



# UNCONFIRMED MINUTES

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COMMUNITY SERVICES  
STANDING COMMITTEE  
MEETING OF  
**ISAAC REGIONAL COUNCIL**

HELD ON  
**TUESDAY, 9 JUNE 2026**

**COMMENCING AT 1.00PM**

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# UNCONFIRMED MINUTES

**ISAAC REGIONAL COUNCIL**  
**UNCONFIRMED MINUTES OF THE**  
**COMMUNITY SERVICES**  
**STANDING COMMITTEE MEETING**  
**HELD IN COUNCIL CHAMBERS, MORANBAH**  
**ON TUESDAY 9 JUNE 2026**

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**ISAAC REGIONAL COUNCIL**

**UNCONFIRMED MINUTES OF THE**

**COMMUNITY SERVICES**

**STANDING COMMITTEE MEETING**

**HELD IN COUNCIL CHAMBERS, MORANBAH**

**ON TUESDAY 9 JUNE 2026 COMMENCING AT 1.00PM**

**ATTENDEES**

Cr Alaina Earl, Division Five (Chair)  
Cr Terry O'Neill, Division One (*by Video Conference*)  
Cr Vern Russell, Division Two (*Alternate Member*)  
Cr Melissa Westcott, Division Three

**COMMITTEE  
APOLOGIES**

Mayor Kelly Vea Vea  
Cr Viv Coleman, Division Eight

**OBSERVERS**

Nil

**OFFICERS PRESENT**

Ms Heidi Roberts, Director Community Services  
Mr Shane Brandenburg, Manager Economic Development  
Ms Kendall O'Neill, Manager Community and Cultural Services  
Mr Mark Davey, Program Manager – Capital Delivery  
Mrs Jessica Bugeja, Renewable Energy Coordinator (*by Video Conference*)  
Mr Joel Redden, Program Leader – Economic Development  
Mrs Kylie Dowd, Executive Assistant to the Director Infrastructure Services  
Mrs Donna Wilson, Grants Officer  
Mrs Tricia Hughes, Coordinator Executive Support, Office of the CEO



## 1. OPENING

The Committee Officer, Ms Heidi Roberts, in the absence of the Chair welcomed all in attendance and declared the meeting open at 1.00pm.

Ms Heidi Roberts called for nominations of Chair for the June 2026 Community Services Standing Committee Meeting.

Cr Alaina Earl was nominated for the position of the Chair.

**Resolution No.: COMM06/26-0088**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Terry O'Neill**

**That the Community Services Standing Committee appoints Cr Alaina Earl as the Chair for the June 2026 Community Services Standing Committee Meeting.**

**Carried**

Cr Alaina Earl assumed the position of Chair and welcomed all in attendance 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 was received from Mayor Kelly Vea Vea as she is representing Council at the LGAQ Resources and Energy Forum.

A leave of absence was received from Cr Viv Coleman due to a personal family commitment.

**Resolution No.: COMM06/26-0089**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Terry O'Neill**

**That the Community Services Standing Committee accepts the leave of absences received from Mayor Kelly Vea Vea and Cr Viv Coleman.**

**Carried**

**Resolution No.:** COMM06/26-0090

**Moved:** Cr Alaina Earl

**Seconded:** Cr Melissa Westcott

**That the Community Services Standing Committee endorses Cr Vern Russell as an alternate member for the June 2026 Community Services Standing Committee Meeting.**

**Carried**

### 3. DECLARATION OF CONFLICTS OF INTEREST

#### DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report Item 5.1 Minor Community Grants Summary May 2026 as the Dysart Pony Club is a minor grant recipient and her daughter is a member of the Dysart Pony Club Executive Committee. As this is a noting only report and no decision is required by the Committee, Cr Russell remained in the meeting room.

#### DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report Item 5.1 Minor Community Grants Summary May 2026 as her niece Amber Earl is a minor grant beneficiary. As this is a noting only report and no decision is required by the Committee, Cr Earl remained in the meeting room.

#### DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a declarable conflict of interest for Report Item 5.3 Mackay Isaac Tourism 26/27 Partnership Agreement as she is the Chair of the Local Buying Foundation which provides funding to Mackay Isaac Tourism for the Isaac Tourism Officer Role as a result of this declarable conflict of interest, Cr Westcott will leave the meeting room when Council deliberates on this item.

#### 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 Community Services Standing Committee Meeting of Isaac Regional Council held in Council Chambers, Moranbah, at 1.00pm on Tuesday, 12 May 2026.

**Resolution No.: COMM06/26-0091**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Vern Russell**

**That the Minutes of the Community Services Standing Committee Meeting held at Council Chambers, Moranbah commencing at 1.00pm on Tuesday, 12 May 2026.**

**Carried**

## 5. OFFICERS REPORTS

### DECLARABLE CONFLICT OF INTEREST

Cr Vern Russell declared a declarable conflict of interest for Report Item 5.1 Minor Community Grants Summary May 2026 as the Dysart Pony Club is a minor grant recipient and her daughter is a member of the Dysart Pony Club Executive Committee. As this is a noting only report and no decision is required by the Committee, Cr Russell remained in the meeting room.

### DECLARABLE CONFLICT OF INTEREST

Cr Alaina Earl declared a declarable conflict of interest for Report Item 5.1 Minor Community Grants Summary May 2026 as her niece Amber Earl is a minor grant beneficiary. As this is a noting only report and no decision is required by the Committee, Cr Earl remained in the meeting room.

### 5.1 Minor Community Grants Summary May 2026

### EXECUTIVE SUMMARY

Under s195 of the *Local Government Regulations 2012*, Council is required to have a Community Grants Policy. Council's Community Grants Policy, adopted 25 August 2021, provides that a monthly report is provided to Council detailing the minor grants approved under delegation by the Manager Community and Cultural Services.

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This report summarises all minor grants, school bursaries and individual or team development grants approved under delegation for the period 1 May to 31 May 2026.

## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. Notes the minor community grants, school bursaries and individual or team development grants approved under delegation for the month of May 2026.*

**Resolution No.: COMM06/26-0092**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Vern Russell**

**That the Committee recommends that Council:**

- 1. Notes the minor community grants, school bursaries and individual or team development grants approved under delegation for the month of May 2026.**

**Carried**

## ATTENDANCE

Mrs Donna Wilson left the meeting room at 1.07pm.

## 5.2

### Economic Development Department 26/27 Priority Actions Plan

## EXECUTIVE SUMMARY

This report seeks endorsement of the Economic Development Department's 2026/27 Priority Action Plan.

The plan reflects a disciplined, outcomes-focused approach aligned to the departments core business functions, and considering resourcing and budget. It prioritises high-impact economic activities, including major project facilitation, diversification, investment attraction, and strategic partnerships.

Delivery will focus on leveraging external funding, strengthening regional collaboration, and improving economic outcomes, liveability, and long-term resilience across the Isaac region.

## OFFICER'S RECOMMENDATION

*That the Committee recommend that Council:*

1. **Endorse the Economic Development Department's 26/27 priority activities Action Plan.**
2. **Receive bi-annual reporting updates on the Action plan.**

**Resolution No.: COMM06/26-0093**

**Moved: Cr Melissa Westcott**

**Seconded: Cr Vern Russell**

**That the Committee recommends that Council:**

1. **Endorse the Economic Development Department's 26/27 priority activities Action Plan.**
2. **Receive bi-annual reporting updates on the Action plan.**

**Carried**

## DECLARABLE CONFLICT OF INTEREST

Cr Melissa Westcott declared a declarable conflict of interest for Report Item 5.3 Mackay Isaac Tourism 26/27 Partnership Agreement as she is the Chair of the Local Buying Foundation which provides funding to Mackay Isaac Tourism for the Isaac Tourism Officer Role as a result of this declarable conflict of interest, Cr Westcott left the meeting room at 1.10pm while Council deliberated and voted on Report 5.3.

## **5.3 Mackay Isaac Tourism 26-27 Partnership Agreement**

### EXECUTIVE SUMMARY

This report seeks Council approval to extend its partnership agreement with Mackay Isaac Tourism Ltd (MIT) for a further 12-month period from 1 July 2026 to 30 June 2027.

The proposed 12-month extension will provide continuity of tourism delivery services while enabling Council to refine its partnership arrangements, prioritise high impact initiatives, deliver accountability and consider the regions tourism development opportunities.



## OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

1. **Endorses entering into a further 12-month Memorandum of Understanding (MoU) with Mackay Isaac Tourism Ltd (MIT) for the period 1 July 2026 to 30 June 2027 with Council funding commitments being;**
  - a) **\$100,000 for MIT's organisational operational funding and Isaac regional destination marketing; and**
  - b) **Up to \$20,000 for cooperative marketing campaigns to be negotiated on receipt of an MIT 2026/27 marketing plan; and**
  - c) **Up to \$15,000 in, in-kind support for the Local Buying foundation funded Isaac Tourism development project officer/s fatigue accommodation whilst in region**
2. **Authorises the Chief Executive Officer to finalise and execute the MoU on behalf of Council; and**
3. **Receives bi-annual reporting updates on performance against the 26/27 MoU.**

**Resolution No.: COMM06/26-0094**

**Moved: Cr Vern Russell**

**Seconded: Cr Terry O'Neill**

*That the Committee recommends that Council:*

1. **Endorses entering into a further 12-month Memorandum of Understanding (MoU) with Mackay Isaac Tourism Ltd (MIT) for the period 1 July 2026 to 30 June 2027 with Council funding commitments being;**
  - a) **\$100,000 for MIT's organisational operational funding and Isaac regional destination marketing; and**
  - b) **Up to \$20,000 for cooperative marketing campaigns to be negotiated on receipt of an MIT 2026/27 marketing plan; and**
  - c) **Up to \$15,000 in, in-kind support for the Local Buying foundation funded Isaac Tourism development project officer/s fatigue accommodation whilst in region**
2. **Authorises the Chief Executive Officer to finalise and execute the MoU on behalf of Council; and**
3. **Receives bi-annual reporting updates on performance against the 26/27 MoU.**

**Carried**

## ATTENDANCE

Cr Melissa Westcott returned to the meeting room at 1.14pm.

# UNCONFIRMED MINUTES

**Resolution No.: COMM04/26-0095**

**Moved: Cr Vern Russell**

**Seconded: Cr Melissa Westcott**

**That the Community Services Standing Committee closes the meeting to the public at 1.15pm under Section 254J (3) (g) of the *Local Government Regulation 2012*, to receive a confidential briefing for Confidential Report 5.4 Major Projects Update.**

**Carried**

## **PROCEDURAL MOTION:**

**Resolution No.: COMM06/26-0096**

**Moved: Cr Melissa Westcott Cr Russell**

**That the Committee open the meeting to the public at 1.22pm.**

**Carried**

## **CONFIDENTIAL REPORT**

Closed under S254J(3) (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

### **5.4 Major Projects**

## **EXECUTIVE SUMMARY**

This report updates Council on the status of major projects and their associated activities across Isaac.

## **OFFICER'S RECOMMENDATION**

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

- 1. Notes the status of major projects across the Isaac region.***

**Resolution No.:** COMM0/26-0097

**Moved:** Cr Vern Russell

**Seconded:** Cr Melissa Westcott

**That the Committee recommends that Council:**

- 1. Notes the status of major projects across the Isaac region.**

**Carried**

## **5.5 Renewable Energy Community Benefit Agreement Policy Minor Amendments**

### **EXECUTIVE SUMMARY**

This report seeks minor amendments to the existing Renewable Energy Community Benefit Agreement Policy to enable the effective negotiations of Community Benefit Agreements.

### **OFFICER'S RECOMMENDATION**

*That the Committee recommends that Council:*

- 1. *Endorse the minor amendments to the Renewable Energy Community Benefit Agreement Policy including:***
  - a. *Amending the contribution formula for wind farm projects from \$1,050 per approved megawatt capacity to \$1,050 per installed megawatt capacity***
  - b. *Removing the term "stand-alone" from the Battery Energy Storage System (BESS) contribution formula; and***
  - c. *Expanding the definition of mixed generation projects to include Battery Energy Storage Systems.***
  - d. *Removing the reference to a Renewable Energy Coordinator position and broadening the application of the 5% contribution to support renewable energy coordination more generally, including administration.***

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**Resolution No.:** COMM06/26-0098

**Moved:** Cr Melissa Westcott

**Seconded:** Cr Vern Russell

**That the Committee recommends that Council:**

- 1. Endorse the minor amendments to the Renewable Energy Community Benefit Agreement Policy including:**
  - a. Amending the contribution formula for wind farm projects from \$1,050 per approved megawatt capacity to \$1,050 per installed megawatt capacity**
  - b. Removing the term “stand-alone” from the Battery Energy Storage System (BESS) contribution formula; and**
  - c. Expanding the definition of mixed generation projects to include Battery Energy Storage Systems.**
  - d. Removing the reference to a Renewable Energy Coordinator position and broadening the application of the 5% of the total Community Benefit Agreement value contribution to support renewable energy coordination more generally, including administration.**

**Carried**

## ATTENDANCE

Mrs Jessica Bugeja ended her video conference with the meeting at 1.32pm.

## **5.6 Community Services FY2025/2026 Capital Projects Progress Report as at 28 May 2026**

### EXECUTIVE SUMMARY

This report is to provide an update to Council on the delivery of the Community Services 2025/2026 Capital Works Program.

### OFFICER'S RECOMMENDATION

*That the Committee recommends that Council:*

- 1. *Receives and notes the monthly Community Services 2025/2026 Capital Progress Summary Report as at 28 May 2026.***

# UNCONFIRMED MINUTES

**Resolution No.: COMM06/26-0099**

**Moved: Cr Vern Russell**

**Seconded: Cr Melissa Westcott**

**That the Committee recommends that Council:**

- 1. Receives and notes the monthly Community Services 2025/2026 Capital Progress Summary Report as at 28 May 2026.**

**Carried**

## 6. GENERAL BUSINESS

### 6.1 Isaac Resources Excellence Precinct Operations Roadmap

Cr Melissa Westcott has requested a briefing/further information on the Isaac Resources Excellence Precinct Operations Roadmap (Business Plan and Governance – beyond the build).

**ACTION: DIRECTOR COMMUNITY SERVICES**

## 7. CONCLUSION

There being no further business, the Chair declared the meeting closed at 1.48pm.

These minutes will be confirmed by the Committee at the Community Services Standing Committee Meeting to be held on Tuesday 7 July 2026 in Moranbah.