



SOUTH BURNETT

REGIONAL COUNCIL

MINUTES

**Liveability, Governance and Finance
Standing Committee Meeting
Wednesday, 12 April 2023**

Order Of Business

1	Opening	4
2	Leave of Absence / Apologies	4
3	Acknowledgement of Traditional Owners	4
4	Declaration of Interest	4
5	Confirmation of Minutes of Previous Meeting	5
5.1	Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 8 March 2023	5
6	Notices of Motion	6
6.1	Gifting of Mower to Boondooma Museum & Heritage Association Inc.	6
6.1.1	Support - Applying for Suitable Funding Options	6
6.2	Notice of Motion - 2023 National General Assembly Advocacy	7
8.1	Adoption of the South Burnett Regional Council Acceptable Request Guidelines Policy - Statutory004	8
8.1.1	Question on Notice - Legal Advice	8
8.1.2	Question on Notice – Counillor Request for Information	9
7	Portfolio - Corporate Governance & Strategy, People & Culture, Communication & Media, Finance & Sustainability, ICT & Business Systems, Community Representation and Advocacy, 2032 Olympics & Paralympics	9
7.1	Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report	9
7.1.1	WBBROC Reactivation	10
19	Confidential Section	11
19.2	Planning & Environment Court Appeals	13
19.2.1	MCU21/0001 (79 & 81 Haly Street, Wondai)	13
19.1	Performance Review Chief Executive Officer - 2023	14
7.2	Local Government Remuneration Commission Council Category Review.....	14
8	Corporate Governance & Strategy	15
8.2	Adoption of the South Burnett Regional Council Guidelines for Councillors Receiving Customer Requests and Complaints Policy - Statutory072	15
8.3	Adoption of the South Burnett Regional Council Defence Service Policy - Statutory013.....	15
8.4	Adoption of the South Burnett Regional Council Workplace Health and Safety Policy - Statutory015	16
8.5	Adoption of the South Burnett Regional Council Unreasonable Customer Conduct Policy - Strategic033	16
8.6	Confirming Councils attendance at Local Government Association Queensland (LGAQ) Annual Conference 2023, LGAQ Bush Councils Convention 2023 and LGAQ Queensland Disaster Management Conference 2023.....	17

9	Finance & Sustainability	18
9.1	Local Government Mutual Services - Member Update	18
9.2	Electricity Savings - Tariff Review	18
9.2.1	Question on Notice - Solar Panels Nanango Visitor Information Centre	18
10	Portfolio - Community Development, Arts & Heritage and Library Services	19
10.1	Community Development, Arts & Heritage and Library Services Portfolio Report	19
10.2	Community and Lifestyle Operational update	19
10.3	Request to appoint proxy members to the Art, Culture and Heritage Advisory Committee.....	20
10.4	Black Summer Bushfire Grants - Project list	20
11	Community Development (Health, Youth, Senior Citizens)	21
11.1	Facade Improvement Program - Quick Round	21
11.2	Lease - Burnett Inland Economic Development Organisation (BIEDO)	22
12	Property & Facility Management	22
12.1	New Compressor for engines at South Burnett Energy Centre Nanango	22
13	Portfolio - Tourism & Visitor Information Centres, Sport & Recreation and Commercial Enterprises	23
13.1	Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report	23
14	Tourism & Visitor Information Centres	23
14.1	Tourism Monthly Update	23
15	Portfolio - Regional Development, Development Services, Community & Social Housing	24
15.1	Regional Development, Development Services and Community & Social Housing Portfolio Report	24
16	Regional Development (Industry, Agriculture, Water Security, Energy and Circular Economy)	24
16.1	Regional Development Advisory Committee Meeting 2nd March 2023	24
16.2	Material Change of Use for the Use Short Term Accommodation 84m2 GFA (withing a Secondary Dwelling) at 17 Fork Hill Drive, Moffatdale (and described as Lot 22 on SP221464). Applicant: Lusso Retreats Pty Ltd C/- ONF Surveyors.....	25
17	Development Services - (Planning, Building, Plumbing)	25
17.1	Planning and Land Management Operational Update	25
17.2	Delegated Authority Reports (1 March 2023 to 31 March 2023)	25
17.3	List of Correspondence pending completion of assessment report.....	26
18	Questions on Notice	26
18.1	Divisional Spend Media/Comm Strategy	26
18.2	Procurement Policy	26
18.2.1	Procurement Policy	27
20	Closure of Meeting	27

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 12 APRIL 2023 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:

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Kerri Anderson (Manager Finance & Sustainability), Darryl Brooks (Manager Environment & Planning), Jennifer Pointon (Manager Community & Lifestyle), Rebecca Humphrey (Manager People & Culture), David Hursthouse (Coordinator Development Services), Rebecca Bayntun (Manager Corporate, Governance & Strategy), Margie Hams (Coordinator Community Development), Leisa Wilson (Grants Officer), Louise Reidy (Strategic Procurement Coordinator), Karen Searle (Coordinator Corporate), (Kimberley Donohue (Executive Assistant).

1 OPENING

Cr Schumacher 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

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest in relation to Item **19.2 - Planning & Environment Court Appeals**.

The nature of my interest is as follows:

This declarable conflict of interest arises due to a close personal relationship whereby my sister lives in close proximity to the proposed tower and I currently housesit at property only a few kilometres away.

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 Scott Henschen inform this meeting that I have a declarable conflict of interest in relation to Item **19.2 - Planning & Environment Court Appeals.**

The nature of my interest is as follows:

This declarable conflict of interest arises due to a close personal relationship with my brother in living in close proximity to the proposed tower.

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 Danita Potter inform this meeting that I have a declarable conflict of interest in relation to Item **19.2 - Planning & Environment Court Appeals.**

The nature of my interest is as follows:

This declarable conflict of interest arises due to a close personal relationship whereby my husband is a member of the pistol club which is in close proximity to the proposed tower.

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 LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 8 MARCH 2023

COMMITTEE RESOLUTION 2023/165

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 8 March 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

Attendance:

At 9.06am, Strategic Procurement Coordinator Louise Reidy entered the meeting.

At 9:07am, Coordinator Corporate Karen Searle entered the meeting.

At 9:14am, Manager Finance & Sustainability Kerri Anderson entered the meeting via teams.

6 NOTICES OF MOTION

6.1 GIFTING OF MOWER TO BOONDOOMA MUSEUM & HERITAGE ASSOCIATION INC.

COMMITTEE RECOMMENDATION

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

The Committee recommends to Council that:

1. Council gifts the following item of plant and equipment to the Gifting of Mower to Boondooma Museum & Heritage Association Inc. as part of the plant and replacement fleet replacement program in 2023/2024:

Mower 4512 – 2018 Grass Hopper 430D Zero Turn

- 72" Deck
- 29.1 Hp
- Based in Parks Murgon/Wondai

2. Council completes the required maintenance on the mower to ensure it is in workable and safe condition prior to transfer.

COMMITTEE RESOLUTION 2023/166

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That item 6.1 lay on the table until the June Liveability, Governance and Finance Standing Committee Meeting.

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

Against: Cr Kirstie Schumacher

CARRIED 6/1

6.1.1 SUPPORT - APPLYING FOR SUITABLE FUNDING OPTIONS

COMMITTEE RESOLUTION 2023/167

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the Committee recommends to Council that;

Council write a letter offering the support of our grant writer for the group to submit a grant to suitable funding opportunities to assist them in the purchase of suitable equipment to mow their grounds.

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

Against: Nil

CARRIED 7/0

6.2 NOTICE OF MOTION - 2023 NATIONAL GENERAL ASSEMBLY ADVOCACY

COMMITTEE RESOLUTION 2023/168

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

The Committee recommends to Council:

That as part of the attendance to the Australian Local Government Association National Assembly in June 2023 that briefing meetings to advocate for water reliability including the 25-year Economic Roadmap and investment in communications infrastructure through the Better Connectivity Plan for Regional and Rural Australia be requested with:

- The Hon Tanya Plibersek MP, Minister for the Environment and Water
- Senator The Hon. Murray Watt, Minister for Agriculture, Fisheries and Forestry & Minister for Emergency Management
- The Hon. David Littleproud, Leader of the Nationals & Shadow Minister for Agriculture
- Senator The Hon. Perin Davey, Shadow Minister for Agriculture
- The Hon. Michelle Rowland, Minister for Communications
- The Hon. Kristy McBain MP, Minister for Regional Development, Local Government and Territories
- Federal Member for Flynn, Colin Boyce MP
- Llew O'Brien MP, Federal Member for Wide Bay

Advocacy for mental health and wellbeing of South Burnett residents:

- The Hon Mark Butler MP
- The Hon Emma McBride MP

Advocacy for housing needs and outcomes for the South Burnett:

- The Hon Julie Collins MP, Minister for Housing, Homelessness and Small Business

Advocacy for the Country University Centre in the South Burnett:

- Senator the Hon Anthony Chisholm, Assistant Minister for Education and Regional Development

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

Against: Nil

CARRIED 7/0

MOTION

COMMITTEE RESOLUTION 2023/169

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That report 8.1 - South Burnett Regional Council Acceptable Request Guidelines Policy – Statutory004 be addressed next on the agenda.

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 10:02am, Manager Finance & Sustainability Kerri Anderson left the meeting via teams.

At 10:06am, Manager Finance & Sustainability Kerri Anderson returned to the meeting via teams.

8.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ACCEPTABLE REQUEST GUIDELINES POLICY - STATUTORY004

COMMITTEE RESOLUTION 2023/170

Moved: Cr Gavin Jones

Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That the South Burnett Regional Council Acceptable Request Guidelines Policy – Statutory004 be adopted as amended with the insertion of the Manager’s positions in the table in 3.1.1 and the afterhours on call.

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 - LEGAL ADVICE

Question on Notice received from Cr Kirstie Schumacher:

What has been the actual expenditure to date for seeking legal advice compared to the budgeted amount for this financial year and can a summary of what legal advice has been sought be brought back to a future standing committee meeting?

8.1.2 QUESTION ON NOTICE – COUNILLOR REQUEST FOR INFORMATION

Question on Notice received from Cr Kirstie Schumacher:

How many requests for information have been received and do we track the time and/or the expenditure on these requests?

Attendance:

At 10:19am, Cr Danita Potter left the meeting.

At 10:21am, Cr Danita Potter returned to the meeting.

At 10:26am, Manager Environment & Planning Darryl Brooks entered the meeting.

At 10:26am, Coordinator Development Services David Hursthouse entered the meeting.

7 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS**7.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION & ADVOCACY AND 2032 OLYMPICS & PARALYMPICS PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2023/171

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That Mayor Otto's Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report to Council 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

7.1.1 WBBROC REACTIVATION

COMMITTEE RESOLUTION 2023/172

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council that:

Council delegates to the Chief Executive Officer authority to engage with WBBROC as to proactive engagement and dialogue in reframing and reactivation the WBBROC as a matter of strategic priority.

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

Against: Nil

CARRIED 7/0**MOTION**

COMMITTEE RESOLUTION 2023/173

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the confidential section 19 be addressed next in the agenda following 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**ADJOURN MORNING TEA**

COMMITTEE RESOLUTION 2023/174

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

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

COMMITTEE RESOLUTION 2023/175

Moved: Cr Kirstie Schumacher

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**Attendance:**

At the resumption of the meeting Manager People & Culture Rebecca Humphrey was present at the meeting.

19 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/176

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

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*:

19.2 Planning & Environment Court Appeals

This matter is considered to be confidential under Section 254J - e 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

19.1 Performance Review Chief Executive Officer - 2023

This matter is considered to be confidential under Section 254J - b 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 industrial matters affecting employees.

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 11:00am, Cr Kirstie Schumacher left the meeting having earlier informed the meeting of a declarable conflict of interest in **Item 19.2**, and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and the Mayor took the chair.

At 11:00am, Cr Danita Potter left the meeting having earlier informed the meeting of a declarable conflict of interest in **Item 19.2**, and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed.

At 11:01am, Cr Scott Henschen left the meeting having earlier informed the meeting of a declarable conflict of interest in **Item 19.2**, and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed.

At 11:23am, Manager Environment and Planning Darryl Brooks left the meeting.

At 11:23am, Coordinator Development Services David Hursthouse left the meeting.

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

At 11:24 am, Cr Kirstie Schumacher returned to the meeting and resumed the chair.

At 11:24 am, Cr Scott Henschen returned to the meeting.

At 11:42 am, Cr Danita Potter left the meeting.

At 11:44 am, Cr Danita Potter returned to the meeting.

COMMITTEE RESOLUTION 2023/177

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

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 11:50am, General Manager Finance & Corporate Susan Jarvis left the meeting.

At 11:54am, General Manager Finance & Corporate Susan Jarvis returned to the meeting.

At 12:16 pm, Cr Kirstie Schumacher left the meeting having earlier informed the meeting of a declarable conflict of interest in **Item 19.2**, and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was voted on and the Mayor Otto took the chair.

At 12:16 pm, Cr Danita Potter left the meeting having earlier informed the meeting of a declarable conflict of interest in **Item 19.2**, and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was voted on.

At 12:16 pm, Cr Scott Henschen left the meeting having earlier informed the meeting of a declarable conflict of interest in **Item 19.2**, and her decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was voted on.

19.2 PLANNING & ENVIRONMENT COURT APPEALS

COMMITTEE RESOLUTION 2023/178

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That Council note the report for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens and Kathy Duff.Against: Nil**CARRIED 4/0**

19.2.1 MCU21/0001 (79 & 81 HALY STREET, WONDAI)

COMMITTEE RESOLUTION 2023/179

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That the Committee recommend to Council that:

Council delegate authority to the Chief Executive Officer to mediate and resolve Planning & Environment Court Appeal 2922/22 VB 1884 Pty Ltd v South Burnett Regional Council in relation to MCU21/0001 (79 & 81 Haly Street, Wondai - Service Station and ancillary food and drink outlet and shop) on behalf of Council.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens and Kathy DuffAgainst: Nil**CARRIED 4/0****Attendance:**

At 12:17pm, Cr Danita Potter returned to the meeting.

At 12:17pm, Cr Kirstie Schumacher returned to the meeting and resumed the chair.

At 12:18pm, Cr Scott Henschen returned to the meeting.

19.1 PERFORMANCE REVIEW CHIEF EXECUTIVE OFFICER - 2023

COMMITTEE RESOLUTION 2023/180

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That Council:

1. Receives the report on the Chief Executive Annual Performance Review; and
2. Authorise the Mayor and Deputy Mayor to progress the review with Windsor Group as per the original proposal attached to this report.
3. That Council engage an independent facilitator with the full Council and CEO to establish KPI's for 23/24 financial year to be adopted at the June Ordinary Meeting.

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 12:20pm, Coordinator Corporate Karen Searle returned to the meeting.

At 12:22pm, Strategic Procurement Coordinator Lousie Reidy returned to the meeting.

7.2 LOCAL GOVERNMENT REMUNERATION COMMISSION COUNCIL CATEGORY REVIEW

COMMITTEE RESOLUTION 2023/181

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the report be received for information and that a report be brought to a future Liveability, Governance & Finance Standing Committee Meeting as part of the review process specifically in relation to the appropriate category applying to the South Burnett Regional Council.

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 12:24pm, Manager Financial Sustainability Kerri Anderson left the meeting via teams.

At 12:25pm, Cr Brett Otto left the meeting.

At 12:33pm, Manager People & Culture Rebecca Humphrey left the meeting.

At 12:40pm, Cr Gavin Jones left the meeting.

At 12:40pm, Manager Community & Lifestyle Jennifer Pointon entered the meeting.

At 12:42pm, Cr Gavin Jones returned to the meeting.

At 12:42pm, Manager Community & Lifestyle Jennifer Pointon left the meeting.

8 CORPORATE GOVERNANCE & STRATEGY

8.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL GUIDELINES FOR COUNCILLORS RECEIVING CUSTOMER REQUESTS AND COMPLAINTS POLICY - STATUTORY072

COMMITTEE RECOMMENDATION

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That the South Burnett Regional Council Guidelines for Councillors Receiving Customer Requests and Complaints Policy – Statutory072 be adopted as amended.

MOTION – ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL GUIDELINES FOR COUNCILLORS RECEIVING CUSTOMER REQUESTS AND COMPLAINTS POLICY

COMMITTEE RESOLUTION 2023/182

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That item 8.2 lay on the table until the May Liveability, Governance and Finance Standing Committee Meeting.

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

Against: Cr Danita Potter

CARRIED 5/1

8.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL DEFENCE SERVICE POLICY - STATUTORY013

COMMITTEE RESOLUTION 2023/183

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the South Burnett Regional Council Defence Service Policy – Statutory013 be adopted as presented.

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

Against: Nil

CARRIED 6/0

8.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL WORKPLACE HEALTH AND SAFETY POLICY - STATUTORY015

COMMITTEE RESOLUTION 2023/184

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Workplace Health and Safety Policy – Statutory015 be adopted as presented.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 6/0****Attendance:**

At 12:56pm, Manager Corporate, Governance & Strategy Rebecca Bayntun entered the meeting.

At 12:57pm, Cr Danita Potter left the meeting.

At 12:57pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 12:58pm, Cr Danita Potter returned to the meeting.

At 1:00pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

8.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL UNREASONABLE CUSTOMER CONDUCT POLICY - STRATEGIC033

COMMITTEE RESOLUTION 2023/185

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That the South Burnett Regional Council Unreasonable Customer Conduct Policy – Strategic033 be adopted as presented.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott HenschenAgainst: Cr Kathy Duff**CARRIED 5/1**

8.6 CONFIRMING COUNCILS ATTENDANCE AT LOCAL GOVERNMENT ASSOCIATION QUEENSLAND (LGAQ) ANNUAL CONFERENCE 2023, LGAQ BUSH COUNCILS CONVENTION 2023 AND LGAQ QUEENSLAND DISASTER MANAGEMENT CONFERENCE 2023

COMMITTEE RESOLUTION 2023/186

Moved: Cr Gavin Jones
Seconded: Cr Scott Henschen

That the Committee recommends to Council:

1. That Cr Potter attend the LGAQ Queensland Disaster Management Conference 2023.
2. That Crs Potter, Erkens, Henschen, Jones, Schumacher and Otto attend the LGAQ biennial Bush Councils Convention 2023.
3. That Mayor Otto and Cr Jones attend the Annual LGAQ Annual Conference 2023 as delegates and Cr Erkens as the reserve and the following as observers Cr Schumacher, Cr Henschen and Cr Potter.

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

Against: Nil

CARRIED 6/0

ADJOURN LUNCH

COMMITTEE RESOLUTION 2023/187

Moved: Cr Scott Henschen
Seconded: Cr Gavin Jones

That the meeting adjourn for lunch and resume at 2pm.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/188

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the meeting resume at 2.01pm.

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

Against: Nil

CARRIED 5/0

Attendance:

At the resumption of the meeting Manager Community & Lifestyle Jennifer Pointon was present.

At the resumption of the meeting General Manager Infrastructure was not present.

At the resumption of the meeting Cr Scott Henschen was not present.

9 FINANCE & SUSTAINABILITY**9.1 LOCAL GOVERNMENT MUTUAL SERVICES - MEMBER UPDATE**

COMMITTEE RESOLUTION 2023/189

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Local Government Mutual Services – Member Update be received for information.

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

Against: Nil

CARRIED 5/0

Attendance:

At 2:03pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

At 2:05pm, Cr Scott Henschen returned to the meeting.

9.2 ELECTRICITY SAVINGS - TARIFF REVIEW

COMMITTEE RESOLUTION 2023/190

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That Council receive for information the potential savings from a change in Tariff for the site.

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

Against: Nil

CARRIED 6/0

9.2.1 QUESTION ON NOTICE - SOLAR PANELS NANANGO VISITOR INFORMATION CENTRE

Question on Notice received from Cr Jane Erkens:

Has there been any savings with the solar panels being on the Nanango Visitor Information Centre?

Attendance:

At 2:15pm, General Manager Infrastructure Aaron Meehan left the meeting.

10 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES

10.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/191

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That Cr Potter’s Community Development, Arts & Heritage and Library Services 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 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/192

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Community and Lifestyle Operational Update 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 2:18pm, Coordinator Community Development Margie Hams entered the meeting.

At 2:18pm, Community Grants Officer Leisa Wilson entered the meeting.

10.3 REQUEST TO APPOINT PROXY MEMBERS TO THE ART, CULTURE AND HERITAGE ADVISORY COMMITTEE.

COMMITTEE RESOLUTION 2023/193

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the Committee recommend to Council:

That they appoint the following individuals as proxy members of the Arts, Culture and Heritage Advisory Committee in accordance with the Arts, Culture and Heritage Terms of Reference:

1. South Burnett Community Orchestra – Susan Mollenhauer
2. South Burnett Arts Inc. – Dafyd Martindale
3. Wondai Art Gallery – Maureen Addenbrooke
4. South Burnett Musical Comedy Society – Andrew Schloss
5. Blackbutt Art Gallery Inc. – Trish Jacobson

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:23pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

10.4 BLACK SUMMER BUSHFIRE GRANTS - PROJECT LIST

COMMITTEE RESOLUTION 2023/194

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

That the Committee accepts the report for information.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:35pm, Manager Environment & Planning Darryl Brooks returned to the meeting.

At 2:35pm, Coordinator Development Services David Hursthouse returned to the meeting.

11 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)

11.1 FACADE IMPROVEMENT PROGRAM - QUICK ROUND

COMMITTEE RESOLUTION 2023/195

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That in accordance with the approved grant budget and grant guidelines that:

Remaining funds of \$95,000 be allocated for the delivery of the South Burnett Region Façade Improvement Quick Round, open to all businesses in all towns in the South Burnett holding street frontage, are open to the public and have signage visible from the street.

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

Against: Nil

CARRIED 6/0

Attendance:

At 2:37pm, Coordinator Community Development Margie Hams left the meeting.

At 2:37pm, Community Grants Officer Leisa Wilson left the meeting.

11.2 LEASE - BURNETT INLAND ECONOMIC DEVELOPMENT ORGANISATION (BIEDO)

COMMITTEE RESOLUTION 2023/196

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council:

1. That South Burnett Regional Council resolves that the exception in *Local Government Regulation 2012 section 236 (1)(b)(ii)* applies to Council for the disposal by way of grant of a Lease to the valuable non-current asset which is the land comprising part of Lot 2 on CP M55124, to the Burnett Inland Economic Development Organisation (BIEDO), community organisations, other than by way of tender or auction, for a the remaining term of the current lease between Council, Burnett Inland Economic Development Organisation (BIEDO).
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Lease between Council, Burnett Inland Economic Development Organisation (BIEDO) on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.
3. That South Burnett Regional Council resolves that the exception in *Local Government Regulation 2012 section 236 (1)(b)(ii)* applies to Council for the disposal of unused shelving stored at the Old Council Office, 80 Gore Street, Murgon by way of gifting to the Burnett Inland Economic Development Organisation (BIEDO).

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

Against: Nil

CARRIED 6/0**12 PROPERTY & FACILITY MANAGEMENT****12.1 NEW COMPRESSOR FOR ENGINES AT SOUTH BURNETT ENERGY CENTRE NANANGO**

COMMITTEE RESOLUTION 2023/197

Moved: Cr Jane Erkens

Seconded: Cr Gavin Jones

That the Committee recommends to Council that:

- (i) The compressor for running the historical engines in the South Burnett Energy Centre, Nanango is replaced in the 22/23 financial year
- (ii) The replacement of compressor is funded from the Building Capital – Condition Assessment Restricted Cash.

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

Against: Nil

CARRIED 6/0

13 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES**13.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2023/198

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That Cr Erken's Tourism & VIC's, Sport & Recreation and Commercial Enterprises 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**14 TOURISM & VISITOR INFORMATION CENTRES****14.1 TOURISM MONTHLY UPDATE**

COMMITTEE RESOLUTION 2023/199

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That the Committee receive the report for information.

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

Against: Nil

CARRIED 6/0**Attendance:**

At 2:49pm, Manager Community & Lifestyle Jennifer Pointon left the meeting.

At 2:50pm, General Manager Infrastructure Aaron Meehan left the meeting.

At 2:55pm, General Manager Infrastructure Aaron Meehan returned to the meeting.

15 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING**15.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2023/200

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That Cr Schumacher's Regional Development, Development Services and Community & Social Housing 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**16 REGIONAL DEVELOPMENT (INDUSTRY, AGRICULTURE, WATER SECURITY, ENERGY AND CIRCULAR ECONOMY)****16.1 REGIONAL DEVELOPMENT ADVISORY COMMITTEE MEETING 2ND MARCH 2023**

COMMITTEE RESOLUTION 2023/201

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Regional Development Advisory Committee Minutes dated 2 March 2023 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 3:03pm, Manager Environment & Planning Darryl Brooks left the meeting.

16.2 MATERIAL CHANGE OF USE FOR THE USE SHORT TERM ACCOMMODATION 84M2 GFA (WITHING A SECONDARY DWELLING) AT 17 FORK HILL DRIVE, MOFFATDALE (AND DESCRIBED AS LOT 22 ON SP221464). APPLICANT: LUSSO RETREATS PTY LTD C/- ONF SURVEYORS

COMMITTEE RESOLUTION 2023/202

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the report be received for information and note the CEO's delegation to approve.

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

Against: Nil

CARRIED 6/0

Attendance:

At 3:10pm, Manager Environment & Planning Darryl Brooks returned to the meeting.

17 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)

17.1 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/203

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That the Planning and Land Management Operational update 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

17.2 DELEGATED AUTHORITY REPORTS (1 MARCH 2023 TO 31 MARCH 2023)

COMMITTEE RESOLUTION 2023/204

Moved: Cr Gavin Jones
Seconded: Cr Jane Erkens

That the Delegated Authority report be received.

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

Against: Nil

CARRIED 6/0

17.3 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

COMMITTEE RESOLUTION 2023/205

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the List of correspondence pending completion of assessment report as of 3 April 2023 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 3:16pm, Manager Environment & Planning Darryl Brooks left the meeting.

At 3:16pm, Coordinator Development Services David Hursthouse left the meeting.

18 QUESTIONS ON NOTICE**18.1 DIVISIONAL SPEND MEDIA/COMM STRATEGY**

COMMITTEE RESOLUTION 2023/206

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the response to the question regarding Divisional Spend Media/Comms Strategy raised by Mayor Otto 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**18.2 PROCUREMENT POLICY**

COMMITTEE RESOLUTION 2023/207

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the response to the question regarding the Procurement Policy raised by Councillor Kathy Duff 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

18.2.1 PROCUREMENT POLICY

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council that:

Council amends its Procurement Policy to require that all Local Buy contracts over \$200,000 must be approved by Council before being awarded the contract.

MOTION – PROCUREMENT POLICY

COMMITTEE RESOLUTION 2023/208

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the matter lay on the table until such time as the Procurement Policy is brought back for review.

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

Against: Cr Danita Potter

CARRIED 5/1

20 CLOSURE OF MEETING

The Meeting closed at 3.32pm.

The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on 10 May 2023.

.....
CHAIRPERSON