



SOUTH BURNETT

REGIONAL COUNCIL

MINUTES

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

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**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 JULY 2023 AT 9:00AM**

PRESENT: Councillors:

Cr Jane Erkens, Cr Danita Potter (via teams), Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Darryl Brooks (Acting General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Kevin Searle (Manager Works), Kerri Anderson (Manager Finance & Sustainability), Rebecca Bayntun (Manager Corporate, Governance & Strategy), Louise Reidy (Strategic Procurement Coordinator), Tiarna Hurt (Executive Assistant).

1 OPENING

Cr Schumacher opened the meeting and welcomed all attendees.

Cr Erkens wished a Happy 100th Birthday to Eileen Horn.

Cr Duff offered prayers to the Otto family on the passing of Mayor Otto's mother Pauline, with a minute of silence.

2 LEAVE OF ABSENCE / APOLOGIES

APOLOGY

COMMITTEE RESOLUTION 2023/1

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

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

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

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 in relation to Item **16.2 – Legal Update – Update on Planning Matters before the Planning and Environment Court - 2**

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 **16.2 – Legal Update – Update on Planning Matters before the Planning and Environment Court - 2**

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 **16.2 – Legal Update – Update on Planning Matters before the Planning and Environment Court - 2**

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.

MOTION

COMMITTEE RESOLUTION 2023/2

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That due to lack of quorum for Item **16.2 – Legal Update – Update on Planning Matters before the Planning and Environment Court – 2** Council defer the matter to a later meeting.

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

Against: Nil

CARRIED 5/0

5 DEPUTATIONS/PETITIONS

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**6.1 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 14 JUNE 2023**

COMMITTEE RESOLUTION 2023/3

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 14 June 2023 be received.

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

Against: Nil

CARRIED 5/0

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 2023/4

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

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

Against: Nil

CARRIED 5/0

7.2 CONTRACTUAL ARRANGEMENTS OVER \$200,000 FOR 2022/2023

COMMITTEE RESOLUTION 2023/5

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That this report be received for information.

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

Against: Nil

CARRIED 5/0**8 CORPORATE GOVERNANCE & STRATEGY****8.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ELECTRONIC SIGNATURES POLICY - STRATEGIC035**

COMMITTEE RESOLUTION 2023/6

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Electronic Signatures Policy – Strategic035 be adopted as presented.

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

Against: Nil

CARRIED 5/0**8.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL GIFTS AND BENEFITS POLICY - STRATEGIC002**

COMMITTEE RESOLUTION 2023/7

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Gifts and Benefits Policy – Strategic002 be adopted as presented.

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

Against: Nil

CARRIED 5/0

8.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL INFORMATION MANAGEMENT RECORDKEEPING POLICY - STATUTORY039

COMMITTEE RESOLUTION 2023/8

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Council Information Management Recordkeeping Policy – Statutory039 be adopted as presented.

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

Against: Nil

CARRIED 5/0

8.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CORPORATE RISK AND AUDIT ADVISORY COMMITTEE POLICY - STATUTORY022

COMMITTEE RESOLUTION 2023/9

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the South Burnett Regional Council Corporate Risk and Audit Advisory Committee Policy – Statutory022 be adopted as presented.

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

Against: Nil

CARRIED 5/0

8.5 NOTICE TO REPEAL SOUTH BURNETT REGIONAL COUNCIL TRADING ON LOCAL GOVERNMENT CONTROLLED AREAS, FACILITIES & ROADS POLICY - STATUTORY023

COMMITTEE RESOLUTION 2023/10

Moved: Cr Scott Henschen
Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That the South Burnett Regional Council Trading on Local Government Controlled Areas, Facilities & Roads Policy – Statutory023 be repealed.

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

Against: Nil

CARRIED 5/0

8.6 LGAQ 126TH ANNUAL CONFERENCE: MOTION REQUEST

COMMITTEE RESOLUTION 2023/11

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the committee recommend to Council:

1. That South Burnett Regional Council resolves to submit the following motions to the 2023 Local Government Association of Queensland Annual Conference
 - a. Transfer of State Government Reserves to Local Authorities where requested to allow for a more cost-effective transition to freehold and/or broader use.
 - b. Domestic violence support for both men and women.
 - c. Water for the South Burnett Region area.
 - d. Support for rural GP's and support for more GP's.
 - e. Help communities with Bat issues.
 - f. Funding for Arts in rural areas.
 - g. Coal mines and renewable companies pay to communities - the Clean Energy Council has some clear guidelines for community funding models, reflective of the megawatts renewable energy projects generate. Council's to receive a portion of this funding to invest in community infrastructure in partnership with the impacted communities.
 - h. Housing and homelessness.
 - i. Help communities with gambling issues.
 - j. That the State Government change the legislation back to what it was before 1992 so that water is deemed as an essential service.
 - k. Currently it is at full cost recovery and under the environmental protection act and a lot of other legislation and acts that make it cost prohibitive to build dams or weirs. Changing it to an essential service and those problems & costs go away.
 - l. That the State Government makes an agreement through the National Cabinet to allow the Federal Government to build water infrastructure in the Nationals interests.
 - m. That the State Government introduce the reforms that came out of the enquiry into the Independent Assessor and Councillor conduct complaints system.

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

Against: Nil

CARRIED 5/0

9 FINANCE & SUSTAINABILITY

9.1 22/23 EOFY STOCKTAKE

COMMITTEE RESOLUTION 2023/12

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That Council receive this report for information

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

Against: Nil

CARRIED 5/0

Attendance:

At 10.00am, General Manager Finance and Corporate, Susan Jarvis entered the meeting via teams.

9.2 AMENDMENT TO FEES AND CHARGES

COMMITTEE RESOLUTION 2023/13

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the committee recommend to Council:

That the 2023/24 Fees and Charges be amended to the following:

1. Acceptance of fridges, freezers, water heat pump systems etc (degassing) be reduced to \$10.00 each; and
2. Acceptance of tractor tyres which are contaminated or are on a rim be increased to \$260.00 each.
3. At the Murgon, Nanango and Wondai landfills:
 - a. Tyres – motorcycles be charged \$6.00 each
 - b. Tyres – Car be charged at \$10.50 each
 - c. Tyres – tractor be charged at \$129.50 each.
4. That the amended fees take effect as of 1 August 2023.

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

Against: Nil

CARRIED 5/0

9.2.1 QUESTION ON NOTICE - TOUR OF WASTE FACILITIES

Question on Notice from Cr Schumacher.

Can we organise a tour of the Waste Facilities within the South Burnett?

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

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

COMMITTEE RESOLUTION 2023/14

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That Cr Potter's Community Development, Arts & Heritage and Library Services Portfolio Report to Council be received for information.

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

Against: Nil

CARRIED 5/0

10.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/15

Moved: Cr Scott Henschen

Seconded: Cr Jane Erkens

That the Community and Lifestyle Operational Update be received.

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

Against: Nil

CARRIED 5/0

11 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)

11.1 TRUSTEE LEASE - NANANGO & DISTRICT NETBALL ASSOCIATION INC

COMMITTEE RESOLUTION 2023/16

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That the Committee recommend to Council that:

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 of the valuable non-current asset which is Lease A on Lot 212 on Crown Plan FY2647, to the Nanango & District Netball Association Inc.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Lease between Council and Nanango & District

Netball Association Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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

Against: Nil

CARRIED 5/0

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/17

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 5/0

RESUME MEETING

COMMITTEE RESOLUTION 2023/18

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the meeting resume at 10:34am.

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

Against: Nil

CARRIED 5/0

Attendance:

At the resumption of the meeting, General Manager Finance & Corporate Susan Jarvis was not present via teams.

At the resumption of the meeting, Strategic Procurement Coordinator Louise Reidy was not present.

12 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES**12.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2023/19

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That Cr Erken's Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report. to Council be received for information.

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

Against: Nil

CARRIED 5/0**13 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING****13.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2023/20

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Cr Schumacher's Regional Development, Development Services and Community & Social Housing Portfolio Report to Council be received for information.

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

Against: Nil

CARRIED 5/0

13.2 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/21

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the Planning and Land Management Operational update be received for information.

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

Against: Nil

CARRIED 5/0**14 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)****14.1 DELEGATED AUTHORITY REPORTS (1 JUNE 2023 TO 30 JUNE 2023)**

COMMITTEE RESOLUTION 2023/22

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That the Delegated Authority report be received.

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

Against: Nil

CARRIED 5/0**14.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

COMMITTEE RESOLUTION 2023/23

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That the List of correspondence pending completion of assessment report as of 30 June 2023 be received.

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

Against: Nil

CARRIED 5/0

15 QUESTIONS ON NOTICE

15.1 CUSTOMER SERVICE LEVELS

COMMITTEE RESOLUTION 2023/24

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That the response to the question regarding Customer Service Levels raised by Councillor Kirstie Schumacher be received and noted.

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

Against: Nil

CARRIED 5/0

15.2 DIFFERENCE BETWEEN CLUBS & SHOWGROUNDS

COMMITTEE RESOLUTION 2023/25

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the response to the question regarding difference between clubs and showgrounds raised by Councillor Kirstie Schumacher be received and noted.

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

Against: Nil

CARRIED 5/0

Attendance:

At 10:54am, General Manager Finance and Corporate Susan Jarvis entered the meeting.

15.3 DROP IN LOCAL PURCHASING

COMMITTEE RESOLUTION 2023/26

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the response to the question regarding drop in local purchasing raised by Councillor Kathy Duff be received and noted.

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

Against: Nil

CARRIED 5/0

16 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/27

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

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*:

16.1 Legal Update - Update on Planning Matters before the Planning and Environment Court - 1

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.

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

Against: Nil

CARRIED 5/0

Attendance:

At 10:58am, Cr Jane Erkens left the meeting.
At 11:01am, Cr Jane Erkens returned to the meeting.

COMMITTEE RESOLUTION 2023/28

Moved: Cr Jane Erkens
Seconded: Cr Kathy Duff

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 5/0

Attendance:

At 11:07am, Cr Danita Potter left the meeting.

16.1 LEGAL UPDATE - UPDATE ON PLANNING MATTERS BEFORE THE PLANNING AND ENVIRONMENT COURT - 1

COMMITTEE RESOLUTION 2023/29

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That the report be received.

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

Against: Nil

CARRIED 4/0

Attendance:

At 11:08 am, Cr Danita Potter returned to the meeting.

17 CLOSURE OF MEETING

The Meeting closed at 11:10.

The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on 9 August 2023.

.....
CHAIRPERSON