



**SOUTH BURNETT**  
**REGIONAL COUNCIL**

# **MINUTES**

**Infrastructure Standing Committee  
Meeting**

**Wednesday, 7 September 2022**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
INFRASTRUCTURE STANDING COMMITTEE MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 7 SEPTEMBER 2022 AT 9.00AM**

**PRESENT: Councillors:**

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

**Council Officers:**

Peter O'May (Acting Chief Executive Officer), Tim Low (Acting General Manager Infrastructure), Leanne Petersen (Acting General Manager Liveability), James Darcy (Manager Planning Infrastructure), Kevin Searle (Manager Works), Anthony Bills (Manager ICT and Fleet), Kristy Champney (Executive Assistant Infrastructure), Joanne Newbery (Communications Officer), Bree Hunt (Executive Assistant), Kim Donohue (Executive Assistant)

**1 OPENING**

The Mayor opened the meeting with the Lords Prayer and welcomed all attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

**APOLOGY**

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**COMMITTEE RESOLUTION 2022/41**

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

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 and Kathy Duff

Against: Nil

**CARRIED 5/0**

**3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

**4 DECLARATION OF INTEREST**

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in agenda **Item 6.7 - 2025/26 Safe School Travel (SafeST) Funding Investigation - Markwell/William Street Bus Turnaround and Parking**. The nature of my interest is as follows:

This declarable conflict of interest arises as my son attends Kingaroy State High School as a student. I believe my interest is no greater or lesser than anyone else in the community.

Acting CEO Peter O'May advised in accordance with section EF of *Local Government Act 2009*, Cr Schumacher's conflict of interest provisions do not apply in relation to that the matter is no greater than the benefit or loss than a significant proportion of the community.

I, Cr Danita Potter inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in agenda **Item 6.7 - 2025/26 Safe School Travel (SafeST) Funding Investigation - Markwell/William Street Bus Turnaround and Parking**. The nature of my interest is as follows:

This declarable conflict of interest arises as I am a member of the Kingaroy State High School P&C Committee and hold the role of an executive member as Vice Chair.

I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

**Attendance:**

At 9:02am, Cr Scott Henschen entered the meeting.

At 9:02am, Cr Gavin Jones entered the meeting.

## **5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **5.1 MINUTES OF THE INFRASTRUCTURE STANDING COMMITTEE MEETING HELD ON 3 AUGUST 2022**

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#### **COMMITTEE RESOLUTION 2022/42**

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Minutes of the Infrastructure Standing Committee Meeting held on 3 August 2022 be received.

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

Against: Nil

**CARRIED 7/0**

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## **6 PORTFOLIO - INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE)**

### **6.1 INFRASTRUCTURE PLANNING, WORKS (CONSTRUCTION & MAINTENANCE) PORTFOLIO REPORT**

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#### **COMMITTEE RESOLUTION 2022/43**

Moved: Cr Gavin Jones

Seconded: Cr Scott Henschen

That Councillor Jones's Infrastructure Planning, Works (Construction & Maintenance) Portfolio Report to Council be received for information.

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

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Against: Nil

**CARRIED 7/0**

## **6.2 FLOOD DAMAGE UPDATE PRESENTATION**

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### **COMMITTEE RESOLUTION 2022/44**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That Council lay this matter on the table and that it be referred to the Liveability Standing Committee Meeting on 14 September 2022.

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

Against: Nil

**CARRIED 7/0**

### **Attendance:**

At 9:15am, Manager ICT and Fleet Anthony Bills entered the meeting.

## **6.3 PROCUREMENT OF CONTRACTORS**

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### **COMMITTEE RESOLUTION 2022/45**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That Council note this report for information.

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

Against: Nil

**CARRIED 7/0**

### **6.3.1 QUESTION ON NOTICE - THIRD ROUND FLOOD DAMAGE REPAIR**

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Question on Notice from Mayor Brett Otto:

1. Is Council waiting for the QRA assessment before we go out for round 3 offers?
2. When does Council expect the round 3 offers to go out to market?
3. When can Council expect the round 3 work to commence?

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**6.4 TINGOORA VILLAGE ROAD WIDENING AND KERB AND CHANNELLING**

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**COMMITTEE RECOMMENDATION**

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That Council note this report and consider the project in the future capital projects program.

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**AMENDMENT**

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Council note this report and consider the project in the future capital projects program and as part of the November Infrastructure Standing Committee to consider staging these works as part of the deliberations for LRCI phase 3 projects.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 7/0****The amendment became the resolution.**

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**COMMITTEE RESOLUTION 2022/46**

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That Council note this report and consider the project in the future capital projects program and as part of the November Infrastructure Standing Committee to consider staging these works as part of the deliberations for LRCI phase 3 projects.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 7/0****Attendance:**

At 10:22am, Executive Assistant Infrastructure Kristy Champney left the meeting.

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**6.4.1 QUESTION ON NOTICE - PRIORITISATION OF STREETS**

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Question on Notice from Cr Kirstie Schumacher:

What would be the staged approach for prioritisation of the Tingoora Village streets and what works would be completed first?

**Attendance:**

At 10:24am, Executive Assistant Infrastructure Kristy Champney returned to the meeting.

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**6.5 YOUNGMAN STREET KINGAROY - ROAD WIDENING AND KERB AND CHANNELLING**

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**COMMITTEE RESOLUTION 2022/47**

Moved: Cr Danita Potter  
Seconded: Cr Scott Henschen

That Council note this report and consider the project in the future capital projects program.

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

Against: Nil

**CARRIED 7/0**

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**ADJOURN MORNING TEA**

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**COMMITTEE RESOLUTION 2022/48**

Moved: Cr Brett Otto  
Seconded: Cr Scott Henschen

That the meeting adjourn for morning tea.

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

Against: Nil

**CARRIED 7/0**

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**RESUME MEETING**

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**COMMITTEE RESOLUTION 2022/49**

Moved: Cr Brett Otto  
Seconded: Cr Scott Henschen

That the meeting resume at 10:58am.

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

Against: Nil

**CARRIED 7/0**

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**6.6 KUMBIA CBD STREETScape**

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**COMMITTEE RESOLUTION 2022/50**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council approve the Kumbia CBD Streetscape detailed design for commencement of project construction with an additional \$50,000 accessed from restricted funds for Transport Assets, increasing the project value to \$350,000.

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

Against: Nil

**CARRIED 7/0****Attendance:**

At 11:23am, Cr Danita Potter left the meeting.

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**DECLARATION OF INTEREST - STAY IN MEETING**

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**COMMITTEE RESOLUTION 2022/51**

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That Council resolve that Cr Potter has a declarable conflict of interest in the matter and notwithstanding the conflict, Cr Potter may participate in the matter, discuss and vote upon it.

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

Against: Nil

**CARRIED 6/0****Attendance:**

At 11:24am, Cr Danita Potter returned to the meeting.

Acting CEO Peter O'May advised that as Cr Potter is an executive member there is a prescribed conflict of interest and for Cr Potter to leave the room while the matter is being discussed and voted upon.

At 11:26am, Cr Danita Potter, having been informed that there is a prescribed conflict of interest in Item 6.7, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

At 11:36am, Executive Assistant Infrastructure Kristy Champney left the meeting.



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**6.7 2025/26 SAFE SCHOOL TRAVEL (SAFEST) FUNDING INVESTIGATION - MARKWELL/WILLIAM STREET BUS TURNAROUND AND PARKING**

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**COMMITTEE RESOLUTION 2022/52**

Moved: Cr Kirstie Schumacher  
Seconded: Cr Scott Henschen

That Council note the report as presented and that a further report be bought back to the October Standing Committee on potential opportunities to submit a funding application.

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

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 11:38am, Cr Danita Potter returned to the meeting.

At 11:42am, Executive Assistant Infrastructure Kristy Champney returned to the meeting.

**7 PORTFOLIO - DISASTER MANAGEMENT****7.1 LOCAL DISASTER MANAGEMENT PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2022/53**

Moved: Cr Danita Potter  
Seconded: Cr Kathy Duff

That Councillor Potter's Local Disaster Management Portfolio report to Council be received for information.

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

Against: Nil

**CARRIED 7/0**

**8 PORTFOLIO - WATER & WASTEWATER****8.1 WATER AND WASTEWATER PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2022/54**

Moved: Cr Gavin Jones  
Seconded: Cr Scott Henschen

That Councillor Jones's Water and Wastewater Portfolio Report to Council be received for information.

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

Against: Nil

**CARRIED 7/0**

**8.1.1 QUESTION ON NOTICE - WASTEWATER AND WATER REQUESTS**

Question on Notice from Cr Kirstie Schumacher:

YTD received Wastewater and Waste customer requests on page 59 of the agenda – is this normal levels of requests or are they trending down?

**9 QUESTIONS ON NOTICE**

**9.1 QUESTIONS ON NOTICE**

**COMMITTEE RESOLUTION 2022/55**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the responses to the questions raised be received and noted.

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

Against: Nil

**CARRIED 7/0**

**10 CONFIDENTIAL SECTION**

**11 CLOSURE OF MEETING**

The Meeting closed at 11:54am.

The minutes of this meeting were confirmed at the Infrastructure Standing Committee Meeting held on 5 October 2022.

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**CHAIRPERSON**