



SOUTH BURNETT

REGIONAL COUNCIL

MINUTES

**Executive and Finance & Corporate
Standing Committee Meeting
Wednesday, 10 August 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, 10 AUGUST 2022 AT 1.30PM**

PRESENT:**Councillors:**

Cr Brett Otto (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 (General Manager Finance & Corporate), Tim Low (Acting General Manager Infrastructure), Peter O'May (General Manager Liveability), Carolyn Knudsen (Manager Corporate Services), Kerri Anderson (Manager Finance and Sustainability), Joanne Newbery (Communications Officer), Jennifer Pointon (Manager Community and Lifestyle), Bree Hunt (Executive Assistant)

1 OPENING

The Mayor opened the meeting and welcomed all attendees

2 LEAVE OF ABSENCE / APOLOGIES**APOLOGY**

COMMITTEE RESOLUTION 2022/18

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

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

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

Against: Nil

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**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 13 JULY 2022**

COMMITTEE RESOLUTION 2022/19

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Minutes of the Executive and Finance & Corporate Standing Committee Meeting held on 13 July 2022 be received.

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

Against: Nil

CARRIED 6/0**6 BUSINESS ARISING****7 GENERAL BUSINESS****8 PORTFOLIO - CORPORATE SERVICES, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & ICT****Attendance:**

At 3:46pm, Manager Facilities and Parks Leanne Petersen left the meeting.

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

COMMITTEE RESOLUTION 2022/20

Moved: Cr Brett Otto

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 Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

8.2 ASSIGNMENT OF COUNCILLOR PORTFOLIO REPRESENTATION

COMMITTEE RESOLUTION 2022/21

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the committee recommend to Council:

That the following Councillor portfolios be assigned:

<i>Portfolio</i>	<i>Portfolio Councillor</i>
<i>Corporate Governance & Strategy People & Culture Communications/ Media Finance ICT Advocacy and Community Relations 2032 Olympics</i>	<i>Mayor Brett Otto</i>
<i>Rural Resilience and Disaster Recovery Parks & Gardens Property & Facility Management First Nations Affairs Compliance</i>	<i>Cr Kathy Duff</i>
<i>Community and Liveability</i> <ul style="list-style-type: none"> • <i>Health</i> • <i>Youth</i> • <i>Senior citizens</i> <i>Arts Heritage Local Disaster Management Waste and Recycling</i>	<i>Cr Danita Potter</i>
<i>Tourism Sport & Recreation Commercial Services</i>	<i>Cr Jane Erkens</i>
<i>Regional Development</i> <ul style="list-style-type: none"> • <i>Industry</i> • <i>Agriculture</i> • <i>Water security</i> • <i>Energy and circular economy</i> <i>Planning Housing</i>	<i>Cr Kirstie Schumacher</i>
<i>Rural Services Natural Resource Management Agriculture Industry Development Environment</i>	<i>Cr Scott Henschen</i>
<i>Roads & Drainage Water Wastewater Plant and Fleet</i>	<i>Cr Gavin Jones</i>

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

Against: Nil

CARRIED 6/0

8.3 RESTRICTED CASH PRELIMINARY RECONCILIATION

COMMITTEE RESOLUTION 2022/22

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the preliminary cash reconciliation including predicted restricted cash levels be noted for information

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

Against: Nil

CARRIED 6/0**8.4 PURCHASE OF FIELD UNIFORMS 12MTH AGREEMENT**

COMMITTEE RESOLUTION 2022/23

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the Committee recommend to Council:

That Council approve the recommendation to establish a 12-month supply arrangement for Hi-Visibility Field Uniforms with the Uniform Zone.

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

Against: Nil

CARRIED 6/0**8.5 INVENTORY WRITE - OFF**

COMMITTEE RESOLUTION 2022/24

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

That Council approve the write off of pre-consumed inventory that remains on record due to a change in practices and budget responsibilities.

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

Against: Nil

CARRIED 6/0

8.6 ELECTRICITY SAVINGS REALISED THROUGH CHANGE IN TARIFF

COMMITTEE RESOLUTION 2022/25

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the report be received for information.

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

Against: Nil

CARRIED 6/0**9 PORTFOLIO - REGIONAL DEVELOPMENT****Attendance:**

At 4:08pm, Communications Officer Joanne Newbery left the meeting.

9.1 REGIONAL DEVELOPMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2022/26

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

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

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

Against: Nil

CARRIED 6/0**9.2 REGIONAL DEVELOPMENT AND TOURISM MONTHLY UPDATE**

COMMITTEE RESOLUTION 2022/27

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

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

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

Against: Nil

CARRIED 6/0

10 CONFIDENTIAL SECTION

11 CLOSURE OF MEETING

The Meeting closed at 4:14pm.

The minutes of this meeting were confirmed at the Executive and Finance & Corporate Standing Committee Meeting held on 21 September 2022.

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CHAIRPERSON