



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Executive and Finance & Corporate Standing Committee Meeting Wednesday, 13 July 2022

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

Date: Wednesday, 13 July 2022

Time: 1.30pm

**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 15 JUNE 2022

File Number: 13/7/2022

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 15 June 2022 be received.

ATTACHMENTS

- 1. Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 15 June 2022**



MINUTES

Executive and Finance & Corporate Standing Committee Meeting Wednesday, 15 June 2022

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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 JUNE 2022 AT 2.00PM**

PRESENT: Councillors:

Cr Gavin Jones (Deputy Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (Acting Chief Executive Officer), Tim Low (Acting General Manager Infrastructure), Peter O'May (General Manager Community), Carolyn Knudsen (Manager Corporate Services), Kerri Anderson (Acting General Manager Finance and Corporate), Joanne Newbery (Communications Officer), Louise Reidy (Strategic Procurement Coordinator), Bree Hunt (Executive Assistant)

1 OPENING

The Deputy Mayor opened the meeting and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES

APOLOGY

RESOLVED 2022/228

That the apology received from Mayor Brett Otto be accepted and leave of absence granted.

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 EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING HELD ON 18 MAY 2022

COMMITTEE RESOLUTION 2022/229

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 18 May 2022 be received.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:01pm, Communications Officer Joanne Newbery entered the meeting.

6 BUSINESS ARISING

7 NOTICES OF MOTION

MOTION

COMMITTEE RESOLUTION 2022/230

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That item 7.1 - Notice of Motion - Visitor Information Centres be moved in conjunction with item 10.4 - Visitor Information Centre Accreditation.

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

Against: Nil

CARRIED 6/0

8 GENERAL BUSINESS

9 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT

9.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY AND ICT & FLEET PORTFOLIO

COMMITTEE RESOLUTION 2022/231

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That Mayor Otto's Corporate Governance & Strategy; People & Culture; Communications/Media; Finance & Sustainability and ICT & Fleet Portfolio Report to Council be received.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:05pm, General Manager Community Peter O'May entered the meeting.

At 2:05pm, Strategic Procurement Coordinator Louise Reidy entered the meeting.

9.2 MEETING DATES FOR THE ORDINARY MEETINGS OF COUNCIL'S STANDING COMMITTEES, GENERAL MEETINGS AND BUDGET MEETING

COMMITTEE RESOLUTION 2022/232

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That Council adopt the dates, times, and locations for ordinary meetings of Council's Standing Committees, General Meetings as follows:

Committee	Date	Time	Location
Infrastructure Standing Committee	Wednesday 6 July 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Special Budget Meeting	Friday 8 July 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Liveability Standing Committee	Wednesday 13 July 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Executive and Finance & Corporate Standing Committee	Wednesday 13 July 2022	1.30pm	Warren Truss Chamber Glendon Street Kingaroy
General Meeting	Wednesday 20 July 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Infrastructure Standing Committee	Wednesday 3 August 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Liveability Standing Committee	Wednesday 10 August 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Executive and Finance & Corporate Standing Committee	Wednesday 17 August 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
General Meeting	Wednesday 24 August 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Infrastructure Standing Committee	Wednesday 7 September 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Liveability Standing Committee	Wednesday 14 September 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy

Executive and Finance & Corporate Standing Committee	Wednesday 21 September 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
General Meeting	Wednesday 28 September 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Infrastructure Standing Committee	Wednesday 5 October 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Liveability Standing Committee	Wednesday 12 October 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Executive and Finance & Corporate Standing Committee	Wednesday 12 October 2022	1.30pm	Warren Truss Chamber Glendon Street Kingaroy
General Meeting	Wednesday 26 October 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Infrastructure Standing Committee	Wednesday 2 November 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Liveability Standing Committee	Wednesday 9 November 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Executive and Finance & Corporate Standing Committee	Wednesday 16 November 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
General Meeting	Wednesday 23 November 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Infrastructure Standing Committee	Wednesday 30 November 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Liveability Standing Committee	Wednesday 7 December 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Executive and Finance & Corporate Standing Committee	Wednesday 7 December 2022	1.30pm	Warren Truss Chamber Glendon Street Kingaroy
General Meeting	Wednesday 14 December 2022	9.00am	Warren Truss Chamber Glendon Street Kingaroy

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

Against: Nil

CARRIED 6/0

9.3 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

COMMITTEE RESOLUTION 2022/233

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the matter lay on the table.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 2:07pm, Chief Executive Officer Mark Pitt entered the meeting (online).

9.4 REINFORCED CONCRETE PIPES AND PRECAST CONCRETE PRODUCTS PROCUREMENT EXCEPTION

COMMITTEE RESOLUTION 2022/234

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the report be received for information.

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

Against: Nil

CARRIED 6/0**10 PORTFOLIO - REGIONAL DEVELOPMENT****10.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2022/235

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

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

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

Against: Nil

CARRIED 6/0

10.2 REGIONAL DEVELOPMENT AND TOURISM MONTHLY UPDATE

COMMITTEE RESOLUTION 2022/236

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Regional Development and Tourism monthly update for May 2022 be received for information.

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

Against: Nil

CARRIED 6/0**10.3 REGIONAL COMMUNITY FORUMS**

COMMITTEE RESOLUTION 2022/237

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the report be received for information.

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

Against: Nil

CARRIED 6/0**7.1 NOTICE OF MOTION - VISITOR INFORMATION CENTRES**

COMMITTEE RESOLUTION 2022/238

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That a report be brought back to the workshop as part of the visitor services strategies with options for using existing staff in each of the towns using a roster system to work in the Visitor Information Centres across the region.

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

Against: Nil

CARRIED 6/0

10.4 VISITOR INFORMATION CENTRE ACCREDITATION

COMMITTEE RESOLUTION 2022/239

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the report be noted for information.

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

Against: Nil

CARRIED 6/0**10.5 MURGON VISITOR INFORMATION CENTRE PROPOSAL**

COMMITTEE RESOLUTION 2022/240

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the matter lay on the table until Council meet with the Creative Country Association on 20 June 2022.

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

Against: Nil

CARRIED 6/0**11 QUESTIONS ON NOTICE****11.1 RESIDENT INFORMATION PACKS/LETTER**

COMMITTEE RESOLUTION 2022/241

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the response to the question regarding "Is there any way to determine through rate searches if a resident is new to the South Burnett?" raised by Councillor Kirstie Schumacher be received and noted.

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

Against: Nil

CARRIED 6/0**11.1.1 RESIDENT INFORMATION PACKS/LETTER**

RESOLVED 2022/242That a strategy for resident information packs/letter be created in the future.

11.2 LOCAL GOVERNMENT ROADSHOW - LEARNINGS AND TAKEAWAY

COMMITTEE RESOLUTION 2022/243

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the response to the question regarding Local Government Roadshow – Learnings and Takeaway raised by Councillor Schumacher be received and noted.

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

Against: Nil

CARRIED 6/0

12 CONFIDENTIAL SECTION

13 CLOSURE OF MEETING

The Meeting closed at 3:08pm.

The minutes of this meeting were confirmed at the Executive and Finance & Corporate Standing Committee Meeting held on 20 July 2022.

.....
CHAIRPERSON

6 BUSINESS ARISING

7 GENERAL BUSINESS

8 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT

8.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY AND ICT & FLEET PORTFOLIO

File Number: 13/7/2022

Author: Mayor

Authoriser: Chief Executive Officer

PRECIS

Corporate, Governance & Strategy; People & Culture; Communications/Media; Finance & Sustainability and ICT & Fleet Portfolio Report

SUMMARY

Mayor Otto presented his Corporate Governance & Strategy; People & Culture; Communications/Media; Finance & Sustainability and ICT & Fleet Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Mayor Otto's Corporate Governance & Strategy; People & Culture; Communications/Media; Finance & Sustainability and ICT & Fleet Portfolio Report to Council be received.

Corporate, Governance & Strategy:

With the adoption of Council's 2022/23 Annual Operational Plan, CG&S has been working with the Branches to release the plan to the wider organisation for implementation commencing 1 July 2022. Further, CG&S has reviewed and updated Council's Sub-Delegations, Policies, Procedures, Forms and Factsheets aligning terminology and responsibilities to the new organisational structure.

People & Culture:

Restructure

Following the adoption of the Organisational Structure in March 2022, we are pleased to report that Council has been successful in beginning the process of aligning services to the Corporate Plan. Recent recruitment has proved successful with Leanne Petersen accepting the role of Manager Facilities and Parks, Anthony Bills accepting the role of Manager ICT and Fleet and Jennifer Pointon promoted to the role of Manager Community and Lifestyle. Recruitment for the role of Manager Environment and Planning has proven unsuccessful and Council has engaged the services of McArthur to assist in a specialised recruitment campaign.

Following on, advertising has commenced to recruit the new Coordinator roles of **Coordinator Environment Health and Natural Resources** encompassing NRM, Environmental Health and Compliance Departments and **Coordinator Development Services** to encompass Building, Planning and Plumbing departments.

It is anticipated that as we progress through the Restructure of essentially the Liveability (former Community) department with the intent that all changes will occur to staff effected and system by the 1st August 2022. Further details including Corporate Structure and the Functions Map will be presented to the August Standing Committee Executive & Finance.

Communications/Media:

In June 2022, the Media and Communications team progressed the following:

- Media Releases x 35
- Media enquiries (via the Media email) x 6
- Social Media:
 - Facebook: 80 Posts
 - Instagram: 62 Posts
- Enews x 1
- Printed advertising x 3
- Graphic design x 51

A list of all media release/enquiries and statistics for June 2022 is available as an attachment to this report.

Finance & Sustainability:

At the end of June 2022, Council held \$62.340 million in cash and cash equivalents with \$45.694 million sitting with Queensland Treasury Corporation (QTC).

The Finance department have completed the 2022/23 budget and was presented for adoption by Council on 8 July 2022. The end of financial year processes ran smoothly.

Water meter readings were completed in June. Second readings for meters that recorded higher than usual amounts are scheduled to start on 22 July 2022.

In July Accounts Payable are transitioning to paperless processes where possible.

BACKGROUND

Nil

ATTACHMENTS

1. **Media and Communications Report - June 2022**  

Media Releases – June 2022: 35

1. 366. Public Notice 1-06-2022- Managing Virus Carrying Mosquitoes
2. 367. Public Notice 2-06-2022- Worm Farm Workshop
3. 368. Public Notice LDMG Changes
4. 369. Media Release 07-06-2022 - Drive to Conditions on Unsealed Roads
5. 370. Media Release 7-06-2022 - Road Damage and Works
6. 370a. Media Release 7-06-2022 - Roadworks due to wet weather damage
7. 371 Public Notice 8-06-2022- Rail Trail Closure
8. 372. Public Notice 9-06-2022- Sale of Land Tender Hivesville
9. 373. Media Release 9-06-2022 - Cleaner Streets Machine
10. 374. Public Notice 13-06-2022- Notification of Works Weckers Road, Wooroolin
11. 375. Public Notice 13-06-2022- Notification of Works - William Street Kingaroy
12. 376. Public Notice 13-06-2022- Notification of Works - Kent Street Wondai
13. 377. Public Notice 13-06-2022- Notification of Works - Elbow Road Merlwood
14. 378. Public Notice 13-06-2022- Notification of Works - Minmore Road Wattle Grove
15. 379. Public Notice 14-06-2022- Worm Farm Workshop
16. 380. Public Notice 14-06-2022- Hot Coals Risk Fires at Waste Facility
17. 381. Media Release 14-06-2022 - Recent storm damage and flood response
18. 382. Public Notice 16-06-2022 - KTP Alford St Footpath
19. 383. Public Notice 17-06-2022- Wondai Pool Management Tender
20. 384. Media Release 16-06-2022 - Register Now for Homeless Forum
21. 385. Media Release 16-06-2022 - Museum Cabinet funding
22. 386. Media Release 16-06-2022 - Under 8s Day
23. 387. Public Notice 17-06-2022- Notice of Works - Sawpit Creek Bridge on Cherbourg Road
24. 388. Public Notice 17-06-2022- Line Marking of Various South Burnett Roads
25. 389. Public Notice 21-06-2022- VICs Opening Hours Update
26. 390. Public Notice 23-06-2022 SBRC CCTV Upgrades
27. 391. Media Release 23-06-2022 - Tick Control
28. 392. Public Notice 23-06-2022 Rail Trail Congestion
29. 393. Public Notice 23-06-2022 Taste the Trail Congestion
30. 394. Public Notice 23-06-2022 - Kingaroy Transformation Project - Closure of Glendon St North
31. 395. Public Notice 24-06-2022 Blackbutt CBD Streetscape and Footpath Upgrade
32. 396. Public Notice 28-06-2022 - Notice of lane and road closures - Haly Street, Kingaroy Street and Alford Street Kingaroy for road line marking
33. 397. Public Notice 28-06-2022 - End of Financial Year Early Closure of Customer Service Centres
34. 398. Media Release 28-06-2022 - Support for Kerbside Recycling Gaining Momentum
35. 399. Public Notice 30-06-2022 - Notice of Emergency Works - Youngman Street & Markwell Street Intersection

Media Releases 21-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
	29	26	26	28	45	41
2022	Jan	Feb	Mar	Apr	May	Jun
	28	35	33	40	38	35

Media enquiries (received to the Media email): 6

- 03-06-2022 – Burnett Today – Requesting comments in relation to the role Jason Ford plays in the region.
- 21-06-2022 – Burnett Today – Requesting an interview in relation to the Durong truck un-hook area.
- 23-06-2022 – ABC Southern Queensland – Requesting an interview in relation to the CCTV Upgrade
- 24-06-2022 – Burnett Today – Requesting information in relation to National General Assembly of Local Government 2022
- 29-06-2022 – ABC Wide Bay – Requesting interview in relation to Kerbside Recycling Gaining Momentum media release
- 29-06-2022 – South Burnett Times – Enquiries in relation to the Recycling media release

Media Enquiries 21-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
	10	13	8	7	9	3
2022	Jan	Feb	Mar	Apr	May	Jun
	3	12	8	11	10	6

Social media: South Burnett Regional Council

Facebook

@southburnettregion: 80 posts

Most engaged post:

23-06-2022 – Current Vacancies with Council – 8863 reached, 1154 engagements, 28 reactions, 4 comments, 24 shares

Followers: 9567K

Page reach: 27,519 (-14.1% from May 2022)

Instagram: 62 posts

Most engaged post:

17-06-2022 – Current Vacancies with Council – 0 likes, 0 comments, 253 reached, 0 engagements, 0 shares

Followers: 1078 (+7 from May 2022)

Page reach: 723 (-0.2% from May 2022)

Social media posts – all platforms						
2021	Jul	Aug	Sep	Oct	Nov	Dec
	Facebook: 61 LinkedIn: 8 Instagram: 9	Facebook: 67 LinkedIn: 13 Instagram: 47	Facebook: 54 LinkedIn: 3 Instagram: 25	Facebook: 73 LinkedIn: 17 Instagram: 61	Facebook: 102 LinkedIn: 14 Instagram: 96	Facebook: 116 Instagram: 51
2022	Jan	Feb	Mar	Apr	May	Jun
	Facebook: 94 Instagram: 27	Facebook: 61 Instagram: 38	Facebook:74 Instagram: 41	Facebook:76 Instagram: 48	Facebook: 84 Instagram: 58	Facebook: 80 Instagram: 62

Enews

- Council progressed 1 Enews during June

Printed advertising

- Council progressed two full page ads (Page 4) in the South Burnett Today during June – 9 June 2022 and 23 June 2022
- Council progressed one Murgon Moments ad in June for South Burnett Libraries

Graphic design – June 2022:

- Oversize cheque for Councillors x 4
- Cover your load signs (design)
- Dam Gift Voucher x 1
- Website Banner x 1 (Botanical Advisory Committee)
- Food Licence Certificate and Plumbing Template Paper Design
- Social media graphic – public notices x 45

8.2 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

File Number: 13/7/2022
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Assignment of Councillor Portfolio Representation

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*.

This report was presented at the Executive and Finance & Corporate Standing Committee meeting on 18 May 2022 with the following resolution:

10.2 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

COMMITTEE RESOLUTION 2022/1

Moved: Cr Kirstie Schumacher
Seconded: Cr Jane Erkens

That South Burnett Regional Council review the Councillor portfolio appointments and provide Councillors with an opportunity to express their interest to the Mayor and CEO in a portfolio that they would like to lead for the remainder of the term and a report be brought back to the next Executive and Finance & Corporate Standing Committee Meeting.

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

Against: Nil

CARRIED 7/0

This was presented at the Executive and Finance & Corporate Standing Committee meeting on 15 June 2022 with the following resolution:

9.3 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

COMMITTEE RESOLUTION 2022/233

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That the matter lay on the table.

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

Against: Nil

CARRIED 6/0

For discussion and direction.

OFFICER'S RECOMMENDATION

Procedural Motion:

That the matter be lifted from the table.

That the committee recommend to Council:

1. [Type Recommendation here](#)
 - (a) [Type Recommendation here](#)
 - (i) [Type Recommendation here](#)

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial or resource implications arise from this report

LINK TO CORPORATE/OPERATIONAL PLAN

OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Request from Mayor to review portfolio allocations after completion of Division 1 By-Election.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct legal implications arise from this report

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

South Burnett Regional Council adopted a portfolio system where the Mayor and each Councillor has been assigned as a portfolio representative for a specific portfolio.

The Mayor has suggested an alternative structure for discussion as below:

Four portfolio cabinets:

Cabinet 1 > **Infrastructure** – one operational plan that links to various key priorities across our corporate plan:

*Strategic leadership team being councillor's Jones and Duff > operational leadership by **GM Meehan** covering:*

- *design;*
- *works;*
- *water/waste-water.*

Standing committee being '**Infrastructure**' with a team approach by councillors Jones and Duff to presenting a joint consolidated (single) cabinet portfolio report.

Standing committee meetings to be chaired on a rotational basis by councillors Jones and Duff with GM Meehan supporting.

Cabinet 2 > **Communities and Liveability** – one operational plan that links to various key priorities across our corporate plan:

Strategic leadership team being councillor's Potter, Henschen and new councillor > operational leadership by **GM O'May** covering:

- planning and environment;
- community & liveability;
- waste.

Standing committee being '**Communities and Liveability**' with a team approach by councillors Potter, Henschen and new councillor to presenting a joint consolidated (single) cabinet portfolio report.

Standing committee meetings to be chaired on a rotational basis by councillors Potter, Henschen and new councillor with GM O'May supporting.

Cabinet 3 > **Finance and Corporate** – one operational plan that links to various key priorities across our corporate plan:

Strategic leadership team being councillor's Schumacher and Otto > operational leadership by **GM Jarvis** covering:

- finance;
- corporate governance;
- IT & business systems.

Standing committee being '**Finance, Corporate and IT**' with a team approach by councillors Schumacher and Otto to presenting a joint consolidated (single) cabinet portfolio report.

Standing committee meetings to be chaired on a rotational basis by councillors Schumacher and Otto with GM Jarvis supporting.

Cabinet 4 > **Executive Services, People & Culture and Regional Development** – one operational plan that links to various key priorities across our corporate plan:

Strategic leadership team being councillor's Schumacher and Otto > operational leadership by **CEO Mark Pitt**, covering:

- executive services;
- people & culture;
- regional development.

A new fourth standing committee being '**Executive, people & culture and regional development**' with a team approach by councillors Schumacher and Otto to presenting a joint consolidated (single) cabinet portfolio report.

Standing committee meetings to be chaired on a rotational basis by councillors Schumacher and Otto with CEO Mark Pitt supporting.

(this committee meeting could be held on the same day, straight after the Finance, Corporate & IT meeting).

ATTACHMENTS

1. **Previous Reports - Assignment of Councillor Portfolio Representation** [↓](#) 
2. **Councillor Portfolio Representative Policy** [↓](#) 

Title CP - 2682224 - Assignment of Councillor Portfolio Representation

Document Information

ECM ID 2682224

Author Manager Social & Corporate Performance

Endorsed By General Manager Finance & Corporate
Chief Executive Officer

Date 20 April 2020

Précis

Assignment of Councillor Portfolio Representation

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.

The Portfolios have been defined as follows:

Portfolio	Portfolio	Portfolio
Social & Corporate Performance People & Culture Communications/ Media Finance ICT	Community Arts Heritage Sport & Recreation	Rural Services Natural Resource Management Planning Compliance Services
Rural Resilience Parks & Gardens Property & Facility Management Indigenous Affairs	Local Disaster Management Water Wastewater Waste	Economic Development - industry - agriculture - water security - tourism
Roads & Drainage		

Officer's Recommendation

That Council adopts the assignments of specific portfolios as:

Portfolio	Portfolio Councillor
Social & Corporate Performance People & Culture Communications/ Media Finance	

ICT	
Rural Resilience Parks & Gardens Property & Facility Management Indigenous Affairs	
Community Arts Heritage Sport & Recreation	
Local Disaster Management Water Wastewater Waste	
Economic Development - industry - agriculture - water security - tourism	
Rural Services Natural Resource Management Planning Compliance Services Roads & Drainage	

Financial and Resource Implications

No direct financial or resource implications arise from this report.

Link to Corporate/Operational Plan

Corporate Plan 2018/19 to 2022/23
EXC2.1 Deliver governance that provides sound organisational management and complies with relevant legislation

Communication/Consultation (Internal/External)

Councillors and Senior Management were consulted in the defining of the Portfolios.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

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

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.

The Portfolios have been defined as follows:

Portfolio	Portfolio	Portfolio
Social & Corporate Performance People & Culture Communications/ Media Finance ICT	Community Arts Heritage Sport & Recreation	Rural Services Natural Resource Management Planning Compliance Services
Rural Resilience Parks & Gardens Property & Facility Management Indigenous Affairs	Local Disaster Management Water Wastewater Waste	Economic Development - industry - agriculture - water security - tourism
Roads & Drainage		

6.4 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION**File Number:** EXEC3**Author:** Chief Executive Officer**Authoriser:** Chief Executive Officer**PRECIS**

Assignment of Councillor Portfolio representation – change of portfolio name.

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 the committee recommends to Council:

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

Regional Development <ul style="list-style-type: none"> • industry • agriculture • water security • economic development and tourism 	Cr Kirstie Schumacher
--	-----------------------

And

- Amends any Council policy or procedure on an administrative basis to reflect the name change.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial or resource implications arise from this report.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2018/19 to 2022/23 - EXC2.1 Deliver governance that provides sound organisational management and complies with relevant legislation.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Discussions with Councillors and senior staff.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No direct legal implications arise from this report.

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

Executive and Finance & Corporate Standing Committee Meeting Agenda 17 February 2021

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.

The following resolution was passed at the general meeting of 29 April 2020, with delegates assigned to portfolios as shown below:

5.3.2 CP - 2682224 - Assignment of Councillor Portfolio Representation Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

That Council adopts the assignments of specific portfolios as:

<i>Portfolio</i>	<i>Portfolio Councillor</i>
<i>Social & Corporate Performance People & Culture Communications/ Media Finance ICT</i>	<i>Mayor Brett Otto</i>
<i>Rural Resilience Parks & Gardens Property & Facility Management Indigenous Affairs</i>	<i>Cr Kathy Duff</i>
<i>Community Arts Heritage Sport & Recreation</i>	<i>Cr Danita Potter</i>
<i>Local Disaster Management Water Wastewater Waste</i>	<i>Cr Roz Frohloff</i>
<i>Economic Development</i> <ul style="list-style-type: none"> • <i>industry</i> • <i>agriculture</i> • <i>water security</i> • <i>tourism</i> 	<i>Cr Kirstie Schumacher</i>
<i>Rural Services Natural Resource Management Planning Compliance Services</i>	<i>Cr Scott Henschen</i>
<i>Roads & Drainage</i>	<i>Cr Gavin Jones</i>

Carried 7/0

FOR VOTE - Councillors voted unanimously

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>
--	------------------------------

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

9.2 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

File Number: Exec 2
Author: Executive Assistant
Authoriser: Chief Executive Officer

PRECIS

Presented at the Executive and Finance & Corporate Standing Committee Meeting held on 17 February 2021 - Assignment of Councillor Portfolio representation – change of portfolio name.

SUMMARY

Committee Resolution 2021/35

Moved: Cr Brett Otto
 Seconded: Cr Danita Potter

That the committee recommends to Council:

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

Regional Development <ul style="list-style-type: none"> • industry • agriculture • water security • economic development and tourism 	Cr Kirstie Schumacher
--	-----------------------

and

2. Amends any Council policy or procedure on an administrative basis to reflect the name change.

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

Against: Nil

CARRIED 7/0

OFFICER'S RECOMMENDATION

That

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

Regional Development <ul style="list-style-type: none"> • industry • agriculture • water security • economic development and tourism 	Cr Kirstie Schumacher
--	-----------------------

and

2. Amends any Council policy or procedure on an administrative basis to reflect the name change.

BACKGROUND

Presented at the Executive and Finance & Corporate Standing Committee Meeting held on 17 February 2021

Ordinary Council Meeting Agenda

24 February 2021

ATTACHMENTS

Nil

6.2 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

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

PRECIS

An update regarding 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*.

OFFICER'S RECOMMENDATION

That Council receives the update report Councillor Portfolio representation for information and presents a further report to the September 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

Matter discussed at the Executive and Finance & Corporate Standing Committee 21 April 2021 with the following resolution being adopted:

COMMITTEE RESOLUTION 2021/94

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

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.

CARRIED 6/0

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.

Executive and Finance & Corporate Standing Committee Meeting Agenda

16 June 2021

With the adoption of the 2021 – 2026 Corporate Plan Council is reviewing its organisational structure in accordance with the strategic direction. It is recommended that any changes to the portfolio structure be finalised in accordance with the organisational review.

ATTACHMENTS**Nil**

7.3 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

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

PRECIS

An update regarding 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 review and consultation phase of the organisation realignment has been conducted during August and September 2021. Information is being collated to discuss with Councillors regarding structure going forward. The portfolio allocation would be considered in association with this alignment of structure, and it is proposed to bring this matter to the October Ordinary meeting for consideration by Council.

OFFICER'S RECOMMENDATION

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.

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

Matter discussed at the Executive and Finance & Corporate Standing Committee 21 April 2021 with the following resolution being adopted:

COMMITTEE RESOLUTION 2021/94

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

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.

CARRIED 6/0

6.2 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

COMMITTEE RESOLUTION 2021/1

Moved: Cr Brett Otto
Seconded: Cr Roz Frohloff

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

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

Against: *Nil*

CARRIED 5/0

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.

With the adoption of the 2021 – 2026 Corporate Plan Council is reviewing its organisational structure in accordance with the strategic direction. It is recommended that any changes to the portfolio structure be finalised in accordance with the organisational review.

ATTACHMENTS

Nil



POLICY CATEGORY-NUMBER: Statutory-003
POLICY OWNER: Social & Corporate Performance

ECM ID: 2681185
MINUTE NUMBER: 1215
ADOPTED ON: 29 April 2020

Councillor Portfolio Representative Policy

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1. POLICY STATEMENT

The purpose of this policy is to provide clear guidelines on the roles and responsibilities of the Mayor and Councillors as portfolio representatives.

2. SCOPE

This policy applies to the Mayor and Councillors of the South Burnett Regional Council ('Council').

3. POLICY OBJECTIVES

Council has adopted a portfolio system where each Councillor is a representative for specific portfolios that reflect the organisation structure and the strategies within Council's Corporate Plan 2018/19 to 2022/23.

4. BACKGROUND AND/OR PRINCIPLES

The portfolios are focused at the strategic level of Council. The policy is **does not**:

- Intend to detract from any Councillor's responsibility to represent their constituents on day-to-day issues. The portfolio system is intended so that ratepayers and residents can identify which Councillor to approach according to the strategic issue at hand; and
- Diminish a Councillor's statutory responsibilities and obligations under the *Local Government Act 2009* (the 'Act'), whereby the portfolio requirements are in addition to the roles, responsibilities and obligations of Councillors, as set out in the Act.

For clarity, the responsibilities of a Portfolio Councillor **do not** include:

- Involvement in operational matters of the Council;
- Giving directions to Council employees;
- Committing Council funds or promise to fund or resource any project or matter;
- Making strategic or policy decisions on behalf of Council; or
- Portraying personal views when representing or speaking on behalf of Council; or
- Does not diminish Councillors' statutory responsibilities under the Act.

5. GENERAL INFORMATION

Councillor responsibilities associated with their portfolio are:

- 5.1 To be familiar with the Corporate Plan, in particular the goals and strategies for the activities that the Councillor's portfolio is responsible for delivering.
- 5.2 To be familiar with the annual Operational Plan and the annual Budget for income and expenditure for the projects within the Councillor's portfolio.
- 5.3 To have a sound understanding, within the Councillor's portfolio area, of the capital projects being undertaken including the progress of actual annual capital expenditure against annual capital budget (year to date).
- 5.4 To comply with the Media Relations Policy when engaging with the media.
- 5.5 To act as relevant portfolio spokesperson in the Ordinary Council Meetings and Portfolio Briefings, for those agenda items falling within their allocated portfolio. In this context it is not expected that the portfolio Councillor will be the technical expert but the portfolio Councillor is expected to understand and be able to explain the strategic context of issues and their impact on the achievement of the Council's adopted plans and the community. Councillors may provide a full brief to Council on matters in relation to their portfolio. Alternatively they may provide an introduction or an overview of the matter then hand over to the relevant Manager, General Manager or the Chief Executive Officer (CEO).
- 5.6 To request further information from Council officers in accordance with Council's Acceptable Request Guidelines. Formal Community engagement activities are to be approved by the Mayor, planned and documented as per the Community Engagement Policy and Procedure.
- 5.7 To liaise and communicate with the relevant Manager, General Manager or the CEO, on a monthly basis to keep abreast of and to give Council's perspective with regard to strategic issues including future planning, strategic options, current progress in completing the Operational Plan and progress with major strategic projects.
- 5.8 To represent the Council on relevant and approved external committees and community forums.
- 5.9 To keep the Mayor abreast of issues within the Councillor's portfolio.
- 5.10 To keep the Mayor and fellow Councillors informed regarding matters that may affect Council and/or a Councillor's divisional area.

6. DEFINITIONS

Not Applicable

7. LEGISLATIVE REFERENCE

Local Government Act 2009

8. RELATED POLICIES/PROCEDURES

Acceptable Request Guidelines
Councillor Code of Conduct Policy
Corporate Plan 2018/19 to 2022/23
Employee Code of Conduct Policy
Media Relations Policy

9. NEXT REVIEW

April 2022 or as required by legislation

10. VERSION CONTROL

Version	Revision Description	Approval Date
1	Adoption of Policy	18 July 2012
2	Revision of Policy	7 April 2016
3	Revision of Policy	19 April 2017
4	Revision of Policy	13 June 2018
5	Change to Portfolio Names	October 2018
6	Local Government Quadrennial Election	Anticipated 29 April 2020


Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date: 29.04.2020

8.3 LGAQ 126TH ANNUAL CONFERENCE: MOTION REQUEST**File Number:** 13-07-2022**Author:** Chief Executive Officer**Authoriser:** Chief Executive Officer**PRECIS**

The 2022 LGAQ Annual Conference will be held on Monday 17 - Wednesday 19 October 2022 at the Cairns Convention Centre. Queensland communities deserve to be liveable ones, and this year's program is packed with speakers and topics based on this year's theme of liveability. Councils are encouraged to submit motions for the 2022 Local Government Association Queensland (LGAQ) 126th Annual Conference.

SUMMARY

The LGAQ requests member councils to bring forward for discussion at the Annual Conference any subject connected with the objects of the Association or pertaining to matters of common concern to Members. Pursuant to procedural practice member councils are requested to provide this in writing to the Chief Executive Officer with six (6) weeks' notice.

All motions must have a council resolution prior to being lodged. Motions close on Wednesday 10 August. Will enable the Agenda Committee to review all submitted motions and provide a Preliminary Agenda for Member Councils four (4) weeks prior to the commencement of Conference.

The LGAQ are now accepting motions using an automated process to support councils seeking to put forward agenda items, using the LG Online system. When preparing motions, please give attention to providing succinct but relevant facts and references to inform delegates of the issue you wish to raise. There are many ways in which a member council can inform the work program of the Association, and therefore it is important that consideration should also be given to prior resolutions that may have been tabled at previous Annual Conferences on the topic. It is preferable that matters raised through this process are local government issues are strategic, relevant to the business of local government and with state-wide impact.

Where two or more-member councils bring forward a similar motion, the Agenda Committee is authorised to draft and submit composite motions, in consultation with the submitting council.

OFFICER'S RECOMMENDATION

That the committee recommend to council:

1. That South Burnett Regional Council resolves to submit the following motions to the 2022 Local Government Association of Queensland Annual Conference
 - (a)

FINANCIAL AND RESOURCE IMPLICATIONS

Officer time to prepare and submit the motions.

LINK TO CORPORATE/OPERATIONAL PLAN

OR12 Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Discussion regarding motions that:

- Are succinct with relevant facts and references to inform delegates of the issue raised;
- Inform the work program of the Association, thus consideration should be given to prior resolutions that may have been tabled at previous Annual Conferences on the topic;
- Are local government issues which are strategic, relevant to the business of local government and with state-wide impact

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Not applicable

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

This event provides a unique opportunity each year for Local Government to engage directly with the Federal Government, to develop national policy and to influence the future direction of our councils and our community.

ASSET MANAGEMENT IMPLICATIONS

Not applicable

REPORT

Council direction is sought on which motions to be placed for debate. Motions must be submitted no later than Wednesday 10 August 2022 for inclusion in the agenda.

Potential draft resolutions received prior this the submission process being opened by the LGAQ are listed below for consideration:

Mayor – Housing Crisis

The Labor Victorian Government in conjunction with the Federal Government has stepped up by bringing back a public housing program with a multi-million-dollar investment in building regional public housing.

The government will offer these homes for rent at a maximum of 30% of the median income in regional VIC and 10% under the median market rate.

SBRC put forward a motion to the LGAQ conference that the QLD Government implement a program that replicates the Victorian Public Housing Program.

ATTACHMENTS

1. **LGAQ Motions Template 2022** [↓](#) 



Every Queensland
community deserves
to be a liveable one

2022 LGAQ Annual Conference – Motions template

Please use this template to prepare and submit your motion using the link below.
Please use text only – no images or tables.

Who is the key contact for this motion? (required)	
Do you have a contact at the LGAQ for this motion? (optional)	
Submitting council (required)	
Supporting organisation (if applicable)	
Council resolution # (required)	
Date of council resolution (required)	Please select the date of resolution here
<input type="checkbox"/> Does this motion have state-wide relevance? (This is a required field)	
Title of motion (required)	
Motion (required)	The LGAQ calls on the <State/Federal/State and Federal government(/s)> to
What is the desired outcome sought? (required) 200 word limit	
Background (required) 350 word limit	Placeholder text – To further explain the motion and illustrate the issue/s which need to be addressed, please include any relevant examples.

8.4 COUNCIL NOMINATE THE 2023 SPECIAL HOLIDAY

File Number: 13-07-2022
Author: Coordinator Executive Services
Authoriser: Chief Executive Officer

PRECIS

Requesting Council nominate the South Burnett region 2023 Special Holiday prior to Friday 29 July 2021.

SUMMARY

Historically, Council has requested the Monday of the Brisbane Exhibition to be gazetted as the show holiday for the South Burnett region. As no information to the contrary has been received, it is suggested that Council once again request the Exhibition Monday, Monday 14 August 2023 as the Show Holiday for the South Burnett region.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

South Burnett Regional Council progress the Monday of the 2023 Royal National Exhibition, Brisbane – Monday 14 August 2022, as the 2023 Show Holiday for the South Burnett region and further, complete the 2023 Special Holiday request form and delegate to the Chief Executive Officer to submit via email prior to Friday 29 July 2022.

FINANCIAL AND RESOURCE IMPLICATIONS

N/A

LINK TO CORPORATE/OPERATIONAL PLAN

EC16 - Partner with community to develop and promote events.

OR12 - Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

N/A

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009

Holidays Act 1983

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council's actions are consistent with previous resolutions.

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Council has been invited to nominate special and show holidays for 2023 in line with the requirements of the *Holidays Act 1983*. Holidays appointed in respect of an annual agricultural, horticultural or industrial show are public holidays and those appointed for an event which has significance to a particular district are bank holidays. Upon Ministerial approval these nominated

days will be published in the Queensland Government Gazette. Nomination/s for show or special holidays are to be made by completing the 2023 Special Holiday request form and submitting via email no later than Friday, 29 July 2022.

ATTACHMENTS

Nil

8.5 AUSTRALIA DAY - NOMINATION FORMS AND LOCATION

File Number: 13-07-2022

Author: Coordinator Executive Services

Authoriser: Chief Executive Officer

PRECIS

Confirming 2023 Australia Day nomination forms and the location of 2023 Australia Day Awards Ceremony

SUMMARY

Seeking approval for the 2023 Australia Day nomination forms and the location of 2023 Australia Day Awards Ceremony

OFFICER'S RECOMMENDATION

That the committee recommend to Council:

1. The South Burnett Regional Council 2023 Nomination Forms be approved; and
2. The Location of Australia Day Awards Ceremony be held at the Nanango _____ on _____

FINANCIAL AND RESOURCE IMPLICATIONS

The 2023 Australia Day Awards Ceremony has been included in the 2022/2023 budget.

LINK TO CORPORATE/OPERATIONAL PLAN

EC3.5. Recognise and embrace the region's cultural diversity.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

NA

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

NA

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

NA

ASSET MANAGEMENT IMPLICATIONS

NA

REPORT

At Council's General Meeting held on the 25 August 2021, Council passed a resolution to hold the Australia Day Awards 2022 in Nanango.

At the Council's Meeting on 15 September 2021, Council passed a resolution to hold the Australia Day Awards 2022 in Blackbutt, due to the town of Nanango celebrating their Quartoseptcentennial (175 years) in 2023, and a request that the Australia Awards be held at Nanango to coincide with this event.

ATTACHMENTS

1. [Australia Day Local Achiever Nomination Form 2023](#)  
2. [Australia Day Major Categories Form 2023](#)  

South Burnett Region

2023 Australia Day Awards



The South Burnett Australia Day awards provide the community with an opportunity to acknowledge and reward outstanding groups and individuals committed to improving the lifestyle experience in our region. The award categories that have been chosen give our individual communities equal opportunity to nominate those who have made special contributions to their local community. **NB: If someone has won an Australia Day Award in the last three (3) years, they are not eligible for nomination for that same category.**

LOCAL ACHIEVER AWARD

BLACKBUTT / BENARKIN

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

MAIDENWELL / BUNYA MOUNTAINS

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

NANANGO

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

KUMBIA

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

KINGAROY

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

WOOROOLIN / MEMERAMBI

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

WONDAI / TINGOORA

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

HIVESVILLE / PROSTON

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

MURGON

Open to all ages

Awarded to an individual who has made an outstanding achievement / contribution in the local community.

HOW TO NOMINATE

Please complete the nomination form provided and attach your reasons for nominating (500 words or less), including how the nominee has made an outstanding contribution to the community, particularly in 2022 and why you believe they should receive an Australia Day Award. Supporting documentation (copies only) that you feel will assist the judges in making their decision may also be provided with your nomination form.

JUDGING PROCESS

Nominations will be reviewed by the appointed judging panel. The judge's decision is final and no correspondence will be entered into.

Nominations close 4:30pm on Friday 11 November 2022

Nomination forms are to be marked Private & Confidential - Australia Day Awards and submitted to:

Chief Executive Officer
South Burnett Regional Council
PO Box 336, Kingaroy Qld 4610
or can be submitted online.

PRIVACY POLICY: South Burnett Regional Council is collecting personal information you supply on this form in accordance with privacy principles in order to facilitate the Australia Day awards. This information will be accessed by persons who have been authorised to do so. Some of this information may be published in local media, on Council's website and may be broadcast at the Australia Day function and may be used in future Council publications and reports for the purpose of Australia Day Awards. Your information will not be given to any other person or agency unless required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*. If you provide Council with any personal

South Burnett Region

2023 Australia Day Awards



Who would like to nominate:

Name:

Address:

Telephone:

Age (if known):

For a Local Achiever 2023 Australia Day Award in the following area - **(Please tick only one box per nomination form)**

Blackbutt / Benarkin

Maidenwell / Bunya Mountains

Nanango

Kumbia

Kingaroy

Wooroolin / Memerambi

Wondai / Tingoora

Hivesville / Proston

Murgon

Please tell us in 200-500 words how this person has made an outstanding achievement / contribution in the community, particularly in 2022 and why you believe they are deserving of an Australia Day Award. (please attach extra sheets if necessary).

Your details:

Name:

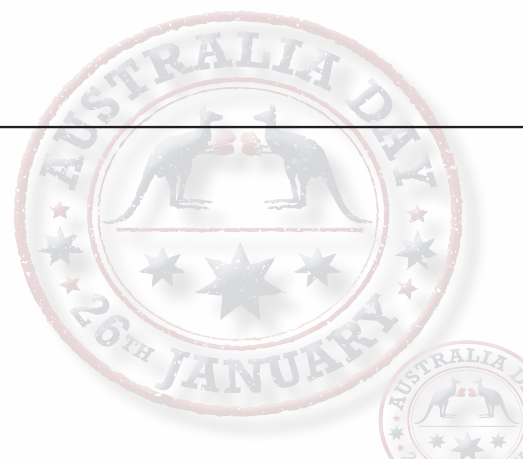
Address:

Telephone:

Mobile:

Email:

Signature:





The South Burnett Australia Day awards provide the community with an opportunity to acknowledge and reward outstanding groups and individuals committed to improving the lifestyle experience in our region. The award categories that have been chosen give our individual communities equal opportunity to nominate those who have made special contributions to their local community. **NB: If someone has won an Australia Day Award in the last three (3) years, they are not eligible for nomination for that same category.**

SOUTH BURNETT CITIZEN OF THE YEAR

Nominee must be 26 years or over as at 26 January 2021.

Recognising a South Burnett resident who has made a valuable contribution to their community and / or given outstanding service to the South Burnett community over a number of years.

SOUTH BURNETT YOUNG CITIZEN OF THE YEAR

Nominee must be 25 years of age or younger as at 26 January 2021

Outstanding achievement by a young resident who displays ongoing excellence in their field and in the community, demonstrating leadership and innovation whilst contributing to the development of the South Burnett region.

SOUTH BURNETT JUNIOR CULTURAL AWARD

Nominee must be 17 years of age and under as at 26 January 2021

Outstanding achievement by a young resident making a significant contribution to the cultural life of the South Burnett.

SOUTH BURNETT CULTURAL AWARD

Nominee must be aged 18 years and over as at 26 January 2021

Outstanding achievement by a South Burnett resident making a significant contribution to the cultural life of the South Burnett.

SOUTH BURNETT JUNIOR SPORTSPERSON AWARD

Nominee must be aged 17 years and under as at 26 January 2021

To recognise a person in the community who has made a notable achievement in sporting endeavours.

SOUTH BURNETT SENIOR SPORTSPERSON AWARD

Nominee must be aged 18 years and over as at 26 January 2021

To recognise a person in the community who has achieved significant recognition in sport.

SOUTH BURNETT SPORTS ADMINISTRATOR/COACH/OFFICIAL AWARD

Outstanding achievement by an individual who has made a significant contribution to sport and / or the community as a coach, official or administrator.

SOUTH BURNETT COMMUNITY ORGANISATION OF THE YEAR

To recognise an outstanding achievement by a group, club or organisation that has made a notable contribution to the community during 2021.

SOUTH BURNETT VOLUNTEER OF THE YEAR

To recognise a volunteer member (or couple) who has made a valuable contribution to their community, club or organisation and / or given outstanding service over a number of years.

SOUTH BURNETT LIFETIME ACHIEVEMENT AWARD

Nominee must be 60 years of age and over as at 26 January 2021

Outstanding achievement by a senior resident who displays ongoing excellence in their field and in the community, demonstrating leadership and innovation whilst contributing towards the South Burnett region.

HOW TO NOMINATE

Please complete the nomination form provided and attach your reasons for nominating (between 200 and 500 words), including how the nominee has made an outstanding contribution to the community, particularly in 2021 and why you believe they should receive an Australia Day Award. Supporting documentation (copies only) that you feel will assist the judges in making their decision may also be provided with your nomination form.

JUDGING PROCESS

Nominations will be reviewed by the appointed judging panel. The judge's decision is final and no correspondence will be entered into. The judges reserve the right to move a nominee to another category if they believe it better suits the nomination.

PRIVACY POLICY: South Burnett Regional Council is collecting personal information you supply on this form in accordance with privacy principles in order to facilitate the Australia Day awards. This information will be accessed by persons who have been authorised to do so. Some of this information may be published in local media, on Council's website and may be broadcast at the Australia Day function and may be used in future Council publications and reports for the purpose of Australia Day Awards. Your information will not be given to any other person or agency unless required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*. If you provide Council with any personal information about another person, you should ensure that you are authorised to do so.

South Burnett Region

2023 Australia Day Awards



would like to nominate:

Name: _____

Address: _____

Telephone: _____

Age (if known): _____

For a 2023 Australia Day Award in the following category **(Please tick only one (1) box per nomination form)**

<input type="checkbox"/>	South Burnett Citizen of the Year	<input type="checkbox"/>	South Burnett Junior Sports Award	<input type="checkbox"/>	South Burnett Junior Cultural Award
<input type="checkbox"/>	South Burnett Young Citizen of the Year	<input type="checkbox"/>	South Burnett Sports Administrator/Coach/Official Award	<input type="checkbox"/>	South Burnett Volunteer of the Year
<input type="checkbox"/>	South Burnett Senior Sports Award	<input type="checkbox"/>	South Burnett Cultural Award	<input type="checkbox"/>	South Burnett Lifetime Achievement
<input type="checkbox"/>	South Burnett Organisation of the Year	<input type="checkbox"/>		<input type="checkbox"/>	

Please tell us in 200-500 words how this person, organisation or event has made an outstanding contribution to the South Burnett, particularly in 2022 and why you believe they are deserving of an Australia Day Award. (please attach extra sheets necessary). **NB: If someone has won an Australia Day Award in the last three (3) years, they are not eligible for nomination for that same category.**

Your details:

Name: _____

Address: _____

Telephone: _____ Mobile: _____

Email: _____

Signature: _____



Nominations close 4:30pm on Friday 11 November 2022

Nomination forms are to be marked Private & Confidential - Australia Day Awards and submitted to:

Chief Executive Officer
 South Burnett Regional Council
 PO Box 336, Kinross Old 4610 or can be submitted online.

8.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL RINGSFIELD HOUSE ADVISORY COMMITTEE TERMS OF REFERENCE - STRATEGIC023

File Number: IR2812451
Author: Manager Corporate Services
Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Ringsfield House Advisory Committee Terms of Reference – Strategic023

SUMMARY

The purpose of the South Burnett Regional Council ('Council') Ringsfield House Advisory Committee is to collaborate between highly skilled volunteers and Council representatives to develop a strategic plan and subsidiary supporting plans to reactivate Ringsfield House for community use.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That the South Burnett Regional Council Ringsfield House Advisory Committee Terms of Reference – Strategic023 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making
Operational Plan 2022/2023	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The draft policy was reviewed by Acting Manager Property and Lease Officer supported by Corporate, Governance & Strategy, then presented at the Executive Leadership Team Meeting held on 28 June 2022 for endorsement to the Executive and Finance & Corporate Standing Committee. Feedback received supported the suggested changes.

The draft policy was then reviewed and discussed with Councillor Potter, Councillor Erkens, Councillor Duff and General Manager Liveability on 4 July 2022. Further changes were made during this meeting.

For the purposes of this report, fundamental changes to the current policy are identified within the draft policy as text highlighted in yellow.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (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 Act 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

The purpose of the South Burnett Regional Council ('Council') Ringsfield House Advisory Committee is to collaborate between highly skilled volunteers and Council representatives to develop a strategic plan and subsidiary supporting plans to reactivate Ringsfield House for community use.

ATTACHMENTS

1. **South Burnett Regional Council Ringsfield House Advisory Committee Terms of Reference - Strategic023** [↓](#) 



POLICY CATEGORY - NUMBER: Strategic023

POLICY OWNER: Community & Lifestyle

ECM ID: 2812451

ADOPTED:

Ringsfield House Advisory Committee Terms of Reference

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 Corporate, Governance & Strategy Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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1. POLICY STATEMENT

The purpose of the South Burnett Regional Council ('Council') Ringsfield House Advisory Committee is to collaborate between highly skilled volunteers and Council representatives to develop a strategic plan and subsidiary supporting plans to reactivate Ringsfield House for community use.

2. SCOPE

The Ringsfield House Advisory Committee ('Committee') are to create and implement a strategic plan and business plan that is to be reviewed twice during the term of the group. The Committee are to provide recommendations to Council that are in alignment with the strategic plan.

The Committee are to develop and maintain relationships with community members, not-for profit group and other interested organisations to encourage use and engagement with the facility and spaces.

3. GENERAL INFORMATION

3.1. Purpose of Committee

The Committee has been established to assist Council to determine the strategic direction for Ringsfield House.

3.2. Meetings

Meetings will be held no less than every three (3) months. The Chairperson, in consultation with members, may determine the dates, place and times and ensure that digital conferencing is incorporated into the meeting delivery to accommodate members, guest speakers and contributors that may not be able to attend in person.

The agenda will be prepared and circulated among member and attendees at least five (5) days prior to the meeting date. The agenda will include but not limited to the following items:

1. Chairperson welcome;
2. Minutes and actions from previous meeting;
3. Strategic, business and landscape planning updates and actions;
4. Bookings, user groups and upcoming events;
5. Facility maintenance, operational and capital expenditure update;
6. Garden and Landscape activities and plan update;
7. Marketing update;

8. Social/Services Community Development update; and
9. Endorsed update provided to Portfolio Councillor.

A quorum shall consist of half the members of the Committee plus one. Council may nominate agenda items for the Committee meeting's agenda and may specifically request feedback or stakeholder input from the committee with regards to a specific topic or matter.

The Committee may collectively decide to invite other Council officers elected representatives, guest speakers or relevant bodies or attendees to participate in Committee meetings and provide further information as necessary.

Council shall provide secretarial functions and prepare written report about the recommendations the Committee may make representation to Council about.

3.3. Membership

The Committee will consist of the following **voluntary** positions:

- Chairperson **(the Councillor for Division 1)**;
- booking and event coordinator;
- gardening advisor;
- marketing and tourist advisor;
- volunteers **manager coordinator**;
- museum curator;
- social services/community development advisor; and
- two (2) Councillors **(three (3) Councillors in total)**.

Council will appoint **the successful community volunteer member applicants** based on recommendations from a selection panel after **candidates applicants** participate in **a recruitment an expression of interest** process.

Council can at any time appoint a proxy or replacement member of the Committee. Council's Chief Executive Officer, General Manager **Liveability** and Manager **Community & Lifestyle** is appointed to the Committee as ex-officio members.

3.4. Key Performance Indicators

Within the first three (3) months the Committee are required to:

- develop a strategic plan for Council endorsement;
- develop a business plan for Council endorsement; and
- promote patronage through community partners.

Within the first six (6) months the Committee are required to develop a concept landscape plan, that reflects community use for Council endorsement.

By the end of the first 12 months the Committee will:

- review the strategic plan; and
- develop the second-year business plan.

By the end of the 18 months the Committee will:

- consolidate and review outstanding items of the strategic and business plan;
- provide an update to Council and a recommendation to a new management model;
- prepare the facility to become **self-funding and transition to a new operational model handover to a new entity**; and
- participate and encourage community support for the new **operational model entity**.

3.5. Ethical Conduct

The Committee members must exercise integrity, honesty, objectivity and ethical conduct in the fulfilment of their duties and responsibilities. Members must ensure confidentiality, exercise prudence, care, due diligence in the handling of Council's and personal information acquired in the course of their duties.

Members may not engage with the media or be involved with social media or internet-based campaigns that may diminish the reputation of Council, Ringsfield House or the Committee.

Members must declare to the Chairperson any interest that may represent a real, perceived, potential or apparent conflict of interest related to Committee membership. In the case of a conflict of interest involving the Chairperson, declaration to the Chief Executive Officer is required. The declaration must be made on appointment to the Committee and in relation to specific agenda items at the outset of each Committee meeting and be updated as necessary.

3.6. Ringsfield House Advisory Committee Evaluation

The Committee will evaluate its progress against the Key Performance Indicators. ~~and provide updates to the Portfolio Councillor.~~ The ~~Committee Chair, Portfolio Councillor~~ will provide these updates to the ~~Community Liveability Standing Committee.~~ ~~as part of the Rural Resilience, Parks & Gardens, Property & Facility Management, Indigenous Affairs portfolio report.~~

3.7. Committee Duration

~~The Advisory Committee progress review will be aligned to the review of this policy in 2023 with the conclusion of its duties in 2024.~~

4. DEFINITIONS

Council representative means all Councillors and Council employees including permanent, casual and temporary employees, contractors, volunteers, apprentices, trainees and work experience students.

5. LEGISLATIVE REFERENCE

Crime and Corruption Act 2001 (Qld)

Local Government Act 2009 (Qld)

Local Government Regulation 2012 (Qld)

6. RELATED DOCUMENTS

South Burnett Regional Council Conduct of Council and Committee Meetings Policy – Statutory017

South Burnett Regional Council Councillor Portfolio Representative Policy – Statutory003

South Burnett Regional Council Disposal of Asset Policy – Statutory008

South Burnett Regional Council Information Privacy Policy – Statutory038

7. NEXT REVIEW

As prescribed by legislation – June 2023

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	New policy	30 June 2021	2812451
2	Review of policy		

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

DRAFT

8.7 21/22 EOFY STOCKTAKE**File Number: 13/7/2022****Author: Strategic Procurement Coordinator****Authoriser: Chief Executive Officer****PRECIS**

Section 104 and 105 of the Local Government Act 2009 (Act) requires that Council must have suitable financial management processes following financial accountability that ensures the integrity of Councils financial documents and records.

SUMMARY

This report advises of the inventory variances encountered during the 2021/2022 financial year stocktake of Council's inventory on hand

OFFICER'S RECOMMENDATION

That South Burnett Regional Council are aware of the reasoning behind the stocktake variances in inventory and the report is received for information.

BACKGROUND

Council has conducted the 2021/2022 End of Financial Year (EOFY) stocktake in accordance with the sound accounting practices as required by the local government act and regulation and with accounting standards AASB 102.

The 21/22 EOFY stocktake was conducted on Tuesday 21st of June whereby all inventory transactions are processed prior to stocktake ensuring all inventory movements up until, and including this date are captured and accounted for.

It is common to encounter generic stock variances throughout a financial year of transactions within an organisation. The stores team endeavour to keep variances to a minimal with accurate stock management practices.

Council currently holds approximately \$749,000 of inventory stock on hand. The final result for the 21/22 EOFY stocktake for the Council's stock on hand inventory has resulted in a minor loss of \$2,101.77. This is approximately 0.27% of Council's total stock on hand value. In accordance with good inventory management practices, a variance below 2% is considered an acceptable variation.

This result has been achieved through stricter inventory management practices being implemented in the last 12mths and a dedicated store person taking ownership of inventory movements.

For comparison the EOFY stocktake for the 2020/21 FY was a total variation value: \$42,363.47

ATTACHMENTS**Nil**

9 PORTFOLIO - REGIONAL DEVELOPMENT

9.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT

File Number: 13/7/2022
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.

As attached, the Australian Bureau of Statistics has released the initial data from the 2021 census. I have also attached a copy of the 2016 census data for Council's review and comparison.

The data demonstrates strong change and indicates many reasons to be optimistic about our future here in the South Burnett with our population growing from 32,186 people in 2016 to 32,920 people in 2021. Kingaroy is the most populated area being home to 10,266 persons. The second largest population is Nanango with 3,679 persons, then Murgon with 2,200, Wondai 1,975, Cherbourg 1,194, Yarraman 1,127 and Blackbutt with 799. Kingaroy has grown the most since 2016 with an extra 246 persons, while Murgon has decreased its population by 158 persons since 2016. As I have said many times before, the South Burnett will be the next growth story and the data demonstrates there are many reasons for our region to be confident.

Upon writing this, I have been examining the results and would welcome an opportunity for our Council to meet and workshop these further.

Other key priorities progressed this month include:

National Water Infrastructure Development Fund Phase 2 – briefing to Council (scheduled 2 August)

Council is working alongside stakeholders with a vision to improve the reliability and security of water in the South Burnett region. Since the commencement of phase two of the National Water Infrastructure Development Fund project, the KBR team has been working with Council and key stakeholders to advance the following:

- Blackbutt irrigation Investment Logic Map
- Hydrological modelling to estimate the increase in reliability of the Barker Barambah Water Supply Scheme under various scenarios, based on the feedback provided by stakeholders during the initial engagement phase.
- Gordonbrook Dam review of water plan and available water licenses
- Blackbutt Economic Assessment and Demand Assessment
- Gordonbrook Dam Demand Assessment
- Barambah Demand Assessment
- Regional Soil and Climate Assessment
- Commodity export potential

A key focus for the year ahead will be to continue to participate and work with Sunwater who are undertaking a regional water assessment of the Bundaberg and Burnett Regions. The findings of the **Strategic Business Case for water supply requirements in the North and South Burnett will feed into this process as the** first stage of this assessment is to understand the region's water demand. This is timely, as the recent demand assessments we have undertaken will be considered and help to ensure our region's projects are represented. I have been attending the Stakeholder Advisory Group meetings and advocating the South Burnett's position at every available opportunity.

Toowoomba and Surat Basin Enterprises (TSBE) Enterprise Evening - 7 July in Chinchilla

Mark Pitt, Cr Henschen and I met with **Cubico Sustainable Investments Australia, Stanwell** and **Powerlink**, who spoke about the Wambo Wind Farm project, the important milestones and supply chain opportunities.

The Wambo Wind Farm is a wind energy development located near Jandowae in the Western Downs region of Queensland; however the transmission network will traverse the South Burnett LGA. The project, which is due for completion in 2024, will feature up to 110 turbines contributing approximately 500MW of renewable energy to the national electricity grid. The site will also include a 50MW/200MWh battery storage and associated infrastructure. It will help the Queensland Government reach its renewable energy generation target of 50 per cent by 2030 as the state transitions to a low carbon emissions future.

Wambo Wind Farm is focused on supporting the Western Downs by employing local labour, engaging local businesses and sourcing local supplies wherever possible. Wind farms are labour intensive during construction and there may be opportunity for South Burnett businesses or available workforce to be involved in the project. Wambo Wind Farm will require around 200 workers during this phase. Once the project is operational, staffing is streamlined and there will be around 20 equivalent full-time staff required to maintain and manage the Wambo site. Cubico Sustainable Investments Australia is excited to be supporting local Queensland industry by building the Wambo Wind Farm with maximum local input and there are learnings from this that we may be able to take into the construction of similar projects in our region.

Housing and Homelessness Forum – 22 July

Working in collaboration with the Working Group, comprising of South Burnett CTC Inc, QShelter, Regional Housing Limited, South Burnett Regional Council, sponsored by Stanwell's Tarong Power Stations and Meandu Mine).

IN THIS TOGETHER

South Burnett Housing and Homelessness Forum

Kingaroy Town Hall

Friday 22 July 2022 – 9am to 3pm

Register: <https://SBHousingForum.eventbrite.com>

Open to All

Lets work together to find housing solutions for our region

To help us ensure the topics and discussions on the day are relevant, or if you can't make the day but would like to provide some feedback or insights, we ask that you please take a few short minutes to complete a survey :

<https://www.surveymonkey.com/r/86GW6KT>



LGAQ Civic Leaders Forum – People, Purpose, Impact – 29 – 30 June, Sunshine Coast

A key element of the forum were the discussions about how to create a liveable community.

Liveable communities offer choice, are made up of great places, are varied, look after all residents, integrate nature and know and nurture their economy.

I've been working with the Department of State Development who are supporting me to coordinate the next Regional Development Advisory Committee meeting where we aim to unpack what a liveable community means for us here in the South Burnett.

Some of the ideas I collected from the LGAQ Civic Leaders Forum included:

What some of the elements of a thriving liveable community are:

- Think habitat for humans – we are a species and we need to be in an environment that makes us feel good.
- Creating a strong regional / city centre for people – we are social animals, we like to herd, and need to feel a sense of place.
- Establishing distinct neighbourhoods
- Making walking, cycling and transit delightful
- Designing places for people
- Fostering natural beauty
- Enhancing agricultural integrity
- Making it all work together to offer a unique experience

At the forum, a presenter from Ernest Young, Elizabeth Rose posed the question:

“Are you reframing your future or is your future reframing you?” We explored change in the sense that it is inevitable, how we as Council's respond and adapt to change in a rapidly changing world. I think this is relevant to many of the discussions we have in the chamber, and something we as a team really must consider. We also explored the S-curve pattern of growth, and the new s-curve post pandemic and the four key megatrends challenging our traditional views of liveability being:

1. Decarbonisation
2. Behaviour Economy

3. Trust and Future Thinking
4. Work and Life Unbounded

Sustainability is critically important to liveability, we explored the relevance of the Sustainable Development Goals (SDG) to Council's and how these could be considered in our strategic thinking and long term planning for our region. I look forward to working with my colleagues, to further share these insights and be part of the development of Council's Sustainability Policy over the year to come as I recognise the synergy between these and the growth and prosperity of our region.

In closing I wanted to thank council and the community for enabling me to participate in the Civic Leaders Forum and be part of the launch of a new young leaders cohort. It's been interesting to learn that less than 10% of elected Councillors across Queensland are under the age of 35. I joined LGAQ CEO Alison Smith, Councillors Ryan Bayldon-Lumsden and Jacob Heremaia openly shared why we decided to put our hands up to run for elected office and honestly speak about the challenges since being elected. As a collective, with many other local government's present, we workshopped how the sector can encourage more young people to consider running for Council and the barriers for such.



BACKGROUND

Nil

ATTACHMENTS

1. **ABS Statistics South Burnett Region 2016** [↓](#) 
2. **ABS Stastics South Burnett Region** [↓](#) 



[Home](#) > [Census](#) > [Find Census data](#) > [Search Census data](#)

[Print](#)

> 2016 South Burnett (R), Census Aboriginal and/or Torres Strait Islander people QuickStats

South Burnett (R)

2016 Census Aboriginal and/or Torres Strait Islander people

QuickStats

Geography type [Local Government Areas](#)

Area code LGA36630

	Aboriginal and/or Torres Strait Islander people	1,772
	Male	50.6%
	Female	49.4%
	Median age	21
	Aboriginal and/or Torres Strait Islander households	712
	Average people per household	3.2
	Median weekly household income	\$959
	Median monthly mortgage repayments	\$1,065
	Median weekly rent	\$230

Search QuickStats for another area

2016

Enter a location, postcode or geography code





Map data © OpenStreetMap contributors, CC-BY-SA

Powered by Esri

Other 2016 Census products available for this area:

- [All persons QuickStats](#)
- [Community Profiles](#)

To view more QuickStats or Community Profiles for a different area, see [Search Census data](#).

People demographics & education | cultural & language diversity | employment ^

Demographics & education

[demographics & education](#) | [cultural & language diversity](#) | [employment](#)

People tables are based on a person's place of usual residence on Census night

People	South Burnett (R)	%	Queensland	%	Australia	%
Aboriginal	1,626	91.8	148,940	79.9	590,062	90.9
Torres Strait Islander	51	2.9	21,056	11.3	32,344	5.0
Both Aboriginal and Torres Strait Islander	95	5.4	16,487	8.8	26,767	4.1

For the 2016 Census in South Burnett (R), there were 1,772 Aboriginal and/or Torres Strait Islander people. Of these, 50.6% were male and 49.4% were female.

View the data quality statements for: [Place of Usual Residence \(PURP\)](#), [Indigenous status \(INGP\)](#)

Age	South Burnett (R)	%	Queensland	%	Australia	%
Median age	21	--	22	--	23	--
0-4 years	225	12.8	21,857	11.7	73,265	11.3
5-14 years	446	25.4	44,223	23.7	147,134	22.7
15-24 years	316	18.0	35,876	19.2	123,719	19.1
25-34 years	174	9.9	24,524	13.2	88,861	13.7
35-44 years	192	11.0	20,754	11.1	72,394	11.2
45-54 years	178	10.2	18,739	10.0	67,415	10.4
55-64 years	135	7.7	12,308	6.6	45,433	7.0
65 years and over	87	5.0	8,194	4.4	30,952	4.8

In South Burnett (R), the median age of Aboriginal and/or Torres Strait Islander people was 21 years. Of the Aboriginal and/or Torres Strait Islander people 38.2% were children aged 0 to 14 years and 5.0% were people aged 65 years and over.

[View the data quality statement for Age \(AGEP\).](#)

Registered marital status <i>People aged 15 years and over</i>	South Burnett (R)	%	Queensland	%	Australia	%
Married	251	22.9	26,266	21.8	105,086	24.5
Separated	66	6.0	5,219	4.3	19,112	4.5
Divorced	86	7.9	7,870	6.5	28,796	6.7
Widowed	45	4.1	3,492	2.9	13,794	3.2
Never married	647	59.1	77,564	64.4	261,980	61.1

In South Burnett (R), 22.9% of Aboriginal and/or Torres Strait Islander people were married and 13.9% were either divorced or separated.

[View the data quality statement for Registered marital status \(MSTP\).](#)

Social marital status <i>People aged 15 years and over</i>	South Burnett (R)	%	Queensland	%	Australia	%
Registered marriage	209	22.0	22,449	21.1	86,716	23.1
De facto marriage	138	14.6	18,992	17.9	60,051	16.0
Not married	601	63.4	64,807	61.0	228,281	60.9

In South Burnett (R), 22.0% of Aboriginal and/or Torres Strait Islander people were in a registered marriage and 14.6% were in a de facto marriage.

[View the data quality statement for Social marital status \(MDCP\).](#)

Education attendance	South Burnett (R)	%	Queensland	%	Australia	%
Pre-school	41	5.5	3,597	4.9	16,698	6.4
Primary	308	41.6	29,132	39.8	97,859	37.5
Secondary	198	26.8	19,602	26.8	65,208	25.0
Technical or further education institution	30	4.1	3,177	4.3	14,227	5.5
University or tertiary institution	13	1.8	4,645	6.3	15,489	5.9
Other	16	2.2	1,750	2.4	5,047	1.9
Not stated	134	18.1	11,357	15.5	46,428	17.8

Of Aboriginal and/or Torres Strait Islander people in South Burnett (R), 42.0% were attending an educational institution. Of these, 41.6% were attending a primary school, 26.8% were attending a secondary school and 5.8% were attending a tertiary or technical institution.

[View the data quality statement for Educational Institution Attendee Status \(TYSTAP\)](#)

Level of highest educational attainment	South Burnett (R)		Queensland		Australia	
<i>People aged 15 years and over</i>		%		%		%
Bachelor Degree level and above	44	4.0	6,490	5.4	24,911	5.8
Advanced Diploma and Diploma level	61	5.6	7,156	5.9	23,795	5.5
Certificate level IV	35	3.2	3,808	3.2	14,308	3.3
Certificate level III	124	11.3	17,714	14.7	56,625	13.2
Year 12	158	14.4	21,285	17.7	59,949	14.0
Year 11	96	8.8	9,701	8.1	34,674	8.1
Year 10	194	17.7	21,474	17.8	77,265	18.0
Certificate level II	3	0.3	280	0.2	1,215	0.3
Certificate level I	0	0.0	58	0.0	241	0.1
Year 9 or below	191	17.5	15,282	12.7	64,604	15.1
No educational attainment	4	0.4	920	0.8	4,256	1.0
Not stated	153	14.0	13,484	11.2	56,698	13.2

Of people aged 15 and over in South Burnett (R), 14.4% reported having completed Year 12 as their highest level of educational attainment, 14.7% had completed a Certificate III or IV and 5.6% had completed an Advanced Diploma or Diploma.

[View the data quality statement for Level of highest educational attainment \(HEAP\)](#)

Cultural & language diversity

[demographics & education](#) | [cultural & language diversity](#) | [employment](#)

Australian Indigenous language, top responses	South Burnett (R)		Queensland		Australia	
		%		%		%
Wiradjuri	4	0.2	37	0.0	432	0.1
English only spoken at home	1,632	92.5	161,165	86.4	544,491	83.9

English was the only language spoken at home by 92.5% of Aboriginal and/or Torres Strait Islander people in South Burnett (R). The only other response for language at home was Wiradjuri 0.2%.

[View the data quality statement for Language spoken at home \(LANP\)](#)

Ancestry, top responses	South Burnett (R)		Queensland		Australia	
		%		%		%
Australian	1,262	51.8	114,137	43.5	399,843	45.0

English	442	18.1	41,381	15.8	152,758	17.2
Australian Aboriginal	258	10.6	36,062	13.8	140,480	15.8
Irish	122	5.0	13,013	5.0	45,887	5.2
German	111	4.6	6,083	2.3	16,332	1.8

Respondents had the option of reporting up to two ancestries on their Census form, and this is captured by the Ancestry Multi Response (ANCP) variable used in this table. Therefore, the total responses count will not equal the persons count for this area. Calculated percentages represent a proportion of all responses from people in South Burnett (R) (including those who did not state an ancestry).

For Aboriginal and/or Torres Strait Islander people in South Burnett (R), the most common ancestries were Australian 51.8%, English 18.1%, Australian Aboriginal 10.6%, Irish 5.0% and German 4.6%.

[View the data quality statement for Ancestry \(ANCP\).](#)

Employment

[demographics & education](#) | [cultural & language diversity](#) | [employment](#)

Employment <i>People who reported being in the labour force, aged 15 years and over</i>	South Burnett (R)		Queensland		Australia	
		%		%		%
Worked full-time	209	42.7	30,836	46.8	106,960	48.0
Worked part-time	141	28.8	17,867	27.1	61,049	27.4
Away from work	35	7.2	3,935	6.0	14,143	6.4
Unemployed	104	21.3	13,259	20.1	40,486	18.2
Not in the labour force	565	52.1	51,070	42.4	190,132	44.3

There were 489 people who reported being in the labour force in the week before Census night in South Burnett (R). Of these 42.7% were employed full time, 28.8% were employed part-time and 21.3% were unemployed.

The ABS Labour Force Survey provides the official estimates of Australia's unemployment rate. More information about Census and labour force status is provided in [Understanding the Census and Census Data](#).

For information on the [Community Development Programme \(CDP\)](#), please refer to the Census Data Dictionary. CDP data is available in TableBuilder.

[View the data quality statement for Labour force status \(LFSP\).](#)

Occupation, top responses <i>Employed people aged 15 years and over</i>	South Burnett (R)		Queensland		Australia	
		%		%		%
Labourers	86	23.1	8,925	17.0	27,814	15.3
Community and Personal Service Workers	75	20.1	8,935	17.0	30,991	17.0
Sales Workers	36	9.7	4,797	9.1	15,791	8.7
Machinery Operators and Drivers	36	9.7	5,130	9.7	16,774	9.2

Technicians and Trades Workers	35	9.4	7,056	13.4	24,399	13.4
Clerical and Administrative Workers	34	9.1	6,728	12.8	23,174	12.7
Professionals	31	8.3	6,202	11.8	24,339	13.4
Managers	23	6.2	3,333	6.3	12,844	7.1

For Aboriginal and/or Torres Strait Islander people in South Burnett (R), the most common occupations were Labourers 23.1%, Community and Personal Service Workers 20.1%, Sales Workers 9.7%, Machinery Operators and Drivers 9.7%, Technicians and Trades Workers 9.4%, Clerical and Administrative Workers 9.1%, Professionals 8.3% and Managers 6.2%.

[View the data quality statement for Occupation \(OCCP\).](#)

<u>Industry of employment, top responses</u>	South Burnett (R)	%	Queensland	%	Australia	%
<i>Employed people aged 15 years and over</i>						
Meat Processing	25	7.8	349	0.7	932	0.5
Other Social Assistance Services	21	6.5	1,349	2.6	5,302	2.9
Aged Care Residential Services	13	4.0	1,020	1.9	3,760	2.1
Supermarket and Grocery Stores	12	3.7	1,674	3.2	5,555	3.1
Takeaway Food Services	12	3.7	1,338	2.5	4,469	2.5

For Aboriginal and/or Torres Strait Islander people in South Burnett (R), the most common industries of employment were Meat Processing 7.8%, Other Social Assistance Services 6.5%, Aged Care Residential Services 4.0%, Supermarket and Grocery Stores 3.7% and Takeaway Food Services 3.7%.

[View the data quality statement for Industry of employment \(INDP\).](#)

<u>Median weekly incomes</u>	South Burnett (R)	%	Queensland	%	Australia	%
<i>People aged 15 years and over</i>						
Personal	429	--	453	--	441	--
Household	959	--	1,222	--	1,203	--

The median weekly personal income for Aboriginal and/or Torres Strait Islander people in South Burnett (R) was \$429 and the median weekly household income was \$959.

View the data quality statements for: [Total personal income \(INCP\)](#), [Total household income \(HIND\)](#).

<u>Unpaid work</u>	South Burnett (R)	%	Queensland	%	Australia	%
<i>People aged 15 years and over</i>						
Did unpaid domestic work (last week)	627	57.8	75,703	62.9	263,334	61.4
Cared for child/children (last two weeks)	328	30.3	38,265	31.8	136,079	31.7
Provided unpaid assistance to a person with a disability (last two weeks)	173	16.0	15,171	12.6	58,541	13.7

Did voluntary work through an organisation or group (last 12 months)	151	13.9	18,300	15.2	63,303	14.8
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In South Burnett (R), of Aboriginal and/or Torres Strait Islander people, 57.8% did unpaid domestic work in the week before the Census. During the two weeks before the Census, 30.3% provided care for children and 16.0% assisted family members or others due to a disability, long term illness or problems related to old age. In the year before the Census, 13.9% of people did voluntary work through an organisation or a group.

View the data quality statements for: [Unpaid domestic work \(DOMP\)](#), [Unpaid child care \(CHCAREP\)](#), [Unpaid assistance \(UNCAREP\)](#), [Voluntary work \(VOLWP\)](#).

Dwellings

[dwelling characteristics](#) | [dwelling structure](#) 

Dwelling characteristics

[dwelling characteristics](#) | [dwelling structure](#)

Dwelling tables exclude visitor only and other non-classifiable households

Dwelling characteristics

<i>Occupied private dwellings where at least one person was Aboriginal and/or Torres Strait Islander</i>	South Burnett (R)	%	Queensland	%	Australia	%
Average number of people per household	3.2	--	3.3	--	3.2	--
Average number of persons per bedroom	1	--	1	--	1	--
Average number of registered motor vehicles per dwelling	1.6	--	1.7	--	1.7	--

There has been change in methodology used to calculate the average number of persons per bedroom. To compare the time series for average number of persons per bedroom please refer to [Understanding the Census and Census Data](#)

In South Burnett (R), for dwellings occupied by Aboriginal and/or Torres Strait Islander people, the average household size was 3.2 persons, with 1 persons per bedroom and 1.6 registered motor vehicles per dwelling.

View the data quality statements for: [Number of Bedrooms in Private Dwelling \(BEDD\)](#), [Household composition \(HHCD\)](#), [Indigenous household Indicator \(INGDWTD\)](#).

Housing costs

<i>Occupied private dwellings where at least one person was Aboriginal and/or Torres Strait Islander</i>	South Burnett (R)	%	Queensland	%	Australia	%
Median weekly rent	230	--	270	--	250	--
Median monthly mortgage repayments	1,065	--	1,733	--	1,660	--

In South Burnett (R), for dwellings occupied by Aboriginal and/or Torres Strait Islander people, the median weekly rent was \$230 and the median monthly mortgage repayment was \$1,065.

View the data quality statements for: [Rent weekly payments \(RNTD\)](#), [Mortgage monthly repayments \(MRED\)](#)

[Indigenous household Indicator \(INGDWTD\)](#)

Family household composition <i>Counts the types of families within family households at the dwelling level</i>	South Burnett (R)	%	Queensland	%	Australia	%
One family household: Couple family with no children	113	15.9	11,886	15.9	42,536	16.2
One family household: Couple family with children	204	28.7	23,609	31.6	80,803	30.7
One family household: One parent family	207	29.1	19,239	25.8	67,528	25.7
One family household: Other family	17	2.4	1,624	2.2	5,547	2.1
Multiple family household: Couple family with no children	3	0.4	576	0.8	2,223	0.8
Multiple family household: Couple family with children	6	0.8	1,381	1.8	4,951	1.9
Multiple family household: One parent family	14	2.0	1,702	2.3	5,768	2.2
Multiple family household: Other family	0	0.0	117	0.2	471	0.2
Other household	147	20.7	14,572	19.5	53,195	20.2

In South Burnett (R), of Aboriginal and/or Torres Strait Islander households, 16.3% were a couple family with no children, 29.5% were a couple family with children and 31.1% were a one parent family.

In multiple family households, only the family composition of the primary family is recorded. Other household includes lone person households and group households.

[View the data quality statement for Family Household Composition, dwelling level \(HCFMD\).](#)

Dwelling structure

[dwelling_characteristics](#) | [dwelling_structure](#)

Dwelling structure <i>Occupied private dwellings where at least one person was Aboriginal and/or Torres Strait Islander</i>	South Burnett (R)	%	Queensland	%	Australia	%
Separate house	647	91.5	60,179	80.9	211,205	80.7
Semi-detached, row or terrace house, townhouse etc	23	3.3	6,987	9.4	27,017	10.3
Flat or apartment	24	3.4	6,288	8.5	20,580	7.9
Other dwelling	13	1.8	909	1.2	2,897	1.1

In South Burnett (R) there were 712 private dwellings occupied by Aboriginal and/or Torres Strait Islander

people. Where a dwelling type was stated, 91.5% were separate houses, 3.3% were semi-detached, row or terrace houses, townhouses etc, 3.4% were flats or apartments and 1.8% were other dwellings.

[View the data quality statement for Dwelling structure \(STRD\).](#)

Tenure							
Occupied private dwellings where at least one person was Aboriginal and/or Torres Strait Islander	South Burnett (R)		Queensland		Australia		
		%		%		%	
Owned outright	107	15.2	7,727	10.3	32,045	12.2	
Owned with a mortgage	164	23.3	17,634	23.6	68,085	25.9	
Rented	402	57.1	46,197	61.8	150,832	57.3	
Other tenure type	3	0.4	409	0.5	1,888	0.7	
Tenure type not stated	28	4.0	2,743	3.7	10,182	3.9	

In South Burnett (R), of dwellings occupied by Aboriginal and/or Torres Strait Islander people, 15.2% were owned outright, 23.3% were owned with a mortgage and 57.1% were rented.

[View the data quality statement for Tenure type \(TEND\).](#)

Small random adjustments have been made to all cell values to protect the confidentiality of data. These adjustments may cause the sum of rows or columns to differ by small amounts from the table totals. For further information, go to the [User Guide for QuickStats](#).

Data reported for Australia and Other Territories now includes Norfolk Island, following an amendment to the *Acts Interpretation Act, 1901*. Because Norfolk Island has not previously been included in the Census, any 2011 benchmarks will not include Norfolk Island.



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Latest release

South Burnett

2021 Census All persons QuickStats

Geography type [Local Government Areas](#)

Area code LGA36630

	People	32,996
	Male	50.0%
	Female	50.0%
	Median age	48
	Families	8,604
	Average number of children per family	
	for families with children	1.9
	for all families	0.6
	All private dwellings	16,046
	Average number of people per household	2.3
	Median weekly household income	\$1,045
	Median monthly mortgage repayments	\$1,083
	Median weekly rent (a)	\$245
	Average number of motor vehicles per dwelling	2

(a) For 2021, median weekly rent calculations exclude dwellings being occupied rent-free.

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2021

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- [Aboriginal and/or Torres Strait Islander people QuickStats](#)
- [Community Profiles](#)

To view more QuickStats or Community Profiles for a different area, see [Search Census data](#).

Small random changes have been made to all cell values for privacy reasons. These changes may cause the sum of rows or columns to differ by small amounts from the table totals.

People and population ^

People All people	South Burnett	%	Queensland	%	Australia	%
Male	16,493	50.0	2,540,404	49.3	12,545,154	49.3
Female	16,495	50.0	2,615,736	50.7	12,877,635	50.7

More information on [Sex \(SEXP\)](#), [Place of usual residence \(PURP\)](#).

Table based on place of usual residence

Indigenous status All people	South Burnett	%	Queensland	%	Australia	%
Aboriginal and/or Torres Strait Islander	2,045	6.2	237,303	4.6	812,728	3.2
Non-Indigenous	28,090	85.1	4,635,042	89.9	23,375,949	91.9
Indigenous status not stated	2,864	8.7	283,793	5.5	1,234,112	4.9

More information on [Indigenous status \(INGP\)](#).

Table based on place of usual residence

Age All people	South Burnett	%	Queensland	%	Australia	%
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Median age	48	N/A	38	N/A	38	N/A
0-4 years	1,604	4.9	292,452	5.7	1,463,817	5.8
5-9 years	1,882	5.7	329,311	6.4	1,586,138	6.2
10-14 years	2,139	6.5	342,560	6.6	1,588,051	6.2
15-19 years	1,851	5.6	313,506	6.1	1,457,812	5.7
20-24 years	1,534	4.6	323,739	6.3	1,579,539	6.2
25-29 years	1,582	4.8	347,687	6.7	1,771,676	7.0
30-34 years	1,609	4.9	354,033	6.9	1,853,085	7.3
35-39 years	1,518	4.6	357,120	6.9	1,838,822	7.2
40-44 years	1,620	4.9	330,692	6.4	1,648,843	6.5
45-49 years	1,903	5.8	340,287	6.6	1,635,963	6.4
50-54 years	2,126	6.4	333,843	6.5	1,610,944	6.3
55-59 years	2,441	7.4	316,378	6.1	1,541,911	6.1
60-64 years	2,474	7.5	298,919	5.8	1,468,097	5.8
65-69 years	2,631	8.0	264,515	5.1	1,298,460	5.1
70-74 years	2,527	7.7	238,952	4.6	1,160,768	4.6
75-79 years	1,715	5.2	168,385	3.3	821,920	3.2
80-84 years	1,025	3.1	106,611	2.1	554,598	2.2
85 years and over	820	2.5	97,140	1.9	542,342	2.1

More information on [Age \(AGEP\)](#)

Table based on place of usual residence

Registered marital status <i>People aged 15 years and over</i>	South Burnett	%	Queensland	%	Australia	%
Married	12,693	46.4	1,885,416	45.0	9,665,708	46.5
Separated	1,225	4.5	151,093	3.6	674,590	3.2
Divorced	3,161	11.5	404,787	9.7	1,831,952	8.8
Widowed	1,925	7.0	198,827	4.7	1,029,142	5.0
Never married	8,363	30.6	1,551,691	37.0	7,583,393	36.5

Note: In December 2017, amendments to the Marriage Act 1961 came into effect enabling marriage equality for all couples. For 2021, registered marriages include all couples.

More information on [Registered marital status \(MSTP\)](#)

Table based on place of usual residence

Social marital status <i>People aged 15 years and over, usually resident and present in the household on</i>	South Burnett	%	Queensland	%	Australia	%
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Resident and present in the household on Census night	South Burnett	%	Queensland	%	Australia	%
Registered marriage (a)	10,958	46.5	1,697,285	45.4	8,747,137	46.6
De facto marriage (b)	2,630	11.2	483,457	12.9	2,168,347	11.5
Not married	9,989	42.4	1,556,510	41.6	7,863,322	41.9

(a) In December 2017, amendments to the Marriage Act 1961 came into effect enabling marriage equality for all couples. For 2021, registered marriages include all couples.

(b) De facto marriage is when two people live together as partners who are not in a registered marriage. It includes people who report de facto, partner, common law husband/wife/spouse, lover, girlfriend or boyfriend.

More information on [Social marital status \(MDCP\)](#)

Table based on place of usual residence

Education

Type of educational institution attending	South Burnett	%	Queensland	%	Australia	%
People attending an educational institution						
Preschool	373	4.2	84,535	5.4	484,185	6.3
<i>Primary</i>						
Primary - Government	1,729	19.4	292,049	18.6	1,421,300	18.5
Primary - Catholic	271	3.0	79,510	5.1	396,758	5.2
Primary - other non-Government	345	3.9	53,844	3.4	254,043	3.3
<i>Primary total (a)</i>	<i>2,353</i>	<i>26.3</i>	<i>426,110</i>	<i>27.1</i>	<i>2,075,224</i>	<i>27.0</i>
<i>Secondary</i>						
Secondary - Government	1,724	19.3	209,459	13.3	934,138	12.2
Secondary - Catholic	162	1.8	73,014	4.6	371,022	4.8
Secondary - other non-Government	142	1.6	69,625	4.4	322,314	4.2
<i>Secondary total (b)</i>	<i>2,033</i>	<i>22.8</i>	<i>352,608</i>	<i>22.4</i>	<i>1,629,624</i>	<i>21.2</i>
<i>Tertiary</i>						
Tertiary - Vocational education (including TAFE and private training providers)	458	5.1	110,221	7.0	601,901	7.8
Tertiary - University or other higher education	423	4.7	223,779	14.2	1,185,450	15.4
<i>Tertiary total (c)</i>	<i>876</i>	<i>9.8</i>	<i>334,418</i>	<i>21.3</i>	<i>1,789,994</i>	<i>23.3</i>
Other	193	2.2	47,384	3.0	242,821	3.2

Not stated	3,110	34.8	326,067	20.8	1,456,618	19.0
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(a) Includes Primary - not further defined.

(b) Includes Secondary - not further defined.

(c) Includes Tertiary - not further defined.

More information on [Type of educational institution attending \(TYPP\)](#)

Table based on place of usual residence

Cultural diversity

Ancestry, top responses All people	South Burnett	%	Queensland	%	Australia	%
English	13,618	41.3	1,959,880	38.0	8,385,928	33.0
Australian	13,380	40.6	1,724,657	33.4	7,596,753	29.9
German	3,476	10.5	309,723	6.0	1,026,138	4.0
Irish	3,357	10.2	567,928	11.0	2,410,833	9.5
Scottish	3,226	9.8	527,011	10.2	2,176,777	8.6

Note 1: Respondents had the option of reporting up to two ancestries on their Census form, and this is captured by the Ancestry multi response (ANCP) variable used in this table. Therefore, the sum of all ancestry responses for an area will not equal the total number of people in the area.

Note 2: Calculated percentages represent a proportion of the number of people in the area (including those who did not state an ancestry). In 2016 QuickStats percentages were based on total number of responses and will not be comparable to this table.

More information on [Ancestry multi response \(ANCP\)](#)

Table based on place of usual residence

Country of birth, top responses All people	South Burnett	%	Queensland	%	Australia	%
Australia	26,532	80.4	3,679,899	71.4	17,019,815	66.9
<i>Other top responses:</i>						
England	834	2.5	191,731	3.7	927,490	3.6
New Zealand	638	1.9	208,572	4.0	530,492	2.1
Philippines	277	0.8	51,529	1.0	293,892	1.2
Germany	124	0.4	20,981	0.4	101,255	0.4
South Africa	110	0.3	49,699	1.0	189,207	0.7

More information on [Country of birth of person \(BPLP\)](#)

Table based on place of usual residence

Country of birth of parents <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
Both parents born overseas	3,816	11.6	1,437,990	27.9	9,321,603	36.7
Father only born overseas	1,644	5.0	347,689	6.7	1,670,476	6.6
Mother only born overseas	1,164	3.5	275,465	5.3	1,257,942	4.9
Both parents born in Australia	23,125	70.1	2,754,865	53.4	11,663,577	45.9
Not stated	3,235	9.8	340,134	6.6	1,509,188	5.9

Note: For the 2021 Census, guidance was provided to respondents on how to answer for mother/father if their birth parent is unknown or they have same-sex parents.

More information on [Country of birth of parents \(BPPP\)](#).

Table based on place of usual residence

Country of birth of father, top stated responses <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
Australia	24,410	74.0	3,039,026	58.9	12,959,282	51.0
England	1,689	5.1	341,677	6.6	1,626,778	6.4
New Zealand	842	2.6	260,594	5.1	673,661	2.6
Philippines	297	0.9	58,192	1.1	350,264	1.4
Scotland	247	0.7	54,923	1.1	272,233	1.1

Note: For the 2021 Census, guidance was provided to respondents on how to answer for father if their birth parent is unknown or they have same-sex parents.

More information on [Country of birth of father \(BPMP\)](#).

Table based on place of usual residence

Country of birth of mother, top stated responses <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
Australia	24,947	75.6	3,114,259	60.4	13,383,605	52.6
England	1,463	4.4	310,576	6.0	1,488,479	5.9
New Zealand	820	2.5	256,031	5.0	650,743	2.6
Philippines	398	1.2	75,733	1.5	417,285	1.6
Germany	216	0.7	35,434	0.7	173,712	0.7

Note: For the 2021 Census, guidance was provided to respondents on how to answer for mother if their birth parent is unknown or they have same-sex parents.

More information on [Country of birth of mother \(BPPF\)](#).

Table based on place of usual residence

Table based on place of usual residence

Religious affiliation, top responses <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
No Religion, so described	12,338	37.4	2,099,765	40.7	9,767,448	38.4
Catholic	4,612	14.0	961,469	18.6	5,075,907	20.0
Anglican	4,189	12.7	581,373	11.3	2,496,273	9.8
Not stated	3,528	10.7	392,694	7.6	1,751,052	6.9
Uniting Church	2,096	6.4	186,373	3.6	673,260	2.6

Note: 'No Religion, so described' does not include those who reported Secular and Other Spiritual Beliefs such as Atheism, Agnosticism and Own Spiritual Beliefs.

In South Burnett, Christianity was the largest broad group religious group reported overall (55.5%) (excludes Not stated). The broad group level is the highest and most general level of the [Australian Standard Classification of Religious Groups, 2016](#).

More information on [Religious affiliation \(REL\)](#).

Table based on place of usual residence

Language used at home, top responses (other than English) <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
Tagalog	84	0.3	20,603	0.4	131,195	0.5
Mandarin	84	0.3	83,607	1.6	685,274	2.7
Filipino	81	0.2	14,698	0.3	90,853	0.4
Afrikaans	59	0.2	15,009	0.3	49,375	0.2
German	42	0.1	15,265	0.3	70,247	0.3
English only used at home	28,997	87.9	4,151,206	80.5	18,303,662	72.0
Households where a non-English language is used	548	4.3	291,137	15.6	2,295,688	24.8

More information on [Language used at home \(LANP\)](#).

Languages used at home data is based on place of usual residence

Households where a non-English language is used, is based on place of enumeration

Income and work

Median weekly incomes (a) <i>People aged 15 years and over</i>	South Burnett	%	Queensland	%	Australia	%
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Personal (b)	\$542	N/A	\$787	N/A	\$805	N/A
Family (c)	\$1,337	N/A	\$2,024	N/A	\$2,120	N/A
Household (d)	\$1,045	N/A	\$1,675	N/A	\$1,746	N/A

(a) Incomes are collected in ranges. The medians are then calculated using information from the Survey of Income and Housing.

(b) Excludes people aged 15 years and over who did not state their income.

(c) Excludes families where at least one family member aged 15 years and over did not state their income.

(d) Excludes households where at least one household member aged 15 years and over did not state their income.

More information on [Total personal income \(INCP\)](#), [Total family income \(FINF\)](#), [Total household income \(HIND\)](#).

Personal income data is based on place of usual residence

Family and household income data is based on place of enumeration

Unpaid work and care

Unpaid work and care <i>People aged 15 years and over</i>	South Burnett	%	Queensland	%	Australia	%
Did unpaid domestic work (week before Census Night)	17,705	64.7	2,873,872	68.6	14,077,657	67.7
Provided unpaid care for child/children (during two weeks before Census Night)	5,611	20.5	1,112,322	26.5	5,471,756	26.3
Provided unpaid assistance to a person with a disability, health condition or due to old age (during two weeks before Census Night)	3,925	14.3	481,016	11.5	2,476,681	11.9
Did voluntary work through an organisation or group (last 12 months)	4,584	16.7	590,690	14.1	2,933,646	14.1

More information on [Unpaid domestic work \(DOMP\)](#), [Unpaid child care \(CHCAREP\)](#), [Unpaid assistance to a person with a disability, health condition, or due to old age \(UNCAREP\)](#), [Voluntary work for an organisation or group \(VOLWP\)](#)

Table based on place of usual residence

Unpaid domestic work, number of hours <i>People aged 15 years and over</i>	South Burnett	%	Queensland	%	Australia	%
Less than 5 hours	4,403	16.1	845,018	20.2	4,117,135	19.8
5 to 14 hours	6,577	24.0	1,161,729	27.7	5,663,904	27.3
15 to 29 hours	3,473	12.7	507,771	12.1	2,511,024	12.1
30 hours or more	3,248	11.9	359,358	8.6	1,785,591	8.6

30 hours or more 5,210 11.5 55,950 8.6 1,705,551 8.5

Note: Measures the time spent during the week before the Census doing domestic work without pay for themselves and their household.

More information on [Unpaid domestic work: number of hours \(DOMP\)](#)

Table based on place of usual residence

Health

Type of long-term health condition <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
Arthritis	4,597	13.9	456,139	8.8	2,150,396	8.5
Asthma	3,310	10.0	438,183	8.5	2,068,020	8.1
Cancer (including remission)	1,331	4.0	159,887	3.1	732,152	2.9
Dementia (including Alzheimer's)	310	0.9	37,680	0.7	189,162	0.7
Diabetes (excluding gestational diabetes)	2,133	6.5	231,642	4.5	1,198,721	4.7
Heart disease (including heart attack or angina)	2,044	6.2	215,678	4.2	999,096	3.9
Kidney disease	467	1.4	47,737	0.9	231,777	0.9
Lung condition (including COPD or emphysema)	1,139	3.5	106,989	2.1	441,109	1.7
Mental health condition (including depression or anxiety)	4,070	12.3	496,662	9.6	2,231,543	8.8
Stroke	531	1.6	49,769	1.0	234,609	0.9
Any other long-term health condition(s)	3,327	10.1	434,963	8.4	2,041,929	8.0
No long-term health condition(s)	15,888	48.2	3,001,387	58.2	15,292,718	60.2
Not stated	3,774	11.4	459,562	8.9	2,066,251	8.1

Note 1: Respondents had the option of reporting multiple long-term health conditions. Therefore, the sum of all long-term health condition responses for an area will not equal the total number of people in the area.

Note 2: Calculated percentages represent a proportion of the number of people in the area (including those who did not answer the long-term health conditions question).

More information on [Type of long-term health condition \(LTHP\)](#)

Table based on place of usual residence

Count of selected long-term health conditions <i>All people</i>	South Burnett	%	Queensland	%	Australia	%
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None of the selected conditions	17,142	52.0	3,209,952	62.3	16,302,537	64.1
One condition	7,199	21.8	994,584	19.3	4,791,516	18.8
Two conditions	2,918	8.8	319,808	6.2	1,490,344	5.9
Three or more conditions	1,949	5.9	172,226	3.3	772,142	3.0
Not stated	3,774	11.4	459,562	8.9	2,066,251	8.1

Note: Selected long-term health conditions include arthritis, asthma, cancer (including remission), dementia (including Alzheimer's), diabetes (excluding gestational diabetes), heart disease (including heart attack or angina), kidney disease, lung condition (including COPD or emphysema), mental health condition (including depression or anxiety) and stroke. Other long-term health conditions are not included in this count.

More information on [Count of selected long-term health conditions \(CLTHP\)](#)

Table based on place of usual residence

Australian Defence Force service

Australian Defence Force Service <i>People aged 15 years and over</i>	South Burnett	%	Queensland	%	Australia	%
Currently serving	31	0.1	23,140	0.6	84,865	0.4
Previously served (and not currently serving)	1,248	4.6	139,973	3.3	496,276	2.4
Has never served	23,517	85.9	3,747,281	89.4	18,954,152	91.2
Not stated	2,572	9.4	281,419	6.7	1,249,493	6.0

Note: Australian Defence Force Service includes service in the Regular and/or Reserves service. Includes Royal Australian Navy, Australian Army, Royal Australian Air Force, Second Australian Imperial Force, National Service and NORFORCE. Excludes service for non-Australian defence forces.

More information on [Australian Defence Force service \(ADFP\)](#)

Table based on place of usual residence

Families

Family composition <i>People aged 15 years and over</i>	South Burnett	%	Queensland	%	Australia	%
Couple family without children	4,252	49.4	551,069	40.3	2,608,834	38.8
Couple family with children	2,721	31.6	563,327	41.2	2,944,140	43.7
One parent family	1,478	17.2	230,026	16.8	1,068,268	15.9
Other family	153	1.8	22,230	1.6	108,941	1.6

More information on [Family composition \(FMCF\)](#)

Table based on place of enumeration

Single (or lone) parents <i>Proportion of the total single (or lone) parent population</i>	South Burnett	%	Queensland	%	Australia	%
Male	N/A	21.6	N/A	20.0	N/A	19.6
Female	N/A	78.2	N/A	80.0	N/A	80.4

More information on [Sex of lone parent \(SLPP\)](#)

Table based on place of enumeration

Dwellings

Dwelling count <i>Private dwellings (excl. visitor only and other non-classifiable households)</i>	South Burnett	%	Queensland	%	Australia	%
Occupied private dwellings	12,685	86.3	1,869,462	90.7	9,275,217	89.9
Unoccupied private dwellings	2,010	13.7	192,393	9.3	1,043,776	10.1

More information on [Dwelling type \(DWTD\)](#)

Table based on place of enumeration

Dwelling structure <i>Occupied private dwellings (excl. visitor only and other non-classifiable households)</i>	South Burnett	%	Queensland	%	Australia	%
Separate house	11,722	92.4	1,397,920	74.8	6,710,582	72.3
Semi-detached, row or terrace house, townhouse etc	267	2.1	218,546	11.7	1,168,860	12.6
Flat or apartment	517	4.1	233,531	12.5	1,319,095	14.2
Other dwelling	144	1.1	13,519	0.7	54,711	0.6

More information on [Dwelling structure \(STRD\)](#)

Table based on place of enumeration

Number of bedrooms <i>Occupied private dwellings (excl. visitor only and other non-classifiable households)</i>	South Burnett	%	Queensland	%	Australia	%
None (includes studio apartments or bedsitters)	144	1.1	9,560	0.5	44,864	0.5
1 bedroom	583	4.6	87,315	4.7	488,681	5.3

2 bedrooms	2,170	17.1	317,737	17.0	1,768,530	19.1
3 bedrooms	5,608	44.2	700,672	37.5	3,617,803	39.0
4 or more bedrooms	3,889	30.7	725,167	38.8	3,224,351	34.8
Number of bedrooms not stated	291	2.3	28,998	1.6	130,989	1.4
Average number of bedrooms per dwelling	3.1	N/A	3.2	N/A	3.1	N/A
Average number of people per household	2.3	N/A	2.5	N/A	2.5	N/A

More information on [Number of bedrooms in a private dwelling \(BEDD\)](#), [Number of persons usually resident in dwelling \(NPRD\)](#).

Table based on place of enumeration

Number of registered motor vehicles	South Burnett		Queensland		Australia	
<i>Occupied private dwellings (excl. visitor only and other non-classifiable households)</i>		%		%		%
None	599	4.7	106,309	5.7	673,969	7.3
1 motor vehicle	4,436	35.0	658,705	35.2	3,353,737	36.2
2 motor vehicles	4,478	35.3	701,752	37.5	3,366,738	36.3
3 or more vehicles	2,897	22.8	373,952	20.0	1,745,924	18.8
Number of motor vehicles not stated	277	2.2	28,738	1.5	134,848	1.5

Note: Motor vehicles excludes motorbikes, motor scooters and heavy motor vehicles.

More information on [Number of registered motor vehicles \(VEHD\)](#).

Table based on place of enumeration

Housing

Household composition	South Burnett		Queensland		Australia	
<i>Occupied private dwellings (excl. visitor only and other non-classifiable households)</i>		%		%		%
Family households	8,419	66.4	1,327,873	71.0	6,542,648	70.5
Single (or lone) person households	3,828	30.2	461,009	24.7	2,370,742	25.6
Group households	440	3.5	80,576	4.3	361,822	3.9

More information on [Household composition \(HHCD\)](#).

Table based on place of enumeration

Tenure type	South Burnett		Queensland		Australia	
<i>Occupied private dwellings (excl. visitor only and other non-classifiable households)</i>		%		%		%
Owned outright	5,477	43.2	543,285	29.1	2,872,331	31.0
Owned with a mortgage (a)	3,472	27.4	643,459	34.4	3,242,449	35.0
Rented (b)	3,169	25.0	618,442	33.1	2,842,378	30.6
Other tenure type (c)	268	2.1	35,170	1.9	181,518	2.0
Tenure type not stated	294	2.3	29,107	1.6	136,538	1.5

(a) Includes dwellings purchased under a shared equity scheme.

(b) Excludes dwellings being occupied rent-free, this is not comparable to 2016 QuickStats data.

(c) Comprises dwellings occupied rent free, occupied under a life tenure scheme and other tenure type.

More information on [Tenure type \(TEND\)](#).

Table based on place of enumeration

Household income	South Burnett		Queensland		Australia	
<i>Occupied private dwellings (excl. visitor only and other non-classifiable households)</i>		%		%		%
Less than \$650 total household weekly income (a)	N/A	27.0	N/A	16.4	N/A	16.5
More than \$3,000 total household weekly income (a)	N/A	9.5	N/A	21.9	N/A	24.3

(a) Percentages (%) exclude dwellings with 'Partial income stated' or 'All incomes not stated.'

More information on [Total household income \(weekly\) \(HIND\)](#).

Table based on place of enumeration

Rent weekly payments	South Burnett		Queensland		Australia	
<i>Occupied private dwellings (excl. visitor only and other non-classifiable households) being rented</i>		%		%		%
Median rent (a)	245	N/A	365	N/A	375	N/A
Renter households where rent payments are less than or equal to 30% of household income (b)	1,855	58.5	359,728	58.2	1,667,080	58.7
Renter households with rent payments greater than 30% of household income (b)	967	30.5	199,511	32.3	915,317	32.2
Unable to determine (c)	346	10.9	59,204	9.6	259,992	9.1

(a) Median rent calculations exclude dwellings being occupied rent-free, this is not comparable to 2016

(a) Median rent calculations exclude dwellings being occupied rent free, this is not comparable to 2019 QuickStats data.

(b) This is not comparable with historical QuickStats, as applicable households included in this calculation have changed. For details on how Household income is derived please refer to [RAID](#).

(c) Unable to determine includes those households in which income and/or housing costs were not, or were only partially stated, by persons in the household.

More information on [Rent payments \(weekly\) \(RNTD\)](#), [Rent affordability indicator \(RAID\)](#).

Table based on place of enumeration

Mortgage monthly repayments Occupied private dwellings (excl. visitor only and other non-classifiable households)	South Burnett	%	Queensland	%	Australia	%
owned with a mortgage or purchased under a shared equity scheme						
Median mortgage repayments	1,083	N/A	1,733	N/A	1,863	N/A
Owner with mortgage households where mortgage repayments are less than or equal to 30% of household income (a)	2,561	73.8	487,060	75.7	2,398,902	74.0
Owner with mortgage households with mortgage repayments greater than 30% of household income (a)	396	11.4	76,615	11.9	468,817	14.5
Unable to determine (b)	521	15.0	79,788	12.4	374,734	11.6

(a) This is not comparable with historical QuickStats, as applicable households included in this calculation have changed. For details on how Household income is derived please refer to [MAID](#).

(b) Unable to determine includes those households in which income and/or housing costs were not, or were only partially stated, by persons in the household.

More information on [Mortgage repayments \(monthly\) \(MRED\)](#), [Mortgage affordability indicator \(MAID\)](#).

Table based on place of enumeration

Aboriginal and/or Torres Strait Islander peoples

People characteristics Aboriginal and/or Torres Strait Islander people	South Burnett	%	Queensland	%	Australia	%
Male	1,012	49.5	117,102	49.3	403,709	49.7
Female	1,031	50.5	120,203	50.7	409,025	50.3
Unable to determine	22	N/A	22	N/A	24	N/A

Median age	22	N/A	23	N/A	24	N/A
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More information on [Sex \(SEXP\)](#), [Indigenous status \(INGP\)](#).
Table based on place of usual residence

Dwelling characteristics

Occupied private dwellings (excl. visitor only and other non-classifiable households) where at least one person was Aboriginal and/or Torres Strait Islander	South Burnett	%	Queensland	%	Australia	%
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Average number of people per household	3.2	N/A	3.2	N/A	3.1	N/A
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Average number of people per bedroom	1	N/A	1	N/A	1	N/A
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Median weekly household income (a)	1,235	N/A	1,517	N/A	1,507	N/A
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(a) Excludes households where at least one person aged 15 years and over in the household did not state their income.

More information on [Number of bedrooms in a private dwelling \(BEDD\)](#), [Household composition \(HHCD\)](#), [Total household income \(HIND\)](#), [Indigenous household indicator \(INGDWTD\)](#).

Table based on place of enumeration

Mortgage and rent

Occupied private dwellings (excl. visitor only and other non-classifiable households) where at least one person was Aboriginal and/or Torres Strait Islander	South Burnett	%	Queensland	%	Australia	%
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Median weekly rent (a)	250	N/A	305	N/A	300	N/A
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Median monthly mortgage repayments	1,083	N/A	1,670	N/A	1,721	N/A
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(a) Median rent calculations exclude dwellings being occupied rent-free, this is not comparable to 2016 QuickStats data.

More information on [Rent weekly payments \(RNTD\)](#), [Mortgage monthly repayments \(MRED\)](#), [Indigenous household indicator \(INGDWTD\)](#).

Table based on place of enumeration

Please note that there are small random adjustments made to all cell values to protect the confidentiality of data. These adjustments may cause the sum of rows or columns to differ by small amounts from table totals.

9.2 REGIONAL DEVELOPMENT AND TOURISM MONTHLY UPDATE

File Number: 13-07-2022

Author: Visitor Enhancement Officer

Authoriser: Chief Executive Officer

PRECIS

Regional Development and Tourism update for the month of May 2022

SUMMARY

This report provides an update on the South Burnett Regional Council's Regional Development and Tourism section for the Month of June 2022

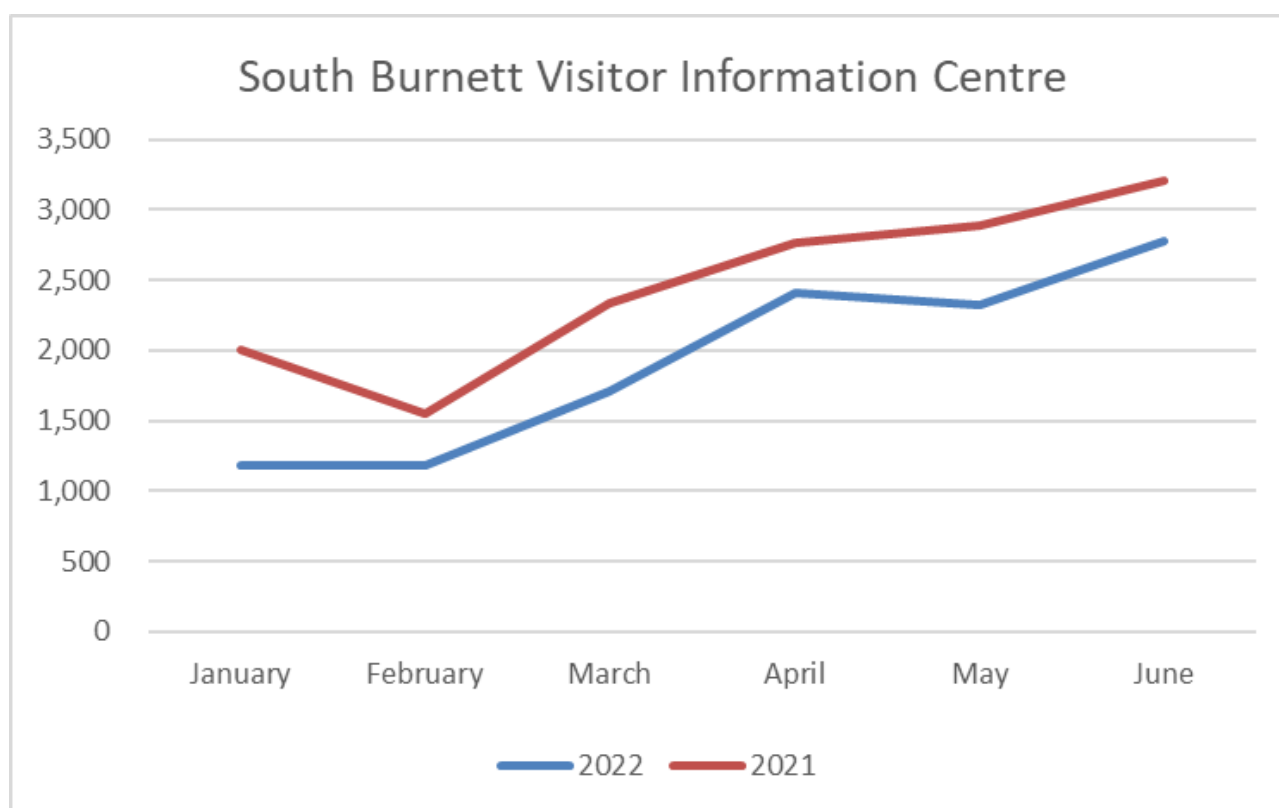
OFFICER'S RECOMMENDATION

That the Regional Development and Tourism monthly update for June 2022 be received for information.

BACKGROUND

In June the Regional Development and Tourism team progressed the following:

South Burnett Visitor Information Centre (VIC) Network



Visitor numbers continue to rise this month with an increase of 19% in visitors to South Burnett Visitor Information Centres. Kingaroy receiving 1250 visitors to the centre with 29.7% travelling from the Brisbane area, resulting in a 42% increase in sales for the month.

Bus tours were popular again this month with Kingaroy welcoming five tours, Wondai two and Nanango one. The town tour around Kingaroy continues to be popular with visitors, as local volunteers Pam Kerr and Rhonda Callow provide guided tours to our guests.

The increase in visitors has been welcomed by all the visitor information centres. Volunteers may be short on the ground at most centres, however the small band of ten dedicated volunteers at the South Burnett Energy centre still manage to keep the centre open most days of the week.

Nanango is a strong advocate for volunteerism, and this has been demonstrated with a proud volunteer culture present at the Energy Centre.

We continue to build our volunteer numbers within the VIC network as we welcomed three new volunteers this month:

Kingaroy Robert Shaw & Fleur Morrish

Murgon Lindy Rees

Other news included a surprise visit from Queensland Governor General Dr Jeanette Young at Kingaroy. A very quick visit to the centre on her way through town to another appointment.

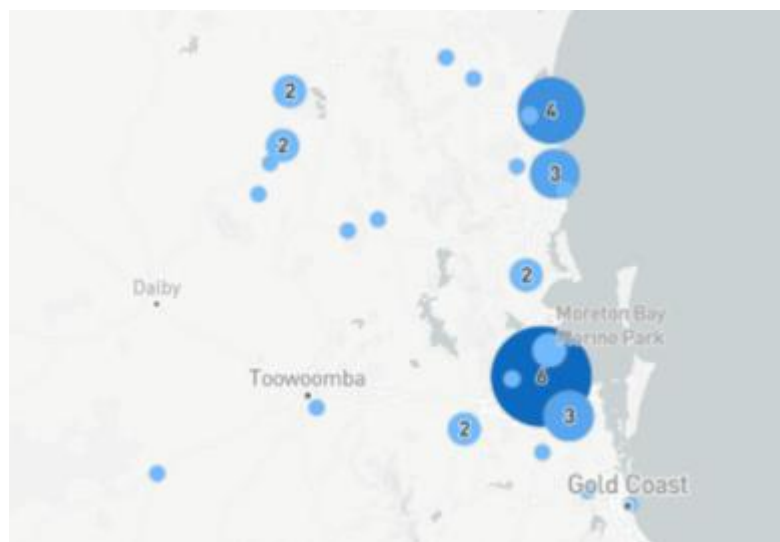
The South Burnett VIC Network welcomed the opportunity to sign up for the Australian Visitor Centre app, with the intention to enhance engagement by the younger travelling market. The millennials don't necessarily visit an information centre, as they prefer to find their information online.

The app will enable the VIC network to tailor information to visitors on the centres offering, close by experiences, and lead them to the "Discover South Burnett" website and social media channels.

The app can provide material to promote events and tours in the region. This type of information can be easily changed at any time.

The app will provide staff with statistical data:

- Where users are when they are searching about the South Burnett
- What time of day and what day of the week users are searching
- The number of times the South Burnett has been discovered by users
- The number of times a user has viewed the Discover South Burnett website or social media channel.



South Burnett Museums

The volunteers at the Wondai Museum have been sharing the story of the Wondai Butter Factory.

The stories and photos have gained great interest on social media with one post catching the attention of the QLD Library.

Volunteers were asked to provide a 200-word essay to the QLD state library on the history of the local Butter Factory.



Monthly Statistics

Visitor Information Centres – Monthly Statistics 2021-2022						
2021	Jul	Aug	Sep	Oct	Nov	Dec
Sales	K - \$8180 M - \$568 N - \$1114 W - \$3500	K - \$ M - \$ N - \$ W - \$	K - \$5409 M - \$630 N - \$1450 W - \$3708	K - \$6597 M - \$344 N - \$1253 W - \$3779	K - \$5870 M - \$526 N - \$784 W - \$2640	K - \$9254 M - \$792 N - \$1684 W - \$1731
Visitor Numbers	K - 1575 M - 382 N - 588 W - 778	K - 942 M - 356 N - 435 W - 578	K - 1311 M - 435 N - 757 W - 848	K - 1240 M - 433 N - 534 W - 821	K - 746 M - 449 N - 453 W - 573	K - 774 M - 324 N - 455 W - 333
Coach Tours	K - 0 M - 0 N - 0 W - 0	K - 0 M - 0 N - 0 W - 0	K - 1 M - 0 N - 0 W - 0	K - 1 M - 0 N - 0 W - 0	K - 0 M - 0 N - 1 W - 0	K - 0 M - 0 N - 0 W - 0
Volunteer Numbers	K - 26 M - 13 N - 17 W - 10	K - 24 M - 13 N - 17 W - 10	K - 21 M - 13 N - 18 W - 11	K - 21 M - 12 N - 15 W - 10	K - 18 M - 11 N - 15 W - 7	K - 23 M - 10 N - 16 W - 10
Volunteer Hours	K - 786 M - 232 N - 475 W - 208	K - 640 M - 172 N - 305 W - 183	K - 588 M - 187 N - 265 W - 189	K - 721 M - 137 N - 391 W - 186	K - 561 M - 133 N - 385 W - 177	K - 766 M - 284 N - 384 W - 124
Days Open	K - 27 M - 27 N - 31 W - 27	K - 24 M - 26 N - 28 W - 26	K - 20 M - 25 N - 28 W - 26	K - 25 M - 24 N - 31 W - 25	K - 25 M - 24 N - 29 W - 25	K - 24 M - 24 N - 27 W - 24

2022	Jan	Feb	Mar	Apr	May	Jun
Sales	K - \$2199 M - \$340 N - \$876 W - \$1000	K - \$2046 M - \$365 N - \$701 W - \$998	K - \$4424 M - \$236 N - \$990 W - \$1784	K - \$4576 M - \$301 N - \$1372 W - \$3278	K - \$4470 M - \$247 N - \$888 W - \$3750	K - \$6353 M - \$316 N - \$1142 W - \$3020
Visitor Numbers	K - 419 M - 142 N - 337 W - 279	K - 411 M - 194 N - 329 W - 248	K - 660 M - 207 N - 421 W - 403	K - 828 M - 266 N - 639 W - 663	K - 910 M - 234 N - 453 W - 740	K - 1247 M - 325 N - 606 W - 696
Coach Tours	K - 0 M - 0 N - 0 W - 0	K - 0 M - 0 N - 0 W - 0	K - 4 M - 0 N - 1 W - 0	K - 1 M - 0 N - 0 W - 0	K - 1 M - 0 N - 2 W - 4	K - 3 M - 0 N - 1 W - 2
Volunteer Numbers	K - 15 M - 11 N - 10 W - 8	K - 20 M - 10 N - 11 W - 8	K - 22 M - 10 N - 15 W - 11	K - 23 M - 10 N - 14 W - 9	K - 19 M - 11 N - 10 W - 10	K - 21 M - 10 N - 13 W - 9
Volunteer Hours	K - 410 M - 203 N - 268 W - 152	K - 530 M - 204 N - 144 W - 246	K - 727 M - 209 N - 343 W - 176	K - 635 M - 141 N - 246 W - 179	K - 775 M - 172 N - 245 W - 214	K - 792 M - 182 N - 281 W - 212
Days Open	K - 13 M - 23 N - 26 W - 22	K - 23 M - 23 N - 26 W - 21	K - 25 M - 27 N - 31 W - 26	K - 21 M - 22 N - 25 W - 24	K - 24 M - 25 N - 27 W - 27	K - 25 M - 27 N - 28 W - 27

Media Releases:

Media Releases 2021-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
	4	1	0	2	4	1
2022	Jan	Feb	Mar	Apr	May	Jun
	4	1	1	3	3	2

Social Media Posts:

Social Media 2021-22						
2021	Jul	Aug	Sep	Oct	Nov	Dec
SB VIC Network	Posts 10 Likes 762 Followers 959	Posts 13 Likes 760 Followers 968	Posts 5 Likes 787 Followers 1001	Posts 10 Likes 795 Followers 1017	Posts 11 Likes 799 Followers 1029	Posts 11
Discover South Burnett	Posts 6 Likes 3921 Followers 4160	Posts 12 Likes 3929 Followers 4192	Posts 11 Likes 3939 Followers 4195	Posts 7 Likes 3992 Followers 4256	Posts 19 Likes 4005 Followers 4279	Posts 4
Kilkivan to Kingaroy Rail Trail	Posts 1 Likes 1350 Followers 1510	Posts 1 Likes 1402 Followers 1570	Posts 2 Likes 1463 Followers 1654	Posts 0 Likes 1519 Followers 1717	Posts 1 Likes 1550 Followers 1749	Posts 1

Drive Inland	Posts 0 Likes 860 Followers 940	Posts 1 Likes 872 Followers 958	Posts 2 Likes 894 Followers 984	Posts 0 Likes 911 Followers 1002	Posts 1 Likes 916 Followers 1011	Posts 0
WBB – The Perfect Place	Posts 0 Likes 2443 Followers 2495	Posts 1 Likes 2400 Followers 2499	Posts 1 Likes 2444 Followers 2496	Posts 0 Likes 2443 Followers 2495	Posts 1 Likes 2442 Followers 2493	Posts 1
Business South Burnett	Posts 4 Likes 1880 Followers 2004	Posts 16 Likes 1877 Followers 2001	Posts 2 Likes 1874 Followers 1998	Posts 3 Likes 1871 Followers 1996	Posts 5 Likes 1870 Followers 1995	Posts 2
Lake Boondooma Caravan & Recreation Park	Posts 1 Likes 8460 Followers 8615	Posts 1 Likes 8500 Followers 8640	Posts 2 Likes 8534 Followers 8707	Posts 8 Likes 8580 Followers 8755	Posts 4 Likes 8632 Followers 8821	Posts 8
Yallakool Caravan Park on BP Dam	Posts 0 Likes 4156 Followers 4234	Posts 1 Likes 4200 Followers 4255	Posts 1 Likes 4216 Followers 4308	Posts 1 Likes 4251 Followers 4832	Posts 3 Likes 4380 Followers 4483	Posts 4
2022	Jan	Feb	Mar	Apr	May	Jun
SB VIC Network	Posts 4 Likes 826 Followers 1069	Posts 7 Likes 835 Followers 1080	Posts 9 Likes 842 Followers 1097	Posts 1 Likes 849 Followers 1102	Posts 11 Likes 868 Followers 1130	Posts 6 Likes 891 Followers 1157
Discover South Burnett	Posts 1 Likes 4043 Followers 4332	Posts 0 Likes 4074 Followers 4362	Posts 7 Likes 4102 Followers 4401	Posts 9 Likes 4114 Followers 4421	Posts 9 Likes 4126 Followers 4432	Posts 1 Likes 4131 Followers 4439
Kilkivan to Kingaroy Rail Trail	Posts 0 Likes 1658 Followers 1872	Posts 0 Likes 1672 Followers 1892	Posts 2 Likes 1697 Followers 1938	Posts 0 Likes 1722 Followers 1964	Posts 3 Likes 1731 Followers 1982	Posts 3 Likes 1742 Followers 2001
Drive Inland	Posts 0 Likes 933 Followers 1030	Posts 0 Likes 992 Followers 1094	Posts 0 Likes 1120 Followers 1234	Posts 0 Likes 1154 Followers 1278	Posts 0 Likes 1320 Followers 1460	Posts 0 Likes 1377 Followers 1531
Wide Bay- Burnett – The Perfect Place	Posts 0 Likes 2438 Followers 2486	Posts 0 Likes 2437 Followers 2486	Posts 0 Likes 2436 Followers 2484	Posts 0 Likes 2433 Followers 2481	Posts 0 Likes 2432 Followers 2479	Posts 0 Likes 2433 Followers 2480
Business South Burnett	Posts 1 Likes 1867 Followers 1993	Posts 0 Likes 1866 Followers 1992	Posts 0 Likes 1872 Followers 1997	Posts 0 Likes 1870 Followers 1995	Posts 0 Likes 1868 Followers 1993	Posts 0 Likes 1871 Followers 1997

Lake Boondooma Caravan & Recreation Park	Posts 7 Likes 9037 Followers 9253	Posts 11 Likes 9212 Followers 9432	Posts 2 Likes 9351 Followers 9585	Posts 0 Likes 9427 Followers 9667	Posts 6 Likes 9468 Followers 9728	Posts 1 Likes 9471 Followers 9734
Yallakool Caravan Park on BP Dam	Posts 0 Likes 4567 Followers 5048	Posts 0 Likes 4600 Followers 5072	Posts 2 Likes 4656 Followers 4783	Posts 1 Likes 4724 Followers 4858	Posts 0 Likes 4736 Followers 4871	Posts 1 Likes 4742 Followers 4879

ATTACHMENTS

1. Visit South Burnett Newsletter - June [↓](#) 



2022 June Newsletter

June Wrap up: From the Committee!

Wow, who can believe we're already half way through 2022. We're still seeing great visitor numbers to our wonderful region throughout Winter.

VSB has had a busy month with Kate heading off for a long weekend at the Brisbane "Let's Go Queensland Caravan & Camping Super show!" passionately promoting the South Burnett. VSB is also currently updating some of their image library to use throughout blog posts, social promotions, website and more and working on our next "Long Weekend in the South Burnett Campaign" keep posted.

•**Cycling:** There is initial discussion between Toowoomba Bicycle Users Group (BUG) and South Burnett Rail Trail group over linkage of cycling trails between Toowoomba shire and South Burnett. It may join Cooyar- Yarraman-Link Trail-Kingaroy. This can be joined back to Kumbia -Bell. The potential is to create around 400km of signed cycling routes through new and existing trails. The long term future is exciting. We are heading towards forming a committee on this development. - David Kenny.

• **Meet and Greet Wrap up**

Firstly, a huge thank you to our most recent Meet and Greet hosts the Kingaroy Regional Art Gallery who are currently in the middle of their Queensland Winter Craft Festival for more details about this amazing event check out <https://www.kingaroyart.com.au/> or pop into the Gallery at [126 Haly Street](#) Kingaroy.

- CEO Mark Pitt informed members on the progress of the current VIC feasibility report and how to best utilise the Visitor Information Centres throughout the South Burnett.

-The Nanango Tourism & Business Association informed us of their upcoming 175th Year celebrations happening throughout 2023 and the current updates to the Nanango Mural Trail Keep up to date on their Facebook page <https://www.facebook.com/NanangoTourism>.

- The Kingaroy Vintage Machinery Club reminded everyone their Queensland Heritage Machinery Rally is fast approaching, with nominations already streaming in.

• **VSB Visitors Guide update!**

With over 13,000 copies handed out already we're fast approaching our reprint of the popular VSB Visitors Guide, now is the time to put forward any changes and additions you think the booklet needs!

IMPORTANT:

Are you a VSB Member? Would you like your business listed on the VSB Website then simply fill in the business information from (download form by pushing the button below) and email it to tourismvsb@gmail.com with a nice photo or two. If you're having trouble downloading the form or would like a hard copy please call Melanie on 0455 49 47 41.

Download Form



image 1: A weekend in the South Burnett
Image 2: At the "Let's Go Queensland Caravan & Camping Super show!"
Image 3: At the Windchime Workshop as part of the QLD Winter Craft Festival

July Meet and Greet! - Nanango Theatre Company - Sneak peak performance!



Meet & Greet
at The Nanango Theatre Company

Visit South Burnett is delighted to invite you to the July Meet and Greet.

Where: The Nanango Theatre Company. - Cnr Elk St &, George St N, Nanango
When: Wednesday, July 13, 2022- 6pm Start
Nibbles provided

- Be treated to a sneak peak of the upcoming performance
 - Meet other tourism operators from the region
 - Catch up with the VSB committee • ‘Business Bites’
 - Bring along your brochures, business cards & flyers

RSVP by 11th July on 0455 494 741
or email tourismVSB@gmail.com

Visit South Burnett is delighted to invite you to our July Meet & Greet! We would love for you to join us on Wednesday, 13th July 6pm at the Nanango Theatre Company **Cnr Elk St &, George St N, Nanango**

The “Meet and Greets” are a casual networking event, with the purpose of giving businesses and committees the opportunity to showcase themselves and promote upcoming events, listen to some great guest speakers, keep up to date with what’s happening with Visit South

Burnett, connect with other members and start building some great relationships. If you have any questions, please don't hesitate to give us a call on 0455 49 47 41 or email tourismvsb@gmail.com
- RSVP by 11th July . We look forward seeing you there!

VSB Membership Renewal!

VISIT SOUTH BURNETT

MEMBERSHIP APPLICATION 2022/2023
 ABN: 57271854781

Date: _____

Trading name: _____

Surname: _____ Given Names: _____

Postal Address: _____

 _____ Postcode: _____

Residential Address (if different to postal address): _____

 _____ Postcode: _____

Phone Numbers :
 Work: _____ Home: _____ Mobile: _____

Email: _____

Website(if available): _____

Are you a SQCT Member Yes No

Nominating Member: _____ Secoded by: _____

VSB membership 2022/2023 Financial year is \$50
 Joining now will entitle you to membership until 30th June 2023
 Your membership application will be endorsed at the next VSB management committee meeting.
 Please complete all details and return form to:

Post: Visit South Burnett Inc
 PO Box 454
 Nanango, Qld 4615
 Cheques made payable to: Visit South Burnett Inc.

Email completed application and receipt of payment
 to: visitsouthburnett@gmail.com
 Direct Credit to: Heritage Bank
 BSB: 638 070

2022 / 2023 Membership

**Renew your
membership
Today!**

It's that time again! Renew your VSB membership to keep up to date on all things tourism!
Below are just some of the advantages of being a VSB Member:

- Feature spot on our www.visitsouthburnett.com.au website
- Option to promote seasonal specials and events through Visit South Burnett
- One on one help with Digital Marketing including Facebook, Instagram & Tiktok
 - Monthly Meet & Greets
 - Monthly Newsletter
 - Customised Workshops
 - A voice in local tourism
- Access to customised surveys
 - Industry advice & updates
- Discounted pricing across promotional material and other VSB members products & services.
 - Direct access to your RTO

Membership cost only \$50 for the year!

[Download Membership form](#)

News From our Members:

Activate Ecotourism Infrastructure pilot initiative - Expressions of Interest are now open

As we emerge from COVID-19, we know that consumers are now seeking more immersive, meaningful ecotourism and nature-based tourism experiences where they can escape the crowds, regenerate, and reconnect with themselves, family, friends and the environment. Queensland has the opportunity to showcase its unique natural landscapes and rich cultural heritage, capitalising on the growing demand for ecotourism and nature-based travel, while also positioning our State as a global destination of choice in the sector.

The Queensland Government has launched the \$5 million Activate Ecotourism Infrastructure (Act Eco) pilot initiative to deliver ecotourism and nature-based tourism infrastructure adjacent to, or near, a public protected area, world heritage area, timber reserve or state forest.

Through the initiative, we'll provide individual funding of up to \$2 million (excluding GST) on a dollar-for-dollar matched cash funding contribution basis to Queensland tourism operators, not-for-profit organisations and local governments to deliver ecotourism or nature-based tourism infrastructure.

The types of projects proposed to be supported could include the following:

- the development of unique and sustainable ecotourism accommodation that enhances visitor engagement and appreciation of environmental values
- nature-based tourism infrastructure that fills known gaps or creates new opportunities to increase the diversity of experiences, including hands-on conservation experiences, opportunities, or access to protected areas, world heritage areas or state forests
- sustainable ecotourism infrastructure that supports Traditional Owners' tourism aspirations to deliver on-Country visitor experiences and cultural understanding.

The Act Eco pilot initiative is being delivered through the Department of Tourism, Innovation and Sport under the \$20 million Tourism Activation Fund to generate new tourism opportunities in Queensland. The \$20 million Tourism Activation Fund is a key commitment within the Queensland Government's \$74 million Rebuilding Queensland Tourism, to help fast-track the restoration of jobs and the economic recovery of Queensland's tourism industry. For more information, or to submit an Expression of Interest, please visit Activate Ecotourism Infrastructure.

Alternatively, please contact the Activate Ecotourism Infrastructure team at:

E: act.eco@dtis.qld.gov.au

P: 07 3333 5284

Expressions of Interest will close at 5pm on 19 July 2022.

Queensland Drought Assistance

Building Business Resilience: Durong

Date: 20 July 2022

Time: 9.00am to 2:00pm including lunch and morning tea

Venue: Durong Hall, 8940, State Route 82, Durong QLD 4610

Cost: Free – lunch and morning tea provided

Queensland Drought Assistance

Building Business Resilience: Kingaroy

Date: 19 July 2022

Time: 9.00am to 2:00pm including lunch and morning tea

Venue: Taabinga Rooms, DAF Kingaroy, 214 Kingaroy Cooyar Rd.

Cost: Free – lunch and morning tea provided

BIEDO
Burnett Inland Economic Development Organisation

PO Box 115
Murgon Q 4605
0400 695 456
community@biedo.org.au

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Kingaroy Chamber of Commerce & Industry Inc

Invites you to our

Meet & Greet

Hosted by

**SOUTH BURNETT****REGIONAL COUNCIL****YOUTH COUNCIL 2022**Where: **Kingaroy Town Hall Reception Room**
Glendon Street, KingaroyWhen: **Tuesday 12th July 2022**Time **5.30pm****Members \$10.00 per person**
Non-members \$15.00 per person**Guest Speakers**

SB Youth Council – Margie Hams, SB Youth Council Coordinator - The South Burnett Regional Youth Council is a diverse group of 18 motivated young people aged between 14 – 23 years. The Youth Council will advocate for the needs of the young people who live in the South Burnett, and will work together to build a strong and inclusive community.

TAFE QLD, Kingaroy - Evalyn Thompson, Business Development Officer.

STANWELL General Manager Southern Generation, Mick Joy – Stanwell Update

Raffle Prize - Design Promo Pack, valued at \$500.00 – Donated by **Push Pull Marketing**.
Tickets \$2.00 each or 6 for \$10.00 – bring your cash

RSVP by Saturday **9th July 2022** to info@kcci.asn.au

If you wish to prior to the event, bank details are

Bank: Heritage - BSB: 638-070 - Account No: 1055 1158 - Account Name: Kingaroy Chamber of Commerce

Please use your business name as the reference & email receipt of payment to info@kcci.asn.au

KINGAROY AND WONDAI VISITOR INFORMATION CENTRES OPENING HOURS UPDATE

From the 1 st July the Kingaroy Visitor Information Centre will resume its pre-covid service levels, opening up seven days a week. The Wondai Timber Museum will also trial opening up on a Sunday from July.

The Visitor Information Centres play a vital role in enhancing visitors' experience of the South Burnett region, which has a positive flow on effect to local businesses and the local economy. Before the COVID-19 pandemic began, the South Burnett Visitors Information Centres typically welcomed over 45,000 visitors through their doors every year. It will be great to see the centres start to move towards operating at full strength.

The new times will be as follows.

Kingaroy VIC

- Monday to Friday 9am to 4pm,
- Sat & Sun 9am to 1pm.

Wondai VIC

- Monday to Friday 9am to 2pm,
- Sat & Sun 9am to 1pm.

Some Upcoming Events in July & August

July

- Art Exhibition Opening - Wondai -Friday 1st July
- Art Gallery Opening - Kingaroy- Friday 1st July
- Wondai Races - Saturday 2nd July
- Proston Rally & Burnouts - Saturday July 2nd
- Murgon Stud Beef & PRime Cattle Show - Saturday 9th July
- Harrington Circus Show - Kingaroy 30 June - 10th July
- Murgon Daytime Rodeo - Sunday 10th July
- Louis Winton & other artists Xmas in July - Variety Concert - Saturday 16th July
- **Christmas In July** - Kingaroy RSL -Friday 22nd July
- Motors n Mochas - Kingaroy Car Enthusiasts Sunday 24th July
- Nanango Theatre Company presents *The Phantom of The Music Hall* July 22, 23, 24, 29 & 30
- Queensland Winter Craft Festival -Quilt Trail - 23th & 24th July
- Christmas In July Fun Day - Chrissy Trees 4 U - Sunday 24th July
- **SBH Disability Wheel & Walk - Wondai - Sunday 31st July**

August

- An Evening with the Captains - Saturday 6th August
- BACONFEST - 19th - 21st August
- Back to Basics Music Muster - 11-14th August
- Scots in the Bush Boondoomba Homestead - 17th - 21st August
- Burrandowan Encouragement Campdraft - 27th - 28th August
- Kingaroy CWA celebrating 100 years - Saturday 27th August

Local Markets:

- Kingaroy Friendship Markets - 3rd Saturday - Kingaroy Showgrounds
- Nanango Markets 1st Saturday - Nanango Showgrounds
- Kumbia Markets 2nd Saturday - Bell St
- Wooroolin Community Markets 2nd Sunday - QCWA Building
- Yarraman Markets Every Saturday - Toomey St Yarraman
- Murgon CBD Markets 2nd Sunday – Lamb St Murgon
- Blackbutt Country Markets 3rd Sunday - Les Muller Park Coulson Street Blackbutt
- Wondai Country Markets 4th Saturday - Coronation Park Wondai
- Bunya Mountains Markets Last Sunday - Bunya Mountains

- Hivesville Country Markets - Last Sunday
- Proston - 3rd Saturday of the Month

Do you have a special offer for our VSB members? Send it through to visitsouthburnevents@gmail.com or call Melanie on 0455 494 741

Social Media Tip: Set Goals

activity

Set Goals!

What do you want to get out of your Social Media?

- Set KPI's
- Specific, measurable, attainable & realistic goals.

Create a content planner!
The best way to keep organised is to plan ahead!

Plan your content!

Try the Bucket method:



Change up your content to keep it fresh.


Setting goals & measuring results are essential to any successful digital campaign.

Setting Goals: Be honest with yourself with what you want to achieve from your campaign. The goal ultimately decided how and what type of content you share.

1. Branding - getting people more aware about your business and the services you offer.
2. Website Traffic - Do you want more people heading over to your website. (Increased traffic can help in your organic google search ranking)
3. Conversions - Do you want to increase the number of calls, quotes or visits to your business.
4. Engagement / Followers - Do you want more engagement or followers on your social platforms

Create a Content Planner

Creating a content planner can be as simple as writing down what and when you'll post content on your social pages or as in-depth as scheduling all your posts for the upcoming month. See the example below:



Goal

AUDIENCE TRACKER

	PLATFORM	PLATFORM	PLATFORM	PLATFORM	PLATFORM
WEEK 1					
WEEK 2					
WEEK 3					
WEEK 4					

CONTENT BUCKETS

EDUCATE	ENTERTAIN	INSPIRE
PROMOTE	CONNECT	PARTNERS

NOTES

[Download Planner](#)

What is the Bucket Method?

Content buckets refer to identifying different categories as per the type of content that appeals to a brand's target audience. They also help guide brands to plan and execute their content marketing strategy that aligns with the brand's mission, goals, and overall social media strategy. - Basically, think about the type of content you post and change it up. Don't just 'sell' to your audience. Entertain and engage or educate them too.

Visit The South Burnett Visitors Guide - Digital Version

<https://www.flipbookpdf.net/web/site/95a9c00baaed9ec032d98853a5539c971b8087f0FBP23108876.pdf.html#page/1>

**New Social Media Accounts for Visit South Burnett!**

Visit South Burnett now also has a Youtube & TikTok account!
With the key aim to increase awareness across multiple platforms reaching a bigger more diverse audience with our social campaigns moving forward in 2022!

Follow Our Visit South Burnett Youtube
https://www.youtube.com/channel/UCOS_Z9kelxtTajo1aYt-C2w

TikTok
https://www.tiktok.com/@visit_south_burnett

We're always looking for great photos and content for our social pages to help promote the region! Remember to #visitsouthburnett or tag @visitsouthburnett in your posts/videos or simply message or email tourismvsb@gmail.com.

HAVE YOU JOINED THE VISIT SOUTH BURNETT MEMBERS ONLY FB GROUP YET?

This group is a place where Visit South Burnett Inc members can share their events, ask questions, communicate with the management committee, keep up to date with everything that is happening and have input on upcoming campaigns.



JOIN NOW

Visit South Burnett



Don't want these emails anymore? You can [Unsubscribe](#) or [Manage Preferences](#).

Made with love in Flodesk.

9.3 REGIONAL UNIVERSITY CENTRES

File Number: 13072022
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

By request of the Mayor a report has been prepared about the Regional University Centre Programme.

SUMMARY

The Regional University Centres (RUC) Network helps students in regional, rural and remote areas of Australia participate and succeed in tertiary education through the provision of support and facilities. The RUC Network connects the people working in RUCs nationwide.

OFFICER'S RECOMMENDATION

That Council note the report for information.

FINANCIAL AND RESOURCE IMPLICATIONS

Planning Study to progress concept for South Burnett Regional Council area is estimated at \$20,000. Grant application through BBRF Round 6 submitted for full cost of planning.

LINK TO CORPORATE/OPERATIONAL PLAN

GR9 Explore, advocate and pursue opportunities for post-secondary education within the region.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Presentation to Standing Committee for consideration and direction.

Previous Council resolution from Council Meeting on 25 January 2022

16.1 BUILDING BETTER REGIONS FUND (BBRF) ROUND 6

RESOLUTION 2022/363

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

That Council

1. approve the following projects for application development and submission to Round 6 of the Building Better Regions Fund (BBRF) Infrastructure Projects Stream.
 - a. Coolabunia Saleyard improvements
 - b. Mondure Hall works as determined between Council and Staff
2. approve the development of and submission of an application to Round 6 of the Building Better Regions Fund (BBRF) Community Investment Stream and that the Chief Executive Officer be given delegated authority to approve and submit an identified project.

In Favour: Crs Brett Otto, Kathy Duff, Danita Potter and Kirstie Schumacher

Against: Crs Gavin Jones, Roz Frohloff and Scott Henschen

CARRIED 4/3

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

N/A

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Any decision to be consistent with Council's adopted corporate documents.

ASSET MANAGEMENT IMPLICATIONS

Not know currently until planning undertaken.

REPORT

The Regional University Centres program takes an innovative approach to improve access to tertiary education for regional and remote students.

A Regional University Centre is a facility regional students can use to study tertiary courses locally delivered by distance from any Australian institution. Centres provide:

Infrastructure, including:

- Study spaces
- Break out areas
- Video conferencing
- Computer facilities
- High-speed internet access

Administrative and academic support services such as:

- Developing writing and research skills
- Managing administrative processes

Student support services, including:

- Pastoral support
- Study advice
- Help accessing student services

Council applied to the BBRF Round 6 for a feasibility study in accordance with the resolution.

The proposed South Burnett Education Hub forms part of Council's pro-active approach to enable regional communities to fulfil their potential through access to higher education opportunities within the region. This project will undertake a comprehensive needs analysis to understand and address the ongoing education and training needs of the South Burnett region quantify the opportunities and challenges and identify opportunities and resources available to develop the proposed South Burnett Education Hub. Growth in the young demographic of the South Burnett is needed as it is a major gap in the region's age profile and youth are valuable human capital with the capacity to significantly add to the region's economic capital.

As part of the \$21 million announced in June 2020 associated with the Job-ready Graduates package, the Regional University Centres program will provide up to \$14.8 million over 4 years to support the establishment of up to eight new Regional University Centres in regional and remote Australia, including the Government's commitment of four new Centres to be in South Australia (with two announced locations in Mount Barker and Victor Harbor).

Applications for 2022 closed in March and there is currently no active funding round.

The LGAQ noted through a media release in May 2022:

The Local Government Association of Queensland (LGAQ) has welcomed the announcement today by the Federal Government that the Regional University Centre program is to be expanded to Mount Isa. Mount Isa's inclusion is the result of consistent advocacy by Queensland councils to have the successful program expanded – and higher education opportunities made available – to more local communities. LGAQ CEO Alison Smith said the program is a perfect fit for an important regional centre. "At last year's LGAQ Annual Conference, over 350 member delegates backed a move to expand the Regional University Centre program and provide students in rural and regional Queensland with greater choice and more access to higher education," Ms Smith said.

"Existing centres in the Maranoa, Goondiwindi and Balonne local government areas have proved a catalyst to expand the program that started in 2018, and we hope to see further opportunities developed across Queensland.

"Today's announcement is vital for Mount Isa, as it not only boosts access to education for rural communities, but also improves liveability and addresses major regional skills shortages. "Importantly, the funding is budgeted from the existing program, so Mount Isa will get its Regional University Centre irrespective of the Federal Election result. "The LGAQ will continue to advocate for more local communities to benefit from this program going forward."

ATTACHMENTS

Nil

10 QUESTIONS ON NOTICE

10.1 QUESTION ON NOTICE - CR SCHUMACHER - CORPORATE INSURANCE RESERVOIRS

File Number: 20 July 2022

Author: Manager Corporate Services

Authoriser: Chief Executive Officer

The following question on notice was raised by Councillor Kirstie Schumacher:

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

Background:

Summary of Task:

- Tasked to Finance & Sustainability - 17 November 2021
- Re-tasked to Corporate Services Branch - 25 February 2022
- Periodical Progress Updates provided were that Senior Leadership Team (and Corporate Section) are working with LGMS in the comprehensive insurance renewal process for 2022/23. Council insurance coverage includes public liability, assets, cyber security and other matters which expose Council to risk.

Response:

Council's Insurance function was operationally transferred to Corporate Governance & Strategy Branch (former 'Corporate Services Branch') effective as of 1 January 2022. This decision was made operationally to ensure a strong corporate governance and risk lens over the function incorporating a review of the operational functions which include not only policy renewals but also claims processing.

In the past 6 months, the Branch has focused on the implementation of a robust framework for processing insurance claims encompassing all policies working closely with internal stakeholders and Local Government Mutual Services ('LGMS').

The review of Council's policy renewal process commenced with LGMS in late March 2022, with the Corporate Section engaging across Council Departments. This activity was used as a high-level review opportunity as well as a learning experience given the recent transfer of the Insurance function to the Branch.

LGMS provided Council with the LGM Assets Membership Advice 2022/23 on 30 June 2022.

By way of details of the process for review of the LGM Assets (Property) coverage, I provide the following:

Details

The Branch extracted current property asset schedules of all assets in the 'building' asset class. Including with assistance from the Asset Management Coordinator, all building assets from the Water and Wastewater asset register. These extracts included current replacement costs. The current schedule provided by LGMS was reviewed. Values were updated, new assets added and disposed assets deleted with all adjustments recorded.

Internal Stakeholders, with the assistance of the Branch, went through the combined asset schedule 'line by line' and as a collective were satisfied the assets on the schedule were reasonable. Additionally, the group recommended some assets, including cemetery plinths,

columbarium's, paths, dump points, picnic tables, fencing, skate bowls and the Lady Flo Hospital Foundation be removed. The value of these assets was \$8,740,247.70.

Note: rationale applied to some assets which were removed was that if an asset total value was less than the policy 'excess' or the likelihood of damage would be only partial thus likely not to reach the policy 'excess' for a claim.

The updated asset register was distributed to internal stakeholders for ratification prior to authorisation by General Manager Finance & Corporate Susan Jarvis and approval by Chief Executive Officer Mark Pitt PSM.

During this process, LGMS were consulted – is Council able to insure components of an asset? For example, a brick amenity whereby only the roof is insured. Would this assist in lowering Council's premium should Council take this approach in the review of coverage of Council's assets? And if so, to what extent such as an amenity valued at \$120,000 and Council elect to insure the roof for \$20,000?

LGMS advised that it would not usually recommend Council insure/cover only a component of a building/asset as it can create issues when it comes to claims. For example, if a roof was damaged/torn off the building in a weather event and then also causes damage to the structure of the building in the process, it may be difficult to separate out the costs for the claim. It is not a common practice to only cover parts of assets/buildings.

Further, LGMS were approached regarding the insuring of Council's reservoirs. LGMS advised that water structures are able to be covered under the LGM Assets Property cover and it isn't uncommon for Councils to insure their water reservoir structures. As a starting point, Council may wish to consider the following factors to determine whether it wishes to cover these structures:

- **Risk appetite;**
- **Asset usage;**
- **Financial position;**
- **Value of structures;**
- **Age and construction material of the structures.**
- **LGMS Asset Schedule Guide (for provide further guidance).**

Council has a total of 39 reservoirs, valued at approximately \$24M. These reservoirs include distribution reservoir (\$13.5M) and bulk storage water reservoirs (10.5M).

During the process of renewal, using the most recent full financial year figures of 2020/2021 a simple calculation worked out to be just under \$50,000 to insure a further \$24M worth of assets being the 39 reservoirs.

Asset (Property) Cover Premiums (ex GST):

- **2020/2021 = \$282,916.58**
- **2021/2022 = \$315,553.11**
- **2022/2023 = \$ 316,593.28**

With uncertainty in the market, Council was advised in February 2022 of an expected increase in the vicinity of 5%, though due to the rain and flooding events that have occurred since then, Council was advised they should allow for up to a 15% increase.

However, given the decrease of Council's declared value (\$152,663,120 down to \$145,348,825) and good claims experience, it may be more in the vicinity of 5%.

RECOMMENDATION

That Council receive and note the response to the question on notice raised by Councillor Kirstie Schumacher at the Infrastructure Standing Committee meeting held 3 November 2021.

ATTACHMENTS

Nil

11 CONFIDENTIAL SECTION

12 CLOSURE OF MEETING