



SOUTH BURNETT

REGIONAL COUNCIL

MINUTES

**Liveability, Governance and Finance
Standing Committee Meeting
Wednesday, 9 August 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, 9 AUGUST 2023 AT 9:00AM**

PRESENT:

Councillors:

Cr Gavin Jones (Acting 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), Susan Jarvis (General Manager Finance & Corporate), Darryl Brooks (General Manager Liveability), Rebecca Bayntun (Manager Corporate Governance & Strategy), Jennifer Pointon (Manager Community & Lifestyle), David Hursthouse (Coordinator Development Services), Karen Searle (Coordinator Corporate), Tiarna Hurt (Executive Assistant).

1 OPENING

Cr Erkens opened the meeting and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES

APOLOGY

COMMITTEE RESOLUTION 2023/30

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

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

In Favour: Crs Gavin Jones, 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, CEO Mark Pitt inform this meeting that I have a declarable conflict of interest in relation to Item 5: Deputation – Marietta– South Burnett Support Alliance.

The nature of my interest is as follows:

This declarable conflict of interest arises due to being associated with being an executive member of the Rotary Club of Kingaroy which is a club involved in Alliance.

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

Attendance:

At 9:03am, CEO Mark Pitt left the meeting.

5 DEPUTATIONS/PETITIONS

5.1 DEPUTATION - SOUTH BURNETT SUPPORT ALLIANCE

Marietta from South Burnett Support Alliance presented a deputation to the chamber regarding the Community Health Building

Attendance:

At 9:21am, General Manager Infrastructure Aaron Meehan left the meeting.

At 9:22am, Cr Gavin Jones left the meeting.

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 12 JULY 2023

COMMITTEE RESOLUTION 2023/31

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 12 July 2023 be received.

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

Against: Nil

CARRIED 5/0

Attendance:

At 9:23am, Cr Gavin Jones returned to the meeting.

At 9:23am, General Manager Infrastructure Aaron Meehan returned to the meeting.

7 NOTICES OF MOTION

Attendance:

At 9:24am, CEO Mark Pitt returned to the meeting.

At 9:30am, Manager Corporate, Governance & Strategy Rebecca Bayntun entered the meeting.

7.1 NOTICE OF MOTION - WONDAI RAIL CELEBRATION

COMMITTEE RESOLUTION 2023/32

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That Council provide \$2868.80 from the Community Grants August funding round for a plaque and time capsule to unveil as part of the town's 120 year celebration of the train coming to Wondai and that Council support their request for in-kind support of 1 marquee, 1 skip bin, 4 wheelie bins and 30 chairs.

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

Against: Nil

CARRIED 6/0

7.2 NOTICE OF MOTION - DOG HOBBYISTS AND DOG EXHIBITORS

COMMITTEE RESOLUTION 2023/33

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That item 7.2 lay on the table until the October Liveability, Governance and Finance Standing Committee Meeting.

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

Against: Cr Kathy Duff

CARRIED 5/1

8 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS

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

COMMITTEE RESOLUTION 2023/34

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That Acting Mayor Jones' 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 Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

8.2 WBBROC AGM

COMMITTEE RESOLUTION 2023/35

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council that:

The CEO Mark Pitt, Acting Mayor Jones and Cr Duff be nominated as delegates on behalf of South Burnett Regional Council.

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

Against: Nil

CARRIED 6/0

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

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

COMMITTEE RESOLUTION 2023/36

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

9.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/37

Moved: Cr Danita Potter
Seconded: Cr Kathy Duff

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

9.2.1 QUESTION ON NOTICE - WESTERN PERFORMANCE CLUB

Question on Notice from Cr Jones:

Is there an update on the request for funding from the South Burnett Western Performance Club?

10 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)**10.1 RENEWAL OF LICENCE AGREEMENT – BARAMBAH AERO CLUB – AREA 6 & 11**

COMMITTEE RESOLUTION 2023/38

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

1. That South Burnett Regional Council, in accordance with *s236(1) (b)(ii)* of the *Local Government Regulation 2012*, enter into a Licence Agreement with the Barambah District Aero Club Inc. for Area 6 & 11 as part of Lot 5 on RP83495 for a term of 4 years with an option for 5 years for a rental amount of \$287.95 (plus GST) per annum with annual CPI reviews.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Barambah District Aero Club Inc. on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

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

Against: Nil

CARRIED 6/0**11 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES****Attendance:**

At 10:03am, Coordinator Development Services David Hursthouse entered the meeting.

11.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/39

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

Against: Nil

CARRIED 6/0

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/40

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the meeting adjourn for morning tea.

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 2023/41

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the meeting resume at 10:34am

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

Against: Nil

CARRIED 6/0**Attendance:**

At the resumption of the meeting, Manager Corporate, Governance & Strategy Rebecca Bayntun was not present.

At 10:35am, General Manager Finance & Corporate Susan Jarvis returned to the meeting.

12 TOURISM & VISITOR INFORMATION CENTRES**12.1 QICA CONFERENCE**

COMMITTEE RESOLUTION 2023/42

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That the Committee recommend to Council:

That an expression of interest be submitted to host the 2024 QICA Conference.

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

Against: Nil

CARRIED 6/0

13 SPORT & RECREATION**13.1 REQUEST FOR INFORMATION - WONDAI RIFLE RANGE**

COMMITTEE RESOLUTION 2023/43

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the report be accepted for information.

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

Against: Nil

CARRIED 6/0**14 COMMERCIAL ENTERPRISES (SALEYARDS, DAMS, AERODROMES, CEMETERIES)****14.1 LICENCE AGREEMENT – HIGHER YIELD AVIATION PTY LTD – SITE 13 WONDAI AERODROME**

COMMITTEE RESOLUTION 2023/44

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommend to Council that:

1. South Burnett Regional Council, in accordance with s236(1)(c)(vii) of the *Local Government Regulation 2012*, enter into a Licence Agreement with the Higher Yield Aviation Pty Ltd for Site 13 as part of Lot 5 on RP83495 for a term of 5 years with an option for 5 years for a rental amount of \$1,620 (plus GST) per annum with annual CPI reviews.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Higher Yield Aviation Pty Ltd on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

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

Against: Nil

CARRIED 6/0

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

COMMITTEE RESOLUTION 2023/45

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

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**15.2 DEVELOPMENT SERVICES OPERATIONAL UPDATE**

COMMITTEE RESOLUTION 2023/46

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Development Services 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**16 REGIONAL DEVELOPMENT (INDUSTRY, AGRICULTURE, WATER SECURITY, ENERGY AND CIRCULAR ECONOMY)****16.1 REQUEST FOR SPONSORSHIP - RED EARTH LEADERSHIP FORUM 2023**

COMMITTEE RESOLUTION 2023/47

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That item 16.1 lay on the table until the August Ordinary Meeting.

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

Against: Nil

CARRIED 6/0

17 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)**17.1 DELEGATED AUTHORITY REPORTS (1 JULY 2023 TO 31 JULY 2023)**

COMMITTEE RESOLUTION 2023/48

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

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**17.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

COMMITTEE RESOLUTION 2023/49

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the list of correspondence pending completion of assessment report as of 31 July 2023 be received.

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

Against: Nil

CARRIED 6/0**18 QUESTIONS ON NOTICE****18.1 QUESTION ON NOTICE - KINGAROY ENGAGEMENT CENTRE**

COMMITTEE RESOLUTION 2023/50

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the response to the question regarding the progress of a working group raised by Councillor Erkens 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 QUESTION ON NOTICE - FACADE IMPROVEMENT APPLICATIONS

COMMITTEE RESOLUTION 2023/51

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That the response to the question regarding Façade Improvement applications raised by Councillor Henschen 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

18.3 QUESTION ON NOTICE - LEGAL FEES

COMMITTEE RESOLUTION 2023/52

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That the response to the question regarding Legal Fees raised by Councillor Jane Erkens 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

19 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/53

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*:

19.1 Legal Update - Update on Planning Matter before the Planning and Environment Court.

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.

19.2 Visit South Burnett - 2023/2024 Agreement

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

Against: Nil

CARRIED 6/0**Attendance:**

At 11:20am, Coordinator Development Services David Hursthouse left the meeting.

At 11:41am, Cr Danita Potter left the meeting.

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

COMMITTEE RESOLUTION 2023/54

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That Council moves out of Closed Council into Open Council.

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

Against: Nil

CARRIED 6/0

19.1 LEGAL UPDATE - UPDATE ON PLANNING MATTER BEFORE THE PLANNING AND ENVIRONMENT COURT.

COMMITTEE RESOLUTION 2023/55

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the report be received for information.

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

At 11:48am, Manager Corporate, Governance & Strategy Rebecca Bayntun returned to the meeting.

At 11:48am, Coordinator Corporate, Karen Searle entered the meeting.

19.2 VISIT SOUTH BURNETT - 2023/2024 AGREEMENT

COMMITTEE RESOLUTION 2023/56

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. South Burnett Regional Council enters into an agreement (as amended) with Visit South Burnett Inc. for the 2023/2024 financial year for the purpose of delivering tourism initiatives, promotions of attractions and experiences and, development of planning documents that support sustainable tourism in the region.
2. South Burnett Regional Council provides funding to the value of \$70,000 (plus GST)
3. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the agreement between Council and Visit South Burnett Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 6/0****20 CLOSURE OF MEETING****The Meeting closed at 11:47am.****The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on 13 September 2023.**.....
CHAIRPERSON