



# **Communities Standing Committee Meeting**

Meeting of the Central Highlands Regional Council held  
in the **Council Chambers, 65 Egerton Street, Emerald**  
on

**Tuesday, 8 October 2019**  
**Commenced at 11.30am**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**  
**COMMUNITIES STANDING COMMITTEE MEETING**  
**TUESDAY 8 OCTOBER 2019**  
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**MINUTES – COMMUNITIES STANDING COMMITTEE MEETING  
HELD AT 11.30AM TUESDAY 8 OCTOBER 2019 IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL  
CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor), M Daniels (Chair)  
Councillors (Crs) C. Brimblecombe, A. McIndoe, G. Sypher

**Officers**

Acting Chief Executive Officer R. Ferguson, Manager Airport, Customer and Commercial Services S. Kloppers, Minute Secretary N. Kerr

**Observer(s)**

Councillor G. Nixon

**ACKNOWLEDGEMENT OF COUNTRY**

Cr Daniels commenced the meeting with an Acknowledgement of Country.

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**Communities Standing Committee Meeting: 10 September 2019**

**Resolution:**

Cr Brimblecombe moved and seconded by Cr McIndoe "That the minutes of the previous Communities Standing Committee Meeting held on 10 September 2019 be confirmed."

**CSC 2019 / 10 / 08 / 001**

Carried (6-0)

**BUSINESS ARISING OUT OF MINUTES**

Tree Preservation:

- Cr McIndoe requested a further update following the tree preservation report and more importantly a drought management plan.
- Cr Daniels added that a park hierarchy was presented which was requested to be communicated to the public.
- Coordinator Parks and Facilities advised they are working with Water Utilities regarding a water management plan.

Capital Projects:

- Cr McIndoe repeated his request from the last Communities Standing Committee Meeting for a comprehensive report on capital works projects.
- Acting Chief Executive Officer advised that the Executive Leadership Team are working on one unified capital works report to be put together before the next meeting.

**OUTSTANDING MEETING ACTIONS**

Nil

**REVIEW OF UPCOMING AGENDA ITEMS**

Nil

**MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS**

Nil

*Attendance*

Manager Connected Communities S. Poulter and Coordinator Community Engagement B. Frawley entered the meeting at 11.39am

**DECISION ACTION REPORTS**

**Communities**

**Central Highlands Arts and Cultural Advisory Committee (CHACAC) planning meeting notes - 6 September 2019**

**Executive Summary**

This report presents the meeting notes of the Central Highlands Arts and Cultural Advisory Committee (CHACAC) planning meeting held in Capella on 6 September 2019 to be 'received' by the Central Highlands Regional Council.

***Resolution:***

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council receives and notes the meeting notes from the Central Highlands Arts Culture Advisory Committee planning meeting that was held in Capella on 6 September 2019 and specifically note:

1. Planning for the Creative Cultural Futures and Heritage Action Plan 2019-2021 will take into consideration the addition of gallery coordination to council's core business."

**CSC 2019 / 10 / 08 / 002**

**Carried (6-0)**

*Attendance*

Coordinator Community Engagement B. Frawley left the meeting at 11.45am  
Community Development Officer A. Burton entered the meeting at 11.45am

**Community Grants**

**Executive Summary**

The Central Highlands Regional Council Community Grants Program provides financial assistance to local community groups and organisations that make positive contributions to the quality of life in the Central Highlands. Each year there are two rounds held in February and August.

Applications for the second round of 2019 closed on 31 August 2019. There were 27 applications received. Of these, 25 applications were found to be eligible and were evaluated by the Community Grants Assessment Panel on 16 September 2019.

The Community Grants Program has three categories; Community Assistance (received 8 applications, 8 eligible), Sport and Recreation (received 9 applications, 7 eligible) and Community Improvement (received 10 applications, 10 eligible).

This report puts forward the Community Grant Assessment Panel's recommendation for council to endorse 19 of the 27 eligible applications received, to the total value of \$142,583.51.

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council endorse the Community Grants Program Assessment Panel recommendation that the 19 applications listed below are deemed successful for Round 2, 2019.

Organisation	Project	Grant Category	Grant \$	GST (if GST registered) \$	Total \$
Bauhinia Polocrosse Club	Amenities block	Sports & Recreation	5,000	NIL	5,000
Blackwater Tiny Tots Centre Inc	Tots storage and table upgrades	Community Assistance	3,000	300	3,300
Blackwater Toy Library Inc	New children's toys	Community Assistance	3,782.24	NIL	3,782.24
The Creche and Kindergarten Association Limited (C&K) Emerald South Community Childcare Centre	Outdoor environment / playground upgrade	Community Assistance	4,727.27	472.73	5,200
DancEdge Emerald	Dance floor upgrade	Community Improvement	20,000	2,000	22,000
Dingo Tennis Club	Installation of insulated ceiling	Sports & Recreation	5,000	NIL	5,000
Emerald Brothers Cricket	Indoor cricket nets and equipment	Sports & Recreation	4,000	NIL	4,000
Emerald Karting Club	2020-2022 Strategic Plan	Sports & Recreation	5,000	NIL	5,000
Emerald Magpies Cricket	Practise net upgrade	Sports & Recreation	5,000	NIL	5,000
Emerald Scout Group	Camping gear and office equipment	Sports & Recreation	3,000	300	3,300
Epic All Sports Inc	Tank purchase	Community Improvement	20,000	NIL	20,000
Gemfields Community Support Association Inc	Meals on Wheels dishwasher	Community Assistance	5,000	500	5,500
Gindie State School Parents and Citizens Association (P&C)	Resurfacing cricket pitch	Sports & Recreation	5,000	NIL	5,000
Marist College Emerald Parents and Friends Association (P&F)	Purchase and install of turf to sports field	Community Improvement	20,000	2,000	22,000
QCWA Emerald Branch	Refurbishment of kitchen	Community Assistance	5,000	NIL	5,000
Rolleston Campdraft Association	Replacement of chairs and tables	Community Assistance	5,000	NIL	5,000
Rolleston Tennis Club	Court upgrades	Community Improvement	16,874	NIL	16,874
Returned and Services League of Australia (RSL) (Sub Branch Gemfields)	Grid solar system	Community Assistance	5,000	NIL	5,000
The Rolleston Rag Inc	Festival of Small Halls	Community Assistance	2,200	NIL	2,200

Total Community Grants Program Round 2, 2019 is \$142,583.51."

Attendance

Manager Connected Communities S. Poulter and Community Development Officer A. Burton left the meeting at 11.49am

Acting Manager Customer Service R. Brosnan entered the meeting at 11.49am

## **INFORMATION REPORTS**

### **Customer and Commercial Services**

#### **Customer and Commercial Services - Departmental Update**

##### **Executive Summary**

The following report provides an update on key activities for the Customer and Commercial Services department.

##### **Resolution:**

Cr Sypher moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Customer and Commercial Services departmental update report, highlighting key activities for the month of September 2019.

#### **1. CUSTOMER SERVICE AND AREA SUPPORT**

- Vacant Area Support Officer Springsure – position filled internally.
- Vacant Part-time Area Support Officer Tieri – position filled; successful candidate commences 14 October 2019.
- First Half 2019/20 Rates Notices due (12 September 2019). Moderate impact on customer service, with payments/calls received similar to that of last year (due 18 September 2018).”

**CSC 2019 / 10 / 08 / 004**

Carried (6-0)

#### **Community Consultation Meeting Minutes - Tieri - 21 August 2019**

##### **Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Tieri Community Consultation Meeting was held on 21 August 2019.

##### **Resolution:**

Cr Brimblecombe moved and seconded by Cr McIndoe “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Tieri Transaction Centre on 21 August 2019, noting there were not actions arising from the meeting.”

**CSC 2019 / 10 / 08 / 005**

Carried (6-0)

**Community Consultation Meeting Minutes - Theresa Creek, Clermont Rubyvale Road - 21 August 2019**

**Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Theresa Creek, Clermont Rubyvale Road Community Consultation Meeting was held on 21 August 2019.

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr McIndoe “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Theresa Creek, Clermont Rubyvale Road on 21 August 2019, noting the following actions have been logged as Customer Requests (CRM):

- a. Large green sign ‘No Roadtrains beyond this point’ at the T- intersection of Clermont and Capella Rubyvale Roads has been removed, Council to replace sign as appropriate [CRM 83442/2019].”

**CSC 2019 / 10 / 08 / 006**

Carried (6-0)

**Community Consultation Meeting Minutes - Rubyvale - 22 August 2019**

**Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Rubyvale Community Consultation Meeting was held on 22 August 2019.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Rubyvale Hall on 22 August 2019, noting the following actions have been logged as Customer Requests (CRM):

- a. Minor gully erosion on the sides of road are in need of maintenance. One beside the Bobby Dazzler Mine crossover and one on the side of the bitumen on Capella Rubyvale Road between Farm Road and Vane Tempest Road. [CRM 83494/2019].
- b. Council to liaise with Ergon Energy regarding a streetlight required on the corner of Arthur Lewis Drive and Homestead Avenue. Heavy traffic there and hard to see as they come up to the corner. [CRM 83495/2019].
- c. The big boulders behind the pub that were put in to stop traffic "no through road' from cutting across to Homestead Avenue have been moved. Council to consider installing something more permanent to prevent traffic traversing through this area. [CRM 83496/2019].
- d. Review the stormwater drainage issue coming from the area on the eastern side of Sapphire Rubyvale Road passing through Kangaroo Park. [CRM 83498/2019].

- e. The sign 'Stock on Unfenced Roads' has been removed as you come over the grid onto the common coming from Anakie direction. Council to replace sign as appropriate. [CRM 83502/2019].”

**CSC 2019 / 10 / 08 / 007**

Carried (6-0)

### **Community Consultation Meeting Minutes - Willows Gemfields - 23 August 2019**

#### **Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Willows Gemfields Community Consultation Meeting was held on 23 August 2019.

#### **Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Willows Hall on 23 August 2019, noting the following actions have been logged as Customer Requests (CRM):

- a. Council to provide an update to the community on the status of a proposed dump point at the Willows Gemfields [CRM 83471/2019].
- b. Council to investigate rating of properties at the Willows to ensure they are being applied correctly. [CRM 83472/2019]
- c. Council to poison suckers growing on the helicopter pad and remove three dead trees at the Willows T-intersection near the interpretive sign. [CRM 83477/2019].
- d. Council to trim the trees around the Willows Hall [CRM 83476/2019].
- e. Council to repair stormwater drain on Village Road near the access point into the Gem Air Caravan [CRM 83478/2019].
- f. Council to provide a response to outstanding planning enquiry related to Willows Fire Brigade [CRM 83481/2019].”

**CSC 2019 / 10 / 08 / 008**

Carried (6-0)

### **Community Consultation Meeting Minutes - Anakie - 22 August 2019**

#### **Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Anakie Community Consultation Meeting was held on 22 August 2019.

#### **Resolution:**

Cr McIndoe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Anakie School of Arts on 22 August 2019, noting the following actions have been logged as Customer Requests (CRM):



- a. The Queensland Ambulance Services only came as far as Prewett's boundary on the Glendon Road when they were called recently. Council to review rural addressing and provide information to national data base. Contact local ambulance as a follow up. [CRM 83452/2019].
- b. Council to investigate feasibility of a green waste bin at the Anakie Transfer Station [CRM 83466/2019].”

**CSC 2019 / 10 / 08 / 009**

Carried (6-0)

### **Community Consultation Meeting Minutes - Bogantungan - 23 August 2019**

#### **Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Bogantungan Community Consultation Meeting was held on 23 August 2019.

#### **Resolution:**

Cr McIndoe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Bogantungan Tea Rooms on 23 August 2019, noting the following actions have been logged as Customer Requests (CRM):

- a. Council to review fire breaks around the town of Bogantungan and contact Queensland Rail to clean up the rail corridor to reduce the fire hazard. [CRM 83483/2019]
- b. Council to follow-up with Transport & Main Roads to see if the skip bins recently removed from along the highway are being replaced [CRM83484/2019].”

**CSC 2019 / 10 / 08 / 010**

Carried (6-0)

### **Community Consultation Meeting Minutes - Lochington - 23 August 2019**

#### **Executive Summary**

Central Highlands Regional Council regards community engagement activities as the cornerstone of good governance and critical to effective planning and delivery of infrastructure and services that meet the needs and expectations of the community.

Community Consultation Meetings are conducted once annually in various communities throughout the Central Highlands Local Government Area (LGA) and provide opportunity for council and the community to meet and discuss key issues, plans and projects.

Lochington Community Consultation Meeting was held on 23 August 2019.

#### **Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council receive the minutes from the Community Consultation Meeting held at the Lochington Recreation Centre on 23 August 2019, noting the following actions have been logged as Customer Requests (CRM):

- a. Council to investigate illegal dumping on the back roads off Goanna Flats Road [CRM 83488/2019].
- b. Council to review current grazing permit arrangements in response to reports cattle are grazing along Glenlee, Rutlands and Fernlee Roads for extended periods of time [CRM 83491/2019].

- c. Council to review current signage for Springsure Tambo Road and consider additional ‘pre-warning’ signage to alert road users of Glenlee turn-off [CRM 83492/2019].”

**CSC 2019 / 10 / 08 / 011**

Carried (6-0)

Attendance

Acting Manager Customer Service R. Brosnan left the meeting at 12.04pm

Acting Manager Planning and Environment G. Scott-Holland and Manager Parks and Facilities R. Davey entered the meeting at 12.05pm

**Communities**

**Community Recreation and Facilities quarterly update - July to September 2019**

**Executive Summary**

Council’s Community Recreation & Facilities section delivers a vast range of services and projects to the community. The following report provides a summary of the activities that have been occurring within the section between 1 July 2019 and mid-September 2019.

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr Sypher “That Central Highlands Regional Council receive the Quarterly Update Report for the Community Recreation & Facilities section for the period of 1 July 2019 to mid-September 2019.”

**CSC 2019 / 10 / 08 / 012**

Carried (6-0)

**Communities Departmental Update**

**Executive Summary**

The following report provides an update on key activities for the Communities department.

**Resolution:**

Cr Sypher moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Communities departmental update report, highlighting key activities for the month of September.”

**CSC 2019 / 10 / 08 / 013**

Carried (6-0)

Attendance

Manager Parks and Facilities R. Davey left the meeting at 12.17pm

Coordinator Environment and Waste G. Atherfold, Supervisor Environmental Health P. Dedes, Technical Officer S. Holweg and Technical Officer S. Boyd entered the meeting at 12.17pm

**Overview of Environmental Health Team**

**Executive Summary**

This report is a covering report to provide an overview snapshot of the Central Highlands Regional Council Environmental Health Team.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council receive this report.”

**CSC 2019 / 10 / 08 / 014**

Carried (6-0)

Attendance

Acting Manager Planning and Environment G. Scott-Holland, Coordinator Environment and Waste G. Atherfold, Supervisor Environmental Health P. Dedes, Technical Officer S. Holweg and Technical Officer S. Boyd left the meeting at 12.32pm

**GENERAL BUSINESS**

Nil

**LATE AGENDA ITEMS**

Nil

**CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 12.35pm

CONFIRMED

CHAIR

DATE