Kennedy, Acting Manager of Community Engagement, Programs and Events (*Video Conference*)
Ms Barbara Franklin, Acting Manager Community Hubs
Ms Maggi Stanley, Manager Strategic Policy and Projects
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Mayor and Chief Executive Officer
Mrs Katie Marsham, Executive Assistant

1. OPENING

In the absence of the Chair the Director Planning, Environment and Community Services, Mr Dan Wagner welcomed all in attendance and declared the meeting open at 10.08am.

CONFIRMED MINUTES

The Director Planning, Environment and Community Services called for nominations for Chair in the absence of Cr Viv Coleman.

Mayor Kelly Vevea nominated Cr Alaina Earl for the position of Chair.

Resolution No.: PECS1165

Moved: Mayor Kelly Vevea

Seconded: Cr Terry O'Neill

That the Planning, Environment and Community Services Standing Committee appoint Cr Alaina Earl as Chair for the August 2024 Committee Meeting.

Carried

The Chair, Cr Alaina Earl acknowledged the traditional custodians of the land on which we meet today and paid her respects to their Elders past, present and emerging.

2. APOLOGIES AND LEAVE OF ABSENCES

A Leave of Absence has been requested from Cr Viv Coleman, Division Eight due personal leave commitments.

Resolution No.: PECS1166

Moved: Cr Terry O'Neill

Seconded: Mayor Kelly Vevea

That the Planning, Environment and Community Services Standing Committee grants a leave of absence for Cr Viv Coleman.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report 5.1 Minor Community Grands Summary July 2024 for the Rock FM Association Incorporated (4RFM) Application as she is employed by 4RFM. As this report was a noting only report and no decision was to be made by the committee Cr Earl remained in the meeting room for the discussions.

CONFLICT OF INTEREST

Mrs Emily Kennedy declared a conflict of interest for Report 5.1 Minor Community Grands Summary July 2024 for the Oasis Life Church (Youth) Application as her husband is a Youth Pastor and she is a member of Oasis Life Church.

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 of Isaac Regional Council held in Council Chambers, Moranbah, at 9.00am on Wednesday 17 July 2024.

Resolution No.: PECS1167

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah commencing at 9.00am on Wednesday 17 July 2024 are confirmed.

Carried

5. OFFICERS REPORTS

5.1 Minor Community Grands Summary July 2024

EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 July to 31 July 2024.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Notes the minor community grants approved under delegation for the period 1 July to 31 July 2024.**

Resolution No.: PECS1168

Moved: Mayor Kelly Vevea

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Notes the minor community grants approved under delegation for the period 1 July to 31 July 2024.**

Carried

5.2 2023 – 2024 Isaac Regional Council Small Business Chambers Friendly Program Performance Report

EXECUTIVE SUMMARY

This report seeks Council's endorsement to publish the 2023-2024 Isaac Regional Council Small Business Friendly Program Performance Report as part of the Small Business Friendly Program charter reporting obligations.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receives and notes the Queensland Small Business Commissioner's reply to 2022-2023 Isaac Regional Council Small Business Friendly Program Performance Report.**
- 2. Receives and notes the findings of the 2023-2024 Isaac Regional Council Small Business Friendly Survey.**

CONFIRMED MINUTES

3. ***Receives and notes the 2023-2024 Isaac Regional Council Small Business Friendly Program Performance Report.***
4. ***Receives and notes the 2023-2024 Isaac Regional Council Small Business Friendly Program Showcase.***
5. ***Endorses the publication of the 2023-2024 Isaac Regional Council – Small Business Friendly Program Performance Report in accordance with Small Business Friendly program charter reporting obligations.***

Resolution No.: PECS1169

Moved: Mayor Kelly Vevea **Seconded:** Cr Melissa Westcott

That the Committee recommends that Council:

1. **Receives and notes the Queensland Small Business Commissioner’s reply to 2022-2023 Isaac Regional Council Small Business Friendly Program Performance Report.**
2. **Receives and notes the findings of the 2023-2024 Isaac Regional Council Small Business Friendly Survey.**
3. **Receives and notes the 2023-2024 Isaac Regional Council Small Business Friendly Program Performance Report.**
4. **Receives and notes the 2023-2024 Isaac Regional Council Small Business Friendly Program Showcase.**
5. **Endorses the publication of the 2023-2024 Isaac Regional Council – Small Business Friendly Program Performance Report in accordance with Small Business Friendly program charter reporting obligations.**

Carried

5.3 2025 St Lawrence Wetlands Weekend Event Save the Date

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of the proposed date for the 2025 St Lawrence Wetlands Weekend Event.

OFFICER’S RECOMMENDATION

That the Committee recommend that Council:

1. ***Endorses the default date for the St Lawrence Wetlands Weekend event to be the first weekend of the Queensland winter (June/July) school holidays (i.e. 27 to 29 June 2025).***

5.5 Customer Satisfaction Survey Redesign

EXECUTIVE SUMMARY

This report considers the merits of redesigning Council's biennial Customer Satisfaction Survey to better inform social infrastructure planning community facing implementation of the Social Sustainability Policy and Climate Change Response Policy Frameworks and advocacy efforts which align with community values and aspirations for the future.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Resolves to alternate between the Customer Satisfaction Survey in its current form and are designed survey based upon Quality of Life Indicators to better inform Council's strategic objectives.***

Resolution No.: PECS1172

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

- 1. Resolves to alternate between the Customer Satisfaction Survey in its current form and are designed survey based upon Quality of Life Indicators to better inform Council's strategic objectives.**

Carried

ATTENDANCE

Ms Maggi Stanley left the meeting room at 10.52am.

Mrs Emily Kennedy ended her video conference with the meeting at 10.52am.

5.6 Amendment of Terms of Reference of the Clermont Historical Centre Working Group to the Isaac Museum Working Group

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval to expand the scope of the Clermont Historical Centre Working Group to include Historic Nebo Museum, St Lawrence Centenary Pavilion, Copperfield Store and Copperfield Chimney in addition to Clermont Historical Centre, and to change the working group's name to Isaac Museums Working Group (IMWG), in order to better serve the communities of Isaac's historic towns and maximise tourism potential. Council's approval is also requested for the revised Terms of Reference for the Isaac Museum Working Group.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

1. ***Adopts the amended Terms of Reference for the Isaac Museums Working Group noting the following major amendments:***
 - a. ***Change the scope of the working group to incorporate Clermont Historical Centre, Nebo Museum, Copperfield Store, Copperfield Chimney, and St Lawrence Centenary Pavilion.***
 - b. ***Change the name of the working group from Clermont Historical Centre Working Group to Isaac Museums Working Group.***
 - c. ***Change the group membership to include:***
 - i. ***Frontline Service Officer – Nebo to represent Historic Nebo Museum***
 - ii. ***Isaac Tourism Development Officer to represent Mackay Isaac Tourism***
 - iii. ***Three (3) Community Representatives from anywhere in the Isaac Region.***
2. ***Re-confirms the appointment of Councillor Pickels (Chair) and Councillor Coleman as its representatives on the Isaac Museum Working Group, and Councillor O'Neill as proxy.***

Resolution No.: PECS1173

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That the Committee recommends that Council:

1. **Adopts the amended Terms of Reference for the Isaac Museums Working Group noting the following major amendments:**
 - a. **Change the scope of the working group to incorporate Clermont Historical Centre, Nebo Museum, Copperfield Store, Copperfield Chimney, and St Lawrence Centenary Pavilion.**
 - b. **Change the name of the working group from Clermont Historical Centre Working Group to Isaac Museums Working Group.**
 - c. **Change the group membership to include:**
 - i. **Frontline Service Officer – Nebo to represent Historic Nebo Museum**
 - ii. **Isaac Tourism Development Officer to represent Mackay Isaac Tourism**
 - iii. **Three (3) Community Representatives from anywhere in the Isaac Region.**
2. **Re-confirms the appointment of Councillor Pickels (Chair) and Councillor Coleman as its representatives on the Isaac Museum Working Group, and Councillor O'Neill as proxy.**

Carried

ATTENDANCE

Ms Barbara Franklin left the meeting room at 11.00am.

5.7 Planning, Environment and Community Services FY2023/24 Capital Projects Progress Report as at 31 July 2024

EXECUTIVE SUMMARY

This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2023-2024 Capital Works Program.

OFFICER'S RECOMMENDATION

That the Committee recommend that Council:

- 1. Receives and notes the monthly Planning, Environment and Community Services 2023-2024 Capital Progress Summary Report as at 31 July 2024.***

Resolution No.: PECS1174

Moved: Cr Terry O'Neill

Seconded: Cr Melissa Westcott

That the Committee recommends that Council:

- 1. Receives and notes the monthly Planning, Environment and Community Services 2023/2024 Capital Progress Summary Report as at 31 July 2024.**

Carried

6. INFORMATION BULLETIN REPORTS

6.1 Planning, Environment and Community Services Information Bulletin – August 2024

EXECUTIVE SUMMARY

The Planning, Environment and Community Services Directorate Information Bulletin for August 2024 is provided for Committee review.

OFFICER'S RECOMMENDATION

That the Committee recommends that Council:

- Notes the Planning, Environment and Community Services Directorate Information Bulletin for August 2024.**

Resolution No.: PECS1175

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

That the Committee:

- Notes the Planning, Environment and Community Services Directorate Information Bulletin for August 2024.**

Carried

7. GENERAL BUSINESS

7.1 Regulation of Campers

Cr Westcott enquired about the regulation of campers in the Moranbah Township area, in particular in the red bucket parking area.

ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES AND DIRECTOR ENGINEERING AND INFRASTRUCTURE

7.2 Annual Closure of Areas and Signage for Turtle Egg Laying Season

Mayor Vea Vea requested information on the annual closure of areas and signage for the turtle egg laying season on the Coast.

ACTION: DIRECTOR PLANNING, ENVIRONMENT AND COMMUNITY SERVICES AND DIRECTOR ENGINEERING AND INFRASTRUCTURE

CONFIRMED MINUTES



8. CONCLUSION

There being no further business, the Chair declared the meeting closed at 11.19am.

These minutes will be confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting to be held on Wednesday 21 August 2024 in Moranbah.

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CHAIR

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DATE