



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

Budget Committee Meeting
Wednesday, 15 February 2023

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
BUDGET COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 15 FEBRUARY 2023 AT 9AM**

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), Aaron Meehan (General Manager Infrastructure), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Craig Patch (Strategic Asset Management Accountant), Kevin Searle (Manager Works), James D'Arcy (Manager Infrastructure Planning), Tim Low (Manager Water & Wastewater), Kerri Anderson (Manager of Finance & Sustainability), Leanne Petersen (Manager Facilities & Parks), Jennifer Pointon (Manager Community & Lifestyle), Kimberley Donohue (Executive Assistant).

1 OPENING

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

2 LEAVE OF ABSENCE / APOLOGIES**APOLOGY**

COMMITTEE RESOLUTION 2023/130

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

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

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

4 DECLARATION OF INTEREST

I, Cr Jane Erkens 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 6.7.1** - Facade Improvement Program.

The nature of my interest is as follows:

This declarable conflict of interest arises as I own two commercial business in the Nanango CBD.

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

I, Mayor Brett Otto 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 6.7.1 - Facade Improvement Program**.

The nature of my interest is as follows:

This declarable conflict of interest arises as I lease a building in the defined areas of the footprint.

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

I, Cr Kathy Duff 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 6.7.1 - Facade Improvement Program**.

The nature of my interest is as follows:

This declarable conflict of interest arises as I have donated money to the Proston CBD shops.

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

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE BUDGET COMMITTEE MEETING HELD ON 12 DECEMBER 2022

COMMITTEE RESOLUTION 2023/131

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Minutes of the Budget Committee Meeting held on 12 December 2022 be received.

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

Against: Nil

CARRIED 6/0

Attendance:

At 8:56am, Manager Facilities & Parks Leanne Petersen entered the meeting.

At 9:09 am, Cr Danita Potter left the meeting.

At 9:09am, Manager Facilities & Parks Leanne Petersen left the meeting.

At 9:09am, General Manager Liveability Peter O'May left the meeting.

At 9:11 am, Cr Danita Potter returned to the meeting.

At 9:14am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 9:14am, General Manager Liveability Peter O'May returned to the meeting.

At 9:26am, Manager Facilities & Parks Leanne Petersen left the meeting.

At 9:29am, Manager Facilities & Parks Leanne Petersen returned to the meeting.

At 9:29am, Coordinator Executive Services Lynelle Paterson entered the meeting.

At 9:29am, Coordinator Executive Services Lynelle Paterson left the meeting.

6 BUSINESS

6.1 2ND QUARTER FORECAST 2022/2023

COMMITTEE RECOMMENDATION

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the 2nd Quarter proposed budget for both the capital expenditure program and income statement be presented to Council for adoption at the February Council Meeting.

AMENDMENT

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the 2nd Quarter proposed budget for both the capital expenditure program and income statement be received for information and that Council's Executive team review the 2022/23 Capital Budget and bring forward a proposal to further reduce this year's program and prioritise externally funded and co-funded projects

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

Against: Nil

CARRIED 6/0

THE AMENDMENT BECAME THE RESOLUTION

COMMITTEE RESOLUTION 2023/132

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the 2nd Quarter proposed budget for both the capital expenditure program and income statement be received for information and that Council's Executive team review the 2022/23 Capital Budget and bring forward a proposal to further reduce this year's program and prioritise externally funded and co-funded projects

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

Against: Nil

CARRIED 6/0

6.1.1 QUESTION ON NOTICE - REPA FUNDING

Question on Notice received from Cr Kirstie Schumacher:

How much REPA funding was applied for, how much was approved and what is the forecast of approval?

Attendance:

At 9:49am, Manager Water & Wastewater Tim Low left the meeting.

At 9:56am, Manager Water & Wastewater Tim Low returned to the meeting.

6.2 2023/24 DRAFT WORKS CAPEX BUDGET

COMMITTEE RESOLUTION 2023/133

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the Committee receive the proposed 2023 – 2024 draft budget for Works Capex program and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023 – 2024 annual budget.

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

Against: Nil

CARRIED 6/0

Attendance:

During morning tea Manager Infrastructure Planning, James D'Arcy, Manager Works, Kevin Searle and Manger Water & Wastewater, Tim Low left the meeting.

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/134

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/135

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the meeting resume at 10:34am.

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

Against: Nil

CARRIED 6/0

Attendance:

At 10:34am, General Manager Liveability Peter O'May returned to the meeting.

At 10:39am, Executive Assistant Wendy Kruger entered the meeting.

At 10:39am, Executive Assistant Wendy Kruger left the meeting.

6.3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE (LRCI) PROGRAM - PHASE 4

COMMITTEE RESOLUTION 2023/136

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That Council note the report for information.

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

Against: Nil

CARRIED 6/0

6.3.1 HIGH PRIORITY PROJECTS

COMMITTEE RESOLUTION 2023/137

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the Executive teamwork with their managers to compile a short list of projects that have been scoped and identified as a high priority need and that could be delivered within the funding timeline and could compliment the 2023/24 capex program reducing Councils need to fund these priorities with cash.

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

Against: Nil

CARRIED 6/0

Attendance:

At 11:05am, Managet Community & Lifestyle Jennifer Pointon entered the meeting.

6.4 UPDATE ON W4Q PROJECTS - FACILITIES AND PARKS

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That South Burnett Regional Council receives the Works for Queensland Program Round 4 2021-24 update.
 2. Council maintains its commitment of \$365,000 in W4Q Round 4 funding for the Murgon PCYC renovations and allocates an additional \$295,000 from restricted cash as part of the Capital Works program for 2023/2024 to fund the total estimated project cost Of \$660,000.
 3. Council proceeds to complete the PCYC bathroom renovations in accordance with the design plans tabled at the Standing Committee Meeting on 7th December 2022 as part of the Capital Works program for 2023/2024.
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COMMITTEE RESOLUTION 2023/138

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the matter lay on the table until the February Ordinary Meeting.

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

Against: Nil

CARRIED 6/0

6.4.1 QUESTION ON NOTICE - PCYC

Question on Notice received from Cr Danita Potter:

How much has Council spent on the PCYC over the years?

6.4.2 QUESTION ON NOTICE - PCYC LEASE

OFFICER'S RECOMMENDATION

Question on Notice received from Cr Jane Erkens:

What lease arrangement is the PCYC on? Is there a special clause for maintenance?

ADJOURN LUNCH

COMMITTEE RESOLUTION 2023/139

Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher

That the meeting adjourn for lunch.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/140

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That the meeting resume at 1:54pm.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2pm, Executive Assistant Bree Hunt entered the meeting.

At 2pm, Executive Assistant Kimberley Donohue left the meeting.

6.5 KINGAROY MEMORIAL PARK MASTERPLAN - YOUTH PRECINCT DEVELOPMENT

COMMITTEE RESOLUTION 2023/141

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. South Burnett Regional Council submit a funding application under the Minor Infrastructure Program for the development of Stage 1 of the Kingaroy Memorial Park Youth Recreation Precinct to the total project value of \$450,000.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:05pm, Executive Assistant Kimberley Donohue returned to the meeting.

At 2:05pm, Executive Assistant Bree Hunt left the meeting.

6.6 MINOR INFRASTRUCTURE PROGRAM

COMMITTEE RESOLUTION 2023/142

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

That Council nominate the following project for the Minor Infrastructure Program funding

- South Burnett Regional Council support the development of the South Burnett Mountain Club Inc Master Plan for Gordonbrook through a commitment of 20% of the approved grant should the application be successful;
- The South Burnett Regional Council provide a written commitment to the SBMTB Club as to supporting long-term tenure over the Gordonbrook property;
- The South Burnett Regional Council provide a report to the SBMTB Club in advance of the funding application due date as to the development application / building approval requirements applying to this component of their Master Plan.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:22pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 2:26pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

6.7 2022/2023 BUDGET - COMMUNITY DEVELOPMENT - BLACK SUMMER BUSHFIRE

COMMITTEE RESOLUTION 2023/143

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council;

That Council receive the proposed 2022-2023 budget update for the Community Black Summer Bushfire project and provide guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023-2024 annual budget.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:34 pm, Cr Jane Erkens having informed that there is a declarable conflict of interest in Item 6.7.1, 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 2:34 pm, Cr Brett Otto having informed that there is a declarable conflict of interest in Item 6.7.1, 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 and Cr Potter took the chair.

At 2:38pm, Coordinator Community Development Margie Hams entered the meeting.

At 2:38pm, Community Grants Officer Leisa Wilson entered the meeting.

At 2:48 pm, Cr Kathy Duff having informed that there is a declarable conflict of interest in Item 6.7.1, 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 2:51pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 2:52pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

6.7.1 FACADE IMPROVEMENT PROGRAM

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council;

That Council;

1. Does not extend the closing date of the funding round two (2) of the façade improvement program; and
 2. That we go back to the funding source to request the option of opening the funding up to shops in towns and villages with a view to opening up a round three (3).
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AMENDMENT

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council;

That a report be brought back to the May Liveability, Governance and Finance Standing Committee Meeting with the advice and recommendations following round two (2) of the façade improvement program and detailing how Council may deliver the program and expend all funding by extending the definded CBD areas and villages across the South Burnett Region.

Attendance:

At 2:51pm, Chief Executive Officer Mark Pitt left the meeting.

At 2:52pm, Chief Executive Officer Mark Pitt returned to the meeting.

Due to loss of quorum the remaining Councillors dealt procedurally with the matter in accordance with *Conduct of Council & Committee Meeting Policy S.3.54*.

COMMITTEE RESOLUTION 2023/144

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Council does not decide on the matter and takes no further action.

In Favour: Crs Danita Potter, Kirstie Schumacher, and Scott Henschen

Against: Nil

CARRIED 3/0

Attendance:

At 2:56 pm, Cr Kathy Duff returned to the meeting.

At 2:56 pm, Cr Jane Erkens returned to the meeting.

At 2:56 pm, Cr Brett Otto returned to the meeting and resumed the chair.

At 2:57pm, Coordinator Community Development Margie Hams left the meeting.

At 2:57pm, Community Grants Officer Leisa Wilson left the meeting.

6.8 COUNCILLOR SALARY INCREASE FROM 1ST JULY 2023

COMMITTEE RESOLUTION 2023/145

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Committee recommend to Council:

That Council notes the decision of the annual remuneration as determined by the independent Local Government Remuneration Commission for the 2023/2024 period and advises the commission that Council wishes to accept an amount lower than the maximum remuneration payable to Councillors (including the Mayor and Deputy Mayor) representing an amount of 4% for Category 3 Councils as below:

- Mayor - \$138,524
- Deputy Mayor - \$86,577
- Councillors - \$73,589

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto and Kathy Duff

CARRIED 4/2

7 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/146

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

7.1 Wondai Roundabout Refurbishment Project

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

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

Against: Nil

CARRIED 6/0

Attendance:

At 3:19pm, Manager Water & Wastewater Tim Low returned to the meeting via teams.
At 3:21pm, Manager Water & Wastewater Tim Low left the meeting.

COMMITTEE RESOLUTION 2023/147

Moved: Cr Brett Otto
Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 6/0

7.1 WONDAI ROUNDABOUT REFURBISHMENT PROJECT

COMMITTEE RESOLUTION 2023/148

Moved: Cr Scott Henschen
Seconded: Cr Kathy Duff

That the Committee recommends to Council:

1. Council commits to completing the construction of the Wondai roundabout by 30 November 2023 subject to weather and resource availability
 2. Council undertakes a cost analysis to determine whether the project be delivered internally or externally.
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3. Council considers complimentary works for the completion of the Scott Street (Haly to Edward) redevelopment works in parallel with the roundabout works.
 4. Council continues to advocate for road improvements to DTMR.

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

Against: Nil

CARRIED 6/0

8 CLOSURE OF MEETING

The Meeting closed at 3:37pm.

The minutes of this meeting were confirmed at the Budget Committee Meeting held on 15 March 2023.

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CHAIRPERSON