



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Executive and Finance & Corporate Standing Committee Meeting Wednesday, 21 April 2021

I hereby give notice that a Meeting of the Executive and Finance & Corporate Standing Committee will be held on:

Date: Wednesday, 21 April 2021

Time: 9.00am

**Location: Warren Truss Chamber
45 Glendon Street
Kingaroy**

**Mark Pitt PSM
Chief Executive Officer**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 RECOGNITION OF TRADITIONAL OWNERS**
- 4 DECLARATION OF INTEREST**

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING HELD ON 17 MARCH 2021

File Number: 21-04-2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 17 March 2021 be received.

ATTACHMENTS

- 1. Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 17 March 2021**



MINUTES

Executive and Finance & Corporate Standing Committee Meeting Wednesday, 17 March 2021

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 17 MARCH 2021 AT 9.00AM**

PRESENT: Councillors:

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

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Peter O'May (General Manager Community), Kevin Searle (Manager Works), Kerri Anderson (Coordinator Finance), Carolyn Knudsen (Manager Social & Corporate Performance), Celina Branch (Manager Finance), Wendy Kruger (Administration Officer), Lynelle Paterson (Executive Assistant)

1 OPENING

The Mayor declared the meeting open and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

4 DECLARATION OF INTEREST

I, Mayor Brett Otto inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in **Item 7.3 - Adventure Tourism - Gordonbrook Dam Proposal**.

This declarable conflict of interest arises as my sister's husband is the vice president of the South Burnett Mountain Bike Club and the son of the Secretary of the South Burnett Mountain Bike Club works for my accountancy business.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the *Local Government Act 2009*, where I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

Cr Schumacher advised she is a member of the Kingaroy Chamber Commerce Inc. It was noted by the meeting that the following matter, by themselves, is not a conflict of interest:

- being a member or patron of a community group or sporting club as long as you are not an office holder or board member.

Attendance:

At 9:05 am, Cr Brett Otto left the meeting. The Deputy Mayor assumed the chair.

MOTION:

COMMITTEE RESOLUTION 2021/57

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

That Council resolve that Mayor Otto has a declarable conflict of interest in the matter and notwithstanding the conflict, Mayor Otto may participate in the matter, discuss and vote upon it accepting that Mayor Otto will be able to act in the public interest and the report is for information.

CARRIED 6/0

Attendance:

At 9:07 am, Cr Brett Otto returned to the meeting and resumed the chair

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING HELD ON 17 FEBRUARY 2021**

COMMITTEE RESOLUTION 2021/58

Moved: Cr Danita Potter
Seconded: Cr Roz Frohloff

That the Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 17 February 2021 be received.

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

Against: Nil

CARRIED 7/0

6 PORTFOLIO – SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT**6.1 SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT PORTFOLIO**

COMMITTEE RESOLUTION 2021/59

Moved: Cr Brett Otto
Seconded: Cr Kathy Duff

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

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

Against: Nil

CARRIED 7/0

6.2 MEETINGS, REPORTS AND TIMELINES

COMMITTEE RESOLUTION 2021/60

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the committee note the report for information.

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

Against: Nil

CARRIED 7/0

6.3 ANZAC DAY 2021

COMMITTEE RESOLUTION 2021/61

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That the following Council representatives attend the respective ceremonies and carry out responsibilities as required on behalf of Council:

Town	Location	Time	Council Representative	Responsibility
Blackbutt Dawn Service	Memorial at Hart & Coulson Streets	4.27am	Cr Jones	Attendance Lay wreath
Memorial Service	Cenotaph	11.00am	Cr Jones	Attendance Lay wreath/Book
Bunya Mountains Memorial Service	Lone Pine Office, National Park Campground, Dandabah	8.00am	Peter O'May Cr Jones	Attendance Lay wreath
Cherbourg Commemorative Service	Cenotaph	8.00am	Cr Duff	Attendance Lay wreath
Hivesville Dawn Service	Main Street	5.30am	Cr Duff	Attendance Participate in Ceremony Lay wreath
Kingaroy Dawn Service	Memorial Park	4.28am	Cr Potter Cr Schumacher Mayor	Attendance
War Graves	Taabinga Cemetery	8.00am	Cr Potter	Attendance

Commemorative Service	Memorial Park	11.00am	Mayor Cr Potter	Participate in march. Participate in ceremony Lay wreath
Kumbia Commemorative Service	Flower bed next to Kumbia Hall	8.45am	Cr Schumacher GM Meehan	Participate in march Lay wreath
Maidenwell Memorial Service	Main Street Monument	10.30am	Cr Jones	Attendance Lay wreath
Murgon Fellowship	Services Club	4.45am		Attendance
Dawn Service	Gore Street Opposite Services Club	5.30am	Mayor	Attendance Lay wreath
Commemorative Service	Services Club	10.00am	Cr Duff	Participate in march Participate in Ceremony Lay wreath
Nanango Dawn Service	Memorial in front of Chambers	5.30am	Cr Frohloff	Lay wreath
Public Pilgrimage	Nanango Cemetery	7.00am	Cr Frohloff	Attendance
Memorial Service	Memorial in front of Chambers	9.00am	Cr Frohloff CEO Mark Pitt	Lay wreath/Book
Proston Dawn Service		5.30am	GM Jarvis	Attendance Lay Wreath
School Service	Proston State School		Cr Duff	Attendance Lay wreath
Wondai Dawn Service	In front of Council Chambers	5.00am	Cr Henschen	Attendance
Memorial Service	Cemetery	8.00am	Cr Henschen	Attendance
Commemorative Service	Wondai Town Hall	10.00am	Cr Henschen	Attendance Participate in Ceremony Lay wreath
Wooroolin Commemorative Service	Wooroolin Hall	11.00am	Cr Henschen	Organisation of service Lay wreath

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

Against: Nil

CARRIED 7/0

6.4 ADMINISTRATIVE AMENDMENTS TO COUNCIL POLICY AND ASSOCIATED DOCUMENTS - ORGANISATION BRANCH NAME CHANGE

COMMITTEE RESOLUTION 2021/62

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the committee recommends to Council:

That South Burnett Regional Council endorse the administrative amendments to policy reflecting the Branch title change from Social & Corporate Performance to Corporate Services including associated staff position titles.

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

Against: Nil

CARRIED 7/0

6.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INVESTMENT POLICY 2021/2022 - STATUTORY 009

COMMITTEE RESOLUTION 2021/63

Moved: Cr Danita Potter
Seconded: Cr Kirstie Schumacher

That the committee recommends to Council:

That the South Burnett Regional Council Investment Policy 2021/2022 – Statutory 009 be adopted as presented.

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

Against: Nil

CARRIED 7/0

6.6 RESOLUTION 2020/197 - SOUTH BURNETT REGIONAL COUNCIL INFRASTRUCTURE QUALITY POLICY_STATUTORY 029

COMMITTEE RESOLUTION 2021/64

Moved: Cr Roz Frohloff
Seconded: Cr Gavin Jones

1. That the committee note the update report for information; and
2. The draft Infrastructure Quality Policy – Statutory 029 be represented to the Executive and Finance & Corporate Standing Committee, 19 May 2021 for consideration.

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

Against: Nil

CARRIED 7/0

6.7 2021-2022 BUDGET PARAMETERS AND TIMELINE

COMMITTEE RESOLUTION 2021/65

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the report for the 2021-2022 budget parameters and timelines be received and noted.

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

Against: Nil

CARRIED 7/0

6.7.1 LIVE STREAMING OF BUDGET COMMITTEE MEETINGS

COMMITTEE RESOLUTION 2021/66

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the budget committee meetings listed in the budget parameters and timeline report between 27 April 2021 and 2 June 2021 be open to the community through live streaming and gallery attendance in compliance with COVID-19 requirements.

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

Against: Cr Roz Frohloff

CARRIED 6/1

6.8 KINGAROY TRANSFORMATION PROJECT PETITION

COMMITTEE RESOLUTION 2021/67

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council that the Chief Executive Officer be delegated to respond to the petitioners:

1. Detailing key facts and information within the report that identifies the project objectives in relation to renewal and modernisation of public assets that is supported by asset management principles, economic enablement, liveability and inclusivity; and
 2. Clearly demonstrates the funding for the project is fully available from both external grants, funded depreciation for infrastructure projects and unallocated restricted cash as resolved by Council and does not place the Council under financial stress; and
 3. That Council invites the petitioner organiser and community members to meet with Council and openly discuss the information provided and offer an opportunity to answer any further questions they may have in regards to the project.
-

-
4. That Council workshop the third party independent report that has been prepared by Bellwether of the project costings.

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

Against: Crs Brett Otto and Kathy Duff

CARRIED 5/2

6.8.1 KINGAROY TRANSFORMATION PROJECT CONTINGENCY

RESOLVED 2021/68

As part of the Infrastructure reporting, a report be presented to the April Infrastructure Standing giving an update on the progress of the Kingaroy Transformation Project including a budget overview of the project with the contingency added as a line item.

The Mayor raised concerns and requested it be noted in the minutes about the potential impact for this allocation of funding to the Kingaroy Transformation Project to put Council under future financial distress.

6.8.2 QUESTION ON NOTICE - CURRENT FINANCIAL FIGURES

Question on Notice from Cr Scott Henschen:

At the present time is the Kingaroy Transformation Project tracking exceptionally well?

MOTION

COMMITTEE RESOLUTION 2021/69

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 7/0

MOTION

COMMITTEE RESOLUTION 2021/70

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the meeting resume at 11.19am

CARRIED 7/0

6.9 TRUSTEE PERMIT TERMS BETWEEN COUNCIL AND BUNYA VALLEY LANDCARE INC.

COMMITTEE RESOLUTION 2021/71

Moved: Cr Brett Otto
Seconded: Cr Kathy Duff

Procedural Tabling Motion

That *Trustee Permit terms between Council and Bunya Valley Landcare Inc.* be taken off the table.

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

Against: Nil

CARRIED 7/0

COMMITTEE RESOLUTION 2021/72

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the Committee recommend to Council:

1. That South Burnett Regional Council enter into a Trustee Permit (non-exclusive use) for the purpose of landscaping, with Bunya Valley Landcare, with conditions including:
2. Term of three (3) years at \$75.00 per annum plus GST
3. The permittee to bear all costs of the project, and all subsequent operational and maintenance costs including weed and pest management and utility charges (including any connection fees).
4. That Council continue to work with the Bunya Valley Landcare Group and in the initial phases of this agreement continue mowing Carew Park with a view to support the Landcare Group and the project into the future.
5. A concept plan including scope and budget with project milestones is to be submitted to Council for approval under the licence prior to the commencement of works. Concept plan to include details on the effects of overland flow and drainage of any proposed earthworks
6. The permittee must seek consent under the licence prior to making application for planning approvals, including building and planning permits
7. The permittee will undertake community engagement and provide the outcomes to Council prior to the commencement of works
8. The permittee will not impede pedestrian access from David Place.
9. The permittee must incorporate existing infrastructure into the concept plan and not undertake any works that may affect Council-owned infrastructure
10. Should the Trustee Permit come to an end, Council is not obliged to maintain the improvements made by the permittee and has the right to remove any assets or improvements made by the permittee.

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

Against: Nil

CARRIED 7/0

7 PORTFOLIO - REGIONAL DEVELOPMENT

7.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2021/73

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Cr Schumacher's Regional Development Portfolio Report to Council be received for information.

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

Against: Nil

CARRIED 7/0

7.1.1 WORKSHOP - SOUTHERN QUEENSLAND COUNTRY TOURISM (SQCT)

RESOLVED 2021/74

A Workshop be held to explore how Southern Queensland Country Tourism can assist with promoting the South Burnett Region.

7.1.2 DEVELOPMENT INCENTIVE SCHEME

RESOLVED 2021/75

A more targetted approach to promoting the Development Incentive Scheme by way of a concentrated communication strategy for the scheme and the Mayor convening a larger community engagement process with builders and developers.

7.1.3 QUESTION ON NOTICE - DEVELOPMENT INCENTIVE SCHEME AND INFRASTRUCTURE CHARGES DISCOUNTS

Question on Notice from Cr Gavin Jones:

With the Development Incentive Scheme and the Infrastructure Charges discounts, where does the shortfall come from and who would be indirectly affected.

A report will be presented to the April Executive and Finance & Corporate Standing Committee Meeting.

7.2 ECONOMIC DEVELOPMENT AND TOURISM MONTHLY UPDATE

COMMITTEE RESOLUTION 2021/76

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the Economic Development and Tourism monthly update for February 2021 be received for information.

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

Against: Nil

CARRIED 7/0

7.3 ADVENTURE TOURISM - GORDONBROOK DAM PROPOSAL

COMMITTEE RESOLUTION 2021/77

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the report be received for information.

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

Against: Nil

CARRIED 7/0

7.3.1 QUESTION ON NOTICE - SOUTH BURNETT MOUNTAIN BIKE CLUB LEASE

Question on Notice from Cr Kirstie Schumacher:

Where are the discussions at in relation to the lease the South Burnett Mountain Bike Club have over the area, as for them to develop some of the trails they will need to change the boundaries of the lease?

A report will be provided at a future meeting.

7.3.2 QUESTION ON NOTICE - PARK SHELTERS

Question on Notice from Cr Danita Potter:

Is Council able to repurpose the old shelters from the parks renewals projects to the South Burnett Mountain Bike Club?

7.4 SMALL BUSINESS SUPPORT

COMMITTEE RESOLUTION 2021/78

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

The Committee recommends to Council:

That:

1. South Burnett Regional Council support the Queensland Small Business Commissioner (QSBC) Small Business Friendly Councils (SBFC) initiative by signing the Charter to support a commitment to small businesses and further by signing a Charter and further, liaise with local

Chambers of Commerce to encourage co-signing of the Charter to support small businesses in the South Burnett region.

2. South Burnett Regional Council liaise with the Burnett Inland Economic Development Organisation (BIEDO) regarding participation in their Business Extension activities during Queensland Small Business Month (QSBM) in May by holding four workshops for small businesses in the South Burnett region.

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

Against: Nil

CARRIED 7/0

7.5 SOUTH BURNETT REGIONAL DEVELOPMENT ADVISORY COMMITTEE DRAFT TERMS OF REFERENCE

COMMITTEE RESOLUTION 2021/79

Moved: Cr Roz Frohloff

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Development Advisory Committee Draft Terms of Reference be adopted.

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

Against: Nil

CARRIED 7/0

7.6 SOUTH BURNETT ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE DRAFT TERMS OF REFERENCE

COMMITTEE RESOLUTION 2021/80

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

That the South Burnett Arts, Culture and Heritage Advisory Committee Draft Terms of Reference be adopted.

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

Against: Nil

CARRIED 7/0

7.7 KINGAROY CHAMBER OF COMMERCE (KCCI) DRAFT STRATEGIC PLAN

COMMITTEE RESOLUTION 2021/81

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That the report be received for information.

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

Against: Nil

CARRIED 7/0**7.7.1 LETTER TO KINGAROY CHAMBER OF COMMERCE**

RESOLVED 2021/82

The Mayor requested a letter be sent to the Kingaroy Chamber of Commerce congratulating them on the draft Strategic Plan and the SMILE (Supporting Mental Health through Information Leadership and Education) Program.

8 NOTICES OF MOTION**8.1 INDEPENDENT ACCOUNTING ANALYSIS**

COMMITTEE RECOMMENDATION

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That South Burnett Regional Council engage an appropriately independent qualified person to conduct an independent accounting analysis on asset valuation and liability with particular focus on any duplication of assets and options for un-funding depreciation of suitably identified assets with a view to inform the 2022 – 2023 budget deliberations.

MOTION

COMMITTEE RESOLUTION 2021/83

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That Item 8.1 - Independent Accounting Analysis lay on the table until the April Executive and Finance & Corporate Standing Committee Meeting.

CARRIED 7/0

8.1.1 OPTIONS AVAILABLE TO ADDRESS POTENTIAL DEFICITS

RESOLVED 2021/84

The Mayor requested a report to Council on what options are available to address deficit budgets that Council may face.

9 CONFIDENTIAL SECTION

10 CLOSURE OF MEETING

The Meeting closed at 1.04pm.

The minutes of this meeting were confirmed at the Executive and Finance & Corporate Standing Committee Meeting held on 21 April 2021.

.....
CHAIRPERSON

6 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATION, FINANCE & ICT**6.1 CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT PORTFOLIO**

File Number: April 2021

Author: Mayor

Authoriser: Chief Executive Officer

PRECIS

Corporate Services, People & Culture, Communications/Media, Finance and ICT Portfolio Report

SUMMARY

Mayor Otto presented his Corporate Services, People & Culture, Communications/Media, Finance and ICT Portfolio Report to Council.

OFFICER'S RECOMMENDATION

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

Corporate Services:

As a customer service focused organisation, it is vitally important that we continue to foster an organisational culture dedicated to building strong customer relations to enhance customer satisfaction.

To assist our Customers, Council has developed a 'Customer Service Charter Fact Sheet' which outlines our commitment to our customers well as our expectations when customers contact Council. The fact sheet is available on Council's website and at our customer service centres within the region.

The organisational statistics for the 3rd quarter, being 1 January to 31 March 2021, continues to identify the volume of activity happening within Council. During this period, Council issued 36,657 receipts, created 4,457 customer requests for service, processed 734 search requests and answered 9,886 calls to the 41899100 number with an average percent of answered calls equating to 99.77 %

Further, Council received and sent 689,648 emails during the period 27 January to 31 March 2021. This number includes emails inbound from and outbound to external sources as well as emails sent and received within the organisation.

For awareness, a more comprehensive list of statistics for the 3rd quarter 2020/2021 is attached to this report.

People & Culture:**Workplace Health and Safety**

South Burnett Regional Council staff met with representatives of the Workplace Health and Safety Queensland regarding ensuring our processes and practices are best practice. Council subsequently received an improvement notice from WHS Queensland in relation to the Work Environment - Traffic Delineation observed by an Inspector at the Alford Street, Kingaroy transformation Project works. Council engaged relevant stakeholders and the provisions of the improvement notice were met fully and resulted in an improved environment for workers and the community.

Operating Hours

Field Staff will commence normal working due hours from Tuesday 27th April 2021 from 6.30am to 3.30pm. This is to ensure that staff's health and wellbeing is being considered and generally staff

aren't operating crews in the dark. Council will change to summer hours (and 6am starts) in September 2021.

Training

In March all Coordinators, Supervisors and team leaders attended a 'Pot of Gold' session. Pot of Gold is the internal training program run to ensure staff remain up to date with their obligations in relation to Workplace Health and Safety, Industrial Relations, Governance and Corporate responsibilities.

Additionally, in conjunction with TAFE Queensland (South Burnett Campus) Council offered staff (for the second time) the opportunity to attend Mental Health First Aid Training. Recognising that each year **1 in 5 Australians** will experience a mental illness, many people are not knowledgeable or confident to offer assistance. Physical first aid is accepted and widespread in our community, however, most do not cover mental health problems. Mental Health First Aid (MHFA) teaches staff the skills to help someone who they're concerned about whether it be at home or at work or in the wider community.

Communications/Media:

In March 2021 the Media and Communications team progressed the following:

- Media Releases x 34
- Media enquiries x 13
- Social Media:
 - **Facebook:** 69 Posts
 - **LinkedIn:** 14 posts
 - **Instagram:** 18 posts
- Enews x 1
- Printed advertising x 5
- Graphic design x 12

A list of all media release/ enquiries and statistics for March is available as an attachment to this report.

Finance:

At the end of March 2021, Council had a net operating profit of \$8.379m. While we are currently 75% through the financial year, recurrent revenue was sitting at 90% of budget and recurrent expenses were sitting at 73%. Both Capital Grants and Operational Grants are under 50% received at the end of March however the next few months will see both of these increases to be in line with the budgeted figures by the end of June 2021.

Council's cash and cash equivalents at the end of March amounted to \$49.054m with \$22.289m of this being restricted and the remaining \$26.765m classed as free cash. This high cash balance is largely attributed to the discount period for the 6 monthly rating period having ended in March.

Council's capital works program at the end of March saw \$28.315m of the \$38.529m budget being committed or spent which equates to 73.5% of the total budget. Of the \$28.315m, almost \$20.465m has been spent and the remaining is sitting as committed.

Finance have been working closely with all departments to determine any debtors that need to go to debt collection or be written off as a bad debt. The 2021-2022 budget is also continuing to be developed, ready for adoption in late June 2021.

Rates

The outstanding rates balance at the end of March was just over \$7.6m and the number of properties with rates in arrears was 2,665. It is important to note that both figures were the lowest that they

have been for the March period since 2016, with a number of factors creating this favourable outcome.

The number of rates searches continue to be relatively high as the South Burnett continues to have a surge in the number of properties being sold. Rates discount for the 6-month period has recently concluded with the first rates reminder notices going out just after Easter.

Letters were sent to property owners affected by Council's proposed changes to Sewerage charges with a handful of responses for feedback having been received so far.

Sale of land warning letters have also been issued to property owners with 3+ years outstanding on their rates with a handful of property owners having contacted Council already.

During April, the rates team will review all rate arrangements to ensure payments are up to date and will follow up on any property owners who are behind.

BACKGROUND

Nil

ATTACHMENTS

1. **Corporate Services Statistics Report 3rd Quarter 2020/2021** [↓](#) 
2. **Media and Communications Report March 2021** [↓](#) 

(07)41899100 PHONE STATISTICS 3rd QUARTER 2020/2021				
MONTH	INBOUND CALLS	CALLS ANSWERED	CALLS ABANDONED	AVERAGE PERCENTAGE ANSWERED
JANUARY	2,494	2,492	2	99.92 %
FEBRUARY	3,581	3,571	10	99.72 %
MARCH	3,836	3,823	13	99.66 %
TOTALS	9,911	9,886	25	99.77 %

Type	Number
Certificates – Search Requests	734
Bonds and Guarantees - Money held in Trust	15
Property By Law Enforcement	311
Property Management Leases / Licences	15
Regulatory Applications	662
Licences and Permits	214
Customer Requests Management (CRM)	4,457
Total	6,408

Receipts Issued 3rd Quarter 2020/2021				
	January	February	March	TOTAL
Blackbutt	84	161	271	516
Kingaroy	935	1,394	2,129	4,458
- Main Office				
- Library				
Nanango	231	347	649	1,227
Murgon	130	211	353	694
Proston	4	9	12	25
Wondai	64	179	316	559
Back Office	5,618	8,270	15,290	29,178
				36,657

Customer Requests Received/Completed 3rd Quarter 2020/2021		
Category	Received	Completed
Airports	15	11
Animals	461	289
Building Issue	238	123

Cemeteries	49	41
Council Buildings	134	100
Council	65	29
Dams	6	1
Discharge Management	4	4
Drainage	103	71
DrumMuster	9	4
Economic Development	8	7
Environmental Health	70	29
Footpath	52	36
Local Laws	45	16
Mowing	220	189
Parking	35	24
Parks & Gardens	117	64
Planning Issues	227	204
Plumbing Issue	32	15
Pool Complaints	3	1
Private Works	3	3
Property Access	11	10
Public Health	52	29
Rates Valuations	842	799
Roads	412	312
Signage	94	72
Stock Route	2	1
Street Furniture	7	7
Telecommunications	3	1
Toilets	66	49
Trees	181	123
Waste	64	56
Waste Collection	230	218
Wastewater	74	61
Water Supply	474	395
Weeds	49	11

Records Processing – utilising ECM Business System Module 3rd Quarter 2020/2021

Total Hardcopy Received 3rd Quarter	1,249
Total Emails Entered 3rd Quarter	2,479
Total Records Up to end of March	3,728

Media Releases: 34

1. 207. Public Notice 02-03-2021 - Invitation to Offer – Disposal of Inert Materials from the KTP
2. 208. Media Release 02-03-21 - KTP update - Project Ambassador
3. 209. Media Release 02-03-21 - KTP update - Essential Asset Replacement
4. 210. Media Release 05-03-21 - KTP update - Monday 8 March 2021
5. 211. Media Release 05-03-2021 Gravel Resheeting Maidenwell Upper Yarraman Road
6. 212. Public Notice 05-03-21 - Request for Quote - Management of the Proston Swimming Pool
7. 213. Public Notice 05-03-21 - Invitation to Offer – Supply of PPE Field Uniforms
8. 214. Media Release 10-03-2021 South Burnett community safety and suitable dog fencing
9. 215. Public Notice 10-03-2021 Notice of Interruption to Water Supply Youngman Street
10. 216. Media Release 10-03-2021 Road Closure on Alford Street Kingaroy
11. 217. Media Release 11-03-2021 - We want you - Volunteers wanted to assist at our Visitor Information Centres
12. 218. Media Release 11-03-2021 - Council welcomes new managers at Lake Boondooma Caravan and Recreation Park
13. 219. Public Notice 11-03-2021 - Invitation to offer Mountain bikes for not for profit community organisations 2
14. 220. Wondai Regional Art Gallery Media Release 11-03-2021 Wondai Garden Expo Art Competition 2021
15. 221. Public Notice 12-03-2021 - Request for Tenders for Pre-Qualified Supplier Panels
16. 222. Media Release 12-03-2021 25 Years of NATA Accreditation for the South Burnett Regional Council Materials Laboratory
17. 223. Media Release 12 -03-2021 - Works update - Murgon CBD
18. 224. Public Notice 12-03-2021- Invitation to Offer - SBRC 20-21-140 - Sale of Rhodes Grass Hay
19. 225. Media Release 15-03-21 - Meeting success with Government Ministers
20. 226. Media Release 15-03-21 - KTP update - Monday 15 March 2021
21. 227. Media Release 18-03-21 - KTP update - Monday 22 March 2021
22. 228. Public Notice 23-03-2021- Request for tender - SBRC-20 21-17 - Murgon Jubilee Swimming Pool - Plant Room Replacement
23. 229. Public Notice 25-03-2021- Request for Quote - Supply and delivery of commercial mowers
24. 230. Media Release 26-03-21 - KTP update - Monday 29 March 2021
25. 231. Media Release 26-03-2021 Works Update - Rural Road, Nanango
26. 232. Public Notice 29-03-2021 South Burnett Regional Council to use EFTsure for Supplier Verification
27. 233. Public Notice 29-03-2021 - Public holiday operating hours in the South Burnett for 2021
28. 234. Public Notice 29-03-2021 South Burnett Waste Facility Operating Times
29. 235. Public Notice 30-03-2021 ChemClear Collection Queensland July-August 2021
30. 236. Public Notice 31-03-2021 Nanango Cultural Centre upgrades to commence
31. 237. Public Notice 31-03-2021 Revised opening hours for QEII toilets in Murgon
32. 238. Public Notice 31-03-2021 South Burnett has extended the swimming pool season
33. 239. Media Release 01-04-21 - KTP update - Monday 5 April 2021
34. 240. Media Release 01-04-2021 Bunya Mountains Community Resilience & Preparedness Day

Media Releases 20-21						
2020	Jul	Aug	Sep	Oct	Nov	Dec
	30	19	28	24	34	28
2021	Jan	Feb	Mar	Apr	May	Jun
	22	22	34			

Media enquiries: 18

1. 04-03-2021 – Crow FM – Interview Council employee from Proston Library for International Women's Day
2. 05-03-2021 – Queensland Reconstruction Authority – Requesting updates on announcements planned regarding recovery, reconstruction or resilience programs
3. 10-03-2021 – Burnett Today – Mayor Otto's meeting with the Agricultural Minister in Brisbane
4. 10-03-2021 – Burnett Today – South Burnett Tourism Officer resignation and funding
5. 11-03-2021 – Courier Mail – Increase in dog attacks in South Burnett following media release distribution
6. 12-03-2021 – South Burnett Times - Rates changes in the South Burnett
7. 12-03-2021 – Burnett Today – Economic benefits of the De Luca Development following photo distribution on social media
8. 16-03-2021 – South Burnett Online – Clarification on matters discussed at the Community Standing Committee the week of the 8 March 2021
9. 17-03-2021 – Information Access Group - Promoting their services in accessibility content for websites
10. 17-03-2021 - Burnett Today – Details on the Dulong fuel cell tender recently awarded
11. 17-03-2021 - South Burnett Times – South Burnett Regional Council's kerbside recycling and general recycling options for the region
12. 17-03-2021 – Burnett Today - Study hub at South Burnett Libraries
13. 22-03-2021 – SCA – How many signatures on Blackbutt flying fox petition
14. 23-03-2021 - Burnett Today - Council response to resident reporting dangerous state road
15. 23-03-2021 – South Burnett Times - Requesting response to former councillor alleged misconduct
16. 24-03-2021 – ABC Southern Queensland – Dam levels following rain
17. 30-03-2021 – Burnett Today – Mental health/disability support centre in South Burnett
18. 31-03-2021 – Burnett Today - Kingaroy Aerodrome Airpark Proposal

Social media: South Burnett Regional Council

Facebook

@southburnettregion: 69 posts

Most engaged post:

13-03-2021 – Mayor Brett Otto and Cr Kirstie Schumacher at the De Luca Development on Walter Road - 7303 reached, 224 engagements, 1378 post clicks

Page likes: 7977 (+32 likes from Feb 2021)

Followers: 8259 (+35 followers from Feb 2021)

LinkedIn: 14 posts

Most engaged post:

12-03-2021 – Mayor Brett Otto and Cr Kirstie Schumacher at the De Luca Development on Walter Road - 834 impressions, 109 website clicks, 4 shares, 15.23% engagement rate

Website clicks: 2 (- 66% from Feb 2021)

Page views: 208 (-11% from Feb 2021)

Followers: 1485 (+52 followers from Feb 2021)

Instagram: 18 posts

Most engaged post:

12-03-2021 – Lake Boondooma Caravan and Recreation Park said goodbye to Doug and Kath Hughes and welcomed Rowena Wessling and Heath Sanders as the new managers – 28 likes, 373 views, 1 share

Followers: 894 (+48 from March 2021)

Photos tagged by other accounts: 5

Social media posts – all platforms						
2020	Jul	Aug	Sep	Oct	Nov	Dec
	58	61	61	81	74	52
2021	Jan	Feb	Mar	Apr	May	Jun
	Facebook: 43 LinkedIn: 6 Instagram: 9	Facebook: 55 LinkedIn: 4 Instagram: 12	Facebook: 69 LinkedIn: 14 Instagram: 18			

Enews

- Council progressed 1 Enews during March

Printed advertising

- Council progressed two full page ads (Page 4) in the South Burnett Today during March – 4 March and 18 March.
- Council progressed 1 public notice in the Queensland Country Life – Sale of Rhodes Grass Hay – SBRC 20/21-140.
- 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.

Graphic design

- Fact Sheet – Customer Service Charter
- Fact Sheet – Economic Instrument
- Fact Sheet – Materials Laboratory
- Sign – Blackbutt Visitor Information Centre Closed
- Sign – Coolabunia Saleyards emergency

- Sign – JA Carroll Solicitors no parking
- Sign – Reduced services Customer Service Centres
- Sign – Beware of wild dogs
- Sign – Public holiday closures
- Sign – Restricted access Visitor Information Centres
- Sign – Masks mandatory
- New South Burnett Libraries membership cards

6.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REVENUE POLICY 2021/2022 - STATUTORY 005

File Number: IR2786416
Author: Manager Corporate Services
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Revenue Policy 2021/2022 – Statutory 005

SUMMARY

Section 193 of the *Local Government Regulation 2012* requires a Local Government to adopt a Revenue Policy for each financial year. The Revenue Policy must include:

1. Details of the principles that Council intends to apply for:
 - Levying rates and charges;
 - Granting concessions for rates and charges;
 - Recovering overdue rates and charges; and
 - Cost-recovery methods.
2. If the Local Government intends to grant concessions for rates and charges – the purpose for the concessions; and
3. The extent to which physical and social infrastructure costs for new development are to be funded by charges for the development.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That the South Burnett Regional Council Revenue Policy 2021/2022 – Statutory 005 be adopted as presented in accordance with *Section 193* of the *Local Government Regulation 2012*.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2018/19 to 2022/23:	EXC1 Effective financial management
	EXC1.1 - Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices
	EXC2 Effective corporate management
	EXC2.1 – Deliver governance that provides sound organisational management and complies with relevant legislation
	EXC2.2 – Appropriately resource the organisation to deliver Council's strategic objectives
	EXC2.3 – Deliver corporate business solutions that meet corporate and customer needs

Annual Operational Plan 2020/21:	Develop and implement the Council Policy Framework to support strategic planning and compliance with relevant legislation, policies, codes of practice and standards.
	Implement long term financial planning to reduce financial risks and ensure financial sustainability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal consultation was initially undertaken with the Manager Finance with a draft policy prepared for circulation to Councillors and the Senior Management Team for a period of approximately three (3) weeks.

Feedback was received from General Manager Finance & Corporate and Senior Rates Officer. The Acting Manager Finance considered all feedback submissions and actioned by updating the draft policy clause 3.3 with the inclusion of:

- Assist ratepayers who have experienced high water charges due to undetected water leaks in meeting their obligations to pay Council's rates and charges.
- Assist developers that are required to provide reticulated water and wastewater to a subdivision in meeting their obligations to pay Council's rates and charges.
- Assist ratepayers who are receiving home haemodialysis in meeting their obligations to pay Council's rates and charges.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Banking Act 1959 (Cwlth)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

Statutory Bodies Financial Arrangements Act 1982 (Qld)

Statutory Bodies Financial Arrangements Regulation 2019 (Qld)

Human Rights Act 2019 (Qld)

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in away compatible with human rights. The *Human Rights Act 2019* requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law;	13. Cultural rights—generally;
2. Right to life;	14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
3. Protection from torture and cruel, inhuman or degrading treatment;	15. Right to liberty and security of person;
4. Freedom from forced work;	16. Humane treatment when deprived of liberty;
5. Freedom of movement;	17. Fair hearing;
6. Freedom of thought, conscience, religion and belief;	18. Rights in criminal proceedings;
7. Freedom of expression;	19. Children in the criminal process;
8. Peaceful assembly and freedom of association;	20. Right not to be tried or punished more than once;

9. Taking part in public life;	21. Retrospective criminal laws;
10. Property rights;	22. Right to education;
11. Privacy and reputation;	23. Right to health services.
12. Protection of families and children;	

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

Section 193 of the Local Government Regulation 2012 requires a Local Government to adopt a Revenue Policy for each financial year. The Revenue Policy must include:

1. Details of the principles that Council intends to apply for:
 - Levying rates and charges;
 - Granting concessions for rates and charges;
 - Recovering overdue rates and charges; and
 - Cost-recovery methods.
2. If the Local Government intends to grant concessions for rates and charges – the purpose for the concessions; and
3. The extent to which physical and social infrastructure costs for new development are to be funded by charges for the development.

ATTACHMENTS

1. **South Burnett Regional Council Revenue Policy 2021/2022**  



POLICY CATEGORY - NUMBER: Statutory - 005

POLICY OWNER: Finance

ECM ID: 2786416

ADOPTED:

Revenue Policy 2021/2022

NOTE: Council regularly reviews and updates its policies. The latest controlled version can be obtained from the Policy Register on Council's intranet or by contacting Council's Social & Corporate Performance Branch. **A hard copy of this electronic document is considered uncontrolled.**

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1. POLICY STATEMENT

South Burnett Regional Council ('Council') intends to achieve an equitable distribution of the cost of its operations between different groups of ratepayers. In seeking to achieve this equitable distribution, Council's view is that every ratepayer should contribute at least at a basic level to the cost of operations of the Council.

2. SCOPE

A Revenue Policy forms part of Council's budget each year. The *Local Government Regulation 2012* ('Regulation') identifies the matters that a local government must include in its Revenue Policy.

In essence, a Revenue Policy is a statement outlining the strategic policy position of Council in relation to revenue measures to be adopted in the budget.

Section 104(5)(c) of the *Local Government Act 2009* ('Act') states that the system of financial management established by Council must include, amongst other matters, a revenue policy. *Section 193* of the Regulation provides:-

1. *A local government's revenue policy for a financial year must state—*
 - a. *the principles that the local government intends to apply in the financial year for—*
 - i. *levying rates and charges; and*
 - ii. *granting concessions for rates and charges; and*
 - iii. *recovering overdue rates and charges; and*
 - iv. *cost-recovery methods; and*
 - b. *if the local government intends to grant concessions for rates and charges—the purpose for the concessions; and*
 - c. *the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.*
2. *The revenue policy may state guidelines that may be used for preparing the local government's revenue statement.*

3. *A local government must review its revenue policy annually and in sufficient time to allow an annual budget that is consistent with the revenue policy to be adopted for the next financial year.*

3. GENERAL INFORMATION

Council will also have regard to the measures required to stimulate the local and national economy and, particularly where the Council is in competition with private sector providers of goods and services, will price according to generally accepted market principles. These principles ensure the Council does not put private sector providers at a disadvantage because its businesses are publicly owned.

Council will ensure that the rates and charges made are sufficient to cover the cost of its operations and that it is able to continue to provide services to the community at a level consistent with the growth and development of the area.

In general, Council will be guided by the “user-pays” principle in setting rates and charges. In doing so, the intention is to minimise the impact of rating on the local economy, so that the cost of a Council service is incurred by the user of that service wherever possible. It is acknowledged, however, that individual consumers of a commodity or service cannot always be separately identified. For this reason, there is a need for specific user charges to be supplemented by other general revenue sources.

When considering these matters, Council will generally benchmark any variations in charges from year to year against the general movement in prices that occur in other sectors of the community as measured by indexes such as Roadwork Input Cost Index, the Consumer Price Index, Council Cost Index (calculated by the Local Government Association of Queensland) and their components. While taking these movements into consideration Council needs to ensure that the rates and charges made are sufficient to cover the cost of its operations and that it is able to continue to provide services to the community at a level consistent with the growth and development of the area.

For Council Business Units that have adopted the code of competitive conduct, prices will be set according to full cost pricing principles including the achievement of an appropriate return on Council’s investment

3.1. Levying of Rates and Charges

Rates and charges are determined after due consideration of the following:

- Council’s legislative obligations.
- The needs and expectations of the general community as determined by formal and informal consultation and survey processes.
- The cost of maintaining existing facilities and necessary services.
- The need for additional facilities and services.
- Equity by ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations, and disregarding irrelevancies such as the perceived personal wealth of individual ratepayers or ratepayer classes.

In levying rates and charges, Council will apply the principles of:

- Making clear what is the Council’s and each ratepayers responsibility to the rating system;
- Making the levying process, granting discount and any refund of rates and charges as simple and efficient to administer as possible;
- Timing the levy rate notices to take into account the financial cycle to which the ratepayers are accustomed or may adapt to; and
- Flexibility by providing payment arrangements to ratepayers with a demonstrated lower capacity to pay, along with a wide array of payment options.

Council will also have regard to the principles of:

- Transparency of process.
- Simplicity and efficient administration.
- Flexibility to take account of changes in the local economy, extraordinary circumstances and impacts that different industries may have on Council's infrastructure.

3.1.1. General Rates

General Rates revenue provides essential whole of community services not funded through subsidies, grants, contributions or donations received from other entities, or not provided for by other levies or charges. Council will consider all full cost recovery options before calculating the general rate.

Council is required to raise an amount of revenue it sees as being appropriate to maintain assets and provide services to the Region as a whole. In deciding how that revenue is raised, Council has formed the opinion that the differential general rating scheme provides the most equitable basis for the distribution of the general rate burden.

In formulating the differential general rating scheme Council has considered equity by implementing distribution of the general rate based on the land use. Where necessary a particular class of land use is further 'subdivided' on a geographic basis.

The Unimproved Valuation/Site Value for each property is the basis for determining the amount of the general rate levied. Council recognises that significant valuation fluctuations may have an adverse effect on customers. Council considers that this impact should be smoothed so that the impact in any one year is reduced. Council may achieve this by establishing new differential rating categories, averaging the valuation in accordance with *Sections 74 to 76* of the Regulation or by limiting rate increases in accordance with *Section 116* of the Regulation.

3.1.2. Separate or Special Rates

Where appropriate, Council will fund certain services and facilities by means of separate or special rate or charge in accordance with *Part 6* and *Part 8* of the Regulation. Council will levy special rates and charges on certain properties that are considered to be specially benefited by the provision of specific services, facilities or activities.

Special rates are based on the Unimproved Valuation/Site Value of the land and special charges are a flat charge per property, where this is considered to provide a more equitable basis for the sharing of the cost.

3.1.3. Other Charges

In general, Council will be guided by the principle of user pays where it can easily identify the cost associated with supplying a particular service. In particular Council may use this principle for water supply, sewerage, refuse collection, et cetera. Provided however that where Council considers that moving to full cost recovery for a particular service may cause undue hardship Council will "phase in" the full cost recovery over a period of time.

3.2. Recovery of Rates and Charges

Council will exercise its rate recovery powers in order to reduce the overall rate burden on ratepayers. It will be guided by the principles of:

- **Transparency** – by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their financial obligations;
- **Simplicity** – by making the processes used to recover outstanding rates and charges clear, simple to administer and cost effective;
- **Capacity to Pay** – by determining appropriate arrangements for different sectors of the community;
- **Equity** – by providing the same treatment for ratepayers with similar circumstances; and
- **Flexibility** – by responding where necessary to changes in the local economy.

3.3. Concessions for Rates and Charges

Statutory provision exists for the Council to rebate or postpone rates in certain circumstances. These provisions are detailed in *Part 10* of the Regulation.

In considering the application of concessions, Council will be guided by the principles of:

- **Equity** – by having regard to the different levels of capacity to pay within the local community;
- **Consistency** – by applying the same treatment for ratepayers with similar circumstances;
- **Transparency** – by making clear the requirements necessary to receive concessions; and
- **Flexibility** – by allowing Council to respond to local economic issues.

The predominant purpose for which Council grants concessions is to:

- Assist pensioners (who are on very limited incomes), in meeting their obligations to pay Council's rates and charges; and
- Assist various Religious Organisations, Community Groups and Sporting Organisations who provide a public service or community benefit throughout the region in meeting their obligations to pay Council's rates and charges.
- Assist ratepayers who have experienced high water charges due to undetected water leaks in meeting their obligations to pay Council's rates and charges.
- Assist developers that are required to provide reticulated water and wastewater to a subdivision in meeting their obligations to pay Council's rates and charges.
- Assist ratepayers who are receiving home haemodialysis in meeting their obligations to pay Council's rates and charges.

3.4. Cost Recovery Fees

Section 97 of the Act allows Council to set cost recovery fees. The Council recognises the validity of fully imposing the user pays principle for its cost recovery fees, unless the imposition of the fee is contrary to its express social, environmental and other corporate goals. This is considered to be the most equitable and effective revenue approach and is founded on the basis the Region's rating base cannot subsidise the specific users or clients of Council's regulatory products and services.

However, in setting its cost recovery fees, Council will be cognizant of the requirement that such a fee must not be more than the cost to Council of providing the service or taking action to which the fee applies.

3.5. Commercial Charges

Sections 9 (Powers of local governments generally) and *262* (Powers in support of responsibilities) of the Act provide the Council, as a legal entity, with powers to charge for services and facilities it supplies other than a service or facility for which a cost recovery fee may be fixed.

Such commercial charges are for transactions where the Council is prepared to provide a service and the other party to the transaction can choose whether or not to avail itself of the service.

The nature, level and standard of the entitlement, facility or service is considered by the Council in the setting of commercial charges. Central to deliberations on these matters is the Council's community service obligation and the principle of social equity. The Council may set such a charge with the aim of achieving a profit from the service or facility provided.

The principle of "user pays" is considered where the provision of a service, entitlement or facility may be in direct competition with private enterprise.

3.6. Funding of Physical and Social Infrastructure Costs

Council requires developers to pay reasonable and relevant contributions towards the cost of infrastructure required to support the development. Specific charges are detailed in "Adopted Infrastructure Charges" resolution adopted by Council.

These charges are based on normal anticipated growth rates. Where a new development is of sufficient magnitude to accelerate the growth rate of a specific community within the region, it may be necessary to bring forward social infrastructure projects. Where this occurs, Council expects developers to meet sufficient costs so that the availability of facilities is not adversely affected and so that existing ratepayers are not burdened with the cost of providing the additional infrastructure.

4. DEFINITIONS

Ratepayer means a person who is liable to pay rates or charges.

Local Government Principles means the principles expressed in the form of outcomes set out in *Section 4(2)* of the Act.

Annual Budget, for a local government, means its annual budget under *chapter 5, part 2, division 3* of the Act.

Business Unit, of a local government, means a part of the local government that conducts a business activity of the local government.

Code of Competitive Conduct as referenced within *Section 47* of the Act.

Full Cost Pricing, of a significant business activity, as referenced within *Section 44(3)* of the Act.

Differential General Rates as referenced within *Section 80(2)* of the Act

Concession for rates or charges means a concession granted under *Chapter 4, Part 10* of the Act

Pensioner means a person who is the holder of a pensioner concession card issued by the department of the Commonwealth responsible for administering the *Social Security Act 1991* (Cwlth) or the *Veterans' Entitlements Act 1986* (Cwlth).

Cost-Recovery Fee as referenced in *Section 97(2)* of the Act.

5. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

6. RELATED DOCUMENTS

South Burnett Regional Council Investment Policy – Statutory 009

South Burnett Regional Council Debt Policy – Statutory 010

Rate Collection Policy – Statutory 041

South Burnett Regional Council Revenue Statement

South Burnett Regional Council Hardship Policy – Statutory 012

7. NEXT REVIEW

As prescribed by legislation – (Date to be inserted)

8. VERSION CONTROL

Version	Revision Description	Approval/Adopted Date	ECM Reference
1	New Policy	13 August 2008	407991
2	Policy Review	26 June 2009	528733
3	Policy Review	9 June 2010	897521
4	Policy Review	29 June 2011	1271695
5	Policy Review	11 July 2012	1291872

Policy Name: Revenue Policy 2021/2022
ECM ID:

Adoption Date:

Page 5 of 6
Next Review Date:

Version	Revision Description	Approval/Adopted Date	ECM Reference
6	Policy Review	12 June 2013	1185927
7	Policy Review	21 May 2014	1590733
8	Policy Review	3 June 2015	1888898
9	Policy Review	18 May 2016	1944679
10	Policy Review	17 May 2017	2701011
11	Policy Review	21 February 2018	2836653
12	Policy Review	20 March 2019	2578183
13	Policy Review	29 March 2020	2682123

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

6.3 INDEPENDENT ACCOUNTING ANALYSIS**File Number:** 21-04-2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Independent Accounting Analysis

SUMMARY

At the Executive and Finance & Corporate Standing Committee Meeting on 17 March 2021, Council resolved:

*Committee Resolution 2021/83**Moved: Cr Brett Otto**Seconded: Cr Gavin Jones**That Item 8.1 - Independent Accounting Analysis lay on the table until the April Executive and Finance & Corporate Standing Committee Meeting.**CARRIED 7/0*

OFFICER'S RECOMMENDATION

Procedural Tabling Motion

*That Independent Accounting Analysis be taken off the table.**Moved: Cr Brett Otto**Seconded: Cr Kathy Duff*

That South Burnett Regional Council engage an appropriately independent qualified person to conduct an independent accounting analysis on asset valuation and liability with particular focus on any duplication of assets and options for un-funding depreciation of suitably identified assets with a view to inform the 2022 – 2023 budget deliberations.

BACKGROUND

N/A

ATTACHMENTS**Nil**

6.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CORPORATE PLAN 2021-2026

File Number: 21-04-2020
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Corporate Plan 2021-2026.

SUMMARY

Council is legislatively required under section 165 of the *Local Government Regulation 2012* to prepare a corporate plan for each period of five (5) financial years. The Local government must adopt its five (5) year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.

Council received the draft Corporate Plan 2021-2026 at the ordinary meeting in January 2021 and subsequently provided the draft plan to the community for consultation during February and March 2021. Council provided a variety of platforms on which the community could view the draft plan and provide feedback.

The Internal Steering Group considered the feedback received identifying a number of recommended changes to the draft plan.

OFFICER'S RECOMMENDATION

That Council note the proposed Draft Corporate Plan 2021-2026 amendments for information:

1. **ENHANCING LIVEABILITY AND LIFESTYLE** - Elevate the South Burnett region to be recognised as a "Community of choice".

KEY PRIORITIES

- EC1 Develop and implement initiatives to enhance community parks, gardens and recreational facilities, which may include: tree planting strategy, botanical gardens and perennial (drought tolerant) shrubs and flower planting programme.
- EC2 Develop and implement CBD Renewal and Revitalisation Programmes for areas of our townships including service standards for maintenance and cleaning programmes.
- EC3 Advocate to minimise the impact of heavy vehicle traffic in the CBD areas of major towns as appropriate.
- EC4 Develop and implement a regionally themed Arts, Culture and Heritage Strategic Plan incorporating all of our communities.
- EC5 Continue to support, renew and maintain pools, libraries and Customer Service Centres across our region at agreed service levels.
- EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.
- EC7 Development and implementation, in consultation with local communities, of realistically achievable rural resilience programmes.
- EC8 Partner with our region's youth to develop and implement a Regional Youth Plan.
- EC9 Develop, in consultation with communities, Community Plans that identify key priorities for each town and village to inform Council's prioritisation.
- EC10 Support indigenous reconciliation and empowerment through the development and implementation of a Reconciliation Action Plan.

- EC11 Support, advocate and facilitate real outcomes on mental health and suicide prevention, including advocating for a community well-being centre.
- EC12 Develop and implement a plan that makes our region's towns 'Communities of choice' for people living with disability.
- EC13 Work with our senior citizens to provide greater opportunities for them to play an active role in our communities and to age in place.
- EC14 Develop and implement a systematic programme for non-compliant commercial properties and residential living arrangements that pose significant health and safety risks.
- EC15 Continue to provide pro-active support to the Local Disaster Management Group.
- EC16 Partner with community to develop and promote events.
- EC17 Support for the implementation of the adopted Sport and Recreation Plan through prioritised annual action plans.

2. PROVIDING KEY INFRASTRUCTURE FOR OUR TOWNS AND VILLAGES - Develop, renew and maintain community infrastructure through sound asset management principles.
KEY PRIORITIES

- IN1 Continue to provide sound asset management strategies to maintain and improve Council's road network, bridges, drainage and street lighting.
- IN2 Continue to provide sound asset management strategies to maintain and improve Council's footpath infrastructure.
- IN3 Continue to provide and investigate options to improve slashing and spraying programmes on state and local road networks.
- IN4 Collaborate with the transport sector and industry to identify key freight and transport route state infrastructure and advocate to government on asset upgrades, renewals and maintenance.
- IN5 Develop and implement a hierarchy and programme to refurbish median strips and roundabouts prioritising entry ways into our major towns.
- IN6 Continue to provide and investigate options to improve rail trail infrastructure, residential footpaths and cycleways to promote connectivity.
- IN7 Develop a secure and reliable urban and rural water supply system through increased allocations, upgraded and renewed infrastructure and pricing models.
- IN8 Continue to focus on initiatives that position our region as a destination of choice for caravan and RV camping.
- IN9 Undertake an audit to identify Council land that can be divested.
- IN10 Investigate options for leasing opportunities to not-for-profit groups and organisations.
- IN11 Continue to provide and investigate options to improve our saleyards as an important community asset.
- IN12 Identify assets that may be suitable for commercialisation.
- IN13 Advocate and support the specialist health services needs of our residents.
- IN14 Continue to provide and investigate options to improve our cemetery infrastructure.
- IN15 Continue to provide and investigate options to improve our aerodromes.

3. GROWING OUR REGION'S ECONOMY AND PROSPERITY - Boost our economy through investment and innovation that promotes population growth and community wellbeing.
KEY PRIORITIES

- GR1 Develop and implement a well-researched, action based 'Regional Development Strategy' that supports business and employment growth.

- GR2 Continue to develop SBRC's investment readiness to identify a sequence of actions that can enhance council's capability in responding to investment related enquiries.
- GR3 Work with key stakeholders to create a pipeline of priority shovel ready projects that aim to improve the quality of life experienced by all residents, invest in strategic infrastructure and create a prosperous future for all.
- GR4 Support and advocate for the development of an expanded and diversified agricultural economy, which may include, for example regenerative agriculture and centre for rural excellence and innovation.
- GR5 Continue to provide and investigate options to improve our arts, heritage, visitor information centres and tourism infrastructure.
- GR6 Advocate for and support of the region's tourism sector through an industry led development of a Tourism Strategy, with particular focus on indigenous tourism, adventure tourism, international tourism and high wealth tourism.
- GR7 Continue to provide and investigate options to improve our dams as tourist attractions as an important community asset.
- GR8 Support and advocate for appropriate growth and development with responsive planning schemes, processes, customer service and other initiatives.
- GR9 Explore, advocate and pursue opportunities for post-secondary education within the region.
- GR10 Advocate for enhanced regional digital connectivity and black spots.
- GR11 Support local businesses through the implementation of Council's Procurement Policy and encourage others to support and buy local.
- GR12 Progress the 25 year Economic Roadmap as a priority project further to the National Water Infrastructure Development Fund (NWIDF) Water Feasibility Study.
- GR13 Advocate for and support the options short list as identified in the National Water Infrastructure Development Fund (NWIDF) Water Feasibility Study - North and South Burnett Options Analysis.
- GR14 Support our community and key stakeholders to build a plan for our region's eventual coal transition.
- GR15 Work with key stakeholders to promote workforce attraction and retention in the South Burnett.
- GR16 Support the development of an agricultural land and product asset mapping programme.

4. **SAFEGUARDING OUR ENVIRONMENT** - A sustainable environment, proactively and responsibly managed in partnership with the community for future generations.

KEY PRIORITIES

- EN1 Investigate, develop and implement an Environmental Sustainability Policy.
- EN2 Continue to provide and investigate options to improve waste reduction, landfill management and recycling.
- EN3 Ongoing commitment to bio-security and pest management, including declared and non-declared species.
- EN4 Encourage responsible investment in renewable energy.
- EN5 Encourage investment in transport innovation, for example electric vehicles and charging stations.
- EN6 Support initiatives that promote and protects biodiversity, natural resource management and caring and retaining our unique landscapes.
- EN7 Develop and implement a systematic programme to identify and take action to address overgrown allotments across all regional residential areas.

- EN8 Develop and implement a systematic programme to identify and take action to address stray / feral / pests and wild animals.
- EN9 Community education and assistance to support food and other local businesses to meet relevant Local Laws compliance standards.

5. **ORGANISATIONAL EXCELLENCE** - An organisation that is characterised by effective leadership, responsible management, good governance and quality service delivery.

KEY PRIORITIES

- OR1 Deliver on our Corporate Plan through high level delivery of the annual operational plans.
- OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making.
- OR3 Manage Council assets effectively through the development and implementation of Asset Management Plans.
- OR4 Continue to monitor and align the organisational structure with Council's adopted strategies and priorities.
- OR5 Continue to give priority to ongoing financial sustainability and prudent budget management.
- OR6 Implement consultative, responsible and sound project management practices.
- OR7 Continue implementation of zero-based budgeting to support responsible fiscal management in the preparation of Council's budget.
- OR8 High level implementation of Council's Customer Service Charter.
- OR9 Develop a continuous improvement, customer focused culture led by the senior management team and underpinned by an effective performance setting, monitoring and evaluation system.
- OR10 Increased commitment to community engagement and to proactive strategic delivery of media and communications.
- OR11 Develop for endorsement by Council a Workforce Plan that guides the engagement, development, management and performance of Council's human resources.
- OR12 Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.
- OR13 Implement reliable, realistic and cost-effective business systems and practices.
- OR14 Continue to implement regional equity / consistency in Council's rating system.
- OR15 Continue to give priority to ongoing Audit and Risk and prudent management.
- OR16 Continue to give priority to ongoing Work Health and Safety and prudent management.

FINANCIAL AND RESOURCE IMPLICATIONS

The Corporate Plan will give guidance and direction to future year budgets and operational plans. The 2020-22 budget allows for resourcing the development and consultation of the Corporate Plan 2021-2026.

LINK TO CORPORATE/OPERATIONAL PLAN

The Corporate Plan details direct linkages such as:

EC1 - Enhancing our community

ENV - Our Environment

GO - Growth and Opportunity

EXC - Organisational Excellence

INF - Infrastructure

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

- 2021 – 2026 Corporate Plan Communication Strategy.
- Media release, social media posts, posters, flyers, advertising, electronic newsletter, radio.
- Staff newsletter, staff meetings, email to all staff.
- Website (dedicated Page) with downloadable feedback form and electronic feedback form available
- Community Consultation:
 - Wooroolin Community Markets - Saturday 13 February 2021 - 6am–12pm
 - Murgon CBD Markets - Sunday 14 February 2021 - 7am–12pm
 - Kingaroy Shoppingworld - Thursday 18 February 2021 - 9am–4pm
 - Kingaroy Shoppingworld - Friday 19 February 2021 - 9am–4pm
 - Kingaroy Friendship Markets - Saturday 20 February 2021 - 6:30am–12pm
 - Kingaroy Shoppingworld - Thursday 25 February 2021 - 9am–4pm
 - Wondai Country Markets - Saturday 27 February 2021 - 7am–12pm
 - Hivesville Markets - Sunday 28 February 2021 - 7am–12pm
 - Bunya Mountains Community Markets - Sunday 28 February 2021 - 9am–2pm
 - Nanango Country Markets - Saturday 6 March 2021 - 6am–12pm
- Councillor Workshops were held on the following dates: 29 July 2020, 8 October 2020, 9 December 2020, 13 January 2021 and 14 April 2021.
- The matter was considered at the following Council meetings:
 - General Meeting of 16 December 2020 with the following procedural resolution being adopted: **RESOLUTION 2020/198**
Moved: Cr Kirstie Schumacher
Seconded: Cr Kathy Duff
That the matter lay on the table until the January 2021 General Meeting of Council
In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen
Against: Nil
CARRIED 7/0
 - General Meeting of 20 January 2021 with the following procedural resolution being adopted: **RESOLUTION 2021/233**
Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher
That Council receive the Draft Corporate Plan 2021-2026 and approves release of the draft Corporate Plan for community consultation.
In Favour: Crs Brett Otto, Gavin Jones, Kathy Duff, Roz Frohloff, Danita Potter, Kirstie Schumacher and Scott Henschen
Against: Nil
CARRIED 7/0

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

A Corporate Plan is a statutory requirement pursuant to *Section 165 of the Local Government Regulation 2012*.

165 Preparation of 5-year corporate plan

- (1) A local government must prepare a 5-year corporate plan for each period of 5 financial years.
- (2) A local government must adopt its 5-year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.

(3) A local government may, by resolution, amend its 5-year corporate plan at any time.

(4) A local government must discharge its responsibilities in a way that is consistent with its 5-year corporate plan.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct policy/local law/delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

Council is legislatively required under section 165 of the *Local Government Regulation 2012* to prepare a 5-year corporate plan for each period of five (5) financial years. The Local Government must adopt its 5-year corporate plan in sufficient time to allow a budget and annual operational plan, consistent with the corporate plan, to be adopted for the first financial year that is covered by the plan.

Council adopted the draft Corporate Plan 2021-2026 at the ordinary meeting in January 2021 and subsequently provided the draft plan to the community for consultation during February and March 2021. Council provided a variety of platforms on which the community could view the draft plan and provide feedback.

The Internal Steering Group considered the feedback received identifying a number of amendments as listed in the recommendation.

There is a reasonable expectation that over the coming years, the community of the South Burnett Region is set to grow and evolve and will face significant changes. As the 2020 year has seen, change is often sudden and inevitable, whether it is a growing and more diverse population, increases or decreases in economic activity, new infrastructure challenges or simply the community's changing expectations. Any one of these could significantly affect the lifestyle of our residents. Council wants to ensure our organisation, and the community, is proactive in planning for the future, creating a region that is admired for its strength, resilience and ability to embrace and benefit from change.

The South Burnett Regional Council Corporate Plan 2021-2026 sets the strategic direction and priorities for our organisation for the next five financial years. It identifies expectations that the community desires within the region and outlines what Council will do to achieve these expectations. The Plan is designed around five themes, each supported by several outcomes that Council is committed to achieving.

There are a range of new plans and strategies to be developed over the life of the plan and Council will need to consider any resource and implications of those plans and strategies.

It is a requirement for Local Governments in Queensland to adopt a Corporate Plan every five years and pursue the achievement of the strategic objectives within the Plan. When completed, the Corporate Plan will be directly linked to Council's long-term strategic documents, including our annual budget and Operational Plan. Reporting on the progress of the outcomes within the Corporate Plan are conducted through the Annual Report and Operational Plan quarterly progress reports.

ATTACHMENTS

Nil

6.5 SERVICES PROVIDED BY RAINMAKER STRATEGIC PLANNING

File Number: Exec1
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

To provide Council with an update in regard to the services provided by Rainmaker Strategic Planning.

SUMMARY

The matter was discussed at the Ordinary Meeting of 24 March 2021 with a request by resolution for further information.

OFFICER'S RECOMMENDATION

That Council receive the services provided by Rainmaker Strategic Planning for information.

BACKGROUND

At the ordinary meeting of 24 March 2021, the following resolutions were adopted:

Resolution 2021/299

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That Council resolves it is satisfied that the registers of suppliers for Repeated Operational Expenditure, Sole Suppliers and Original Equipment Manufacturers contain suppliers that provide goods or services to council where the expenditure cannot be sourced traditionally via quotation, tender or expressions of interest.

Carried 6/0

And

Resolution 2021/300

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That a report detailing the services Rainmaker Strategic Planning will provide is brought back to a Standing Committee Meeting for consideration.

Carried 6/0

The company representative has over 20 years of experience operating in commercial and government environments. Services provided have been ad hoc and Council is looking to formalise any future engagements with a structured agreement. At the time of writing this report it is not envisaged to be a permanent or long-term engagement.

Services provided include assistance with strategic media advice, which would include the development and implementation of innovative Communications, Media and Social Media strategies to engage stakeholders and communicate organisational projects, goals and projected outcomes.

ATTACHMENTS

Nil

6.6 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

File Number: Exec2
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

An update in regard to the process for Councillor Portfolio representation and any future changes in line with the adoption of the 2021 – 2026 Corporate Plan.

SUMMARY

South Burnett Regional Council (Council) adopted a portfolio system where the Mayor and each Councillor has been assigned as a portfolio representative for a specific portfolio. The portfolio system gives Councillors additional roles and responsibilities and in no way diminishes a Councillor's statutory responsibilities and obligations under the *Local Government Act 2009*. The portfolios are focused at a strategic level of Council policy. The portfolio system is intended so that ratepayers and residents can identify which Councillor to approach according to a strategic issue at hand.

OFFICER'S RECOMMENDATION

That Council receives the update report Councillor Portfolio representation for information and presents a further report to the June Executive and Finance & Corporate Standing Committee.

BACKGROUND

Matter discussed at the Executive and Finance & Corporate Standing Committee 17 February 2021 with the following resolution being adopted:

COMMITTEE RESOLUTION 2021/36

Moved: Cr Brett Otto Seconded: Cr Gavin Jones

That a report be brought back to the Executive and Finance & Corporate Standing Committee Meeting in April as to future Portfolio assignments to Councillors to align Portfolios appropriately to the 2021-2026 Corporate Plan.

CARRIED 7/0

At the General meeting of 29 April 2020, the South Burnett Regional Council (Council) adopted a portfolio system where the Mayor and each Councillor has been assigned as a portfolio representative for a specific portfolio.

The portfolio system gives Councillors additional roles and responsibilities and in no way diminishes a Councillor's statutory responsibilities and obligations under the *Local Government Act 2009*.

The portfolios are focused at a strategic level of Council policy. The portfolio system is intended so that ratepayers and residents can identify which Councillor to approach according to a strategic issue at hand. During this term of Council, a Standing Committee structure has been adopted with Council no longer holding closed Portfolio Briefing meetings. The Standing Committees are open and live streamed and consider information reports as well as making recommendations to the monthly Ordinary meeting of Council.

At the meeting of 17 February 2021 Council made an adjustment to the portfolio system with the change the economic development portfolio as follows:

South Burnett Regional Council adopts the assignments of specific portfolios as:

<i>Regional Development</i> <ul style="list-style-type: none">• <i>industry</i>• <i>agriculture</i>• <i>water security</i>• <i>economic development and tourism</i>	<i>Cr Kirstie Schumacher</i>
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As detailed in a separate report in this agenda the draft corporate plan is nearing final adoption and Council will consider both policy direction and structure moving forward. It is considered premature to finalise any portfolio changes until the corporate plan process is finalised.

ATTACHMENTS

Nil

7 PORTFOLIO - REGIONAL DEVELOPMENT

7.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT

File Number: 21-04-2021

Author: Councillor

Authoriser: Chief Executive Officer

PRECIS

Regional Development Portfolio Report

SUMMARY

Cr Schumacher presented her Regional Development Portfolio Report to Council

OFFICER'S RECOMMENDATION

That Cr Schumacher's Regional Development Portfolio Report to Council be received for information.

This Council, we believe the South Burnett will be the next growth story.

This past month's efforts have focused on refining the **draft 2026 Regional Development Strategy** for adoption by Council at the next general meeting. This process has involved meetings between this Council's Wide Bay Regional Plan Sub-committee members, and representatives from BIEDO and the Department of State Development, Infrastructure, Local Government and Planning. Together we have worked to feed in the threads of the many conversations this team has had over these past twelve months about supporting and enabling the growth of our region.

The Regional Development Strategy will be a living Council document, that will continue to evolve over time. The delivery and tracking of its performance will be underpinned by a Regional Work Plan and supported by Council's leadership, facilitation, and advocacy. My fellow Councillors, you have received a copy of the draft 2026 Regional Development Strategy, for comment and discussion as per the agenda item at today's Standing Committee meeting. Councillors, you have also been provided with a draft sample copy of the level of detail that may be included in our Regional Work Plan. The purpose of this sample document, is to demonstrate to Council the journey that we are on and acknowledge that while the adoption of a strategy will be a great step forward, there are still many more conversations to be had in the development of the Regional Work Plan which will turn our focus from strategy to driving outcomes. It is envisaged this Regional Work Plan will articulate the actions Council will take to assist key stakeholders and our region to deliver on the aspirations of the strategy. I welcome my fellow Councillor's further feedback, which can be discussed today for inclusion in the final strategy document that will be tabled at the next general meeting for public consultation and release.

We all agree, our role as a Council is to provide an environment conducive to growth. In many ways, Council is an enabler and as a team, we know that to grow our region, we must work together, across our portfolios and divisions, with a regional mindset and a focus on the best interests of the communities we serve. In my view, growing our region requires genuine collaboration and listening. As leaders we all have a role to play, and these roles will become clearer once the strategy has been adopted and we turn our minds to developing the Regional Work Plan, a plan that will help us to achieve our goals.

While we must be realistic in setting and achieving our short-term priorities over this term of Council, I equally encourage Council to be bold and audacious, as we look to those long-term opportunities. The diversification of existing industries and exploration into those emerging industries such as renewable energy, horticulture, manufacturing, agri-tech, recycling and resource recovery, along with models such as creating a circular economy and being investment ready, are just a few examples of opportunities we as a Council see worthy of concentrated effort.

In some cases, we understand we may not be the leader, our role in regional development is largely one that may see's us facilitate, enable, empower, encourage, and support. Our role will be about removing the red tape and the obstacles to growth, and it will involve being at the table, and being strategic in sustaining what we have and advocating for more. Using our voice, thinking big and at times drawing in learning from outside our region, while being courageous as we knock on doors, as we tell our story, and we keep telling our story until we get the outcomes we desire. Our partnerships with our neighbouring Councils are important and our ability to seek cross-regional support and both state and federal government collaboration is key. The purpose of this strategy is to help us to focus on the things that we know matter most. We each know, we can't possibly be everything to everyone, and with that we can't please absolutely everyone despite our many efforts. I believe, what we should aim for is respect - respect in understanding our roles and our stakeholders shared goals of growth and doing all we can to work together. We each know, our region is home to some incredible people who are doing incredible things, and this Council's desire is to stand with them and together forge our future.

While as a Council we are supportive of industry and driving jobs, we know that housing availability, water security, connectivity and a lack of available workforce are examples of some of the current inhibitors to growth in our region. Now is the time, we as a Council turn our minds to what we can do about these challenges.

As detailed in the draft strategy, the South Burnett is an economy in transition from primarily commodity based agricultural production to substantial and growing levels of processing and manufacturing being carried out in our region. Equally the trends over the past five years demonstrate increased investments with a stable workforce. The advantageous regional location enhanced by cost-effective access to available industrial land, commercial opportunities, and available workforce are just a few of the drivers of growth that we are experiencing.

What I have discussed is only a snapshot of some the areas of economic performance of our region, that has informed our three key strategic enablers that will provide the high-level direction for the regional development strategy. The enablers I will introduce today, are the enablers this Council believes we should be reaching for. These are the enablers that will help us to maximise the opportunities and address the issues and challenges in our region. The enablers that underpin our strategy are:

- **Enabler one:** The South Burnett has appropriate infrastructure to support industry, investment, and liveability.
- **Enabler two:** Council delivers streamlined investment support and promotes well planned growth.
- **Enabler three:** Council attracts investment, growing the economy.

I look forward to sharing more conversation about these enablers and the draft strategy with you and our community in the following consultation period.

In closing, I'd like to quote our CEO, who reminded us only this past week of the words of Winston Churchill, "You will never reach your destination if you stop and throw stones at every dog that barks".

In reflection, these words have made me think about the things that we each share, the one thing that often distracts us and at times blinds us from the bigger picture. I know the seven of us together as a team, along with our staff, our residents and communities have all been victim to this – it is the love and the passion that we each share for our beautiful region. Sometimes we are so driven and so passionate that we aren't looking far enough ahead. I know we all equally want to know that our children and our grandchildren will have a future here in the South Burnett. That they too will be able to continue the work that our residents have dedicated their lives to, and I know that the Regional Development Strategy is one of the tools that can steer our passion and love for our region, and help to drive a thriving future for all. So South Burnett, there are some exciting prospects on the horizon, there is much more work to be done, but together I know we will get there.

BACKGROUND

Nil

ATTACHMENTS

Nil

7.2 REGIONAL DEVELOPMENT AND TOURISM MONTHLY UPDATE

File Number: 21-04-2021

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Regional Development and Tourism update for the month of March 2021.

SUMMARY

This report provides an update on the South Burnett Regional Council's Regional Development and Tourism section for the month of March 2021.

OFFICER'S RECOMMENDATION

That the Regional Development and Tourism monthly update for March 2021 be received for information.

BACKGROUND

In March 2021 the Regional Development and Tourism team progressed the following:

Events / happenings:

- **01-03-2021 Easter** – Volunteers at the Kingaroy Visitor Information Centres hopped into the Easter spirit early with an Easter display and the new Easter hampers.



- **02-03-2021 Military Display** – The Military Display at the Kingaroy Heritage Museum has been revamped and relocated in the centre.



- **04-03-2021 Sound Boxes** – Sound has finally been restored to the sound boxes at the Kingaroy Heritage Museums, with the interactive displays a central attraction at the museum.
- **5-3-2021 Flag poles** – Volunteers at the Kingaroy Visitor Information Centre rejoiced following the installation of new holders for the teardrop flags at the front of the centre making it easier for elderly volunteers to transport the flags.



- **15-03-2021 Fairies** – Fairies have invaded the Wondai Visitor Information Centre this month, with a newly created and unique display providing an interesting talking point for visitors.



- **19-03-2021 Farewell to volunteers** – The Visitor Information Centres said farewell to long serving volunteers this month - Max and Dianna Ellis (13 years), Linda Schofield, Mary Oakley, Sharon Joslin, Brenda Collier and Carmen Levett.
- **31-03-2021 Volunteer Famil** – The highly anticipated Volunteer Famil, showcasing the regions Visitor Information Centres, Art Galleries and Museums was scheduled for Wednesday 31 March. Unfortunately, due to changes to COVID health directives, the tour was postponed until a later date.
- **31-03-2021 Volunteers Wanted** – A media release seeking new volunteers has been successful, with six new volunteers signing up to assist at our Visitor Information Centres during March.

Monthly Statistics:

Visitor Information Centres – Monthly Statistics 2020-21						
2020	Jul	Aug	Sep	Oct	Nov	Dec
Sales	B - \$0 K - \$6292 M - \$598 N - \$1318 W - \$3330	B - \$0 K - \$8000 M - \$473 N - \$1093 W - \$2697	B - \$0 K - \$6760 M - \$993 N - \$2373 W - \$4184	B - \$0 K - \$7408 M - \$863 N - \$2698 W - \$4623	B - \$0 K - \$4938 M - \$7170 N - \$1871 W - \$	B - \$0 K - \$10122 M - \$90 N - \$2060 W - \$2817
Coach Tours	B - 0 K - 2 M - 0 N - 1 W - 0	B - 0 K - 1 M - 0 N - 0 W - 0	B - 0 K - 0 M - 0 N - 2 W - 0	B - 0 K - 5 M - 0 N - 1 W - 2	B - 0 K - 0 M - 0 N - 2 W - 0	B - 0 K - 0 M - 0 N - 0 W - 0
Volunteer Numbers	B - 0 K - 13 M - 13 N - 12 W - 9	B - 0 K - 12 M - 14 N - 15 W - 9	B - 0 K - 12 M - 14 N - 15 W - 8	B - 0 K - 15 M - 14 N - 13 W - 11	B - 0 K - 13 M - 14 N - 14 W - 11	B - 0 K - 13 M - 13 N - 15 W - 11
Volunteer Hours	B - 0 K - 857 M - 141 N - 0 W - 203	B - 0 K - 879 M - 189 N - 339 W - 0	B - 0 K - 719 M - 181 N - 340 W - 11	B - 0 K - 846 M - 197 N - 392 W - 250	B - 0 K - 664 M - 215 N - 223 W - 76	B - 0 K - 778 M - 135 N - 438 W - 16
Days Open	N/A	N/A	N/A	B - 0 K - 29 M - 27 N - 30 W - 26	B - 0 K - 20 M - 26 N - 30 W - 26	B - 0 K - 24 M - 20 N - 28 W - 25
2021	Jan	Feb	Mar	Apr	May	Jun
Sales	B - \$0 K - \$4928 M - \$354 N - \$1386 W - \$1717	B - \$0 K - \$4478 M - \$343 N - \$167 W - \$1149	B - \$0 K - \$5003 M - \$443 N - \$1180 W - \$2067			
Coach Tours	B - 0 K - 1 M - 0 N - 0 W - 0	B - 0 K - 2 M - 0 N - 0 W - 0	B - 0 K - 0 M - 0 N - 0 W - 0			
Volunteer Numbers	B - 0 K - 13 M - 13 N - 14 W - 11	B - 0 K - 13 M - 13 N - 14 W - 11	B - 0 K - 13 M - 13 N - 14 W - 11			
Volunteer Hours	B - 0 K - 375 M - 149 N - 384 W - 212	B - 0 K - 747 M - 180 N - 130 W - 150	B - 0 K - 883 M - 200 N - 466 W - 212			
Days Open	B - 0 K - 25 M - 25	B - 0 K - 24 M - 24	B - 0 K - 27 M - 27			

	N - 30 W - 25	N - 9 W - 24	N - 31 W - 27			
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Media Releases:

217. Media Release 11-03-2021 - We want you - Volunteers wanted to assist at our Visitor Information Centres
218. Media Release 11-03-2021 - Council welcomes new managers at Lake Boondooma Caravan and Recreation Park
236. Public Notice 31-03-2021 Nanango Cultural Centre upgrades to commence

Media Releases 20-21						
2020	Jul	Aug	Sep	Oct	Nov	Dec
	N/A	N/A	N/A	N/A	4	1
2021	Jan	Feb	Mar	Apr	May	Jun
	2	0	3			

Social Media Posts:

Social Media:						
2020	Jul	Aug	Sep	Oct	Nov	Dec
SB VIC Network	Posts 29	Posts 17	Posts 12	Posts 19	Posts 29 Likes 645 Followers 752	Posts 32 Likes 671 Followers 791
Discover South Burnett	Posts 7	Posts 1	Posts 3	Posts 6	Posts 5 Likes 3835 Followers 3925	Posts 5 Likes 3847 Followers 3974
Kilkivan to Kingaroy Rail Trail	Posts 1	Posts 0	Posts 0	Posts 0	Posts 3 Likes 988 Followers 1075	Posts 1 Likes 1018 Followers 1115
Drive Inland	Posts 0	Posts 0	Posts 0	Posts 0	Posts 3 Likes 799 Followers 856	Posts 4 Likes 805 Followers 864
WBB – The Perfect Place	Posts 0	Posts 0	Posts 0	Posts 0	Posts 3 Likes 2450 Followers 2499	Posts 4 Likes 2439 Followers 2490
2021	Jan	Feb	Mar	Apr	May	Jun
SB VIC Network	Posts 7 Likes 698 Followers 825	Posts 14 Likes 726 Followers 867	Posts 26 Likes 728 Followers 877			
Discover South Burnett	Posts 0 Likes 3856 Followers 3990	Posts 2 Likes 3866 Followers 4012	Posts 13 Likes 3881 Followers 4050			

Kilkivan to Kingaroy Rail Trail	Posts 0 Likes 1037 Followers 1138	Posts 2 Likes 1080 Followers 1185	Posts 2 Likes 1128 Followers 1247			
Drive Inland	Posts 7 Likes 805 Followers 864	Posts 0 Likes 819 Followers 880	Posts 0 Likes 826 Followers 890			
Wide Bay-Burnett – The Perfect Place	Posts 0 Likes 2438 Followers 2489	Posts 0 Likes 2438 Followers 2489	Posts 0 Likes 2439 Followers 2490			

Printed Advertising / Graphical Design:

N/A

ATTACHMENTS

1. Localised - Jan-Mar 2021 [↓](#) 

From: Executive Services
Subject: FW: [EXTERNAL] Engagement & Traction report - WBB Localised
Attachments: list-a-business-2021-03-11 (1).csv

Please be cautious
 This email originated outside of SBRC..

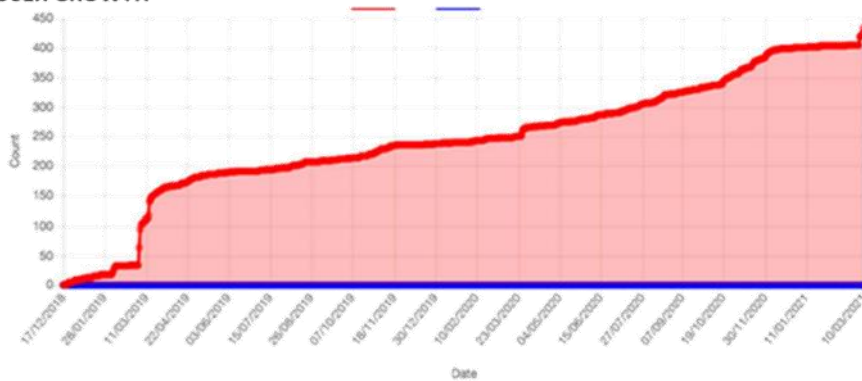
Hi,

Happy new year to you - hard to believe we're almost halfway through March already. Here's the latest growth and engagement figures for WBB Localised.

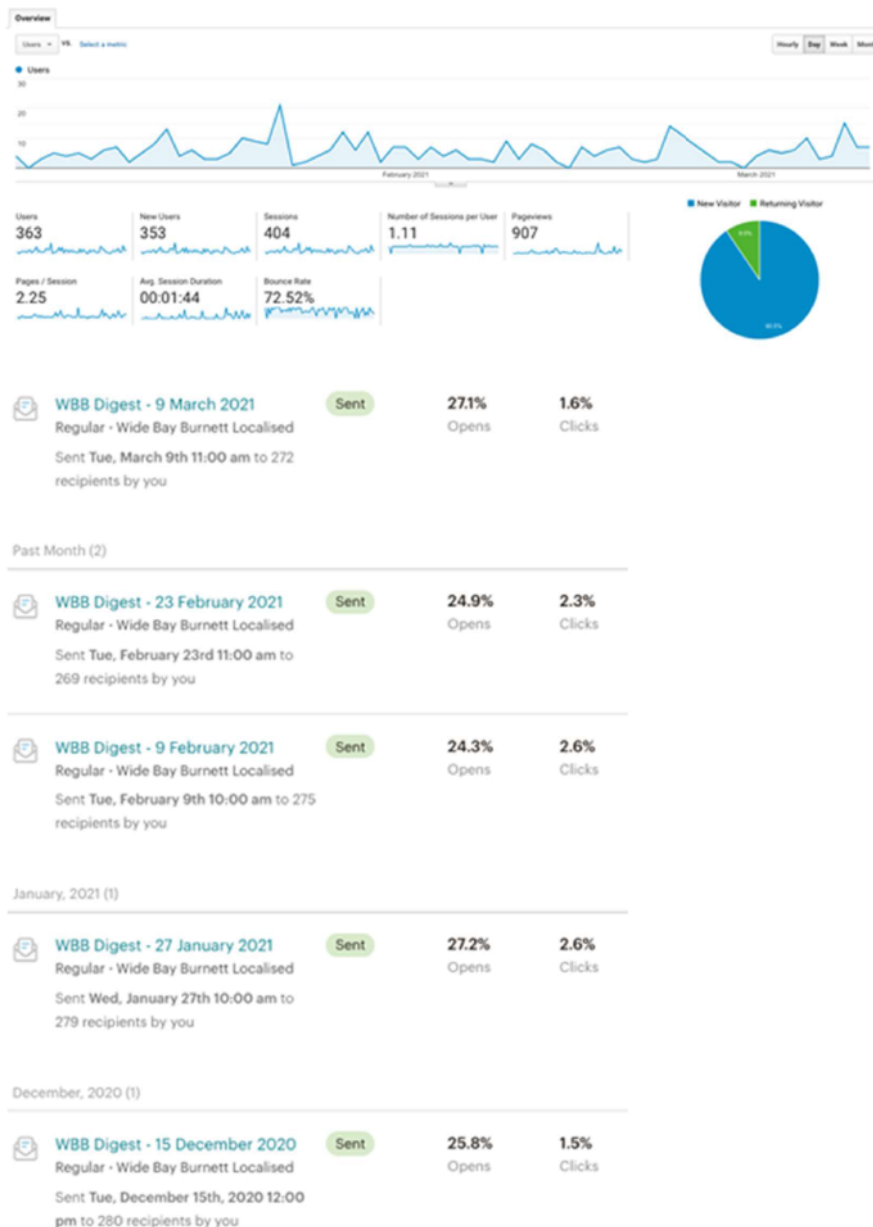
GROWTH

People	435 + 30 in the last 7 days
Businesses	123 + 1 in the last 7 days
Projects	11 + 0 in the last 7 days
Events	91 + 11 in the last 7 days
Articles	82 + 0 in the last 7 days
Announcements	104 + 2 in the last 7 days

USER GROWTH



ENGAGEMENT



INSIGHTS/COMMENTARY:

- High traffic (page views, time on site) in late Jan and early March
- With restrictions lifting and business returning to a sense of normalcy, it's great to see more events being posted
- 30 new user sign ups this past week
- Fortnightly digest open rates remain consistent
- High number of new visitation

I've also attached the current business export FYI.

Let me know if you have any questions.

7.3 REVIEW OF PREVIOUS DRAFTS OF THE REGIONAL DEVELOPMENT STRATEGY**File Number:** RD001**Author:** Chief Executive Officer**Authoriser:** Chief Executive Officer**PRECIS**

To present and update on progress of the review of the Regional Development Strategy (previously the Economic Development Strategy)

SUMMARY

To inform Council or actions to date.

OFFICER'S RECOMMENDATION

That the review of the Draft Regional Development Strategy report be received for information.

BACKGROUND

The matter was last considered at the Standing Committee of 24 February 2021 with the following adopted:

RESOLUTION 2021/277

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That a review of the previous drafts of the Economic Development Strategy be undertaken by the Wide Bay Burnett Regional Plan Council Sub-committee and this committee report back to the April Executive and Finance & Corporate Standing Committee meeting.

CARRIED 7/0

During this current financial year, the development of draft Economic Strategy was placed on hold whilst Corporate Plan process commenced and is being completed. The consideration and development of the draft plan recommenced with the review and modernising of the previous drafts and aligned in accordance with Council's forward strategies.

Council has continued to engage with organisations such as BIEDO, DSDTI and RDA in the development of the draft document. A review of REDAC Regional Strategy at ROC level, (whilst yet to be finalised and is dependent on the future direction of the ROC), assisted with the background information for the draft. Council will consider at a future meeting the draft concept of Regional Development Strategy which incorporates the previous Economic Development Strategy draft.

A review of the Wide Bay Burnett Regional Plan is underway. The existing plan was released in 2011. As this plan is being reviewed to respond to the region's changing economy and projected population increase, so does Council's plans and strategy need to be reviewed to inform the regional priorities.

ATTACHMENTS**Nil**

7.4 INVITATION TO PARTICIPATE IN A CROSS REGIONAL FOOD TOURISM OPPORTUNITY

File Number: 21-04-2021
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Invitation to participate in a cross regional food tourism opportunity through Fraser Coast Tourism.

SUMMARY

Fraser Coast Tourism is working on a small cross regional food tourism opportunity with Channel 7 Queensland and My Kitchen Rules winners, Dan & Steph Mulheron, for a six-series television show promoting food tourism in six Queensland locations (Port Douglas, Bowen, Rockhampton/Capricorn, Bundaberg, Kingaroy and Hervey Bay).

The focus for the South Burnett region is Kingaroy produce (chosen by the chefs).

Fraser Coast Tourism has invited South Burnett Regional Council to participate in the project and are seeking \$12,000 from all five of the above regional areas with each receiving a 30 minute show to be broadcast at 5.30pm on 7 Queensland.


This would be a unique opportunity to showcase regional produce. Total marketing value is estimated at approximately \$42k to the region.

South Burnett Regional Council has contacted Visit South Burnett who have indicated an interest in participating in the project through a possible contribution of \$2,000. This is yet to be confirmed through the tourism body.

OFFICER'S RECOMMENDATION

That the Invitation to participate in a Cross Regional Food Tourism Opportunity report be received for information.

ATTACHMENTS

1. Fraser Coast Tourism - Invitation to participate in cross regional food tourism opportunity. [↓](#) 

#ECM #ECMbody #silent



P 07 4189 9100
PO Box 336 Kingaroy QLD 4610
www.southburnett.qld.gov.au



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Please be cautious
This email originated outside of SBRC...

Dear Tracey,

Fraser Coast Tourism is working on a small cross regional food tourism opportunity with Channel 7 Queensland and My Kitchen Rules winners, Dan & Steph Mulheron, for a six-series television show promoting food tourism in six Queensland locations (Port Douglas, Bowen, Rockhampton/Capricorn, Bundaberg, Kingaroy and Hervey Bay).

The focus in your region is Kingaroy produce (chosen by the chefs) with the details in the doc attached. It is pretty short order, with filming to start later this month, for shows to air in May-June 2021. Total budget is \$360k.

Document Set ID: 2784364
Version: 1 Version Date: 31/03/2021

We are seeking \$12k from (hopefully) all five of the above regional areas with each receiving a 30-minute show to be broadcast at 5.30pm on 7 Queensland.

We think it's a great opportunity to showcase regional produce at a compelling buy-in price. Total marketing value is at least \$42k by region.

Keen to chat in the next day or so to check whether you and the team see value.

Kind regards

Karen Broadhurst / Marketing Manager
Fraser Coast Tourism & Events
T 07 4191 2600
M 041 331 0091
E kbroadhurst@fcte.com.au
A PO Box 488 Hervey Bay QLD 4655
Learn more: fcte.com.au | Holiday planning: visitfrasercoast.com



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Document Set ID: 2784364
Version: 1 Version Date: 31/03/2021



PO Box 488, Hervey Bay, Qld 4655
E: kbroadhurst@fcte.com.au
P: 041 331 0091

19 March 2021

Tracey Wilson
Co-ordinator Executive Services
Office of the CEO
South Burnett Regional Council

Dear Tracey,

SPONSORSHIP PROPOSAL – EAT AND TRAVEL (QUEENSLAND) WITH DAN & STEPH

We would like to invite the South Burnett Regional Council to join Fraser Coast Tourism & Events in an exciting proposal with Channel 7 Queensland and My Kitchen Rules winners, Dan and Steph Mulheron, to film a six-episode television series to be broadcast on the network's main channel from 5pm Saturday during May-June 2021.

Provided we can secure sufficient sponsors, shooting is scheduled to begin later this month.

THE CONCEPT: *Eat and Travel with Dan & Steph* will be a foodie program showcasing natural food products in six locations across regional Queensland, driving visitor dispersal by encouraging people to discover the State's "foodie delights" by exploring their own backyards.

In 30-minute episodes filmed at Kingaroy, Bundaberg / Bargara, Rockhampton, Bowen, Port Douglas and Hervey Bay, Dan & Steph will visit local growers, suppliers and producers, creating two dishes that will reflect international flavours using regional produce.

DAN & STEPH MULHERON: Winners of the 2013 MKR series and runners-up in 2020, Dan & Steph have a national profile, recognised by Channel 7 Queensland in offering the couple their own 6-series food show. The couple have worked with Fraser Coast Tourism as tourism ambassadors in 2020, helping to showcase the region to their 100k+ social media following.

The *Eat and Travel with Dan & Steph* series will provide the South Burnett Regional Council with a terrific opportunity to also leverage off the profile and social following of nationally recognised cooking celebrities.

As a young family with a six-year-old-daughter, Emmy, the couple provide a strong connection with a wide range of potential travellers, through their exposure as successful MKR contestants. They present a wholesome image and underline Queensland's positioning as a safe, family-friendly destination.

For each show, Dan & Steph will be filming on site with local producers, discussing the food, how it is grown, where it is sold etc prior to preparation (eg: in Bowen they plan to go out on a boat and catch a coral trout and a crayfish to be cooked later on the show). From a State-wide perspective, the series will drive distribution throughout Queensland, showcasing the strong food offerings.



AUDIENCE REACH – *Eat and Travel with Dan & Steph*:

Television – The episodes will be broadcast on Channel 7, 7TWO and 7PLUS.

The Channel 7 audience at 5.30pm on Saturday is 90,000 combined metro and regional Queensland. Similar shows on 7PLUS achieve a 100,000+ streaming reach and the 7TWO audience, but based on a 4pm timeslot, has 43,000 national metro viewers and 31,000 national regional viewers.

Digital – The digital content will be shared by all full series sponsors for use on their combined social networks. We have calculated the total reach of the current sponsor group at 1.5 million (prior to Regional Tourism Organisation of Council involvement).

SERIES BUDGET: The cost of producing the six-series show is \$360,000, with \$210,000 currently secured from Sunpork Fresh Foods, Optus, Sweet Potato Australia and Bega. Big 4 is supplying accommodation in kind and a hire car company will provide vehicles at each location.

RTO FUNDING PROPOSAL:

- Fraser Coast Tourism & Events is seeking \$12,000 sponsorship from South Burnett Regional Council to showcase the local produce of the Kingaroy region.
- A \$12k contribution for your own 30-minute *Eat and Travel with Dan & Steph* on Channel 7 Queensland is a 60% discount to current TV rates.
- Each show will contain sponsor credits and Tourism & Events Queensland's Good to Go branding, encouraging people to visit towns and cities across the State.
- Dan & Steph will be positioned as tourism ambassadors in the introduction to each of the 6 x 30 minute shows, with a map showing them leaving the Fraser Coast and travelling to a new region for that week's cooking adventure.



South Burnett
Regional Council

**VALUE DELIVERED TO SOUTH BURNETT REGIONAL COUNCIL**

• Sponsorship of the Kingaroy 30-minute food show in partnership with Fraser Coast Tourism	\$
• 1 x 30 minute show featuring locally-grown fresh food produce from the Kingaroy region	30,000
• TV promos aired by Channel 7 each week to promote each show (2.5 minutes total)	2,500
• Dan & Steph promos of the Kingaroy episode to their 100k social media audience	5,000
• 5 minutes of edited cuts from the Kingaroy show, available to be used commercially on SBRC social channels and in marketing promotions	5,000
TOTAL	42,550
ROI on \$12k investment	2.5 times

7.5 OPERA QUEENSLAND REGIONAL TOUR 2021

File Number: RD5
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

To inform Council of the opportunity to participate in Opera Queensland regional tour

SUMMARY

Opportunity to bring an Opera Queensland event to the South Burnett Region.

OFFICER'S RECOMMENDATION

That the committee recommends to Council

1. That South Burnett Regional Council accepts the proposal from Opera Queensland for the performance of "Are You Lonesome Tonight" in Kingaroy on 15 June 2021.

BACKGROUND

Opera Queensland have advised that they will take care of everything that happens on stage (artists, sound, lighting etc.) and Council would need to provide the 'event' items around it like chairs, bar/hospitality, ticketing and the like. It is also requested that Council to provide 1-2 people that can assist with bump in and bump out to ensure everything runs smoothly. Depending on the performance space additional support around site safety may be required (e.g. if we're outside and need concrete blocks to tie the set to, or additional lighting is required for patron safety on uneven ground or similar).

The presenting fee is \$6,000 ex GST and Council would then own the performance in Kingaroy. Council would recoup some costs through the ticket sales or may be something to consider as a free event for the community. Opera Queensland encourages presenters to get local support in co-presenting (offer sponsor opportunities to businesses) if they want to as well.

The Opera Queensland web site notes the following information in regard to the programme:

Are You Lonesome Tonight will be the most extensive regional tour in our 40-year history.

Visiting nearly 30 communities and travelling almost 7,000 kilometres, the tour takes over regional Queensland with a celebration of Opera and Country music throughout May and June.

With a cast of young Australian singers including Irena Lysiuk, Marcus Corowa and Jonathan Hickey, Are You Lonesome Tonight features arias and songs by composers such as Puccini, Verdi, Slim Dusty and Dolly Parton, to name just a few.

Come in your jeans and boots or your tuxedos and ballgowns – this is opera that is diverse, accessible and exciting.

ATTACHMENTS

Nil

8 QUESTIONS ON NOTICE

8.1 QUESTIONS ON NOTICE

File Number: 21-04-2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

The following questions on notice were received at the Executive and Finance and Corporate Standing Committee Meeting on 17 March 2021 and the General Council Meeting on 24 March 2021.

Questions

1. At the present time is the Kingaroy Transformation Project tracking exceptionally well? Cr Scott Henschen
2. In relation to current provision calculations for landfill and quarries – how is that calculated? – Cr Kirstie Schumacher.
3. Where are the discussions at in relation to the lease the South Burnett Mountain Bike Club have over the area, as for them to develop some of the trails they will need to change the boundaries of the lease? – Cr Kirstie Schumacher:

Responses

1. This information will be included in the Monthly Kingaroy Transformation Project update provided at Infrastructure's May Standing Committee.
2. That the below information regarding the landfill and gravel provisions be noted.

The landfill and gravel provisions are calculated by looking at the current value of the predicted rehabilitation costs of the various sites over time. The calculations look at the amount of money we need to spend in the future for each landfill and gravel site, and then discounts the costs into a present-day value. In other words, how much do we need to put away now to be able to cover the rehabilitation expenses in the future when they are due.

The provision considers a discount factor (think of this as an interest rate) as well as an inflation factor. While finance do keep an eye on the predicted value of the provision during the year, adjustments are only made at the end of the year when the final year end discount and inflation rates are known. The reason the provision isn't adjusted each quarter when the forecasts are performed is because the discount rates can fluctuate significantly. The attachment to this report shows the interest rates by month from June 2020 to March 2021 as well as some further illustrations on the time value of money and the effect discount rates have on the overall provision amount.

3. Internal stakeholders are currently being consulted on the proposal. There is an identified risk of people traversing the quarry area, and there is a proposed plan to install new fencing, gates, and security cameras. The lease officer will contact the South Burnett Mountain Bikers to provide an update and discuss their proposal further.

RECOMMENDATION

That the responses to the questions raised be received and noted.

ATTACHMENTS

1. **Discount rates & effect on Landfill and Gravel Provisions** [↓](#) 

Discount Rates from G100

Term (Years)	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
1	0.58%	0.43%	0.43%	0.37%	0.28%	0.18%	0.19%	0.20%	0.25%	0.23%
2	0.61%	0.48%	0.49%	0.42%	0.29%	0.25%	0.27%	0.29%	0.41%	0.40%
3	0.78%	0.63%	0.65%	0.57%	0.44%	0.41%	0.44%	0.48%	0.72%	0.71%
4	1.03%	0.83%	0.85%	0.77%	0.65%	0.63%	0.65%	0.70%	1.10%	1.07%
5	1.31%	1.05%	1.07%	0.99%	0.89%	0.87%	0.89%	0.94%	1.49%	1.45%
6	1.59%	1.27%	1.29%	1.22%	1.13%	1.10%	1.13%	1.18%	1.86%	1.81%
7	1.85%	1.49%	1.51%	1.44%	1.36%	1.34%	1.36%	1.42%	2.20%	2.15%
8	2.10%	1.69%	1.72%	1.65%	1.59%	1.56%	1.58%	1.64%	2.52%	2.45%
9	2.33%	1.89%	1.91%	1.85%	1.81%	1.77%	1.79%	1.84%	2.81%	2.73%
10	2.53%	2.07%	2.10%	2.04%	2.01%	1.96%	1.99%	2.03%	3.06%	2.98%
11	2.71%	2.23%	2.25%	2.19%	2.17%	2.13%	2.15%	2.19%	3.27%	3.18%
12	2.85%	2.35%	2.38%	2.32%	2.31%	2.26%	2.28%	2.32%	3.45%	3.35%
13	2.97%	2.46%	2.48%	2.43%	2.43%	2.37%	2.39%	2.44%	3.60%	3.50%
14	3.07%	2.55%	2.57%	2.52%	2.53%	2.47%	2.49%	2.53%	3.73%	3.62%
15	3.16%	2.63%	2.65%	2.60%	2.61%	2.56%	2.57%	2.61%	3.84%	3.73%
16	3.24%	2.70%	2.72%	2.67%	2.69%	2.63%	2.65%	2.69%	3.93%	3.82%
17	3.31%	2.76%	2.78%	2.74%	2.76%	2.69%	2.71%	2.75%	4.02%	3.91%
18	3.37%	2.82%	2.84%	2.79%	2.82%	2.75%	2.77%	2.81%	4.10%	3.98%
19	3.43%	2.87%	2.89%	2.84%	2.87%	2.80%	2.82%	2.86%	4.16%	4.05%
20	3.48%	2.91%	2.93%	2.89%	2.92%	2.85%	2.87%	2.91%	4.23%	4.11%

Present Value Summary

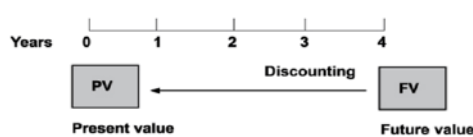
Present Value - Time Value of Money

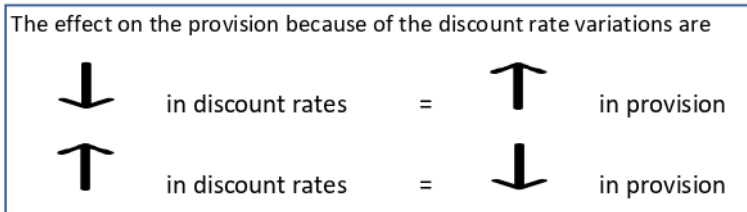
What is Present Value and the time value of money?

This concept comes about by the idea that money available at the present time is not worth the same as the identical sum in the future due to interest earning potential and the effect of inflation.

How does this relate to our provision?

- ✓ Need to account for time value of money by discounting the expected expenses in future years to present day values (*use G100 rates*)
- ✓ Need to include an inflation factor to account for variances in purchasing power of money in the future (*use 3 year average cost index from G100*)



Effect of discount rates on provision during the year

The below shows the effect on the provisions and the profit and loss based on the discount rates that were published for September 2020, December 2020 and March 2021. This gives an indication on how the interest rates can fluctuate during the year and how big of an effect it can have.

Landfill and Gravel Provisions

	Amended Budget	Provision based on September 2020 Discount Rates	Provision based on December 2020 Discount Rates	Provision based on March 2021 Discount Rates
Profit and Loss effect				
Landfill provision P&L effect	\$ 481,968.69	\$ 1,150,072.20	\$ 1,209,839.62	\$ 453,682.64
Gravel provision P&L effect	\$ 33,517.61	\$ 197,058.71	\$ 202,765.27	\$ 106,738.61
Total P&L effect	\$ 515,486.30	\$ 1,347,130.91	\$ 1,412,604.89	\$ 560,421.25
Movement to budget - (unfavourable)/favourable	-\$	831,644.61	-\$ 897,118.59	1,075,907.55
		(a)	(b)	(c)

(a) The discount rates in September 2020 had decreased compared to the May 2020 rates that were used when calculating the budget. This means that the SBRC net operating deficit would have increased by \$832k to accommodate for a higher provision balance.

(b) The discount rates for December 2020 also decreased compared to both the budget and the September rates. This means that the SBRC net operating deficit would have increased by \$897k compared to the budget. As you can see this is a larger deficit increase compared to the September 2020 provision calculation.

(c) The discount rates for March 2021 have increased overall compared to the budget rates and the September and December rates. In this case, the SBRC net operating deficit would have decreased by \$1.076m compared to the original budget as the provision value has decreased.

9 CONFIDENTIAL SECTION

OFFICER'S RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

9.1 Release of Restricted Cash - Developer Contributions

This matter is considered to be confidential under Section 254J - i of the Local Government Regulation, 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

9.2 Request to Waive Disputed Rates Debt Recovery Legal Costs & Interest - Assessment Number 14376-00000-000

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, 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.

10 CLOSURE OF MEETING