



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

**Executive and Finance & Corporate
Standing Committee Meeting
Wednesday, 15 September 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, 15 SEPTEMBER 2021 AT 9.02AM**

PRESENT: Councillors:

Cr Brett Otto (Mayor), 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), Ged Brennan (Acting General Manager Infrastructure), Peter O'May (General Manager Community), Carolyn Knudsen (Manager Corporate Services), Wendy Kruger (Personal Assistant Finance & Corporate), Lynelle Paterson (Executive Assistant)

1 OPENING

The Mayor declared the meeting open at 9.02am and welcomed all attendees. The Mayor passed on Council's most sincere condolences to the people of Cherbourg and Murgon on the passing of Bevan Costello.

2 LEAVE OF ABSENCE / APOLOGIES

APOLOGY

COMMITTEE RESOLUTION 2021/61

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That the apology received from Cr Frohloff be accepted and leave of absence granted.

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

Against: Nil

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place. Council observed a minutes silence for Bevan Costello.

4 DECLARATION OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING HELD ON 18 AUGUST 2021**

COMMITTEE RESOLUTION 2021/62

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That the Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 18 August 2021 be received.

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

Against: Nil

CARRIED 6/0**6 BUSINESS ARISING****7 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT****7.1 CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT PORTFOLIO**

COMMITTEE RESOLUTION 2021/63

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

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

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

Against: Nil

CARRIED 6/0**7.1.1 QEII PARK MURGON**

COMMITTEE RESOLUTION 2021/64

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That the committee recommends to Council:

That a design be prepared for QEII Park Murgon and be circulated for community consultation and report back to Council.

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

Against: Nil

CARRIED 6/0

7.2 AUSTRALIA DAY - CHANGE OF LOCATION

COMMITTEE RESOLUTION 2021/65

Moved: Cr Danita Potter
Seconded: Cr Gavin Jones

That the committee recommends to Council:

That South Burnett Regional Council location for the Australia Day Awards Ceremony be held at Blackbutt on Sunday Afternoon, 23 January 2022.

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

Against: Nil

CARRIED 6/0

7.3 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

COMMITTEE RESOLUTION 2021/66

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That Council receives the update report Councillor Portfolio representation for information and presents a further report to the October Executive and Finance & Corporate Standing Committee and a workshop be held with Councillors prior to this meeting.

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

Against: Nil

CARRIED 6/0

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2021/67

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2021/68

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the meeting resume at 10.30am with Wheatland State School children in attendance.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0****7.4 RESOLUTION FOR ENGAGEMENT OF A CONSULTANT FOR COUNCIL**

OFFICER'S RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That South Burnett Regional Council resolves it is satisfied that it would be impractical and disadvantageous for Council to invite quotes or tenders due to the specialised and confidential nature of the services provided to Council by Rainmaker Strategic Planning for the 2021-22 Financial Year.

COMMITTEE RECOMMENDATION

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the matter lay on the table until the September Ordinary Meeting of Council..

In Favour: Crs Kirstie Schumacher and Kathy DuffAgainst: Crs Brett Otto, Gavin Jones, Danita Potter and Scott Henschen**LOST 2/4**

COMMITTEE RESOLUTION 2021/69

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That South Burnett Regional Council resolves it is satisfied that it would be impractical and disadvantageous for Council to invite quotes or tenders due to the specialised and confidential nature of the services provided to Council by Rainmaker Strategic Planning for the 2021-22 Financial Year.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter and Scott HenschenAgainst: Crs Kirstie Schumacher and Kathy Duff**CARRIED 4/2**

7.4.1 RAINMAKER STRATEGIC SERVICES

RESOLVED 2021/70

A report to be provided to the September Ordinary Meeting of Council of what work has been done to date by Rainmaker Strategic Services.

Presentation of Petition:

Students Shaun Gordon and Hayden Godden from Wheatland School presented a petition with 218 signatures requesting a trampoline park be built at the PCYC.in Murgon

7.5 EVERY AGE COUNTS

COMMITTEE RESOLUTION 2021/71

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the committee recommends to Council:

That we stand for a world without ageism where all people of all ages are valued and respected and their contributions are acknowledged, that we commit to speak out and take action to ensure older people can participate on equal terms with all others in all aspects of life.

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

Against: Nil

CARRIED 6/0

Attendance:

At 11:08 am, Cr Danita Potter left the meeting.

At 11:10 am, Cr Danita Potter returned to the meeting.

7.6 PARKS AND GARDENS MASTER PLAN ADVISORY COMMITTEE

COMMITTEE RESOLUTION 2021/72

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

1. That in accordance with section 264 of the *Local Government Regulation 2012*, Council establish the South Burnett Botanical Advisory Committee;
2. That nominations be called for membership to the South Burnett Botanical Advisory Committee; and
3. That the Draft South Burnett Botanical Advisory Committee Terms of Reference be reviewed and brought back to a future Standing Committee Meeting.

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

Against: Nil

CARRIED 6/0

7.7 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL LOCAL LAW-MAKING PROCESS POLICY - STATUTORY056

COMMITTEE RESOLUTION 2021/73

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Council Local Law-Making Process Policy – Statutory056 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0**

7.7.1 QUESTION ON NOTICE - RUBBISH

Question on Notice from Mayor Otto:

If Council was looking to impose fines for people who drop rubbish on our roads or dump rubbish illegally, is that a local law matter or is that a State Government matter?

7.8 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ADMINISTRATION WASTE REDUCTION POLICY - STRATEGIC025

COMMITTEE RESOLUTION 2021/74

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the committee recommends to Council:

That the South Burnett Regional Council Administration Waste Reduction Policy – Strategic025 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0**

7.8.1 WORKSHOP - WASTE REDUCTION

RESOLVED 2021/75

Workshop to be held with Environmental and Waste Team in relation to waste reduction.

Attendance:

Students from Wheatlands State School left the meeting at 11.27am

7.9 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL DEALING WITH A COMPLAINT INVOLVING THE CHIEF EXECUTIVE OFFICER POLICY - STATUTORY054

COMMITTEE RESOLUTION 2021/76

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the committee recommends to Council:

That the South Burnett Regional Council Dealing with a complaint involving the Chief Executive Officer Policy – Statutory054 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0**

7.10 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CORPORATE RISK MANAGEMENT POLICY - STATUTORY020

COMMITTEE RESOLUTION 2021/77

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Corporate Risk Management Policy – Statutory020 be adopted as presented.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0**

7.11 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL COUNCILLOR CODE OF CONDUCT - STATUTORY001

COMMITTEE RESOLUTION 2021/78

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the report be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0**

7.11.1 REPORT - SOUTH BURNETT REGIONAL COUNCIL COUNCILLOR CODE OF CONDUCT

RESOLVED 2021/79

A Code of Conduct for Queensland Councillors to be presented to the September Ordinary meeting of Council.

7.11.2 REPORT - SOCIAL MEDIA

RESOLVED 2021/80

Future report in relation to changes to Queensland Government defamation case law and the use of social media.

MEETING ADJOURN

COMMITTEE RESOLUTION 2021/81

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting adjourn for lunch.

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

RESUME MEETING

COMMITTEE RESOLUTION 2021/82

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting resume at 1.11pm.

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

Against: Nil

CARRIED 6/0

7.12 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REMOTE PILOTED AIRCRAFT DRONE POLICY - STATUTORY055

COMMITTEE RESOLUTION 2021/83

Moved: Cr Gavin Jones
Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Council Remote Piloted Aircraft Drone Policy – Statutory055 be adopted as presented.

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

Against: Nil

CARRIED 6/0

7.13 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL DEMOLISH, REMOVE OR RELOCATE BUILDINGS POLICY - STRATEGIC024

COMMITTEE RESOLUTION 2021/84

Moved: Cr Gavin Jones
Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Demolish, Remove or Relocate Buildings Policy – Strategic024 be adopted as presented.

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

Against: Nil

CARRIED 6/0

7.14 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL COMPLAINT MANAGEMENT POLICY - STATUTORY040

COMMITTEE RESOLUTION 2021/85

Moved: Cr Scott Henschen
Seconded: Cr Gavin Jones

That the Committee recommends to Council:

That the South Burnett Regional Council Complaint Management Policy – Statutory040 be adopted as presented.

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

Against: Nil

CARRIED 6/0

7.15 DRAFT SOUTH BURNETT REGIONAL COUNCIL MEDIA RELATIONS POLICY – STRATEGIC001 BE TABLED AT THE EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING TO BE HELD IN OCTOBER 2021

COMMITTEE RESOLUTION 2021/86

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Draft South Burnett Regional Council Media Relations Policy – Strategic001 be tabled at the Executive and Finance & Corporate Standing Committee meeting to be held in October 2021.

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

Against: Nil

CARRIED 6/0

7.16 REQUESTING COUNCIL REVIEW A MINOR LOCAL GOVERNMENT BOUNDARY CHANGE BETWEEN SOUTH BURNETT AND GYMPIE REGIONAL COUNCIL

COMMITTEE RESOLUTION 2021/87

Moved: Cr Kirstie Schumacher

Seconded: Cr Gavin Jones

That the Committee recommend to Council

That Council offer no objection to a minor local government boundary change between Gympie Regional Council and South Burnett Regional Council to transfer Lot 66 on RP825862 from South Burnett Regional Council to Gympie Regional Council.

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

Against: Nil

CARRIED 6/0

7.17 DOG REGISTRATIONS

COMMITTEE RESOLUTION 2021/88

Moved: Cr Gavin Jones

Seconded: Cr Kirstie Schumacher

That provision of a 50% pensioner concession not be extended to all dog registration fees and the report be received and noted.

In Favour: Crs Gavin Jones, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto, Danita Potter and Kathy Duff

LOST 3/3**On the casting vote of the Mayor**

7.17.1 DOG REGISTRATIONS

RESOLVED 2021/89

A report be brought back to the next Executive and Finance & Corporate Standing Committee Meeting.

ADJOURN MEETING

COMMITTEE RESOLUTION 2021/90

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the meeting adjourn at 1.41pm.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2021/91

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting resume at 4.32pm

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

Attendance:**Councillors:**

Cr Brett Otto (Mayor), Cr Kirstie Schumacher, Cr Scott Henschen, Cr Kathy Duff

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Peter O'May (General Manager Community), Carolyn Knudsen (Manager Corporate Services), Lynelle Paterson (Executive Assistant)

8 PORTFOLIO - REGIONAL DEVELOPMENT

8.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2021/92

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, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

8.2 SOUTH BURNETT REGIONAL COUNCIL TOURISM BROCHURES

COMMITTEE RESOLUTION 2021/93

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the matter lay on the table until the October Executive and Finance & Corporate Standing Committee Meeting.

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

8.3 REGIONAL DEVELOPMENT AND TOURISM MONTHLY UPDATE

COMMITTEE RESOLUTION 2021/94

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

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

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

8.4 LGAQ TRADE AND INVESTMENT OPPORTUNITIES

COMMITTEE RESOLUTION 2021/95

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the report on LGAQ Trade and Investment opportunities be received for information.

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

8.5 TENDER OF LICENCE AREA 21 - KINGAROY AERODROME

COMMITTEE RESOLUTION 2021/96

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommend to Council

That Area 21 at the Kingaroy Aerodrome be offered for licence by way of tender.

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

9 NOTICES OF MOTION

9.1 NOTICE OF MOTION - CITIES POWER PARTNERSHIP

COMMITTEE RESOLUTION 2021/97

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the committee recommends to Council:

That South Burnett Regional Council become a member of the Cities Power Partnership, which is a free program that gives local governments the tools, connections and momentum to capitalise on the global shift to a clean economy, and that a workshop be schedule with Cities Power Partnership to support Council in identifying and adopting its five key action pledges.

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

MOTION

COMMITTEE RESOLUTION 2021/98

MOVED: CR BRETT OTTO

SECONDED: CR KATHY DUFF

THAT ITEM 10.1 - GREAT LAKES AGENCY FOR PEACE AND DEVELOPMENT INTERNATIONAL - GLAPDI LTD AND ITEM 10.2 - WONDAI SWIMMING POOL - APPOINTMENT OF TEMPORARY POOL MANAGER BE TABLED AT THE SEPTEMBER ORDINARY MEETING OF COUNCIL.

IN FAVOUR: CRS BRETT OTTO, KIRSTIE SCHUMACHER, SCOTT HENSCHEN AND KATHY DUFF

AGAINST: NIL

CARRIED 4/0**10 CONFIDENTIAL SECTION****10.1 GREAT LAKES AGENCY FOR PEACE AND DEVELOPMENT INTERNATIONAL - GLAPDI LTD.**

This item will be tabled at the September Ordinary Meeting of Council.

10.2 WONDAI SWIMMING POOL - APPOINTMENT OF TEMPORARY POOL MANAGER

This item will be tabled at the September Ordinary Meeting of Council.

11. GENERAL BUSINESS**11.1 CLIMATE RISK ASSESSMENT**

COMMITTEE RESOLUTION 2021/99

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That a report be brought back to the November standing committee meeting in relation to climate risk assessment and the integration of such into Council's governance framework

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

11.2 CLIMATE RESILIENCE LEADERSHIP COURSE

COMMITTEE RESOLUTION 2021/100

Moved: Cr Brett Otto
Seconded: Cr Kathy Duff

That the committee recommends to Council:

That Cr Schumacher be nominated to complete on behalf of Council the Climate Resilience Leadership Course provided by the Qld Climate Resilient Councils Group (QCRC).

In Favour: Crs Brett Otto, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 4/0

11.3 WORKSHOP - MEETING PROCESSES

RESOLVED 2021/101

Workshop to discuss meeting, agenda, standing committee/ordinary meeting processes.

12 CLOSURE OF MEETING

The Meeting closed at 5.17pm.

The minutes of this meeting were confirmed at the Executive and Finance & Corporate Standing Committee Meeting held on 13 October 2021.

.....
CHAIRPERSON