



# **Communities Standing Committee Meeting**

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

**Tuesday, 11 February 2020**  
**Commenced at 11.30am**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**  
**COMMUNITIES STANDING COMMITTEE MEETING**  
**TUESDAY 11 FEBRUARY 2020**  
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**MINUTES – COMMUNITIES STANDING COMMITTEE MEETING  
HELD AT 11.30AM TUESDAY 11 FEBRUARY 2020 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

**Officers**

General Manager Communities J. McDougall, General Manager Customer and Commercial Services M. Webster, Minute Secretary B. Pusey

**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: 21 January 2020**

***Resolution:***

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That the minutes of the previous Communities Standing Committee Meeting held on 21 January 2020 be confirmed."

**CSC 2020 / 02 / 11 / 001**

Carried (6-0)

**BUSINESS ARISING OUT OF MINUTES**

Nil

**OUTSTANDING MEETING ACTIONS**

Cr Brimblecombe requested an update regarding the Willows Hall project.

**REVIEW OF UPCOMING AGENDA ITEMS**

Nil

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

Nil

***Attendance***

Manager Connected Communities S. Poulter and Arts and Cultural Officer K. Newman attended the meeting at 11.33am

## **DECISION ACTION REPORTS**

### **Communities**

#### **Central Highlands Arts and Cultural Advisory Committee (CHACAC) 22 November 2019 and 13 December 2019 meeting notes**

##### **Executive Summary**

This report presents the meeting notes of the Central Highlands Arts and Cultural Advisory Committee (CHACAC) planning meetings held in Springsure on 22 November 2019 and in Emerald on 13 December 2019 to be 'received' by the Central Highlands Regional Council.

##### **Resolution:**

Cr McIndoe moved and seconded by Cr Godwin-Smith "That the Communities Standing Committee receive the meeting notes from the Central Highlands Arts and Culture Advisory Committee planning meetings held 22 November and 13 December 2019, specifically noting:

1. Draft Creative Cultural Futures and Heritage Action Plan 2020-2022 updates;
2. Central Highlands Heritage Collections Study project update; and
3. Marketing improvements for regional arts promotion."

**CSC 2020 / 02 / 11 / 002**

Carried (6-0)

##### **Attendance**

Manager Connected Communities S. Poulter and Arts and Cultural Officer K. Newman left the meeting at 11.35am

Manager Customer Service R. Brosnan attended the meeting at 11.35am

## **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 McIndoe "That Central Highlands Regional Council receive the Customer and Commercial Services departmental update report, highlighting key activities for the month of January 2020."

Carried (6-0)

**CSC 2020 / 02 / 11 / 003**

##### **Attendance**

Manager Customer Service R. Brosnan left the meeting at 11.43am

Manager Connected Communities S. Poulter and Coordinator Libraries K. Nuss attended the meeting at 11.44am

Executive Assistant Communities B. Pusey left the meeting at 11.46pm

Executive Assistant Communities B. Pusey attended the meeting at 11.49pm

## **Communities**

### **Library Strategy and Action Plan 2019-2021 Biannual Progress Report (July - December 2019)**

#### **Executive Summary**

The Central Highlands Regional Council's Library Strategy and Action Plan 2019-2021 outlines Council's commitment to the delivery of quality services to the community and a way to progress library services regionally.

The purpose of this report is to present Council a summary of progress made on the action plan between July and December 2019.

There are five priority areas that are the framework to deliver on the library strategy outcomes identified through the action plan. The priority areas are listed below with the percentage of actions complete against each:

1. Library Staff Learning and Training 50% achieved
2. Library Branding and Marketing 60% achieved
3. Library Community Partnerships 87% achieved
4. Library Community Events, Programs and Services 60% achieved
5. Library Facilities 42% achieved

This report details progress made on each of these in the report.

The delivery target for the library strategy and action plan progress for the July to December 2019 period is 50%. The delivery achieved was 66%.

#### ***Resolution:***

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That the Communities Standing Committee receives the Library Strategy and Action Plan 2019-2021 biannual progress report from July - December 2019."

**CSC 2020 / 02 / 11 / 004**

**Carried (6-0)**

#### ***Attendance***

General Manager Customer and Commercial Services M. Webster left the meeting at 12.09pm

Coordinator Libraries K. Nuss left 12.18pm

Supervisor Community Development L. Connell and Community Development Officer L. Spackman attended the meeting at 12.18pm

### **Reflect Reconciliation Action Plan 2019-2020 Annual Progress Report (January-December 2019)**

#### **Executive Summary**

The Central Highlands Regional Council's Reflect Reconciliation Action Plan (RAP) 2019-2020 outlines Council's commitment to advance reconciliation.

The Reflect RAP outlines actions that all areas of Council will work on collectively with stakeholders. We share the responsibility to deliver the RAP and contribute to improving the wellbeing and quality of life for Aboriginal and Torres Strait Islander peoples in the Central Highlands.

The purpose of this report is to present Council a summary of progress made on the Reflect RAP from January to December 2019.

There are four strategic priority areas that provide a framework to deliver on the RAP outcomes identified in the action plan. The strategic priority areas are listed below, with the percentage of actions completed

against each. The goal was for each area to be at a 100% completion rate within this reporting cycle.

1. Relationships 70% achieved
2. Respect 65% achieved
3. Opportunities 20% achieved
4. Tracking and progress 50% achieved

The delivery target for the Reflect RAP progress for the January to December 2019 period is 100%. The delivery achieved was 52%. Achieving 52% is a great result, given the key role responsible for delivery of the action plan was vacant from 15 February 2019 to 21 January 2020.

***Resolution:***

Cr McIndoe moved and seconded by Cr Godwin-Smith “That the Communities Standing Committee receives the Reflect Reconciliation Action Plan 2019-2020 annual progress report for the period of January to December 2019.”

**CSC 2020 / 02 / 11 / 005**

Carried (6-0)

**Attendance**

Supervisor Community Development L. Connell and Community Development Officer L. Spackman left the meeting at 12.33pm

Arts and Cultural Officer K. Newman attended the meeting at 12.33pm

**Creative Cultural Futures and Heritage Action Plan 2018-2020 FYS Biannual Progress Report (July-December 2019)**

**Executive Summary**

The Central Highlands Regional Council's Creative Cultural Futures and Heritage Action Plan (CCFHAP) 2018-2020 FYs outlines Council's commitment to arts, cultural and heritage services regionally.

This action plan fulfils multiple Council commitments. These include; meeting the Arts Queensland Regional Arts Development Fund (RADF) agreement that provides Council with annual grant funding and council's corporate and operational plan outcomes related to arts, culture, history and heritage.

This purpose of this report is to present a summary of progress made on the action plan items from July and December 2019.

The CCFHAP outlines activities to match the six objectives within Council's Creative Cultural Futures Strategy 2016-2026 and seven categories within the Heritage Management Framework. The action plan utilises the objectives from the Creative Cultural Futures Strategy 2016-2026 to organise its content.

The CCFHAP strategic priority areas are listed below with the percentage of actions completed against each:

1. Consolidation and Revitalisation 50% achieved
2. Community and Celebration 85% achieved
3. Regional identity and Sense of Place 60% achieved
4. Positive Partnerships 90% achieved
5. Celebrate Diversity 80% achieved
6. Future Direction 85% achieved

This report details progress made on each of these in the report.

The delivery target for the CCFHAP progress for the July to December 2019 period is 50%. The delivery achieved was in fact 75%.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That the Communities Standing Committee receive the Creative Cultural Futures and Heritage Action Plan 2018-2020 FYs biannual progress report for the period of July - December 2019.”

**CSC 2020 / 02 / 11 / 006**

Carried (6-0)

Attendance

Arts and Cultural Officer K. Newman left the meeting at 12.48pm

Councillor G. Sypher left the meeting at 12.48pm

Senior Youth Development Officer H. Hogan and Youth Development Officer S. Wilesmith attended 12.48pm

Councillor G. Sypher attended the meeting at 12.50pm

**Youth Strategy and Action Plan 2018-2023 Biannual Progress Report (July-December 2019)**

**Executive Summary**

The Central Highlands Regional Council's Youth Strategy and Action Plan 2018-2023 outlines Council's commitment to young people and a way to progress youth services regionally. It fulfils Council's corporate and operational plan outcomes to 'Implement the regional youth action plan'.

The purpose of this report is to present Council a summary of progress made on the action plan between July and December 2019.

There are five strategic priority areas that provide a framework to deliver on the youth strategy outcomes identified in the action plan. The strategic priority areas are listed below with the percentage of actions completed against each:

1. Youth Development 80% achieved
2. Planning and Advocacy 70% achieved
3. Youth Participation 85% achieved
4. Youth Connections 50% achieved
5. Place Activation 80% achieved

The delivery target for the youth strategy and action plan progress for the July to December 2019 period is 50%. The delivery achieved was 73%.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr McIndoe “That the Communities Standing Committee receives the Youth Strategy and Action Plan 2018-2023 Biannual Progress Report for the period of July to December 2019.”

**CSC 2020 / 02 / 11 / 007**

Carried (6-0)

Attendance

Manager Connected Communities S. Poulter, Senior Youth Development Officer H. Hogan and Youth Development Officer S. Wilesmith left the meeting at 1.10pm

**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 the Communities Standing Committee receive the Communities Departmental update report, highlighting key activities for the month of January.

**CSC 2020 / 02 / 11 / 008**

Carried (6-0)

**GENERAL BUSINESS**

Nil

**CLOSURE OF MEETING**

There being no further business, the Chair closed the meeting at 1.17pm.

CONFIRMED

CHAIR

DATE