



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

Ordinary Council Meeting
Wednesday, 19 August 2020

Order Of Business

| | | |
|-----------|--|-----------|
| 1 | Opening | 4 |
| 2 | Leave of Absence / Apologies | 4 |
| 3 | Prayers | 4 |
| 4 | Acknowledgement of Traditional Owners | 4 |
| 5 | Declaration of Interest | 4 |
| 6 | Deputations/Petitions | 5 |
| 6.1 | Petition objecting to the unreasonable increase in water charges from the council stand pipes across the region..... | 5 |
| 7 | Confirmation of Minutes of Previous Meeting | 6 |
| 7.1 | Minutes of the Special Council Meeting held on 15 July 2020 | 6 |
| 7.2 | Minutes of the Council Meeting held on 15 July 2020..... | 6 |
| 8 | Portfolio – Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT | 6 |
| 8.1 | Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report | 6 |
| 8.2 | Proposed Christmas Closure and Staff Christmas Function | 10 |
| 8.3 | Australia Day - Nomination Forms and location..... | 11 |
| 8.4 | Adoption of the South Burnett Regional Council Style Guide..... | 11 |
| 8.5 | Adoption of the Policy Governance Framework - Strategic_006..... | 12 |
| 8.6 | Adoption of the Acceptable Request Guidelines..... | 12 |
| 8.7 | Annual Operational Plan 2019/2020 Implementation Progress Report for the period ending 30 June 2020 | 13 |
| 8.8 | Queensland Audit Office - 2020 Interim Management Report for South Burnett Regional Council..... | 14 |
| 8.9 | Monthly Financial Report..... | 14 |
| 9 | Portfolio – Roads & Drainage | 15 |
| 9.1 | Roads & Drainage Portfolio Report | 15 |
| 10 | Portfolio – Community, Arts, Heritage, Sport & Recreation | 18 |
| 10.1 | Community, Arts, Heritage, Sport and Recreation Portfolio..... | 18 |
| 11 | Portfolio – Rural Services, Natural Resource Management, Planning & Compliance Services | 19 |
| 11.1 | Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report..... | 19 |
| 11.2 | ES - Change to 2020/2021 Fees & Charges - Monthly Pro-rata Food Licensing | 21 |
| 12 | Portfolio – Local Disaster Management, Water & Wastewater, Waste Management | 21 |
| 12.1 | Local Disaster Management, Water, Waste Water and Waste Management Portfolio Report | 21 |
| 13 | Portfolio – Rural Resilience, Parks & Gardens, Property & Facility Management, Indigenous Affairs | 26 |

| | | |
|-----------|--|-----------|
| 13.1 | Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report | 26 |
| 13.2 | Murgon Men's Shed - Amendment of Lease..... | 28 |
| 13.3 | Approval for Kingaroy Rotary to occupy additional shed bay at Kingaroy Regional Enterprise Centre. | 28 |
| 14 | Portfolio – Economic Development..... | 29 |
| 14.1 | Economic Development Portfolio Report | 29 |
| 14.2 | T - Future of South Burnett Tourism Advisory Committee and South Burnett Directions | 32 |
| 14.3 | T - Requesting Council consider the proposed Partnership Agreement between Council and Visit South Burnett Incorporated..... | 33 |
| 15 | Notices of Motion..... | 34 |
| | Nil | |
| 16 | Information Section | 34 |
| 16.1 | IS - List of Correspondence pending completion of assessment report | 34 |
| 16.2 | IS - Delegated Authority Reports..... | 35 |
| 17 | Confidential Section | 35 |
| 17.1 | CONF - South Burnett Community Hospital Foundation Limited Board Meeting Minutes - December 2019 and June 2020..... | 36 |
| 17.2 | CONF - Property Management Services for Nanango Housing & Unit Complexes - SBRC-19/20-10..... | 37 |
| 17.3 | CONF - Offer to Purchase part of 1 Pound Street Kingaroy - Lot 13 on RP814986 | 37 |
| 17.4 | CONF - 2689521 – Rate Exemptions and Remissions – additions to approved list – Assessment No. 30124-15000-000..... | 38 |
| 18 | Closure of Meeting..... | 38 |

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 19 AUGUST 2020 AT 9.00AM**

PRESENT: Councillors:

Cr Brett Otto (Mayor), Cr Gavin Jones (Deputy Mayor), Cr Kathy Duff, Cr Roz Frohloff, Cr Danita Potter, Cr Kirstie Schumacher, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Peter O'May (General Manager Community), Aaron Meehan (General Manager Infrastructure)

1 OPENING

The Mayor declared the meeting open and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

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

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Jayden Barnes from Kingaroy State High School acknowledged the traditional custodians of the land on which the meeting took place.

5 DECLARATION OF INTEREST

Cr Potter declared a conflict of interest in relation to Item 17.1 - South Burnett Community Hospital Foundation Limited Board Meeting Minutes - December 2019 and June 2020

Cr Schumacher declared a conflict of interest in relation to Item 17.1 - South Burnett Community Hospital Foundation Limited Board Meeting Minutes - December 2019 and June 2020

CEO Mark Pitt declared a conflict of interest in relation to Item 13.3 - Approval for Kingaroy Rotary to occupy additional shed bay at Kingaroy Regional Enterprise Centre

Cr Schumacher advised the meeting in relation to item 14.2. - T - Future of South Burnett Tourism Advisory Committee and South Burnett Directions that Cr Schumacher is a board member of the Red Earth Community Foundation. John Carey & Georgie Somerset are board members on the Red Earth Community Foundation but area also members of South Burnett Directions. In Cr Schumacher's previous employment with Stanwell, John Carey was her Manager and Ken Mills was a member of the Tarong Community Reference Group which Cr Schumacher helped John Carey administer.

Cr Duff has a perceived conflict of interest with Item 13.2 -Murgon Men's Shed - Amendment of Lease

Cr Duff advised she is a member of the Visit South Burnett group but holds no executive position.

Cr Kathy Duff declared a perceived conflict of interest (as defined in section 175D) of the Local Government Act 2009) in agenda item 13.2 - Murgon Men's Shed - Amendment of Lease

Cr Kathy Duff is assisting the group with a grant.

Cr Kathy Duff determined that this personal interest is not of sufficient significance that it will lead them to making a decision on the matter that is contrary to the public interest. Cr Kathy Duff will best perform their responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

However Cr Kathy Duff acknowledged that the remaining Councillors must now determine, pursuant to Section 175E(4) of the Local Government Act 2009:

- a. Whether they have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- b. If so, whether:-
 - i. they must leave the meeting while this matter is discussed or voted on; or
 - ii. they may participate in the meeting in relation to the matter, including by voting on the matter.

RESOLUTION 2020/73

Moved: Cr Danita Potter
 Seconded: Cr Roz Frohloff

That Council resolve that Cr Kathy Duff has a perceived conflict of interest in the matter and notwithstanding the conflict, Cr Kathy Duff may participate in the matter, discuss and vote upon it.

In Favour: Crs Brett Otto, Gavin Jones, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 6/0

6 DEPUTATIONS/PETITIONS

6.1 PETITION OBJECTING TO THE UNREASONABLE INCREASE IN WATER CHARGES FROM THE COUNCIL STAND PIPES ACROSS THE REGION

RESOLUTION 2020/74

Moved: Cr Danita Potter
 Seconded: Cr Kathy Duff

That the petition be received and referred to the Chief Executive Officer for consideration and relevant action.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 15 JULY 2020

RESOLUTION 2020/75

Moved: Cr Roz Frohloff
 Seconded: Cr Danita Potter

1. That the Minutes of the Special Council Meeting held on 15 July 2020 be received and the recommendations therein be adopted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

7.2 MINUTES OF THE COUNCIL MEETING HELD ON 15 JULY 2020

RESOLUTION 2020/76

Moved: Cr Gavin Jones
 Seconded: Cr Kathy Duff

1. That the Minutes of the Council Meeting held on 15 July 2020 be received and the recommendations therein be adopted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8 PORTFOLIO – SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT

8.1 SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT PORTFOLIO REPORT

RESOLUTION 2020/77

Moved: Cr Brett Otto
 Seconded: Cr Kirstie Schumacher

That Mayor Otto’s Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report to Council be received.

Social & Corporate Performance:

Mayoral “Have a Chat” Forums

Council offers a diverse range of opportunities for the community to engage with elected members. The Mayoral “Have a Chat” forums are proving to be a great initiative generating a rotating meeting place for open discussion with our community.

In the past month, there has been positive feedback received in relation to the maintenance on our roads and the beautification of our parks & gardens/green spaces within our towns.

My fellow Councillors and I have now conducted forums across the region with the next Mayoral forum to be held at the Nanango IGA on Monday 24 August.

Review of Council's Corporate Risk and Internal Audit Framework

Council is undertaking a review and formal alignment of Council's Corporate Risk, Internal Audit, Fraud & Corruption Prevention Management and Audit functions. These functions (including committee structures) are to be encompassed in the draft Corporate Risk and Internal Audit Framework ('Framework').

The draft Framework emerges from Council's intent to effectively and efficiently manage corporate risks that may have an impact in the achievement of strategic priorities, goals and objectives as defined in Council's Corporate and Operational Plans.

It is anticipated that at the Ordinary General Meeting of Council in September, the draft policies will be tabled for consideration and adoption.

People & Culture:

Council's People and Culture Team have undertaken the following actions over the previous month:

Employee development reviews have been circulated to all supervisors to be conducted over the coming two months with all staff. This process has been actively promoted over the past several years and allows for every staff member to have a review of their role and discuss issues or initiatives that will assist with the delivery of service within council and to our community.

The annual review of the work place health and safety policies is underway as well as the review of the induction process for volunteers. Part of the review has seen a strengthening of the cultural diversity section of the review and also standardising the process for a volunteer working within Council's safety systems.

Over the coming weeks Council will also be recognising staff who have completed 10, 20, 30 and 40 years of service to our community. These are significant milestones in any person's career and this year is the second year that we have celebrated this service.

South Burnett Regional Council has projects nominated in the Local Government Awards for Excellence. These are:

- RPA Implementation for Asset Data Acquisition
- Stores Restructure

Congratulations to our staff on these great initiatives. The winners and finalists of the Awards for Excellence, along with the Management Challenge and Young Manager of the Year, will be announced on 27 August. Due to COVID restrictions, this will not be at a traditional sit-down function. Instead this will be an event in-house to showcase the work that our staff have done and celebrate the projects and teams nominated.

Communications / Media:

In July 2020 the Media and Communications team progressed the following:

Media Releases x 30:

001. Media Release 01-07-20 - Doing business with Council
002. Media Release 01-07-20 - Alford Street Car Park Kingaroy - Reconstruction and Associated Works
003. Media Release 01-07-20 - New planning Regulation public notification
004. Media Release 10-07-20 - South Burnett dams reopen for overnight guests

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005. Media Release 10-07-20 - We want you - Volunteers wanted to assist at our Visitor Information Centres
 006. Media Release 10-07-20 - Come on Qld Lets boost your healthy during COVID-19
 007. Fact Sheet - Standpipe Charges – 140720
 008. Media Release 15-07-20 - Special Budget Meeting and Council Meeting scheduled for Wednesday 15 July 2020
 009. Media Release 17-07-20 - Council's 2020-21 budget – the first step in moving forward together.
 010. Media Release 22-07-20 - New dam managers appointed for Boondooma and Yallakool
 011. Media Release 22-07-20 - Have a chat with the Mayor
 012. Media Release 22-07-20 - 2020-21 Round 1 Community Grants Program opening soon
 013. Media Release 23-07-20 - Temporary Closure Rail Trail - Wondai Country Running Festival
 014. Media Release 23-07-20 - Temporary Closure - Proston Customer Contact Centre and Library 24 July
 015. Media Release 23-07-20 -Applications are open for FairPlay
 016. Media Release 24-07-20 - Stehbens Street Kingaroy Upgrade
 017. Media Release 24-07-20 - Wild Dog & Feral Pig Baiting Program – October 2020
 018. Media Release 24-07-20 - Explaining environmental approvals
 019. Media Release 24-07-20 -WBBROC forum
 020. Media Release 24-07-20 - 2021 Queensland Greats Awards Open
 021. Media Release 24-07-20 - Have your say - Kingaroy Museum Window Skins
 022. Media Release 24-07-20 -Water Meter Renewal Program
 023. Media Release 30-07-20 - Mental Health Matters
 024. Media Release 30-07-20 - Council receives \$3.31M COVID W4Q funding
 025. Media Release 30-07-20 - Lamb Street Murgon
 026. Media Release 30-07-20 - Reservoir Roof Replacements
 027. Media Release 31-07-20 - Update - Alford Street Car Park, Kingaroy
 028. Media Release 31-07-20 - Festival of the Dams 2020
 029. Media Release 31-07-20 - Join South Burnett Localised
+ Budget Media Pack 17-07-20

Media enquiries x 25:

- 1/07/2020 The Martoo Review - Interview with Council's Procurement Officer
- 1/07/2020 South Burnett Today - New contact details
- 3/07/2020 South Burnett Today - Budget Documents
- 6/07/2020 Cherbourg Radio - Target Murgon
- 8/07/2020 ABC Radio - Water Feasibility Study
- 9/07/2020 South Burnett Today - Mayor - First edition story
- 9/07/2020 South Burnett Today - Mayor - Street Talk - Why do you believe it is important to have a local printed paper in their region?
- 9/07/2020 South Burnett Today - Budget Media pack / images

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- 10/07/2020 South Burnett Online - W4Q COVID Projects
 - 13/07/2020 MEAA Central - Regional Media Campaign
 - 13/07/2020 South Burnett Times - Travellers, camping and COVID
 - 14/07/2020 South Burnett Today - Murgon Footpath
 - 15/07/2020 ABC - Budget Interview
 - 15/07/2020 ABC - Budget Interview
 - 15/07/2020 7 News - Water issues
 - 15/07/2020 9 News - Water issues, drought, community
 - 15/07/2020 WIN News - Budget and water situation
 - 15/07/2020 South Burnett Today - Land valuation and rates increase/decrease
 - 18/07/2020 ABC Radio - Mayor Interview live 23-07-20
 - 20/07/2020 Channel 9 - Bjelke-Petersen memorabilia auction
 - 20/07/2020 ABC - Interview aired 23-07-20 / Happy to progress future interviews
 - 20/07/2020 The Martoo Review - Interview re last 90 days
 - 21/07/2020 Swickers - Comment re Water Feasibility Study
 - 24/07/2020 South Burnett Times - Memerambi Development
 - 30/07/2020 South Burnett Today - Blackbutt Water Irrigation

Social Media: Facebook Posts x 58

The most popular post: 10-07-20 'GREAT NEWS! Boondooma and Bjelke-Petersen dams will fully reopen for overnight guests from Saturday 1 August 2020' audience of 20.9K

Council's 'southburnettregion' Facebook page ended the month with 7740 likes and 7988 followers.

Printed Advertising:

Council progressed three full page ads (Page 4) in the South Burnett Today during July – 16-07-20 and 30-07-20 and budget advertisement

Council progressed one full page ad in the Murgon Moments for What's on @ South Burnett libraries and one half page ad for the region's dams.

Council progressed one ad in the Queensland Country Life on 16, 23 and 30 July for Tender Sale of Land Coolabunia Saleyards.

Graphical Design:

- Dam Price Lists
- Dam Covid 19 Signage
- Dam Pet Policy Signage
- Chat with the Mayor Posters
- Coolabunia Saleyard Tender Flyer
- Style Guide

Finance:

This monthly report is designed to illustrate the financial performance and position of South Burnett Regional Council compared to the adopted budget, at an organisational level, for the period ended 31 July 2020. This financial report is prepared based on interim financial results as at 31 July 2020.

Overall, recurrent revenue is tracking low at 1% largely due to no rates being levied this financial year as well as minimal operational grant income. The rates notices for the first half of the financial year are due to be processed in August.

Rental income is tracking slightly above target at 12% due to timing in annual leases.

Overall, recurrent expenditure is tracking slightly above target at 9%. Materials and Services is tracking slightly high at 9% largely due to annual expenses for insurance, LGAQ membership and land valuations as well as increases in disaster management expenses which will be offset by operational grant income in the coming months.

AR Debtors 90-day balance has decreased slightly this month. Following up on outstanding debts has now recommenced.

Rate in arrears is currently \$5.413m or 9.56%. This has again decreased since the previous month.

The current monthly ratios are tracking on target, except for the debt servicing and interest coverage ratios, which is sitting above the target benchmark. These ratios should start coming back into the favourable ranges once the rates have been levied and the operational grant income starts being received.

Of the total adopted capital budget of \$38.2m, 18% has been spent to date including committed costs.

Works for Queensland (W4Q3) has \$4.98m of actuals to date with a further \$347k in committed costs.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.2 PROPOSED CHRISTMAS CLOSURE AND STAFF CHRISTMAS FUNCTION

RESOLUTION 2020/78

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That:

1. Council close Customer Service Centres, administration offices, depots and library facilities on Friday, 18 December 2020 at the following times for the purpose of allowing Council employees to attend the staff Christmas function:
 - Blackbutt – 11:30am
 - Kingaroy – 12:30pm
 - Murgon – 11:15am
 - Nanango – 11:45am
 - Proston – 11:15am
 - Wondai – 12:00pm
 2. Council's Customer Service Centres, administration offices and library facilities close from midday Thursday 24 December 2020, re-opening normal operating hours on Monday 4 January 2021.
 3. Key skeleton staff are rostered on to undertake on-call and emergency work where required during the Christmas Closedown period.
 4. Parks staff will be required to work as advised through the Christmas period, with the exception of Public Holidays.
-

5. Operational/outdoor staff will operate on a skeleton staff arrangement from Monday 21 December 2020 through to Friday 1 January 2021 (Inclusive).
6. Employees are to use accrued leave entitlements (eg. annual leave, TOIL, RDO's) during this period with TOIL and RDO's being used in the first instance.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.3 AUSTRALIA DAY - NOMINATION FORMS AND LOCATION

RESOLUTION 2020/79

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That

1. 2020 Nomination Forms be approved
2. Location of Australia Day Awards Ceremony be held at the Wondai Memorial Hall on the evening of 25 January 2021.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL STYLE GUIDE

RESOLUTION 2020/80

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the South Burnett Regional Council Style Guide – July 2020 be adopted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.5 ADOPTION OF THE POLICY GOVERNANCE FRAMEWORK - STRATEGIC_006

RESOLUTION 2020/81

Moved: Cr Kathy Duff
 Seconded: Cr Danita Potter

That the South Burnett Regional Council Policy Governance Framework – Strategic 006 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.6 ADOPTION OF THE ACCEPTABLE REQUEST GUIDELINES

MOTION

Moved: Cr Brett Otto
 Seconded: Cr Kirstie Schumacher

That the South Burnett Regional Council Acceptable Request Guidelines – Statutory 004 be adopted

AMENDMENT

Moved: Cr Kathy Duff
 Seconded: Cr Danita Potter

That

1. the South Burnett Regional Council Acceptable Request Guidelines – Statutory 004 be adopted subject to the following amendments:
 - Item 3.13 – Change to any Councillor may request from the relevant General Manager information that could reasonably be considered of a nature that is readily available. The relevant General Manager may use discretion and provide a response at the time of the request. The portfolio Councillor is to be communicated with appropriately.
 - Insert new clause after 3.14 and renumber the following clauses - A Councillor may be given approval by the CEO or relevant General Manager to work with the relevant Manager or specific Council employee on specific project information. The portfolio Councillor is to be communicated with appropriately.
2. the Policy be reviewed in 6 months.

The Amendment was PUT and CARRIED 7/0

The Amendment became the motion

RESOLUTION 2020/82

Moved: Cr Brett Otto
 Seconded: Cr Kirstie Schumacher

That

1. the South Burnett Regional Council Acceptable Request Guidelines – Statutory 004 be adopted subject to the following amendments:
 - Item 3.13 – Change to any Councillor may request from the relevant General Manager information that could reasonably be considered of a nature that is readily available. The relevant General Manager may use discretion and provide a response at the time of the request. The portfolio Councillor is to be communicated with appropriately.
 - Insert new clause after 3.14 and renumber the following clauses - A Councillor may be given approval by the CEO or relevant General Manager to work with the relevant Manager or specific Council employee on specific project information. The portfolio Councillor is to be communicated with appropriately.
2. the Policy be reviewed in 6 months.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.7 ANNUAL OPERATIONAL PLAN 2019/2020 IMPLEMENTATION PROGRESS REPORT FOR THE PERIOD ENDING 30 JUNE 2020

RESOLUTION 2020/83

Moved: Cr Gavin Jones
 Seconded: Cr Scott Henschen

That South Burnett Regional Council Annual Operational Plan 2019/2020 Implementation Progress Report for the period 1 July 2019 to 30 June 2020 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.8 QUEENSLAND AUDIT OFFICE - 2020 INTERIM MANAGEMENT REPORT FOR SOUTH BURNETT REGIONAL COUNCIL

RESOLUTION 2020/84

Moved: Cr Roz Frohloff

Seconded: Cr Kirstie Schumacher

That subject to Section 213 of the *Local Government Regulation 2012*, Council receives the 2020 Interim Management Report from the Auditor-General detailing the observation report of South Burnett Regional Council's financial statements as presented for consideration.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

8.9 MONTHLY FINANCIAL REPORT

RESOLUTION 2020/85

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the Monthly Financial Report including Capital Works, Road Maintenance Expenditure and Works for Queensland (W4Q3) as at 31 July 2020 be received and noted.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0**PRESENTATION**

A presentation was made to Breanna Taylor, the South Burnett winner of the National Council of Women (NCWQ) Bursary.

RESOLUTION 2020/86

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the meeting adjourn for morning tea.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

RESOLUTION 2020/87

Moved: Cr Brett Otto
 Seconded: Cr Kathy Duff

That the meeting resume at 10.52am with attendance as previous to the adjournment.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

9 PORTFOLIO – ROADS & DRAINAGE

9.1 ROADS & DRAINAGE PORTFOLIO REPORT

RESOLUTION 2020/88

Moved: Cr Gavin Jones
 Seconded: Cr Roz Frohloff

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

In Progress & Planned Works August

Updated as of 6 August 2020

Capital Works

| Name | Description | Status |
|---------------------------------|--|---|
| Alford Street Carpark, Kingaroy | Rehabilitation of carpark | Project underway |
| Murgon CBD | Footpath upgrade – Lamb Street, Murgon | Project underway with final seal spray pave Southern side |

Gravel Resheeting & Heavy Formation Grade

| Name | Description | Expected Start Date | Expected Completion Date |
|----------------------------------|---|---------------------|--------------------------|
| Burra Burri Road | Gravel Resheet | Jul | Aug |
| Franklins Road | Gravel Resheet & Flood Damage | Jul | Aug |
| Friebergs Road | Gravel Resheet, Drainage & Flood Damage | Aug | Sep |
| Glenmore Road | Gravel Resheet & Flood Damage | Aug | Sep |
| Memerambi Barkers Creek Road | Heavy Formation Grade | Aug | Aug |
| Murgon Barambah Road | Heavy Shoulder Grade | Aug | Aug |
| Niagara Road, Boyneside | Flood Damage & Drainage Constructions | Aug | Dec |
| Oakey Creek Back Road, Ellesmere | Heavy Formation Grade | Aug | Aug |

Patrol Grading

| Locality | Description | Expected Start Date | Expected Completion Date |
|--------------------|--|---------------------|--------------------------|
| Alice Creek | Alice Creek Road, Barbours Road, Tuites Road, Clarks Road, Dascombes Road, Parkers Road, Ellesmere Road | Aug | Aug |
| Benair | Wattlegrove Road | Jul | Jul |
| Boondooma | Manar Road, Allies Creek Road, Krugers Road, Quiet Glenn Road, Seilers Lane, Coes Boundary Road | Aug | Aug |
| Brooklands | Brooklands Peron Road, Greenslade Road | Aug | Aug |
| Charlestown | Old Wondai Road | Aug | Aug |
| Crawford | Zolner Road, Champneys Road, Irwins Road | Aug | Aug |
| Durong | Staines Road, Woltmanns Road, Paines Road, Jacksons Road | Aug | Aug |
| Ellesmere | Oaky Creek Back Road | Aug | Aug |
| Goodger | Boonenne Ellesmere Road, Boonenne Road, Weeks Road | Jul | Jul |
| Inverlaw | Deep Creek Road, Inverlaw School Road, Barrons Road North, Hoopers Road, Ten Chain Road, Woodalls Road, Beils Road, Barrons Road South, Wooden Hutt Road | Aug | Aug |
| Kingaroy | Hodges Road | Aug | Aug |
| Kinleymore | Kilgour Lane | Jul | Jul |
| Wattle Camp | Old Wondai South Road | Aug | Aug |

Roadside Slashing / Boom Mowing

| Locality | Description | Expected Start Date | Expected Completion Date |
|----------------------------------|--|---------------------|--------------------------|
| Benarkin North | McLaughlan Road, Williams Road | Aug | Aug |
| Blackbutt Blackbutt North | Service Road, Griffin Road Crumpton Drive, Anita Road | Aug Aug | Aug Aug |
| Bunya Mountains | Bunya Mountains Road (TMR) | Aug | Aug |
| Nanango | Carbeen Crescent | Aug | Aug |
| Taromeo | Taromeo Rise | Aug | Aug |

Storm Damage

Description

Council has received funding approval from the Queensland Reconstruction Authority relating to the storm damage occurring in February 2020 on our road network. Work is currently under underway with both Council crews and contractors engaged in completing the work.

COMPLETED WORKS JULY

Capital Works

| Name | Description |
|------|-------------|
|------|-------------|

| | |
|----------------------------------|--|
| Stehbens Street, Kingaroy | Upgrade to bitumen seal standard, Kerb and Channel |
| Memerambi Rail Trail | Upgrade of current footpath |

Gravel Resheeting & Heavy Formation Grade

| Name | Description |
|--|----------------------|
| King Street, Memerambi | Heavy Shoulder Grade |
| Lamperds Road, Memerambi | Heavy Shoulder Grade |
| Maidenwell - Bunya Mountains Road | Pavement Repair |
| Murgon Gayndah Road | Heavy Shoulder Grade |
| Niagara Road | Drainage Upgrade |
| Reagon Road, Coolabunia | Gravel Resheet |
| Recreation Drive, Memerambi | Heavy Shoulder Grade |
| Corndale Road, Memerambi | Heavy Shoulder Grade |
| Old Esk Road, Taromeo | Gravel Resheet |

Patrol Grading

| Locality | Description |
|--------------------|--|
| Abbeywood | Gayndah Abbeywood Road, Farmers Road |
| Alice Creek | Tuckers Road, Glenclyffe Road, Williams Road, |
| Benair | Kumbia Minmore Road, Wooden Hut Road, Benair Road |
| Boondooma | Jerrards Road, Slacks Road, McFarlane Road, Thompsons Road |
| Brigooda | Rankins Road, Jua Road, Webber Lane, Alexander and Lawson Road, Fletchers Road |
| Coverty | Ivanhoe Road |
| Gordonbrook | Halfmile Road, Smiths Road |
| Inverlaw | Minmore Road, Luck Road |
| Kinleymore | Kilgour Lane |
| Maidenwell | Harland Road |
| Okeden | Trentham Lane, Shepherds Lane |
| Speedwell | Byanda Road, Speedwell Road, K Hansens Road, Roberts Road, Howards Road |
| Stalworth | Back Creek Road, Reservoir Road |
| Wengenville | Dugdell Road, Wengen Creek Road, Saddletree Creek Road, Red Cedar Drive, Silky Oak Drive, Maidenwell Glenclyffe Road, Wengenville Glenclyffe Road, Tim Shea Creek Road, Upper Barkers Creek Road |

Roadside Slashing / Boom Mowing

| Locality | Description |
|--------------------|-----------------------------------|
| Crownthorpe | Crownthorpe Road Crownthorpe Road |

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

10 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION

10.1 COMMUNITY, ARTS, HERITAGE, SPORT AND RECREATION PORTFOLIO REPORT

RESOLUTION 2020/89

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That Cr Potter's Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council be received.

Community:

Libraries

Public Libraries Grant

Each year, the State Library of Queensland administers an annual Public Library Grant to Queensland Local Governments to support the development of high-quality library services to meet the diverse needs of the whole community. To receive these funds, Council must comply with the State Library of Queensland's Service Level Agreement, which can be found on the State Library of Queensland's website.

For the 2019/20 financial year, the Public Library Grant allocated to South Burnett Libraries totalled \$166,300. To align with the South Burnett Libraries Collection Development Policy, these funds were used to purchase resources for the community that can be used for recreation, information and lifelong learning. As a summary:

- 6,306 physical resources, including fiction and non-fiction books, magazines and DVDs were added to the collection. Many of these items are delivered to the library 'shelf ready'; whereby the library supplier catalogues and processes the items for a fee. A percentage of the cost of this 'shelf ready' service is deducted from grant funds.
- 2,062 electronic resources including eBooks, eAudiobooks and eMagazines were added to online platforms such as Bolinda BorrowBox and RB Digital, with associated annual platform fees taken from the grant.
- The movie streaming service Beamafilm and The Story Box Library were purchased using grant funds. Between them, these resources provide thousands of free resources for the community to access online.

Annual Statistical Return

To confirm that Council are operating within the guidelines of the State Library of Queensland's Service Level Agreement, Council submit an Annual Statistical Return for each financial year. Compiled by the Regional Librarian, data reported on includes visitation figures, collection statistics, program attendance, library opening hours and library staffing levels. Previous South Burnett Libraries' Statistical Returns are available on the State Library of Queensland's website.

First 5 Forever Outreach

To further promote the key messages of the First 5 Forever initiative across the region, outreach programs held at early childhood education centres began on Tuesday 11 August 2020 with a visit to St John's Play Group. Facilitated by library staff, sessions include storytelling, rhymes and singing and aim to connect families in our community with the information, resources and support they need to build a solid foundation for their child's language and literacy development.

Libraria

South Burnett Libraries are excited to announce a new children's library loyalty program "Kingdom of Libraria". Launching October 2020 to coincide with the school holidays – watch this space!

Aurora Montage

Did you know?

You can now join South Burnett Libraries from home!

Simply complete the [Online Membership Form](#) to receive your South Burnett Libraries membership number. This membership number allows you instant access to your library account so that you can begin exploring the thousands of free resources available with your membership.

To begin borrowing, visit any of our [library branches](#) to supply 100 points of identification and collect your library card.

I would like to thank the library staff for everything they have done during the COVID-19 situation. They have gone above and beyond and the different courses they have run online has been fantastic.

Community Grants Program Round One (1) now open

Council recognises the important contribution community organisations and individuals make to our region through the provision of the community grants program.

With round one (1) 2020/2021 open until the end of this month, I would like to encourage our community to put forward their projects and events so that together we can make a positive and ongoing contribution to the region.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

11 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**11.1 RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING AND COMPLIANCE SERVICES PORTFOLIO REPORT**

RESOLUTION 2020/90

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That Cr Henschen's Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council be received.

Planning:**1. Approvals (COVID) currency extension: Minister adds six months to all development approvals.**

Earlier this year, urgent amendments were made to the *Planning Act 2016* (Qld) (the Act) to allow the Minister to extend or suspend periods under the Act because of the impact of COVID-19. On 8 July 2020, the Treasurer (also being the Minister administering the Act), first exercised this power, by issuing an Extension Notice under section 275R of the Act extending:

- development approval and compliance permit currency periods under section 85, section 299(2) or any other relevant provision of the Act; and
- development approval periods for completion of development referenced in section 88, section 342 or any other relevant provision of the Act.

Building development approvals for building work, to which section 71 of the Building Act 1975 applies, are excluded from the extensions.

The universal extension is for a period of six months, effectively meaning that the currency period of all approvals currently in effect (or that will come into effect before 31 October 2020) are automatically extended by six months.

2. Planning initiatives by Queensland Treasury to support economic recovery.

The State has reviewed the planning system and released discussion papers on how it can support the State's Economic Recovery through a series of legislative amendments to the Planning Regulation, DA Rules and The Ministers Guidelines and Rules.

2.1 Planning Regulation

Broadly, the proposed changes aim to lower the levels of assessment for certain 'low risk' land uses. It is proposed that a local government may 'opt in' and apply the proposed Planning Regulation levels of assessment instead of their planning scheme provisions. The proposed changes identify "expected uses" like a food and drink outlet (restaurant) in the centre (business and commercial) zone where certain criteria are met where only minor building work are proposed, or an existing building is re-used as accepted development or code assessable development.

The '**opt in**' approach recognises that some Council planning schemes already achieve some or all the proposals to a degree. If a local government chooses to '**opt in**', it is proposed that Council must carry out the following actions:

- by resolution decide whether to apply any number of the provisions in the Planning Regulation instead of the planning scheme;
- publish a notice on the local government website stating the provisions in the Planning Regulation that apply instead of the planning scheme; and
- give a copy of the notice to the chief executive within 10 business days of the decision.

The amendments in the Planning Regulation 2017 are proposed to have effect for 12 months, with the possibility of extension or local governments choosing to amend planning schemes to achieve similar outcomes, following for a subsequent review of the outcomes delivered by the provisions.

The Council's current planning scheme already align with some of the planning regulation amendments suggested, and in some instances, where the scheme does not align, the Council may wish to 'Opt-In' to the regulation amendments proposed.

A detailed planning scheme review is proposed to compare the proposed regulation changes with the existing tables of assessment and land use outcomes to determine whether there are any changes Council may wish to 'opt-in'.

2.2 DA Rules

The proposed changes to the DA Rules relate to public notifications where there are no local newspaper and simplifying the public notifications signs prescribed under the DA Rules.

2.2.1 Newspaper requirements

Firstly, if there is a local paper circulating within the locality the DA must be used to publish the notice. Secondly, if there is no hardcopy, but there is an online version this must be used. Thirdly, if there is no local newspaper then a national paper can be used that is supplemented by a notice on Council's website and giving notice to residents in an agreed area.

2.2.2 Sign on land requirements

Signage will be simplified and standardised with additional images for better visualisation of development.

2.2.3 Notice to Adjoining Landowners' requirements

Public notice will now be extended to adjoining premises occupants (i.e rental tenants) and owners with simplified contents to be more informative and easier to understand.

2.3 The Ministers Guidelines and Rules

The proposed changes seek to streamline the process for Ministerial and Local Government infrastructure designations by allowing consultation and the assessment of the environmental impact assessment to occur concurrently.

The second amendment relates to clarifying the process for local governments to make interim amendments to their Local Government Infrastructure Plans allowing for particular amendments to occur in a streamlined way. The change to the MGR relates only to Chapter 5 Ministers rules for reviewing, making or amending a local government infrastructure plan (LGIP), Part 3 – interim LGIP amendment.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

11.2 ES - CHANGE TO 2020/2021 FEES & CHARGES - MONTHLY PRO-RATA FOOD LICENSING

RESOLUTION 2020/91

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That Council approve changes to the Council's 2020/2021 Fees and Charges to permit the charging of Food Licensing Fees on a monthly Pro Rata basis for new food businesses as per the attached table in the report.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

12 PORTFOLIO – LOCAL DISASTER MANAGEMENT, WATER & WASTEWATER, WASTE MANAGEMENT

12.1 LOCAL DISASTER MANAGEMENT, WATER, WASTE WATER AND WASTE MANAGEMENT PORTFOLIO REPORT

RESOLUTION 2020/92

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That Cr Frohloff's Local Disaster Management, Water, Waste Water and Waste Management Portfolio Report to Council be received.

Works in Progress & Future Works Summary for July / August 2020

The following are current/planned works

Current Water Main Replacements 20-21

| Name | Description | Expected Date | Start | Expected Completion Date |
|------------------------------|--------------------------|---------------|-------|--------------------------|
| Kingaroy CBD Project | | | | |
| Alford St (Youngman – Short) | Water Main Replacement | November | | November |
| Kingaroy St East side | Water Main Replacement | November | | December |
| Kingaroy St West side | Water Main Replacement | November | | December |
| Haly St Northern side | Water Main Replacement | December | | December |
| Haly St South side | Water Main Replacement | January | | February |
| Glendon St | Water Main Replacement | February | | March |
| Youngman St North | Water Main Replacement | September | | October |
| Reen St | Water Main Replacement | September | | October |
| Wondai | | | | |
| Haly St (Hodge to Scott St) | Water Main Replacement | November | | January |
| Regional | Replace 700 Water Meters | August | | March |

Restriction & Dam Levels at 23/7/2020

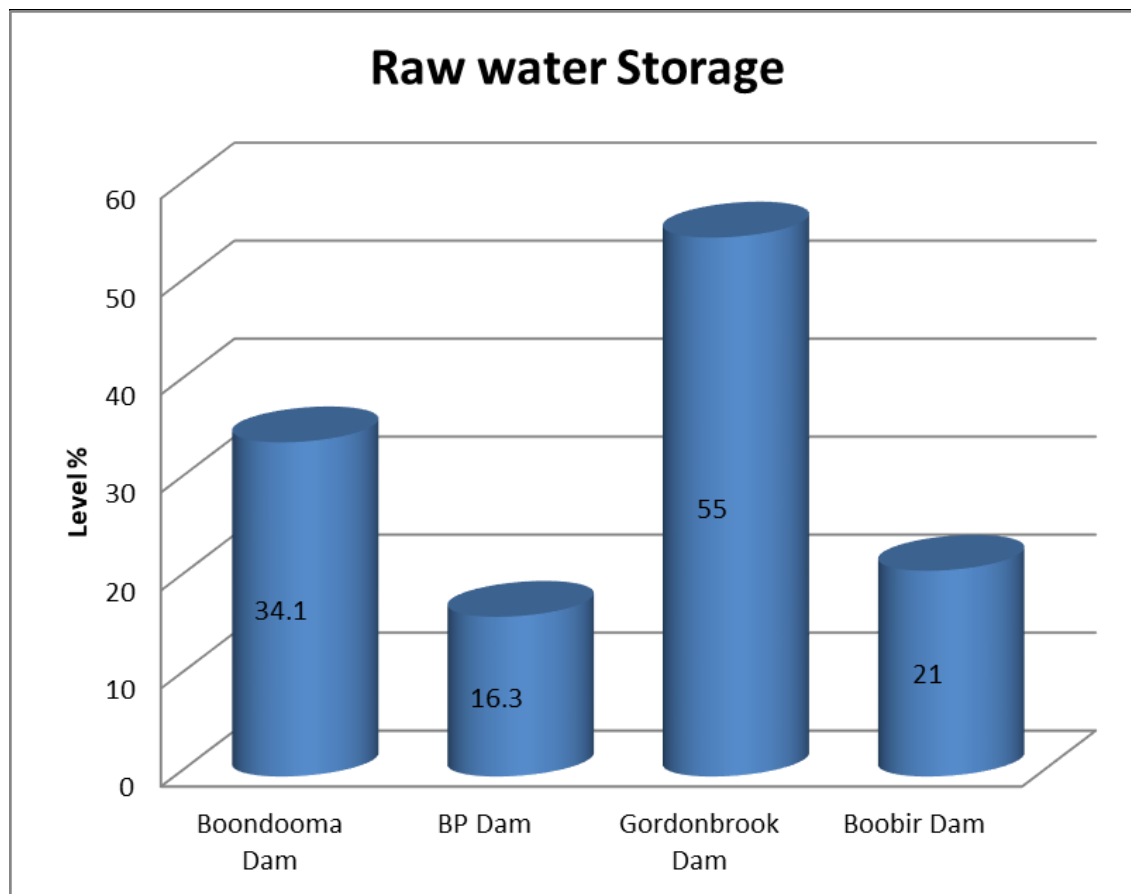
In the last reporting period, BP dam is 16.3% Boondooma dam is 34.1%

Council will continue with seeking alternative water supplies. With drought conditions continuing throughout the South Burnett area, Council is monitoring water restriction levels.

All towns remain on Level 3 restrictions.

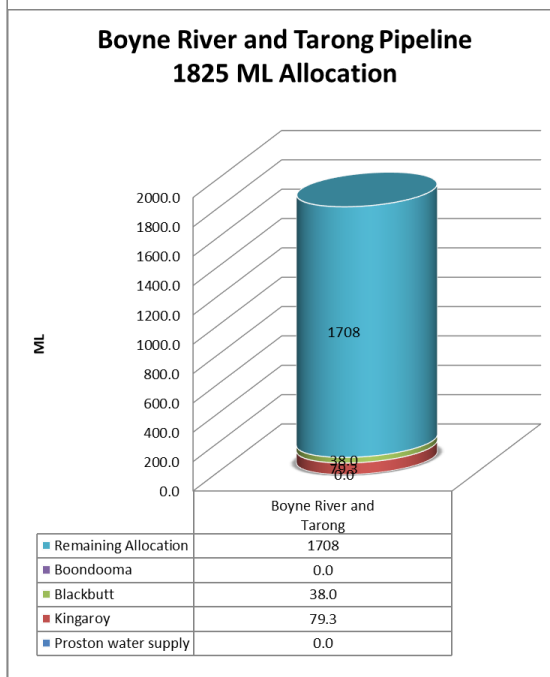
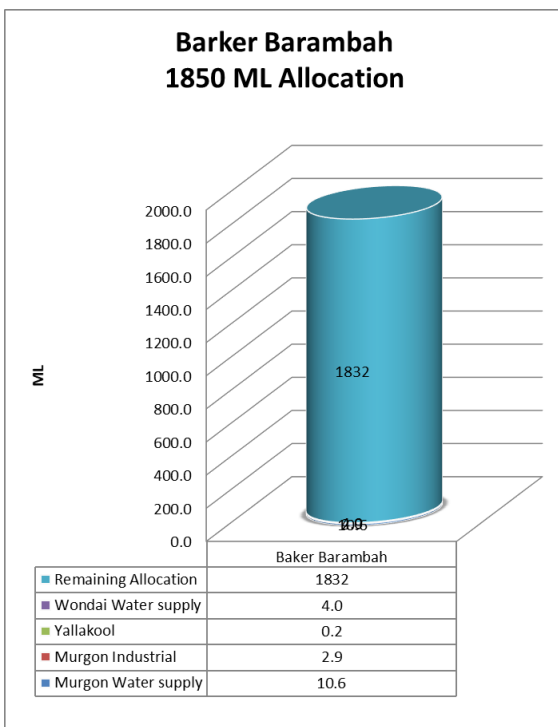
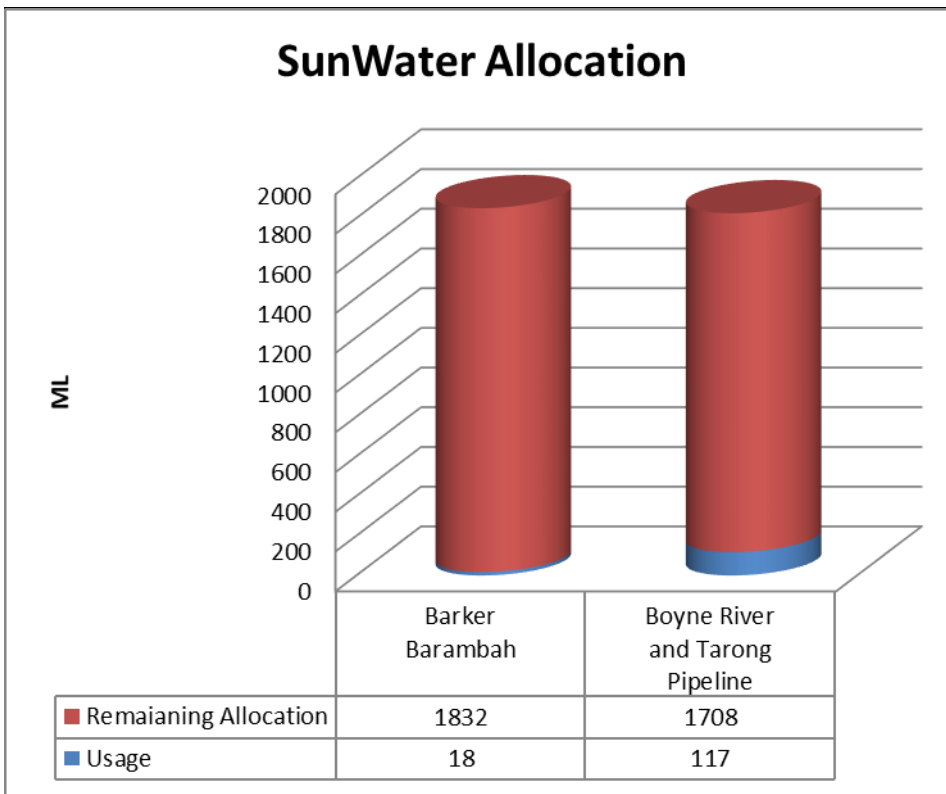
Recorded at: 23/7/2020

| Sunwater supply scheme | Water storage | Schemes supplied | FSL (m) | Current level | FS Volume (ML) | Current Volume (ML) | Current capacity (%) | High Priority water Allocation | Medium Priority Allocation |
|------------------------|-----------------|---|---------|---------------|----------------|---------------------|----------------------|--------------------------------|----------------------------|
| Boyne River & Tarong | Boondooma Dam | Boondooma Scheme, Preston Rural scheme, Kingaroy, Blackbutt | 280.4 | 268.63 | 204200 | 69653 | 34.1 | 100% | 0% |
| Barker Barambah | BP Dam | Wondai, Murgon | 307.3 | 298.45 | 134900 | 22016 | 16.3 | 100% | 3% |
| | Gordonbrook Dam | Kingaroy | 391.5 | 389.97 | 6500 | 3653 | 55 | N/A | N/A |
| | Boobir Dam | Blackbutt | 434 | 428.6 | 170 | 28 | 21 | N/A | N/A |



Water Allocations and Financial Year Consumption

| Water allocation SunWater scheme | Location / Allocation | Usage to date (ML) | Annual Allocation (ML) | Remaining Allocation (ML) | Remaining Allocation in (%) | Year remaining in (%) |
|----------------------------------|-----------------------|--------------------|------------------------|---------------------------|-----------------------------|-----------------------|
| Barker Barambah | Murgon Water supply | 10.6 | 1400 | 1386.3 | 99% | 92% |
| | Murgon Industrial | 2.9 | | | | |
| | Yallakool | 0.2 | | | | |
| | Wondai Water supply | 4.0 | 450 | 446.026 | 99% | |
| | Sub Total | 18 | 1850 | 1832 | 99% | |
| Boyne River and Tarong Pipeline | Proston water supply | 0.0 | 500 | 500.0 | 100% | |
| | Kingaroy | 79.3 | 1110 | 1030.7 | 93% | |
| | Blackbutt | 38.0 | 200 | 162.0 | 81% | |
| | Boondooma | 0.0 | 15 | 15.0 | 100% | |
| | Sub Total | 117 | 1825 | 1708 | 94% | |



*Annual allocations are for the financial year

Reactive Work - Financial Year to Date

| Town | Sewer Blockages | Other issues | Sewer | Water Breaks | Main | Other issues | water |
|------------|-----------------|--------------|-------|--------------|------|--------------|-------|
| • Kingaroy | • 2 | • 0 | | • 1 | | • 30 | |
| • Murgon | • 0 | • 0 | | • 0 | | • 2 | |

| | | | | | | | |
|---------------------------|--------------|-----------------|---------------|---------------|----------------|------------------|----------------|
| • Wondai | • 1 | • 0 | • 1 | • 4 | | | |
| • Nanango | • 0 | • 1 | • 0 | • 9 | | | |
| • Blackbutt | • 0 | • 0 | • 0 | • 6 | | | |
| • Proston | • 0 | • 0 | • 0 | • 1 | | | |
| • Proston Rural | • NA | • NA | • 0 | • 4 | | | |
| • Kumbia | • NA | • NA | • 0 | • 0 | | | |
| • Wooroolin | • NA | • NA | • 0 | • 1 | | | |
| Other Issues | Sewer | Kingaroy | Murgon | Wondai | Nanango | Blackbutt | Proston |
| Sewer Main/Jump Up Repair | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Odour | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Manhole/Lid Repair | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Enquiry Only | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Owners Side | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | | |
|----------------------|--------------|-----------------|---------------|---------------|----------------|------------------|----------------|---------------|------------------|
| Other Issues | Water | Kingaroy | Murgon | Wondai | Nanango | Blackbutt | Proston | Kumbia | Wooroolin |
| Water Main Repairs | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| Hydrant/Valve Repair | 2 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 |
| Water Meter Repair | 13 | 1 | 1 | 2 | 3 | 0 | 0 | 0 | 0 |
| Water Meter Replaced | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 |
| Water Service Repair | 7 | 0 | 0 | 1 | 1 | 2 | 0 | 1 | 0 |
| No/Low Pressure | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water Quality | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
| Standpipe | N/A | N/A | N/A | 0 | 2 | 0 | N/A | N/A | N/A |
| Enquiry Only | 0 | 0 | 1 | 2 | 0 | 1 | 0 | 0 | 0 |
| Owners Side | 5 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 |

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

13 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**13.1 RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND INDIGENOUS AFFAIRS PORTFOLIO REPORT**

RESOLUTION 2020/93

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That Cr Duff's Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council be received.

Rural Resilience:

Planning is well underway for 10 Minutes with a Master to be held at some of our smaller halls and some drought dinners to be held at some of our larger halls in the months of October and November.

Parks & Gardens:**Kingaroy, Murgon, Wondai, Proston, Nanango, Blackbutt and all surrounding areas**

Parks & Garden crews have been continuing the winter maintenance, which has included tree lopping, general park maintenance and prep of garden beds.

Kingaroy playgrounds and fitness equipment has been hot pressure cleaned and this will happen every two months, Nanango and Murgon has been scheduled in the next month.

Apex Park Kumbia retaining wall has been completed, which replaced the old rotted wall, the toilets have also had a pressure clean and the gardens prep ready for spring planting.

The Carroll family bronze plaque that was situated at Apex Lookout was removed, restored and cleaned and will be placed back onto a stone in a more prominent position close to the walkway. The existing track signage/markers have been replaced through recycled materials marking all the tracks, including the new step walkway.

Red Chairs

Hivesville (Memorial Park) and Wooroolin (Town Hall) have now joined Kumbia, Proston, Murgon, Wondai, Kingaroy and Nanango with the installation of Red Chairs.

Dams

Council received 14 applications and interviewed 9 candidates for the positions of Dam Managers for Lake Boondooma & Bjelke-Petersen Dams. Council is excited to announce, that Doug & Kath Hughes have been appointed to Lake Boondooma with Heath & Rowena Sander the new managers at BP Dam.

Council staff undertook a massive job over the last month to ensure the parks were ready for re-opening on the 1 August and comply with Queensland Health requirements. Health Management Plans have been completed for both parks, media releases and updating of the on-line booking system, including the new guest declarations has occurred. Signage and hand sanitiser stations have been installed in all amenities and camp kitchens to ensure hygiene and social distancing messages are consistent with Qld Health.

Guests are assisting managers with using the on-line booking system and are cooperating with completing the relevant booking documentation and obeying the signage and the new normal requirements to keep our dams safe and most importantly open.

Cemeteries

Maintenance is continuing in all our cemeteries with the focus being on improving our lawn sections.

General Work

Parks staff are continuing to undertake duties as requested in response to the Federal/State Government direction with COVID-19. Currently all playgrounds, skate parks and open park space including 48hr stop overs are re-opened as per Queensland State Government Roadmap to easing restrictions (Stage 3). Council has updated signage in all these areas to ensure a consistent message is received within our community. Staff are continuing to undertake spraying on playground and fitness equipment, amenities, table/seating & street seating every fortnight using biosan which is a registered COVID-19 disinfectant.

Rail Trail

Cosmetic repairs have been undertaken on a section between Crawford and Memerambi-Gordonbrook Road and is being monitored every eight weeks, damaged road signage will remain in place on this section until the surface settles.

Public Conveniences

Lions Park Kingaroy amenities are now closed at night due to continued vandalism. Since QE11, Glendon Street and O'Neill Square public amenities closed at night on 12 June 2020 there has been no reports of any vandalism or damage to date.

Capital Works/W4Q/Drought Funding

Capital Works, W4Q funding has now been approved and has been programmed for the next 12 months and project progress updates will be given next report.

Property & Facility Management:

Council has called for quotations to replace damaged and rusted chain mesh at Wondai Swimming Pool.

Council has recently called for quotation for bathroom repairs to Appin St Units due to extensive damage by tree roots to bathroom services.

Council staff have been working with local contractors to update business and WHS documentation into Felix system to allow more suppliers to quote on maintenance and repairs projects. Quotations will be called for future maintenance works at Ringsfield House, Cloyna Hall, Proston Showground Pavilion.

Council has received positive feedback on the Kingaroy Museum photographs that have been on display for members of the community to vote on their preference. Additional signs have been designed and developed by JS Signs for the Heritage Museum and Visitor Information Centre.

Council has appointed project management and Engineering consultancy services to assist in the planning, design, construction of several major building projects funded under Works for Queensland Round 4 and Drought Communities.

Council currently has Request for Tenders out for the sale of the Coolabunia Saleyards, 20 William Street in Kingaroy, 41 McAlister Street in Murgon and the Murgon Shed at 6 McAlister Street.

Council will be calling for tender for the supply of services to Operate and Manage the South Burnett Aquatic Centre. The services will be for a 3-year period and options for a further 2 years.

Council Property Staff and Lady Bjelke-Petersen nursing staff undertook an annual asset audit of all items located within the operating day surgery and storage on the 23rd and 24th of July 2020.

Indigenous Affairs:

Councillors and Senior Staff are looking forward to meeting with Cherbourg Aboriginal Council tomorrow in Cherbourg.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

13.2 MURGON MEN'S SHED - AMENDMENT OF LEASE

RESOLUTION 2020/94

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That the boundary of the existing licence for the Murgon Men's Shed be realigned, and Council enter into a new Lease, on the same terms and conditions as the existing licence, over part of Lot 3 and Lot 4 on SP119874.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

ATTENDANCE:

CEO Mark Pitt left the meeting at 12.10pm. The CEO is a member of the Kingaroy Rotary Club and holds a board position.

13.3 APPROVAL FOR KINGAROY ROTARY TO OCCUPY ADDITIONAL SHED BAY AT KINGAROY REGIONAL ENTERPRISE CENTRE.

RESOLUTION 2020/95

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That Council approves Kingaroy Rotary Club occupy an additional shed bay, left vacant by the Taabinga Rotary, at the Service Club four-bay shed at the Kingaroy Enterprise Centre, Cornish Street, Kingaroy.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

ATTENDANCE:

CEO Mark Pitt returned to the meeting at 12.14pm

MOTION

RESOLUTION 2020/96

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the meeting adjourn for lunch.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

MOTION

RESOLUTION 2020/97

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the meeting resume at 2.09pm with attendance as previous to the adjournment.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0**14 PORTFOLIO – ECONOMIC DEVELOPMENT****14.1 ECONOMIC DEVELOPMENT PORTFOLIO REPORT**

RESOLUTION 2020/98

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That Cr Schumacher's Economic Development Portfolio Report to Council be received.

It is my view as a Council, we must adopt a future thinking approach and create a culture that leverages every opportunity to improve economic activity, support community wellbeing, promote cultural diversity and safeguard our environment.

Like my fellow Councillors, I have reviewed the previous Council's draft economic development strategy for the period 2025 that has not been adopted due to the caretaker period. I have also undertaken my own research, and drawn on the passion, inputs and expertise of others from both inside and outside the region. As a Council, I see we have an important role to play in bringing everyone together, to drive a strategy that serves our shareholders, the people of our region. A strategy that prioritises their quality of life and delivers outcomes. I would like to see our region adopt a strategy that builds on our diverse economic strengths and addresses our barriers to achieving a sustainable economy into the future.

Today, I would like to table some of the ideas I have collected for my fellow Councillor's consideration, and equally invite our community to contact me with their feedback, as together we start to turn our thoughts to the creating our economic development strategy; a strategy that will guide how I lead this portfolio during this term.

In my view, our economic development vision should be about what we aspire to, the vivid picture of what we intend to create. When I think about this and consider all that I've heard and researched, there are some fundamental pillars in which I think our vision should embody. These are:

1. We have the space to grow.
2. We have a region of people who pour their hard work, efforts and passion into their businesses.
3. We want the people of our region to have a great life here in the South Burnett.
4. We want others to look at our region and recognise they too could have a great life here.
5. We want to sustain what we have.

-
6. We want to draw in investment and accelerate economic growth, ensuring a future here for our children.

I know that the prosperity of our region is closely linked to social, environmental and economic drivers and for the purposes of defining the economic development vision for the South Burnett of 2025, I have compiled the following draft vision statement, and welcome your views.

- *Increased confidence in our diverse and sustainable economy in a way that has enabled population growth, enriched community wellbeing and inspired investment and employment outcomes.*

The strategic themes I have drafted for Council and the community to consider in the formulation of our economic development strategy include:

- A broad focus on the aspects of liveability, in a way that complements our regions country lifestyle, while sustaining and encouraging business and population growth.
- Building on our traditional strengths of agriculture, and encouraging further diversity by supporting emerging sectors, for instance Agtech or bioenergy, in ways that create flow on benefits for local businesses.
- Elevating our region's cultural assets including its arts, festivals, events, heritage, music and performances.
- Ensuring adequate infrastructure and services are in place to support visitor experiences and encourage greater visitation, with consideration to the growing range of major events, particularly sports tourism and the unique local experiences on offer, for instance our rail trails.
- Supporting the progression of the food manufacturing and processing sector, as well as other potential value adds in a way that creates long term employment, export and supply chain opportunities.
- Working together to build a plan for our region's transition beyond the eventual closure of Tarong power stations and Meandu Mine.
- Creating a vibrant regional centre and leveraging off other recent major investment such as the Kingaroy Hospital redevelopment, in ways that support our residents to access to the critical services and supports they require.
- Leveraging our diverse economy and create a culture that is hungry for entrepreneurship, innovation and investment.

The enablers of economic development that I would like to table based on the feedback I've received include:

- **Culture:** It is my view, that every Council employee is a potential touchpoint for an economic development enquiry, regardless of their immediate position description. I would like to see the ethos of growth and a future focussed mindset become part of our Council's DNA.
- **Collaboration:** This means maintaining and forming collaborative relationships and partnerships with industry, government, business representative groups and potential investors.
- **Strategic infrastructure, land availability and facilities:** This means leveraging existing infrastructure, considering how our planning schemes and approach can be a catalyst for our region's favourable geographical location. Adopting a continuous improvement approach to working with stakeholders to ensure our transport routes, water security and investment ready land is available into the future.
- **Leadership, advocacy and promotion:** In ways that never waste an opportunity for discussion about pipeline projects, activities and partnerships that aim to improve the quality of life experienced by all residents, and the resilience of everyone who calls the South Burnett region home.

As I start to think more about these, I see Council has an important role in the coordination of our region's economic development strategy. I am grateful for the opportunity to be part of this journey and excited about the prospects of the many projects underway, projects that are already at work to achieve some of the desired outcomes I've discussed with you today.

Some of these projects include the:

- Kingaroy Transformation Project, which will create sustained economic benefits through greater trade and tourism capacity, as well as redeveloping the CBD in ways that attract investment, create space for street dining, and enable the installation of smart infrastructure for the future.
- Continuation of discussions about the short and long list options identified in the strategic business case to increase water security as part of the Burnett Water Feasibility Study funded by the Federal Government's National Water Infrastructure Fund.
- Council's \$15.463 million spend this financial year on capital projects that will support economic development outcomes in our towns and villages, including the improvement of infrastructure and facilities used by tourists visiting our region.
- Council's involvement in the Wide Bay Burnett Regional Organisation of Councils (WBBROC) and its continued commitment to collaboration with all levels of government and our neighbouring regions.
- Council's long-term financial planning, asset management and capital works programs that aim to provide the infrastructure required to meet the demands of our community into the future.
- Council's review of its planning scheme, and plans to undertake a major amendment to address the issues identified in the schemes application and implementation.

While I look forward to workshopping some of these ideas further with Council and welcome feedback from the community, some of the immediate projects that I would like to work with Councillors to achieve, have arisen from our recent meeting with the Department of State Development, Tourism and Innovation. Just this month, the Council was briefed about some of the work undertaken during the previous term and the benchmarking of Council's current performance in terms of investment readiness. As the portfolio holder, I would like to work with Council and the Department of State Development, Tourism and Innovation to progress some of the suggested actions from the previous Council's review, including the development of a solid elevator pitch, being a united and strong story that champions the region's investment readiness and clearly articulates the South Burnett's unique strengths. It is my view this pitch may be formed while preparing the corporate plan, and once developed, this pitch will become the shared narrative that Councillors, staff, documents, websites and all other council generated material uses to promote the region.

I would also like to focus some time toward the development of a policy that documents Council's delivery of investment readiness procedures. It is my understanding the purpose of this policy is to guide and support both Councillors and Council employees in relation to the appropriateness and level of support provided by Council to facilitate economic development related enquiries. I would like to recognise the work of the previous Council and its partnership with the Department of State Development, Tourism and Innovation and can see opportunities in continuing these discussions and working to embed these recommended actions. I see the Investment readiness policy as tangible project that will help to entice, create and sustain growth in our region, by ensuring the framework that means economic development becomes part of Council's everyday business, a shared responsibility across the organisation.

Since coming to Council, I have spoken about the opportunity to push the reset button in the economic development portfolio and I recognise that in this time, the world has changed, and I'd like to acknowledge the efforts of our business community who have risen to the challenges of COVID-19, in particular our tourism operators. Southern Queensland Country Tourism, our Regional Tourism Organisation has recently challenged tourism operators to meet "...the need to change, to keep up, to survive and thrive in this new normal". I recognise this year has presented unprecedented

challenges for tourism operators and while we have experienced increases in recent visitation through our visitor information centre with some 3549 visitors recorded during July, I understand the cancellation of major events and travel restrictions has not gone unnoticed in the industry. I have been undertaking some further research to understand how Council previously supported the tourism industry and how other regions work in this space. I would like to continue to work with Council and the tourism community to develop the best operating model for our region into the future and identify what supports and opportunities may exist to see our desired model function and thrive into the future. I am passionate about empowering the tourism industry and working together to grow our regions visitor economy.

In closing, I would like to thank and acknowledge the efforts of our local volunteers who in July attributed over 1200 hours to the successful operation of our region’s visitor information centres. Without their generosity, our services would be limited, and I would like to offer my thanks for their community spirit and acknowledge the following volunteers for their significant milestones of service achieved in May this year.

5 YEARS - Kim Boyter, Julie Tainton, Sandy Podger, Jackie Martin

10 YEARS - Kevin Garside

15 YEARS - Bob Baldwin

Volunteering at a centre involves supporting the day-to-day operations and speaking with customers and helping visitors on their holidays. Duties include providing residents and visitors with details of key tourist attractions within the region, local history and information on Council’s facilities and local tourist venues. I’d like to encourage and welcome members of our community, if you have some time to give, please consider registering your interest in volunteering at one of Council’s customer service centres. Cr Schumacher’s Economic Development Portfolio Report to Council be received.

CARRIED 7/0

14.2 T - FUTURE OF SOUTH BURNETT TOURISM ADVISORY COMMITTEE AND SOUTH BURNETT DIRECTIONS

RESOLUTION 2020/99

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That South Burnett Regional Council

1. receive the notes of South Burnett Directions meeting held on 10 February 2020;
2. receive and notes the minutes from South Burnett Tourism Advisory Committee’s meetings held on 8 June and 3 August 2020.
3. approve a hiatus of up to six months for both South Burnett Directions and South Burnett Tourism Advisory Committee;
4. invites the Wondai Business Network to be a member of the South Burnett Tourism Advisory Committee upon resumption of the Committee; and
5. approve the South Burnett Tourism Advisory Committee Terms of Reference as amended.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

14.3 T - REQUESTING COUNCIL CONSIDER THE PROPOSED PARTNERSHIP AGREEMENT BETWEEN COUNCIL AND VISIT SOUTH BURNETT INCORPORATED

RESOLUTION 2020/100

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That South Burnett Regional Council renew the partnership agreement with Visit South Burnett Incorporated as a tourism organisation partner and acknowledge that Visit South Burnett Incorporated is a Member based entity with a tourism industry base.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

RESOLUTION 2020/101

Moved: Cr Kirstie Schumacher
Seconded: Cr Kathy Duff

That Council:

1. Funds 50 per cent of the partnership and funding agreement proposed, being \$70k for the next six months commencing 1 September 2020 to 28 February 2021, subject to Visit South Burnett (VSB) agreeance with Council's funding terms.
 2. The period of this funding agreement will be for six months with a review of the agreement and outcomes to occur in February 2021 as to future funding for the remainder of the financial year.
 3. VSB will be invited to pitch its proposed funding agreement for FY 2021/2022 at the February meeting for Council's consideration in the preparation of its next budget.
 4. At the February meeting with Council VSB is to provide an update on the development of its Tourism Strategy in partnership with SQCT as per section 4 of the agreement.
 5. The terms of this funding agreement with Council will include KPI's which are to be workshopped and agreed between Council and the VSB committee for adoption as soon as reasonably practicable.
 6. VSB must report back to Council at the February 2021 Council Meeting on its demonstrated progress in achieving these agreed KPI's.
 7. Council will provide an office space for VSB at one of its Visitor Information Centres.
 8. VSB are invited to distribute its marketing materials via Council's Visitor Information Centres.
 9. Council will supports VSB's bid to attract match funding from other levels of government and will partner with VSB, in an advocacy role.
 10. VSB can submit information to the CEO for approval and inclusion on the Discover South Burnett website and its associated social media platforms.
 11. Council's Tourism portfolio holder is to be invited to attend VSB committee meetings as an observer but will not vote on matters brought before the committee.
 12. VSB committee will decide and report back to Council where these funds are invested in marketing the region as a destination beyond its membership base.
 13. VSB must maintain a good working relationship with tourism operators across the South Burnett and secure and maintain the membership of both minor and major tourism operators in the region.
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- 14. Should VSB agree to the terms of this partnership agreement, VSB must maintain a positive and collaborative relationship with Council, and actively acknowledge Council's support of the tourism industry.
- 15. VSB must issue a joint media statement with Council following its acceptance of Council's terms.
- 16. Any public meetings of VSB or demonstrated behaviours that do not align with Council's values with not be accepted and will result in Council's withdrawal from this partnership.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

RESOLUTION 2020/102

Moved: Cr Brett Otto
 Seconded: Cr Gavin Jones

That this matter be sent to the 1st quarter budget review.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

15 NOTICES OF MOTION

Nil

16 INFORMATION SECTION

16.1 IS - LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2020/103

Moved: Cr Danita Potter
 Seconded: Cr Roz Frohloff

That the List of Correspondence pending completion of Assessment Report be received.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

16.2 IS - DELEGATED AUTHORITY REPORTS

RESOLUTION 2020/104

Moved: Cr Kirstie Schumacher
 Seconded: Cr Kathy Duff

That the Delegated Authority Report be received

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

17 CONFIDENTIAL SECTION

RESOLUTION 2020/105

Moved: Cr Kirstie Schumacher
 Seconded: Cr Scott Henschen

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the *Local Government Regulation 2012*:

17.1 CONF - South Burnett Community Hospital Foundation Limited Board Meeting Minutes - December 2019 and June 2020

This matter is considered to be confidential under Section 275 - h of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

17.2 CONF - Property Management Services for Nanango Housing & Unit Complexes - SBRC-19/20-10

This matter is considered to be confidential under Section 275 - e of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by it.

17.3 CONF - Offer to Purchase part of 1 Pound Street Kingaroy - Lot 13 on RP814986

This matter is considered to be confidential under Section 275 - e of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by it.

17.4 CONF - 2689521 – Rate Exemptions and Remissions – additions to approved list – Assessment No. 30124-15000-000

This matter is considered to be confidential under Section 275 - d of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

DECLARATION OF CONFLICT OF INTEREST:

Cr DA Potter and Cr KM Schumacher declared a conflict of interest (as defined in section 175D) of the *Local Government Act 2009*) in agenda item 17.1 - Appointment of Directors to the Board of Directors of South Burnett Community Hospital Foundation Limited (SBCHF).

Cr DA Potter and Cr KM Schumacher are community representatives on the Board of the South Burnett Community Hospital Foundation.

Cr DA Potter and Cr KM Schumacher voluntarily left the meeting at 3.12pm.

Cr DA Potter and Cr KM Schumacher returned to the meeting at 3.14pm.

ATTENDANCE:

General Manager Aaron Meehan left the meeting at 3.20pm.

RESOLUTION 2020/106

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That Council moves out of Closed Council into Open Council.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

Cr DA Potter and Cr KM Schumacher declared a conflict of interest (as defined in section 175D) of the *Local Government Act 2009*) in agenda item 17.1 - Appointment of Directors to the Board of Directors of South Burnett Community Hospital Foundation Limited (SBCHF).

Cr DA Potter and Cr KM Schumacher are community representatives on the Board of the South Burnett Community Hospital Foundation.

Cr DA Potter and Cr KM Schumacher voluntarily left the meeting at 4.01pm.

17.1 CONF - SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED BOARD MEETING MINUTES - DECEMBER 2019 AND JUNE 2020

RESOLUTION 2020/107

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

That the information report on South Burnett Community Hospital Foundation Limited Board meetings held on 17 December 2019 and 9 June 2020 be received.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, and Scott Henschen

Against: Nil

CARRIED 5/0

ATTENDANCE:

Cr Danita Potter and Cr KM Schumacher returned to the meeting at 4.03pm

17.2 CONF - PROPERTY MANAGEMENT SERVICES FOR NANANGO HOUSING & UNIT COMPLEXES - SBRC-19/20-10

RESOLUTION 2020/108

Moved: Cr Roz Frohloff
 Seconded: Cr Kirstie Schumacher

That Council to enter into a Council Services Contract with Faunt and Emmett for the management of the Nanango Housing and Unit Complexes for a period of 3 years.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

17.3 CONF - OFFER TO PURCHASE PART OF 1 POUND STREET KINGAROY - LOT 13 ON RP814986

RESOLUTION 2020/109

Moved: Cr Brett Otto
 Seconded: Cr Danita Potter

That Council:

1. Not accept the offer dated 6 July 2020 to purchase Lot 13 on RP814986 located at Pound St, Kingaroy.
2. Undertake a land use assessment including community engagement to determine the most appropriate use of Lot 13 on RP814986 to guide future development and disposal of the land.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

17.4 CONF - 2689521 – RATE EXEMPTIONS AND REMISSIONS – ADDITIONS TO APPROVED LIST – ASSESSMENT NO. 30124-15000-000

RESOLUTION 2020/110

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That Council agree to provide a rate remission for rate assessment number 30124-15000-000 effective from 01 July 2020 for 100% of the General Rates and 100% of the Separate Rates and Charges, subject to the organisation successfully registering as a charity with the (ACNC) Australian Charities and Not-for-Profits Commission.

In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Nil

CARRIED 7/0

18 CLOSURE OF MEETING

The Meeting closed at 4.06pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 September 2020.

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CHAIRPERSON