



South Burnett Regional Council

Minutes

Of The

General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 24 February 2016

Chief Executive Officer: Gary Wall

Our Vision

"Individual communities building a strong and vibrant region."

Our Values

A	Accountability:	<i>We accept responsibility for our actions and decisions in managing the regions resources.</i>
C	Community:	<i>Building partnerships and delivering quality customer service.</i>
H	Harmony:	<i>Our people working cooperatively to achieve common goals in a supportive and safe environment.</i>
I	Innovation:	<i>Encouraging an innovative and resourceful workplace.</i>
E	Ethical Behaviour:	<i>We behave fairly with open, honest and accountable behaviour and consistent decision-making.</i>
V	Vision:	<i>This is the driving force behind our actions and responsibilities.</i>
E	Excellence:	<i>Striving to deliver excellent environmental, social and economic outcomes.</i>

SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 24 February 2016

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Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 24 February 2016 at 9:00am

PRESENT:

Councillors:

Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr KA Duff, Cr BL Green, Cr DJ Palmer, Cr DP Tessmann, Cr RLA Heit

Council Officers:

Gary Wall (Chief Executive Officer), Lester Schumacher (General Manager Finance), Peter O'May (General Manager Corporate Services), Russell Hood (General Manager Infrastructure)

1. (a) Leave Of Absence

Nil.

(b) Minute's Silence

A minute's silence was observed as a mark of respect for Lockyer Valley Mayor Steve Jones and Southern Downs Councillor Jamie Mackenzie who passed away recently.

2. Prayers

A representative of the Kingaroy District Ministers Association, Pastor Geoff Folker offered prayers for Council and for the conduct of the Council meeting.

3. Confirmation of Minutes of Previous Meeting

3.1 South Burnett Regional Council Minutes

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 3 February 2016 as recorded be confirmed.

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the minutes of the previous meeting held on Wednesday 3 February 2016 as recorded be confirmed.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS

See Business Function Headings

4. Portfolio - Economic Development, Governance and Communication

4.1 Economic Development, Governance and Communication Portfolio Report

No Report

5. Portfolio - Roads & Drainage

5.1 Roads & Drainage Portfolio Report

Summary

Roads & Drainage Portfolio Report to Council.

Officer's Recommendation

That the Roads & Drainage Portfolio Report to Council be received.

Resolution:

Moved Cr DP Tessmann, seconded Cr RLA Heit.

That the Roads & Drainage Portfolio Report to Council be received.

Capital Works

- *Proston Boondooma Road – The crews are beyond the section which had difficult earthworks and have now progressed through to the third quarter of the job.*
- *Tingoora Chelmsford Rd – The crews are reconstructing the failing section of Tingoora Chelmsford Road south of Old Chelmsford Road, works are progressing well.*
- *Mt McEwen Rd – The crew is reconstructing a section of Mt McEwen Road that was badly deformed.*
- *Glendon Street Carpark - Crews are progressing well on the Circular Place Carpark reconstruction project – They are currently reconstructing the centre carpark whilst the water crew are replacing the water mains on the perimeter roadway.*
- *Blackbutt Town Development Scheme - The crew have almost finished the northern stormwater main on Coulson Street Blackbutt. The parallel southern line will commence shortly. An additional crew are sealing a section of Gladys Street between Morris and Miller Streets, Blackbutt as part of the development work.*

Future Capital Works

Upcoming works within the next few months include,

- *Weens Road crest widening project*
- *Tingoora Chelmsford curve realignment project*
- *Clark Swenson Road reconstruction and drainage improvements*
- *Fisher/Moore Streets roundabout*
- *Blackbutt Crows Nest road widening and corner realignment*
- *Tingoora School parking improvements*
- *Angel Avenue carpark, Murgon*

Footpaths

Council is arranging the reconstruction of the footpath along Kingaroy Street in front of the Commonwealth and National Banks following a water main break washing out the old pavers.

In addition to this Council is awaiting the final quotes for constructing concrete footpath on the western side of Youngman Street from the Kingaroy Hotel to the Kingaroy Public Hospital as well as along Kent Street, Wondai and Nutt Street, Murgon.

Wondai Industrial Estate Surfacing

Council have arranged asphalt surfacing of some streets in the Wondai Industrial Estate but the contractor was recently delayed by weather. Council officers have asked them to reschedule.

Survey & Design

Survey and design for the following projects has either commenced or is in the process of being completed and on the program for construction:

- *William St, Kingaroy – The water main is currently being designed for the section between Haly St and Queen St.*
- *Queen St, Kingaroy – The water main is currently being designed for the section between William St and the Bunya Highway.*
- *Thorn St, Murgon – The water main has been designed and is currently being reviewed for the section between the Bunya Highway and Leroyd St.*
- *Stonelands Rd Bridge, Stonelands – This project involves the replacement of the timber bridge with twin box culverts. This has been designed and is currently being reviewed for the crossing just to the north of the intersection with Webber Bridge Rd.*
- *Mundubbera Durong Rd, Durong – This design involves the creation of carparking, formalised bus setdown area and turnaround facility adjacent to the Durong School.*

- *Main St, Tingoora - This is currently being designed and involves the creation of a bus setdown and carparking area to support the Tingoora State School.*
- *Blackbutt Crows Nest, Blackbutt – This design has been finalised for the next section of construction that will continue the two lane profile out to the western side of the intersection with Corcoran Rd.*
- *Franks Rd, Blackbutt – This design has been finalised and will complete the last remaining section of road with a two lane profile and tie in with the Old Esk Rd intersection.*
- *Tessmanns Rd North, Kingaroy – The design is currently being reviewed for works associated with the northern side of the Taylors Rd intersection in the unformed road reserve.*
- *Weens Rd, Crawford – The design is to widen the sealed road over a couple of crests that are located to the west of the Siefert Rd intersection.*

Bridges

- *15/16 Bridge Replacements – The bridge status at all site differs as follows:*
 - *Campbells Rd – This bridge has had both headstocks and abutments formed, reinforced and poured along with the grout pads installed on the headstocks. Deck units are proposed to be landed this week.*
 - *Mondure Rd – This bridge has had deck units landed and the reinforced concrete deck poured. Wingwalls are still to be formed and poured as well as abutments backfilled.*
 - *Weens Rd – This bridge has had deck units landed and the reinforced concrete deck poured. Backfilling of the road approaches has commenced to get up to level for the forming and pouring of the relieving slabs that transition from the road on to the bridge.*
- *Timber Bridge Rehabilitation - Council has released the tender as of the last week for the respective structures at:*
 - *Webbers Bridge Road*
 - *Manar Road*
 - *Stumckes Road*
 - *Gayndah Hivesville Road (Horse Gully)*
- *Geotechnical Investigations - With the announcement of Marshlands Bridge, Silverleaf being co contributed to by the Federal Government under the Bridges Renewal Programme, Council will be commissioning a consultant to undertake geotechnical investigations at this site, as well as at Kings Bridge East, north of Nanango to assist with the delivery of the 2016/17 programme of works.*

Projects of Interest

- *Memerambi Subdivision - Council has had a prestart meeting with the contractor and will be commencing works in late February/ early March. Works will commence on the highway widening and at the King St intersection before roadworks and earthworks commence internally onsite.*
- *Clark & Swendson/Kingaroy Barkers Creek Intersection, Kingaroy – This project has been reviewed by TMR and Council and will upgrade the intersection to accommodate B-Double operations. There will be kerb and channel extension on both the northern and southern sides of Kingaroy Barkers Creek Rd as well as drainage infrastructure installed. A floodway is proposed to be installed just south of the intersection with widening and overlay of the pavement extending south to a new access into Swickers. Other works that have occurred or will be undertaken in the coming weeks include well capping, tank removal & associated structure, land resumption, fencing, Telstra realignment, water main realignment, sewer rising main realignment and open channel construction in advance of the roadworks crews commencing.*

Materials Laboratory

The Materials Laboratory officers are currently undertaking construction materials testing for the following projects/clients:

- *Kingaroy Wastewater Treatment Plant Upgrade (QCGC)*
- *Downer EDI – SD27 Dam project at Tarong Mine*
- *Gympie Regional Council*

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

5.2 Roads & Drainage (R&D)

Officer's Reports

No Report.

5.3 Design & Technical Services (D&TS)

Officer's Reports

5.3.1 D&TS - 1562108 - Forwarding Road name change application for part of Goodger Gully Road Brooklands to be changed to Collins Road Brooklands

Summary

A request has been received from Mr Ivan Collins to consider the renaming of Goodger Gully Road, between Old Taabinga Road and P Jones Road, to Collins Road. The reasoning is predominantly related to current and previous family ownership of rural properties on this Road.

Goodger Gully Road is to the south of Kingaroy and adjacent to the decommissioned Ennis Bridge. The request has been assessed in accordance with the Road Naming Policy.

Officer's Recommendation

That Council refuse the request to rename Goodger Gully Road to Collins Road on the grounds that the proposal does not comply with Council's Road Naming Policy.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*FOR VOTE - Cr KM Campbell, Cr DJ Palmer, Cr DP Tessmann, Cr RLA Heit
AGAINST VOTE - Cr DW Kratzmann (Mayor), Cr KA Duff, Cr BL Green*

6. Portfolio - Arts, Communities, Health and Waste Services

6.1 Arts, Communities, Health and Waste Services Portfolio Report

Summary

Arts, Communities, Health and Waste Services Portfolio Report to Council.

Officer's Recommendation

That the Arts, Communities, Health and Waste Services Portfolio Report to Council be received.

Resolution:

Moved Cr RLA Heit, seconded Cr BL Green.

That the Arts, Communities, Health and Waste Services Portfolio Report to Council be received.

Arts Communities:

Regional Arts Development Fund (RADF)

RADF is a partnership between Council and Arts Queensland, to support professional artists, emerging artists and arts practitioners living in our region.

The program focuses on the development of quality art and arts practice for, and with, regional communities by providing the following funding categories:

- Developing Regional Skills*
- Building Community Cultural Capacity*
- Cultural Tourism*
- Regional Partnerships*
- Interest Free Arts Loan*

- *Concept Development*
- *Contemporary Collections/Stories*

I encourage our local artists to consider an application in Round 3 which opened on the 1st February and will close Friday the 4th of March.

Community Assistance Grants

Community Assistance Grants are currently open and interested organisations have until the 29th of February to submit their application. I encourage not-for-profit organisations based within the region, whose events and projects benefit our residents, to apply.

Mayor Community Benefit Fund

Mayor's Community Benefit Fund Round 8 is now open and closes Friday 4 March.

The focus of this round is to support drug and alcohol initiatives in the South Burnett that meet the funding criteria outlined in the Mayor's Community Benefit Fund Guidelines. The allocated amount of funding for Round 8 is \$10,000.

Application forms for RADF, Community Assistance Grants and the Mayor's Community Benefit Fund can be obtained from South Burnett Regional Council Customer Service Centres or can be downloaded from Council's website at www.southburnett.qld.gov.au.

SBRC Libraries:

The Year of Digital Inclusion

2016 is the year of digital inclusion and as part of this the Kingaroy Library is focusing on building digital literacy skills through the Tech Savvy tutorials. The response from the community indicated that basic computer skills needed to be the focus initially, moving onto intermediate and advanced skills in months to come. Our libraries are running the tutorials twice a week, with a 5 person capacity per class. Presently, participants must provide their own laptop or use the public access computers available in the library. In addition to this, a library volunteer is supplementing these tutorials by hosting monthly classes on more advanced digital topics such as photo editing, tax online and social media.

Family History Workshops

The Family History Workshops, run by local historian and family history researcher Judith Grimes, continue to prove popular with the community. Judith focuses on digital resources, providing attendees with online sources and hints and tips when using programs such as Ancestry Library edition and other online research programs. 2016 has started off well with 15 attendees at the first workshop. With the digital focus of these sessions, the workshops tie in well with the year of digital inclusion.

Library Lover's Day Events

Library Lover's Day was a chance for everyone to reconnect with the library and share their library love. The annual initiative, coordinated by the Australian Library and Information Association (ALIA), aims to raise the profile of the services offered by individual libraries. Each branch of the South Burnett Libraries celebrated Library Lover's Day in their own way featuring loved book reviews and displays where participants went into prize drawers and got to see their library adorned with their entries.

Proston library closure for painting

Proston Library is currently closed for painting and will reopen on Wednesday the 2nd of March. Thank you to the Proston Men's Shed for volunteering to help pack up the library collection and returning it once the painting has been completed.

Spanish Lessons

The Kingaroy Library is once again hosting Spanish lessons delivered by voluntary tutor Silvia Fletcher. These sessions are held fortnightly and have attracted a total of 24 students, 12 of whom have returned after completing the beginner course last year which taught them the basics of the Spanish language.

First 5 Forever

A partnership with Proston Bush Kids Playgroup has been formed and an invitation to present Story Time sessions has been extended. This adds to the existing relationships with numerous community organisations/groups around the region. Building on the outreach programs already underway, popup libraries at local markets and annual shows are being explored.

As part of the popup library a Rhyme Time or Story Time session will be held during which staff can share key messages of the First 5 Forever program with parents and carers.

Public Health:

Waste Services

Waste Services recently hosted a 3rd year Occupational Health and Safety Science (Honours) program University of Queensland work placement student. Koshiv Niranjana successfully completed a six (6) week work placement where he reviewed a number of safety procedures and safe work method statements. Niranjana also conducted an onsite audit of one of Council's waste facilities, carried out a partial audit of Council's Workplace Health and Safety Plan and developed a safety procedure for a particular work activity in the waste area.

Mosquito Control

I wish to reiterate advice recently released by Council that South Burnett residents are presently not at risk of contracting the mosquito-borne Zika virus unless they have immediate plans to travel to countries where the disease is common.

The *Aedes aegypti* mosquito, which is now known to be able to transmit Zika, has been found in the region, but there is currently no cause for alarm locally. An *Aedes aegypti* mosquito would have to feed on an infected person to transmit the disease. And there is no immediate risk of that happening in the South Burnett. The only cases of Zika virus detected in Australia have been in travellers who have returned from infected countries and none of these cases have been identified in the South Burnett.

Council has been concerned for some time now, with monitoring for and controlling the *Aedes aegypti* mosquito, which is known to carry Dengue Fever. The recent revelation about the Zika virus is just another reason why this particular mosquito needs to be controlled.

Staff routinely carry out mosquito surveys and set traps for the *Aedes aegypti* throughout the region at this time of the year. If a South Burnett Regional Council Environmental Health Officer turns up on your property to inspect for or treat mosquitoes, there is no need to panic.

This work is part of our normal procedure during mosquito breeding season from around early January through to the end of April.

The areas where *Aedes aegypti* mosquitoes have been found to date are in Wondai and Murgon, but Council Environmental Health Officers have expanded their monitoring to include properties throughout the region.

School Based Immunisation

The School Based Immunisation Program had been provided by Local Governments through Immunisation Nurses for many years in one form or another, even well before amalgamation.

Queensland Health recently decided to change the way it will provide the Immunisation Program to the schools within the South Burnett and the wider Darling Downs region.

Queensland Health tendered for one (1) single service provider to undertake immunisation services within the Darling Downs region. OzCare are the entity that will now from 2016 onwards conduct immunisation through the schools for the South Burnett and the Darling Downs area.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

6.2 Arts and Communities

Officer's Reports

6.2.1 C - 1569427 - Minutes of the Mayor's Community Benefit Fund Management Advisory Committee Meeting held on Tuesday 2 February 2016

Summary

Providing a copy of the Minutes of the Mayor's Community Benefit Fund Management Advisory Committee Meeting held at the South Burnett Regional Council Chambers held on Tuesday 2 February 2016.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Mayor's Community Benefit Management Advisory Committee Meeting held on Tuesday 2 February 2016



Minutes

Of the

Mayor's Community Benefit Fund Assessment Committee

Held in the Corporate Meeting Room, 45 Glendon Street Kingaroy

on Tuesday 2 February 2016

Commencing at 5.11 pm

Senior Officer Community & Sport: Michael Hunter



Mayor's Community Benefit Fund Assessment Committee Agenda

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MAYOR'S COMMUNITY BENEFIT FUND ASSESSMENT COMMITTEE AGENDA – MINUTES– TUESDAY 2 FEBRUARY 2016

Minutes of the meeting of the Mayor's Community Benefit Fund Assessment Committee, held in the South Burnett Regional Council Corporate Meeting Room, Glendon Street, Kingaroy on Tuesday 3 February 2016 at 5:11pm.

Present

Michael Hunter (Senior Officer Community & Sport), Cheryl Dalton, Rod Morgan, Marie Shaw, Scott McLennan, Lynelle Paterson (Minutes)

1. AGENDA ITEMS

1.1 Welcome
Cheryl Dalton

1.2 Apologies

Apologies were received from the following Committee members:

Lesley Dennien, Ross Heaney, Mark Huston

Resolution:

Moved Rod Morgan , seconded Marie Shaw

That the apologies be received.

Carried 3/0

1.3 Confirmation of Minutes of Previous Meeting

Resolution:

Moved Rod Morgan, seconded Marie Shaw.

That the minutes of the previous meeting held on Tuesday 10 November 2015 as recorded be confirmed.

Carried 3/0

ATTENDANCE:

Scott McLennan entered the meeting.

1.4 Business Arising Out of Minutes

Email from PaCHis - Forwarding copies of qualifications and Incorporated Association Certificate for Cultural Care Network Inc. (as per Round 5)

Rod Morgan will contact Barbara Bligh for further information.

Murgon Bowls Club - Forwarding application (as per Round 5) –

Resolution:

Moved Rod Morgan, seconded Scott McLennan.

That the committee endorse the commitment to the Murgon Bowls Club for \$5,000 as a beneficiary of the Murgon Charity Golf Day.

Carried 4/0

1.5 Outward Correspondence

Murgon's Men Shed - requesting additional information
Nanango Art Society - requesting additional information
Coolabunia State School - requesting additional information
Blackbutt District Tourism & Heritage Association - requesting additional information
Jason Rich Foundation - requesting additional information

Council's Senior Officer Community & Sport advised the committee that the additional information requested from Murgon's Men Shed, Jason Rich Foundation and Blackbutt District Tourism & Heritage Association had been received.

Additional information had not been received from Coolabunia State School or Nanango Art Society.

Resolution:

Moved Marie Shaw, seconded Scott McLennan.

That the outward correspondence be endorsed.

Carried 4/0

1.6 Review of Round Seven Applications

Council has received fifteen applications for Round Seven with a total amount requested of \$120,935.50.

Organisation: Jason Rich Foundation

Description of Project: 'Defensive Driving Project for the South Burnett'

Cost: \$10,000

Resolution:

Moved Scott McLennan, seconded Marie Shaw.

That Funding of \$10,000 be approved for 'Defensive Driving Project for the South Burnett subject to the following conditions:-

- 1. The Committee request the successful applicants make themselves available to attend a special function to receive the funds*
- 2. Financial evidence (Receipt of payment invoices and payments of the accounts)*
- 3. Evidence that South Burnett students benefitted*
- 4. Evidence of overall community benefit (Student to address Committee on benefit of the course)*

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5. *Acknowledgement of South Burnett Regional Council support*

Carried 4/0

Organisation: Wesleyan Methodist Church Community Cafe
Description of Project: 'Wesleyan Methodist Church Grace Community Food Hamper'
Cost: \$8,947

Resolution:

Moved Rod Morgan, seconded Scott McLennan.

That Funding of \$8,947 be approved for 'Wesleyan Methodist Church Grace Community Food Hamper subject to the following conditions:-

- 1. The Committee request the successful applicants make themselves available to attend a special function to receive the funds*
- 2. Financial evidence (Receipt of payment invoices and payments of the accounts)*
- 3. Evidence that South Burnett residents benefitted*
- 4. Evidence of overall community benefit*
- 5. Acknowledgement of South Burnett Regional Council support*

Carried 4/0

Resolution:

Moved Marie Shaw, seconded Cheryl Dalton.

That due to the large number of applications and the allocated budget of \$20,000 for this funding round the following applications were unsuccessful

Organisation: Bloomin' Beautiful Blackbutt Festival Incorporated
Description of Project: 'Community Events & Programs supporting not for profit and local businesses'
Cost: \$10,000

Organisation: 'Butt Arts Gallery Inc.
Description of Project: 'Purchase of Security Equipment'
Cost: \$1,397

Organisation: Community Radio of Wondai Association Inc.
Description of Project: '5 towns 2016'
Cost: \$10,000

Organisation: Coolabunia State School 125 year Committee
Description of Project: '125 year reunion of the Coolabunia State School'
Cost: \$2,000

Organisation: Maidenwell Community Group
Description of Project: 'Maidenwell Marathon Weekend'
Cost: \$4,000

Organisation: Murgon's Men Shed Inc.
Description of Project: 'Display Annex'
Cost: \$6,300

Organisation: Nanango Art Society
Description of Project: 'Community Hub'
Cost: \$10,000

Organisation: PCYC South Burnett
Description of Project: 'Improved facility to satellite location for PCYC Remote Control Car Club'
Cost: \$10,000

Organisation: South Burnett Peace of Mind Association Incorporated
Description of Project: 'Training Clients'
Cost: \$8,291.50

Organisation: South Burnett Saints AFC Inc.
Description of Project: 'Portable Canteen'
Cost: \$10,000

Organisation: Tableland Hall Committee Inc.
Description of Project: 'Restumping of Tablelands Hall'
Cost: \$10,000

Organisation: South Burnett Western Performance Club
Description of Project: 'Water Consumption Project'
Cost: \$10,000

Organisation: Blackbutt District Tourism & Heritage Association
Description of Project: 'Roy Emerson Bronze Statue'
Cost: \$10,000

Carried 4/0

1.7 Round 8 Funding Criteria and Dates

Moved Marie Shaw seconded Rod Morgan

That

- 1. the Criteria for Round 8 of funding is to support drug and alcohol initiatives in the South Burnett and that meet the funding criteria outlined in the Mayor's Community Benefit Fund Guidelines.*
- 2. Applications will open on 8 February 2016, close on 4 March 2016, be assessed on Tuesday 8 March 2016 at a meeting commencing at 5.30pm in the Kingaroy Council Committee Room, Glendon Street Kingaroy. Funding will be announced on 16 March 2016.*

3. *The allocated amount of funding for Round 8 is \$10,000*

Carried 4/0

2. GENERAL SECTION

2.1 General Business

Proceeds from the Mayor's Community Breakfast held in Kumbia on Tuesday 17 November 2015 that raised \$513 be donated to the Kumbia Kindergarten as announced on the day.

Resolution:

Moved Scott McLennan, seconded Rod Morgan.

That the committee endorse the payment \$513 to the Kumbia Kindergarten.

Carried 4/0

The meeting closed at 6.32pm

Resolution:

Moved Cr RLA Heit, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

7. Portfolio - Property and Human Resources

7.1 Property and Human Resources Portfolio Report

No Report

8. Portfolio - Water, Wastewater and Sport Development

8.1 Water, Wastewater & Sport Development Portfolio Report

Summary

Water, Wastewater & Sport Development Portfolio Report

Officer's Recommendation

That the Water, Wastewater & Sport Development Portfolio Report to Council be received.

Resolution:

Moved Cr BL Green, seconded Cr KM Campbell.

That the Water, Wastewater & Sport Development Portfolio Report to Council be received.

Kingaroy Wastewater Treatment Plant

The Kingaroy Wastewater Treatment Plant upgrade project is progressing well. The bulk of the civil construction work is complete. Factory Acceptance Testing of the instrumentation and control aspects of the plant has been completed. On-site testing of mechanical and electrical components will commence this month and it is expected that full commissioning of the plant will commence in early May, with the plant being fully operational by the end of September.

Gordonbrook Water Treatment Plant upgrade

Gordonbrook Water Treatment Plant is progressing well. The media filter has been laid and backwashed. The pre-testing of the DAFF units went well with no major setbacks or issues. It is currently planned that commissioning of the plant will commence from the 29th of February with the first Proof of Performance testing to starting the week commencing 7 March 2016.

Murgon Water Treatment Plant

Design of the refurbishment of the Murgon Water Treatment Plant is progressing. It is planned that physical work will commence on site by mid March to start the refurbishment of Filter Train 3. Once work on Filter Train 3 is complete, Council will bring this Train back on line and be able to take the 2 remaining trains off-line to complete the required refurbishments and changes to process without having to interrupt the supply to the town.

Main Break - Kingaroy

There was a large main break in Kingaroy last Wednesday resulting in significant damage to the road and pavement on the corner of Kingaroy and Haly Street (outside the NAB and Commonwealth Bank). Council crews worked hard to fix the break and return water supplies to affected businesses and residents. Council workers were very appreciative of customers understanding the issues and being patient whilst the main was repaired.

Work on repairing the pavement and road will be ongoing over the next month as the break has left a large repair bill. Council would also like to thank the staff at both the Commonwealth and National Banks and all their customers for their patience and understanding during this time.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

9. Portfolio - Natural Resource Management, Parks and Indigenous Affairs

9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Summary

Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

That the Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

NRM

Biodiversity – Tree Planting Project

- *Planting has continued along the southern Wooroolin end of the rail trail project. Species planted include – bluegum, hoop pine, crows ash and leopard ash. Rail trail plantings will continue along this section for the next 2 weeks.*
- *50 hoop pines have been made available to Boehringer's Kumbia property to create connecting corridors of some of the native forests still remaining on the property. There will be another 150 plants made available as the project progresses. Dickinson's Lane adjoins the southern boundary and biodiversity staff will be working along it with additional plantings to compliment the area.*

Indigenous Affairs

- *Planning has begun for this Year's Reconciliation Fun Run. It will be held on Sunday 15th of May. Participants are invited to walk or run the 7 kms from Murgon to Cherbourg in the name of friendship, hope and new possibilities. Proceeds from the event will go towards the Cherbourg Ration Shed for their work in education and reconciliation.*

Parks & Gardens Report

Capital Works

- *Work has started on the donated shelter for Wondai cemetery.*
- *New wall plinths at Kingaroy cemetery are now completed.*
- *Structural report on rotunda completed can start getting quotes for repairs.*
- *Proston cemetery new fence to start soon.*

Other Work being carried out

- *New soft fall for play area BP Dam*
- *New Edging at Dingo Creek Play Area and a Fence extension*
- *Started slashing the Rail Trail*

Kingaroy

Kingaroy staff has been very busy this month trying to stay on top of our Mowing Program in our Parks, Cemeteries and Road verges (including all Traffic Islands and easements). We have also laid turf at Boondooma Dam, finished planting our Summer Annual displays in Memorial Park for Food & Wine in the Park and Anzac Day. We are currently weeding and mulching these garden beds and will start applying a liquid fertilizer to them later this week. We have topped up the sand soft fall in the large play area at Memorial Park and River Road Park.

Nanango & Blackbutt

In both Blackbutt and Nanango we have settled into mainly day to day maintenance at present. Mowing of both towns is almost finished for this round, Maidenwell is being done at present for the rural fire brigade day. Walking tracks are being sprayed, town CBD areas are done and most of the parks. It would be good to have the spray contractors do the bigger town areas now. Tidy up for the school anniversary and races went well and both events are now finished. Some minor repairs to public amenities have been done and all action requests are completed to date. Maintenance of annual gardens and streetscape gardens underway. Watering of same due to the hot weather also ongoing. All cemeteries are finished and pensioner units as well.

Rail Trail

This month work has started on the clean-up of vegetation along the rail trail by means of mulching on and also alongside track bed in preparation for laying of bituminous surface.

This month has also seen work started on replacing the decking on the Tingoorra Bridge by Gympie Regional Council Bridge Crew, the old top has been removed and the replacement deck is well under way.

This month will see the completion of Wondai Walkway Bridge over Dingo Creek, CTC Cert 1 trainees will oil the bridge and also erect the balustrade making it the third completed bridge on the trail.

Kingaroy will be the next walkway bridge on the agenda.

CTC Cert 1 trainees conducted an emu parade of the Rail Trail to collect railway hardware such as dog spikes, jointing plates, nuts and bolts etc to aid in the vegetation clean-up. They have also been working on constructing some more Rail Trail Furniture.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

10. Portfolio - Finance, Planning and ICT

10.1 Finance, Planning and ICT Portfolio Report

Summary

Finance, Planning and ICT Portfolio Report to Council.

Officer's Recommendation

That the Finance, Planning and ICT Portfolio Report to Council be received.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Finance, Planning and ICT Portfolio Report to Council be received.

Financial Report

The attached periodic financial statements are as at 11 February 2016.

The cash, operating cash and working capital ratios are all within reasonable parameters. However, the Funded Long Term Liabilities ratio computed at 56% is 4 points lower than the 60% benchmark. This means that as at reporting date, the cash balance does not meet the benchmark required to cover at least 60% of Council's restricted cash and long term liability.

The above shortfall is mainly due to the timing difference in the 3rd quarter rates collection and the disbursement for contractor payments amounting to \$2.5 Million for the Kingaroy Waste Water Treatment Plant and the Gordonbrook Water Treatment Plant.

It is expected that the remaining collection for the 3rd quarter rates levy estimated at about \$6.5 Million will increase the cash balance to the required benchmark level. The discount date is on the 1st of March.

With regard to the Comprehensive Income Statement:

67% of the total revenue budget has been achieved because of the recognition of the 3rd quarter rates.

In terms of operating expenses, 55% of the total budget is already expended. Costs incurred for employee benefits are within the expected budget limit. The expenditures under materials and services will be reviewed in the 3rd quarter operating budget revision.

Capex Report

Actual year to date capital expenditure amounts to \$ 26.8 Million equivalent to 47.4% of the \$56.5 Million revised 2015/16 Capex Budget.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

10.2 Finance (F)

Officer's Reports

10.2.1 F - 1572741 - Monthly Financial Statements

Summary

The following information provides a snapshot of Council's Financial Position as at 11 February 2016.

Officer's Recommendation

That the Monthly Financial Report as at 11 February 2016 be received and noted.

Key Financial Ratios

SOUTH BURNETT REGIONAL COUNCIL

FINANCIAL SCORECARD



Statement of Comprehensive Income

Statement of Comprehensive Income
As at 11 February 2016
62% of Year Complete

	2016	Amended Budget	Variance
	\$	\$	%
Income			
Revenue			
Recurrent Revenue			
Rates, levies and charges	31,540,816	42,456,132	74%
Fees and charges	2,643,729	4,456,330	59%
Rental income	271,762	492,885	55%
Interest received	886,649	1,561,575	57%
Sales revenue	2,509,215	4,104,010	61%
Other Income	242,008	777,545	31%
Grants, Subsidies, Contributions & Donations	6,799,391	12,145,770	56%
	<u>44,893,569</u>	<u>65,994,247</u>	
Capital Revenue			
Grants, Subsidies, Contributions & Donations	4,561,585	7,480,151	61%
Total Revenue	<u>49,455,154</u>	<u>73,474,398</u>	
Total Income	<u>49,455,154</u>	<u>73,474,398</u>	
Expenses			
Recurrent Expenses			
Employee benefits	15,228,445	25,293,928	60%
Materials and services	11,340,129	23,987,497	47%
Finance costs	1,362,152	2,373,090	57%
Depreciation and amortisation	7,915,883	13,215,467	60%
	<u>35,846,609</u>	<u>64,869,982</u>	
Capital Expenses			
	(96,044)	(750,000)	13%
Total Expense	<u>35,750,565</u>	<u>64,119,982</u>	
Net Result	<u>13,704,588</u>	<u>9,354,416</u>	

Statement of Financial Position

Statement of Financial Position
As at 11 February 2016

	2016 \$	Original Budget \$
Current Assets		
Cash and Cash Equivalents	31,150,440	18,776,575
Trade and Other Receivables	16,282,643	6,348,249
Inventories	1,030,473	1,046,188
Investments	-	-
Total Current Assets	48,463,556	26,171,012
Non-Current Assets		
Trade and other receivables	1,500	-
Property, Plant and Equipment	875,701,037	909,874,578
Intangible Assets	7,786,872	7,643,981
Total Non-Current Assets	883,489,410	917,518,559
TOTAL ASSETS	931,952,966	943,689,571
Current Liabilities		
Trade and other payables	5,087,988	4,454,835
Borrowings	2,213,721	4,192,710
Provisions	3,320,615	3,264,734
Total Current Liabilities	10,622,324	11,912,279
Non-Current Liabilities		
Borrowings	40,010,463	47,222,598
Provisions	11,612,607	10,616,231
Total Non-Current Liabilities	51,623,070	57,838,829
TOTAL LIABILITIES	62,245,394	69,751,108
NET COMMUNITY ASSETS	869,707,572	873,938,463
Community Equity		
Asset Revaluation Surplus	430,783,167	432,824,725
Retained Surplus/(Deficiency)	438,924,405	441,113,738
TOTAL COMMUNITY EQUITY	869,707,572	873,938,463

Resolution:

Moved Cr KM Campbell, seconded Cr BL Green.

That the Monthly Financial Report as at 11 February 2016 be received and noted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

10.3 Planning (P&LM)

Officer's Reports

10.3.1 P&LM - 1539601 - Forwarding Reconfiguration of a Lot (1 lot into 4 lots) at 45 Logan Street Kingaroy - Lot 5 RP909634 - Applicant: W Henningsen C/- O'Reilly Nunn Favier - ROLI2015/0002

Summary

- The applicant seeks to create three (3) additional allotments on Logan Road & River Road, approximately 1.5km south west of the Kingaroy CBD;
- Subject site is included within the *Rural Locality (Rural Zone)* under the *Kingaroy Shire IPA Planning Scheme* and within the *Urban Footprint* under the *Wide Bay Burnett Regional Plan*;
- The subdivision intends to create an allotment (proposed Lot 102), suitable to relocate the scrap metal storage business currently stored on Lot 5 RP909634;
- It is recommended that Council *approve* a Development Permit - Reconfiguring a Lot for subdivision (1 lot into 4 lots), subject to reasonable and relevant conditions.

Officer's Recommendation

That a **Development Permit** for Reconfiguring a Lot - Subdivision (1 lot into 4 lots) at 45 – 53 Logan Street, Kingaroy on land described as Lot 5 RP909634 be **approved**, subject to the following conditions –

General

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application:
- *Proposed Subdivision 1 lot into 4 lots* - Drawing no: 4761P/2, Sheet No. 1 of 1, Rev: D, prepared by: O'Reilly Nunn Favier and dated: 11/01/16; and
- Unless otherwise amended by the following conditions.
- GEN2. Prior to the sealing of the survey plan, the scrap metal product currently stored on Lot 5 RP909634 is to be relocated to the area that is to be proposed Lot 102.
- GEN3. A note is to be placed on the rates notice for proposed Lot 101 & 102 to indicate that the land is within the 400m buffer area to Council's waste water treatment facility.
- GEN4. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN5. The applicant is required to maintain the site in a clean and orderly state at all times, clearing declared weeds and feral animals.

Compliance Assessment

GEN6. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the sealing of the Survey Plan, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A Compliance Certificate fee will be charged, with payment required prior to Council approval of the associated documentation requiring compliance assessment.

Survey Marks

RAL1. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

Natural Resources Valuation Fees

RAL2. Payment of *Department of Natural Resources and Mines* valuation fee that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$94.00 (2 x \$47.00); however, the actual amount payable will be based on Council's Register of Regulatory & Cost-Recovery Fees and the rate applicable at the time of payment.

Electricity

RAL3. All lots are to be connected to reticulated electricity or an alternative energy source –

- Written confirmation from the electricity authority, that all matters relating to the reticulation of electricity including electrical civil works have been completed, is to be provided to Council prior to sealing the Survey Plan; or
- Information detailing the alternative energy source is to be provided to Council prior to sealing the Survey Plan.

Should any lots not have connection to reticulated electricity, a note will be placed on the respective lots rates notice, indicating that this lot does not have an reticulated electricity connection.

RAL4. Electricity is to be provided to the development in accordance with relevant Australian Standards.

Stormwater Drainage

ENG1. Any new earthworks or structures may not concentrate or impede the natural flow of water across property boundaries and onto any other lots.

Property Access

ENG2. The applicant must construct access to each lot abutting the road carriageway in accordance with the requirements of Table S2.7 – *Design and Construction Standards* of the Kingaroy Shire IPA Planning Scheme and the details in:

- South Burnett Regional Council Drawing No. SBRC00049 *Rural Property Access*, for the proposed dual access to River Road to serve proposed lots 101 and 102; and
- South Burnett Regional Council Drawing No. SBRC00048 *Residential Property Access and Kerb Crossover* for the proposed accesses to proposed lots 7 and 100; and
- ensuring that:
 - a) where a dual access serving two (2) abutting properties is proposed, the applicant shall liaise with Ergon Energy to ensure conflict will not occur with proposed electricity works and infrastructure.

- b) Only one (1) access point is provided for each lot. Any other existing access points must be reinstated to the general surrounding road profile, including the existing table drain or the road as reconstructed;
- c) the pipe culverts for the driveways serving proposed lots 101 and 102 are appropriately sized for their stormwater catchment: for ARI 2;
- d) Each entrance is constructed:
 - i. to allow vehicles to enter and leave each proposed lot in a forward gear;
 - ii.
 - iii. such that it does not cause a trip hazard to pedestrians;
 - iv. to ensure that low-clearance vehicles can enter and leave each proposed lot; and
 - v. such that fencing, landscaping and letterboxes do not to impede sight lines for vehicles entering or leaving each proposed lot or driving along River Road or Logan Street.

ENG3. The applicant must design and construct the southern side of Logan Street for the complete frontage of proposed lot 7 for a half road bitumen-sealed width of 5.00m from road crown in accordance with the requirements of the Kingaroy Shire IPA Planning Scheme.

Sewerage

ENG4. For proposed lots 101 and 102, provide a Q10 flood height and/or the highest known flood level to AHD on the proposed site plan, confirmed by a Registered Professional Engineer of Queensland; and demonstrate that an on-site waste water disposal facility can be sited above this level.

Earthworks

ENG5. Any proposed earthworks if not self-assessable against the Kingaroy Shire IPA Planning Scheme shall be done in accordance with Council's Planning Scheme Part 3.3.2 *Rural Residential Locality Code – 020 (g) Earthworks* and shall be undertaken under a separate Development Permit for Operational Works.

Property Boundaries

ENG6. All existing on-site structures, dams, sewage treatment facilities including transpiration and irrigation areas, fences and other infrastructure must be relocated so as not to cross any of the proposed property boundaries.

Standard of Works

ENG7. Works shall be constructed generally in accordance with the specification requirements outlined in Aus-Spec #1 and the IPWEAQ Standard Drawings unless otherwise agreed by Council's General Manager of Infrastructure.

Maintenance Bond

ENG8. A Maintenance Bond, equal to 5% of the total cost of construction of the civil works, including landscaping where applicable, must be lodged with the Council for a period of twelve (12) months from the date of practical completion of the works.

Advice

ADV1. *Section 341(2)(a) of the Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of two (2) years the approval will lapse. Note that in accordance with *section 341(7)* a related approval may extend the relevant (currency) period.

- ADV2. A Material Change of Use application is required over proposed Lot 102, prior to commencement of commercial scrap metal operations.
- ADV3. Telecommunication connections can be arranged by emailing *F1103721@team.telstra.com* providing the following information:
- Full name;
 - Address of property including state & postcode;
 - Lot No's and Plan No's: and
 - What the development is (units, subdivision, shop, etc)
- ADV4. The applicant is encouraged to discuss the development with Ergon Energy upon receipt of this approval to facilitate the timely supply of electricity to the development. Connection of electricity can take up to eight (8) months from the date of application to Ergon Energy.
- ADV5. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "*A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage.*" Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV6. Attached for your information is a copy of *Division 8* of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—
- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
 - b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

11. Consideration of Notices of Motion

No Report.

12. Information Section (IS)

12.1 IS - 1572778 - Reports for the Information of Council

Summary

South Burnett Regional Council Monthly Capital Works Report
List of Correspondence pending completion of assessment report
Road Maintenance Expenditure Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the reports be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ADJOURNMENT:

Motion:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the meeting adjourn for twenty (20) minutes

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

RESUMPTION:

Motion:

Moved Cr RLA Heit, seconded Cr DP Tessmann.

That the meeting resume at 10.23am with attendance as previous to the adjournment

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

Thank you to School Immunisation Nurses:

The School Based Immunisation Program had been provided by Local Governments through Immunisation Nurses for many years in one form or another, even well before amalgamation.

Queensland Health recently decided to change the way it will provide the Immunisation Program to the schools within the South Burnett and the wider Darling Downs region. One (1) single service provider will now undertake immunisation services within the Darling Downs region.

Council thanked the immunisation nurses for their participation in the School Based Immunisation Program over the years.

PRESENTATION:

Angela Miles and Don Moffatt from RACQ Careflight addressed the Council on their service to the South Burnett region and thanked Council for their ongoing support.

CLOSED SESSION:

Motion:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(d) rating concessions and Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012.

Carried 7/0
FOR VOTE - Councillors voted unanimously

PERCEIVED CONFLICT OF INTEREST:

Cr Heit advised she was a friend of the Hatfields but did not believe she had a conflict of interest and consequently stayed in the meeting for the discussion on the Gordonbrook Water Allocation Tender.

Cr Campbell advised that Peter Hatfield is on the South Burnett Directions Agricultural Reference Group Committee but did not believe he had a conflict of interest and consequently stayed in the meeting for the discussion on the Gordonbrook Water Allocation Tender.

OPEN COUNCIL:

Motion:

Moved Cr RLA Heit, seconded Cr KM Campbell.

That the meeting resume in Open Council.

Carried 7/0
FOR VOTE - Councillors voted unanimously

Report:

The Mayor reported that whilst in Closed Session, in accordance with Section 275(1)(d) *rating concessions*, Section 275(1)(e) *contracts proposed to be made by it* of the Local Government Regulation 2012, Council considered matters concerning applications for the granting of payment concessions and Gordonbrook Water Allocation Tender 15/16-09.

The Mayor reported that whilst in Closed Session, Cr Heit advised she was a friend of the Hatfields but did not believe she had a conflict of interest and consequently stayed in the meeting for the discussion on the Gordonbrook Water Allocation Tender. The Mayor also reported that Cr Campbell advised that Peter Hatfield is on the South Burnett Directions Agricultural Reference Group Committee but did not believe he had a conflict of interest and consequently stayed in the meeting for the discussion on the Gordonbrook Water Allocation Tender.

Motion:

Moved Cr DW Kratzmann, seconded Cr BL Green.

That the Mayor's report be received

Carried 7/0
FOR VOTE - Councillors voted unanimously

13. Confidential Section

13.1 CONF - 1572735 - Gordonbrook Water Allocation Tender 15/16-09

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by it

Recommendation

That Council accept the tender received from P.M. and S.F. Hatfield for the seasonal assignment of 10ML of water from Gordonbrook Dam.

Resolution:

Moved Cr BL Green, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted.

Carried 7/0
FOR VOTE - Councillors voted unanimously

13.2 CONF - 1573420 - Applications for the granting of payment concessions

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1) (d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

(d) rating concessions

Recommendation

Council resolves to grant each application upon the condition that the applicant enters with Council, within 14 days after the Chief Executive Officer notifies the applicant of Council's decision, a deferment agreement in the form the Chief Executive Officer determines or approves.

Resolution:

Moved Cr DP Tessmann, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

There being no further business the meeting was declared closed at 11.01am.

Confirmed before me this day of2016

..... **MAYOR**