



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

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

Order Of Business

1	Opening	3
2	Leave of Absence / Apologies	3
3	Acknowledgement of Traditional Owners	3
4	Declaration of Interest	3
5	Confirmation of Minutes of Previous Meeting	3
5.1	Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 18 May 2022	3
6	Business Arising	4
7	Notices of Motion	4
8	General Business	4
9	Portfolio - Corporate Services, People & Culture, Communications/Media, Finance & ICT	4
9.1	Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability and ICT & Fleet Portfolio.....	4
9.2	Meeting Dates for the Ordinary Meetings of Council's Standing Committees, General Meetings and Budget Meeting	5
9.3	Assignment of Councillor Portfolio Representation.....	7
9.4	Reinforced Concrete Pipes and Precast Concrete Products Procurement Exception	7
10	Portfolio - Regional Development	7
10.1	Regional Development Portfolio Report	7
10.2	Regional Development and Tourism Monthly Update.....	8
10.3	Regional Community Forums	8
7.1	Notice of Motion - Visitor Information Centres	8
10.4	Visitor Information Centre Accreditation	9
10.5	Murgon Visitor Information Centre Proposal.....	9
11	Questions on Notice	9
11.1	Resident Information Packs/Letter.....	9
11.1.1	Resident Information Packs/Letter.....	9
11.2	Local Government Roadshow - Learnings and Takeaway.....	10
12	Confidential Section	10
13	Closure of Meeting	10

**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.

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CHAIRPERSON