



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

**Infrastructure Standing Committee
Meeting**

Wednesday, 3 November 2021

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
INFRASTRUCTURE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 3 NOVEMBER 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), Peter O'May (General Manager Community), Ged Brennan (Acting General Manager Infrastructure), Aaron Meehan (KTP Project Manager), James D'Arcy (Manager Infrastructure Planning), Kevin Searle (Manager Works), Kristy Champney (Personal Assistant Infrastructure), Lynelle Paterson (Coordinator Executive Services)

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

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE INFRASTRUCTURE STANDING COMMITTEE MEETING HELD ON 6 OCTOBER 2021**

COMMITTEE RESOLUTION 2021/76

Moved: Cr Gavin Jones
Seconded: Cr Danita Potter

That the Minutes of the Infrastructure Standing Committee Meeting held on 6 October 2021 be received.

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

Against: Nil

CARRIED 6/0

Attendance:

At 9:02am, Cr Henschen attended the meeting

At 9:02am, KTP Project Manager Aaron Meehan entered the meeting

At 9:17am, Personal Assistant Infrastructure Kristy Champney left the meeting

6 PORTFOLIO – ROADS & DRAINAGE**6.1 ROADS AND DRAINAGE PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2021/77

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That Councillor Jones's Road and Drainage 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

Attendance:

At 9:21am, Manager Tim Low entered the meeting.

At 9:22am, Personal Assistant Infrastructure Kristy Champney returned to the meeting.

6.1.1 JOHN STREET KINGAROY

COMMITTEE RESOLUTION 2021/78

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

Update to the December Infrastructure Standing Committee Meeting on the timing for the completion of design work for John Street Kingaroy.

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 KINGAROY TRANSFORMATION PROJECT UPDATE

COMMITTEE RESOLUTION 2021/79

Moved: Cr Roz Frohloff

Seconded: Cr Gavin Jones

That Council note the attached Kingaroy Transformation Project Update 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

6.2.1 QUESTION ON NOTICE - ACCESS TO DRIVEWAY BESIDE BUSY BEE CAFE

Question on Notice from Cr Potter:

Will the driveway beside Busy Bee still be able to be accessed?

Attendance:

At 9:38am KTP Project Manager Aaron Meehan left the meeting.

6.3 KENT STREET, KINGAROY STREET AND HALY STREET, KINGAROY FOOTPATH

COMMITTEE RESOLUTION 2021/80

Moved: Cr Gavin Jones

Seconded: Cr Roz Frohloff

That the report detailing Kent Street, Kingaroy Street and Haly Street, Kingaroy Footpath projects be presented to the December Infrastructure Standing Committee meeting.

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 HEAVY VEHICLE ROUTES - KINGAROY

COMMITTEE RESOLUTION 2021/81

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That Council note that investigation of heavy vehicle traffic routes within Kingaroy has commenced and a workshop is currently being developed and will be delivered to discuss these options in detail.

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

Against: Nil

CARRIED 7/0

Attendance:

At 9:53am, Manager Tim Low left the meeting.

At 10:00am, Manager Tim Low returned to the meeting.

6.5 PROJECT MANAGEMENT FRAMEWORK DEVELOPMENT UPDATE

COMMITTEE RESOLUTION 2021/82

Moved: Cr Kirstie Schumacher
Seconded: Cr Gavin Jones

That Council note the report and attachments.

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

Against: Nil

CARRIED 7/0

Attendance:

At 10:20 am, Cr Danita Potter left the meeting.
At 10:22 am, Cr Danita Potter returned to the meeting.
At 10:27 am, CEO Mark Pitt left the meeting.
At 10:28 am, CEO Mark Pitt returned to the meeting.

6.6 ROAD MAINTENANCE MANAGEMENT SYSTEM UPDATE

COMMITTEE RESOLUTION 2021/83

Moved: Cr Danita Potter
Seconded: Cr Gavin Jones

That Council note the attached report on Road Maintenance Management System Update.

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

Against: Nil

CARRIED 7/0

6.6.1 POTHOLES

RESOLVED 2021/84

Manager Works to provide information at a future Infrastructure Standing Committee Meeting in relation to why some potholes are fixed and some not, in particular Cherbourg Road, Edward Street Wondai and Wattlecamp Road Wattlecamp

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2021/85

Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher

That the meeting adjourn for morning tea.

CARRIED 7/0

RESUME MEETING

COMMITTEE RESOLUTION 2021/86

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That the meeting resume at 11.00am

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 AUDIT PROCESS AND TRACKING OF COSTS RMPC AND RPC

COMMITTEE RESOLUTION 2021/87

Moved: Cr Scott Henschen
Seconded: Cr Kathy Duff

That Council note this report and that the report detailing the requested information be brought back to the December Infrastructure Standing Committee meeting.

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

Against: Nil

CARRIED 7/0

6.8 CAMPING FACILITIES AT KUMBIA & UPGRADE APEX PARK

COMMITTEE RESOLUTION 2021/88

Moved: Cr Danita Potter
Seconded: Cr Kathy Duff

That the report 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

Attendance;

At 11.22am, GM Susan Jarvis left the meeting

At 11.22am Manager Anthony Bills attending the meeting

6.8.1 KUMBIA FACILITIES

COMMITTEE RESOLUTION 2021/89

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That the committee recommends to Council:

That Council engage the community to collaborate on

1. Redesign of Apex Park Kumbia
2. Possible relocation of overnight motorhome and camping to the sportsground
3. Heavy Vehicle/Truck decoupling and parking bay facilities

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

Against: Nil

CARRIED 7/0

6.9 OPTIONS ON GRADING WHELAN STREET HIVESVILLE

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council considers in the 2nd quarter budget review upgrades to Whelan Street Hivesville to unsealed gravel road standard through inclusion in Council's 2021/22 capital works program and that Whelan Street Hivesville is added to Council's road maintenance program once the capital upgrade has been completed.

In Favour: Crs Brett Otto and Kathy Duff

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

LOST 2/5

COMMITTEE RESOLUTION 2021/90

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That a report be brought back to the May Infrastructure Standing Committee Meeting detailing all unformed roads in the South Burnett Region that have existing residential landholders who have made enquiries to Council in relation to road maintenance so further planning can be undertaken to consider these issues.

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

Against: Nil

CARRIED 7/0

7.2.1 QUESTION ON NOTICE - UNFORMED ROADS - HIVESVILLE

Question on notice from Cr Schumacher:

Are there other unformed Road Reservices in the Hivesville area?

Attendance:

At 12.00pm, Manager Kevin Searle left the meeting.

At 12.01pm, GM Peter O'May left the meeting.

At 12.02pm, Manager Kevin Seale returned to the meeting.

At 12.04pm, GM Peter O'May returned to the meeting.

7 PORTFOLIO - LDMG, WATER & WASTEWATER

7.1 LOCAL DISASTER MANAGEMENT, WATER AND WASTEWATER PORTFOLIO REPORT

COMMITTEE RESOLUTION 2021/91

Moved: Cr Roz Frohloff

Seconded: Cr Scott Henschen

That Councillor Frohloff's Local Disaster Management, Water and Wastewater 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

Attendance:

At 12:19 pm, Cr Danita Potter left the meeting.

At 12:22 pm, Cr Danita Potter returned to the meeting.

At 12:26 pm, Cr Gavin Jones left the meeting.

At 12:28 pm, Cr Gavin Jones returned to the meeting.

7.2 GORDONBROOK DAM ACCEPTABLE FLOOD CAPACITY (AFC) CONCEPT DESIGN, SAFETY REVIEW WORKS AND BUDGET REVIEW

COMMITTEE RESOLUTION 2021/92

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

That the committee recommends to Council;

That Council provide sufficient operational/capital budget during the 2021/2022 and 2022/2023 financial years to undertake the additional necessary assessment and reports (as stipulated in *Additional AFC Works Requirements* section) required by the regulator under the *Gordonbrook Dam (#0657) Dam Safety Condition Schedule* prior to the Gordonbrook Dam Spillway AFC works.

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 2021/93

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That the committee recommends to Council:

That the following items be considered in the 2022/2023 budget considerations:

1. That Council adopt the recommended concept design for Gordonbrook Dam Spillway AFC works and corresponding reviewed budget estimate, and ensure sufficient budget is provided into Council's Water and Wastewater Operational Budget and Forward Works Program to allow the AFC works to be completed by 1 October 2025;
2. That Council ensure sufficient capital is maintained in the current forward works budget to allow for additional Dam Safety items to be rectified as identified in the report.

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

Against: Nil

CARRIED 7/0

Attendance:

At 12.42 pm, GM Susan Jarvis returned to the meeting.

7.3 STORM DAMAGE TO MT WOOROOLIN RESERVOIR ROOF

COMMITTEE RESOLUTION 2021/94

Moved: Cr Roz Frohloff

Seconded: Cr Scott Henschen

That the committee recommends to Council:

That Council Officers investigate options for the roof replacement and arrange the replacement roof as a matter of urgency.

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 - INSURANCE ON STRUCTURES

Question on notice from Cr Schumacher:

Can facilities like the reservoir structure be insured? Have we done the cost benefit analysis? General Manager Finance to look at insurance in relation to this sort of asset and report back to a future Standing Committee Meeting.

8 QUESTIONS ON NOTICE

8.1 QUESTIONS ON NOTICE

COMMITTEE RESOLUTION 2021/95

Moved: Cr Scott Henschen

Seconded: Cr Roz Frohloff

That the responses to the questions raised 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

Attendance:

At 12.44pm Manager Tim Low left the meeting

9 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2021/96

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

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 Construction of a formed road to Lot 29 RP36980 and Lot 10 M5421 Memerambi

This matter is considered to be confidential under Section 254J - g 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 negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

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

Against: Nil

CARRIED 7/0

Attendance:

At 1pm, Manager ICT Anthony Bills left the meeting.

COMMITTEE RESOLUTION 2021/97

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 7/0

9.1 CONSTRUCTION OF A FORMED ROAD TO LOT 29 RP36980 AND LOT 10 M5421 MEMERAMBI

COMMITTEE RESOLUTION 2021/98

Moved: Cr Gavin Jones

Seconded: Cr Roz Frohloff

That the committee recommends to Council:

That the requirement for the construction of a formed road to Lot 29 RP36980 and Lot 10 M5421, Memerambi is the developer's responsibility, that the current constructed road does not meet the standard and that this advice be reiterated in writing to the developer.

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

Against: Cr Kathy Duff

CARRIED 6/1

10 CLOSURE OF MEETING

The Meeting closed at 1.00pm.

The minutes of this meeting were confirmed at the Infrastructure Standing Committee Meeting held on 1 December 2021.

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CHAIRPERSON