



Minutes

Of The

General Council Meeting

Held in the Council Chambers, 45 Glendon Street Kingaroy

on Wednesday, 15 May 2013

Chief Executive Officer: Ken McLoughlin



SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 15 May 2013

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Minutes of the meeting of the South Burnett Regional Council, held in the Council Chambers, 45 Glendon Street Kingaroy on 15 May 2013 at 9:02am.

PRESENT:

Councillors:

Present: Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr CD Dalton, Cr KA Duff, Cr BL Green, Cr DJ Palmer, Cr DP Tessmann

Council Officers:

Ken McLoughlin (Chief Executive Officer), Gary Wall (General Manager Finance & Information Services), John Kersnovski (General Manager Infrastructure Services), Eleanor Sharpe (General Manager Communities), Stan Taylor (General Manager Planning & Environment)

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Ministers Fraternal, Pastor Geoffrey Folker from the Kingaroy Baptist Church offered prayers for Council and for the conduct of the Council meeting.

3. Confirmation Of Minutes Of Previous Meeting

3.1 South Burnett Regional Council Minutes

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 17 April 2013 as recorded be confirmed.

Resolution:

Moved Cr BL Green, seconded Cr KA Duff.

That the minutes of the previous meeting held on Wednesday 17 April 2013 as recorded be confirmed subject to the words 'Permanent Absence' in the Present Section being removed.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

4. Mayoral Report

4.1 MR - 1166454 - Mayor's Report

Summary

Mayoral Report to council for the period 11 April 2013 to 7 May 2013.

Officer's Recommendation

That the Mayoral Report to council for the period 11 April 2013 to 7 May 2013 be received.

Resolution:

Moved Cr DW Kratzmann, seconded Cr KM Campbell.

That the Mayoral Report to council for the period 11 April 2013 to 7 May 2013 be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS

See Business Function Headings

5. Planning & Environment

5.1 Environmental Services

Nil.

5.2 Natural Resource Management (NRM) & Parks

Nil.

5.3 NRM, Parks and Environment Portfolio Report

5.3.1 NRMP&E - 1165505 - NRM Parks & Environment Portfolio Report

Summary

NRM Parks & Environment Portfolio Report to council for the period 8 April 2013 to 3 May 2013.

Officer's Recommendation

That the NRM Parks & Environment Portfolio Report to council for the period 8 April 2013 to 3 May 2013 be received.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the NRM Parks & Environment Portfolio Report to council for the period 8 April 2013 to 3 May 2013 be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

6. Planning, Land Management and Waste

6.1 Planning and Land Management

6.1.1 P&LM - 1163983 - Request for Negotiated Decision - Material Change of Use (extractive industry) - Hodges Dip Road, Kingaroy - Applicant: Crawford's Sand and Gravel

Summary

Key Point Summary

- Applicant has requested a Negotiated Decision Notice
- Written representations have been forwarded to Council in relation to Conditions GEN1 (Approval Details), GEN4 (Compliance Certificate), ENG1 (Roads and Access), ENG2 (Stormwater Drainage), ENG3 (Environmental Protection), ENG4 (Construction), ENG5 (Earthworks) and ENG6 (Operational Works)
- Recommendation that Council *approve* written representations and amend Conditions GEN1, GEN4 and ENG1, and delete Conditions ENG2, ENG3, ENG4, ENG5 and ENG6

Officer's Recommendation

That the Council **approve in full** the Applicant's Request for a Negotiated Decision Notice by amending Conditions GEN1 and ENG1, and deleting Conditions ENG2, ENG3, ENG4, ENG5 and ENG6. All other conditions are to be retained as per Council's Decision Notice dated 19 April 2013.

General

GEN1. The subject site is to be developed generally in accordance with application material prepared by Crawford's Sand and Gravel Supplies, received by Council on 19 October 2012 and subject to the following requirements:

- The total amount of material extracted is limited to 10,000 ~~cubic meters~~ **tonnes** in any 12 month period as specified by the Department of Environment and Heritage Protection (DEHP)

GEN2. The applicant is required to maintain the site in a clean and orderly state at all times.

GEN3. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises during extraction operations.

Compliance Assessment

GEN4. All conditions of this approval, **with the exception of ENG1**, are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A Compliance Certificate fee will be charged, with payment required prior to Council approval of the associated documentation requiring compliance assessment.

Waste Storage

MCU1. Provision must be made for the storage and removal of refuse in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.

Hours of Operation

MCU2. Hours of operation for the approved use (excluding maintenance) are between 7am to 5pm Monday to Friday and 8am to 1pm on Saturday.

MCU3. No operations are to be conducted on a Sunday or on public holidays.

Roads and Access

ENG1. A contribution towards future road works and maintenance of Wattlegrove Road for the full length of the transport route shall be paid. ~~prior to the Compliance Certificate being issued.~~ The current contribution is \$17,280 and this will be quarterly indexed as per the Consumer Price Index - Brisbane (CPI).

Alternatively, the Applicant may enter into an Infrastructure Agreement with Council's Infrastructure Department regarding payment of a contribution to future road works along Wattlegrove Road. The Infrastructure Agreement shall include, but not be limited to:

- **Payment of the contribution in instalments;**
- **Receiving credit against the contribution equal to the value of the material (gravel) supplied by the Applicant as part of the road works.**

This agreement is to be entered into within six (6) months from commencement of the development.

Stormwater Drainage

ENG2. ~~The stormwater drainage system serving the site is to be design so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case. All engineering designs submitted to Council for engineering approval are to be certified by a Registered Professional Engineer of Queensland (RPEQ).~~

Environmental Protection

ENG3. ~~Submit detailed silt management procedures, engineering drawings and an environmental management plan for approval prior to the commencement of works. All engineering designs submitted to Council for engineering approval are to be certified by a Registered Professional Engineer of Queensland (RPEQ).~~

Construction

ENG4. ~~During the construction phase, install and maintain silt management facilities until the building works and operational works are completed.~~

Earthworks

ENG5. ~~Any proposed earthworks shall be in accordance with Council's Planning Scheme Rural Locality Code 020 - S20.1. Any proposed earthworks shall be undertaken in accordance with the Rural Locality Code, Element (g) within the Kingaroy Shire IPA Planning Scheme unless approved separately under a Development Permit for Operational Works.~~

Operational Works

ENG6. ~~A separate Development Permit for Operational Works is to be obtained prior to the commencement of construction works:~~

- ~~Stormwater layout plan and design details; and~~
- ~~Environmental management works~~

Advice

ADV1. Section 341(1)(a) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

ADV3. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—

- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
- b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

Resolution:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

6.1.2 P&LM - 1288889 - SeDA Reconfiguration of a Lot (1 lot into 2 lots) & Material Change of Use (Multiple dwelling units) - 78 Buckingham Street, Kingaroy - Lot 203 SP227676 - Greenidge Pty Ltd C/- O'Reilly Nunn Favier

Summary

- Application for Development Permit for Material Change of Use (Multiple Dwelling Units)
- Subject site included within the Community Expansion Zone (Residential B Preferred Dominant Land Use Area) under the Kingaroy IPA Planning Scheme
- No submissions received during the public notification period
- Discussions held with the Applicant regarding compliance with key elements of the Multiple Dwelling Unit, Accommodation Building and Retirement Village Code and the number of higher density residential approvals within the surrounding area
- Revised proposal plans received from the Applicant which indicate a greater level of compliance with key provisions of the Kingaroy Shire IPA Planning Scheme in comparison to those lodged with the original application material
- Application recommended for approval subject to reasonable and relevant conditions

Officer's Recommendation

That Council *approve* the applicants request for a Development Permit for Material Change of Use (Multiple Dwelling Units) and Reconfiguration of a Lot (1 Lot into 4 Lots) on Lot 203 on SP227676 located at 78 Buckingham Street, Kingaroy subject to the following conditions:

General

GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions.

- Drawing Number 4736 L203 P1 (Proposed Community Titles Scheme Subdivision) prepared by O'Reilly Nunn Favier and dated 29 June 2012
- Job Number LS203 Sheet No. WD02 Issue B (Site Layout) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD03 Issue A (Floor Plan - Unit 1) prepared by 7 Star Homes and dated 3 February 2012
- Job Number LS203 Sheet No. WD04 Issue A (Elevations - Unit 1) prepared by 7 Star Homes and dated 3 February 2012
- Job Number LS203 Sheet No. WD03 Issue A (Ground Floor Plan - Units 2 & 3) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD04 Issue A (Upper Floor Plan - Units 2 & 3) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD05 Issue A (Elevations - Units 2 & 3) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD03 Issue A (Ground Floor Plan - Unit 4) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD04 Issue A (Upper Floor Plan - Unit 4) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD05 Issue A (Elevations - Unit 4) prepared by 7 Star Homes and dated March 2012
- Job Number LS203 Sheet No. WD11 Issue A (Street View) prepared by 7 Star Homes and dated March 2012

GEN2. All works, including the relocation of services (Telstra, lighting etc.) are to be completed at no cost to Council.

GEN3. The applicant is required to maintain the site in a clean and orderly state at all times, clearing of declared weeds and feral animals.

Compliance Assessment

GEN4. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A Compliance Certificate fee will be charged, with payment required prior to Council approval of the associated documentation requiring compliance assessment.

Further Development Permits

GEN5. The development herein may not commence until the following Development Permits or Certificates have been issued and complied with as required:

- Development Permit for Building Work
- Development Permit for Plumbing and Drainage Work

Fencing

MCU1. Fence construction along the side and rear boundaries is to be solid screen fencing to a height not exceeding 1.8m to prohibit direct views between habitable rooms of dwelling units and between individual private open space areas.

MCU2. The height of the fences forward of the main building line except where bounding private open space, is to be 1.2m if of solid construction, or up to 1.8m if gaps permit

50% transparency. Fences or walls over 1.2m in height are tapered to 1.2m in height within 4.0m of the front boundary.

Satellite Dishes

MCU3. A maximum of one satellite dish is permitted per dwelling unit with a maximum diameter of 1.2m with a maximum height of 10.5m above ground level.

Lighting

MCU4. Lighting used to illuminate any areas of the premises is to be designed and constructed in accordance with Australian Standard AS4282 (Obtrusive Effects of Outdoor Lighting) to ensure that lighting does not directly illuminate any nearby premises or roadways.

Landscaping

MCU5. The applicant is required to prepare a landscape plan for the subject site in accordance with Planning Scheme Policy No. 5 of the Kingaroy Shire IPA Planning Scheme for Compliance Assessment by Council and is to incorporate a minimum 1.0m wide landscape strip along the Buckingham and Logan Street frontages (excluding driveway and vehicle manoeuvring areas). This plan is to be submitted to and approved by Council prior to the landscaping work commencing. Plant species may be selected from Council's *Branching Out – Your Handy Guide to Tree Planting in the South Burnett* (refer to booklet provided).

Clothes Drying Area

MCU6. Each dwelling unit is to be provided with external clothes drying facilities in the private open space area.

Letterboxes and Unit Identification

MCU7. Letterboxes shall be provided for each habitable unit, including the body corporate if appropriate. Each box shall be distinguished by a number corresponding to the unit number.

MCU8. Each dwelling unit is to be readily identified by number.

Rainwater Tanks

MCU9. The developer shall provide the equivalent of 9,200L of roof water storage for each dwelling unit as per the proposal plans referenced in Condition GEN1.

Survey Marks

RAL1. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

Natural Resources Valuation Fees

RAL2. Payment of Department of Natural Resources and Mines valuation fees of \$132 (3 x \$44) that will result from the issue of split valuations prior to Council sealing the Survey Plan. The contribution is currently assessed at \$132 (3 x \$44) however the actual amount payable will be based on Council's Register of Regulatory & Cost Recovery Fees and the rate applicable at the time of payment.

Electricity

RAL3. Reticulated electricity is to be provided to the development in accordance with relevant Australian Standards.

RAL4. Written confirmation from the electricity authority, that all matters relating to the reticulation of electricity including electrical civil works have been completed, is to be provided to Council prior to sealing the Survey Plan.

Telecommunications

- RAL5. Evidence of an agreement to provide a telephone service is to be provided to Council prior to sealing the Survey Plan.

Easements

- RAL6. Easements are required over any interallotment drainage systems. Such easements shall be not less than three (3) metres in width.

Car Parking

- ENG1. Prior to the commencement of use, provide a minimum of eleven (11) car parking spaces in accordance with the approved plans. The total number of car parking spaces is to include four (4) resident car parking spaces and four (4) visitor car parking spaces.

Roads & Access

- ENG2. The property access shall be designed and constructed in accordance with IPWEAQ Standard Drawing No. R-050 and Table S2.7 - Design and Construction Standards of the Kingaroy Shire IPA Planning Scheme. Only one (1) access per community title lot shall be permitted.

- ENG3. Where the proposed driveway is to be constructed over the sewer, construction jointed sections are to be incorporated so as to facilitate future Council access for maintenance/service purposes.

Vehicle Manoeuvring

- ENG4. Prior to the commencement of works on site provide a turning template drawing in accordance with Australian Standard AS2980.1:2004, prepared by a suitably qualified and experienced person, at a scale of 1:200 demonstrating a B99 class vehicle entering and exiting all proposed car parking spaces onsite.

Water Supply

- ENG5. A water connection will be required to service each dwelling unit to current South Burnett Regional Council standards. All common services required to service more than one lot will be located on common property.

Sewerage Reticulation

- ENG6. A sewerage connection will be required to service each dwelling unit to current South Burnett Regional Council standards. All common services required to service more than one lot will be located on common property.

Stormwater

- ENG9. Stormwater design onsite will be generally in accordance with the AT Consulting Engineers and Project Managers report carried out for the site and dated 6 November 2012 or otherwise as amended in these conditions.
- ENG10. All stormwater drainage systems, including all surface, underground and roof water components are to effectively drain all stormwater falling on the proposed development to Council's stormwater system, rainwater tanks or other legal points of discharge. Such systems are to connect to the rear of allotment drainage system, rainwater tanks or other lawful point of discharge and designed in accordance with the Queensland Urban Drainage Manual (QUDM).
- ENG11. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.
- ENG12. Prior to the commencement of work onsite provide a drawing demonstrating the sewer and stormwater connections to be made to each proposed lot to the satisfaction of

Council's Infrastructure Department. Indicative pipe sizing and proposed easements should be clearly identified on this drawing.

ENG13. Prior to the commencement of work onsite provide a drawing demonstrating a minimum of 1,500L stormwater detention to be provided to each lot. It is noted that the low level outlet from the stormwater tank should be internal to the tank.

Kerb Adaptors

ENG14. Kerb adaptors should be installed where the site stormwater is proposed to be piped to the existing kerb and channel system along the site frontage. Stormwater socket reducers may be required to accommodate this depending on the pipe diameters proposed.

Earthworks

ENG15. Any proposed earthworks shall be undertaken in accordance with the Urban Locality Code, Element (g) within the Kingaroy Shire IPA Planning Scheme unless approved separately under a Development Permit for Operational Works.

Advice

ADV1. With the introduction of the *Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Act 2011*, an applicant's obligations with respect to infrastructure contributions/charges is now contained in a separate adopted infrastructure charges notice rather than in this development approval.

ADV2. Section 341(1)(a) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

ADV3. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

ADV4. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—

- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
- b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

Resolution:

Moved Cr CD Dalton, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

PERCEIVED CONFLICT OF INTEREST:

Cr DP Tessmann declared a perceived conflict of interest in the following matter as he is the Patron of the Kingaroy Junior Soccer Club but would remain in the meeting.

6.1.3 P&LM - 1164747 - Kingaroy Junior Soccer Club - Request to change existing approval - Operational Work (Advertisement device) - Kingaroy Street, Kingaroy - Lot 4 on RP814988

Summary

Key Point Summary

- Applicant has requested a Change to an Existing Approval in relation to the height of an Advertising Device
- The approved Advertising Device has an approved height of 3.8m above ground level with the requested change involving an increase in height to 5.1m above ground level
- The subject site is within the Parks and Open Space Zone and is known as Lions Park
- The subject site is Crown Land which is managed by South Burnett Regional Council
- Council's Natural Resources and Parks Section agrees with the location of the proposed Advertising Device
- Recommendation that Council *approve* a Change to an Existing Approval for the proposed Advertising Device at a maximum height of 5.1m above natural ground level

Officer's Recommendation

That the Council **approve** the Applicant's Request to Change an Existing Approval, amending Conditions GEN1 and GEN5 and adding Condition GEN12 relating to the Applicant entering into a lease arrangement for the construction of an Advertising Device on Crown Land (deleted text in strikethrough and new text in bold). All other conditions are to be retained as per Council's Negotiated Decision Notice dated 25 March 2011.

General

GEN1. Development of the subject land is to proceed generally in accordance with the following proposal plans:

- Changeable Message Sign (~~message face 1000m x 2000m~~) as submitted with application **by G.J Gardner via e-mail on 24 April 2013**
- ~~Overall Site Plan – Drawing No. KJSCI/PI, dated 5/11/10~~ **Site Plan prepared by South Burnett Regional Council dated 6 May 2013**

GEN5. The Advertisement Device is not to exceed ~~3.8m~~ **5.1m** in height measured from natural ground level to the highest point of the structure **and is to be located approximately 13.0m south of the common boundary with Lot 12 on SP229741 and 1.0m west of the Kingaroy Street frontage. The Applicant shall request an inspection to confirm the position of the Advertisement Device within the subject site (Lot 4 on RP814988). The position of the sign may be staked to allow Council to confirm compliance with this condition.**

GEN12. **Prior to the erection of the Advertising Device as per the location specified within Condition GEN1, the Applicant is required to enter into a lease arrangement with Council due to its location on Crown Land (Lions Park).**

Resolution:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ATTENDANCE:

General Manager Communities Eleanor Sharpe left the meeting at 9:29am
Manager Community Cultural Services Carolyn Knudsen entered the meeting at 9:30am

6.1.4 P&LM - 1153806 - Forwarding an application for grants and donations for

Tanduringie State School for a waiver of the Planning and Building Fees for an Advertising Device at 18 Main Street, Maidenwell

Summary

Council received a written request from the Tanduringie State School for the 100% waiver of planning and building application fees for the construction of a Advertisement Device at the Maidenwell Hotel (18 Main Street, Maidenwell and described as Lot 6 on SP229731).

Officer's Recommendation

That Council *approve* 100% waiver of the planning and building application fees (\$1,251) less document lodgement (\$161), having regard to the community nature of the Advertisement Device proposed to be constructed by the Tanduringie State School and its future use by community organisations and for the promotion of local not-for-profit events within the Maidenwell area.

Resolution:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

6.2 Waste

Nil.

6.3 Planning & Land Management & Waste Portfolio Report

Nil.

7. Community & Cultural Services

7.1 Community & Cultural Services

DECLARATION OF INTEREST:

Cr DW Kratzmann (Mayor) declared a Material Personal Interest in the following matter and left the meeting at 9:31am. The Deputy Mayor assumed the Chair.

7.1.1 C&CS - 1165640 - Communications Tower

Summary

After the devastating floods in 2011, Council was granted \$250,000 to assist with the local community's recovery efforts. These funds were to be provided to community groups to help them assist with the human and social recovery of the community and also to contribute to the community's disaster preparedness.

Officer's Recommendation

That Council endorse the recommendation from the Flexible Funding Review Committee to utilise the remaining Community Recovery Flexible Funding to construct an all purpose communication tower at Cushnie.

Resolution:

Moved Cr DJ Palmer, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr DW Kratzmann (Mayor)*

ATTENDANCE:

Cr DW Kratzmann (Mayor) returned to the meeting and resumed the Chair at 09:41am.

7.1.2 C&CS - 1164891 - Minutes of the Arts Culture & Heritage Management Advisory Committee Meeting held on Monday, 29 April 2013.

Summary

Providing a copy of the Minutes of the Arts, Culture and Heritage Management Advisory Committee Meeting held at the South Burnett Regional Council Chambers, Glendon Street, Kingaroy on Monday, 29 April 2013.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Arts, Culture and Heritage Management Advisory Committee held on Monday, 29 April 2013.



Minutes

Of the

Arts Culture & Heritage Committee

Held in the South Burnett Regional Council Chambers , Kingaroy

on 29 April 2013

Commencing at 9.00 a.m.

Community & Cultural Services Coordinator: Michael Hunter



Regional Arts Development Fund Committee Minutes

ORDER OF BUSINESS:

1.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	1
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2.	AGENDA ITEMS	1
2.1	Welcome	1
2.5	Round Four Applications for the 2012/2013 Year (25 March - 19 April)	2
2.7	2012/2013 RADF Bid	4
2.8	2012/2013 Budget Review	4
3.	GENERAL SECTION	4
3.1	Other Business.....	4
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Minutes of the meeting of the Arts Culture & Heritage (ACH) Management Advisory Committee, held in the South Burnett Regional Council Chambers, Glendon Street, Kingaroy on Monday, 29 April 2013 at 9.15 a.m.

Present

Cr Cheryl Dalton, Michael Hunter (SBRC Cultural Services Coordinator), Peter Peacey, Robyn Dower, Elaine Madill, Ted Wall and Julia Shaw.

Meeting opened at 9.15 a.m.

1. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

1.1 ACH Committee Meeting Minutes

That the minutes of the previous meeting held on Tuesday, 27 November 2012 as recorded be confirmed.

Resolution: *That the minutes of the previous Committee Meeting held on Tuesday, 27 November 2012 as record be confirmed.*

Moved: Robyn Dower

Seconded: Julia Shaw

Carried: 6/0

2.2 Apologies

Apologies were received from the following Committee members:

- Liz Schneidewin
- Cr Debra Palmer
- Carolyn Knudsen
- Suzanne McBride

2. AGENDA ITEMS

2.1 Welcome

Cr Cheryl Dalton welcomed all to the first Committee meeting for 2013 and thanked them for attending.

2.2 Correspondence

- Jally Productions - Proposed Calender Girls Production - April - May 2014

Council's RADF Liaison Officer, Michael Hunter advised the committee that he had been in contact with "Go Getta Girls" to gauge their interest in assisting Council to deliver this production to the South Burnett. It was felt this production would appeal to all age groups. Discussions were held regarding the budget for this production.

Resolution: *That Council's RADF Liaison Officer, Michael Hunter and Chairperson, Cr Cheryl Dalton to contact Jally Productions to finalise the dates for "Calender Girls" and to commit the 2012/2013 budget for this production. Date is to be finalised for a Saturday in April/May 2014.*

Moved: Robyn Dower

Seconded: Peter Peacey

Carried: 6/0

2.5 Round Four Applications for the 2012/2013 Year (25 March - 19 April)

Council has received seven (7) applications for Round Four with a total amount requested of \$4,817.40 (ex GST).

Applicant: Jill Sampson

Description of Workshop: Bimblebox Art Project

Cost: \$1,000

Resolution: That this application be approved for \$1,000 subject to the following conditions:

- To present a talk on her experience/acquired knowledge to the Gallery Owners and Managers in the South Burnett.

Moved: Robyn Dower

Seconded: Elaine Madill

Carried 6/0

Elaine Madill and Robyn Dower declared an interest in the following applications and left the meeting at 9.55 am

Applicant: Margaret Westerman

Description of Workshop: Bookbinding Workshops (25- 26 May & 1-2 June 2013)

Cost: \$309 each

Resolution: That these two (2) applications be approved for \$309 each subject to the following conditions:

- Artist needs to obtain an ABN and provide evidence to RADF Liaison Officer
- A minimum 80% participation from SBR residents
- To include advertising to the wider community
- To provide dates of workshop/event to enable placement of details on Council's website
- To demonstrate that at least one place in the course has been offered to a youth participant.
- To be included as an invitee to the 2013 RADF Showcase exhibition if required.

Moved: Peter Peacey

Seconded: Julia Shaw

Carried 4/0

Applicant: Wondai Regional Art Gallery

Description of Workshop: "Essence of Nature" Workshop

Cost: \$1,098

Resolution: That this application be approved for \$1,098 subject to the following conditions:

- A minimum 80% participation from SBR residents
- To include advertising to the wider community
- To provide dates of workshop/event to enable placement of details on Council's website
- To demonstrate that at least one place in the course has been offered to a youth participant.
- To be included as an invitee to the 2013 RADF Showcase exhibition if required.

Moved: Ted Wall

Seconded: Peter Peacey

Carried 4/0

Applicant: Wondai Regional Art Gallery
Description of Workshop: "Letting Go" Workshop
Cost: \$1,050

Resolution: That this application be approved for \$1,050 subject to the following conditions:

- A minimum 80% participation from SBR residents
- To include advertising to the wider community
- To provide dates of workshop/event to enable placement of details on Council's website
- To demonstrate that at least one place in the course has been offered to a youth participant.
- To be included as an invitee to the 2013 RADF Showcase exhibition if required.

Moved Julia Shaw

Seconded: Ted Wall

Carried 4/0

Elaine Madill & Robyn Dower returned to the meeting at 10.12 am

Julia Shaw declared an interest in the following application and left the meeting at 10.12 am

Applicant: Nanango Art Society - Karen Bolton
Description of Workshop: Watercolour Workshops
Cost: \$300

Resolution: That this application be approved for \$300 subject to the following conditions:

- Support Letters to be provided
- RADF Officer is waiting on a revised Budget.
- Artist to obtain a ABN and provide evidence to RADF Liaison Officer
- A minimum 80% participation from SBR residents
- To include advertising to the wider community
- To provide dates of workshop/event to enable placement of details on Council's website
- To demonstrate that at least one place in the course has been offered to a youth participant.
- To be included as an invitee to the 2013 RADF Showcase exhibition if required.

Moved: Elaine Madill

Seconded: Robyn Dower

Carried 5/0

Julia Shaw returned to the meeting at 10.18 am

Applicant: Sue Beyer
Description of Workshop: Two (2) week Artist Residency at Bundanon, NSW
Cost: \$751.40

Resolution: That this application be approved for \$751.40 subject to the following conditions:

- Extend the offer of a talk to other artists in the South Burnett Region.

Moved: Ted Wall

Seconded: Robyn Dower

Carried 6/0

2.7 2012/2013 RADF Bid
Council's RADF Liaison Officer provided an update on the 2012/2013 RADF Bid to the committee.

2.8 2012/2013 Budget Review
Council's RADF Liaison Officer provided an update on the 2012/2013 ACH & RADF Budget to the committee

3. GENERAL SECTION

3.1 Other Business

- Junior Art Program for the South Burnett

Cr Cheryl Dalton spoke to the committee regarding the possibility of a Junior Art Program being initiated in the South Burnett. Discussions were held regarding the feasibility of this being carried out.

Resolution: That Chairperson, Cr Cheryl Dalton and Council's RADF Liaison Officer, Michael Hunter to investigate the possibility of a Junior Art Program being initiated in the South Burnett.

Moved: Ted Wall

Seconded: Elaine Madill

Carried: 6/0

- Update on 2013 Big Screen Filmfest

Council's RADF Liaison Officer provided an update and a copy of the program for the week.

- Update on the Brisbane Valley Rail Trail Oral Histories

Council's RADF Liaison Officer provided brief update to the committee on the BVRT Oral Histories and the committee listened to an excerpt from the CD provided. The Liaison Officer will provide a further update at the next meeting.

- Update on Patrick Tiernan Project

The committee noted the attachment provided by Council.

- RADF Showcase - November 2013

The committee discussed the 2013 RADF Showcase and it will be discussed and further planning will be carried out at the next ACH Meeting that will be held in August 2013.

- Update on the Arts Queensland Regional Arts and Cultural Awards 2013 Nomination - Tractor Tattoo 2012.

Council's RADF Liaison Officer and Cr Cheryl Dalton provided an update on the nomination Council received for Tractor Tattoo 2012 by Creative Regions to the Arts Queensland Regional Arts & Cultural Awards 2013 under category "Building Strong Communities". The applications will be shortlisted in July 2013 and winners will be announced at the Arts Queensland Regional Arts and Cultural Awards Dinner in Rockhampton on 20 August 2013.

Resolution: The Arts Culture & Heritage Management Advisory Committee fully support this application.

Moved: Peter Peacey

Seconded: Elaine Madill

Carried 6/0

- 2013/2012 RADF Funding Round Dates

Round 1- 1 July to 26 July 2013

Arts Culture & Heritage MAC Meeting to be held on Tuesday, 6 August 2013 starting at 9.00 am. To go to the Council Meeting on 21 August 2013

Round 2 – 2 September – 27 September 2013

Arts Culture & Heritage MAC Meeting to be held on Tuesday, 8 October 2013 starting at 9.00 am. To go to the Council Meeting on 16 October 2013

Resolution: That the Arts Culture & Heritage Management Advisory Committee accept these dates for the first two (2) RADF rounds for the 2013-2014 funding year.

Moved: Robyn Dower

Seconded: Julia Shaw

Carried: 6/0

The meeting was closed at 11.45 am

Attachments

From: John and Alli [mailto:info@jallyentertainment.com.au]
Sent: Friday, 12 April 2013 2:13 PM
To: Cheryl Dalton
Subject: Jally Noosa

Hi Cheryl

Remember us – we have a new show touring Australia next year – thought you may want to have a look at it – no nudity – but a great true story – based on the motion picture of the same name.

We have secured the rights to 'Calendar Girls' for Australia in 2014, we are locking in dates for this show for April/May 2014.

We staged a 'test run' of this production earlier this year - please see some of the feedback- as attached. Redcliffe sold 700 seats, Noosa - 620, Gympie- 350 and RPAC completely sold out, two weeks prior at 520 seats.

Cost would be \$7,500 plus GST - plus royalties. **(can negotiate a lower price for mid-week for you)**

'Bump in' from 2.00pm performance day - 'Bump out' = 1 hour.

Cast 12

Crew 2

Running time – ACT 1 - 50 mins – ACT 2 - 45 mins.

Nothing too technical – standard lighting rig.

**(Cast photo attached from recent tour and subject to change)

Your thoughts

Cheers

Alli





CALENDAR GIRLS

By Tim Firth



By Special Arrangement with Dominic Pty Ltd

CALENDAR GIRLS

By Tim Firth



When Annie's husband John dies of Leukaemia, she and best friend Chris resolve to raise money for a new settee in the local hospital waiting room. They manage to persuade four fellow Woman's Institute members to pose nude with them for an "alternative" calendar, with a little help from hospital porter and amateur photographer, Lawrence. The news of the women's charitable venture spreads like wildfire, and hordes of press soon descend on the small village of Knapeley in the Yorkshire Dales. The calendar is a success, but Chris and Annie's friendship is put to the test under the strain of their new-found fame. Based on the true story of eleven Woman's Institute members who posed nude for a calendar to raise money for the Leukaemia Research Fund. (part proceeds to Leukaemia Research) *Calendar Girls* opened at the Chichester Festival Theatre and has since become the fastest selling play in British theatre history.

"It's marvellous theatre, guaranteed to make you laugh, cry and come out singing *Jerusalem*."

"Dazzlingly funny, shamelessly sentimental and utterly captivating ... the mingling of pathos and comedy here is simply unbeatable."

The director will be Ken James, well known for his many T.V. roles including *Skippy, The Box, Glenview High, Skyways, Sons and Daughters*, and *Good Morning Australia*, with Bert Newton.

In 2009 Ken was diagnosed with Non-Hodgkin's Lymphoma, making this journey for him a very personal one, he is currently the spokesperson for this organisation.

Part of the proceeds from the royalties will be paid to Leukemia and Lymphoma Research.



0422 492 735
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Patrick Tiernan Project

In July 2012, Mayor Wayne Kratzmann received a letter from the Mayor of the Council Neder-Betuwe advising Council of the plan to install a plaque at the graves of Australian crewmen Patrick Tiernan (from Murgon) and Alfred Burns (from Lidcombe, NSW) who have been buried in the cemetery in the village of Dodewaard since 1944. These men gave their lives for others freedoms in 1944 when their Halifax 715 was shot down over Betuwe.

On 4th May each year (the day of Remembrance), the town Council, the children of 2 elementary schools, veterans of Dodewaard and the local Memorial Committee World War II, visit the graves to lay flowers and hold 2 minutes silence to pay their respects in order to honour and thank these soldiers for all they have done, far from home, for the liberation of their country.

The Mayor advised Council in the letter, in order to keep the memory of these 2 crew members alive, they would like to erect a memorial plaque portraying these two Australian airmen and the story of their last flight so visitors can become acquainted with their story and fully appreciate the enormity of what these men gave for not only their own country but others also.

On behalf of the Murgon community to respectfully thank the Dodewaard community for the care and dedication in tending Patrick's grave, the South Burnett Regional Council is seeking funding for a small delegation to travel to Neder-Betuwe to attend the ceremony on the 4th May, 2014. This date will coincide with the 70th year anniversary of the ultimate sacrifice made by these Australian heroes. It is our opportunity to honour the Dodewaard and greater community as they have honoured one of our own.

It is through stories such as Patrick's that inspire and cement friendships across the world. The local communities, governments, schools, RSL's and Patrick Tiernan's family support and will benefit from the proposed international occasion.

Council is planning to produce a commemorative book of Patrick Tiernan, the history of Murgon and the delegation trip which will further help to keep history and the heroic story alive for future generations.

Patrick Tiernan D.O.B. 23rd June, 1914
 Son of James & Mary Tiernan of Murgon, QLD, Australia
 Date of Enlistment – 26th May 1941
 Flight Sergeant Patrick Edward Thomas Tiernan
 RAAF Airgunner, Halifax Mk III, MZ715, Code KN-Z, 77e Squadron
 Army Number – Q105685, Serial Number – 47B/114
 Crashed and died on 17th June 1944, aged 29 years.

**Resolution:**

Moved Cr DJ Palmer, seconded Cr CD Dalton.

That the Officer's Recommendation be adopted.

*Carried 7/0
 FOR VOTE - Councillors voted unanimously*

ATTENDANCE:

Chief Executive Officer Ken McLoughlin left the meeting at 9:45am

7.1.3 C&CS - 1165111- Minutes of the Healthy Communities Management Advisory Committee meeting held on 23 April 2013

Summary

Providing a copy of the Minutes of the Healthy Communities Management Advisory Committee Meeting held on Tuesday, 23 April 2013.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Healthy Communities Management Advisory Committee held on Tuesday, 23 April 2013.



South Burnett
Regional Council

Directorate - Communities

Minutes of Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 23 April 2013 @ 2.00pm

Present: Cr Keith Campbell (SBRC), Carolyn Knudsen & Kerry Oldfield (SBRC), Caitlin Isaac (RHealth), Louise Judge (SBCDP), Nicole Connolly (SC), Janine Pay (SRS), Margie Hams (DOWNQ ML), Tamara Kelly (BIEDO) and Nina Temperton (CTC)

Apologies: Cr Deb Palmer (SBRC), Eleanor Sharpe (SBRC), Sue Crossley (Old Health), Amy Frame (Old Health), Greg Griffiths (SBRC), Juliette McAleer (Disability Services), Karen Baron (Rotary Kingaroy), Sue Crossley (Old Health), Mark White (Old Health), Kristen Firman (CTC), Matthew Kenny (CTC), Linda Silburn (BIEDO), Michael Eadie (PCYC), Nicole O'Brien (BIEDO), Kerrie Zeller (GRME), Prue Bauer (CTC), Judith Skinner (DOWNQ ML), Scott Hawkins (Active After School Program), Rob Lange (Old Health) and Rosemary Braithwaite (Graham House) and Belinda Pennel (Deb Frecklington's Office)

Chair: Cr Keith Campbell **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Keith Campbell (Acting Chair person), welcomed everyone to the meeting and noted the apologies. Cr Campbell then welcomed Margie Hams (DOWNQ ML) and Tamara Kelly (BIEDO) to the meeting.		
Minutes from Previous Meeting	Resolution: That the minutes of the previous Committee Meeting held on Tuesday, 26 March 2013 as record be confirmed. <i>Moved</i> Caitlin Isaacs <i>Seconded</i> Kerry Oldfield Carried 10/0		
Correspondence			
<ul style="list-style-type: none"> Outdoors and Active in 2013 - 	Council has received an email asking for clubs/groups/organisations to come on board hosting and	Carolyn Knudsen	



South Burnett
Regional Council

Directorate - Communities

Minutes of Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 23 April 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<p>Business Arising from Previous Meeting</p> <ul style="list-style-type: none"> Healthy Catering Guidelines 	<p>promoting outdoor events in October 2013. Healthy Communities or organisations within the community may like to consider the opportunity.</p> <p>Caitlin Isaacs advised that this date coincides with Walk-tober so they may be able to run it on conjunction with that.</p> <p>Kerry Oldfield presented the Healthy Catering Guidelines to the Committee and advised that an email had been sent to members for comments. It was highlighted that this document is a guideline.</p> <p>It was suggested that Kerry Oldfield liaise with RHealth and have the "Healthy" taken out of the heading and it be changed to "RHealth Catering Guidelines"</p> <p>Resolution: That the Healthy Communities Management Advisory Committee recommends that Council approve the proposed RHealth Catering Guidelines as per Item 3.5 – Commitment to Healthy Eating of the Healthy Community Plan.</p> <p>Moved Janine Pay Seconded Caitlin Isaacs</p> <p style="text-align: right;">Carried 10/0</p>	<p>Kerry Oldfield</p>	



South Burnett
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Directorate - Communities

Minutes of Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 23 April 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Update from the Healthy Communities Officer - Kerry Oldfield 	<p>Kerry provided an update to the Committee. The third Kingaroy Lift for Life program has commenced today and is at capacity at Kingaroy Fitness. PCYC are continuing with their Lift for Life programs. PCYC is continuing with Heartmoves</p> <p>Orana and PCYC Heartmoves have reached the six (6) month mark and the participants will be moving to subsidised membership.</p> <p>There are four (4) trainers for Lift for Life will attend training in Brisbane.</p> <p>There has been a suggestion by PCYC asking if they could run the Lift for Life program at Cherbourg. Kerry Oldfield had to seek approval as it was outside the South Burnett Regional Council area. She has spoken to Department of Health and Ageing and has received approval to carry this out.</p> <p>Other projects are ongoing with no major issues to report. She will be at the Kingaroy Show and will be having some fun activities for kids and encouraging parents to participate. She asked if anybody had any brochures they would like to have displayed to let her know as she is happy to put them on display. Also if they would like to help out they are welcome to join her.</p> <p>The Bloomin Beautiful festival bike ride is still in planning process.</p>	<p>Kerry Oldfield</p>	



South Burnett
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Directorate - Communities

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Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>Kerry advised that the Cycling Old Event set for end of July and she has received the first version of the contract. She had to amend the contract and has sent it back but to date hasn't received it back. The amendments were mainly to do with the school and sharing data with Council.</p> <p>She is still receiving information for the Walking brochures and tracks.</p> <p>The parent volunteer program in Blackbutt (training in food safety supervisor) is going ahead in May & June with Nutrition Australia. The Principal at Blackbutt State School has employed a coordinator one day a week to assist. Will update the Committee as Nutrition Australia is keen to have other schools and day care centres involved in these visits.</p> <p>The Community Garden is still meeting with weekly sessions. All up they have seventy (70) members but only 15-20 members attend regularly. They have installed compost bins and are looking at installing water tanks. Stuart Hall has also been to a meeting to chat about some ideas with the group.</p>		
<p>Business for Discussion</p> <ul style="list-style-type: none"> Healthy Communities Plan Review 	<p>The Committee is due to review the Healthy Communities Plan Review as a workshop. Kerry asked for ideas from the Committee on how to conduct the review.</p>	Kerry Oldfield	
	<p>Kerry will send through a link to the plan in May 2013 with a month for comment/input and then the Committee at the June</p>	Kerry Oldfield	May 2013



South Burnett
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Directorate - Communities

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Agenda Item	Action Summary	Responsible Officer	Due Date
<p>General Section</p>	<p>meeting will workshop the plan (25 June 2013).</p>		
<p>Update from Members Margie Hams - DDWNQ ML</p>	<p>Margie introduced herself to the Committee and gave a brief overview of her role. A priority at this stage is to get the GP Chapter meeting up and running as they haven't had one since December last year. She is also organising an education conference in June at the Kingaroy RSL for GPs and Nurses.</p>		
<p>Caitlin Isaac - RHealth</p>	<p>Caitlin provided an update on the Diabetes Prevention Program being carried out in Nanango. This one has been the biggest so far. There will be a second program to be carried out in Kingaroy in May. Caitlin has received really good feedback on how it's been delivered. Work is continuing on the Transport Project and the Community Kitchens.</p>		
<p>Tamara Kelly</p>	<p>Tamara introduced herself to everyone and provided an update on her role with BIEDO.</p>		
<p>Nina Temperton</p>	<p>Nina provided an update on the recent visit from Robyn Moore at the annual CTC event. As part of their 30th Anniversary CTC arranged for their staff to spend a day with Robyn Moore (who is the voice of Blinky Bill and How Green was my cactus). Robyn did a number of workshops and talks with the CTC Staff and then hosted a community evening event. The feedback was very positive from those who attended. Nina believed</p>		



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	<p>when offering events like this to community there is a need to target promotion. Nina asked for feedback on how to get the information out to the community.</p> <p>Cr Keith Campbell commented it was a pity that more did not attend as she was a wonderful speaker.</p> <p>Nina suggested that if you want to get a good mental health message out there into the community, Robyn is very good and she believed that Robyn brought some very valuable pieces of advice to her staff as well as the community night.</p> <p>Cr Campbell complimented CTC for bringing Robyn to the community.</p> <p>Cr Keith Campbell then asked Nina to speak on the Highway Christian Church on the D'Aguliar Highway as a venue. Nina advised the Committee that if they were looking for a venue to consider this facility. The facility has an area that can seat up to 200 people, including a stage and full lighting and a fully equipped catering kitchen. It also has a couple of smaller rooms off the main area that could be utilised. The Church has a catering group as well additionally are happy for people to bring their own caterers in. There is also have a very large shed that has all the audio, visual and musical equipment that is used by their youth groups. The Highway Christian Church want to be considered as a venue and are looking for groups to consider using their facilities.</p>		



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Agenda Item	Action Summary	Responsible Officer	Due Date
<p>Nicole King - Stanwell Corporation</p>	<p>Nicole gave an overview of some of the events coming up in May this year.</p> <ul style="list-style-type: none"> • 3 May is the Business Breakfast with John Schuman, • 12 May is the Mothers Day Classic Fun Run • 19 May is the Mayor's Fundraiser Breakfast. 		
<p>Janine Pay -</p>	<p>Janine advised that the Sport & Recreation Disaster Funding closed early as the Department ran out of funds for this program due to demand.</p> <p>It is hoped State Government will find additional funding.</p> <p>South Burnett Clubs that have currently indicated they have flood damage:</p> <ul style="list-style-type: none"> • Barambah Bowhunters & Field Archers Association – access road \$10,000 • Wondai Country Club – access road - \$4,155 • Go Getta Girls – equipment \$1,204 • Nanango Sporting Assoc on behalf of cricket – practice mats • Nanango Bowls – repairs to clubhouse • Nanango Rugby League – driveway • South Burnett Junior Motorcycle Club – track repair • Kingaroy Golf club – irrigation pump and shed • Nanango Netball – repairs to court and lighting 		



South Burnett
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Agenda Item	Action Summary	Responsible Officer	Due Date
<p>Carolyn Knudsen (SBRC)</p>	<ul style="list-style-type: none"> ▪ Nanango Golf – repairs to tracks and driveway ▪ Wondai Rifle Club – access road and mower ▪ South Burnett Junior Rugby League – clubhouse damage <p>Janine will be hosting a workshop in Kingaroy on 18 June on Volunteer Management at the Enterprise Centre.</p> <p>Still to confirm the dates for the two (2) workshops to be held on the following:</p> <ul style="list-style-type: none"> • Sports Strapping in Murgon August • Disaster Management in Nanango October <p>The Get in the Game programs will open again early in the next financial year. The budget has been increased to \$16 million each year. Programs include:</p> <ul style="list-style-type: none"> • Get Started -\$150 vouchers • Get Going – up to \$10,000 for programs and equipment • Get Playing – up to \$100,000 for infrastructure <p>The Young Athlete Assistance Program still open.</p> <p>Carolyn provided an update on the budget for Healthy Communities. It was asked that should the Committee have suggestions they be put in writing/email.</p> <p>Carolyn advised the Committee of this year's Big Screen</p>		



South Burnett
Regional Council

Directorate - Communities

Minutes of Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 23 April 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>Filmfest commencing 15 May 2013. Kerry advised that she will be attending Filmfest for that weekend so if anybody had anything they wanted promoted she would be happy to put brochures on her table.</p> <p>Kerry is to send the link for Filmfest to the Committee members</p> <p>Next meeting is to be held on 28 May 2013 starting at 2.00pm</p> <p>Meeting closed at 3.08 pm.</p>	Kerry Oldfield	ASAP

COAG Healthy Communities Initiative
 Projects to be undertaken over the next two years

HC MAC Meet 23/4/2013

Item		
1	Allocate resources (human and financial) towards on-the-ground implementation of the Plan. Seek funding (such as COAG Healthy Communities funding or similar) to fund a Healthy Communities Co-ordinator position. SBRC Healthy Communities Plan - 3.6.1 (b)	
2	Engage local fitness leaders to conduct Lift for Life or Heart Moves programs for adults. (dependant on identified community needs) (This goal has been changed to fit in with the National Program Guidelines) SBRC Healthy Communities Plan - 3.3.1 (j - o)	No LL Participants (starting program): Kry 36, Mgn 17 (TOTAL 41) . Completed LL participants: Kry 7. No of Heartmoves participants (starting program): Ngo 30, Kry 13, Wdai 13, PCYC Mgn 13, PCYC Castra 18, Boondooma 16 (TOTAL 95) . Completed Heartmoves participants: Wdai 5, Ngo 8, Boondooma 8 (TOTAL 21) LL Programs running currently - 3, LL Programs completed - 1 Heartmoves Programs running currently - 7. Total Heartmoves Programs completed - 4 LL Providers - trained providers: 5, providers currently running a program/s: 3, upcoming LL trainees: 4 (May 2013). Heartmoves Providers - trained providers: 5, providers currently running a program/s: 3, no upcoming training Approval received from funding body, Department of Health and Ageing, to deliver LL in Cherbourg (requested by PCYC)
3	Engage local fitness leaders to conduct Heart Moves in pools or adult learn to swim/ water fitness where there are pool facilities available. (This goal has been changed to fit in with the National Program Guidelines) SBRC Healthy Communities Plan - 3.3.1 (j - o)	No programs currently running

4	<p>Partner with physical activity providers such as South Burnett Aquatic Centre, PCYC, commercial gyms to provide reduced memberships as part of a recognition program. The program to be two-fold with one stream focusing on the unemployed (holding a concession card) and the other stream to focus on volunteers. This is to help with the sustainability of the Lift for Life program (work with businesses to support down time) Eligibility to be determined.</p> <p>SBRC Healthy Communities Plan - 3.3.2 (c)</p>	<p>No of subsidised memberships implemented: Ngo 11, Kry 8, Boondooma 8 (TOTAL 27)</p>
5	<p>In conjunction with Heart Foundation Walking, work to establish a sustainable walking program across the region by:</p> <ul style="list-style-type: none"> Ø Improving promotion of existing walking groups in Kingaroy, Wondai and Blackbutt Ø Establishing new walking groups in all towns, with priority locations being: <ul style="list-style-type: none"> o Nanango o Murgon o Proston o Kumbia and o Maidenwell Ø Once established, continue to expand walking groups and increase the number of available groups Ø Ensure walking groups provide for a range of target groups, with a key focus on: <ul style="list-style-type: none"> o Men o Mums with strollers o Older adults <p>SBRC Healthy Communities Plan - 3.3.1 (d)</p>	<p>Memberships soon to be implemented following Heartmoves program completion in Kry, Mgn and Wdai, Diabetes Prevention Programs and for Council Volunteer stream</p> <p>Walking groups ongoing – no issues to report</p>

	Work in progress
6	Undertake the Healthy Food Access Basket survey as highlighted in the Healthy Communities Plan and original tender brief.
7	<p>Undertake a Ausdrisk Health Promotion and Health assessment pitstops and local program advertising and marketing, (Australian Diabetes Risk Assessment Tool) at community events</p> <p>SBRC Healthy Communities Plan - 3.6.3</p>
8	<p>Active local parks by running an annual Active Parks program across the region</p> <ul style="list-style-type: none"> Ø Target mothers, 45-59 year olds and older adults Ø Concentrate on destination parks and ensure provision across the region in Kingaroy, Nanango, Wondai and Murgon Ø Seek Expression of Interest from local person/s to coordinate the program <p>SBRC Healthy Communities Plan - 3.3.1 (a)</p>
9	<p>Establish an 'Active and Healthy Families' program aimed at providing a range of free or low-cost activities across the region for families with a specific focus on mothers out of the workforce. Activities could include:</p> <ul style="list-style-type: none"> Ø Obstacle / fitness circuits Ø Treasure hunts Ø Cooking workshops Ø Gardening workshops (utilising community gardens) <p>SBRC Healthy Communities Plan - 3.3.1 (b)</p>
10	<p>Develop a regular community event such as a 'Mt Wooroolin Race' that inspires people to get fit. The event could:</p> <ul style="list-style-type: none"> Ø Include several classes Ø Be incorporated with an overall Healthy Lifestyle Expo or another festival <p>Partner with employment groups to help run the program</p>

11	<p>SBRC Healthy Communities Plan - 3.3.1 (f)</p> <p>Conduct a 'program planning day' at least once or twice per year, to determine a suite of programs to be run under an 'Active & Healthy South Burnett' banner and work together to confirm funding arrangements, dates, venues and contact details for the programs so that they may be incorporated into an 'Active & Healthy South Burnett' program brochure (monthly stakeholders meetings)</p>	<p>No activity to report</p>
12	<p>SBRC Healthy Communities Plan - 3.4.1 (b)</p> <p>Develop a permanent 'Healthy Communities' link on the home page of Council's website providing an active and healthy tip and linking to the Active South Burnett website</p>	<p>No activity to report</p>
13	<p>SBRC Healthy Communities Plan - 3.4.1 (d)</p> <p>Develop 'active and healthy' maps and brochures showing all walk / cycle paths and key sport and recreation facilities throughout the region. Publish hard copies and include on Councils website and the Active South Burnett website.</p>	<p>Ongoing preparation of maps and content for Country Design and Print</p>
14	<p>SBRC Healthy Communities Plan - 3.4.1 (g)</p> <p>In addition to a combined program brochure develop individual promotional flyers for all physical activity and healthy eating programs and distribute through local networks such as school newsletters, letter-box drops and newspaper inserts. (including launch material for COAG funded program)</p>	<p>Ongoing - improved advertising in SB Mail thanks to Council Promotions officer</p>
15	<p>SBRC Healthy Communities Plan - 3.4.1 (i)</p> <p>Seek permission to incorporate the logos of the Federal Government's 'Measure Up' campaign and State Government's 'Go for 2 and 5' campaign on all promotional material associated with Healthy Communities</p> <p>programs to reinforce social marketing messages</p> <p>SBRC Healthy Communities Plan - 3.4.1 (h)</p>	<p>Completed</p>

16	<p>Work with primary schools to identify the skills and interests of parents and establish a community volunteerism program encouraging and providing training for local parents to become involved in physical activity and nutrition programs as leaders/helpers. This initiative may be piloted in one township initially to determine its effectiveness and later extended to other areas in the region</p> <p>SBRC Healthy Communities Plan - 3.4.2 (a)</p>	<p>A coordinator is now employed at B'butt State School to assist with implementation of this program. Tentative scheduling for Term 2 2013, awaiting confirmation from B'butt SS's Coordinator and provider, Nutrition Australia Qld</p>
17	<p>Partner with other agencies to promote healthy eating eg.</p> <ul style="list-style-type: none"> Ø Engage directly with supermarket chains to run demonstration classes in supermarkets (eg food budgeting, shopping, healthy food preparation) Ø Conduct workshops on nutrition-related topics (eg food budgeting, shopping, food preparation, home growing fruit and vegetables) at community events such as markets, festivals, shows etc Ø Assist local residents to access locally grown fruit and vegetables via markets, roadside stalls etc Ø Community Kitchen cooking skills startup program <p>SBRC Healthy Communities Plan - 3.5.2 (a)</p>	<p>Community Kitchens - ongoing. Participant no's 5-10 per town, programs running in 5 towns (Benarkin, Kingaroy, Wondai, Murgon, Proston)</p> <p>Engaging a mix of the Healthy Communities target groups – retirees, carers, CALD groups, mothers etc</p>
18	<p>Provide incentives to restaurants, cafes, take away food outlets to provide healthy eating choices possibly via:</p> <ul style="list-style-type: none"> Ø Reduced licensing fees Ø Promotion in 'healthy eating' guides Ø Use of venues as preferred caterers for corporate events <p>SBRC Healthy Communities Plan - 3.5.2 (b)</p>	<p>No activity to report</p>
19	<p>Support and partner with RHealth in the development and implementation of a 'Healthy Food Choice' program aimed at 'accrediting' local food outlets</p>	<p>This program will be shelved</p>

<p>∅ Potential to resource through Council's existing EHO responsibilities ∅ Once mobile, develop a database of 'preferred suppliers' for use at Council functions SBRC Healthy Communities Plan - 3.5.2 (c)</p>	<p>Work with local residents to establish, revitalize or continue community gardens.</p> <p>SBRC Healthy Communities Plan - 3.5.2 (d)</p>	<p>Kry Community Garden - ongoing weekly sessions. No of people on member register 70. Approximate number of regular active members 15-20</p> <p>Business Plan development ongoing with assistance from BIEDO Regional Garden Coordinator</p> <p>Garden design process ongoing – engaging Parks and Gardens Coordinator for assistance to ensure Park and Gardens requirements/regulations are adhered to</p> <p>Diabetes Prevention Program ongoing across the region - to feed into Subsidised Membership Program</p>
<p>20</p>	<p>SBRC Healthy Communities Plan - 3.5.2 (f)</p>	<p>Liaise with RHealth and Qld Health to promote the 'Lighten up' program in all main towns</p> <p>SBRC Healthy Communities Plan - 3.5.2 (f)</p>
<p>21</p>	<p>Establish mechanisms to ensure planning for active and healthy communities is embedded into and considered across all Council departments, particularly Health, Planning, Parks, Transport and Human Resources. This could be achieved by including an 'Active & Healthy' component on the agendas of existing inter-departmental meetings (eg Managers meetings) or by creating an internal 'Healthy Communities Working Group' involving the relevant staff positions.</p>	<p>SBRC Healthy Communities Plan - 3.6.1 (c)</p>
<p>22</p>	<p>Clearly define the relationship between the Healthy Communities Management Advisory Committee, the Active South Burnett group and local physical activity providers and establish clear communication channels</p>	<p>SBRC Healthy Communities Plan - 3.6.2 (a)</p>
<p>23</p>	<p>Audit Fees</p>	<p>No activity to report</p>
<p>24</p>	<p>No participants on HC dbase</p>	<p>245</p>

From: Donna Little [mailto:ceo@qorf.org.au]
Sent: Thursday, 13 December 2012 3:36 PM
Subject: Outdoors and Active in 2013

Dear All

I am writing to our QORF members (and a couple of engaged but non-member groups) who represent City and Regional Councils to see if we can kickstart the 2013 Outdoor-tober campaign with the support of your organisations. There are 15 Councils that QORF deal with closely and I see that you can (and in many ways do) play a key role in helping us to promote and encourage more people to get outdoors and active in your local regions.

Attached is some information about a Campaign that we introduced this year, called Outdoor –tober. The genesis of this campaign came from a desire to find ways to encourage the general public to be more aware of the wide ranging opportunities and benefits of participating in outdoor recreation activities. We ran into the month of October with a short lead time for the campaign, but even then, a number of you were actively engaged in promoting activities on the dedicated website. Our sincere thanks for your help on such short notice.

The attachment is only one page, but I send it to encourage you to think about how your Council and Region, can be part of this campaign in 2013 and beyond. Anecdotal comments have indicated that the logo and the campaign name already have some 'brand' recognition throughout the state, but if we are going to build promotions that broadly get people interested in being active outdoors, and visiting your region for its outdoor appeal, then it requires buy in from all of us.

As you preparing your calendar of recreation promotions, events and engagements in 2013 and 2014, please think about how you might be able to target your City or Region to align to October and the weeks on either side. In 2012, Rockhampton Regional Council introduced its own Outdoor tober Kickstart Calendar. They coordinated local clubs and organisations to run activities in the month and had a program. We would love you to do the same, use the Outdoor-tober logo that you can apply for from us (no charge), and load your activities on the central Outdoor-tober calendar of events. That way not only the locals know what is on – so do visitors and others who are looking for how they can be involved.

We are very keen for your feedback, suggestions, participation, leadership and involvement in this with us, so do feel free to make contact and share your thoughts. We hope that many of you can find ways to leverage the campaign for your own areas, and to increase community awareness for all.

Finally, I wish you all a very Merry Christmas and a Happy and Safe New Year. May your days be filled with adventures.

Regards
Donna

Donna E. Little
(Chief Executive Officer)



Win a Kids Balance Bike for [Christmas](#).
Find QORF on [Facebook](#)

Queensland Outdoor Recreation Federation
150 Caxton Street

Milton, Qld, 4064
Ph: 07 3369 9455
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Email: donna@qorf.org.au
Web: www.qorf.org.au

Proudly Supported by the Qld Government, Department of National Parks, Recreation, Sport and Racing

P Save a tree. Don't print this e-mail unless it's necessary



In October 2012 QORF launched a new social marketing campaign called Outdoor-tober. Designed as a reminder to encourage people to get outdoors and try new activities, the campaign had some good successes in its first year—and demonstrated scope for much greater growth.

- What Do We Know: 2012 Website**
- More than 320 separate activities could be accessed through Outdoor-tober website
 - 32 different outdoor activities were offered
 - Conservative estimate. More than 5000 Qld'ers took part in at least one Outdoor-tober event
 - 4200 page views of dedicated website
 - Media coverage from Launch at KP Cliffs
 - Local Council interest & participation e.g. Brisbane, Logan, Gold Coast, Rockhampton Regional Council

- Why Should We Try To Grow?**
- Raise the profile of opportunities in local areas for outdoor recreation participation with new and existing participants
 - Stimulate positive media stories
 - Build participation and stimulate action
 - Capture public awareness
 - Promote local outdoor physical activity providers
 - Remind community of the benefits of more people, more active, more often

To move Outdoor-tober from an idea to a feature on the Queensland Calendar, and to stimulate increased outdoor recreation behaviours, QORF needs **your help** to build the campaign. We believe there is positive return for all local councils, outdoor recreation / education providers, clubs and organisations from Outdoor-tober and we seek your support to be part of this initiative in one or all of the following ways:

- ⇒ List your existing events on the dedicated Outdoor-tober calendar: www.outdoortober.com.au
- ⇒ Create new events with a come and try, participation involvement and invite the community to participate (Campaign Profile: last week September, any week in October, first week November)
- ⇒ Promote Outdoor-tober. Become a supporter and use the logo, link to the website and get people interested
- ⇒ Coordinate clubs in your region to run activities and list these on the calendar
- ⇒ Contribute information, giveaways, promote your regions opportunities on the website
- ⇒ Partner with us—make suggestions. E.g. Does Council have land desirable for outdoor recreation pursuits, but needs clubs to deliver the services? Maybe we can help match you with providers.

Talk to us. We are very keen to work with Councils to build this campaign to the benefit of Queensland Communities. There is no background funding for Outdoor-tober. It's an idea that has some initial profile. It needs your contributions to grow & become more. For more information or to share ideas contact: Donna or Alana: 07 3369 9455; or ceo@qorf.org.au



Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ATTENDANCE:

Chief Executive Officer Ken McLoughlin returned to the meeting at 9:47am
General Manager Communities Eleanor Sharpe returned to the meeting at 9:47am
Manager Community Cultural Services Carolyn Knudsen left the meeting at 9:47am

7.2 Community & Cultural Services Portfolio Report

Nil.

8. Economic & Tourism Development

8.1 Economic & Tourism Development

Nil.

8.2 Economic & Tourism Development Portfolio Report

Nil.

9. Operations and Technical Services

9.1 Operations

Nil.

9.2 Technical Services

Nil.

9.3 Roads Portfolio Report

Nil.

ADDRESS TO COUNCIL

The Chief Executive Officer of Shaftesbury Centre, Kristian Wale, addressed Council with an update on Ficks Crossing.

10. Water & Wastewater

10.1 Water & Wastewater

10.1.1 W&WW - 1164650 - Tender 12/13-032 Supply of 7200m of DN450 Pipe for the replacement of a section of the Kingaroy water supply rising main

Summary

Council has \$2.3M allocated in the current year for replacement of 7200m of the Kingaroy water supply rising main between Gordonbrook water treatment plant and the Stuart River. Tenders were sought from a panel of three (3) pre-qualified pipe manufacturers and suppliers under Localbuy Contract BUS 208-0111 with four (4) priced options submitted. The tender received from Iplex for the supply of glass reinforced plastic (GRP) pipe is recommended since this type of pipe has been determined as the preferred material for higher efficiency of installation and operational performance and lower overall supply and installation cost.

Officer's Recommendation

That Council award Tender 12/13 – 032 for the supply of 7200 metres of DN450 PN32 glass reinforced plastic pipe for the replacement of a section of the Kingaroy water supply rising main to Iplex Pty Ltd for a total price of \$1,111,500 ex GST delivered on ground.

Resolution:

Moved Cr BL Green, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

10.2 Water & Wastewater Portfolio Report

Nil.

11. Finance & Information Services

11.1 Information Services

Nil.

11.2 Financial Operations

Nil.

11.3 Financial Planning

11.3.1 FP - 1165573 - Replacement of Truck Plant No.129

Summary

Quotes were requested through Local Buy to UD Trucks, Isuzu Trucks and Hino Trucks for the supply of a 16 tonne GVM Trucks with a Flocon HDDCC9 body and required options. The body quote was requested only from Flocon as there are no other manufacturers of this style of body with the required capabilities.

Officer's Recommendation

That Council purchase one (1) UD PK16280KAL Truck with a Flocon HDDCC9 body for the sum of \$230,840.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

11.3.2 FP - 1165434 - Monthly Financial Statements

Summary

The following information provides a snapshot of Council's Financial Position as at 7 May 2013.

Officer's Recommendation

That the Monthly Financial Report as at 7 May 2013 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Monthly Financial Report as at 7 May 2013 be received and noted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

11.3.3 FP- 1165420 - South Burnett Regional Council Monthly Capital Works

Summary

The following information provides a snapshot of Council's Capital Works as at 1 May 2013.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 1 May 2013 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the South Burnett Regional Council's Monthly Capital Works Report as at 1 May 2013 be received and noted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

11.4 Financial and Information Services Portfolio Report

Nil.

12. Executive Services

12.1 Executive

Nil.

12.2 Human Resources

Nil.

12.3 Governance

12.3.1 G - 1165535 - Operational Plan Progress Report

Summary

The Annual Operational Plan 2012/13 details the projects, services and initiatives that Council has planned to deliver this financial year. Pursuant to section 174(3) of the *Local Government Regulation 2012* a report must be presented to Council detailing the progress towards the implementation of the Annual Operational Plan.

Officer's Recommendation

That the Operational Plan Progress Report for the March 2013 Quarter be adopted.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.4 Strategic Projects & Grants

Nil.

12.5 Governance Portfolio Report

Nil.

13. Information Section

13.1 IS - 1165764 - Reports for the Information of Council

Summary

Listing of correspondence pending completion of assessment report
Delegated Authority Report
Workplace Health & Safety Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr DJ Palmer, seconded Cr KA Duff.

That the reports be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

14. General Section

Nil.

ADJOURNMENT:

Motion:

Moved Cr KM Campbell, seconded Cr BL Green.

That the meeting adjourn for twenty (20) minutes

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

RESUMPTION:

Motion:

Moved Cr BL Green, seconded Cr DP Tessmann.

That the meeting resume at 10:59am with attendance as previous to the adjournment

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

15. Confidential Section

CLOSED SESSION:

Motion:

Moved Cr CD Dalton, seconded Cr KA Duff.

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

DECLARATION OF INTEREST:

Cr KM Campbell declared an interest in the following matter and left the meeting at 11:01 AM.

Reason: Cr Campbell is a shareholder of Beangrowers Australia

OPEN COUNCIL:

Motion:

Moved Cr DJ Palmer, seconded Cr DP Tessmann.

That the meeting resume in Open Council.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr KM Campbell*

Report:

The Mayor reported that whilst in Closed Session, in accordance with Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012, Council considered matters concerning the Sale of Lot 4 on RP914988.

Motion:

Moved Cr DW Kratzmann, seconded Cr DP Tessmann.

That the Mayor's report be received.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr KM Campbell*

15.1 CONF - 1164900 - Sale of Lot 4 on RP914988

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts proposed to be made by it

Recommendation

That in accordance with Section 236 (2) of the Local Government Regulation 2012, Council resolves to dispose of Lot 4 on RP914988 other than by tender or action as it is proposed to dispose of the lot to a person who owns adjoining land.

Resolution:

Moved Cr DJ Palmer, seconded Cr BL Green.

That the Officer's Recommendation be adopted.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr KM Campbell*

ATTENDANCE:

Cr KM Campbell has returned from temporary absence at 11:04 AM

Ken McLoughlin advised that this would be General Manager Eleanor Sharpe's last meeting as she was leaving local government to pursue a new venture in the private sector. Ken expressed his appreciation of Eleanor and her true professionalism as a local government officer.

The Councillors also thanked Eleanor for her contribution to Council and wished her well in her new endeavours.

There being no further business the meeting was declared closed at 11:17am.

Confirmed before me this day of2013

..... **MAYOR**

