



SOUTH BURNETT

REGIONAL COUNCIL

Minutes

Of The

General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 17 August 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, 17 August 2016

ORDER OF BUSINESS:

1. LEAVE OF ABSENCE	1
2. PRAYERS	1
3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING	1
3.1 South Burnett Regional Council Minutes	1
4. PORTFOLIO - ECONOMIC DEVELOPMENT, GOVERNANCE AND COMMUNICATIONS.....	2
4.1 Economic Development, Governance and Communications Portfolio Report.....	2
4.2 GOVERNANCE (G)	3
4.2.1 G - 1642839 - Annual Review of Delegations to the Chief Executive Officer.....	3
4.2.2 G - 1645043 - LGAQ Annual Conference Motions	41
5. PORTFOLIO - ROADS & DRAINAGE.....	43
5.1 Roads & Drainage Portfolio Report	43
6. PORTFOLIO - COMMUNITY & HEALTH SERVICES & THE ARTS	45
6.1 Community and Health Services and the Arts Portfolio Report.....	45
6.2 COMMUNITY SERVICES (CS)	47
6.2.1 C - 1644095 - Minutes of the Mayor's Community Benefit Fund Assessment Committee Meeting held on Thursday 4 August 2016.....	47
6.3 HEALTH SERVICES (HS)	56
6.3.1 HS - 1643517 - Change of Dates for Dog Registration Period	56
6.4 THE ARTS	57
6.4.1 ARTS - 1641136 - Arts, Culture and Heritage Advisory Committee be renamed to the Regional Arts Development Fund Advisory Committee.....	57
7. PORTFOLIO - PLANNING & PROPERTY	57
7.1 Planning and Property Portfolio Report	57
7.2 PLANNING (P&LM).....	58
7.2.1 P&LM - 1620104 - Forwarding IDAS Reconfiguration of a Lot (Boundary Realignment) at 600 & 630 Tingoorra Chelmsford Road, Greenvue - Lot 1 RP116156 & Lot 6 RP807374 - Applicant: B Becker C/- O'Reilly Nunn Favier - ROLC2016/0006	58
7.2.2 P&LM - 1615100 - Forwarding Lodgement of Development Application for Optus Communications Facility at 225 Benair Road Benair - Lot 287 FY436 - Ref B1424 Benair - Rec No. 2100676 - MCUI2016/0002	60
7.2.3 P&LM - 1602411 - Forwarding Reduction in Council fees application to waive plumbing fees for ablution block at Bowhunters Road Nanango - Barambah Bowhunters & Field Archers Association.....	62
8. PORTFOLIO - WATER, WASTE WATER, WASTE MANAGEMENT, SPORT & RECREATION.....	63
8.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report	63
8.2 WATER & WASTE WATER (W&WW)	64
8.2.1 W&WW - 1644233 - Septage Disposal Fees Kingaroy Wastewater Treatment Plant.....	64
9. PORTFOLIO - NATURAL RESOURCE MANAGEMENT, PARKS AND INDIGENOUS AFFAIRS	65
9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report	65
10. PORTFOLIO - FINANCE, ICT & HUMAN RESOURCES.....	67

10.1	Finance, ICT and Human Resources Portfolio Report	67
10.2	FINANCE (F)	68
10.2.1	F - 1641183 - Related Party Disclosure Policy.....	68
10.2.2	F - 1640780 - Rhonda Armistead Requesting Council Provide a Reduction in Water Consumption Charges for Property at 9 Wondai Road, Proston P40342-00000-0000	79
11.	CONSIDERATION OF NOTICES OF MOTION	79
12.	INFORMATION SECTION (IS)	79
12.1	IS - 1645046 - Reports for the Information of Council	79
13.	CONFIDENTIAL SECTION	80

Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 17 August 2016 at 9.01am

PRESENT:

Councillors:

Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr TW Fleischfresser, Cr KA Duff, 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. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association, Pastor Gideon Okesene 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 20 July 2016 as recorded be confirmed.

Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

That the minutes of the previous meeting held on Wednesday 20 July 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 Communications

4.1 Economic Development, Governance and Communications Portfolio Report

Summary

Mayor Campbell presented his Economic Development, Governance and Communications Portfolio Report to Council.

Officer's Recommendation

That Mayor Campbell's Economic Development, Governance and Communications Portfolio Report to Council be received.

Resolution:

Moved Cr KM Campbell, seconded Cr GA Jones.

That Mayor Campbell's Economic Development, Governance and Communications Portfolio Report to Council be received.

Governance and Communication:

Annual Report 2015/16

Council is commencing the collation of data in preparation for the annual report 2015/16. While annual reporting is a mandatory obligation of the Local Government Act 2009, this requirement is an opportunity to demonstrate Council's commitment to open, transparent and accountable governance.

The annual report provides details of Council's activities and performance for a financial year, and provides valuable information on our operations during that period. To give you an idea of what sort of information can be found in the annual report, there are:

- Regional statistics such as the population and the number of rateable properties*
- Statements of cashflows, comprehensive income and financial position*
- Achievements, challenges and opportunities for that financial year*
- Assessments of Council's progress towards implementing the Corporate Plan 2014-2018*

Copies of the previous annual reports can be found on Council's website and hard copies can be purchased from Council offices or accessed through your local library. I encourage you to look out for the release of the 2015/16 annual report later this year.

Listening Tours

I am heartened by the attendance of community members who are coming along to the 'listening tours'. We, as Councillors, are continuously looking for ways to improve the way Council does business and these tours provide an opportunity for us to hear directly from community members about their issues, concerns and ideas. To date my fellow Councillors and I have held listening tours in Blackbutt, Nanango and Maidenwell with the next listening tours to be held in Kumbia tonight and Durong on August 31.

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

4.2 Governance (G)

Officer's Report

4.2.1 G - 1642839 - Annual Review of Delegations to the Chief Executive Officer

Summary

The *Local Government Act 2009 (the Act)* provides that a local government may, by resolution, delegate a power under the Act, or another Act to the *Chief Executive Officer*. Section 257(4) of the Act provides that 'a delegation to the Chief Executive Officer under subsection (1) must be reviewed annually by the local government'.

Council is a subscriber to a delegations update service provided by MacDonnells Law. They have advised the Acts and Regulation listed below have been revised as part of their Delegation Update Service. Therefore the delegations under these Acts and Regulation are required to be updated.

Officer's Recommendation

That:

1. pursuant to section 257 of the *Local Government Act 2009*, Council hereby delegates all the powers listed within **attachment 1** titled "Register of Delegations – Council to the CEO" to the Chief Executive Officer.
2. Delegate to the Chief Executive Officer, the exercise of its powers under the following Acts and Regulation in the terms of the Instruments of Delegation attached to this report as **attachment 2**.
 - *Biosecurity Act 2014*
 - *Local Government Act 2009* (section 138(4))
 - *Local Government Regulation 2012*
 - *State Penalties Enforcement Act 1999*
 - *Stock Route Management Act 2002*
 - *Work Health and Safety Act 2011*

These powers must be exercised subject to any limitations and conditions contained within Schedule 2 of the Instrument of Delegations.

3. Repeal all prior resolutions delegating the same powers to the Chief Executive Officer.

ATTACHMENT 1 – REGISTER OF DELEGATIONS – COUNCIL TO THE CEO

Legislation Title	Sections Delegated to CEO
Acquisition of Land Act 1967	4B(2), 8(2), 8(2)(b), 8(2A), 9(2), 12(5A), 12(7), 13(1)(b), 15, 15C(1), 15D(1), 15D(3), 16(1), 16(1B), 17(1), 17(5), 19(4), 21(1), 21(1A), 21(2), 29(1), 37(2), 37(5), 38(1)
Animal Management (Cats & Dogs) Act 2008	39, 42(4), 48(2), 49(2), 51(a), 55(2), 55(4), 56(1), 58(2), 58(4), 64(1)(b), 74(1), 75(1), 75(3), 75(5), 77(1), 79, 84(1), 84(4)(b), 84(5)(a), 84(5)(b), 87(1), 89, 89(4), 90(1), 92, 94(1), 94(2), 95(1), 95(4), 100(3), 102, 114(1), 173(1)(b), 174(1), 175(2), 176(3), 177(1), 183(2), 185A, 186(1), 187(2), 209(2), 212(3)
Biosecurity Act 2014	53(1), 59, 105(1), 239(2), 239(3), 246(2)(b), 329(1), 365(1), 366(1), 379(1), 379(3), 380(2), 381(3), 381(5)(a), 381(5)(b)
Building Act 1975	37(2), 51(2), 52, 53(2), 55(3), 63, 65(2), 66(2), 67(3), 68(3), 71(8), 71(9), 71(11), 74(2)(b), 80(2), 92(2), 92(5), 93(1), 95(1)(a)(b), 117(2), 206(1), 207(2), 207(3), 221(2)(a), 221(2)(b), 221(3), 221(4), 222(2), 228(2), 231AL(1), 242(1)(b), 242(2), 242(3), 245A, 245B(1), 245B(2), 245B(3), 245C(1), 245C(2), 245E(2), 245E(3), 246AE(2), 246AF(2), 246AG(1), 246AG(5), 246AG(6), 246AG(7), 246X(1), 246X(2), 248(1), 248(2), 248(3), 249(1), 249(2), 256(2)(d), 256(2)(e), 256(2)(f), 256(2)(g), 256(2)(h), 256(2)(i), 256(2)(k), 262(3), 266
Disaster Management Act 2003	29, 31, 37, 57(1), 57(2)(g), 59(1), 60(1)(c), 61
Environmental Protection Act 1994	128(2), 129(2), 130(3), 131(d), 133(1)(b), 134(4), 140(1), 143(2), 145(1), 145(3), 147(3), 150(1)(d), 152(3), 159(2), 159(3), 159(4), 159(5)(b)(i), 159(5)(b)(ii), 159(5)(b)(iii), 160, 161(3), 162(1), 168(2), 168(4), 170(2)(a), 170(2)(b), 171(2)(a), 171(2)(b), 172(2), 173(1), 173(3), 195, 198(2), 198(4), 203(1), 203(2), 204(2), 209(4), 211, 212(2), 212(3), 212A(2), 212A(3), 213(2), 213(3), 214(2), 214(3), 215(1), 215(1)(a), 216, 217, 218, 219(1), 219(3), 220, 221(2)(b), 227A(2), 227A(3), 227A(5), 228(1), 229, 230(2), 233(3), 237(1)(b), 238(3)(a), 238(7), 240(1), 240(2), 240(3), 242(1)(b), 242(3), 247(1), 247(2)(c), 247(3), 248(b), 249, 250C(a), 254(1), 255(1)(b), 255(2), 258(2), 261(2), 264(2)(a), 265, 266(1), 269(a), 269(b)(i), 269(b)(ii), 269(c), 275(a)(ii), 275(b), 278(1), 280(1), 281, 282(1), 282(1)(a), 282(1)(b), 282(3), 283(1), 283(2), 284C, 284F(1)(a)(ii), 284F(1)(b), 287, 292(1), 292(2), 292(3), 295(1), 295(2)(c), 295(4), 296, 299(2), 300, 301(1), 301(2), 304(1), 305(1)(a), 305(1)(b), 305(3), 305(5), 306(1), 306(3), 306(6), 308(2), 310(1), 311, 312, 314(2), 314(3), 314(5), 315(1), 322(1),

Legislation Title	Sections Delegated to CEO
	322(2), 323(1), 323(2), 326B(1), 326B(2), 326F(2), 326G(4), 326G(5), 326G(7), 326G(7)(a), 326G(8), 326H, 326I(2), 326I(3), 332(1), 332(2), 334A(1), 336(1), 336(2), 336(3), 336(4), 336A(1), 337(1), 337(2), 337(2), 338(1), 339(1), 339(2), 340(1), 340(2)(b), 340(2)(c), 340(3), 342(2), 343A(2)(B), 344(3), 344(4), 344A(2), 344A(3), 344B, 344C(1), 344C(2), 352(1), 355(1), 357E(1), 357E(2), 357F, 357J, 358, 359, 445(1)(c), 445(2), 448, 451(1), 454(1), 454(3)(b), 458(2), 463(2), 490, 502A(2), 517(2), 521(2)(a)(ii), 521(5), 521(8), 531(1), 544(1), 568, 620(2), 620(5)(b), 621(1), 621(2), 621(4), 623(2), 626(3)(a), 634(1), 671(2), 697(1), 698(1), 698(2), 698B, 699(4), 699(5), 701(2), 715B(4), 715B(5)
Environmental Protection Regulation 2008	19C, 51(1), 51(2), 52(1), 53(1), 53(2), 58(2), 63(2), 81U(1)b, 81W(1), 81X(1), 81Y(1), 81ZF(1)(b), 81ZF(2), 81ZG(1)(a), 81ZH(1)(a), 81ZH(2)(a), 81ZI(2), 81ZI(2)(a)(i), 81ZI(2)(a)(ii), 81ZJ(2), 81ZK(2)(a), 81ZK(2)(b), 81ZL(1), 81ZL(1)(a), 81ZL(1)(b), 81ZL(4), 81ZM, 81ZQ(1), 81ZR(2)(b), 133, 150(3), 151(2), 153(2)
Fire and Emergency Services Act 1990	105(1) "Prescribed property" paragraph (b), 112(2), 113(6), 117(3), 121(2), 126(1), 134(2), 140, 146(2)
Food Act 2006	55, 56(1), 56(2), 57, 58(a), 58(b), 59(1)(a), 59(1)(b), 60(2), 62(1), 62(2), 62(3), 64, 67, 68(1), 68(2), 69(1)(e), 69(2)(b), 69(3), 71, 72(3), 72(4), 72(5), 73(3), 73(4), 73(5), 74(3), 74(4), 74(5), 74(6), 74(7), 75(1), 78(2), 79(1)(a), 79(2), 80(2), 81, 82(1)(b), 82(2)(a), 82(2)(b), 82(3), 83, 83(2), 83(4), 91(1)(b), 91(2), 92(2), 97(1), 97(2), 97(3), 97(5), 103(1), 103(2), 104, 105(1), 106(2), 107(4), 108(1), 108(2), 108(3), 109(2), 109(2)(a), 109(3), 110(1), 110(2), 110(3), 110(4), 112(4), 112(5), 112(6), 113(1), 114(1), 114(2), 114(3)(c), 115(2), 118(1), 119(2), 120, 121(1)(b), 121(2), 121(3), 238(2), 239, 239(1), 255(1)(b)
Information Privacy Act 2009	29, 33(a), 33(c), 33(c)(i), 34(1), 44(3), 49(2), 50(5)(b), 52(1)(b), 52(2), 53(2), 53(5), 54(5)(b), 55(1), 55(3), 56(1), 56(3)(b), 56(3)(c), 56(3)(d), 56(4), 57(2), 59(2), 60(1), 61(1), 62(3), 63(3), 65(a), 68(1), 69(2), 70, 72(1), 73(1), 74, 76(3)(b), 76(5), 76(5)(b), 81(1), 82(2), 82(3), 87(1), 87(2), 88(1), 88(2), 88(3), 89(c), 90, 91(2), 91(3)(a), 91(3)(b), 94(2), 97(1), 97(2), 97(3), 102(2), 106(1)(b), 112(2), 114(2), 114(3), 115(1), 131(1), 132(1), 157(1), 159(1), 159(3)(b), 172(1), 2(5)(b), 7(3), 10(1)(b), 10(1)(d), 11(1)(c), 11(1)(e), 11(1)(f)(iv)

Legislation Title	Sections Delegated to CEO
Land Act 1994	18(1), 26(2), 31C(1), 31C(3), 31D(1), 31D(2), 31D(3), 34(1), 34(2), 34(3), 34H(1), 34I(1), 34I(3), 34I(4), 38A(1), 38A(2), 38A(3), 38A(4), 38G(1), 47(2), 52(5), 55A(1), 55A(2), 55A(1), 55H, 57(1), 57(2A), 60(1), 64(4), 66(1), 84(1), 94(2), 99(1), 99(3), 99(6), 103(1), 109A(1), 109B(1), 120A(1), 136(5), 164C(1), 164C(2), 164C(7), 164H(1)(b), 169(b)(i), 176(1), 176K(1), 176XA, 177A(1), 177A(2), 179(2), 180A(1), 180A(2), 180A(4), 180H(1), 210, 212B(5), 214A, 240G(1), 240I(4), 327, 327A, 327B, 327C(1), 327C(2), 327C(3), 327I(1), 358(1), 358(2), 360C, 360D(2), 360D(3), 368(2)(a), 481B(1), 481B(4), 481B(5), 481J(1), 492(1), 521ZL(2), 521ZM(2)
Liquor Act 1992	105B(1), 105B(4), 117(2), 117A(2), 173C(1), 173C(2), 173D(6), 173E(1), 173N(4)
Local Government Act 2009	61(1), 61(5), 62 (6), 62(7), 64(4), 65(1), 65(3), 65(4)(a), 65(4)(b), 66(4), 67(1), 67(2), 67(3), 68(4), 69(1), 69(2)c, 69(4), 69(5), 70(3), 70(4), 70(6)(b), 70(7)(a), 71(2), 71(4)(a), 72(1)(b), 72(2), 72(3), 74(2), 75(2), 75(4), 77(1), 77(3)(b), 77(4), 78(4), 78(5), 95(3)(a), 133(3), 133(4), 137(2)(a), 140(1)(a), 140(2), 142(6), 143(1), 146(1), 146(2), 147(3)(a), 176A(2), 176A(3), 198(2), 219(2), 236(1), 262(2), 265A(1)(b)
Local Government Regulation 2012	55(4), 138(3), 140(3), 143(1), 143(2), 149(2), 194(a), 201(2), 225(3), 225(4), 228(8), 228(9), 232(2), 232(4)
Neighbourhood Disputes (Dividing Fences and Trees) Act 2011	88(1)(d), 88(3), 88(4), 88(5A)
Peaceful Assembly Act 1992	4 - definition of "representative" - paragraph (b), 10(2)(b), 11(1), 11(2)(a), 11(4), 11(5), 12(1), 13(1)(a), 13(1)(b), 13(1)c, 13(2), 13(3)
Plumbing & Drainage Act 2002	84(3), 85(3), 85(6), 85(7), 85(8), 85(10), 85A(2), 85C(2)(b)(i), 85C(2)(b)(ii), 85D(2)(b)(i), 85D(2)(b)(ii), 85D(2)(b)(iii), 85E(4)(b), 86(5), 86(6), 86(7), 86(8), 86(9), 86(10), 86(12), 86(13), 86AA(2), 86A(3)(b), 86A(4), 86A(5), 86A(6), 86A(8), 86B(3), 86D(3), 86E(3), 86G(1), 107(1), 115(1), 116(1), 116(2), 117(1), 117(2), 127A, 128, 128OA, 128P(2), 128P(4), 143B, 143C
Public Health Act 2005	14(1), 14(3), 16(a), 17(2), 17(4), 22(2), 24(1), 24(2), 25(1), 27(2)(b), 32(3), 32(4), 36(5), 39(1)(a), 39(1)(c), 57B, 90(4)(a), 333(3), 376(2), 376(3), 377(2), 377(2)(b), 377(3), 378, 378(a), 379(1)(b), 379(2), 380(1), 388(2), 393(2), 407(3), 407(4), 427(1), 440(1), 440(4), 446(1), 446(2), 458(2)

Legislation Title	Sections Delegated to CEO
Public Health (Infection Control for Personal Appearance Services) Act 2003	33, 34, 35(1), 36, 37(1), 38(1), 38(2), 38(3), 39(4), 40(2), 41(1)(c), 41(2)(b), 41(3), 44(4), 44(5), 44(6), 44(7), 45(1), 47(3), 47(4), 47(5), 47(6), 47(7), 48(1), 49(3), 49(4), 49(5), 49(6), 49(7), 50(1), 51(2), 52(1), 52(2), 53(2), 54(1), 54(3), 55(1), 55(3), 55(4), 56(1), 56(2)(a), 56(2)(c)(i), 62(1), 62(2), 62(3), 62(4), 65(3), 68(1)(b), 68(2), 70(1), 70(2), 72(1), 105(1), 105(2), 121(2), 122(1), 122(2), 140(1), 140(2), 147, 153(3), 154(3), 155(2)
Right to Information Act 2009	30(1), 32(1)(b), 32(2), 33(2), 33(3), 33(5), 34(2), 35(1), 35(3), 36(1), 36(2), 36(4), 36(7), 37(1), 37(3)(b), 37(3)(c), 37(4), 38(2), 38(2)(b), 40(2), 41(1), 42(1)(a), 42(1)(a)(ii), 42(6), 43(3), 43(3)(b)(ii), 43(3)(b)(iii), 43(3)(c)(ii), 45(a), 45(b), 47(3), 48(1), 48(3), 49(1), 49(3), 49(5), 50(1), 50(4), 51(1), 51(3), 52(1)(b), 52(2), 54(1), 54(2)(g)(v), 54(2)(g)(vi), 55(2), 64(1), 66(2), 66(3), 68(4), 72(1), 72(2), 73(1), 73(2), 73(3), 74, 75, 76(2), 77(2), 83(1), 83(2), 83(3), 93(1)(b), 99(2), 118, 119, 1(3).
Standard Plumbing & Drainage Regulation 2003	14(6), 14D(3)(c)(ii), 15(1), 15(2), 18(2), 20(2)(a), 22(6), 22(7)(b)(i), 27, 29(1)(b), 29(3), 29A(2), 29B(2), 29B(4)(c), 29B(4)(d), 29B(10), 30(3)(b), 30(4), 32, 34(1), 34(2), 34(3), 34(3)(b), 35(1), 35(2), 35(3), 38(2), 39(1)(d), 39(7)(a), 39(8), 39(9), 41(1)(a), 41(2)(b), 41(3), 44(1)(a), 44(2)(b), 44(3), 45(1), 47(1), 47(2), 52(2), 53(2)(a), 53(3)(a), 54(3)(a), 54(3)(b), 54(3)(c), "Competent person"
State Penalties Enforcement Act 1999	15(1), 23(3)(b), 23(5), 28(1), 28(2)(a), 33(1), 33(2)(b), 57(5), 150(2)(a)(ii), 157(2), 162
Stock Act 1915	19(1), 19(2)
Stock Route Management Act 2002	113(1), 116(2)(c)(i)(B), 116(2)(c)(ii), 117(1), 117(2), 118(1), 118(2), 118(2)(b), 119(1)(b), 121(a), 123(1), 123(2), 124(1)(b), 125(a), 126(1), 127(3), 127(4), 127(5), 128(1), 128(2)(a), 130(1), 135(1), 135(2), 136(1), 136(2), 137(1)(b), 139(a), 141(1), 142(1), 143(3), 143(4), 143(5), 144(1), 144(2)(a), 146(1), 147(2), 148(1), 149(1), 156(1), 161(2), 163(1), 180(1), 180(2)
Sustainable Planning Act 2009	96(1), 96(2), 96(4), 97, 98(4), 223(1), 224, 225, 226, 227(2), 256(1), 261(1)(a)(ii)(A)(B), 262(5)(a), 262(5)(b), 263, 266(1), 267(2), 272(b), 274(2)(b), 276(1), 277(1), 277(3), 280(2)(b), 282(1), 282(2), 284(1), 284(3), 297(1), 302(1)(a), 302(1)(b), 303(2), 303(3), 304(1), 305(3), 313(2), 313(3), 314(2), 314(3), 315(1), 316(4), 317, 318(1), 318(2), 318(4), 324(1), 327(1), 331(6), 334(1), 337(1), 337(2), 348, 350(1)(b), 350(2), 354(1)(b), 354(4), 355(4), 357(2), 362, 363(1), 363(5),

Legislation Title	Sections Delegated to CEO
	364(2), 368(3), 369, 371, 371(d), 371(e), 373(1)(a), 374(1) and (2), 375(1)(a) and (b), 375(5), 376(1), 378(3), 378(7), 378(9), 378(9)(a), 378(9)(b), 381(a) and (b), 383(4), 385(a), 385(b), 387(1), 387(3), 389, 402(4), 402(5)(a), 402(5)(b), 405(1), 405(2) and (3), 405(5), 407(1)(a), 407(1)(b), 408(3)(b)(i), 408(3)(b)(ii), 412(3), 412(4), 412(5), 412(6), 412(9), 413(2)(a), 413(2)(c), 413(3), 456(1), 456(2), 461(1), 462(1), 463(2), 464(2), 465(1), 466(1), 467(1), 479(1), 485(4), 485(9)(c), 485(10)(b)(ii), 487(4), 488, 498(1), 510(3), 512, 513(3), 515(1), 515(4), 520(2), 521(2)(a)(ii), 528, 529(1), 530(1)(a)(ii), 531(1), 537(1), 543(4), 543(5), 544(c), 545(b)(ii), 546(c), 547(3)(b), 560(1), 562(1) and (2), 568, 590(1), 590(9), 591(2), 592(2), 597(1), 601(1)(a), 601(1)(b), 601(1)(c), 626(3)(a), 632(2), 635(2), 639(1)(a) and (b), 642, 643(1), 643(4), 646(2), 647(2), 650, 651(2), 655(3), 657(3), 660(1), 660(3), 660(5)(b), 661(1), 662(3), 662(4), 664(2), 669(2)(b), 674(1), 677(1)(a) and (b), 679(2), 691(8), 695(1), 695(3)(a), 695(3)(b), 709(1), 709(2), 710(1), 710(2)(a), 714(1), 714(2), 715(1), 716(3), 716(5), 741, 746(1), 749(2), 750
Tobacco & Other Smoking Products Act 1998	26ZO(3), 26ZPD(3), 28(2), 28(3)
Transport Infrastructure Act 1994	41, 42(1), 43(1), 253(1), 307(1), 309(1), 358(1), 420(3), 421, 423(1), 424, 426(1)
Transport Operations (Road Use Management) Act 1995	69(1), 69(2), 69(3), 69(4), 74(2), 75(1), 76(1), 100(1)(b)(ii), 100(3), 100(8), 101(1), 102(1)
Waste Reduction and Recycling Act 2011	52(2), 128(3)(c), 175, 176(2), 177(2), 178(1)(a), 178(1)(b), 183(1), 187, 246(1), 246(2), 246(3), 248(1), 249(2), 253(1), 256(1), 260(2), 261, 264(2)(c), 270
Water Supply (Safety & Reliability) Act 2008	20(1), 21(1)(c)(ii), 23(1), 23A(2), 25A(1), 26(2), 26(8), 28(1), 28(4)(b), 33(2), 33(4), 34(2), 35(1), 36(2)(b), 41(1), 41(3), 43(1), 44(1), 44(2), 44(3), 44(4), 45(1), 45(2), 52(1), 52(3), 54(1), 54(2), 54(3), 54(5), 57(2), 58(1), 58(2), 59(2), 60(1), 60(2), 61(1), 95(1), 99A, 100(2), 102(2), 102(3), 102A(2), 103(2), 107(2)(b), 115(3), 142(2)(a), 142(2)(b), 142C(2), 145(1), 146(1), 149(1), 166(3), 167(2), 168(1), 168(2)(c), 169(1), 169(2), 180(1), 180(2), 180(3), 180(4), 180(5), 181(1), 182, 183(1), 183(2), 183(3), 183(4), 184(1), 184(2), 184(3), 185(2), 191, 192(1), 192(2), 193(1), 193(3), 195(1), 195(2), 196AA(1), 196AD(1), 196AE(1), 202(1), 203(1)(b), 208(2), 208(5), 209(1), 212(2), 212(3), 215(1), 215(3), 215(7), 230(2), 230(4), 230(6)(b), 230(9), 237(1), 238(1)(b), 242(2), 242(3), 259(2)(b), 259(4), 259(6), 270(2), 270(4), 271(2), 271(4), 303(3)(e),

Legislation Title	Sections Delegated to CEO
	306(1), 307(2), 333(2), 352F, 359(3), 359(4), 352G(1), 352G(4), 352P(2)(c), 352P, 352S(2), 352T(2), 352T(2)(b), 352T(3)(a), 352T(3)(b), 352U(3), 353(3), 354(3)(b), 356(4), 371C, 371H(2), 371(2), 373, 374(2), 375, 378, 379, 379(2), 379(3), 381(1), 381(3), 383(2), 383(2)(b), 384(3), 391(3), 392, 446(2), 463(1)(d), 476(1), 512(1), 513(3), 517(1), 524(2), 526, 573
Work Health & Safety Act 2011	38(1), 38(4)(b), 52(1), 52(4), 53(1), 53(2), 54(1), 55(3), 56(3), 57(1), 57(2), 58(1), 71(5), 73(1), 73(2), 76(1), 76 (5), 77(c), 82(2), 87, 89, 141, 224, 229

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Biosecurity Act 2014*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Biosecurity Act 2014 ("BIOA")**CHAPTER 3 – MATTERS RELATING TO LOCAL GOVERNMENTS****Part 2 Biosecurity Plans for Local Government Areas**

Entity power given to	Section of BIOA	Description
Local Government	53(1)	Power to prepare a biosecurity plan.

Part 3 Land Protection Fund

Entity power given to	Section of BIOA	Description
Local Government	59	Power to consult with the Chief Executive about suitability and priority of the activities.

CHAPTER 5 – CODES OF PRACTICE AND GUIDELINES**Part 1 Codes of Practice**

Entity power given to	Section of BIOA	Description
Relevant entity	105(1)	Power to consult with chief executive.

Part 3 Consultation and Notification

Entity power given to	Section of BIOA	Description
CEO	235(1)(c)	Power to form agreement about a program authorisation.
Local Government	239(2)	Power to consult with: <ul style="list-style-type: none"> (a) the chief executive; and (b) an invasive animal board – <ul style="list-style-type: none"> (i) with an operational area in or adjoining the local government's area; and (ii) responsible for the management of an invasive animal that is biosecurity matter to which the program applies.
Local Government	239(3)	Power to consult with an invasive animal board.

CHAPTER 10 – APPOINTMENT AND POWERS OF OFFICERS**Part 1 General Matters About Inspectors and Authorised Persons****Division 2 - Appointment of Authorised Person**

Entity power given to	Section of BIOA	Description
CEO	246(2)	Power to appoint persons the following as authorised persons:

		(a) an employee of the local government; (b) if another local government consents—an employee of the other local government; (c) another person who has entered into a contract, or is employed by an entity that has entered into a contract, with the local government to perform a function under this Act.
Local Government	246(2)(b)	Power to consent to an employee of the local government to be appointed as an authorised person.
CEO	246(3)	Power to appoint an authorised person.
CEO	246(5)	Power to be satisfied a person is appropriately qualified.

Part 4 Other Authorised Officers' Powers and Related Matters

Entity power given to	Section of BIOA	Description
Administrator for a relevant entity (CEO)	310(1)	In the circumstances in subsection (1) and subject to subsection (2), power to decide a seized thing is forfeited.
Administrator for a relevant entity (CEO)	310(1)(a)	Power to make reasonable enquires to find the owner of a thing seized.
Administrator for a relevant entity (CEO)	310(1)(b)	Power to make reasonable efforts to return a thing seized to the owner.
Administrator for a relevant entity (CEO)	310(1)(c)	Power to: (i) reasonably consider that, because of the thing's inherent nature or condition, the return of the thing is likely to result in a recurrence of the biosecurity risk in relation to which the thing was seized; or (ii) at the end of 6 months, reasonably believes that the return of the thing is likely to result in a recurrence of the biosecurity risk in relation to which the thing was seized.
Administrator for a relevant entity (CEO)	310(1)(d)	Power to form a reasonable belief that it is necessary to keep a thing to prevent it from being used to commit the offence for which it was seized.
Administrator for a relevant entity (CEO)	312(2)	Power to give an information notice.

Subdivision 5 - Dealing with Property Forfeited or Transferred to the Relevant Entity or the State

Entity power given to	Section of BIOA	Description
Relevant Administrator (CEO)	317(2)	Power to deal with a thing as considered appropriate.
Relevant Administrator (CEO)	317(4)	Power to return proceeds of the sale of a thing forfeited to the owner of the thing.

Part 5 Provisions Relating to Designated Officers**Division 1 – Identity Cards**

Entity power given to	Section of BIOA	Description
Administering Executive – Local Government	329(1)	Power to issue an identity card.

CHAPTER 12 – EVIDENCE, LEGAL PROCEEDINGS AND REVIEWS**Part 3 Reviews****Division 1 – Internal Reviews**

Entity power given to	Section of BIOA	Description
Administering Executive – Local Government	365(1)	Power to conduct an internal review and make a decision.
Administering Executive – Local Government	366(1)	Power to give a notice of the decision to the applicant.

CHAPTER 13 – BIOSECURITY ORDERS AND INJUNCTIONS**Part 1 Biosecurity Orders****Division 1 – General Matters About Biosecurity Orders**

Entity power given to	Section of BIOA	Description
CEO	378(2)	Power to approve a biosecurity order.
Administering Executive – Local Government	379(1)	Power to keep a register of all biosecurity orders of an authorised officer.
Administering Executive – Local Government	379(3)	Power to be satisfied about the matters referred to in subsection (3) and power to remove an order.

Division 2 – Recovery of Costs and Expenses

Entity power given to	Section of BIOA	Description
Issuing Authority - Local Government	380(2)	Power to give notice of the amount of the debt.
Local	381(3)	Power to register a charge (for an unpaid amount) over the land.

Government		
Local Government	381(5)(a)	Power to lodge a request to release the charge over the land.
Local Government	381(5)(b)	Power to lodge a signed certificate stating the unpaid amount has been paid.

Part 2 Injunctions

CEO	386(1)	Power to apply for an injunction.
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CHAPTER 18 – MISCELLANEOUS

Entity power given to	Section of BIOA	Description
Administrator (CEO)	494(2)	Power to be satisfied about matters set out in subsection (2).

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2016 07 01 - BIOA - Delegation Instrument - South Burnett]

INSTRUMENT OF DELEGATION

South Burnett Regional Council ***Local Government Act 2009***

Under section 257 of the *Local Government Act 2009*, **South Burnett Regional Council** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Local Government Act 2009 ("LOGA")

CHAPTER 5 - MONITORING AND ENFORCING THE LOCAL GOVERNMENT ACTS

Part 2 - The public

Division 2 - Powers of other persons

Entity power given to	Section of LOGA	Description
Local government	138(4)	Power to authorise a local government worker.

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

INSTRUMENT OF DELEGATION

South Burnett Regional Council ***Local Government Regulation 2012***

Under section 257 of the *Local Government Act 2009*, **South Burnett Regional Council** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Local Government Regulation 2012 ("LOGR")**CHAPTER 3 – THE BUSINESS OF LOCAL GOVERNMENTS****Part 2 - Business Reform, Including Competitive Neutrality****Division 7 – Competitive neutrality complaints****Subdivision 2 – Complaint process**

Entity power given to	Section of LOGR	Description
Local government	55(4)	Power to , within seven (7) days after making the resolution, give notice of the resolution to: <ul style="list-style-type: none"> (a) The complainant; and (b) The QCA; and (c) If a corporatised business entity is conducting the business activity—the corporatised business entity.

CHAPTER 4 – RATES AND CHARGES**Part 5 - Differential General Rates****Division 2 – Entering land to categorise land**

Entity power given to	Section of LOGR	Description
CEO	83(1)	Power to appoint a qualified person as a categorisation officer for this division.
Local Government	83(2)(b)	Power to authorise a person for the purpose of this division.
CEO	84(1)	Power to give a categorisation officer an identity card.

Division 4 – Objecting to rates category

Entity power given to	Section of LOGR	Description
CEO	91(2)	Power to consider the objection and decide: <ul style="list-style-type: none"> (a) to change the rating category for the land: <ul style="list-style-type: none"> (i) to the rating category to which the owner claims in the objection notice the land should belong; or (ii) to another rating category; or (b) not to allow the objection.
CEO	91(3)	Power to give the owner notice of the decision and the reasons for the decision.

Part 12 - Overdue Rates and Charges**Division 3 – Selling or acquiring land for overdue rates or charges****Subdivision 2 – Selling land for overdue rates or charges**

Entity power given to	Section of LOGR	Description
Local government	138(3)	Power to give the State or government entity that has the interest in the land under the State encumbrance a notice of the local government's intention to sell the land, before the local government sells the land.
Local government	140(3)	In certain circumstances, power to give all interested parties a notice of intention to sell the land.
Local government	143(1)	Power to set a reserve price for the auction.
Local government	143(2)	In certain circumstances, power to enter into negotiations with the highest bidder at auction to sell the land by agreement.

Subdivision 3 – Acquiring land for overdue rates or charges

Entity power given to	Section of LOGR	Description
Local government	149(2)	In certain circumstances, power to, as soon as practicable, give all interested parties a notice of intention to acquire the land.

Part 13 - Land Record of Local Government**Division 1 – Land record**

Entity power given to	Section of LOGR	Description
CEO	156(2)	In certain circumstances, power to, as soon as practicable, give the ratepayer an information notice about the amendment.

CHAPTER 5 – FINANCIAL PLANNING AND ACCOUNTABILITY**Part 5 - Community Grants**

Entity power given to	Section of LOGR	Description
Local government	194(a)	Power to be satisfied: (a) the grant will be used for a purpose that is in the public interest; and (b) the community organisation meets the criteria stated in the local government's community grants policy.

Part 8 - Local Government Funds and Accounts**Division 1 – Trust Fund**

Entity power given to	Section of LOGR	Description
Local government	201(2)	In certain circumstances, power to transfer money from a trust fund.

Part 9 - Accounting Records

Entity power given to	Section of LOGR	Description
CEO	204(2)	Power to present the financial report: (a) if the local government meets less frequently than monthly—at each meeting of the local government; or (b) otherwise—at a meeting of the local government once a month.
CEO	205(1)	Power to present the local government's annual budget meeting with a statement of estimated financial position.

CHAPTER 6 – CONTRACTING**Part 3 - Default Contracting Procedures****Division 2 – Entering into particular contracts**

Entity power given to	Section of LOGR	Description
Local government	225(3)	Power to not accept any of the quotes received.
Local government	225(4)	Power to decide to accept a quote.
Local government	225(4)	Power to decide which quote is most advantageous to Council, having regard to the sound contracting principles.
Local government	228(8)	Power to decide not to accept any tenders received.
Local government	228(9)	Power to decide to accept a tender.
Local government	228(9)	Power to decide which tender is most advantageous to Council, having regard to the sound contracting principles.

Division 3 – Exceptions for medium-sized and large-sized contractual arrangements

Entity power given to	Section of LOGR	Description
Local government	232(2)	In certain circumstances, power to enter into the contract without first inviting written quotes or tenders.
Local government	232(4)	In certain circumstances, power to invite suppliers to tender to be on a register of pre-qualified suppliers.

CHAPTER 8 – ADMINISTRATION**Part 3 - Local Government Employees****Division 1 – Disciplinary action against local government employees**

Entity power given to	Section of LOGR	Description
CEO	279	Power to be satisfied that that the employee has: (a) failed to perform their responsibilities under the Act; or (b) failed to perform a responsibility under the Act in accordance with the local government principles; or (c) taken action under the Act in a way that is not consistent with the local government principles.
CEO	282(1)	Power to be satisfied, on reasonable grounds, that a local government employee will be subject to disciplinary action.
CEO	282(1)	Power to suspend the employee from duty.
CEO	283(1)	Power to give the employee: (a) written notice of the following: (i) the disciplinary action to be taken; (ii) the grounds on which the disciplinary action is taken; (iii) the particulars of conduct claimed to support the grounds; and (b) a reasonable opportunity to respond to the information contained in the written notice.

Part 5 - Register of Interests**Division 1 – Disciplinary action against local government employees**

Entity power given to	Section of LOGR	Description
CEO	296	In certain circumstances, the power to inform the informed person.

CHAPTER 9 – OTHER PROVISIONS**Part 3 - Delegation of Powers**

Entity power given to	Section of LOGR	Description
CEO	305(2)	Power to consider it appropriate to include other information in the register.

Part 6 - Reporting missing local government property

Entity power given to	Section of LOGR	Description
CEO	307A(1)(b)	Power to form reasonable suspicion that there has been a reportable loss of an asset belonging to the local government.
CEO	307A(3)	Power to be satisfied the material loss is also a reportable loss and power to advise the person specified in subsection (3) as soon as practicable but not more than 6 months after the CEO becomes aware of the loss.

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

INSTRUMENT OF DELEGATION

South Burnett Regional Council *State Penalties Enforcement Act 1999*

Under section 257 of the *Local Government Act 2009*, **South Burnett Regional Council** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

State Penalties Enforcement Act 1999 ("SPEA")**Part 3 - Infringement Notices****Division 1 - Service of infringement notices**

Entity power given to	Section of SPEA	Description
Administering Authority	15(1)	Power to approve the form of the infringement notice.

Division 3 - Obligations and options under infringement notices

Entity power given to	Section of SPEA	Description
Administering Authority	23(3)(b)	Power to approve of an acceptable way, other than the approved form, of making an application for payment of fine through instalments.
Administering Authority	23(5)	In certain circumstances, power to approve application.

Division 4 - Withdrawal and re-issue of infringement notice

Entity power given to	Section of SPEA	Description
Administering Authority	28(1)	Power to withdraw an infringement notice at any time before the fine is paid or discharged under this Act.
Administering Authority	28(2)(a)	Power to serve on the alleged offender a withdrawal notice in the approved form.

Part 4 - Enforcement orders**Division 1 - Default commences enforcement process**

Entity power given to	Section of SPEA	Description
Administering Authority	33(1)	Power to give to SPER for registration a default certificate for the relevant infringement notice offence.
Administering Authority	33(2)(b)	Power to approve of an acceptable way, other than the approved form, for how an election may be made.

Division 6 - Cancellation of certain enforcement orders

Entity power given to	Section of SPEA	Description
Administering Authority	57(5) ¹	Power to: (a) start a proceeding against an applicant for the offence; or (b) accept payment of the fine in full as stated in the

¹ The procedure for initiating proceedings is under the *Justices Act 1886*.

		(c) infringement notice for the offence; or issue a fresh infringement notice for the offence.
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Part 9 - Miscellaneous

Division 2 - Other enforcement related provisions

Entity power given to	Section of SPEA	Description
Administering Authority	150(2)(a) (ii)	Power to determine an acceptable way of taking payment.
Administering Authority	157(2)	Power to sign a certificate for evidentiary purposes.

Division 3 - General

Entity power given to	Section of SPEA	Description
Administering Authority	162	Power to approve forms for use as infringement notices.

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

INSTRUMENT OF DELEGATION

South Burnett Regional Council ***Stock Route Management Act 2002***

Under section 257 of the *Local Government Act 2009*, **South Burnett Regional Council** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Stock Route Management Act 2002 ("SRMA")**CHAPTER 3 - STOCK ROUTE NETWORK MANAGEMENT****Part 3 - Stock Route Network Management Plans**

Entity power given to	Section of SRMA	Description
CEO	113(1)	Power to consider when it is appropriate for Council to review, or renew, its stock route network management plan.
Local government	113(1)	Power to review, or renew, stock route network management plan.

Part 4 - Stock Route Agistment Permits**Division 1 - Obtaining Permits**

Entity power given to	Section of SRMA	Description
Issuing entity	116(2)(c)(i)(B)	In the specified circumstances, the power to be satisfied that the relevant land contains more pasture and water than is needed for the use of travelling stock.
Issuing entity	116(2)(c)(ii)	In the specified circumstances, the power to give notice that a person may apply for a permit for the land.
Issuing entity	117(1)	Power to, by written notice, ask an applicant to give further reasonable information or documents about the application by the reasonable date stated in the notice.
Issuing entity	117(2)	Power to refuse an application if an applicant does not give the information or documents by the stated day, without reasonable excuse.
Issuing entity	118(1)	Power to consider and decide whether to grant or refuse an application.
Issuing entity	118(2)	In the specified circumstances, the power to grant an application.
Issuing entity	118(2)(b)	Power to be satisfied that the specified criteria applies.
Issuing entity	119(1)(b)	In the specified circumstances, the power to give an applicant a review notice about the decision.
Issuing entity	121(a)	In the specified circumstances, the power to give an applicant a review notice about the decision.

Division 2 - Renewing Permits

Entity power given to	Section of SRMA	Description
Issuing entity	123(1)	Power to consider and decide whether to grant or refuse an application.
Issuing entity	123(2)	Power to be satisfied that there is enough pasture and water available on the land for the continued agistment and the use of travelling stock.
Issuing entity	124(1)(b)	In the specified circumstances, the power to give an applicant a review notice about the decision.
Issuing entity	125(a)	In the specified circumstances, the power to give an applicant a review notice about the decision.

Division 3 - Conditions of Permits

Entity power given to	Section of SRMA	Description
Issuing entity	126(1)	Power to impose on a stock route agistment permit the reasonable conditions it decides.
Issuing entity	127(3)	Power to consider and decide whether to grant or refuse an application.
Issuing entity	127(4)	In the specified circumstances, the power to give a holder written notice of the amended conditions.
Issuing entity	127(5)	In the specified circumstances, the power to give a holder a review notice about the decision.

Division 4 - Cancellation of Permits

Entity power given to	Section of SRMA	Description
Issuing entity	128(1)	Power to cancel a stock route agistment permit if satisfied the specified criteria applies.
Issuing entity	128(2)(a)	In the specified circumstances, the power to give a permit holder a written notice.

Division 6 - Replacing Permits

Entity power given to	Section of SRMA	Description
Issuing entity	130(1)	Power to, by written notice, require the holder of a stock route agistment permit to return the permit, within a stated reasonable period, for amendment under a decision made under section 127(4) or 129(2)(b)(ii) to (iv).

Part 5 - Stock Route Travel Permits**Division 2 - Obtaining Permits**

Entity power given to	Section of SRMA	Description
Issuing entity	135(1)	Power to, by written notice, ask an applicant to give further reasonable information or documents about an application by the reasonable date stated in the notice.
Issuing entity	135(2)	Power to refuse an application for a stock route travel permit if an applicant does not give the information or documents by the stated day, without reasonable excuse.
Issuing entity	136(1)	Power to consider and decide whether to grant or refuse an application.
Issuing entity	136(2)	Power to be satisfied that the specified criteria applies.
Issuing entity	137(1)(b)	In the specified circumstances, the power to give an applicant a review notice about the decision.
Issuing entity	139(a)	In the specified circumstances, the power to give an applicant a review notice about the decision.

Division 3 - Notice of Correct Particulars

Entity power given to	Section of SRMA	Description
Issuing entity	141(1)	In the specified circumstances, the power to, by written notice, require the holder to return the stock route travel permit.

Division 4 - Conditions of Permits

Entity power given to	Section of SRMA	Description
Issuing entity	142(1)	Power to impose on a stock route travel permit the reasonable conditions it decides.
Issuing entity	143(3)	Power to consider and decide whether to grant or refuse an application.
Issuing entity	143(4)	In the specified circumstances, the power to give a holder written notice of the amended conditions.
Issuing entity	143(5)	In the specified circumstances, the power to give a holder a review notice about the decision.

Division 5 - Cancellation of Permits

Entity power given to	Section of SRMA	Description
Issuing entity	144(1)	Power to cancel a stock route travel permit if satisfied the specified criteria applies.
Issuing entity	144(2)(a)	In the specified circumstances, the power to give a permit holder written notice.

Division 7 - Miscellaneous Provisions

Entity power given to	Section of SRMA	Description
Issuing entity	146(1)	Power to, by written notice, require the holder of a stock route travel permit to return the permit within a stated reasonable period for amendment under a decision made under section 143(4) or 145(2)(b)(ii) to (iv).
Local Government	147(2)	Power to authorise inspections to calculate the rate of travel of stock.

Part 6 - Fencing Stock Routes

Entity power given to	Section of SRMA	Description
Local Government	148(1)	Power to consider whether it is necessary to build a stock-proof fence on the boundary of land adjoining a stock route network in order to protect or improve the stock route network.
Local Government	149(1)	In the specified circumstances, the power to, by written notice (a fencing notice) given to a land owner, require the land owner to build a stock-proof fence on the boundary of the land to prevent stock on the land entering a part of the stock route network.
CEO	152(2)	In the specified circumstances, the power to enter an owner's land at any reasonable time to build or complete the building of the fence, or do anything necessary to make the fence stock-proof.

CEO	152(3)	In the specified circumstances, the power to give an owner at least 7 days written notice.
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Part 7 - Other Provisions about Stock Route Network Management

Division 1 - Mustering Stock

Entity power given to	Section of SRMA	Description
CEO	155	Power to form a reasonable belief that it is necessary to muster stock on relevant land in Council's area to monitor compliance with: (a) a stock route agistment permit; or (b) a stock route travel permit.
Local Government	156(1)	In the specified circumstances, the power to, by written notice (a mustering notice) given to a permit holder, require the permit holder to muster the permit holder's stock on the land.
CEO	158(1)	In the specified circumstances, the power to enter land at any reasonable time and muster the stock.
CEO	158(2)(b)	In the specified circumstances, the power to give a landowner at least 24 hours written notice of the intended entry.

Division 2 - Pasture on the Stock Route Network

Entity power given to	Section of SRMA	Description
CEO	161(1)	Power to form a reasonable belief that, because of the number of stock on land within which a part of the stock route network in Council's area is fenced or otherwise enclosed, sufficient pasture will not be available for travelling stock on the network.
Local Government	161(2)	Power to, by written notice given to a landowner, require the owner to reduce the number of stock on the land.

Division 3 - Travelling Stock Facilities and Water Facility Agreement

Entity power given to	Section of SRMA	Description
Local Government	163(1)	Power to enter into an agreement (a water facility agreement) with the chief executive and a landowner about any of the specified matters.

Division 4 - Stray Stock

Entity power given to	Section of SRMA	Description
CEO	167	Power to: (a) reasonably suspect stock found on the stock route network in Council's area are stray stock; (b) seize the stock.
CEO	168(1)	Power to give the owner of seized stock written notice of the seizure.
CEO	169	Power to be satisfied that a person is entitled to possession of the stock.
CEO	170(2)	In the specified circumstances, the power to sell stock by public auction or tender.
CEO	170(3)	In the specified circumstances, the power to dispose of stock in a way

		considered appropriate.
CEO	172(1)	Power to form a reasonable belief that: (a) stock found on the stock route network in Council's area are stray stock; and (b) it is not practicable to seize the stock under section 167; and (c) it is necessary to destroy the stock in the interests of public safety.
CEO	172(2)	In the specified circumstances, the power to destroy the stock in a way considered appropriate.

Part 8 - Other Offences about the Stock Route Network

Entity power given to	Section of SRMA	Description
Local Government	180(1)	Power to consent to the burning of pasture on a stock route network within Council's area.
Local Government	180(2)	Power to consent to the removal of pasture on a stock route network within Council's area.

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2016 07 01 - SRMA - Delegation Instrument - South Burnett]

INSTRUMENT OF DELEGATION

South Burnett Regional Council ***Work Health and Safety Act 2011***

Under section 257 of the *Local Government Act 2009*, **South Burnett Regional Council** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Work Health and Safety Act 2011 ("WHS")**Part 3 - Incident notification**

Entity power given to	Section of WHSA	Description
Person who conducts a business or undertaking	38(1)	Power to notify the regulator immediately after becoming aware that a notifiable incident arising out of the conduct of the business or undertaking has occurred.
Person who conducts a business or undertaking	38(4)(b)	Power to, if required by the regulator, give written notice of the incident within 48 hours of that requirement being made.

Part 5 - Consultation, representation and participation**Division 3 – Health and safety representatives****Subdivision 2 - Determination of work groups**

Entity power given to	Section of WHSA	Description
Person who conducts a business or undertaking	52(1)	Power to negotiate and agree upon the work group.
Person who conducts a business or undertaking	52(4)	Power to negotiate a variation of the agreement upon a work group.
Person who conducts a business or undertaking	53(1)	Power to notify the workers of the outcome of negotiations and of any work groups determined by agreement.
Person who conducts a business or undertaking	53(2)	Power to notify the worker of the outcome of the negotiations and of the variation (if any) to the agreement.
Any person who is or would be a party to negotiations	54(1)	Power to ask the regulator to appoint an inspector for the purposes of this section.

Subdivision 3 – Multiple-business work group

Entity power given to	Section of WHSA	Description
Parties to an agreement	55(3)	Power to negotiate a variation of the agreement.
Any party to	56(3)	Power to ask the regulator to appoint an inspector.

the negotiations		
Person who conducts a business or undertaking	57(1)	Power to notify the workers of the outcome of the negotiations and of any work groups determined by agreement.
Person who conducts a business or undertaking	57(2)	Power to notify the workers of the outcome of the negotiations and of the variation (if any) to the agreement.
A party to a negotiation for an agreement	58(1)	Power to withdraw from the negotiation or agreement by giving notice in writing to the other parties.

Subdivision 6 – Obligations of person conducting business or undertaking to health and safety representatives

Entity power given to	Section of WHSA	Description
Person who conducts a business or undertaking	71(5)	Power to refuse, on reasonable grounds to grant access to the workplace to a person assisting a health and safety representative for a work group.
Person who conducts a business or undertaking	73(1)	Power to agree to apportion the costs.
Person who conducts a business or undertaking	73(2)	Power to negotiate and agree upon a variation to the apportionment of costs between persons conducting the businesses or undertakings.

Division 4 – Health and safety committees

Entity power given to	Section of WHSA	Description
Person who conducts a business or undertaking	76(1)	Subject to subsections (2) to (4) power to agree upon the constitution of a health and safety committee.
Person who conducts a business or undertaking	76(5)	Power to ask the regulator to appoint an inspector to decide the matter.
Person who conducts a business or undertaking	77(c)	Power to agree upon the functions of a health and safety committee.

Division 5 – Issue resolution

Entity power given to	Section of WHSA	Description
A party to the issue	82(2)	Power to ask the regulator to appoint an inspector to attend the workplace to assist in resolving the issue.

Division 6 – Right to cease or direct cessation of unsafe work

Entity power given to	Section of WHSA	Description
Person who conducts a business or undertaking	87	Power to direct a worker to carry out suitable alternative work at the same or another workplace if that work is safe and appropriate for the worker to carry out until the worker can resume normal duties.
Person who conducts a business or undertaking	89	Power to ask the regulator to appoint an inspector to attend the workplace to assist in resolving an issue arising in relation to the cessation of work.

Part 7 - Workplace entry by WHS entry permit holders**Division 6 – Dealing with disputes**

Entity power given to	Section of WHSA	Description
Party to the dispute	141	Power to ask the regulator to appoint an inspector to attend the workplace to assist in resolving the dispute.

Part 12 - Review of decisions**Division 2 – Internal review**

Entity power given to	Section of WHSA	Description
An eligible person in relation to a reviewable decision	224	Power to apply to the regulator for internal review.

Division 3 – External review

Entity power given to	Section of WHSA	Description
Eligible person	229	Power to apply to the external review body for an external review.

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

4.2.2 G - 1645043 - LGAQ Annual Conference Motions**Summary**

The LGAQ is seeking motions from Council's for the LGAQ Annual Conference and these are required to be submitted by Friday 26 August 2016. This subsequently requires a resolution by Council to approve the submission of the motions to the Annual Conference.

Both the North and South Burnett Regional Councils have expressed concern at the difficulty that heavy transport, in particular B-Doubles have in accessing local roads within our region. This is having significant economic impact on some of our business and is a detriment to attracting new business.

Meetings have been held with the National Heavy Vehicle Regulator, Department of Main Roads, Local Government Association by both Councils to look at ways to make the permit system more flexible.

One option proposed is to put some motions to the LGAQ Annual Conference to try to gain state wide support for changes to the current permit system.

Officer's Recommendation

That Council consider the motion as submitted for approval to be provided to the LGAQ Annual Conference and forwarded to the WBBROC for endorsement

Submitting council / organisation South Burnett Regional Council	
Date of council / organisation resolution 17 August 2016	LGAQ Policy Executive district Wide Bay
Number and title of motion	1. Road Management – Improvements to the National Heavy Vehicle Regulator through a review of the legislation in relation to the assessment process and risk devolved to Local Government
Motion	That the Local Government Association of Queensland call for continued improvement to the National Heavy Vehicle Regulator processes through a review of the legislation
Background	The National Heavy Vehicle Regulator (NHVR) is Australia's first national, independent regulator for all vehicles over 4.5t gross vehicle mass (gvm) and all fatigue-regulated heavy vehicles over 12t gvm. On 10 February 2014, the NHVR commenced administration of the Heavy Vehicle National Law Act 2012 (HVNL) – a single law for heavy vehicles that came into effect in the Australian Capital Territory, New South Wales, Queensland, South Australia, Tasmania and Victoria.

	<p>The NHVR is intended to provide a single-point-of-contact for Australia's heavy vehicle road transport industry. The expected benefits of the NHVR and associated legislation are: minimised compliance burden; reduction in duplication and inconsistency across state and territory borders; and ultimately improved safety and productivity. This approach is supported by local government.</p> <p>The HVNL sets out the specific roles of regulator (NHVR), road authority (state government) and road manager (local government and, for state-controlled roads, the state government), each with distinct responsibilities. Under the NHVR, councils are required to assess access permit applications and recommend which vehicles may access the local road network and the conditions under which they will operate.</p>
<p>What is the desired outcome sought?</p> <p>What are the impacts (positive or negative) on local government?</p>	<p>That the NHVR enter into further discussions with local government to address issues and improve its processes and provide greater support.</p> <ul style="list-style-type: none"> • Further consultation between all levels of government will assist in identifying and resolving issues including: • Improvements to procedures to process and coordinate assessment of applications between all levels of government • Identification of resourcing and system implications for local government • Review the fee structure for access permit applications • Necessary support and assistance for local government to undertake the requirements of the NHVR. <p>Improvements to NHVR processes will help local government contribute effectively and efficiently to achieving the benefits intended for the heavy vehicle road transport industry.</p>
LGAQ comment	

Submitting council / organisation South Burnett Regional Council	
Date of council / organisation resolution 17 August 2016	LGAQ Policy Executive district Wide Bay
Number and title of motion	2. Road Management – Improvements to the National Heavy Vehicle Regulator Processes to provide additional access for Higher Productivity Vehicles
Motion	That the Local Government Association of Queensland investigate improvements to the National Heavy Vehicle Regulator's processes to provide opportunities for additional access for Higher Productivity Vehicles to utilise more of the road network
Background	<p>There are opportunities to investigate the feasibility and economic benefits of increasing "pre-approved" and "as of right" access in certain areas for restricted access vehicles.</p> <p>Modern higher productivity vehicles can take various forms, dimensions, masses and configurations. There are currently limited guidelines and assessment tools that assist road managers to make risk based engineering assessments that allow for the expansion of the restricted access vehicle road networks in a structured, whole of network approach beyond the existing approved higher order State or national Highways.</p>

	Road managers require further assistance to undertake these assessments in order to make progress towards providing an expanded restricted access vehicle network on local government managed roads.
<p>What is the desired outcome sought?</p> <p>What are the impacts (positive or negative) on local government?</p>	<p>Improved freight movements and less regulation associated with Restricted Access Vehicle approvals</p> <ul style="list-style-type: none"> • Further consultation between all levels of government will assist in identifying and resolving issues including: • Improvements to procedures to process and coordinate assessment of applications between all levels of government • Identification of resourcing and system implications for local government • Removal of the fee structure for access permit applications for Higher productivity Vehicles. <p>Improvements to NHVR processes will help local government contribute effectively and efficiently to achieving the benefits intended for the heavy vehicle road transport industry.</p>
LGAQ comment	

Resolution:

Moved Cr KA Duff, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

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

5. Portfolio - Roads & Drainage**5.1 Roads & Drainage Portfolio Report****Summary**

Cr Jones presented his Roads & Drainage Portfolio Report to Council.

Officer's Recommendation

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.

Resolution:

Moved Cr GA Jones, seconded Cr TW Fleischfresser.

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.

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:

- *Mt Wooroolin Rising Main, Kingaroy – An identification survey has been completed and a preferred alignment is currently being determined for the new main between Mt Wooroolin and the Haly St Pump Station.*
- *Stonelands Rd Bridge, Stonelands – This project involves the replacement of the timber bridge with twin large box (3600 x 3600) culverts. An environmental assessment report has been completed and is currently being reviewed for impact on the project.*
- *Kumbia Rd, Kumbia – This design has been completed and forwarded to Roads and Drainage for inclusion in the construction programme.*
- *Alford St, Kingaroy - This project has commenced design and involves the upgrading of the pipe culvert structure to a multi cell box culvert configuration between Memorial Park and the Kingaroy State School. This will also incorporate a widened shared footpath and cycleway facility on the northern side which will extend between the Kingaroy Swimming Pool and First Avenue.*
- *Recycled Water Main, Kingaroy – A water main utilising recycled water extending from the new Treatment Plant is being reviewed for constructability, via First Avenue and the Showgrounds up to the tanks sited at the Kingaroy Cricket Grounds.*
- *Bunya Highway/ Taylors Rd intersection, Kingaroy – This project is an intersection upgrade with turn lanes from the highway into Taylors Rd. This is also being cross assessed against the traffic impact assessment of the adjacent Sunnyvale development.*
- *D’Aguilar Highway/ Coolabunia Rd intersection, Coolabunia - This project has commenced design and is an intersection upgrade with turn lanes from the highway into Coolabunia Rd and Mary St which serves the Coolabunia State School.*

Bridges

- *2016/17 Bridge Programme – Council has been out to tender for the replacement of the timber bridges on Kings Bridge Rd, Wyalla and Silverleaf Rd, Marshlands and this was awarded to Kay & Associates in Council’s July Meeting. A prestart meeting was held with the contractor in early August and a design and proposed construction programme received.*

Items of Interest

- *Memerambi Subdivision – Newlands have completed the civil works with this site with a seal being applied yesterday. Minor civil works will be completed this week but there are still outstanding issues with electrical reticulation and are working with Ergon to achieve a practical outcome.*
- *National Heavy Vehicle Regulator – Council has processed 14 applications in the last four (4) weeks assisting the freight industry in delivering excess mass or dimensioned vehicles through the South Burnett. These were predominantly for crane movements and house relocations.*

Materials Laboratory

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

- Downer EDI – SD27 Dam project at Tarong Mine

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

ATTENDANCE:

Chief Executive Officer Gary Wall left the meeting at 9.35am
Chief Executive Officer Gary Wall returned to the meeting at 9.37am

6. Portfolio - Community & Health Services & The Arts

6.1 Community and Health Services and the Arts Portfolio Report

Summary

Cr Potter presented her Community and Health Services and the Arts Portfolio Report to Council.

Officer's Recommendation

That Cr Potter's Community and Health Services and the Arts Portfolio Report to Council be received.

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That Cr Potter's Community and Health Services and the Arts Portfolio Report to Council be received.

Community:

Seniors Week is on this week and everyone is encouraged to see what your local library has to offer. Around the South Burnett there has been talks on dementia, Tony Turton's book launch, Grandparents story time and tomorrow in Kingaroy we have 'Friendly Feud'. Next week is Children's Book Week so again make sure you join in the fun and excitement.

Great news from our South Burnett Sub Chambers winner, Nanango Rural Ambassador Justin Mathews as he is now our Queensland Rural Ambassador. If he ever takes up wrestling he will call himself the "Bovine Bruiser".

Every now and then it is important to take time out from our busy lives to focus on ourselves. Murgon has the 'Focus on You' Community Health Expo on 30 August at the PCYC from 5pm to 8.30pm with guest Professional Chef Matt Golinski who will share his inspirational journey and his love of cooking.

8th September is RU OK Day. There will be a breakfast held in the Forecourt of the Kingaroy Town hall and I invite everyone to attend. Remember we don't have to wait until the 8th to ask someone

if they are OK and I encourage you take part by asking someone your know “RU OK” and taking the time to listen to the answer.

South Burnett Libraries

The South Burnett Libraries’ First 5 Forever programs are continuing to gain momentum since its implementation in 2014:

	2014	2015	To June 2016
Sessions delivered	103	187	115
Participants	1073	1486	1564

Now that the in-library programs are well established, staff are beginning to focus more on taking the programs out into the community through various outreach programs in an attempt to reach a wider audience. Our aim is to connect with families who do not regularly attend the library. We have some exciting things planned for the next couple of months including a special “Fire Engine” Story Time Session on Wednesday 7 September 2016.

As a follow on from our “Transportation” themed Story Time month, the local Fire Brigade have agreed to be involved in a special story time session in the forecourt. Local fire fighters will park a fire truck in front of the forecourt and the morning will be open to families, kindies and day care centres to come along and take a tour of the engine, talk to a fireman, dress up in their best firefighting suits and enjoy a fire engine themed story time in the forecourt.

Have you ever thought of a career working in a library? Well I know our staff enjoy coming to work and providing a valuable service to all members of our community. At the career’s market held at the Kingaroy TAFE, we were able to showcase the different aspects of working in a library including learning through play with students utilising some of the First 5 Forever program merchandise.

On Wednesday 27 July, we had representatives from Burrumbuttock Hay Runners attend the Proston library where they shared stories about the people they met along the way. They told of the huge effort involved in setting up the hay collections and then of course about the logistics of getting 298 B doubles and B trebles all the way to Ilfracombe, Longreach and Winton. It was a very informative morning and was well attended.

This month we have a number of accomplished artists displaying their works in our libraries:

- At the Nanango library we have works by Judith Forster, a talented nature photographer.
- At the Kingaroy Library we have several oil paintings from local painter Jeff Hosking and a selection of colourful works created by local home schooling children.

Our libraries offer a range of value add services to assist Council such as the opportunity for local community members across the region to have their say in regards to the proposed Planning Scheme. I encourage you to call into your local library and find out more about the proposed scheme and have your say.

Health Services:

RSPCA Desexing Initiative

“Operation Wanted” the RSPCA yearly statewide desexing initiative concludes this month, however dog and cat owners still have time to take advantage of the discounted desexing program. The South Burnett has a number of local vets who are participating in the program and I encourage animal owners to be responsible and arrange for their pets to be desexed.

With the program finishing on the 31st of this month for more information go to www.operationwanted.com.au.

Community and The Arts funding:

Community Assistance Grants

Round 1 is currently open for local not-for-profit community organisations based in the region to apply for funding up to \$3000 to assist them in delivering events and projects that benefit South Burnett residents. The round will close on 31 August.

Regional Arts Development Fund (RADF)

Round 1 will open next week on Monday 22 August and close on Friday 16 September. As this will be the final round for RADF funding for 2016, I encourage local individual professional artists, arts workers, cultural workers and art organisations to apply. For more information please contact Council or access Council's website for the application guidelines and forms.

Healthy Communities Funding available in 2017

I am excited to announce that in February 2017, Council will open a Healthy Communities funding round of \$10,000. This funding will be available to support initiatives and activities that specifically relate to improving the health of people in our community. This funding will be rolled out in addition to the community assistance funding and will be available to local not-for-profit community organisations based in the region.

I encourage local organisations to start considering what initiatives and activities they could deliver with the help of this funding. I would love to see a number of little projects that make a big difference directly in the lives of people in our community who are trying to improve their physical and/or mental health. I look forward to providing further details of the funding in the coming months.

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

6.2 Community Services (CS)

Officer's Reports

6.2.1 C - 1644095 - Minutes of the Mayor's Community Benefit Fund Assessment Committee Meeting held on Thursday 4 August 2016

Summary

Providing a copy of the Minutes of the Mayor's Community Benefit Assessment Committee Meeting held in the South Burnett Regional Council Committee Room on Thursday 4 August 2016.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Mayor's Community Benefit Assessment Committee Meeting held on Thursday 4 August 2016.



Minutes

Of the

Mayor's Community Benefit Fund Assessment Committee

Held in the Committee Room, 45 Glendon Street Kingaroy

on 4 August 2016

Commencing at 5.41pm

Manager - Social & Corporate Performance: Carolyn Knudsen



Mayor's Community Benefit Fund Assessment Committee Minutes

ORDER OF BUSINESS:

1.	AGENDA ITEMS	2
1.1	Welcome.....	2
1.2	Apologies.....	2
1.3	Vote of Thanks to Past Chair	2
1.4	Confirmation of Minutes of Previous Meeting.....	2
1.5	Business Arising Out of Minutes	3
1.6	Correspondence	3
1.7	Review of Round One Applications.....	3
1.8	Round 2 Funding Criteria.....	6
2.	GENERAL SECTION	7
2.1	Other Business	7



Minutes of the meeting of the Mayor's Community Benefit Fund Assessment Committee, held in the South Burnett Regional Council Committee Room, Glendon Street, Kingaroy on Thursday 4 August 2016 at 5.41pm

Present

Cr Ros Heit (Chair), Marie Shaw, Scott McLennan, Carolyn Knudsen (Manager Social & Corporate Performance), Lynelle Paterson (Minutes)

1. AGENDA ITEMS

1.1 Welcome

Cr Ros Heit welcomed all Committee Members to the meeting.

1.2 Apologies

Apologies were received from the following Committee members:

Lesley Dennien, Rod Morgan, Cheryl Dalton, Mark Huston

Resolution:

Moved Marie Shaw, seconded Scott McLennan

That the apologies be received.

Carried 3/0

1.3 Vote of Thanks to Past Chair

Cr Ros Heit requested that the vote of thanks to the Past Chair (Cheryl Dalton) be held over to the next meeting.

1.4 Confirmation of Minutes of Previous Meeting

Resolution:

Moved Scott McLennan, seconded Marie Shaw

That the minutes of the previous meeting held on Tuesday 8 March 2016 as recorded be confirmed.

Carried 3/0

1.5 Business Arising Out of Minutes

Cultural Care Network

Resolution:

Moved Cr Ros Heit, seconded Marie Shaw

That

- *the motion to approve the funding of \$10,000 to Cultural Care Network on 8 March 2016 be rescinded given that the application was submitted in the August round of 2015 and due to subsequent delays in process; and*
- *the committee encourage the applicant to submit an updated application in the next round reflecting the organisation's circumstances at that time.*

Carried 3/0

1.6 Correspondence

Rod Morgan – Forwarding apology and providing comments on the applications

Mark Huston – Forwarding apology

It was noted that Lesley Dennien & Cheryl Dalton provided verbal assessments on applications to the Manager Social & Corporate Performance.

Resolution:

Moved Cr Ros Heit, seconded Marie Shaw

That the correspondence be received.

Carried 3/0

1.7 Review of Round One Applications

Council has received eleven (11) applications for Round One (1) 2016/17 with a total amount requested of \$38,132.34.

Organisation: Queensland Dairy & Heritage Museum Inc.

Description of Project: Heritage Working Day

Cost: \$1,430.00

Organisation: Kingaroy Men's Shed

Description of Project: Provide tools for the Men's Shed

Cost: \$3,000

Organisation: Murgon Men's Shed

Description of Project: Rail Trail Opening Murgon

Cost: \$1,430

Organisation: Nanango Community Men's Shed
Description of Project: Purchase tools for Men's Shed
Cost: \$1,199

Organisation: Murgon Bowls Club
Description of Project: Disabled Toilet for Community Use
Cost: \$2,000

Organisation: Nanango Theatre Company
Description of Project: Barbershop Quartet
Cost: \$3,000

Resolution:

Moved Marie Shaw, seconded Scott McLennan

That the applications from Queensland Dairy & Heritage Museum Inc., Kingaroy Men's Shed, Murgon Men's Shed, Nanango Community Men's Shed, Murgon Bowls Club and Nanango Theatre Company not be approved as the committee believe that they are outside the funding round criteria.

Carried 3/0

Organisation: Kingaroy Kindergarten Association Inc.
Description of Project: Paint a 31m long on pathway in front of the Kindergarten
Cost: \$456.34

Resolution:

Moved Scott McLennan, seconded Cr Ros Heit

That Funding of \$260 be approved for 'Painting a 31m long mural' for purchase of paint and supplies excluding the purchase of the Karcher Pressure Cleaner 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 (receipt of payment invoices and payments of the accounts) and photographic evidence*
- 3. Evidence of overall community benefit*
- 4. Acknowledgement of South Burnett Regional Council support*

Carried 3/0

Organisation: Nanango & District Kindergarten
Description of Project: Banners & Sign
Cost: \$547

Resolution:

Moved Marie Shaw, seconded Scott McLennan

That Funding of \$547 be approved for 'Banners & Sign' 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 (receipt of payment invoices and payments of the accounts) and photographic evidence*
- 3. Evidence of overall community benefit*
- 4. Acknowledgement of South Burnett Regional Council support*

Carried 3/0

Organisation: Qld Policy Citizens Youth Welfare Association (South Burnett Branch)
Description of Project: PCYC South Burnett - Tiny Tots (mobile)
Cost: \$5,000

Resolution:

Moved Cr Ros Heit, seconded Scott McLennan

That Funding of \$5,000 be approved for 'PCYC South Burnett – Tiny Tots (mobile)' 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 (receipt of payment invoices and payments of the accounts) and photographic evidence*
- 3. By 30 June 2017 submit a report on attendance numbers, frequency and participation up until that time*
- 4. Evidence of overall community benefit*
- 5. Acknowledgement of South Burnett Regional Council support*

Carried 3/0

Organisation: South Burnett Pantry

Description of Project: Infrastructure Expansion for Sustainable Operations

Cost: \$10,000

Resolution:

Moved Marie Shaw, seconded Scott McLennan

That Funding of \$2,500 be approved for a Bain Marie 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 (receipt of payment invoices and payments of the accounts) and photographic evidence of usage*
- 3. Evidence of overall community benefit*
- 4. Acknowledgement of South Burnett Regional Council support*

Carried 3/0

Organisation: Blackbutt State School P&C Association

Description of Project: Chaplaincy Program

Cost: \$10,000

Resolution:

Moved Cr Ros Heit, seconded by Scott McLennan

That funding not be approved due to insufficient funds available for this round.

Carried 3/0

ATTENDANCE:

Marie Shaw left the meeting a 7.14pm

1.8 Round 2 Funding Criteria

It was noted that Cheryl Dalton and Marie Shaw provided verbal suggestions for consideration to the Manager Social & Corporate Performance.

Resolution:

Moved Scott McLennan seconded Cr Ros Heit

That

- 1. the Criteria for Round 2 of 2016/17 of funding is open to South Burnett organisations with a focus on homeless or displaced members of the community and meet the funding criteria outlined in the Mayor's Community Benefit Fund Guidelines.*
- 2. Applications will open on 2nd January 2017, close on 20th January 2017, be assessed on Tuesday 31st of January at a meeting commencing at 5.30pm in the Kingaroy Council Committee Room, Glendon Street Kingaroy.*
- 3. The allocated amount of funding for Round 2 is \$15,000.*

Page 6

Carried 2/0

2. GENERAL SECTION

2.1 Other Business

Resolution:

Moved Scott McLennan seconded Cr Ros Heit

That a report be prepared for the next meeting of acquittals received and outstanding.

Carried 2/0

The meeting closed at 7.34pm

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

6.3 Health Services (HS)

Officer's Reports

6.3.1 HS - 1643517 - Change of Dates for Dog Registration Period

Summary

The dog registration renewal period this year will again coincide with the Rate Notice payment period. This is because of the change back to a 6 monthly rate notice arrangement and because of the extended discount payment period for the August 2016 rates.

Environmental Services are therefore proposing to move the animal registration period to the 1 December through to the 30th November of the following calendar year, instead of from 1 November to 31 October. This would mean that the animal registration notices would go out late October with dog owners being required to pay by the end of November of a particular calendar year. By doing so, Environmental Services will be out of the 6 monthly rate notice payment period, even if Council continues with the 60 day discount period.

Officer's Recommendation

That Council approve the date change to the Dog Registration Period from 1 November to 31 October of the following calendar year to 1 December through to 30 November of the following calendar year.

Resolution:

Moved Cr DA Potter, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

6.4 The Arts

Officer's Reports

6.4.1 ARTS - 1641136 - Arts, Culture and Heritage Advisory Committee be renamed to the Regional Arts Development Fund Advisory Committee

Summary

The Arts Culture and Heritage (ACH) Advisory Committee was established post the amalgamation of the former Shire Councils of Nanango, Kingaroy, Wondai and Murgon to reflect the organisational structure at that time.

Since 2013, subsequent to an organisational restructure, the ACH Advisory Committee, chaired by a Councillor has provided advice to Council limited to the Arts and specifically the assessment of Regional Arts Development Fund applications. Council, in partnership with Arts Queensland, fund and administer the Regional Arts Development Fund. Council calls for applications from the community through predetermined funding rounds.

It is timely that the ACH Advisory Committee be renamed to the Regional Arts Development Fund Advisory Committee.

Officer's Recommendation

That the Arts Culture and Heritage Advisory Committee, chaired by a Councillor be renamed the Regional Arts Development Fund Advisory Committee.

Resolution:

Moved Cr DA Potter, seconded Cr GA Jones.

That the Officer's Recommendation be adopted.

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

7. Portfolio - Planning & Property

7.1 Planning and Property Portfolio Report

No Report

7.2 Planning (P&LM)

Officer's Reports

7.2.1 P&LM - 1620104 - Forwarding IDAS Reconfiguration of a Lot (Boundary Realignment) at 600 & 630 Tingoorra Chelmsford Road, Greenview - Lot 1 RP116156 & Lot 6 RP807374 - Applicant: B Becker C/- O'Reilly Nunn Favier - ROLC2016/0006

Summary

Key Point Summary

- Application is for the Reconfiguration of a Lot (Boundary Realignment 2 Lots into 2 Lots)
- Subject site is included within the Rural Zone and is assessable against the Wondai Shire IPA Planning Scheme
- The boundary realignment will formalise the title of the fenced off area in Lot 6 and the balance will be consolidated with Lot 1, resulting in the following configuration:
- Lot 6 will be proposed Lot 10 and have an area of 4003m²
- Lot 1 will be amalgamated with the parent parcel of Lot 6 and have an area of 91.8Ha
- The development is considered an inconsistent use as it doesn't meet the minimum 200Ha lot size requirement. However, the configuration of proposed Lot 10 is considered to provide a logical sequencing of development, whilst proposed Lot 11 is considered to enhance the long term viability of the agricultural production.
- It is recommended that a Development Permit for Reconfiguring a Lot (Boundary Realignment – 2 Lots into 2 Lots) be *approved* subject to reasonable and relevant conditions.

Officer's Recommendation

That Council **approves** a **Development Permit** to Reconfigure a Lot - (Boundary Realignment) at 630 Tingoorra Chelmsford Road, Greenview (Lot 6 RP 807374) and 600 Tingoorra Chelmsford Road, Greenview (Lot 1 RP 116156), 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:
- Title: Boundary Realignment, Prepared by: O'Reilly Nunn Favier, Drawing no: 6253P/1, Sheet No: 1 of 1, Dated: 28/5/09
- Unless otherwise amended by the following conditions.
- GEN2. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN3. The applicant is required to maintain the site in a clean and orderly state at all times, clearing declared weeds and feral animals.
- GEN4. Prior to sealing the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being charged over the subject land under any Act in accordance with Section 815 of the *Sustainable Planning Act 2009*.
- GEN5. Prior to the sealing of the Plan of Survey the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the reconfiguration, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the Plan of Survey.

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.

Natural Resources Valuation Fees

RAL1. 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

RAL2. 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.

RAL3. Reticulated electricity is to be provided to the development in accordance with relevant Australian Standards.

Telecommunications

RAL4. Evidence of an agreement to provide a telephone service is to be provided to Council prior to sealing the Survey Plan.

Property Access

ENG1. Prior to sealing the survey plan, ensure that property accesses in accordance with the details in Table S2.7 – *Design and Construction Standards* of the Wondai Shire Council IPA Planning Scheme; and Council's standard Drawing No. SBRC 00049 *Rural Access*.

Only one access to each site will be permitted.

Road works and the property entrances shall be constructed so as to:

- a) permit access to and egress from the properties in a forward gear;
- b) avoid a trip hazard to pedestrians;
- c) ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property; and
- d) ensure that fencing, landscaping and letterboxes do not impede sight lines for vehicles entering or leaving the proposed reconfigured properties or travelling along the public road.

Stormwater

ENG2. Management of stormwater shall be in accordance with Schedule 2, Tables S2.11, S2.12 and S2.13 *Design and Construction Standards* of the Wondai Shire IPA Planning Scheme.

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. 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)

ADV3. 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.

ADV4. 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 TW Fleischfresser, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

7.2.2 P&LM - 1615100 - Forwarding Lodgement of Development Application for Optus Communications Facility at 225 Benair Road Benair - Lot 287 FY436 - Ref B1424 Benair - Rec No. 2100676 - MCUI2016/0002

Summary

- Application is to install a new telecommunications facility which is part of a nationwide rollout to improve mobile coverage and access to enhanced services via the Optus mobile network. The facility will consist of:-
 - One (1) new 40m monopole;
 - Three (3) new panel antennas, to be mounted on a headframe on top of the pole;
 - Three (3) parabolic (dish) antennas;
 - Twelve (12) remote radio units;
 - One (1) new prefabricated equipment shelter, with a floor area less than 7.5sqm, to be mounted at ground level;
 - Installation of ancillary equipment associated with operation of the facility; and
 - Will be contained within a 126sqm leased compound, enclosed by a 2.4m high chainlink security fence.
- Subject site is included in the Rural Locality;
- Application is Impact Assessable against:
 - Rural Locality Code
 - Telecommunications Facility Code
 - Natural Features and Resources Overlay Code

- Application was publicly notified between 17 June 2016 and 12 July 2016;
 - No public submissions were received during the notification period; and
- Application is recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* a Development Permit for Material Change of Use (Major Utility – Telecommunication Facility) at 225 Benair Road, Benair (and described as Lot 287 on FY436) 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 unless otherwise amended by the following conditions:
- Drawing No. B1424-P1 Rev 01 – Draft Site Layout; and
 - Drawing No. B1424-P2 Rev 01 – Draft Site Elevation.
- GEN2. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN3. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.
- GEN4. Maintain the site in a clean and orderly state at all times.
- GEN5. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.
- GEN6. The development herein approved may not start until the following development permits have been issued and complied with as required:
- Development Permit for Building Works.

Advice

- ADV1. Section 341(1) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.
- ADV2. 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.
- ADV3. 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 TW Fleischfresser, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

7.2.3 P&LM - 1602411 - Forwarding Reduction in Council fees application to waive plumbing fees for ablution block at Bowhunters Road Nanango - Barambah Bowhunters & Field Archers Association

Summary

Council received a written request from the Barambah Bowhunters and Field Archers Association for a 100% waiver of the Plumbing Application Fees associated with the ablution block toilets, tank and shower facilities located at Bowhunters Road, Nanango (and described as Lot 351 on FY21)). The details are as follows:

- The Barambah Bowhunters and Field Archers Association propose to install a septic tank, three (3) basins, four (4) toilets and four (4) showers in a new ablution block.
- The Barambah Bowhunters and Field Archers Association was established in 1985 and is a not for profit organisation.
- As at 25 July 2016, no fees have been paid.
- The Association lease an area of approximately 40Ha from the South Burnett Regional Council.
- The additional fixtures to the ablution block are expected to provide more comfort and convenience for existing members and patrons who attend the site for practice or competitions.

Officer's Recommendation

That Council *approves* a \$787.00 waiver of the Plumbing and Draining Fee for a Domestic New Build (\$955.00) taking into consideration the community nature of the Barambah Bowhunters and Field Archers Association and retain a document lodgement fee of \$168.00

Resolution:

Moved Cr TW Fleischfresser, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

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

8. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation

8.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Summary

Cr Frohloff presented her Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Officer's Recommendation

That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.

Kingaroy Wastewater Treatment Plant

- *Granules are forming and growing well*
- *Plant is functioning well and will be starting to commission the septage receival facility*
- *Kingaroy golf club will be connected to the Class A Recycled Water supply this week*
- *Demolition of old building is progressing well*
- *Competition for local school children to enter and win cash prizes will be announced next week as part of the upcoming opening*

Gordonbrook Water Treatment Plant

- *Final refurbishment of old control building (the pink building) is starting next week including asbestos removal*

Murgon Water Treatment Plant

- *Commissioning of refurbished third filter has started*
- *Should start accepting water to supply Murgon from that filter next week (once it passes all the water quality requirements), then the other 2 filters will be able to be taken off line so we can start the refurbishment/repairs to them*

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

8.2 Water & Waste Water (W&WW)

Officer's Reports

8.2.1 W&WW - 1644233 - Septage Disposal Fees Kingaroy Wastewater Treatment Plant

Summary

A new septage disposal facility has been constructed as part of the upgraded Kingaroy Wastewater Treatment Plant. This disposal facility allows for volumes of septage waste being disposed to be monitored as well as complying with all workplace health and safety requirements.

Service providers will be issued with electronic swipe cards that will allow them access to the septage disposal facility even when the plant is unattended. Waste tracking documentation will need to be completed at the time of disposal. All disposals will be able to be tracked by Treatment Plant Operators allowing for accounts to be sent to registered service providers.

Service providers will only be permitted to dispose of septic tank waste at the treatment plant. Mixed loads containing both septic waste and grease trap waste will not be able to be accepted. No other waste will be able to be accepted at the treatment plant.

This service will replace the existing disposal facility at Kingaroy that service providers currently use.

Officer's Recommendation

That Council:

- 1) Amend the 2016/17 Register of Fees and Charges to include the following commercial charges:
 - a) Disposal of septage waste originating from within the South Burnett Regional Council area - \$27.50 / 1000 litres (Inc. GST)
 - b) Disposal of septage waste originating from outside the South Burnett Regional Council area - \$121 / 1000 litres (Inc. GST) ; and
- 2) Delete from the 2016/17 Register of Fees and Charges the Annual Fee of \$5,172 (Inc. GST) for contractors for the disposal of septic tank waste and grease trap waste.

Resolution:

Moved Cr RJ Frohloff, seconded Cr TW Fleischfresser.

That the Officer's Recommendation be adopted.

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

ATTENDANCE:

Cr RJ Frohloff left the meeting at 10.08am

Cr RJ Frohloff returned to the meeting at 10.09am

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

9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Summary

Cr Duff presented her Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

That Cr Duff's Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

Resolution:

Moved Cr KA Duff, seconded Cr RLA Heit.

That Cr Duff's Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

NRM Report

Weed Management

Treatment of Mother of Millions has been completed on roadsides and reserves in the southern part of the region, Wondai, Cloyna and Murgon.

Contractors are now moving into the Proston and Hivesville areas. Landholders have borrowed equipment such as quick spray units and tree spears to treat African Love Grass in Boondooma, Giant Rats Tail Grass in Brooklands and Bullcamp, Mother of Millions in Maidenwell and Malar and Tree Pear in Nanango.

Feral Animal Management

Rabbits have been injected with calici virus and released on properties in Wattlecamp, Booie, Malar and East Kingaroy. Pest management staff have assisted landholders in Boondooma, Dangore, and Wattlecamp areas with Wild Dog and Feral Pig baiting programs.

Coolabunia Saleyards

Two Fat & Store sales were held in July with 330 head sold on the 5th and 267 head on the 19th July. Quality remains good, with prices still increasing slowly.

There was approx. 1300 head of private cattle put through the yards, with approx. 750 head of these being either dipped with a Tick Free or Visual Inspection.

The remainder were sent in by the third party operators for a dipping treatment after an on property inspection.

Sales for August include a Charalais Bull Sale on Friday 12 August, a Fat & Store Sale on Tuesday 16 August, an All Breeds Bull & Female Sale on 19 August, a Fat & Store Sale on 30 August and the Bunya Bull Sale on 3 September.

Stock Route Officers responded to wandering livestock issues in Maidenwell, Blackbutt, Fairdale, Kingaroy and Booie.

Biodiversity

Biodiversity activities for June include:

- *General maintenance of new plantings and replacement of damaged guards.*
- *Further rail trail plantings around the Murgon and Wondai districts. 861 trees in total.*
- *Planting to continue over August. Locations will include roadside planting in the Kumbia area and the Nature Reserve in Kingaroy.*
- *4 large trees provided to Murgon State High School for National Tree day planting exercise.*

Parks & Gardens Report

Kingaroy

- *Started a winter maintenance pruning job of all parks*
- *Cleaning up of CBD gardens – mulching*
- *Mulch Out gardens at Mt Wooroolin*
- *Ongoing Park Maintenance*
- *Started mowing roadside verges*
- *Removed small bottle brushes on D’Aguilar Highway Traffic Island*

Murgon

- *Mulching of garden completed*
- *Mowing completed*
- *Started work on Murgon Cemetery Upgrade (plinths)*
- *Weedeating and Mowing of Cobbs Street Gully*
- *General Winter Maintenance*

Wondai

- *Wondai Cemetery Garden Finished*
- *Play Equipment – Tables, seating, etc. Cleaned and Hosed Down*
- *General Garden Maintenance Ongoing*
- *Starting to get Flower Garden ready for Spring Planting.*

Proston

- *Construction of Columbarium Wall has commenced*
- *Hivesville Toilet Block – Renewed Footpath*
- *Starting upgrade of Proston CBD Gardens.*

Nanango & Blackbutt

We have been busy refurbishing some gardens in Reg McCallum Park, also the Benarkin sign has been completely restored, all cemeteries have been mowed, approaches starting to be done and garden maintenance on going.

Dams

1493 year to date occupants for Boondooma Dam

935 year to date occupants for Bjelke Petersen Dam

Airports

The Kingaroy Soaring Club is hosting the Australian Nationals in October so that will be a great event for the region.

Rail Trail

- *Works on Murgon Walkway bridge continues*
- *Signage Preparations*
- *Chicane Installations*
- *The Opening of the Rail Trail has been delayed to a later date due to unseasonal moist conditions delaying the bitumen surfacing*

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

10. Portfolio - Finance, ICT & Human Resources

10.1 Finance, ICT and Human Resources Portfolio Report

Summary

Cr Heit presented her Finance, ICT and Human Resources Portfolio Report to Council.

Officer's Recommendation

That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.

Resolution:

Moved Cr RLA Heit, seconded Cr RJ Frohloff.

That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.

Financial Report

The financial report for the month ended 31 July 2016 will not be presented due to the deferment in the recognition of rates revenue resulting from the transition to half yearly rating. Without the recognition of the rates revenue, the income statement and balance sheet are not able to reflect the accurate financial operating result.

The expected first six monthly rates revenue for 2016-2017 amounts to \$25,045,550. The rates notices will be posted on the 23rd August with discount date on the 25th October. The rates revenue will then be recognised in the August 2016 financial report.

Related Party Disclosure Policy

The Australian Accounting Standard 124 Related Party Disclosure requires Council to disclose related party relationships, transactions and outstanding balances, including commitments in the annual financial statements. This disclosure requirement commences in the current financial year 2016-2017.

To comply with the accounting standard, it is recommended that Council adopts the Related Party Disclosure Policy. The policy aims to assist Council in the proper identification and disclosure of related party relationships and related party transactions in Council's general purpose financial statements.

Human Resources

As outlined in Council's Workplace Health and Safety Policy, South Burnett Regional Council is committed to providing a safe and healthy work environment. To support this commitment a Drug and Alcohol Policy has been updated to ensure all people are fit for work, particularly in relation to the use and/or abuse of drugs and alcohol. The policy provides a framework for testing as well as guidelines for education, rehabilitation and counselling and potential discipline arising from drug

and alcohol testing. Education programs aimed at prevention, reduction and/or elimination of problems associated with the misuse of alcohol and other drugs which affect work performance, conduct and/or safety, will be provided.

All staff may be required to undertake a drugs and alcohol test at any time whilst working for South Burnett Regional Council.

The policy focuses on assistance to employees who may have or believes that they may have a drug and/or alcohol problems. It encourages employees to access the services through Council's Employee Assistance Programme (EAP).

The policy also details the repercussions should any worker attempt to compromise the integrity of the test.

In summary, for the safety of all our workers and the community, staff should not be affected by drugs or alcohol whilst working for South Burnett Regional Council.

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

10.2 Finance (F)

Officer's Reports

10.2.1 F - 1641183 - Related Party Disclosure Policy

Summary

From 1 July 2016, Council is required as per Australian Accounting Standard AASB 124 Related Party Disclosures to disclose related party relationships, transactions and outstanding balances, including commitments in the annual financial statements.

In order to comply with the above mentioned requirement, Council needs to adopt the Related Party Disclosure Policy. The policy aims to assist Council in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by any of them as stipulated in the provisions of AASB 124.

Officer's Recommendation

That the Related Party Disclosure Policy be adopted.



Related Party Disclosure Policy

Table of Contents

1. POLICY STATEMENT	1
2. SCOPE.....	1
3. POLICY OBJECTIVES	1
4. BACKGROUND AND/OR PRINCIPLES	1
5. GENERAL INFORMATION	2
6. DEFINITIONS.....	7
7. LEGISLATIVE REFERENCE.....	10
8. RELATED POLICIES/PROCEDURES.....	10
9. NEXT REVIEW.....	10

1. POLICY STATEMENT

The Related Party Disclosure Policy aims to assist Council in complying with disclosure requirements concerning key management personnel, their close family members and entities controlled or jointly controlled by any of them stipulated under the *Australian Accounting Standard AASB 124 Related Party Disclosures* and the *Australian implementation guidance for not-for-profit public sector entities (AASB 124)*.

2. SCOPE

This policy is to be applied in:

- (1) identifying related party relationships; related party transactions, and ordinary citizen transactions; and
- (2) identifying information about the related party transactions for disclosure;
- (3) establishing systems to capture and record the related party transactions and information about those transactions;
- (4) identifying the circumstances in which disclosure of the items in subparagraphs (1) and (2) are required;
- (5) determining the disclosures to be made about those items in the general purpose financial statements for the purpose of complying with the AASB 124.

3. POLICY OBJECTIVES

The objective of the policy is to ensure that the existence of certain related party relationships and related party transactions and information about the transactions, necessary for users to understand the potential effects on the financial statements are properly identified, recorded in Council's systems, and disclosed in Council's general purpose financial statements in compliance with the AASB 124, the *Information Privacy Act 2009* and the *Right to Information Act 2009*.

4. BACKGROUND AND/OR PRINCIPLES

Local Government Regulation 2012, section 177, requires Council to prepare its general purpose financial statements in compliance with, relevantly, Australian Accounting Standards and, relevantly for the purpose of this policy, the AASB 124.

5. GENERAL INFORMATION

5.1. Related Parties of Council

The following are related parties of Council:

- Entities controlled by Council, jointly controlled by Council or over which Council has significant influence.
- Key Management Personnel of Council are the Mayor, Councillors, Chief Executive Officer, General Manager Finance, General Manager Infrastructure, General Manager Corporate Services.
- Close family members of Key Management Personnel who may be expected to influence, or be influenced by that person in their dealings with Council.
- Entities that are controlled or jointly controlled by the Key Management Personnel or their close family members.

5.2. AASB 124 Disclosure Requirements

5.2.1. Disclosures

To comply with the AASB 124 for Annual Periods Beginning On or After 1 July 2016, Council will make the following disclosures in its general purpose financial statements:

- (a) Relationships between Council and its subsidiaries, irrespective of whether there have been transactions between them.¹
- (b) Key management personnel compensation in total and for each of the following categories:^{2 3}
 - (i) Short-term employee benefits;
 - (ii) post-employment benefits;
 - (iii) other long term benefits; and
 - (iv) termination benefits.
- (c) The information specified in section 5.2.2 for related party transactions with the following persons during the periods covered by the financial statement:⁴
 - (i) Council subsidiaries;
 - (ii) entities who are associates of Council or of a Council subsidiary;
 - (iii) joint ventures in which Council or a Council subsidiary is a joint venturer;
 - (iv) Council's key management personnel;
 - (v) other related parties, comprising:
 - (A) a close family member of a key management person of Council;
 - (B) entities controlled or jointly controlled by a key management person of Council;
 - (C) entities controlled or jointly controlled by a close family member of a key management person of Council;
 - (D) other entities as specified in the AASB 124, paragraph 9(b)(iii), (iv), (v) and (viii),

5.2.2. Disclosed Information

For each category of related party transactions specified in section 5.2.1 Council will disclose the following information in Councils' general purpose financial statements:

- (a) the nature of the related party relationship;
- (b) the amount of the transactions;
- (c) the amount of outstanding balances, including commitments, and:
 - (i) their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
 - (ii) details of any guarantees given or received;

¹ See the AASB 124, paragraphs 13, Aus13.1, 14, 15, and 16.

² See the AASB 124, paragraphs 17 and 17A.

³ Note: This requirement is in addition and separate to the disclosure of senior management remuneration in Council's annual report, pursuant to the *Local Government Regulation* section 186.

⁴ See the AASB 124, paragraphs 18 to 24.

- (d) provisions for doubtful debts related to the amount of outstanding balances; and
- (e) the expense recognised during the period in respect of bad or doubtful debts due from related parties.

5.2.3. In Aggregate or Separate

For each related party category specified in section 5.2.1 (d) Council will disclose information specified in section 5.2.2 for related party transactions of a similar nature in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions on the financial statements of Council, having regard to the following criteria:

- (a) the nature of the related party relationship;
- (b) the significance of the transaction (individually or collectively) in terms of size or value (including where the materiality arises due to the fact that no consideration for the transaction is given or received by Council);
- (c) whether the transaction is carried out on non-arm's length terms;
- (d) whether the nature of the transaction is outside normal day-to-day business operations, based on the factors and thresholds determined by the General Manager Finance in consultation with the Audit Committee.

5.3. Identifying Council Related Party Relationships and Transactions

5.3.1. Identification

The General Manager Finance will identify Council subsidiaries, associates and joint ventures (incorporated and unincorporated) from the list of beneficial enterprises kept by Council pursuant to section 41 of the *Local Government Act*.

5.3.2. Control or Joint Control

To determine whether Council has control or joint control of an entity, the General Manager Finance will apply Australian Accounting Standards AASB 10 Consolidated Financial Statements and AASB 11 Joint Arrangements.

5.3.3. Associate or Joint Venture

To determine whether an entity is an associate of, or in a joint venture with, Council or a Council subsidiary, the General Manager Finance will apply AASB 128 investments in Associates and Joint Ventures.

5.3.4. Electronic Investigation

The General Manager Finance will then investigate, through Council's computerised business system, whether any identified Council subsidiaries, associates or joint venturers have an existing related party transaction with Council.

5.3.5. Digital Extraction

The General Manager Finance will digitally identify and extract information specified in section 5.2.2 against each existing related party transaction in Council's computerised business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

5.3.6. Manual Investigation and Recording of Information

For related party transactions that are not captured by Council's computerised business systems, the General Manager Finance will manually review the transactional documentation and record the information specified in section 5.2.2 for the subject transaction in the register of related party transactions.

5.4. Identifying Related Party Transactions with KMPs and Their Close Family Members

5.4.1. RPT Notifications

Key management personnel (KMP) must provide a Related Party Transactions Notification (RPT Notification), notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members, subject to section 5.4.6, to the General Manager Finance by no later than the following periods during a financial year (specified notification period):

- (a) 30 days after the commencement of the application of this policy;
- (b) 30 days after a KMP commences their term or employment with Council;
- (c) 30 November;
- (d) 30 June.

5.4.2. RPT Notification Form

At least 30 days before a specified notification period, the General Manager Finance will provide KMPs with a RPT Notification form and a Privacy Collection Notice.

5.4.3. Additional RPT Notifications

Also, during a financial year, if a KMP knows of:

- (a) any new or potential related party transaction that is required or likely to be required to be disclosed in Council's financial statements; or
- (b) any change to a previously notified related party transaction (including a change to a related party relationship);

the KMP must provide additional RPT Notifications notifying of the new or potential related party transactions or changes, by no later than 30 days after the KMP knows of the transaction or change.

5.4.4. Suspected Related Party Transaction

If a KMP suspects that a transaction may constitute a related party transaction, the KMP should provide a RPT Notification to the General Manager Finance for consideration and determination.

5.4.5. Other Notifications

The notification requirements in this section 5.4 are in addition to the notifications a KMP must make to comply with:

- (a) for councillors, sections 172 and 173 of the *Local Government Act* in relation to material personal interests and conflicts of interest; and
- (b) for the CEO and other senior executive officers who are KMPs, the Employee Code of Conduct; and
- (c) the recording of interests in a register of interests kept under the *Local Government Regulation 2012*.

5.4.6. Exclusions

The notification requirements in this section 5.4 do not apply to:

- (a) related party transactions that are ordinary citizen transactions not assessed as being material as determined under section 5.4.8; and
- (b) for councillors, expenses incurred and facilities provided to a councillor during the financial year, under Council's Councillors Expenses Reimbursement Policy, the particulars of which are contained in Council's annual report pursuant to the *Local Government Regulation*, section 186.

5.4.7. Digital Extraction

The General Manager Finance will digitally identify and extract information specified in section 5 (2) against each notified related party transaction in Council's computerised business systems for the purpose of recording the related party transactions and associated information in the register of related party transactions.

5.4.8. Other Sources of Information

To ensure all related party transactions are captured and recorded, the General Manager Finance may review other sources of information held by Council including, without limitation:

- (a) a register of interests of a KMP and of persons related to the KMP;
- (b) minutes of Council and committee meetings.

5.4.9. Manual Investigation and Recording of Information

For notified related party transactions that are not captured by Council's computerised business systems, the General Manager Finance will manually review the transactional documentation and record the information specified in section 5.2.1 for the subject transaction in the register of related party transactions.

5.5. Ordinary Citizen Transactions

5.5.1. Non-Material in Nature

A KMP is not required to notify in a RPT Notification, and Council will not disclose in its financial statements, related party transactions that are ordinary citizen transactions assessed to be not material in nature.

5.5.2. Material in Nature

A KMP is required to notify in a RPT Notification, and Council will disclose in its financial statements in accordance with section 5.2, related party transactions that are ordinary citizen transactions assessed to be material in nature.

5.5.3. Materiality Assessment

The General Manager Finance will review and assess the materiality of related party transactions that are ordinary citizen transactions to determine whether the disclosure of such transactions are necessary for an understanding of the effects of the related party transactions on the financial statements, having regard to the criteria specified in section 5.2.2.

5.5.4. Digital Extraction

The General Manager Finance will digitally identify and extract information specified in section 5.2.1 against each notified related party transaction that is an ordinary citizen transaction assessed as being material in nature in Council's computerised business systems for the purpose of recording the related party transactions and associated information in a register of related party transactions.

5.6. Register of Related Party Transactions

5.6.1. Maintain a Register

The General Manager Finance must maintain and keep up to date a register of related party transactions that captures and records the information specified in section 5.2.1 for each existing or potential related party transaction (including ordinary citizen transaction assessed as being material in nature) during a financial year.

5.6.2. Contents of Register

The contents of the register of related party transactions must detail for each related party transaction:

- (a) the description of the related party transaction;

- (b) the name of the related party;
- (c) the nature of the related party's relationship with Council;
- (d) whether the notified related party transaction is existing or potential;
- (e) a description of the transactional documents the subject of the related party transaction;
- (f) the information specified in section 5.2.2.

5.6.3. Disclosure

The General Manager Finance is responsible for ensuring that the information specified in section 5.2.1 is disclosed in Council's financial statements to the extent, and in the manner, stipulated by the AASB 124, subject to section 5.2.2.

5.7. Information Privacy

5.7.1. Confidential

The following information is classified as confidential, and is not available for inspection by or disclosure to the public, including through a Right to Information (RTI) application:

- (a) information (including personal information) provided by a key management person in a RPT Notification; and
- (b) personal information contained in a register of related party transactions.

5.7.2. When Consent Required

Except as specified in this policy, Council and other permitted recipients will not use or disclose personal information provided in a RPT Notification by a KMP or contained in a register of related party transactions, for any other purpose or to any other person except with the prior written consent of the subject KMP.

5.7.3. Permitted Recipients

The following persons are permitted to access, use and disclose the information (including personal information) provided in a RPT Notification or contained in a register of related party transactions for the purposes specified in section 5.7.4:

- (a) a Councillor;
- (b) the Chief Executive Officer;
- (c) the General Manager Finance;
- (d) Council Officers responsible for the preparation of financial reporting authorised by the General Manager Finance
- (e) Audit Committee Members
- (f) an auditor of Council (including an auditor from the Queensland Audit Office).

5.7.4. Permitted Purposes

A person specified in section 5.7.3 may access, use and disclose information (including personal information) in a RPT Notification or contained in a register of related party transactions for the following purposes:

- (a) to assess and verify a notified related party transaction;
- (b) to reconcile identified related party transactions against those notified in a RPT Notification or contained in a register of related party transactions;
- (c) to comply with the disclosure requirements of the AASB 124;
- (d) to verify compliance with the disclosure requirements of the AASB 124.

5.7.5. Access

An individual may access their personal information provided by a KMP in a RPT Notification or contained in a register of related party transactions in accordance with Council's Information Privacy Policy.

5.8. Right to Information Status

5.8.1. No Public Inspection

The following documents are not open to or available for inspection by the public:

- (a) RPT Notifications provided by a KMP; and
- (b) a register of related party transactions.

5.8.2. Not RTI-Accessible

A RTI application seeking access to or release of:

- (a) a document or information (including personal information) provided by a KMP in a RPT Notification; or
- (b) personal information contained in a register of related party transactions;

will be refused on the grounds the document or information comprises information the disclosure of which would, on balance, be contrary to the public interest under sections 48 and 49 of the Right to Information Act, item 8 of schedule 3 and items 2, 3 and 16 of part 3, schedule 4.

5.8.3. Transactional Documentation

A RTI application seeking access to and release of transactional information and documentation the subject of a related party transaction with Council will be considered, assessed and decided in accordance with Council's usual procedures regarding applications made under the Right to Information Act.

6. DEFINITIONS

Each of the following expressions in bold to the left bears the meaning shown opposite:

arm's length terms	Terms between parties that are reasonable in the circumstances of the transaction that would result from: <ul style="list-style-type: none">(a) neither party bearing the other any special duty or obligation; and(b) the parties being unrelated and uninfluenced by the other; and(c) each party having acted in its own interest.
associate	In relation to an entity (<i>the first entity</i>), an entity over which the first entity has significant influence.

close family members or close members of the family⁵

In relation to a key management person, family members who may be expected to influence, or be influenced by, that key management person in their dealings with Council and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

For the purpose of the AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles/aunts or cousins) *if* they could be expected to influence, or be influenced by, the key management person in their dealings with Council.

control

Control of an entity is present when there is:

- (a) power over the entity; and
- (b) exposure or rights to variable returns from involvement with the entity; and
- (c) the ability to use power over the entity to affect the amount of returns received,

as determined in accordance with AASB 10 *Consolidated Financial Statements, paragraphs 5 to 18, and Appendices A (Defined Terms) and B (Application Guidance)*.

joint control

The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

joint venture

An arrangement of which 2 or more parties have joint control and have right to the net assets of the arrangement.

joint venturer

A party to a joint venture that has joint control of that joint venture.

key management personnel or key management person or KMP

Person(s) having authority and responsibility for planning, directing and controlling the activities of Council.

⁵ The definition of "close members of the family of a person" as contained in the AASB 124 is broader than the definition of "related" in relation to a person for the purpose of a register of interests under the *Local Government Regulation*.

Ordinary citizen transactions

Transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities.

Examples of ordinary citizen transactions assessed to be not material in nature are:

- 5.2.1 paying rates and utility charges;
- 5.2.2 using Council's public facilities after paying the corresponding fees.

related party

A person or entity that is related to Council pursuant to the definition contained in the AASB 124, paragraph 9.

Examples of related parties of Council are:

- (a) Council subsidiaries;
- (b) key management personnel;
- (c) close family members of key management personnel;
- (d) entities that are controlled or jointly controlled by key management personnel or their close family members.

related party transaction

A transfer of resources, services or obligations between the Council and a related party, regardless of whether a price is charged.

Examples of related party transactions are:

- (a) purchases or sales of goods;
- (b) purchases or sales of property and other assets;
- (c) rendering or receiving of services;
- (d) rendering or receiving of goods;
- (e) leases;
- (f) transfers under licence agreements;
- (g) transfers under finance arrangements (example, loans);
Note: Financial arrangements are subject to the Statutory Bodies Financial Arrangements Act 1982
- (h) provision of guarantees (given or received);
Note: Guarantees are financial arrangements that are subject to the Statutory Bodies Financial Arrangements Act 1982.
- (i) commitments to do something if a particular event occurs or does not occur in the future;
- (j) settlement of liabilities on behalf of Council or by Council on behalf of that related party.

**related party transactions
notification or
RPT Notification**

A document entitled *Related Party Transactions Notification provided by Key Management Personnel* in the form set out in Attachment A.

significant influence

The power to participate in the financial and operating policy decisions of another entity but is not control or joint control of those policies, as determined in accordance with Australian Accounting Standard AASB 128 *Investments in Associates and Joint Ventures*, paragraphs 3, 5 and 6.

7. LEGISLATIVE REFERENCE

Local Government Act 2009 and Local Government Regulation 2012
Accounting Standard AASB 124 Related Party Disclosures
Information Privacy Act 2009
Right to Information Act 2009

8. RELATED POLICIES/PROCEDURES

Sections 172 (Councillor's Material Personal Interests at a meeting) and 173 (Councillor's Conflict of Interest at a meeting), Local Government Act 2009
Employee Code of Conduct
Councillor Code of Conduct
Information Privacy Policy

9. NEXT REVIEW

01 September 2017

Gary Wall
CHIEF EXECUTIVE OFFICER

Date

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

10.2.2 F - 1640780 - Rhonda Armistead Requesting Council Provide a Reduction in Water Consumption Charges for Property at 9 Wondai Road, Proston P40342-00000-0000

Summary

A request has been received from Rhonda Armistead to reduce water usage charges for her mothers' property, as the high water usage cannot be explained due to the house being vacant since March 2016.

It is recommended that Council agree to provide a rate reduction of \$1,237.14.

Officer's Recommendation

That Council agree to reduce the water charges and write off \$1,237.14 - an amount equivalent to 100% of the Rhonda Armistead's mothers' water bill for August 2016, less the normal "Pro-rata" averaged water usage.

Resolution:

Moved Cr KA Duff, seconded Cr TW Fleischfresser.

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 - 1645046 - Reports for the Information of Council

Summary

List of correspondence pending completion of assessment report
Minutes of the South Burnett Directions Meeting held on Monday 1 August 2016
Minutes of the South Burnett Community Hospital Foundation Limited Board Meeting held on Tuesday 2 August 2016
Road Maintenance Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr RLA Heit, seconded Cr DA Potter.

That the reports be received.

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

13. Confidential Section

No Report.

There being no further business the meeting was declared closed at 10.27am.

Confirmed before me this day of2016

..... **MAYOR**