



**SOUTH BURNETT**

**REGIONAL COUNCIL**

# **MINUTES**

**Budget Committee Meeting  
Wednesday, 15 March 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 MARCH 2023 AT 8:30AM**

**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:**

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Darryl Brooks (Manager Environment & Planning), Kerri Anderson (Manager Finance & Sustainability), Michelle Calvert (Coordinator Finance), Katie DobeWaldie (Graduate Accountant), Jennifer Pointon (Manager Community & Lifestyle), Craig Patch (Accountant Asset Management), Kevin Searle (Manager Works), Kimberley Donohue (Executive Assistant).

**1 OPENING**

Mayor Brett Otto opened the meeting and welcomed all attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

Nil

**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.

**MOTION**

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**COMMITTEE RESOLUTION 2023/149**

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That item 6.1 & 6.2 be addressed after item 7.2.

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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**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****5.1 MINUTES OF THE BUDGET COMMITTEE MEETING HELD ON 15 FEBRUARY 2023**

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**COMMITTEE RESOLUTION 2023/150**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Minutes of the Budget Committee Meeting held on 15 February 2023 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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**7.2 SETTING OF DISCOUNT ON RATES FOR 23/24 YEAR**

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**COMMITTEE RESOLUTION 2023/151**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Committee recommend to Council:

That pursuant to Section 130 of the *Local Government Regulation 2012*, the differential general rates, wastewater utility charges, water access charges, refuse collection charges made and levied shall be subject to an early payment discount of 10% if paid within the discount period of thirty (30) days of the date of issue of the rate notice provided that:

1. all of the aforementioned rates and charges are paid within thirty (30) days of the date of issue of the rate notice;
2. all other rates and charges appearing on the rate notice (that are not subject to discount) are paid within thirty (30) days of the date of issue of the rate notice; and
3. all other overdue rates and charges relating to the rateable assessment are paid within thirty (30) days of the date of issue of the rate notice.

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

Against: Nil

**CARRIED 7/0**

**7.2.1 QUESTION ON NOTICE – FIGURES – RATES PAID PRIOR TO DISCOUNT DATE**

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Question on Notice received from Cr Scott Henschen:

What is the dollar figure of rates that is paid prior to the discount date?

**7.2.2 QUESTION ON NOTICE - BREAKDOWN OF PAYMENTS**

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Question on Notice received from Cr Jane Erkens:

What is the percentage of residents that pay:

- Prior to the discount date;
- After the discount date; and
- Outstanding rates?

**7.3 THREE YEAR AVERAGING**

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**COMMITTEE RESOLUTION 2023/152**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council

- The continued use of 3 year averaging for land valuations for use in the general rate calculations

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

Against: Nil

**CARRIED 7/0**

**MOTION**

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**COMMITTEE RESOLUTION 2023/153**

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That item 7.4 lay on the table.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 7/0****7.4.1 MEDIA - RATES CONCESSIONS OFFERED TO COMMUNITY ORGANISATIONS**

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**RESOLVED 2023/154**

That after the budget is adopted Council prepares a media release promoting the rates concessions that are offered to South Burnett Community Organisations.

**Attendance:**

At 8:42am, General Manager Infrastructure Aaron Meehan left the meeting.

At 8:47am, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 8:52am, Cr Jane Erkens left the meeting.

At 8:53am, Cr Jane Erkens returned to the meeting.

At 9:02am, Cr Jane Erkens left the meeting.

At 9:02am, Cr Jane Erkens returned to the meeting.

**7.4.2 REPORT - CHARITABLE ORGANISATIONS**

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**RESOLVED 2023/155**

That a report be brought back to the April Budget Committee Meeting on:

- How many Community owned halls are in the South Burnett.
- What is the definition of a 'Charitable Organisation' and
- A list of all organisations under each category.

**7.5 SETTING THE LEVEL OF CONCESSION ON RATES AND CHARGES FOR APPROVED PENSIONERS 2023/2024**

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**COMMITTEE RESOLUTION 2023/156**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

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That pursuant to *Sections 120, 121 and 122 of the Local Government Regulation 2012*, a rebate of rates be granted to all ratepayers who are pensioners and who are eligible for the Queensland Government pensioner remission.

The rebate will be set at:

1. Twenty percent of the differential general rate, sewerage utility charges, water utility charges and waste/refuse utility charges; and
2. The maximum concession granted per property shall be capped at \$200 per annum.
3. An additional concession of 50% of the waste recycling collection charge be allowed for eligible pensioners who pay for a recycling service.

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 9:29am, Chief Executive Officer Mark Pitt left the meeting.

At 9:32am, Chief Executive Officer Mark Pitt returned to the meeting.

At 9:34am, Cr Danita Potter left the meeting.

At 9:36am, Cr Danita Potter returned to the meeting.

At 10:02am, Coordinator Finance Michelle Calvert left the meeting.

At 10:05am, Coordinator Finance Michelle Calvert returned to the meeting.

At 10:21am, Cr Kirstie Schumacher left the meeting.

At 10:23am, Cr Kirstie Schumacher returned to the meeting.

At 10:24am, General Manager Infrastructure Aaron Meehan left the meeting.

## **6 NOTICES OF MOTION**

### **6.1 DOG REGISTRATIONS**

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#### **COMMITTEE RESOLUTION 2023/157**

Moved: Cr Brett Otto

Seconded: Cr Jane Erkens

That item 6.1 be laid on the table until the April Budget Committee Meeting and further information be brought back to Council with the questions raised today.

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

Against: Nil

**CARRIED 7/0**

### **6.1.1 REPORT - DESEXING CAMPAIGN**

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#### **RESOLVED 2023/158**

That a report be brought back with opportunities available for Council to run a desexing campaign across the region and what grants if any are available for this?

**ADJOURN MORNING TEA**

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**COMMITTEE RESOLUTION 2023/159**

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****RESUME MEETING**

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**COMMITTEE RESOLUTION 2023/160**

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting resume at 10:56am.

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 10:57am, Mayor Brett Otto left the meeting.

At 10:58am, Executive Assistant Kimberley Donohue left the meeting.

At 10:58am, Mayor Brett Otto returned to the meeting.

At 11:19am, Manager Works Kevin Searle left the meeting.

At 11:20am, Manager Community &amp; Lifestyle Jennifer Pointon left the meeting.

At 11:23am, General Manager Infrastructure Aaron Meehn left the meeting.

At 11:25am, Manager Community &amp; Lifestyle Jennifer Pointon returned to the meeting.

At 11:27am, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 11:41am, Cr Gavin Jones left the meeting.

At 11:44am, Cr Gavin Jones returned to the meeting.

At 11:52am, Manager Environment &amp; Planning Darryl Brooks left the meeting.

At 11:55am, Manager Facilities &amp; Parks Leanne Petersen returned to the meeting.

At 11:57am, Cr Danita Potter left the meeting.

At 11:58am, Manager Facilities &amp; Parks Leanne Petersen left the meeting.

At 12:01pm, Cr Danita Potter returned to the meeting.

At 12:23pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 12:27pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 12:43pm, Executive Assistant Kimberley Donohue returned to the meeting.



**7 BUSINESS****7.1 23-24 DRAFT FEES AND CHARGES**

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**COMMITTEE RESOLUTION 2023/161**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Committee provide guidance on any changes or considerations to be included in the draft 23-24 fees and charges, with the final draft to be presented to the May Ordinary Council meeting for adoption and the areas identified be brought back to the April Budget 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****7.1.1 QUESTION ON NOTICE - WASTE**

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**OFFICER'S RECOMMENDATION**

Question on Notice received from Cr Kirstie Schumacher:

What is the cost to Council of construction and demolition waste?

**ADJOURN LUNCH**

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**COMMITTEE RESOLUTION 2023/162**

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting adjourn for lunch.

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 2023/163**

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the meeting resume at 1:50pm.

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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**7.6 OVERVIEW OF CURRENT GRADING PRACTICES FOR MAINTENANCE OF THE UNSEALED NETWORK**

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**COMMITTEE RESOLUTION 2023/164**

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That Council notes the report addressing the Operational Plan Action No OPI/23:

*“Review of operational maintenance delivery investigating alternative delivery models Infrastructure for Patrol and Maintenance Grading – review and report back the advantages and costings of the addition of rollers.”*

And that the report provides guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023 – 2024 annual budget.

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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**7.6.1 QUESTION ON NOTICE - ROADS**

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Questions on Notice received from Cr Kathy Duff:

1. How many roads are not in the flood assessment program that would be in a maintenance program only?
2. Do we plan to patrol grade those roads that have been already repaired from flood damage?
3. How many roads are still to be assessed and what is the timeline on that?

**Attendance:**

At 2:42pm, General Manager Liveability Peter O'May left the meeting.

## 7.7 OVERVIEW OF CURRENT SLASHING AND ROADSIDE SPRAYING PRACTICES FOR MAINTENANCE OF THE SEALED NETWORK

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### COMMITTEE RESOLUTION 2023/165

Moved: Cr Scott Henschen  
Seconded: Cr Kathy Duff

That Council notes the report addressing the Operational Plan Action Nos OPI/19 and OPI/23 part:

*“Review of unit rates and schedules completed and options for increased service levels of current slashing and spraying service levels.”*

*Slashing programme – outsource and move staff to patching – but 2 new patching trucks.”*

And that the report provides guidance for inclusion in the continued preparation of the full South Burnett Regional Council 2023 – 2024 annual budget.

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 2:59pm, General Manager Liveability Peter O'May returned to the meeting.

At 3:21pm, Cr Gavin Jones left the meeting.

At 3:22pm, Cr Kirstie Schumacher left the meeting.

At 3:23pm, Cr Gavin Jones returned to the meeting.

At 3:26pm, Cr Kirstie Schumacher returned to the meeting.

At 3:35pm, Manager Finance & Sustainability Kerri Anderson left the meeting.

At 3:36pm, Manager Finance & Sustainability Kerri Anderson returned to the meeting.

At 3:52pm, General Manager Liveability Peter O'May left the meeting.

## 7.8 MAINTENANCE MANAGEMENT REVIEW

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### COMMITTEE RESOLUTION 2023/166

Moved: Cr Kathy Duff  
Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

1. That Council note the presentation and continue to introduce its maintenance management system; and
2. Remain with current intervention levels and targeted response times with a further review of its network and performance in 12 months.

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

Against: Nil

**CARRIED 7/0**

**8 CONFIDENTIAL SECTION**

Nil.

**9 CLOSURE OF MEETING**

The Meeting closed at 3:56pm.

The minutes of this meeting were confirmed at the Budget Committee Meeting held on 19 April 2023.

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**CHAIRPERSON**