



# CONFIRMED MINUTES

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

HELD ON  
**TUESDAY, 9 SEPTEMBER 2025**  
COMMENCING AT 1.00PM

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# UNCONFIRMED MINUTES

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**CONFIRMED MINUTES OF THE**  
**PLANNING, ENVIRONMENT AND COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 9 SEPTEMBER 2025**

<b>Table of Contents</b>	<b>Page</b>
1. Opening	4
2. Apologies and Leave of Absences	4
3. Declaration of Conflicts of Interest	4
4. Confirmation of Minutes	5
5. Officer Reports	6
6. General Business	13
7. Conclusion	14

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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 9 SEPTEMBER 2025 COMMENCING AT 1.00PM**

**ATTENDEES**

Cr Viv Coleman, Division Eight (Chair)  
Cr Terry O'Neill, Division One  
Cr Melissa Westcott, Division Three  
Cr Alaina Earl, Division Five

**COMMITTEE  
APOLOGIES**

Mayor Kelly Veal

**OBSERVERS**

Cr Rachel Anderson, Division Seven (*by video conference*)  
Ms Jodie Hart, Administration Officer, Economy and Prosperity  
Ms Katie Dowd, Program Leader - Museums  
Ms Laura Irving, Cadet Frontline Service Officer - Museums

**OFFICERS PRESENT**

Ms Heidi Roberts, Director Planning, Environment and Community Services  
Mr Beau Jackson, Executive Manager Advocacy and External Affairs  
Mr Mick St Clair, Acting Manager Community Facilities  
Ms Maggie Stanley, Coordinator Community Hubs  
Ms Nishu Ellawala, Manager Community Education and Compliance  
Mr Scott Jarvis, Acting Manager Economy and Prosperity  
Ms Rebekah McDonald, Acting Manager Liveability and Sustainability (VC)  
Mr Mark Davey, Program Manager – Capital Delivery  
Mr Shane Brandenburg, Renewable Energy Coordinator  
Mrs Jessica Bugeja, Research and Policy Advisor  
Mr Joel Redden, Program Leader – Economic Development  
Ms Barbara Franklin, Coordinator Community Hubs  
Ms Tamara Bateman, Coordinator Community Facilities  
Ms Lavinnia Jones, Executive Assistant, Office of the Director PECS  
Mrs Tricia Hughes, Coordinator Executive Support, Office of the Chief Executive Officer



## 1. OPENING

The Chair, Cr Viv Coleman welcomed all in attendance, declared the meeting open at 1.00pm and 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 received from Mayor Kelly Ve a Ve a as she is attending the Meeting of the Mines in Cloncurry.

**Resolution No.: PECS1370**

**Moved: Cr Alaina Earl**

**Seconded: Cr Melissa Westcott**

- 1. That the Planning, Environment and Community Services Standing Committee grants a leave for Mayor Kelly Ve a Ve a.**

**Carried**

## 3. DECLARATION OF CONFLICTS OF INTEREST

### DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a declarable conflict of interest for Report 5.3 Post Mine Land Use - Reimagine Rehab as she is the Chair of the Local Buying Foundation (LBF), the LBF recently provided \$60,000 worth of funding to RCOE as initial project funding for research.

*I, Cr Melissa Westcott, inform the meeting that I have a declarable conflict of interest (COI) for Report 5.3 due to being the Chair of the Local Buying Foundation (LBF), which has provided funds to the Post Mine Rehab Project. Although I have a declarable COI, I believe I would reasonably be perceived to be impartial because this report and recommendation is not about Local Buying Foundation's funding of the Reimagine Rehab Prospectus and simply seeks endorsement of the prospectus (irrespective of how it was funded) and continued council participation on the Working Group (led by RCOE and not Local Buying Foundation). Therefore, I wish to remain in the meeting room and ask for eligible Councillors to decide if I may participate in the debate and decision making despite my declarable COI.*

# UNCONFIRMED MINUTES

## DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a prescribed conflict of interest for Report 5.6 Renewable Energy Community Benefit Agreement Policy as the report includes a recommendation for inclusion of the Childcare Leadership Alliance (CLA) which as of this week is no longer a Council appointed role and as the CLA is included in this report as a possible organisation of benefit of this prospectus.

*I, Cr Melissa Westcott, inform the meeting that I have a declarable conflict of interest (COI) for Report 5.6 due to being the Chair of the Childcare Leadership Alliance which as of this week is no longer a Council appointed role and as the CLA is included in Report 5.6 as a possible organisation of benefit of this prospectus.*

*Although I have a declarable COI, I believe I would reasonably be perceived to be impartial because there is no contract being contemplated between Council and the CLA and this is part of a Guide only for Renewables for greater community intent.*

*Therefore, I wish to remain in the meeting and ask for eligible councillors to decide if I may participate in the debate and decision making despite my declarable COI.*

### 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 1.00pm on Tuesday 12 August 2025.

**Resolution No.:** PECS1371

**Moved:** Cr Melissa Westcott

**Seconded:** Cr Terry O'Neill

**That the Minutes of the Planning, Environment and Community Services Standing Committee Meeting held at Council Chambers, Moranbah commencing at 1.00pm on Tuesday 12 September 2025 are confirmed.**

**Carried**

## 5. OFFICERS REPORTS

### 5.1 Minor Community Grants Summary August 2025

#### EXECUTIVE SUMMARY

This report summarises the minor community grants approved under delegation for the period 1 August 2025 to 31 August 2025.

#### OFFICER'S RECOMMENDATION

*That the Committee recommend that Council:*

- Notes the minor community grants approved under delegation for the month of August 2025.*

**Resolution No.: PECS1372**

**Moved: Cr Terry O'Neill**

**Seconded: Cr Alaina Earl**

**That the Committee recommends that Council:**

- Notes the minor community grants approved under delegation for the month of August 2025.**

**Carried**

### 5.2 Native Garden and Yarning Circle at Clermont Museum

#### EXECUTIVE SUMMARY

This report seeks Council's endorsement for the Wangan and Jagalingou Traditional Owners Aboriginal Corporation (WJTOAC) to develop and install a native garden, yarning circle and solar audio post at the Clermont Museum. This opportunity provides a chance to strengthen Isaac Regional Council's relationship with WJTOAC as well as expanding on the current First Nations information displayed at the Clermont Museum.

## OFFICER'S RECOMMENDATION

*That the Committee recommend that Council:*

- 1. Notes that the Wangan and Jagalingou Traditional Owners Aboriginal Corporation (WJTOAC) have secured grant funding to install a native garden, yarning circle and solar audio post (the installation) at the Clermont Museum.**
- 2. Approves Chief Executive Officer or their delegate, in consultation with WJTOAC, to determine a mutually agreeable site within the Clermont Museum landholding for the installation.**

**Resolution No.: PECS1373**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Terry O'Neill**

**That the Committee recommends that Council:**

- 1. Notes that the Wangan and Jagalingou Traditional Owners Aboriginal Corporation (WJTOAC) have secured grant funding to install a native garden, yarning circle and solar audio post (the installation) at the Clermont Museum.**
- 2. Approves Chief Executive Officer or their delegate, in consultation with WJTOAC, to determine a mutually agreeable site within the Clermont Museum landholding for the installation.**

**Carried**

## DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a declarable conflict of interest for Report 5.3 Post Mine Land Use - Reimagine Rehab as she is the Chair of the Local Buying Foundation (LBF), the LBF recently provided \$60,000 worth of funding to RCOE as initial project funding for research.

*I, Cr Melissa Westcott, inform the meeting that I have a declarable conflict of interest (COI) for Report 5.3 due to being the Chair of the Local Buying Foundation (LBF), which has provided funds to the Post Mine Rehab Project. Although I have a declarable COI, I believe I would reasonably be perceived to be impartial because this report and recommendation is not about Local Buying Foundation's funding of the Reimagine Rehab Prospectus and simply seeks endorsement of the prospectus (irrespective of how it was funded) and continued Council participation on the Working Group (led by RCOE and not Local Buying Foundation).*

*Therefore, I wish to remain in the meeting room and ask for eligible Councillors to decide if I may participate in the debate and decision making despite my declarable COI.*

**Resolution No.: PECS1374**

**Moved: Cr Alaina Earl**

**Seconded: Cr Terry O'Neill**

That the Planning, Environment and Community Services Standing Committee resolves that Cr Melissa Westcott can remain in the meeting room for the discussion and vote for Report 5.3 as she can be impartial because this report and recommendation is not about Local Buying Foundation's funding of the Reimagine Rehab Prospectus and simply seeks endorsement of the prospectus (irrespective of how it was funded) and due to continued Council participation on the Working Group (led by RCOE and not Local Buying Foundation).

**Carried**

## **5.3 Post-Mine Land Use - Reimagine Rehab Engagement Prospectus**

### **EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with information on the Post-mining Land Use *Reimagine Rehab Engagement Prospectus* developed by Greater Whitsunday Alliance in partnership with the Resources Centre of Excellence and Isaac Regional Council, and to seek endorsement for IRC's continued involvement in the Regional Post-Mine Land Use Working Group and associated activities and projects.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommend that Council:*

- 1. Receives and notes the Reimagine Rehab Engagement Prospectus.*
- 2. Authorises the Chief Executive Officer (or delegate) as a member of the Regional Post-Mine Land Use Working Group, to pursue opportunities in the Isaac Region in accordance with Reimagine Rehab Engagement Prospectus.*

**Resolution No.: PECS1375**

**Moved: Cr Alaina Earl**

**Seconded: Cr Terry O'Neill**

**That the Committee recommends that Council:**

- 1. Receives and notes the Reimagine Rehab Engagement Prospectus.**



2. Authorises the Chief Executive Officer (or delegate) as a member of the Regional Post-Mine Land Use Working Group, to pursue opportunities in the Isaac Region in accordance with Reimagine Rehab Engagement Prospectus.

Carried

## 5.4 2024-2025 Isaac Regional Council Small Business Friendly Program Performance Report

### EXECUTIVE SUMMARY

This report seeks Council's endorsement to publish the 2024-2025 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 recommends that Council:*

- 1. Receives and notes the 2024-2025 Isaac Regional Council Small Business Friendly Program Performance Report (including Small Business Friendly Program Showcase) and endorses its publication in accordance with Small Business Friendly program charter reporting obligations.*
- 2. Receives and notes the Queensland Small Business Commissioner Reply to 2023-2024 Isaac Regional Council Small Business Friendly Program Performance Report.*
- 3. Receives and notes the results of the 2024-2025 Isaac Regional Council Small Business Friendly Survey.*

Resolution No.: PECS1376

Moved: Cr Melissa Westcott

Seconded: Cr Terry O'Neill

*That the Committee recommends that Council:*

- 1. Receives and notes the 2024-2025 Isaac Regional Council Small Business Friendly Program Performance Report (including Small Business Friendly Program Showcase) and endorses its publication in accordance with Small Business Friendly program charter reporting obligations.**

# UNCONFIRMED MINUTES

2. **Receives and notes the Queensland Small Business Commissioner Reply to 2023-2024 Isaac Regional Council Small Business Friendly Program Performance Report.**
3. **Receives and notes the results of the 2024-2025 Isaac Regional Council Small Business Friendly Survey.**

**Carried**

## ATTENDANCE

Ms Jessica Bugeja, Research and Policy Advisor, video conferenced into the meeting at 1.25pm.

## **5.5 Planning, Environment and Community Services FY2025\_2026 Capital Projects Progress Report as at 26 August 2025**

### EXECUTIVE SUMMARY

This report is to provide an update to Council on the progress in the delivery of the Planning, Environment and Community Services 2025-2026 Capital Works Program.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. ***Receives and notes the monthly Planning, Environment and Community Services 2025-2026 Capital Progress Summary Report as at 26 August 2025.***

**Resolution No.: PECS1377**

**Moved: Cr Alaina Earl**

**Seconded: Cr Melissa Westcott**

**That the Committee recommends that Council:**

1. **Receives and notes the monthly Planning, Environment and Community Services 2025-2026 Capital Progress Summary Report as at 26 August 2025.**

**Carried**

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## DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a prescribed conflict of interest for Report 5.6 Renewable Energy Community Benefit Agreement Policy as the report includes a recommendation for inclusion of the Childcare Leadership Alliance (CLA) which as of this week is no longer a Council appointed role and as the CLA is included in this report as a possible organisation of benefit of this prospectus.

*I, Cr Melissa Westcott, inform the meeting that I have a declarable conflict of interest (COI) for Report 5.6 due to being the Chair of the Childcare Leadership Alliance which as of this week is no longer a Council appointed role and as the CLA is included in Report 5.6 as a possible organisation of benefit of this prospectus.*

*Although I have a declarable COI, I believe I would reasonably be perceived to be impartial because there is no contract being contemplated between Council and the CLA and this is part of a Guide only for Renewables for greater community intent.*

*Therefore, I wish to remain in the meeting and ask for eligible councillors to decide if I may participate in the debate and decision making despite my declarable COI.*

**Resolution No.: PECS1378**

**Moved: Cr Alaina Earl**

**Seconded: Cr Terry O'Neill**

**That the Planning, Environment and Community Services Standing Committee resolves that Cr Melissa Westcott can remain in the meeting room for the discussion and vote for Report 5.6 as she can reasonably be perceived to be impartial because there is no contract being contemplated between Council and the CLA and this is part of a Guide only for Renewables for greater community intent.**

**Carried**

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## ATTENDANCE

Mr Mark Davey left the meeting room at 1.55pm and returned to the meeting at 1.57pm.

## 5.6 Renewable Energy Community Benefit Agreement Policy

### EXECUTIVE SUMMARY

This report seeks Council's endorsement for the Renewable Energy Community Benefit Agreement Policy. This Policy lays the foundation for the consistent negotiation and execution of Community Benefit Agreements associated with renewable energy development in the Isaac Region.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. *Endorses the Renewable Energy Community Benefit Agreement Policy noting that in endorsing this policy, they are accepting items:*
  - a. *1.1 being the Community Benefit Contribution Formula and its associated minimum contribution amounts*
  - b. *1.3a) being to apportion funds, no less than seventy percent (70%), to Community and Legacy Projects for the first five (5) years*
  - c. *1.3b) being to apportion funds, not exceeding fifty percent (50%) to Future Investment and Intergenerational Equity*
  - d. *1.3c) being to, from the commencement of construction, collect up to 5% of the annual Community Benefit Contribution amount, to fund a Renewable Energy Coordinator Position.*
2. *Endorse the Chief Executive Officer to negotiate and execute Community Benefit Agreements on behalf of Council.*
3. *Receives and notes the Community Benefit Agreement Guide*

Resolution No.: PECS1379

Moved: Cr Terry O'Neill

Seconded: Cr Alaina Earl

*That the Committee recommends that Council:*

1. *Endorses the Renewable Energy Community Benefit Agreement Policy noting that in endorsing this policy, they are accepting items:*
  - a. *1.1 being the Community Benefit Contribution Formula and its associated minimum contribution amounts*

- b. 1.3a) being to apportion funds, no less than seventy percent (70%), to Community and Legacy Projects for the first five (5) years
  - c. 1.3b) being to apportion funds, not exceeding fifty percent (50%) to Future Investment and Intergenerational Equity
  - d. 1.3c) being to, from the commencement of construction, collect up to 5% of the annual Community Benefit Contribution amount, to fund a Renewable Energy Coordinator Position.
- 2. Endorse the Chief Executive Officer to negotiate and execute Community Benefit Agreements on behalf of Council.
  - 3. Receives and notes the Community Benefit Agreement Guide.

**Carried**

## 6. GENERAL BUSINESS

### 6.1 Pongamia Trees Risk Assessment

Cr Melissa Westcott advised that at a recent meeting with a mining company Council was advised that the Company had commenced planting Pongamia Trees. Cr Westcott asked if Council had completed a risk assessment/investigation of these trees being brought into our region to ensure that they do not have an impact on our farming land.

**ACTION: MANAGER LIVEABILITY AND SUSTAINABILITY**

### 6.2 CUC Moranbah Project – Thank You

Cr Melissa Westcott thanked Mark Davey and his team for all the work and effort that went into the completion of the CUC Moranbah Project. It was a great effort and wonderful to see the Moranbah Hub officially opened. Cr Westcott mentioned that works have commenced on the Clermont Hub and she looks forward to the opening of the Clermont Hub in the near future.



# UNCONFIRMED MINUTES

## 6.3 Issues at Blue Mountain Road – Car Safety

Cr Coleman raised issues relating to a Blue Mountain Road Compliance matter as it has an impact on car safety. The Manager Community Education and Compliance advise that action was in progress relating to this matter.

**ACTION: MANAGER COMMUNITY EDUCATION AND COMPLIANCE**

## 6.4 Abandoned Vehicles across the Region

Cr Coleman asked if any action could commence to remove the abandoned vehicles from across the region. It is not a good look for the region and there seems to be nothing getting done to remove them.

**ACTION: MANAGER COMMUNITY EDUCATION AND COMPLIANCE**

## 6.5 Consultation on Schedule of Standing Committee Meetings for 2026

The Coordinator Executive Supported consulted with the Committee on the schedule of Standing Committee Meetings for 2026. Consultation will occur with all Standing Committees and feedback considered in finalising the schedule for next year.

**ACTION: COORDINATOR EXECUTIVE SUPPORT**

## 7. CONCLUSION

There being no further business, the Chair declared the meeting closed at 2.17pm.

These minutes will be confirmed by the Committee at the Planning, Environment and Community Services Standing Committee Meeting to be held on Tuesday 7 October 2025 in Moranbah.

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CHAIR

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