

**Mackay Regional Council  
Natural Environment Advisory Committee**

**MINUTES OF MEETING**

**Tuesday, 17<sup>th</sup> February, 2015**

**Venue: Council Chambers**

**Attendance:** Cr Morgan (Committee Chair and Councillor Representative), Cr Jones (Councillor Representative), Gerard Carlyon (Director Community and Client Services), Lisa Kermod (Natural Environment Coordinator), Peter Owen (Manager Parks and Environment), Joan Fitzsimmons (Community Representative), Margaret Lane (Pioneer Catchment and Landcare Group Representative), Margaret Meng (Sarina Landcare Catchment Management Association Representative), Lara Mathewson (Pioneer Catchment and Landcare Group Proxy), Natalie Shanks (Business Support Officer – until 1pm)

**Apologies:** Kerri Woodcock (Reef Catchments)

ITEMS	COMMENTS	ACTION / RECOMMENDATION	DATE TO BE COMPLETED
<ul style="list-style-type: none"> <li>1.0 Confirmation of minutes</li> </ul>	Minutes of the meeting held 16 <sup>th</sup> December were confirmed as being true and correct Moved – Margaret Lane Seconded – Joan Fitzsimmons		
<ul style="list-style-type: none"> <li>2.0 Councillor update on acceptance of the minutes by council</li> </ul>	Cr Morgan confirmed that the minutes were received at council's ordinary meeting on January 28 <sup>th</sup>		
<ul style="list-style-type: none"> <li>3.0 Business arising from the previous minutes</li> </ul>	The action list from the previous meeting held 16 <sup>th</sup> December was reviewed and updated Cr Jones expressed disappointment that the washdown facility project was not going ahead at this time	Lisa to email the report on this item that was presented at the December meeting which details the reasons for this decision to Councillor Jones	20/2/2015

ITEMS	COMMENTS	ACTION / RECOMMENDATION	DATE TO BE COMPLETED
<ul style="list-style-type: none"> <li>• 4.0 General Business</li> <li>• 4.1 Land Acquisition</li> </ul>	<p>Peter Owen circulated a draft policy and process document outlining how properties could be identified for purchase utilising Land Acquisition Funding</p> <p>The committee agreed that the process was a good way of identifying and purchasing properties with the funding set aside for this purpose</p>	<p>Land Acquisition policy to be reviewed</p> <p>Scoring system to be developed</p> <p>Nominations to be called for as per process document</p> <p>Land Acquisition to be a standing agenda item so the committee can be updated on progress with purchases</p> <p><b>Recommendation:</b> The committee supports the process recommended for identifying and purchasing properties through the Land Acquisition Fund</p>	
<ul style="list-style-type: none"> <li>• 4.2 Terms of Reference Review</li> </ul>	<p>The committee reviewed the Terms of Reference for the NEAC and suggested minor changes</p>	<p>Lisa to make the suggested changes and to finalise the Terms of Reference</p>	
<ul style="list-style-type: none"> <li>• 4.3 Communications</li> </ul>	<p>The committee discussed ideas for promoting the projects funded from the Natural Environment Levy including, MRC website, NEP website, facebook, media releases, Enviro Chat/Rural News, Landcare group newsletters, brochure, more links on the MRC webpage so information is easier to find etc</p>	<p>Discuss recent media coverage at each meeting and ideas for future promotional opportunities</p>	
<ul style="list-style-type: none"> <li>• 4.4 Local Weed Declaration</li> </ul>	<p>Information previously presented to the NEAC will be forwarded to Council's Health and Regulatory Services section for formal consideration</p>	<p>Peter to forward the Local Weed Declaration information on to Health and Regulatory Services for determination and report back to the committee on the outcome, once decided</p> <p><b>Recommendation:</b> The committee supports declaring the 5 local weeds proposed, as this will improve opportunities to receive external funding for their control</p>	

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<ul style="list-style-type: none"> <li>4.5 Significant Tree Removal Policy</li> <li>4.6 Natural Environment Grants</li> </ul>	<p>The draft Significant Tree Removal Policy was discussed and minor amendments recommended. Ideas for promotion of the policy were discussed including a significant tree trail, postcards featuring significant trees and a photographic competition</p> <p>The committee received a summary of Natural Environment Grant Applications received for the February 2015 funding round.</p>	<p>Lisa to make the suggested changes and finalise the policy</p> <p><b>Recommendation:</b> that \$5,000 be allocated to Wild Mob to undertake the Marine Classroom project and \$5,000 be allocated to Mackay Conservation Group to undertake Eungella Honeyeater monitoring in partnership with Birdlife Mackay</p>	
<ul style="list-style-type: none"> <li>5.0 Financials</li> </ul>	<p>The committee received the new format financial report. Feedback was that it was much clearer and easier to understand.</p>	<p>Lisa to change the descriptor for 48043 to Educational Resources</p> <p>Gerard to follow up regarding the timeline for publishing the Eungella book with Griffith University</p>	
<ul style="list-style-type: none"> <li>6.0 Other Business</li> <li>6.1 Friends of the Reserve funding</li> <li>6.2 Nest box installation project</li> <li>6.3 Walkerston riverbank project</li> </ul>	<p>Cr Jones enquired about the signage for Slade Point Reserve that the Friends of the Reserve were funding. Peter Owen advised that this project was underway and an update on the design would be provided shortly</p> <p>Margaret Lane advised about a potential project that the Pioneer Catchment and Landcare Group are seeking funding for, which involves the installation and monitoring of nest boxes for bats, gliders and parrots at Land for Wildlife properties</p> <p>Margaret Lane mentioned a request Pioneer Catchment and Landcare Group has received from a community member for a walkway on the riverbank in this area</p>	<p>Cr Jones to be advised when the interpretive signs for Slade Point Reserve are ready so payment can be arranged</p> <p>Pioneer Catchment and Landcare group to provide more details, including project costs, at the April meeting so the committee can further consider this proposal</p> <p>Margaret to advise the resident to write to council care of the CEO and portfolio councillor to request a walkway at this location</p>	



## **Natural Environment Advisory Committee**

### **Terms of Reference**

**Title:** Natural Environment Advisory Committee

**Creation Authority:** 23<sup>rd</sup> February 2015

**Authority/Delegation:** The role of this committee is:

- To identify avenues for greater involvement of the local community in Natural Resource Management activities.
- To review and make recommendations on various regional programs and reports.
- Provide advice (where necessary) on environmentally significant land for its suitability for acquisition utilising the Environmental Land Acquisition Fund.
- Provide input into the development of relevant environmental policies and plans.
- To review the role of the Committee on a regular basis to ensure it encompasses current environmental issues and priorities.

#### **Key Milestones and Reporting Arrangements:**

Any recommendations arising from the Committee's deliberations should be forwarded to Council.

#### **Completion and or Review Date:**

Ongoing Committee. The Committee should self assess its value to Council after every two years of operation.

#### **Membership:**

- Two Councillors;
- Three community representatives;
- One representative from Reef Catchments
- One representative from Sarina Landcare Catchment Management Association
- One representative from Pioneer Catchment and Landcare Group
- One representative from the Mackay Regional Pest Management Group

- Three Council Officers nominated by the Chief Executive Officer (initially Director Development Services, Manager Parks and Environment, Coordinator Natural Environment)

**Membership Term**

Appointments are for a four year period, with the committee to be appointed one year prior to council elections

**Quorum**

Simple majority including at least one Council representative.

**Frequency of Meetings:** Bi-monthly.