



Minutes

Of The

General Council Meeting

Held in the Council Chambers, 45 Glendon Street Kingaroy

on Wednesday, 19 September 2012

Chief Executive Officer: Ken McLoughlin



SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 19 September 2012

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Minutes of the meeting of the South Burnett Regional Council, held in the Council Chambers, 45 Glendon Street Kingaroy on 19 September 2012 at 9:00am

PRESENT:

Councillors:

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

Permanent Absence: Cr CD Dalton, Cr DJ Palmer

Council Officers:

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

1. Leave Of Absence

Motion:

Moved Cr KA Duff, seconded Cr KM Campbell.

That leave of absence be granted for Cr CD Dalton until 14 October 2012.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

Motion:

Moved Cr DP Tessmann, seconded Cr BL Green.

That leave of absence be granted for Cr DJ Palmer.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

2. Prayers

A representative of the Ministers Fraternal, Pastor Steve Nixon, from Kingaroy Church of Christ offered prayers for Council and for the conduct of the Council meeting.

3. Address From Public Gallery

Members of the Public who wish to raise matters from the Public Gallery are advised that this section of the Minutes will be considered at 9.00am on 19 September 2012.

4. Receipt Of Petitions

Nil.

5. Confirmation Of Minutes Of Previous Meeting

5.1 South Burnett Regional Council Minutes

Officer's Recommendation

That the minutes of the previous meeting held on 15 August 2012 as recorded be confirmed.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the minutes of the previous meeting held on 15 August 2012 as recorded be confirmed.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

5.2 South Burnett Regional Council Special Minutes

Officer's Recommendation

That the minutes of the special meeting held on Wednesday 5 September 2012 as recorded be confirmed.

Resolution:

Moved Cr BL Green, seconded Cr KM Campbell.

That the minutes of the special meeting held on Wednesday 5 September 2012 as recorded be confirmed.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

6. Mayoral Report

6.1 MR - 1326956 - Mayoral Report

Summary

Mayoral Report to council for the period Thursday 9 August 2012 to Wednesday 12 September 2012.

Officer's Recommendation

That the Mayoral Report to council for the period Thursday 9 August 2012 to Wednesday 12 September 2012 be received.

Resolution:

Moved Cr DW Kratzmann, seconded Cr KA Duff.

That the Mayoral Report to council for the period Thursday 9 August 2012 to Wednesday 12 September 2012 be received.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

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

See Business Function Headings

7. Planning & Environment

7.1 Environmental Services

Nil.

7.2 Natural Resource Management (NRM) & Parks

Nil.

7.3 NRM, Parks and Environment Portfolio Report

7.3.1 NRMP&E - 1325884 - NRM, Parks and Environment Portfolio Report

Summary

NRM & Environment Portfolio Report to council for the period 15 August 2012 to 11 September 2012.

Officer's Recommendation

That the NRM & Environment Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the NRM & Environment Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

8. Planning, Land Management and Waste

8.1 Planning and Land Management

8.1.1 P&LM - IR1324978 - Requesting waiver of building and plumbing application fees - 1 Victoria Street, Kingaroy - Uniting Care Community Qld (Lifeline)

Summary

Uniting Care Community Queensland (Lifeline) is seeking a waiver of the Building Application Fee of \$1,017 and Plumbing and Drainage Application Fee of \$649 associated with the construction of an Office extension at 1 Victoria Street, Kingaroy (Lot 7 on RP37027).

Officer's Recommendation

That Council *approve* 100% waiver of the \$856 Building Application Fee and \$649 Plumbing and Drainage Application Fee, having regard to the community nature of the existing use and additional services which can be provided by Uniting Care Community Queensland (Lifeline) as a result of the Office extension.

Based on Council's previous consideration of fee waiver requests and Council's *Consideration of Applications for Reduction in Council's Fees & Charges – Building & Development Applications Policy*, it is considered reasonable to retain the \$161 Document Lodgement Fee as paid by the applicant.

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

8.2 Waste

Nil.

8.3 Planning & Land Management & Waste Portfolio Report

8.3.1 P&LM - 1325750 - Planning, Land Management and Waste Portfolio Report

Summary

Planning, Land Management and Waste Portfolio Report to council for the period 15 August 2012 to 11 September 2012.

Officer's Recommendation

That the Planning, Land Management and Waste Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

Resolution:

Moved Cr DW Kratzmann, seconded Cr KA Duff.

That the Planning, Land Management and Waste Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9. Community & Cultural Services

9.1 Community & Cultural Services

9.1.1 C&CS - 1324252 - Minutes of the Boondooma Homestead Management Advisory Committee and Building Sub Committee meetings held on 29 May, 10 July and 7 August 2012.

Summary

The Boondooma Homestead Management Advisory Committee and Building Sub Committee held meetings on 29 May, 10 July and 7 August 2012 and submit the following minutes to be tabled at the next Council Meeting for discussion.

Officer's Recommendation

That Council endorse the recommendations and minutes of the Boondooma Homestead Management Advisory Committee and Building Sub Committee meetings held on 29 May, 10 July and 7 August 2012.

Boondooma Homestead Management Advisory Committee	South Burnett Regional Council			Date: 29 th May 2012	Time: 10.30am	Venue: Boondooma Homestead
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Chairman:	Cr Kathy Duff	Apologies:	Marion Montreal, Kathleen Jiggins, Marion Alford, Pattie Brown, Trudy Bartlett
Attendance: Members	Lynne Bennett, Buddy Thomson, Cr Kathy Duff, Noreen Brier, Bruce Metzroth, Mavis Metzroth, Richard Grimes, Carolyn Knudsen, Cr Debra Palmer, Bob Somerset, Leslie Somerset		
Observers	Russell Springgall, Chris du Plessis (for first part of meeting)	Next Meeting	Tuesday, 10 th July 2012 @ 10.30am (TBC)

Item	Discussion	Action	Who	When
1. Minutes	The minutes of the previous meeting were circulated prior to the meeting.	MOTION "that the minutes of the meeting held on 6 th March 2012 be accepted as correct"	moved Richard Grimes, seconded Lynne Bennett → CARRIED	29 th May 2012
2. Report from Building Sub Committee	As per attached Minutes: <ul style="list-style-type: none"> • Electricity • Positioning of dongers • Need for shed/workshop 	RECOMMENDATION "that Cr Duff speak to the electrical contractor and ask for a quote for connecting an underground power supply from the gift shop to the dongers, to run 9 lights and 6 hardwired smoke alarms" (The Inc Assoc will dig the trench) Committee members inspected dongers in present position and discussed options; RECOMMENDATION "that alternate locations be marked/pegged out for consideration at next meeting" Turn around for visiting vehicles and positioning of future camp kitchen to be considered in conjunction with this; Draft Site Plan needs N Point adjusted and then circulated to Committee members	Moved Bob Somerset, seconded Bruce Metzroth → CARRIED Moved Richard Grimes, seconded Buddy Thomson → CARRIED Russell Springgall to adjust plan and send to Noreen for circulation Moved Bruce Metzroth, seconded	Immediately Immediately Immediately Immediately Immediately

Boondooma Homestead Management Advisory Committee		South Burnett Regional Council		Date: 29 th May 2012	Time: 10.30am	Venue: Boondooma Homestead
			RECOMMENDATION "that the construction of a shed/workshop be viewed as a priority and actions be implemented to have a building constructed asap: - Acquire quote for 20 x 8m shed (with high pitched roof & galvanised sheeting) and cement slab (with area for chemical storage) - Investigate funding options	Richard Grimes → CARRIED Buddy Thomson Cr Duff to talk to Tarong/Stanwell		
3. Business Arising from the Minutes	<ul style="list-style-type: none"> • Pest Maintenance Products purchased and treatments completed • Container / emptying out of sheds Container in place; materials not yet moved in • Business Plan 	Need to make room in a shed (by moving materials into container) for proper storage of fuel Trudy Bartlett (BIEDO) has had a meeting with Lynn; called in ill earlier this morning and unable to attend meeting as planned	Volunteers Trudy Bartlett & Committee members	Completed Ongoing Ongoing		
5. General Business	<ul style="list-style-type: none"> • Wrap up of Festival/Muster event in April • Cr Duff expressed her congratulations – "one of the best ever"; very positive feedback; toilets needed regular pumping out – due to early arrivals, were full before main event started • Restoration Materials • Approx \$12,000-15,000 spent/accounted for; there will be no repeat of the special allocation in upcoming budget, just Operational Budget • Caretaker Position • Wayne & Denise Shaw finished 8th May; Wayne has remained as a volunteer and may do some relief caretaking in future; 	Toilets/effluent disposal is being addressed in 5 Year Plan Carolyn affirmed that unspent funds from special 2010-11 Budget allocation for restoration materials will be carried over to next budget as part of Capital Works	Committee Members Buddy/Lynne and Noreen to get Invoices in for payment	ongoing By end of financial year		

Boondooma Homestead Management Advisory Committee	South Burnett Regional Council		Date: 29 th May 2012	Time: 10.30am	Venue: Boondooma Homestead
<p>Keith & Judy Brandt from Rockhampton are presently relief caretaking. Noreen has set up a folder with conditions, roster etc to keep a record for payment (\$100/week & \$25 toilet cleaning – no payment for part weeks)</p> <ul style="list-style-type: none"> Furnishing of Caretaker's Cottage <p>To better accommodate relief caretakers, basic furniture and whitegoods need to be provided; presently, they are using some of Buddy & Lynne's surplus furniture</p> <ul style="list-style-type: none"> Back-up computer files and MOSAIC Training <p>External hard drive has been purchased</p> <p>Mosaic training is being organised in Kingaroy for 6/7/8 July – to come out of Kingaroy Heritage Museum budget</p>	<p>MOTION "that the Committee endorse the arrangements put in place between SBRC and the Inc Assoc for the employment of Relief Caretakers"</p> <p>RECOMMENDATION "that Noreen arrange purchase of basic whitegoods (fridge/freezer, washing machine, microwave, jug & toaster)"</p> <p>RECOMMENDATION "that Lynne Bennet undertake an inventory of furniture and chattels in the house and submit costing for privately owned items. This will be considered by a Sub-Committee comprising Crs Duff & Palmer and Noreen and once valuation is agreed upon, payment is to be processed."</p> <p>To be used to back up the Homestead computer files; stored off site</p> <p>RESOLVED "that the Committee supports 2 volunteers attend the MOSAIC Training to be held at Kingaroy on 6-8 July"</p>	<p>Moved Leslie</p> <p>Somerset, seconded</p> <p>Buddy Thomson →</p> <p>CARRIED</p> <p>Moved Leslie</p> <p>Somerset, seconded</p> <p>Mavis Metzroth →</p> <p>CARRIED</p> <p>Moved Bob</p> <p>Somerset, seconded</p> <p>Bruce Metzroth →</p> <p>CARRIED</p> <p>Lynne & volunteers; once completed, Noreen will store and bring out monthly for updating</p> <p>Moved Bruce</p> <p>Metzroth, seconded</p> <p>Richard Grimes →</p> <p>CARRIED</p> <p>Lynne Bennet & Buddy Thomson (or substitutes if not available) to undertake training; Noreen to let organiser know</p> <p>Noreen Brier</p>	<p>29th May 2012</p> <p>Immediately – before end of financial year</p> <p>Immediately – before end of financial year</p> <p>ongoing</p> <p>29th May 2012</p> <p>6/7/8 July 2012</p> <p>Immediately</p>		
<p>6. Next Meeting & Meeting Close</p>	<p>Next meeting scheduled for Tuesday, 10th July 2012 (to be confirmed)</p> <p>9.00 – 10.00am: Building Sub Committee meeting; 10.30am – 12.30pm: MAC</p>	<p>Participants to be advised / meeting bookings made</p>	<p>June/July 2012</p>		

<p>Boondooma Homestead Management Advisory Committee</p>	<p>South Burnett Regional Council</p>	<p>Date: 29th May 2012</p>	<p>Time: 10.30am</p>	<p>Venue: Boondooma Homestead</p>
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	<p>meeting Meeting closed 12.30am</p>			
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Boondooma Homestead Building Sub Committee	South Burnett Regional Council		Date: 29 th May 2012	Time: 9.10am	Venue: Boondooma Homestead
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Chairman:	Apologies:
Cr Kathy Duff	
Attendance:	
Noreen Brier, Russell Springall, Chris du Plessis, Buddy Thomson, Richard Grimes, Bruce Metzroth, Bob Somerset	
Members	
Observers	Next Meeting
Cr Debra Palmer, Carolyn Knudsen, Mavis Metzroth, Lynne Bennett, Lesley Somerset	Tuesday, 10 th July 2012 @ 9.00am(to be confirmed)

Item	Discussion	Action	Who	When
<p>Business arising from previous meeting (6th March 2012)</p> <ul style="list-style-type: none"> • Electrical assessment/recommendation Electrical contractor has carried out inspection but no official documentation has been received; Cr Duff spoke to the electrician on phone – only way to further increase supply is to upgrade to 3 phase or install an extra separate single phase line; Need to get electricity supply to dongers to allow these to be put into use asap; • Dongers Position of these will need to be finalised prior to connection of electricity • Restoration Materials Ordering is well underway • Storage of fuel Instructions for temporary storage of fuel/diesel (until 	<p>Ergon upgraded pole fuse from 80amps to 100 amps (maximum allowed on current set-up) prior to the Festival and there were no problems with electricity during the event; Once Report is received, a form (and \$250 fee) can be submitted to Ergon asking for costings; Recommend that MAC investigate running electricity from the Gift Shop to dongers to operate smoke alarms and lights Recommend that MAC finalise positioning of dongers asap Carolyn indicated that unspent funds from special 2010-11 Budget allocation for restoration materials will be carried over to next budget as part of Capital Works;</p>	<p>Completed</p> <p>Revisit once Report is received 29th May 2012</p> <p>29th May 2012</p> <p>29th May 2012</p>	<p></p> <p>MAC meeting</p> <p>MAC meeting</p> <p>Buddy will table figures/amounts at MAC Meeting</p>	<p></p> <p></p> <p></p> <p></p>

Boondooma Homestead Building Sub Committee		South Burnett Regional Council		Date: 29 th May 2012	Time: 9.10am	Venue: Boondooma Homestead
	<p>proper storage shed/workshop is constructed) have been forwarded by Russell but yet to be implemented; Difficulties with finding suitable secure undercover area for the needed containers; MSDs have been received;</p> <ul style="list-style-type: none"> • Cementing of Servery area • Building compliance on ablation block 	<p>Need to move materials from other sheds into container so room is available;</p> <p>Completed prior to Festival – a big improvement! Step needs to be completed to enable Council to 'sign off' on job</p>	Richard & Buddy	As soon as possible		
General Business	<ul style="list-style-type: none"> • Need for Shed/Workshop <p>This is a high priority – to allow maintenance/restoration work to take place/store restoration materials ordered/designated storage area for fuel & chemicals; Prefab shed a possibility but need for higher pitched roof and galvanised sheeting to complement the heritage nature of the site</p>	<p>Recommend that the construction/purchase of a shed/workshop is a high priority and quotes be obtained for a suitably sized building; funding options can then be explored</p>	MAC Meeting	29 th May 2012		
Next meeting & meeting closure	<p>Next meeting scheduled for Tuesday 10th July 2012 9.00am – 10.30am (to be confirmed) Meeting closed 10.05am</p>	<p>Participants to be advised / meeting bookings made</p>	Noreen	June/July 2012		

Boondooma Homestead Building Sub Committee	South Burnett Regional Council		Date: 10 th July 2012	Time: 9.15am	Venue: Boondooma Homestead
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Chairman:	Cr Kathy Duff	Apologies:	Cr Debra Palmer
Attendance: Members	Noreen Brier, Russell Springall, Bob Somerset, Chris du Plessis, Buddy Thomson, Richard Grimes, Bruce Metzroth		
Observers	Mavis Metzroth, Lesley Somerset	Next Meeting	Tuesday, 7 th August 2012 @ 9.00am (to be confirmed)

Item	Discussion	Action	Who	When
Business arising from last meeting (29 th May 2012)	<ul style="list-style-type: none"> • Electrical assessment/recommendation Report from Paul Henderson received (attached) • Connection of power from Gift Shop to Dorgers Cr Duff provided quote from Wondai Electrical for \$3,870.68 Digging of trench not included • Restoration materials Timber, guttering ,steel, nuts & bolts for Kitchen and Blacksmith buildings have been purchased but some still have to be delivered to site • Storage of fuel Necessary containers have been constructed and fuel etc is stored securely in Garden Shed <p>MSDs have been compiled and folder given to volunteers; need to be made available to anyone using equipment or inspecting premises + needs to be part of Volunteer Induction Program</p>	<p>Ergon has upgraded fuse to 100amps; Need to clarify comments on Homestead as there is a sub-board there; RECOMMENDATION 1: now that the electrical report has been received, an application be made to Ergon as to the possibility of providing a second power supply to the site RECOMMENDATION 2: that quote from Wondai Electrical seems reasonable and should not tax present power supply, but dorgers will need to repositioned first Materials to be stored in container until used RECOMMENDATION 3: that fuels and chemicals not be stored in new Workshop when constructed but rather</p>	<p>MAC meeting MAC Meeting Buddy & volunteers MAC Meeting</p>	<p>10th July 2012 10th July 2012 Ongoing 10th July 2012</p>

Boondooma Homestead Building Sub Committee		South Burnett Regional Council		Date: 10 th July 2012	Time: 9.15am	Venue: Boondooma Homestead
<ul style="list-style-type: none"> • Building Compliance on Ablution Block Minor work still needs to be completed • New shed/workshop Initial quote obtained from SB Fabrications Wooroolin (\$36,961) – need to add second personnel door; Council would be the certifier and hopefully waiver some costs • Dongers Inspection made of “pegging out”; need some minor adjustments to take into account wind factor etc 	<p>kept separately in relocated Garden Shed</p> <p>Anything missing noted →advise Russell Springall</p> <p>RECOMMENDATION 4: that Council WH&S Officer needs to be engaged to speak to volunteers re requirements</p> <p>RECOMMENDATION 5: that 3 quotes in all be obtained, ensuring that all quotes are for the same specifications</p> <p>RECOMMENDATION 6: that resiting of the dongers should proceed with necessary upgrade of plan, design of footing system etc arranged through Council</p> <p>RECOMMENDATION 7: that contact be made with Qld Heritage Council re proposed developments and invite them to visit the site when in the area</p> <p>RECOMMENDATION 8 : that Jamie Neil from Council be requested to visit and investigate situation and advise on new land application for effluent disposal area at front of site and best system to use</p> <p>Participants to be advised / meeting bookings made</p>	<p>Volunteers</p> <p>MAC Meeting</p> <p>Ongoing</p> <p>MAC Meeting</p> <p>MAC Meeting</p> <p>MAC Meeting</p> <p>MAC Meeting</p> <p>MAC Meeting</p> <p>MAC Meeting</p>	<p>7th Aug. 2012</p> <p>10th July 2012</p> <p>7th Aug. 2012</p> <p>10th July 2012</p> <p>10th July 2012</p> <p>10th July 2012</p> <p>July/August 2012</p>			
<ul style="list-style-type: none"> • Contact with Qld Heritage Council Dongers on land outside designated Heritage area but best to keep the Heritage Council informed of developments • Problems with effluent disposal Need to sort out disposal from existing abluition blocks and look at long term solution 						
<p>Next meeting & meeting closure</p>	<p>Next meeting scheduled for Tuesday 7th August 2012 9.00am – 10.30am (to be confirmed) Meeting closed 11.10am</p>					

Boondooma Homestead Management Advisory Committee	South Burnett Regional Council		Date: 10 th July 2012	Time: 11.15am	Venue: Boondooma Homestead
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Chairman:	Cr Kathy Duff	Apologies:	Marion Alford, Kathleen Jiggins, Marion Montreal, Carolyn Knudsen, Cr Debra Palmer		
Attendance: Members	Pattie Brown, Lynne Bennett, Buddy Thomson, Cr Kathy Duff, Noreen Brier, Bruce Metzroth, Mavis Metzroth, Richard Grimes, Bob Somersset, Leslie Somersset				
Observers	Next Meeting Tuesday, 7 th August 2012 (TBC)				

Item	Discussion	Action	Who	When
1. Minutes	The minutes of the previous meeting were circulated prior to the meeting.	MOTION "that the minutes of the meeting held on 29 th May 2012 be accepted as correct"	moved Lynne Bennett, seconded Richard Grimes→ CARRIED	
2. Correspondence	Letter from Judy & Keith Brandt re new whitegoods in Caretakers' Cottage	Read to meeting		
3. Report from Building Sub Committee	<ul style="list-style-type: none"> • Recommendation 1 - Electrical assessment/recommendation Need to know outcome before any forward planning is done \$250 for fee if needed is available • Recommendation 2 - Connection of power from Gift Shop to Dongers Quote from Wondai Electrical for \$3,870.68 Digging of trench not included Dongers need to be in place before electricity can be connected 	<p>RECOMMENDATION: 'that Recommendation 1 from Sub-Committee be accepted and Russell Springall be approached to proceed with application to Ergon as to the possibility of providing a second power supply to the site' - Moved Leslie Somersset, seconded Pattie Brown →Carried</p> <p>RECOMMENDATION: 'that Recommendation 2 from Sub-Committee be accepted and Cr Duff contact Wondai Electrical and accept the quote for connecting power and associated works to the Dongers, on the understanding that it may be a few months before work can actually begin' -</p>	<p>Noreen to contact Russell to organise</p> <p>Cr Duff</p> <p>Volunteers</p>	<p>13th July 2012</p> <p>Before next MAC Meeting 7th Aug</p> <p>Ongoing</p> <p>Before next MAC Meeting 7th Aug</p>

<p>Boondooma Homestead Management Advisory Committee</p>	<p align="center">South Burnett Regional Council</p>		<p>Date: 10th July 2012</p>	<p>Time: 11.15am</p>	<p>Venue: Boondooma Homestead</p>
<p>• Recommendation 3- Storage of fuel Thank you to Richard Grimes for constructing the containers</p> <ul style="list-style-type: none"> • Recommendation 4 – MSDs , WH&S MSD folder to be stored in Admin building Need laminated sign in Work area listing the products and indicating where the MSDs are kept • Recommendation 5 - New shed/workshop Present quote from Wooroolin does not include 2nd personnel door Need to make sure that all quotes are for the same specifications Cr Duff reported that she had contacted Stanwell Corporation re possible funding for the shed but it does not fit 'community use' qualification • Recommendation 6 - Dongers Keep dongers as low as possible – 1st one may only need cement footings • Recommendation 7 - Contact with Qld Heritage Council Area where dongers are is outside official Heritage area but still a good idea to "keep 	<p>Moved Bob Somerset, seconded Lynne Bennett →Carried Investigate options for digging of trench needed RECOMMENDATION: 'that Recommendation 3 from Sub-Committee be accepted and fuel and chemicals will continue to be stored securely in the Garden shed' – moved Buddy Thomson, seconded Lesley Somerset →Carried RECOMMENDATION: 'that Recommendation 4 from Sub-Committee be accepted and that Noreen approach a suitable Council Officer to visit the Homestead at the conclusion of the next MAC Meeting to speak to the volunteers re use of MSDs and general safety issues' – moved Buddy Thomson, seconded Mavis Metzroth →Carried RECOMMENDATION: 'that Recommendation 5 from Sub-Committee be accepted and that Buddy proceed to obtain the necessary quotes for the proposed shed/workshop' – moved Buddy Thomson, seconded Richard Grimes →Carried Look at Jupiters and other funding options once all quotes are in RECOMMENDATION: 'that Recommendation 6 from Sub-Committee be accepted and that Chris du Plessis be approached to organise the upgrade of plan and design of footing system to allow resiting of dongers to proceed' – moved Bob</p>	<p>Volunteers Noreen Brier Buddy Thomson Noreen Brier to contact Chris du Plessis to organise Noreen Brier to contact Chris du Plessis to organise</p>	<p>For next MAC Meeting 7th Aug Before next MAC Meeting 7th Aug Before next MAC Meeting 7th Aug Before next MAC Meeting 7th Aug 7th August 2012</p>		

Boondooma Homestead Management Advisory Committee		South Burnett Regional Council		Date: 10 th July 2012	Time: 11.15am	Venue: Boondooma Homestead
	<p>them up to speed"</p> <ul style="list-style-type: none"> • Recommendation 8 - Problems with effluent disposal Problems with overflow from toilet block Need to get sorted out before future digging etc (earthworks may be able to be done at same time) Overall – need to coordinate the digging of the trench, footings for first donger etc 	<p>Somerset, seconded Lynne Bennett →Carried</p> <p>RECOMMENDATION: 'that Recommendation 7 from Sub-Committee be accepted and that Chris du Plessis be approached contact Qld Heritage Council and update them on developments at the Homestead site' – moved Richard Grimes, seconded Mavis Metzroth →Carried</p> <p>RECOMMENDATION: 'that Recommendation 8 from Sub-Committee be accepted and that Chris Du Plessis be approached to organise a visit by Jamie Neil to inspect and report back on effluent disposal situation' – moved Buddy Thomson, seconded Bruce Metzrorh →Carried</p>	<p>Noreen Brier to contact Chris du Plessis to organise</p> <p>MAC Meeting</p>			
3. Business Arising from the Minutes	<ul style="list-style-type: none"> • Business Plan Trudie unable to attend meeting but emailed Lynne with possible dates to meet • Caretakers' Cottage Whitegoods received • MOSAIC Training (6-8 July) Buddy and Pattie attended training in Kingaroy – very well received; Problems transferring old data from 9 Version onto new 10 Version Need to acquire all materials/disks presently held by Marion Montreal 	<p>Lynne and Trudie to organise meeting</p> <p>Need to finalise list of other "goods and chattels" and look at purchasing by Council for use of all Relief Caretakers</p> <p>Will probably need to input all material into new version →back up onto Council hard drive</p>	<p>Lynne Bennett</p> <p>Lynne to compile and send to Noreen</p> <p>Buddy and Pattie</p>	<p>Before next MAC Meeting 7th Aug</p> <p>Before next MAC Meeting 7th Aug</p> <p>ongoing</p>		

Boondooma Homestead Management Advisory Committee		South Burnett Regional Council		Date: 10 th July 2012	Time: 11.15am	Venue: Boondooma Homestead
5. General Business	<ul style="list-style-type: none"> • Relief Caretakers System working well – Brandts available until early September except for a couple of weeks, then have other commitments most of Sept & Oct • Historical Correspondence Books Marion Montreal has done a great job researching and transcribing these, saving the Committee a lot of money Almost ready for publication • Scots in July 17-19 August – well in hand • Biodiversity Grant Council is presently putting together a submission – planting of trees at the Homestead complex might qualify 	Lynne & Buddy can cover short absences and investigating cover for longer period (Wayne) Contact needs to be made with John Oxley Library re publication RECOMMENDATION: that Cr Duff check with Greg Griffiths at Council re suitability and proceed with application if Boondooma Homestead does qualify'- moved Bob Somerset, seconded Leslie Somerset →carried	Lynne Bennett Buddy Thomson Cr Kathy Duff	ongoing Before end of year Immediately		
6. Next Meeting & Meeting Close	Next meeting scheduled for Tuesday, 7 th August 2012 (to be confirmed) 9.00 – 10.00am: Building Sub Committee meeting; 10.30am – 12.30pm: MAC meeting Meeting closed 11.50am	Participants to be advised / meeting bookings made	Noreen Brier	July/Aug 2012		



South Burnett
Regional Council

Directorate- Community and Economic Development

**Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 7 August 2012 @ 10.30am**

Present: Cr Kathy Duff, Lynne Bennett, Buddy Thompson, Bruce Metzroth, Mavis Metzroth, Bob Somerset, Leslie Somerset, Pattie Brown
and **Marion Alford**

Apologies: Richard Grimes, Cr Debra Palmer, Kathleen Jiggins, Marion Montreal

Observers: **Michael Hunter, Russell Springall**

Chair: Cr Kathy Duff **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Meeting started at 11.16am and Cr Kathy Duff welcomed members of the Boondooma Homestead Management Advisory Committee to the meeting.		
Minutes from Previous Meeting	<i>Recommendation: That the minutes of the previous Meeting held on Tuesday, 29 May 2012 as record be confirmed.</i> <i>Moved: Bob Somerset</i> <i>Seconded: Pattie Brown</i> <i>Carried: 9/0</i>		
Business Arising from Previous Meeting - 29 May 2012 <ul style="list-style-type: none"> • Report from Building Sub Committee • Frequency of Building Subcommittee Meetings 	Cr Kathy Duff spoke to the Committee regarding the frequency of the Building Sub-committee meetings and the possible confusion this may cause. <i>Recommendation: That the Building Sub-committee meeting be</i>		



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 7 August 2012 @ 10.30am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> • Positioning of the Dongers • Building compliance on Ablutions Block • Need for Shed/workshop 	<p>held bi-monthly.</p> <p><i>Moved: Buddy Thompson</i> <i>Seconded: Marion Alford</i></p> <p><i>Carried: 9/0</i></p> <p>Russell Springall and Michael Hunter spoke to this and advised that Chris Du Plessis was waiting on measurements from the building sub-committee. The dimensions were to be provided on a 'mud map' and will be undertaken by Buddy and Russell today. These measurements will be then given to Chris Du Plessis. Progress forward with footing/plan design</p> <p>Buddy advised the committee that this ongoing.</p> <p>Quotes received from the following businesses for a shed with the following dimensions (18m x 7.5m x 3m high): \$39,235 - The Shed company in Kingaroy \$46,510 – Fair Dinkum Sheds at Wooroolin.</p> <p>Recommendation: That the MAC approaches the Boondooma Homestead Incorporation to apply for funding to assist with the costs associated with installing.</p> <p><i>Moved: Buddy Thompson</i> <i>Seconded: Leslie Somerset</i></p> <p><i>Carried: 9/0</i></p>	<p>Buddy Thompson & Russell Springall</p>	



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 7 August 2012 @ 10.30am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Effluent Disposal 	<p>The Building sub-committee recommended an onsite soil investigation is to be undertaken by an approved soil investigation company. Russel Springall spoke to the MAC regarding this investigation. This soil test will allow for companies to quote on a design for an appropriate septic/onsite sewerage treatment plant.</p> <p>Recommendation: <i>That the Incorporation obtains a quote from Darling Downs Soil Testing to carry out an onsite soil investigation.</i></p> <p>Moved: <i>Buddy Thompson</i> Seconded: <i>Bruce Metzroth</i></p> <p>Carried: 9/0</p>	Buddy Thompson	Next Meeting
<ul style="list-style-type: none"> Update on application to Ergon Energy for the second power supply to site Connection of Power from Gift Shop to dongers 	<p>Russell Springall provided an update to the Committee</p> <p>Quotes received from Owen Blamires on 9 July for \$3870.68 to connect the dongers to the power from the Gift Shop. This quote is fixed for 90 days.</p> <p>Recommendation: <i>That Boondooma Homestead Restoration Committee to pay the \$3,870.68 as per quote.</i></p> <p>Moved: <i>Buddy Thompson</i> Seconded: <i>Bob Somerset</i></p> <p>Carried: 9/0</p>	<p>Russell Springall</p> <p>Michael Hunter to confirm with Noreen Brier that the quote has been confirmed and to advise Electrician to contact Buddy Thompson.</p>	Next Meeting
<ul style="list-style-type: none"> Business Plan 	<p>Lynn Bennett provided an update on the Business Plan and advised that she is meeting with Trudi Bartlett on 27 August 2012 in Kingaroy.</p>		



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 7 August 2012 @ 10.30am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> BIEDO 	<p>Discussions were held on the merit of the Boondooma Homestead Restoration Committee joining BIEDO to assist with grant funding possibilities.</p> <p><i>Recommendation: The Management Advisory Committee suggested that the Boondooma Homestead Restoration Committee (Lyn Bennett to action) consider joining BIEDO to assist with Grant Funding possibilities.</i></p> <p>Moved: Lyn Bennett Seconded: Bruce Metzroth Carried: 9/0</p>	Lyn Bennett	Next meeting
<p>General Business</p> <ul style="list-style-type: none"> Budget Update 	<p>Council's Cultural Services Coordinator, Michael Hunter provided an update on the 2012-2013 Budget for Boondooma Homestead. A report will be provided at each monthly meeting.</p> <p>Buddy Thompson advised that the power supply to Boondooma Homestead has been changed to Tariff 31 according to their account. Michael Hunter is to contact Ergon Energy and confirm the tariff change and to report to the next meeting.</p> <p>Michael Hunter to confirm with Finance, that all restoration materials costs from last financial year have been submitted and to advise the Management Advisory Committee at the next meeting of the 2012/2013 restoration.</p> <p>This item is still ongoing</p>	Michael Hunter	Next Meeting
<ul style="list-style-type: none"> Update on Historical Correspondence Books 		Buddy Thompson	Next Meeting



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 7 August 2012 @ 10.30am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Update Furnishing of Caretaker Cottage Update on Biodiversity Grant Material Safety Data Sheet (MSDS) Training 	This item is still ongoing. Cr Kathy updated the Committee on the Biodiversity Grant and availability of trees. She is working with Greg Griffiths on this project. Jim Dunn, Council's WH&S Officer provided training on MSDS's.	Lynn Bennett Cr Kathy Duff	Next Meeting Next Meeting.
Agenda Items - New Business <ul style="list-style-type: none"> 			
Next Meeting	Meeting closed at 12.15pm and next meeting to be held on 11 September 2012 starting at 9.00 for 9.30am meeting start.		

Schedule A - Minutes Items to be actioned from previous meetings

Item	Meeting Date	Completed



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes Boondooma Homestead Building Sub-Committee
Tuesday, 7 August 2012 @ 9.00am

Present: Buddy Thompson, Cr Kathy Duff, Bruce Metzroth, Mavis Metzroth, Bob Somerset, Leslie Somerset
Apologies: Richard Grimes, Cr Debra Palmer, Chris Du Plessis
Observers: Michael Hunter, Russell Springall
Chair: Cr Kathy Duff **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Kathy Duff welcomed members of the Boondooma Homestead Building Sub-committee to the meeting.		
Minutes from Previous Meeting	The minutes of the previous Meeting held on Tuesday, 29 May 2012 as recorded were received.		
Business Arising from Previous Meeting - 29 May 2012			
<ul style="list-style-type: none"> Building compliance on Ablutions Block 	Buddy Thompson advised the Committee that this ongoing.	Buddy Thompson	Ongoing
General Business			
<ul style="list-style-type: none"> Need for shed/workshop 	Buddy Thompson advised that there are minor works still to be completed ie steps and downpipes. Two quotes received for the proposed shed. \$39,235 - The Shed company in Kingaroy \$46, 510 – Fair Dinkum Sheds at Wooroolin. The Building Sub-committee would take these quotes to the Boondooma Homestead Management Advisory Committee. Russell and Michael spoke to this and advised that Chris Du Plessis	Buddy Thompson	Next meeting
<ul style="list-style-type: none"> Update on plans/footing design for Dongers 		Buddy Thompson &	Next meeting



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes Boondooma Homestead Building Sub-Committee
Tuesday, 7 August 2012 @ 9.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Effluent Disposal 	<p>was waiting on measurements from the Building Sub-Committee. Dimensions to be provided on a 'mud map' and will be undertaken by Buddy and Russell today. These measurements will be then given to Chris Du Plessis. Progress forward with footing/plan design</p> <p>Russell advised that a soil investigation has to be carried out by an external designer. Once this design has been done, it doesn't have to be repeated and the Boondooma Homestead Incorporation and Council will always have it on file for any future works that require effluent disposal.</p> <p>The Building Sub-Committee would recommend to the Boondooma Homestead Management Advisory Committee that an onsite soil investigation is to be undertaken by an approved soil investigation company.</p>	Russell Springall	Next Meeting
<ul style="list-style-type: none"> Contact with Qld Heritage Council 	<p>Russell Springall to follow up with Chris Du Plessis to arrange a visit from Qld Heritage Council.</p>	Russell Springall	Next Meeting
Agenda Items - New Business			
<ul style="list-style-type: none"> Ergon – Power to Gift Shop & Dongers 	<p>Submission was to be submitted to Ergon to see if the existing power can support including the Dongers. Russell Springall apologised that due to his workload, he hasn't completed the submission.</p>	Russell Springall	Next Meeting
<ul style="list-style-type: none"> Meeting dates for building sub-committee 	<p>Cr Kathy Duff spoke to the Committee regarding the frequency of the Building Sub-committee meetings and the possible confusion this may cause.</p> <p>The Building Sub-Committee would recommend to the Boondooma Homestead Management Advisory Committee that it meet bi-monthly unless needed. The Building Sub-Committee to report to the next</p>		



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes Boondooma Homestead Building Sub-Committee
Tuesday, 7 August 2012 @ 9.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Next Meeting 	MAC. The sub-committee invited Russell to provide report to the next Management Advisory Committee Meeting.	Russell Springall	

Schedule A - Minutes Items to be actioned from previous meetings

Item	Meeting Date	Completed

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That Council endorse the recommendations and minutes of the Boondooma Homestead Management Advisory Committee and Building Sub Committee meetings held on 29 May, 10 July and 7 August 2012.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.2 C&CS - 1325487 - Healthy Communities Committee Minutes

Document Information

IR No 1325487

Author Community and Economic Development Support Officer

**Endorsed
By** General Manager Community and Economic Development

Date 10 September 2012

Summary

Providing a copy of the minutes from the Healthy Communities Committee meeting held in Kingaroy on 16 August 2012.

Officer's Recommendation

That Council endorse the minutes and recommendations of the Healthy Communities Committee meeting held on 16 August 2012.



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Healthy Communities Committee

Meeting Minutes

MEETING DATE:	Thursday 16 August 2012	TIME:	1:00pm
VENUE:	Council Chambers, Glendon Street, Kingaroy		
ATTENDEES:	Kerry Oldfield (SBRC); Berneice Hilly (RHealth); Caitlin Isaac (RHealth); Eleanor Sharpe (SBRC); Nicole O'Brien (BIEDO); Prue Leng (BIEDO); Cr Keith Campbell (SBRC); Kerry Zeller		
APOLOGIES:	Carolyn Knudsen (SBRC); Nicole Connolly (TPS); Cr Deb Palmer (SBRC); Michael Eadie (PCYC); Karen Baron (Rotary); Louise Judge (SBCN); Janine Pay (SRO);		

Cr Keith Campbell opened the meeting.

Confirmation of Previous Meeting Minutes

Minutes of meeting held 19 July 2012.

Amendments to the minutes are as follows:

Peta Rutherford is from Queensland Health, not Darling Downs Medicare and a spelling adjustment was made to Kerry Zeller

Moved Berneice Hilly seconded Prue Leng

That the amended minutes of the previous meeting be adopted.

Carried 8/0

Business arising from previous minutes:

Community Wellbeing symposium

Nominations from Healthy Leaders Awards application was not submitted by the due date

Council have endorsed the letters to Darling Downs Medicare Local and will be posted out as soon as possible

Business for Discussion

1. LGAQ Wellbeing Symposium

Kerry Oldfield advised that the call for papers came out last week and Expressions of Interest are due on Friday 31 August 2012. The symposium will be held 20-23 November in Brisbane and will showcase all aspects of health and wellbeing. The committee were advised that Council would be putting in an Expression of Interest for a snapshot presentation which will be a 6 minute section with a maximum of 20 slides. The committee agreed that it would be more appropriate for a non council member present at the symposium. A decision was not made on who would be attending the symposium, but would be decided at a later meeting.



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Healthy Communities Committee

2. COAG Healthy Communities Initiative - Progress Report 2

- Kerry Oldfield advised that the report is done and has been approved with the next lot of budget money coming through shortly. The committee were advised that project officer has requested more information/quotes for surveys to be included in future.
- Kerry Oldfield advised that there has been a problem with one of the providers from "Lift for Life" and "Heart Move" with incorrect information regarding the qualifications of one of their employees. A time frame was set in which the staff member had to complete these qualifications and is currently progressing well.
- The committee were advised that one of the ladies associated with these programs had been trained and had been given funding for another training session but did not attend. Major staff changes at her gym means she does not have capacity to be able to help out at this stage, but may be possible in the future.
- Kerry Oldfield advised that she had also submitted an updated implementation plan which the new budget and the Healthy Communities Extension for 12 months was approved.

3. Update from Healthy Communities Officer (Kerry Oldfield)

- Kerry Oldfield advised that Kingaroy have started their first lift for life this week with 11 participants enrolled in the program.
- PCYC will start heart moves at Orana at the end of August and Kerry is currently discussing the launch details with Prue Collard from PCYC. Kerry is in the process of inviting some local identities to the activity.
- Louise Kenny will be conducting an information session on Heart Moves at Rapid Fitness in Nanango at the end of August and will start the program at the start of September. These sessions will be promoted at same time as the PCYC Heart Moves. Lynelle Seiler is still doing well with her heart moves activity.
- The committee were advised that Lift for Life participants in Durong did not want to go to the doctors to get clearance to participate in the event. Lift for life are now changing their program to enable the participants to receive clearance from a community health nurse, who will be present at the event.
- Heart foundation walking have had their funding cut by the Queensland Government, however they are still receiving other external funding so the program won't finish but will have to operate on reduced funds. Council will look at donating some of the money out of our Healthy Communities budget to assist them.
- Active Parks is progressing well with 5 - 10 people attending each session. The program will be running on Mondays and Wednesday for the remainder of the month. In the next term of the program, Kerry is looking at hosting the event in Wondai and Nanango. Kerry advised that it may not be viable to continue the program in Kingaroy, but a decision has not been made at this stage.
- Kerry advised the committee that she has had a number of meetings with RHealth and PCYC in relation to Active Healthy families, family fun days across the region. The committee were advised that the events are only in the planning stage.
- The Healthy Communities annual event is also in the planning stage. Kerry advised that at this stage, the event will include finding golden shoes across the region, maybe in parks.



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Healthy Communities Committee

- The South Burnett Walking brochures are in the process of being produced. Kerry advised that she is planning to put out some blank brochures for the public to highlight their walking paths.
- The committee were advised that the Community Kitchens are progressing well, however attendance to the Nanango Kitchen has lessened. Kerry is currently researching ways to attract more people to the activity. A committee member questioned if there is capacity to tie it in with the "pantry" that is held in Kingaroy. This was found not viable as the dynamics of the group is so different.
- Kerry advised that the Community gardens have progressed well with the group meeting on a fortnightly basis. Kerry will be talking to parks and gardens to gather some more information about what can be carried out on the grounds. Kerry advised that she has been contacted by Alan Atkinson, a local man with a diploma in permaculture design and has shown interest in helping out at the garden. Kerry advised that at this stage, the program will only be run in but does have potential to branch out if enough interest is shown by the community.

4. Healthy Communities Website (Standing Item)

No progress to date. This item is to be removed as a standing item.

5. Active South Burnett Activities

Berneice advised that a meeting was not held this month.

Berneice advised that the Reading Bug program will be commencing on 19th of October at the Under 8's day held at Nanango School.

A stand will be held at the Nanango Markets each month, where the egg will be available for children to read to it. Berneice advised that a draft poster has been done up for this event.

Bugfest will be held on 10th November in the Nanango CBD. It was advised that permission will need to be sought from Council and the shop owners to use the footpath. It was advised that Council's public liability insurance could be used to cover the event. Berneice advised that she is trying to get sporting groups to have stands on the streets to promote their sport. An author will be at the cultural centre to teach children and parents how to illustrate and write short stories. Berneice advised that the egg will be situated on the grassy area between the cultural Centre and Library. It was advised that this section is Council property and permission would be required to use it. Eleanor advised that she gives her permission for the egg to be placed in this spot. A committee member questioned if the police should be advised that a lot of people will be using the crossing on the main road. Berneice to contact the Police and advise them of the event. An invitation also needs to be forwarded to the Mayor and Councillors to attend the launch day at 11:00 am on the 19th October. It was suggested that the reading bug website be placed on the flyer. It was also suggested that a 'How to read with your child leaflet' is placed in the goody bags that will be distributed on the day.

If anyone wants to donate books for the children to read, the group will accept donations. Berneice is currently asking businesses to donate some books as well.



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Healthy Communities Committee

Recommendation

The Healthy Communities Committee recommends that a letter of thanks be sent to Elizabeth Handley Public Health unit thanking her for her work towards establishing the reading bug and inviting her to the under 8's day for the launch

Moved Berneice Hilly seconded Louise Judge

Carried 8/0

General Business - Updates from Members

Berneice – Berneice advised that she has drafted up the catering guidelines booklet. The committee were advised that these guidelines have been developed for the whole community in line with 'Smart Choices'. The guidelines will be sent out to the committee for feedback. Once the guidelines have been finalised, it was suggested that they be put to Council to be formally adopted.

Caitlin – 'Lighten up' programs are going well with one starting up in Wondai. Currently around 14 people are attending each session. At this stage RHealth have had no indication on the future of this program, but if funding is removed then it is likely it will discontinue.

Kerry Zeller - Medicare Local is holding a Q & A session on the 22 August 2012 to enlighten people about what Medicare Local is.

Louise - R U OK day is being held on 13 September 2012. A breakfast is being held in front of the shopping centre that healthy communities have paid for. All cafes in the region will have free coffee cups and will also be giving out free coffees to random customers. Brochures will be handed out with information on help available if someone is not ok. Louise advised that she attended a conference in Rockhampton which presented much the same information that will be presented at the wellbeing symposium. The committee agreed that something needs to be done to improve the wellbeing of the South Burnett community. A decision was not made, but will be placed on the next agenda for discussion. Louise advised that Tascos, the main social services network in Tasmania, have produced a series of papers regarding the social determinance of health and encouraged the committee to go online and view them.

Prue - Prue advised that she has been working on the Community Garden for the last month or so. She is currently working on some aesthetics to make the garden more visually inviting to people passing by. Prue has been invited to hold a workshop in Murgon to help set up a garden in the school. Prue advised that she has tried to set it up as a public garden but could prove difficult with all of the restrictions.

Nicole - Proston is having a large event that the committee was notified about some time ago. This event will be placed on the Council Calendar, and Prue was also advised to contact South Burnett online to also advertise it on their website. Prue advised that she has also been working with a lot of clubs to get their strategic plans completed.

Kerry - Kerry advised that she will be attending the Bloomin' Beautiful Blackbutt Festival and will have a stand. Jason Ford will be holding 2 cooking demonstrations and will be launching the Blackbutt Community Kitchen.

Meeting closed: 2:55 pm

Next meeting – 20 September 2012, 1:00-3:00pm, Corporate Meeting Room, Glendon Street, Kingaroy

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That Council endorse the minutes and recommendations of the Healthy Communities Committee meeting held on 16 August 2012.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.3 C&CS - 1324274 - Amendments to Approved Council Fees and Charges for 2012/2013

Summary

Approval is sought to amend fees and charges that relate to Maidenwell Hall due to incorrect figures in the 2011/12 and 2012/13 fees and charges schedule. Functions with no alcohol are currently more than functions with alcohol which is incorrect. The figures have been revised for a function with alcohol. The table below shows the current fees and charges schedule for Maidenwell Hall.

Type Of Charge	12/13
Maidenwell Hall	
Functions with no Alcohol	
Bond	\$167
Fee	\$58
Maidenwell Hall	
Functions with Alcohol	
Bond	\$19
Fee	\$19

Officer's Recommendation

That Council approve the following changes proposed in Fees and Charges for 2012/2013:

Type Of Charge	11/12	12/13	12/13 Proposed
Maidenwell Hall			
Functions with Alcohol			
Bond	\$ 19.00	\$19.00	\$245.00
Fee	\$ 19.00	\$19.00	\$120.00

Resolution:

Moved Cr KM Campbell, seconded Cr BL Green.

That the Officer's Recommendation be adopted.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.4 C&CS - 1286575 - SBRC Library Operational Policy, Information Technology Resources Services Policy, Collection Development Policy and Unaccompanied Children Policy

Summary

The South Burnett Libraries provide a range of services under a service level agreement with the State Library of Queensland which requires;

- the provision of a range of free services
- accountability for the expenditure of State funds on appropriate materials
- free and equitable access to all.

The development of the above policies ensures that these requirements are met and that the Council's obligations are discharged. These policies also provide the transparency and good governance referenced in the Corporate Plan so that the community has access to comparable resources and services in all regional Libraries.

Officer's Recommendation

That the South Burnett Regional Council Libraries Operational Policy, Information Technology Resources Services Policy, Collection Development Policy and Unaccompanied Children Policy be adopted.



Libraries Collection Development Policy

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POLICY STATEMENT

The Collection Development policy documents the strategies for developing and managing the collection held by South Burnett Libraries based on the direction established by the Library Board of Queensland as part of the *Public Library Grant*. (www.slq.qld.gov.au).

POLICY OBJECTIVES

To create opportunities for recreation, culture, information and lifelong learning, the South Burnett Libraries aim to have a collection that:

- Provides a balanced range of resources which caters for the community’s recreational, cultural, information and lifelong learning needs.
- Provides both popular, best selling material and enduring works.
- Retains items of historical interest for the local community and visitors to the South Burnett Region.
- Is flexible to meet the changing needs of the community.
- Provides equitable and equal access to resources for all members of the community, including people from various cultural backgrounds and people with special needs.
- Includes a wide range of genre in print, non-print and electronic formats for adults and children.

ASSOCIATED POLICY PROCEDURES

Selection criteria

Items considered for addition to the collection will be selected on the following criteria:

Subject Matter

As well as the suitability of the subject matter, accuracy and currency of the material will be considered.

As well as the suitability of the subject matter, accuracy and currency of the material will be considered.

Priority is given to material that is:

- popular,
- accurate and up-to-date, and
- relevant to community lifestyles and trends.

Readability Level

Print materials will be selected if they are suited to a general reading level and the style is suitable for non-specialised readers.

Construction

Items should be attractive, well made and durable. In particular:

- books and periodicals require high quality print and paper,
- audio-visual material is required to withstand multiple uses and have clarity of sound and/or picture, and
- sturdy binding and/or packaging is required.

Potential use

Library staff use their experience, knowledge and historical data to anticipate demand for particular titles.

Relation to the collection

Consideration is given to how this item will strengthen the Libraries' collection. It may:

- fill a subject gap,
- complement something already in the collection
- provide an alternative opinion to what is already provided

Items relating to the history of each of the local areas in which the Libraries are located may be collected, even though they may not meet some of the other selection criteria.

Multiple copies of items may be selected to satisfy actual or anticipated demand.

Consideration is also given to whether the materials are available elsewhere in the community.

Bibliographic considerations

Library staff take into consideration:

- reputation of the publisher and/or author
- format of the publication
- reviews about the title

Resources not collected

The following categories of material are not routinely collected by South Burnett Libraries:

- Expensive or rare items which are inappropriate for public library use.
- Ephemeral material of little value even in the short term.
- Items of inappropriate physical dimensions, for example, extremely small, large or heavy and/or in flimsy bindings.
- Current mass market audio visual items which are available at hire outlets.
- Old, out-of-date or fragile items – unless specifically acquired for archives or local studies collections.
- Text books.
- Advertising material.
- Material in languages not represented in the community.
- Items prohibited by law, for example, pornography.

Exceptions may be made and will be treated each on its merits.

Selection processes

Materials for the collection will be selected using professional judgement and a range of selection tools and evaluation advice which may include some or all of the following:

- Reviews in a range of journals, major newspapers and magazines, publishing and retail catalogues.
- Advance publication notice.
- Bibliographies.
- Reputable web sites.
- Client recommendation.

The Libraries may also make use of services provided by suppliers such as:

Profiled selection. Detailed specifications about known and anticipated demand, priority areas, quantities and allocations are provided to suppliers who order materials prepublication.

Standing orders. Titles are automatically ordered prepublication according to a specified list of authors, series and/or subject matter.

Requests made by customers for materials not held in the collection are considered for purchase if they meet other selection criteria. Attempts will be made to satisfy requests which are not purchased from other titles in the collection, interlibrary loan or online information.

Gifts and donations

South Burnett Libraries are pleased to accept gifts and donations, but reserve the right to decline or redistribute them as appropriate if they do not meet the selection criteria.

Censorship

South Burnett Libraries supports the Australian Library and Information Association's policy statement on access to information, especially the statement on Free Access to Information (www.alia.org.au).

The Libraries aim to provide residents with a balanced library collection while responding to a broad range of customer needs.

No material will be rejected or removed from the Libraries' collection on the grounds of partisan or doctrinal disapproval alone.

The Libraries are obliged to comply with the decisions made by the National Classification Scheme (www.ag.gov.au) and Queensland regulations in regard to restrictions placed on access to publications.

Access to suitable materials by children under 18 years of age remains the responsibility of parents and/or guardians.

Collection evaluation

Analysis of data will be used to evaluate the effectiveness of the Libraries' collection. The data will be collected from a range of sources including:

- loan statistics obtained from the Library management system

- acquisition statistics
- surveys and feedback from library customers
- interlibrary loan requests
- records of the age of items

The State Library of Queensland Standard for collection evaluation is to be used as a guideline. This is available at:

[http://www.slq.qld.gov.au/data/assets/pdf_file/0020/146261/SLQ - Library collections standard June 2009.pdf](http://www.slq.qld.gov.au/data/assets/pdf_file/0020/146261/SLQ_-_Library_collections_standard_June_2009.pdf)

Collection Maintenance

As with the selection of material, deselection should be undertaken to ensure that the Libraries' collection is attractive, reliable, useful and current and that it reflects the needs and interests of the customers.

The material deselected will no longer be useful or relevant to the customers, for a range of reasons:

- obsolete and dated material with information that is misleading
- poor physical condition, damaged beyond repair or missing pieces (eg: kits or AV items)
- has become trivial or no longer appropriate with changes in popular culture, community tastes and/or publishing standards.

Items in fair physical condition, along with donations which do not meet selection criteria may be sold or donated to suitable community/charitable organisations.

Deselection practices support the discard standards in the State Library of Queensland Standard for collection evaluation. This is available at

[http://www.slq.qld.gov.au/data/assets/pdf_file/0020/146261/SLQ - Library collections standard June 2009.pdf](http://www.slq.qld.gov.au/data/assets/pdf_file/0020/146261/SLQ_-_Library_collections_standard_June_2009.pdf)

DATE REVIEWED

August 2012



Unaccompanied/Unsupervised Children in Libraries Policy

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POLICY STATEMENT

South Burnett Libraries provide resources, activities and facilities for the use of children and families.

Due care and concern will be given to safety while children are in the library but staff can accept no further responsibility for them.

POLICY OBJECTIVES

Libraries offer a range of services that support the information, literacy, education and recreational needs of young people as well as for other members of the community who can expect to use the libraries in comfort.

Staff are available to assist children however Council expects that parents and/or guardians will accompany children and supervise their behavior whenever they are in the Libraries.

Libraries do not provide childcare. Libraries are not a substitute for child care agencies, and any parent/carer who uses libraries as such is potentially putting their child at risk.

Libraries do not have the facilities or appropriate licences to attend to unaccompanied children who are sick, injured or hungry.

ASSOCIATED POLICY PROCEDURES

Unaccompanied school aged children using library facilities during school hours, (ie. 9.00am – 3.00pm).

In an effort to ensure the safety and well-being of school aged children, the following guidelines will be followed by library staff assessing the situation.

- Staff shall ask students to provide their name and age and reason for not attending school. Library staff may exercise their discretion to inform the student and contact the school or parent for confirmation, particularly where an unacceptable reason is given in response to questioning.
- Students are required to provide staff with written permission from teacher or caregiver for research and study time.

Unaccompanied/unsupervised children in the libraries.

Parents will be asked to refrain from leaving children to use library facilities while unaccompanied and unsupervised and the police may be called if unaccompanied children are in the Library at closing time.

Parents or caregivers are asked to make alternative care arrangements for their children when attending appointments or meetings in the vicinity of the library premises, in order to avoid possible disruption to other library patrons.

Staff do not accept responsibility for the behaviour of unaccompanied or unsupervised children. If, in the judgement of the staff, the behavior of these children is disruptive and/or inappropriate, they can be excluded from the library.

DEFINITIONS

Children are regarded as any person 17 years and under whether library members or not.

RELATED POLICIES

Information Technology Resources Policy. (See separate document)

Library Operational Policy (See separate document)

DATE REVIEWED

August 2012



Information Technology Resource Services Policy

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POLICY STATEMENT

It is the South Burnett Regional Council Library's role to provide its community with equitable access to information and recreation. Providing access to the Internet supports the library's objective to maintain a high quality of service utilising current information and communication technology.

SCOPE

Use of the South Burnett Regional Council Library's public access computers and Internet access implies acceptance of terms and conditions stated in this policy.

By using the Library's Information Technology Resource Services, users release and discharge the South Burnett Regional Council from any liability which might arise from the use of the service including liability in relation to defamatory or offensive material or any breach of copyright which may occur as a result of use.

Users should be aware that the downloading of illegal information from the Internet could lead to prosecution.

ASSOCIATED POLICY PROCEDURES

Content

The South Burnett Regional Council Library does not censor access to online resources or protect users from information they may find offensive or inappropriate. Current filtering software is considered inappropriate for public library use. Literature on this issue is available from the State Library of Queensland's homepage, www.slq.qld.gov.au.

The library seeks to address the concerns of parents and the community by placing Internet computers in full public view. Information on safe surfing in both the home and the library is available at the Australian government site www.cybersmart.gov.au.

The library cannot guarantee the quality of information on the Internet. It is the responsibility of the user to determine the validity, quality and relevance of the information accessed.

The library cannot guarantee access or connections to all sites on the Internet.

Copyright

Much of the material (including software) available on the Internet is protected under copyright ownership. Users must not breach copyright in material available on the Internet. A copyright owner is entitled to take legal action against a user who infringes his or her copyright. Unless otherwise permitted by the *Copyright Act 1968*, unauthorised copying of a work in which copyright

subsists (including digital copying) may infringe the copyright in that work. The Copyright regulations are displayed near the public access computers.

More information on Copyright may be found at www.copyright.org.

Access

The library Internet service is available at all branches during library opening hours.

Downloading from some sites may require software applications that are not installed on library computers. Installation of such applications will be considered. Please discuss your suggestions with staff.

For the use of audio facilities headphones are provided to ensure minimal disruption to other library patrons.

The library is not responsible for restricting available content or supervising Internet use. Some material available on the Internet is unsuitable for minors.

When a user is under the age of 18 years, supervision or restriction of a child's access to the Internet is the responsibility of the parent/guardian/carer.

Electronic mail and World Wide Web services are not secure, therefore, users should be careful submitting personal details or other information that could have the potential to be misused. A reboot of public access computers is recommended to ensure personal details are wiped after each Internet session.

Bookings

To maximise availability and to ensure fair access for all clients, the following guidelines apply:

- Sessions can be booked for up to one hour. No more than one booking can be made per day.
- Bookings may be made in person at the library or by telephone.
- Bookings can be made for one session only in advance.
- Time may be extended if the computer is available.
- A delay of any more than 10 minutes in arrival for a booking may lead to loss of session unless prior arrangements are made.
- A maximum of two people may use the same computer per session.
- Time may be booked on a 'walk in' basis.
- Users will be notified when possible if the equipment is unavailable for use.
- Users must vacate their workstation once their allotted time is finished.

Staff assistance

Library staff will provide a maximum of ten minutes assistance for Internet enquires and training.

Aids and guides (books, videos and CD-Roms) are available for loan.

Training

Some library service points provide Internet orientation sessions. Details are available from each branch. Bookings are required.

Public conduct

Any equipment malfunction should be reported to library staff immediately. Users should not attempt to 'repair' hardware or alter software settings.

Unacceptable conduct may lead to the suspension of library privileges. Unacceptable behaviour includes:

- Destruction of or damage to library equipment or software.
- Licence infringement.
- Attempting to modify or gain access to files, password or data belonging to others.
- Display of offensive or inappropriate material.
- Unauthorised monitoring of electronic communications.
- Intentional unauthorised infringement of copyright.
- Harassment, slandering or libelling of others.
- Failure to respond to library staff directions.
- Use of mobile phones in public areas and at computer workstations. Users are encouraged to take their private calls away from other members using the public space areas.
- Attempting to change any system settings or update any of the library's internet computer applications.

If a decision is made to suspend public access computer and/or Internet library privileges notice will be given in writing to the user or their guardian.

The library reserves the right to eject patrons engaged in unacceptable usage.

External Equipment

All external storage devices that patrons intend to use on library computers may be required to be scanned, either automatically or manually depending on the library's facilities.

Printing

Users are reminded that they are responsible for payment for all printing from their sessions. Please ask for help to avoid unnecessary printing.

RELATED POLICIES

Schedule of fees and charges.

Printing charges apply for all black/white and colour pages produced.

Current lists of fees and charges are displayed near the computers for information of users

DATE REVIEWED

August 2012

NEXT REVIEW

This policy will be reviewed and adjusted by the Council on a yearly basis. Comments and suggestions are welcomed.



Library Operational Policy

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POLICY STATEMENT

The South Burnett Regional Council undertakes to provide information and recreational resources for the whole community by developing a variety of collections and services.

Library staff will endeavor to ensure that all members of the community have access to the specific and varied library services.

POLICY OBJECTIVES

The library holds Adult & Junior resources for information and recreational purposes both in print and non-print media.

Electronic Technology resources

The library provides access to a range of information technology resources including but not limited to Internet, PCs, photocopying and scanning. The Library also provides on-line access to a range of electronic resources

These resources may be added to, discontinued or changed at the discretion of the library. (Refer to Information Technology Resource Services Policy).

Specialised services and collections

Services may be designated to cater for residents unable to visit the library.

Where a housebound service is offered, this service is accessible on the provision of certification by an eligible person such as a health professional, carer or if applicable a library officer following a visit and interview.

Specialised collections like materials in Languages Other Than English (LOTE) can be obtained from the State Library of Queensland for extended loan periods upon request.

Inter-library loans of items not held locally may be available through the national network of libraries and/or the State Library of Queensland. Items borrowed from external library services may incur loan and postage fees.

Access to library facilities

Community groups may use the library to display their work and promote their organisations at the discretion of staff. Advertising materials are not suitable for display.

At the discretion of staff the libraries provide meeting spaces for community groups if practicable.

Facilities and services will be regularly reviewed to provide access for as many of the library's clients as possible through appropriate physical facilities, hours of opening and Information and Communication Technology. Opportunities to provide service via the telephone or the Internet will be maximized.

ASSOCIATED POLICY PROCEDURES

Charges

Usage of certain services may carry modest charges, to be reviewed annually and adopted through Council's schedule of fees and charges:

- Photocopier
- Facsimile (where available)
- Internet
- Printer

Membership

Membership is free.

Members' contact details need to be updated as details change. Membership is due for renewal every two (2) years to ensure that contact details remain current.

The following classes of membership apply:

18+ Membership

18+ Membership will be available to any person 18 years and over on provision of required identification. Identification totalling to 100 points must be provided when joining. Exceptions may be made and will be treated on merit.

Under 18's Membership

Under 18's membership will be available to any person under the age of 18. Identification totalling to 100 points must be provided by a parent or guardian when joining an under 18's member. Exceptions may be made and will be treated on merit.

Organisational Membership

Organisations such as aged care facilities, education units and libraries may apply for bulk loans or inter-library loans. Each application must nominate a responsible person. Resources and number of items for loan are subject to approval from the lending library.

Loans

Members may borrow up to 10 items per membership for a 4 week loan period.

Items on loan may be renewed once providing the item is not reserved by another library member. This can be done either on-line, by telephoning library staff or in person.

Reservations and requests

Items on loan may be reserved by members. Loans on reserved items will not be renewed.

A limit of 10 items may be on reservation at any time, including up to 5 Inter Library loans.

Resources not held in the library's collection may be requested for purchase. Members should provide as many details as possible so that staff can apply the library's selection criteria for consideration. (See Collection Development policy).

Resources not held in the library's collection which are not considered suitable for purchase, may be requested from other libraries and any limitations imposed by the lending library will need to be honoured by members.

Overdue items

Fines will not be charged for overdue items, however members are asked to return items promptly in consideration of other library users.

A reminder notice will be sent for borrowed items not returned within 14 days of the due date. If items are still not returned within the next 14 days an account will be sent for their replacement cost and the member's borrowing rights suspended.

Damaged items

Members are asked not to attempt to repair damaged or worn articles themselves but to inform staff of the damage upon returning the item/s. If the damage is from general use no charge will be incurred, however if the damage is the members responsibility a replacement cost may be charged.

Lost items

If an item is reported lost members are asked to replace the item with the equivalent or to pay the replacement cost.

Donations

Donated materials will be accepted on the understanding that they will only become part of the library's collection if the condition, currency and relevance justify inclusion in accordance with the Library's Collection Development Policy. Items not included in the collection will be given to charity, discarded for recycling or held over for a regional book sale.

RELATED POLICIES

Information Technology Resources Policy. (See separate document)

Collection Development Policy (See separate document)

Copyright

Warnings about potential breaches of copyright are displayed next to photocopiers and public access computers. Information concerning the Copyright Act 1968 is available at www.copyright.org.au

Unsupervised Children – 17 years and under (See separate document)

Client Feedback

Client feedback is welcomed for the continued development of appropriate library services. Where applicable a response will be made within two (2) days. Where there are complaints or disputes, Council's dispute resolution procedure will be adhered to.

Employee Code of Conduct (See separate document)

Ethical behaviour by employees ensures the protection of the privacy of library members.

REVIEWED

August 2012

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That

1. the South Burnett Regional Council Libraries Operational Policy, Information Technology Resources Services Policy and Collection Development Policy be adopted.
2. the Unaccompanied Children's Policy lay on the table until the next meeting.

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

9.1.5 C&CS - 1314997 - Requesting Council complete and return enclosed appointment form by 24 September 2012 regarding Appointment of Local Government Representative to the 2012-13 Southern Queensland Country Tourism Ltd Board

Summary

South Burnett Regional Council is a member of the Toowoomba Golden West South Burnett Tourism Board which will merge with Southern Downs Tourism effective as of the 27th of September 2012. The new entity will operate as Southern Queensland Country Tourism Limited (SQCT). Council has been asked to appoint a representative to the SQCT Board for 2012-2013.

Officer's Recommendation

That Council nominates Mayor Wayne Kratzmann on the Southern Queensland Country Tourism Limited Board.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

9.1.6 C&CS - 1292870 - Community Recovery Flexible Funding Program - SES Week Murgon to Brisbane Trek

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 approves the recommendation from the Flexible Funding Committee to provide \$33,000 to the Murgon SES as part of their Murgon to Brisbane Trek during SES Week to purchase 2500 "Be Disaster Ready Kits", design and produce 'pull-ups' with disaster photo's and memories from the flood, advertise the event, provide necessary catering within the South Burnett and for specialist medical practitioners to speak in each town.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

DECLARATION OF INTEREST:

The Mayor declared a material personal interest in the following matter and left the meeting at 09:45 AM. The Deputy Mayor assumed the Chair.

Reason: The Mayor has a financial interest in Crow FM.

General Manager Community & Economic Development Eleanor Sharpe left the meeting at 9:45 AM.

Cr Tessmann advised he was Council's Representative on the CrowFM Board and this could be a 'perceived conflict of interest', but he stated that he could vote on this issue in an impartial manner.

9.1.7 C&CS - 1328508 - Community Recovery Flexible Funding Program - Disaster Preparedness Community Breakfast Broadcasts

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 approves the recommendation from the Flexible Funding Committee to provide \$5,822 to Crow FM 90.7 as part of 6 disaster preparedness community events (breakfast broadcasts in various towns) with funding being put towards travel, catering and entertainment costs.

Resolution:

Moved Cr KA Duff, seconded Cr BL Green.

That the Officer's Recommendation be adopted

*Carried 4/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr DW Kratzmann (Mayor), Cr CD Dalton, Cr DJ Palmer*

ATTENDANCE:

Cr DW Kratzmann (Mayor) has returned from temporary absence at 09:47 AM

General Manager Community & Economic Development Eleanor Sharpe returned to the meeting at 9:47 AM

9.1.8 C&CS - 1328511 - Community Recovery Flexible Funding Program - Disaster Preparedness and Resilience Musical Tractor Events

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 approves the recommendations from the Flexible Funding Committee to provide \$12,500 towards transporting the 'Musical Tractor' (Tractor Tattoo) to various towns and working with existing events or holding separate events at which disaster preparedness material can be provided and promoted to the community.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.9 C&CS - 1328533 - Community Recovery Flexible Funding Program - South Burnett Community Recovery Plan

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 approves the recommendation from the Flexible Funding Committee to provide \$60,000 towards the development of the South Burnett Community Recovery Plan.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.10 C&CS - 1328538 - Community Recovery Flexible Funding Program - Spirit of the South Burnett Arts Event

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 approves the recommendation from the Flexible Funding Committee to provide \$40,000 to the Boots 'N' 'Bulldust committee to hold a 'Spirit of the South Burnett' event to coincide with the anniversary of the 2011 flooding event which focuses on the Arts and in particular on recording stories (oral and written), recording photos of the flood and encouraging residents to express themselves through other art forms which will result in a travelling art and culture show.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

*Carried 3/2
FOR VOTE - Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr KA Duff
AGAINST VOTE - Cr BL Green, Cr DP Tessmann
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.11 C&CS - 1328540 - Community Recovery Flexible Funding Program - Photography competition

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 Committee to provide \$2,000 to the Bloomin' Beautiful Blackbutt Festival Committee to conduct a photography competition and

presentation event to coincide with either the reopening of the Blackbutt Range or the anniversary of the 2011 flood.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.1.12 Review of Criteria for the Flexible Funding Program

Summary:

Review of Criteria for the Flexible Funding Program

Motion:

Moved Cr BL Green, seconded Cr DP Tessmann.

That Council request the State Government to review the criteria for the Flexible Funding Program to enable the program to be more inclusive of projects that meet the intent of the program.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

9.2 Community & Cultural Services Portfolio Report

Nil.

10. Economic Development & Property Management

10.1 Economic Development & Property Management

10.1.1 ED&PM - 1325598 - Murgon Town Project

Summary

An amount of \$150,000 was allocated in the 2012/13 budget to undertake a capital project in the town of Murgon. Originally it was earmarked for a skate park. However, during budget deliberations, Council decided that further community consultation was required prior to any commitment being made. Cr Duff has been informally consulting with the community since the budget was brought down. On Monday 10 September 2012 a meeting was held with representatives from a number of community organisations to discuss what projects could be undertaken. Of those groups represented, 100% were in favour of a skate park facility.

Officer's Recommendation

That the allocation of \$150,000 for a Murgon town project be used to construct a skate park for the youth of area.

Resolution:

Moved Cr DP Tessmann, seconded Cr KA Duff.

That the allocation of \$150,000 for a Murgon town project be used to construct a skate park for the residents of area.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

ADJOURNMENT:

Motion:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the meeting adjourn for twenty (20) minutes

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

Citizenship Ceremony

During the adjournment a citizenship ceremony was held for Graham & Maureen Rattledge, Patricia Inwood and Mr Jan Brussee.

RESUMPTION:

Motion:

Moved Cr DP Tessmann, seconded Cr KA Duff.

That the meeting resume at 10:54 AM with attendance as previous to the adjournment

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

10.2 Economic Development Portfolio Report

10.2.1 ED&PM - 1325812 - Economic Development and Property Management Portfolio Report

Summary

Economic Development & Property Management Portfolio Report to council for the period 15 August 2012 to 11 September 2012.

Officer's Recommendation

That the Economic Development & Property Management Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the Economic Development & Property Management Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

11. Operations and Technical Services

11.1 Operations

11.1.1 O - 1325346 - Minutes of the Traffic Advisory Committee Meeting held on Thursday 16 August 2012

Summary

The Minutes of the Traffic Advisory Committee Meeting held in the South Burnett Regional Council Wondai office on Thursday 16 August 2012 are provided for Council to note and consider.

The committee has made four recommendations to Council and these are outlined in the minutes. This report recommends adoption of the recommendations.

Officer's Recommendation

That Council:-

- endorses the attached minutes of the Traffic Advisory Committee held on Thursday 16 August 2012.
- adopts the recommendations of the committee relating to:
 - Harris Road Speed Zone signage - Changed to 80 kph from the invert near Keith Shaw Drive to the 'S' bend on the eastern end of the road,
 - Fisher Street/Ivy Street intersection pedestrian refuge provisions - reshaping the existing median in Fisher Street to allow for a refuge with bike/pram ramps etc.
 - Wheatlands School Zone speed limits - Seek approval from TMR for the School Zone speed at Wheatlands State School be reduced to 60 kph.
 - D'Aguilar Highway Nanango speed zone lengthening - Seek approval from TMR for the 60kph speed sign near the Nanango Peanut Van to be moved out 100m to Brown Street.

 <p>South Burnett Regional Council</p>	<p>MINUTES Traffic Advisory Committee</p>
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Purpose: Meeting of Traffic Advisory Committee (TAC)
Venue: Council Chambers at Wondai Office
Date: 16 August 2012

Attendance: Chairperson, Cr Wayne Kratzmann (Mayor SBRC), John Kersnovski (General Manager Infrastructure SBRC), James D'Arcy (Manager Technical Services SBRC), Jeff Stephan (Manager Operations SBRC), Cr Kathy Duff, Pam Goodfellow (DTMR Maryborough), Maree Shepherd (DTMR Bundaberg), Snr Sgt Duane Frank (Kingaroy Police), Snr Sgt Gary Brown and Snr Const Brad Johannesen (Wondai Police), Russell Rogers (DTMR Gympie), Mike Chambers (DTMR Gympie), Kay Dove (SBRC).

Apologies: Cr Keith Campbell, Judi Johnson (Regional Manager RACQ), Peter Hancock (QAS Nanango), Snr Sgt Lance Guteridge (Murgon Police),

AGENDA ITEM	ACTION
OPENING	John Kersnovski welcomed the new Mayor, Cr Wayne Kratzmann to the role of Chairperson on the Traffic Advisory Committee. Cr Kratzmann opened the meeting at 10.40am.
CONFIRMATION OF MINUTES	Moved by Cr Duff, seconded Maree Shepherd, that the Minutes of the Traffic Advisory Committee held at Wondai on 21 June 2012 be confirmed.
BUSINESS ARISING FROM MINUTES	Carried
(a) Markwell/Kingaroy Street lights	(1) At the 15 August Council meeting it was agreed to apply for Blackspot Funding for this corner again. Previous applications have been unsuccessful. (2) Consider possible increased linemarking as there are problems at BP and lower Markwell Street westwards.
(b) Taabinga SS	Action: James D'Arcy to arrange a further Blackspot Funding application. A meeting was held 16 August (prior to the TAC meeting) and included John Kersnovski, General Manager Infrastructure (SBRC), Snr Sgt Duane Frank (QPS Kingaroy), Maree Shepherd (Old Transport) and Taabinga Principal Susan Beatty. Snr Sgt Frank reported that Police were not aware of any speed issues or congestion problems. It was agreed at the meeting that the following would be trialled: (1) linemarking of parking bays on western side of Kingaroy Street (2) relocate pedestrian crossing from Booth Street intersection as well as all signage reference to this crossing.

<p>(c) Entrance to Swickers</p> <p>(d) Bunya Highway/Alexander Street rail crossing Wooroolin</p> <p>(e) Lyisedale Road – (Cr Dalton) - proposed speed limit</p> <p>(f) School Zone issues (Kumbia State School project included)</p> <p>(g) Lorna Wieland Letter: Speed limit through Durong South</p> <p>(h) Murgon Primary school parking - email from Cr Duff</p>	<p>RMP works i.e. entrance and culverts would start in the next few months. Other issues still not approved by DTMR include: (1) Drainage is a problem to the East (2) Pavement failures</p> <p>DTMR were unsure of what the exact issue was but will discuss this with Jeff Stephan (SBRC).</p> <p>Action: Mike Chambers (DTMR) will check crash history however this is a low priority. DTMR will also check current signage.</p> <p>Action: James D'Arcy (SBRC) to determine if the removal of the rail line could assist. It was noted that barriers and signs will also be removed as part of the QR project.</p> <p>James D'Arcy reported that a traffic count was scheduled for April 2013,</p> <p>Action: The traffic count is to be made a priority and the date to be brought forward if possible.</p> <p>James D'Arcy reported that there has been a delay in the TMR tender for all areas outside SEQ. It was hoped that this would be finalised in September and preferred contractors engaged to supply and install the units as soon as possible. Three Nanango schools are a priority as Heritage Bank has donated money for crossing lights. Action: James D'Arcy to write to Heritage to let them know what is happening. Action: Mayor Kratzmann offered to ring Bob Head re this matter as well.</p> <p>Cr Duff reported that she had consulted with locals and they suggested speed be reduced to 60 kph (not the current 80 kph). Action: (1) TMR will investigate improved signage in the area. (2) TMR will also investigate B-Double issues in the area and will collect and analyse data and report to the next TAC meeting. Wondai police commented that their main problem were B-Doubles from Fortress Quarry travelling out on the Wondai-Chinchilla Road.</p> <p>Cr Duff and Maree Shepherd (TMR) reported that they are meeting with the school again after the TAC meeting. A quote was received however the area quoted was too big and had created other issues (i.e. closing off emergency exit areas etc). Once resolved another quote will be obtained and it is hoped TMR can assist with some of the costs.</p>
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<p>(j) Bye Road (or locally known as Lancaster Road & Elbow Lane)</p>	<p>Lancaster Road - high visibility signage needed before intersection of Murgon Gayndah Road</p> <p>Elbow Road - suggested that Bye Road sign be relocated back 1.5 m to give better visibility at intersection</p> <p>Russell Rogers advised that TMR have upgraded signs on the approach to intersections including Give Way signs.</p>
<p>(j) Boral Quarry - (formerly Fortress)</p>	<p>DTMR have investigated and found that there were no truck turning signs. Access to Boral Quarry was not in a good position and could be improved.</p> <p>Boral needs to be approached regarding an improved access. Cr Cheryl Dalton to be asked to take up this discussion with Boral.</p> <p>Vegetation also needs clearing from the access to provide better visibility.</p> <p>Action: An onsite is to be arranged with Boral Quarry.</p>
<p>(k) Borcharts Road - request from Kingaroy Police to move speed signage (50 kph)</p>	<p>Snr Sgt Duane Frank indicated that this was raised due to a safety issue and it was likely that traffic was accelerating. There is no crash data pertaining to this site.</p> <p>SBRC have investigated and found no real problem however will monitor and pursue again later is issues again raised by Police.</p>
<p>(l) Speed signage issues: Harris, Tessmans and Clark & Swendsons Rd</p>	<p>James D'Arcy (SBRC) reported that:</p> <p>(a) Harris Rd: 600 m to the east of Walter Rd intersection to Redmans Rd has the ability to be an 80 kph zone. Snr Sgt Frank agreed with the exception of the intersection with Walter Road (near Taabinga State School).</p> <p>Action: Moved John Kersnowski seconded Snr Sgt Frank that it be recommended to Council that speed signage on Harris Road be changed to 80 kph from the invert near Keith Shaw Drive to the 'S' bend on the eastern end of the road. Carried</p> <p>(b) Tessmans Rd is compliant with MUTCD signage requirements of the road</p> <p>(c) Clark & Swendsons Rd is compliant with MUTCD signage requirement and has a rural residential component.</p>
<p>(m) Pedestrian Crossing: Access from Fisher St to Ivy (Cr Campbell)</p>	<p>Cr Campbell had asked that consideration be given to the installation of a pedestrian crossing from the Fisher Street footpath across to Ivy Street. Students attending St John's Lutheran School would use the pedestrian crossing.</p> <p>Moved Cr Duff and seconded Maree Shepherd that it be recommended to Council that consideration be given to reshaping the existing the median in Fisher Street to allow for a refuge with bike / pram ramps etc. and that street lighting for the area be checked to current lighting standards. Carried</p>

<p>(n) Murgon Gayndah Rd - concealed entrances 1496, 1499 and 1519</p> <p>(o) Pedestrian Crossing in Alford Street between peanut silos & PCA complex (Cr Kratzmann)</p> <p>GENERAL BUSINESS Road accident advice (Jeff Stephan, Manager Operations, SBRC)</p> <p>Bridgeman Street, Kingaroy (Cr Kratzmann)</p> <p>Murgon Gayndah Road - visibility issue (Cr Duff)</p> <p>Moffatdale Road - speeding (Cr Duff)</p> <p>Boondooma Dam sign (Bunya Highway) (Cr Kratzmann)</p>	<p>Action: Kay Dove (SBRC) to email Russell Rogers (TMR) previous correspondence from Cr Duff to ex-Cr Carter on this issue.</p> <p>The Mayor had received a complaint about the lighting on this pedestrian crossing. James D'Arcy advised that there is currently crossing lighting as well as a refuge island for added safety. Additional line marking had also been carried out.</p> <p>Jeff has asked that copies of all Police accident reports involving SBRC roads (including main roads) be sent to him within 24 hours of an accident (where possible). Personal details of those involved in the accident would not be required. This would allow SBRC Operations to inspect and rectify any road issues if needed.</p> <p>Action: Kay to send an email to South Burnett police stations advising them of Jeff's contact details.</p> <p>Cr Kratzmann told the meeting that since Bridgeman Street had been opened up onto Taylors Road there had been a marked increase in traffic in adjoining streets. Taylors Road is currently speed limited to 80 kph heading north to Tessmans Road. It was suggested that a speed review be carried out and Taylors Road (heading north) could default back to 80 kph from the Moore Street intersection.</p> <p>Action: James D'Arcy to investigate.</p> <p>Cr Duff tabled a letter from local resident Ann Rehbein regarding a tree that is blocking her vision as she exits her driveway at 1519 Gayndah Murgon Road.</p> <p>Action: Kay Dove will arrange a Customer Service Request and the matter will be investigated as part of the RMPC program.</p> <p>Cr Duff said she had received complaints about cars and trucks speeding on Moffatdale Road. Sgt Brown will take this up with Snr Sgt Gutteridge.</p> <p>The Boondooma Dam advertising sign on the Bunya Highway is not well placed due to it being prevented from being in a road reserve. Cr Kratzmann asked if TMR would reconsider the site of the sign.</p> <p>Action: DTMR will to look at the clear zone and if possible consider if the sign can be moved closer to the road.</p>
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<p>REPORTS Kingaroy Police</p> <p>Wondai Police</p>	<p>Snr Sgt Frank suggested that the 60 kph sign for Memerambi be moved southwards past the new estate (on the Kingaroy side). It was noted that this should be considered prior to the completing of the Estate roadworks.</p> <p>Action: TMR to investigate.</p> <p>Sgt Gary Brown raised the issue of the school zone at Wheatlands. It is normally a 100 kph zone however in school zone times, 2.30 - 4 pm it drops to 80 kph. Sgt Brown recommended this be 60 kph.</p> <p>Moved Sgt Brown and seconded Cr Kratzmann that Council seek approval from TMR for the school zone speed at Wheatlands State School be reduced to 60 kph.</p> <p>Carried</p>
<p>Old Transport Crossing Supervisors transition</p> <p>Wheatlands State School</p>	<p>Pam Goodfellow advised that school Crossing Supervisor Scheme transition that was due to start in July was no longer happening and TMR would continue to look after crossing supervisors.</p> <p>The Principal asked Maree Shepherd if a bitumen seal could be placed on the new bus stop area. It was noted that this was not possible due to the turning motion taking place on the area.</p> <p>Action: Maree Shepherd (TMR) to advise the Principal.</p>
<p>Main Roads</p> <p>Home Creek No 2 Invert (Cr Dalton)</p> <p>Wondai Proston Road culvert</p> <p>Signage near Nanango peanut van - request for 60 kph signage</p>	<p>Russell Rogers advised the meeting that many of the agenda items were general maintenance issues and really should be handled through the SBRC Customer Request system. These would then be dealt with by Council and TMR under the current RMPC arrangements.</p> <p>A request had been received to upgrade the invert to reduce the safety issues that occur when wet weather is experienced. TMR advised that some minor works including reseal has been planned.</p> <p>Action: SBRC to formally request TMR to upgrade the invert.</p> <p>Russell Rogers advised that repairs are being programmed before the next wet season.</p> <p>TMR investigated and contacted Nanango Police. This is a known crash zone and with increased development. Cr Duff moved Pam Goodfellow seconded that Council seek approval from TMR for the 60 kph speed sign near the Nanango peanut van be moved out 100 m to Brown Street.</p> <p>Carried</p>

<p>Speed signage Edenvale South Road</p> <p>New issue: Road name changes across the region</p> <p>Signage near the Kingaroy Aerodrome</p>	<p>TMR advised that the speed limits in the area had been revised and are not prepared to reduce the speed limit however they will keep it under review. The current speed on the D'Aguliar Highway at the Edenvale South and Edenvale north intersections is 100 kph. The Highway Christian Church and a local resident had requested the speed limit be reviewed to 80 kph.</p> <p>Mike Chambers (TMR) and the OIC Police had recently visited the site of a road fatality on the Proston Boondooma Road where road naming issues are causing confusion to the emergency services.</p> <p>This was supported by Wondai Police who told the meeting that QAS had recently had an issue finding a property. Examples of these roads: Hivesville Rd changes to Silverleaf Rd. Oakenden changes to Oakenden-Byee Rd and Proston-Boondooma Rd changes to Brigooda Rd.</p> <p>Action: The issue is to be raised at the next Council meeting.</p> <p>Russell Rogers noted old faded 'No Parking' signs on either side of the road which runs 90 degrees to the end of the runway.</p> <p>Action: SBRC are to inspect and action the replacement (Jeff Stephan has paperwork).</p>
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Next Meeting: Thursday 15 November 2012

(this was later revised to Tuesday 27 November)

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

11.2 Technical Services

11.2.1 TS - 1297370 - Proposed permanent road closure of Charles St Blackbutt

Summary

An application has been received by the Department of Natural Resources and Mines on 13 July 2012 to permanently close the western portion of Charles St, Blackbutt. The section of road is located between Bowmans Rd and Railway St and is 1620m² in size.

This application is the second submission (attached as Appendix A) regarding permanent closure of this road corridor and an objection was lodged opposing its closure by adjacent residents, citing the pedestrian movement through Charles St.

It recommended to Council to respond to DNRM advising that an objection has been received in relation to the proposed closure and as such will not support the application.

Officer's Recommendation

That Council

1. forward to DNR objections received from residents in relation to the proposed road closure.
2. opposes the proposed road closure as it provides vehicular access to adjacent properties.

Resolution:

Moved Cr DP Tessmann, seconded Cr KA Duff.

That an inspection of the property be undertaken by Councillors and delegated authority be given to the Chief Executive Officer and Mayor to advise DNRM of Council's position.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

11.3 Roads Portfolio Report

11.3.1 O - 1325919 - Roads Portfolio Report

Summary

Roads Portfolio Report to council for the period 15 August 2012 to 11 September 2012

Officer's Recommendation

That the Roads Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

Resolution:

Moved Cr DW Kratzmann, seconded Cr KA Duff.

That the Roads Portfolio Report to council for the period 15 August 2012 to 11 September 2012 be received.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

12. Water & Wastewater

12.1 Water & Wastewater

Nil.

12.2 Water & Wastewater Portfolio Report

Cr Green gave a verbal report on the Water & Wastewater Portfolio

13. Finance & Information Services

13.1 Information Services

Nil.

13.2 Financial Operations

13.2.1 FO - 1319507 - DA & AJ Prior - Requesting that Council provide a reduction in water consumption charges for property at 73 Drayton Street Nanango (Assessment No. 20593-00000-000)

Summary

A request has been received from DA & AJ Prior, to reduce the water usage bill for their business (Nanango Seafood) due to internal leaks within their shop.

It is recommended that although the leak was repaired immediately after it was noticed by a licensed plumber, Council not agree to provide a rate reduction.

Officer's Recommendation

That Council not agree to reduce the water usage charges.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

*Carried 3/2
FOR VOTE - Cr KM Campbell, Cr BL Green, Cr DP Tessmann
AGAINST VOTE - Cr DW Kratzmann (Mayor), Cr KA Duff
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.2.2 FO - 1315886 - B & B Askew - Requesting that Council provide a reduction in water consumption charges for property at 42 Moore Street, Kingaroy (Assessment No. 12562-00000-000)

Summary

A request has been received from B & B Askew, to reduce the water usage bill for their property due to an unexplained high water reading.

It is recommended that as the property owners have identified that there have not been any leaks, that Council not provide a rate reduction.

Officer's Recommendation

That Council agree not to reduce the water usage charges.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

*Carried 3/2
FOR VOTE - Cr KM Campbell, Cr BL Green, Cr DP Tessmann
AGAINST VOTE - Cr DW Kratzmann (Mayor), Cr KA Duff
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.2.3 FO - 1318227 - Steve Bloomfield - Requesting that Council provide a reduction in water consumption charges for property at 66 Railway Road Kingaroy

Summary

A request has been received from Steve Bloomfield to reduce the water usage bill for his property due to leaking water pipes on the property.

It is recommended that due to the leak being repaired immediately after it was noticed, Council agree to provide a rate reduction of \$958.97.

Officer's Recommendation

That Council agree to reduce the water charges and write off \$958.97, an amount equivalent to 50% of the sum of Mr Bloomfield's' water bill for August 2012, less the normal averaged water usage.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.2.4 FO - 1227298, 1320806 - Kingaroy & District Motorcycle Club - Requesting that Council provide a reduction in water consumption charges for property at Warren Truss Drive Kingaroy

Summary

A request has been received from the Kingaroy & District Motor Cycle Club to reduce the water usage bill for their property due to leaking water pipes on the property.

It is recommended that due to the leak being repaired immediately after it was noticed, Council agree to provide a rate reduction of \$1,941.29.

Officer's Recommendation

That Council agree to reduce the water charges and write off \$1,941.29, an amount equivalent to 50% of the sum of the Motorcycle Club's water bill for February 2012 and the upcoming bill in August 2012, and part of the bill from February 2013, less the normal averaged water usage.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.2.5 FO - 1320809 - Graham & Carole Blanch - Requesting that Council provide a reduction in water consumption charges for property at 98 Moloneys Road, Proston (Assessment No. 42519-00000-000)

Summary

A request has been received from Graham & Carole Blanch to reduce the water usage bill due to a leaking water pipe on their property.

It is recommended that due to the leak being repaired immediately after it was noticed, Council agree to provide a rate reduction of \$418.59.

Officer's Recommendation

That Council agree to reduce the water charges and write off \$418.59, an amount equivalent to 50% of the sum of Mr & Mrs Blanch's water bill for August 2012, less the normal averaged water usage.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

- 13.2.6 FO - 1319773 - Stanwell Corporation Limited - Requesting that Council reconsider the change in differential rating category from Extractive C to Coal Mine for property (Meandu Mine) at Nobby Smith Way & Yarraman Tarong Road Tarong**

Summary

A request has been received from Stanwell Corporation Limited to reconsider the new rates and differential rating category (Extractive C to Coal Mine) for the Meandu Coal Mine.

It is recommended that Council confirm that the rate categorisation for the Meandu Mine is correct and that no amendments will be made to either the rate category or the level of rates charged for 2012/13.

Officer's Recommendation

That Council confirm that the rate categorisation for the Meandu Coal Mine is correct and that no amendments will be made to either the rate category or the rates levied for 2012/13.

PROCEDURAL MOTION:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the previous item lay on the table until the next meeting.

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

- 13.2.7 FO - 1316666 - Aldi Stores - Objecting to having their property at 73-81 Youngman Street Kingaroy placed into the Drive In Shopping Centre 1,500 - 4,000 m2 Category**

Summary

A request has been received from Aldi requesting that Council reclassify their property from the Drive in Shopping Centre 1,500m2 - 4,000m2 Category to the Commercial Land – Kingaroy Category.

It is recommended that Council confirm that the rate categorisation for the Kingaroy Aldi Store is correct and that no amendments will be made to either the rate category or the level of rates charged for 2012/13.

Officer's Recommendation

That Council confirm that the rate categorisation for the Kingaroy Aldi Store is correct and that no amendments will be made to either the rate category or the rates levied for 2012/13.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.3 Financial Planning

13.3.1 FP - 1324263 - Monthly Financial Statements

Summary

The following information provides a snapshot of Council's Financial Position as at 10 September 2012.

Officer's Recommendation

That the Monthly Financial Report as at 10 September 2012 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr BL Green.

That the Monthly Financial Report as at 10 September 2012 be received and noted.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.3.2 FP- 1324303 - South Burnett Regional Council Monthly Capital Works

Summary

The following information provides a snapshot of Council's Capital Works as at 10 September 2012.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 10 September 2012 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the South Burnett Regional Council's Monthly Capital Works Report as at 10 September 2012 be received and noted.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.3.3 FP - 1325562 - Review of Capital Works Budget 2013**Summary**

A review of the 2012-2013 Capital Works Budget has been undertaken to determine the carry forward projects based on the actual result as at 30 June 2012. It was identified that funds totalling \$5,804,577 are available to be carried forward for capital projects during 2012-2013. This represents an increase of \$1,991,824 over the adopted budget. The following table details the changes by program.

Program	Adopted Budget	Revised Budget	Budget Movement
Finance & Information Services	\$ 3,858,000	\$ 4,687,035	\$ 829,035
Community & Economic Development	\$ 2,384,900	\$ 2,560,248	\$ 175,348
Planning & Environment	\$ 987,300	\$ 1,113,959	\$ 126,659
Infrastructure	\$ 10,370,116	\$ 10,370,116	
Water	\$ 7,021,517	\$ 7,107,562	\$ 86,045
Waste Water	\$ 3,502,000	\$ 3,578,380	\$ 76,380
Total	\$ 28,123,833	\$ 29,417,300	\$ 1,293,467

As part of the above review the following funds were identified as unallocated:

Program	Unallocated Carry Forward Amount
Community & Economic Development	\$ 21,152
Planning & Environment	\$ 56,132
Infrastructure	\$ 620,791
Waste Water	\$ 282
Total	\$ 698,357

Officer's Recommendation

That in accordance with Section 100(4) of Local Government (Finance, Plans and Reporting) Regulation 2010 the revised Capital Works Program to 30 June 2013 be adopted.

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
EXECUTIVE SERVICES					
TOTAL EXECUTIVE SERVICES			-		
FINANCE & INFORMATION SERVICES					
FINANCIAL OPERATIONS					
Stores					
Buildings	WH&S Requirements			75,000.00	75,000.00
Total Stores				75,000.00	75,000.00
Plant & Fleet Management					
Plant & Equipment	Plant Fleet Purchases 11/12				
	Plant Fleet Purchases 12/13	761,293.00		2,215,000.00	2,976,293.00
	Plant - Formwork				
Total Plant & Fleet Management		761,293.00		2,215,000.00	2,976,293.00
TOTAL FINANCIAL OPERATIONS		761,293.00		2,290,000.00	3,051,293.00
FINANCE PLANNING					
TOTAL FINANCE PLANNING					
INFORMATION SERVICES					
IS - Capital Purchases	IP WAN Network			15,000.00	15,000.00
	Computer Infrastructure & Upgrade			81,000.00	81,000.00
	Install Cisco Switches			5,000.00	5,000.00
	Business Operating System	217,742.00	150,000.00	1,420,000.00	1,487,742.00
	Emergency Power Backup			20,000.00	20,000.00
	Archive Storage				
	Phone Base Stations			27,000.00	27,000.00
TOTAL INFORMATION SERVICES		217,742.00	150,000.00	1,568,000.00	1,635,742.00
TOTAL FINANCE & INFORMATION SERVICES		979,035.00	150,000.00	3,858,000.00	4,687,035.00
COMMUNITY & ECONOMIC DEVELOPMENT					
Streetscapes					
	Streetscaping			200,000.00	200,000.00
Total Streetscapes				200,000.00	200,000.00
COMMUNITY & CULTURAL SERVICES					
Visitor Information Centres					
	Kingaroy VIC			2,500.00	2,500.00
	Repair trip hazard - 10mm lip at base of ramp			2,500.00	2,500.00
	Mesh covers over light in woodcrafters workshop			5,000.00	5,000.00
Total Visitor Information Centres				5,000.00	5,000.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Art Galleries					
Kingaroy Art Gallery	Sanding and Preservation of Floors	-	-	8,000.00	8,000.00
				8,000.00	8,000.00
Wondai Art Gallery	Art Gallery - WIP Building Grant & Donation for above	18,214.00	-	-	38,214.00
		18,214.00	-	-	38,214.00
Total Art Galleries		18,214.00	-	8,000.00	46,214.00
Museums					
Kingaroy Museum	Interactive Modernisation of Displays	-	-	10,000.00	10,000.00
	Install Safety Switch to Museum Office	-	-	10,000.00	10,000.00
		-	-	20,000.00	20,000.00
Ringsfield House	Ringsfield House -Building WIP Paint/Wall Reinstatement Church Program to be implemented - Various	38,392.00	30,000.00	30,000.00	38,392.00
		38,392.00	33,000.00	33,000.00	38,392.00
				15,000.00	15,000.00
Museums		38,392.00	63,000.00	78,000.00	53,392.00
		38,392.00	63,000.00	98,000.00	73,392.00
Libraries					
Kingaroy Library	Self Checking Out Hardware	-	-	35,000.00	35,000.00
	Air Conditioning to Rear Offices	-	-	10,000.00	10,000.00
		-	-	45,000.00	45,000.00
Nanango Library	Replace Air Conditioners	-	-	20,000.00	20,000.00
		-	-	20,000.00	20,000.00
Proston Library	Front Awning	-	-	10,000.00	10,000.00
		-	-	10,000.00	10,000.00
Total Regional Libraries		-	-	75,000.00	75,000.00
Halls					
Kingaroy Town Hall	Kitchen Refurbishment Plans	10,000.00	10,000.00	10,000.00	10,000.00
	Cafe Fit Out	71,000.00	-	10,000.00	81,000.00
		81,000.00	10,000.00	20,000.00	91,000.00
		81,000.00	10,000.00	20,000.00	91,000.00
Murron Hall	Handrail to or Remove Steps Painting	-	-	5,000.00	5,000.00
		-	-	40,000.00	40,000.00
		-	-	45,000.00	45,000.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Blackbutt Hall	Paint	10,000.00	20,000.00	25,000.00	15,000.00
		10,000.00	20,000.00	25,000.00	15,000.00
Wondai Hall	Paint	-	-	-	-
Other Community Halls	Duroong Hall - Fire Doors	-	-	10,000.00	10,000.00
Various Halls Upgrades	WIP 10/11 - Upgrade Various Halls	-	-	-	-
Total Halls		91,000.00	30,000.00	100,000.00	161,000.00
Sport & Recreation					
Regional Sporting Facilities	Maidenwell Tennis Courts - Resurface	-	-	5,000.00	5,000.00
Murgon PCYC - Building	Gutters/Ventilation	-	-	25,000.00	25,000.00
Wondai Sports Facilities	Gutter/Sewerage/Paint Grandstand	33,000.00	33,000.00	33,000.00	33,000.00
RLCIP (R3)	Cobbs St Gully, Murgon - Bench Out Waterway Coorba Falls Walking Track Proston - Walking Track & Exercise Equip	33,000.00	33,000.00	33,000.00	33,000.00
Total Sport & Recreation		33,000.00	33,000.00	63,000.00	63,000.00
Healthy Communities					
COAG Funded Projects	Murgon Pathways Exercise Equipment (Angel Avenue)	31,000.00	31,000.00	-	31,000.00
Total Healthy Communities		31,000.00	31,000.00	-	31,000.00
TOTAL COMMUNITY & CULTURAL SERVICES		211,806.00	157,000.00	549,000.00	654,606.00
Boondooma Homestead					
Boondooma Homestead	Restoration Materials	14,092.00	15,100.00	19,000.00	17,992.00
Total Boondooma Homestead		14,092.00	15,100.00	19,000.00	17,992.00
TOTAL COMMUNITY & CULTURAL SERVICES		225,898.00	172,100.00	568,000.00	672,598.00
ECONOMIC DEVELOPMENT & PROPERTY MANAGEMENT					
Sale of Land	Economic Dev - Land	60,532.00	-	100,000.00	160,532.00
Total Sale of Land		60,532.00	-	100,000.00	160,532.00
Tourism Facilities					
Yalalakool Tourist Park	Amenities Upgrades Cabin Upgrades Road Signage	100,000.00	100,000.00	350,000.00	350,000.00
		15,251.00	10,000.00	30,000.00	35,251.00
		115,251.00	110,000.00	390,000.00	395,251.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Lake Beedboornia	Cabin Upgrades	4,538.00	-	20,000.00	24,538.00
	Drainage Terraced Powered Sites	60,000.00	60,000.00	90,000.00	90,000.00
		64,538.00	60,000.00	110,000.00	114,538.00
Murgon Caravan Park	General Caravan Park Upgrades	2,410.00	-	15,000.00	17,410.00
		2,410.00	-	15,000.00	17,410.00
Wondai Dump Point	Install Dump Point	9,919.00	11,900.00	11,900.00	9,919.00
		9,919.00	11,900.00	11,900.00	9,919.00
Total Tourism Facilities		192,118.00	181,900.00	526,900.00	537,118.00
Swimming Pools					
Murgon Swimming Pool	Heat Pumps	75,000.00	75,000.00	75,000.00	75,000.00
	Pool Blanket Motor	-	-	-	8,000.00
		75,000.00	75,000.00	-	8,000.00
Wondai Swimming Pool	Heat Pumps	40,000.00	40,000.00	40,000.00	40,000.00
	Wet Deck & Balance Tank	-	-	40,000.00	40,000.00
	Wondai Community Development	-	-	100,000.00	100,000.00
	Pool Blanket Motor	-	-	-	6,000.00
		40,000.00	40,000.00	180,000.00	186,000.00
Regional Swimming Pools	Regional Pools Equip Upgrade	-	-	70,000.00	63,400.00
		-	-	70,000.00	63,400.00
Kingaroy Aquatic Centre	Heat Pumps	60,000.00	60,000.00	60,000.00	60,000.00
	Learn to Swim Pool	-	-	40,000.00	40,000.00
	Paint & Seal Childrens Pool	-	-	20,000.00	20,000.00
	Automatic Chlorine Dosing System	-	-	-	6,600.00
		60,000.00	60,000.00	120,000.00	126,600.00
South Burnett Aquatic Centre	Heat Pumps	-	60,000.00	60,000.00	60,000.00
	Pool Blanket Motor	-	-	20,000.00	6,000.00
		-	60,000.00	80,000.00	66,000.00
Total Swimming Pools		176,000.00	236,000.00	626,000.00	626,000.00
Aerodromes					
Buildings	Kingaroy - Runway Resurfacing	350,000.00	350,000.00	450,000.00	450,000.00
	Wondai - Fence & Other Improvements	-	-	10,000.00	10,000.00
Total Aerodromes		350,000.00	350,000.00	460,000.00	460,000.00
Housing					
Community Housing	Housing - Unallocated Budget	-	-	-	-
	Air Conditioning to 4 Units	-	-	-	-
Total Housing		-	-	-	-

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Saleyards					
Regional Cattle Dips	Proston Cattle Dip			2,500.00	2,500.00
	Nanango Cattle Dip			2,500.00	2,500.00
	Wondai Cattle Dip			2,500.00	2,500.00
				7,500.00	7,500.00
Coolabunia Saleyards	WH&S - Cattle Dip Yards Upgrades			2,500.00	2,500.00
				100,000.00	100,000.00
				102,500.00	102,500.00
Total Saleyards				110,000.00	110,000.00
SB Private Hospital Buildings	Front Office Renovation Replace Roof		50,000.00	65,000.00	65,000.00
				30,000.00	30,000.00
Total Controlled Entities			50,000.00	95,000.00	95,000.00
TOTAL BUSINESS & ECONOMIC DEVELOPMENT		777,650.00	816,900.00	1,816,900.00	1,887,650.00
TOTAL COMMUNITY & ECONOMIC DEVELOPMENT		1,003,348.00	989,000.00	2,384,900.00	2,560,248.00
PLANNING & ENVIRONMENT					
Customer Contact					
Building W/P	Airconditioning - Nanango Office	12,000.00			12,000.00
	Kingaroy Meeting Room - Communications IT Building			10,000.00	20,000.00
	Kingaroy - Com & ED Office			10,000.00	10,000.00
Total Customer Contact		12,000.00		20,000.00	52,000.00
ENVIRONMENTAL SERVICES					
Animal Management					
Building W/P	Dog Off Leash Area - Kingaroy	7,000.00	7,000.00	7,000.00	7,000.00
	Nanango Animal Shelter				
	Nanango Dog Off Leash Area				
	Wondai Dog Off Leash Area				
	Kingaroy Animal Shelter - Upgrade Plumbing			30,000.00	30,000.00
Total Animal Management		7,000.00	7,000.00	37,000.00	37,000.00
Waste Services					
Kingaroy Waste					
Waste W/P	Kingaroy Weighbridge	7,300.00	7,300.00	7,300.00	7,300.00
	Roadworks for weighbridge 1 x 27M3 Skip Bins			100,000.00	100,000.00
				17,000.00	
Total Kingaroy Waste		7,300.00	7,300.00	124,300.00	107,300.00
Rural Waste Management					
Waste W/P	Kumbia Transfer Station	21,000.00	21,000.00	50,000.00	50,000.00
		21,000.00	21,000.00	50,000.00	50,000.00
	Memerambi Transfer Station				
	Surveillance Cameras			10,000.00	10,000.00
	Resurface Hardstand Area			3,000.00	3,000.00
				13,000.00	13,000.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
	Hivesville Transfer Station Purchase 2 x1DM3 Skip Bin			18,000.00	18,000.00
				18,000.00	18,000.00
Total Rural Waste Management		21,000.00	21,000.00	81,000.00	81,000.00
Blackbutt Waste Waste W/P	Improve Drainage Bury Asbestos			5,000.00	5,000.00
	Recover Existing Landfill			5,000.00	5,000.00
Total Blackbutt Waste				15,000.00	15,000.00
Proston Waste Waste W/P	New Transfer Station - Proston Surfacing Road to Landfill				
Total Proston Waste					
Total Waste Services		28,300.00	28,300.00	220,300.00	203,300.00
TOTAL ENVIRONMENTAL SERVICES		35,300.00	35,300.00	257,300.00	240,300.00
NRM & PARKS					
Natural Resources					
	Mt Woooloolin Lookout	900.00			900.00
	Construct NRM Depot	46,664.00			46,664.00
Total Natural Resources		47,564.00			47,564.00
Road Services					
	Blackbutt CBD Median	165.00			165.00
	Haly St (Kyr) Median				
	Youngman St (Kyr) Median	100.00			100.00
	Murgon CBD Median	430.00			430.00
	Drayton St (Ngp) Median				
Total Road Services		695.00			695.00
Parks & Gardens					
	Memorial Park - New Toilet	100,000.00	40,000.00	55,000.00	115,000.00
	Apex Park - Upgrade Toilet Block			60,000.00	60,000.00
	Memorial Park - Master Plan Stage 2 Works	100,000.00	40,000.00	75,000.00	250,000.00
Nanango - Building					
	Pioneer Park - Master Plan Stage 1	3,400.00			3,400.00
	Pioneer Park - Master Plan Stage 2			80,000.00	80,000.00
		3,400.00		80,000.00	83,400.00
Regional Parks - Other					
	Blackbutt Park - Disabled Access			40,000.00	40,000.00
	Murgon Town Improvements			150,000.00	150,000.00
	Les Miller Park, Blackbutt			15,000.00	15,000.00
	Woooloolin Park - Fencing			10,000.00	10,000.00
Total Regional Parks & Gardens		103,400.00	40,000.00	485,000.00	548,400.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Public Facilities					
Public Conveniences	Construct New PC - Nanarago WIP - General Refurbishment		-	-	-
Total Public Facilities					
Regional Cemeteries					
Teabinga	Connect Power to New Shed Internal Carpark (as per concept plan)		-	25,000.00	25,000.00
			-	10,000.00	10,000.00
			-	35,000.00	35,000.00
Memerambi	Columbarium Wall	10,000.00	10,000.00	10,000.00	10,000.00
		10,000.00	10,000.00	10,000.00	10,000.00
Kumbia	Columbarium Wall Donation for above		-	-	-
Taromeo	Stone Wall Reconstruction Grant for above		-	180,000.00	180,000.00
			-	180,000.00	180,000.00
		10,000.00	10,000.00	225,000.00	225,000.00
Total Regional Cemeteries		161,659.00	50,000.00	710,000.00	821,659.00
TOTAL NRM & PARKS		208,959.00	85,300.00	987,300.00	1,113,959.00
TOTAL PLANNING & ENVIRONMENT					
INFRASTRUCTURE OPERATIONS					
Roads					
Building WIP	Town Entrance Statements		-	30,000.00	30,000.00
			-	30,000.00	30,000.00
Council Revenue Road Construction	NDRR Complementary Works Timber Bridge - Sandy Ok (Drayton St Ngo) Investigate & Design		-	1,000,000.00	1,000,000.00
			-	160,000.00	160,000.00
			-	1,160,000.00	1,160,000.00
Minor Capital Works	Intersection Improvements				
	Unallocated		-	-	-
	Millis Way (Golf Entrance)	8,000.00	8,000.00	18,000.00	18,000.00
	Kumbia Apex Park (Roberts St)	7,000.00	7,000.00	7,000.00	7,000.00
	Scott/Hatnaway /sect Reshape/Benarkin	25,000.00	25,000.00	60,000.00	60,000.00
	Transmitter Rd/Buyns Highway	60,000.00	60,000.00	60,000.00	60,000.00
		100,000.00	40,000.00	135,000.00	135,000.00
	Culverts & inverts				
	Unallocated		30,000.00	-	-
	Alice Creek Road	30,000.00	-	25,000.00	25,000.00
	Evans Road		-	45,000.00	45,000.00
	Rackemanns Road		-	30,000.00	30,000.00
		30,000.00	30,000.00	100,000.00	100,000.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
	Signage				
	Unallocated	50,000.00	50,000.00	75,000.00	75,000.00
		50,000.00	50,000.00	75,000.00	75,000.00
	Drainage				
	Unallocated				
	Jones St (Nanango) Reshape	10,000.00	10,000.00	25,000.00	25,000.00
	Summit View Estate Drainage - Premier Drive			35,000.00	35,000.00
		10,000.00	10,000.00	60,000.00	60,000.00
	Kerb & channel				
	Unallocated				
	Albert St (Kry)	10,000.00	10,000.00	10,000.00	10,000.00
	Beresford St (Pros)	5,000.00	5,000.00	5,000.00	5,000.00
	Burnett St (Ngo)	10,000.00	4,000.00	10,000.00	10,000.00
	Douglas Street (BButt)	13,981.00	13,981.00	13,981.00	13,981.00
	Frederick St (WMin) Shoulder	3,356.00	3,356.00	3,356.00	3,356.00
	Hodge St South (Won)	18,221.00	18,221.00	18,221.00	18,221.00
	Moreton St (Won)	13,679.00	13,679.00	13,679.00	13,679.00
	Waller Rd (Kry) 130m			20,000.00	20,000.00
	Webster St (Kry)	3,000.00	3,000.00	5,763.00	5,763.00
		77,237.00	71,237.00	100,000.00	100,000.00
	Minor Urban Sealing				
	Unallocated				
	Crawford Road			26,000.00	26,000.00
	Hodge St North (Wron)	6,000.00	6,000.00	6,000.00	6,000.00
	Hospital Tce (Ngo)	6,000.00	6,000.00	8,000.00	8,000.00
		12,000.00	12,000.00	40,000.00	40,000.00
	Minor Rural Sealing				
	Unallocated				
	Crumpton Drv (BButt)	70,000.00	70,000.00	70,000.00	70,000.00
	Lucas Road (Kry)			25,000.00	25,000.00
		70,000.00	70,000.00	95,000.00	95,000.00
	Car Parks				
	Unallocated				
	Wheatlands School Carpark	7,000.00	7,000.00	7,000.00	7,000.00
		7,000.00	7,000.00	7,000.00	7,000.00
	Special Drainage Project				
	Unallocated				
	Tessmann Road North	100,000.00	100,000.00	160,000.00	160,000.00
		100,000.00	100,000.00	160,000.00	160,000.00
	Street Lighting				
	Unallocated				
	Dalketh St	6,300.00	6,300.00	10,000.00	10,000.00
		6,300.00	6,300.00	10,000.00	10,000.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
	Pavement Rehabilitation				
	Unallocated				
	Kumba Brooklands			1,000,000.00	1,000,000.00
	Powerlink Contribution				
		462,537.00	396,537.00	1,000,000.00	1,000,000.00
				1,762,000.00	1,762,000.00
Regional Footpaths/Bikeways					
	Unallocated - Blackbutt				
	Unallocated - Kingaroy				
	Unallocated - Murgon				
	Unallocated - Nanango				
	Unallocated - Wondai				
	Baynes Street, Wondai				
	Glendon Street Footpath				
	Jarraah Street, Kingaroy				
	Stephens Street West, Murgon				
TIDS WORKS					
TIDS - General	261/LGSO/2 Radunz Road (Ch 0.00 - 1.20)	100,000.00	100,000.00	271,000.00	271,000.00
	261/LGSO/1 TH Burnis & Covelty (Ch 0.00-2.50) (Glencoe)	29,360.00	29,360.00	270,000.00	270,000.00
	TIDS Grants	129,360.00	129,360.00	541,000.00	541,000.00
SafeST Projects	261/LGSH/001 Kumba State School - Ped Xing	4,000.00	14,000.00	25,000.00	25,000.00
	261/LGSI/003 Windera State School - Setdown	22,500.00	22,500.00	45,000.00	45,000.00
	261/LGSI/004 Tandurungie State School - Setdown			100,000.00	100,000.00
	SafeST Grants	36,500.00	36,500.00	170,000.00	170,000.00
RRG Projects					
	Hivesville Road	40,000.00	40,000.00	117,500.00	117,500.00
	Peterson Drive - I/S Improvements				
	Appin St West Bypass - Bitumen shoulders (261/LGSA/6)			50,000.00	50,000.00
	Crowthorpe Rd 4.49-6.10 (261/LGSR/11)			20,000.00	20,000.00
	Kumba Brooklands Road 0.00-2.90km (261/LGSR/9)			220,000.00	220,000.00
	Manubar Rd - 18.90 to 19.42				
	Manubar Rd - 15.18-16.35 (261/LGSR/12)			330,000.00	330,000.00
	Manubar Rd - 25.40-26.77 (261/LGSA/008)			150,000.00	150,000.00
	Peterson Drive - I/S Improve (Koy/Coyvet) (261/LGSA/004)			250,000.00	250,000.00
	Blackbutt Crows Nest Road 0.30-3.20 (261/LGSR/15)			18,000.00	18,000.00
	Gayndah Hivesville Road 68.30-68.33km (261/LGSR/13)			50,000.00	50,000.00
	Memerambi Barkers Creek 12.65-14.40 (261/LGSR/002)			292,000.00	292,000.00
	Nanango Brooklands - 6.40-10.88 (261/LGSR/004)	150,000.00	150,000.00	366,000.00	366,000.00
	Petersen Drive - Royleys Rd I/section			25,000.00	25,000.00
	RRG Grants	190,000.00	190,000.00	1,908,500.00	1,908,500.00
Total TIDS WORKS		355,800.00	355,800.00	2,619,500.00	2,619,500.00

Program/Activity	Job Description	Actual Carried Forward 30/06/12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Roads to Recovery	RTR - Unallocated Budget	-	-	300,000.00	300,000.00
	Cliveville Rd	-	-	-	-
	Hiwiewille Rd (Balance Funds RRC Project 25-2760)	37,500.00	37,500.00	37,500.00	37,500.00
	Keameys Road	-	-	300,000.00	300,000.00
	Malar Road - Hebevale/Hilldale Woin	-	-	-	-
	Malar Road	-	-	-	-
	Nearings Brooklands (Balance Funds RRC Project 26-2760)	87,116.00	87,116.00	200,000.00	200,000.00
	Pharson Drive (Balance Funds RRC Project 50-6200)	25,000.00	25,000.00	25,000.00	25,000.00
	Maryung Road - Reelfs Rd intersection	-	-	-	-
	TH Burns Road	-	-	150,000.00	150,000.00
	Transmitter Road	-	-	100,000.00	100,000.00
	RTH GRANTS	159,616.00	159,616.00	1,333,616.00	1,333,616.00
Reseals	Unallocated Budget	-	-	-	-
Southern Area	Bodley Road	80,000.00	80,000.00	2,100,000.00	2,100,000.00
	Bright Street	-	-	-	-
	Brighton Road	-	-	-	-
	Brinsford Road	-	-	-	-
	Chapel Road	-	-	-	-
	Chesler Street	-	-	-	-
	Church Street	-	-	-	-
	Drydon Street	-	-	-	-
	George Street	-	-	-	-
	Hag Street	-	-	-	-
	Hassell Street	-	-	-	-
	Horns Street	-	-	-	-
	Hospital Terrace	-	-	-	-
	Kurajung Drive	-	-	-	-
	McClymont Road	-	-	-	-
	Mercer Springs Road	-	-	-	-
	Merritt Road	-	-	-	-
	Phillips St West	-	-	-	-
	South Street	-	-	-	-
	Taylor Street	-	-	-	-
	Wickham Street	-	-	-	-
Central Area	Lane beside Kungary Chambers	-	-	-	-
	Armidale Street	-	-	-	-
	Canning Street	-	-	-	-
	Clark & Swendsen Drive	-	-	-	-
	Edenvale North Road	-	-	-	-
	Fairview Drive	-	-	-	-
	Harris Road	-	-	-	-
	Hillside Street	-	-	-	-
	Julius Street	-	-	-	-
	Knight Street	-	-	-	-
	Norman Street	-	-	-	-
	Quarry Road	-	-	-	-
	Railway Terrace	-	-	-	-
	Robert Street	-	-	-	-
	Roulette Way	-	-	-	-
	Tulle Street	-	-	-	-
	Warren Truss Drive	-	-	-	-
UNALLOCATED BUDGET - SOUTHERN					
Program/Activity	Job Description	Actual Carried Forward 30/06/12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
Northern Area	Castrol Street	-	-	-	-

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
	Daniels Road				
	Dutton St East				
	Elbow Road				
	Hines Road				
	Jefferies Street				
	Kitoba Road				
	Krebs Street				
	Krugers Road				
	Moondowner Road				
	Mt. McEwen Road				
	Retschnag Street				
	Salsbury Road				
	Shellytop Road				
	Smyth Street				
	Sommerville Lane				
	Stubbs Armstrong Road				
	Swaines Road				
	Tienan Terrace				
	West Boonooma Road				
	Zernets Road	80,000.00	80,000.00	2,100,000.00	2,100,000.00
	Old Rail Funded Projects				
	Thompson Street Bridge			320,000.00	320,000.00
	Stipfels Road Bridge				
	Crownthorpe/Kepnerick Bridge (26 7/16 SR1003)			375,000.00	375,000.00
	Burya Hwy/ River Rd - Snowgrounds Widening			80,000.00	80,000.00
	D'Aquilar Hwy/Petersen Dr Intersection			300,000.00	300,000.00
	QR Rail Funded Grants				
	Total Roads	1,057,953.00	991,953.00	10,100,116.00	10,100,116.00
	Drainage				
	Drainage - W/JP				
	Drainage Design & Upgrades				
	Unallocated Budget				
	Total Drainage	-	-	-	-
	TOTAL OPERATIONS	1,057,953.00	991,953.00	10,100,116.00	10,100,116.00
	DESIGN				
	Design Services & Infrastructure Planning				
	Survey & Design			260,000.00	260,000.00
	Survey & Design to be Allocated (Budget Only)				
	Total Administration	-	-	260,000.00	260,000.00
	Soil Laboratory				
	Soil Lab			10,000.00	10,000.00
	Total Soil Laboratory			10,000.00	10,000.00
	TOTAL DESIGN	-	-	270,000.00	270,000.00
	TOTAL INFRASTRUCTURE	1,057,953.00	991,953.00	10,370,116.00	10,370,116.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
WATER SERVICES					
GENERAL OPERATIONS					
General Operations	SBRC Design & Drafting	50,000.00	50,000.00	50,000.00	50,000.00
	Telemetry Upgrades	-	-	30,000.00	30,000.00
		50,000.00	50,000.00	80,000.00	80,000.00
Fluoridation Projects	Water Fluoridation - Prior Works	-	-	-	-
	Blackbutt	-	-	-	-
	Building	-	-	-	-
	Dosing Facilities	-	-	-	-
	Controls	-	-	-	-
	Laboratory	-	-	-	-
	Training	-	-	-	-
	Gordonbrook	-	-	-	-
	Building	-	-	-	-
	Dosing Facilities	-	-	-	-
	Controls	-	-	-	-
	Laboratory	-	-	-	-
	Training	-	-	-	-
	Murgon	-	-	-	-
	Building	-	-	-	-
	Dosing Facilities	-	-	-	-
	Controls	-	-	-	-
	Laboratory	-	-	-	-
	Training	-	-	-	-
	Nanango	-	-	-	-
	Building	-	-	-	-
	Dosing Facilities	-	-	-	-
	Controls	-	-	-	-
	Laboratory	-	-	-	-
	Training	-	-	-	-
	Wondai	-	-	-	-
	Building	-	-	-	-
	Dosing Facilities	-	-	-	-
	Controls	-	-	-	-
	Laboratory	-	-	-	-
	Training	-	-	-	-
TOTAL GENERAL OPERATIONS		50,000.00	50,000.00	80,000.00	80,000.00

Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget	
BLACKBUTT WATER	Mains - Unallocated Budget			101,504.00	1,504.00	
	Coulston St (113 Coulston to Reservoir)				100,000.00	
	John St (Margaret/Coulson)					
	WTP - Unallocated Budget					
	PLC HMI Upgrade			7,500.00	7,500.00	
	Clear Water Reservoir - Sensors			5,000.00	5,000.00	
	PLC Sensors					
	Reservoir - Unallocated Budget					
	Electrical Upgrade Pump Station			15,000.00	15,000.00	
	Online Water Quality			10,000.00	10,000.00	
	Rechlorination - Unallocated Budget					
	TOTAL BLACKBUTT WATER			198,004.00	198,004.00	
	KINGAROY WATER	Microvase Lift, Conestock				
		Golf Course Pump Station				
		Mains - Unallocated Budget				
		Knight St (Water Rd to Kingaroy)			650,000.00	25,000.00
		Ring Main Upgrade	25,000.00		25,000.00	25,000.00
		Tate St (Hwy to W)	75,000.00		75,000.00	75,000.00
		Replace Filter Main				
		Replace Ring Main - Mt Woodroffe-Hwy St FS			2,300,000.00	2,300,000.00
Aford St (Youngman/William)					60,000.00	
Doonkula St (Albert/Lamrah)					30,000.00	
Doonkula St (Athol/Fisher)					50,000.00	
Fitzroy St (Mooney/Fisher)					50,000.00	
Hill St (Fisher/Youngman)					90,000.00	
Mcman St (Hwy/Youngman)					30,000.00	
Power St (Albert/End)					30,000.00	
Water Rd (Knight/Hanno)					215,000.00	
Fair St (Walker/Ruf/End)						
Hwy St (Kingaroy/Jarrah)						
High St (Youngman/End)						
King St (Youngman/End)						
Kingson St (Aford/Mackwell)						
Railway Rd (Aerodrome/End)						
Youngman St (Hwy/Bunga Hwy)						
Youngman St (Verman/Hwy)						
WTP - Unallocated Budget						
Clearwater Reservoirs						
Chemical Dosing Upgrade						
DAF Plant & Inlet Structure	500,000.00		500,000.00	1,200,000.00		
Power & Treatment Plant Upgrade	100,000.00		100,000.00	150,000.00		
Staircase Intake Tower						
Replace Valves				200,000.00		
WTP - Ring Main						
Process Equipment & Electrical Upgrade						
Clear Water Pumps - Retrofit & Relub						
WTP - Bulk ACH Transmitter	10,000.00		10,000.00	10,000.00		
WTP - Electrical & Telemetry Upgrades				500,000.00		
Pump Stations - Unallocated Budget						
Reservoir - Unallocated Budget						
Drive in Pump Station Upgrade						
Mount Woodroffe - Chlorine Upgrade						
Program/ Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget	
	Other - Unallocated Budget				20,000.00	
	Replace Duct-in Reservoir					
	New Street Construction Materials	167,500.00		167,500.00	300,000.00	
	Rechlorination - Unallocated Budget	887,500.00		887,500.00	5,430,000.00	
TOTAL KINGAROY WATER		887,500.00	887,500.00	5,430,000.00	5,430,000.00	

Program/Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget	
KUMBLIA WATER Water WIP	Mains - Unallocated Budget	-	-	-	-	
	WTP - Unallocated Budget	-	-	-	-	
	Rising Main Replacement	50,000.00	-	-	50,000.00	
	Pump Stns - Unallocated Budget	-	-	-	-	
	Reservoir - Unallocated Budget	-	-	-	-	
	Rechlorination - Unallocated Budget	-	-	-	-	
	Demolish Old Reservoir	15,000.00	-	15,000.00	15,000.00	
	Other - Unallocated Budget	-	-	-	-	
	Rechlorination - Unallocated Budget	-	-	-	-	
	TOTAL KUMBLIA WATER		65,000.00	15,000.00	15,000.00	65,000.00
MURGOON WATER Water WIP	Mains - Unallocated Budget	-	-	-	-	
	Stephens St East (MacAlister/Perkins)	143,861.00	-	143,861.00	143,861.00	
	Cooper St (Coxe/Neil)	-	-	-	-	
	Garrick St (MacAlister/Perkins)	-	-	-	-	
	Harm St (Gore/Nut)	-	-	-	-	
	Houghton St N/E (Nuff/End)	-	-	-	-	
	Hughes St (Gore/Nut)	-	-	-	-	
	Jeffries St (Gore/Nut)	-	-	-	-	
	McLusack St (MacAlister/Perkins)	-	-	-	-	
	Nutt St (Jeffries/Cooper)	-	-	-	-	
	Palmer St East (MacAlister/Perkins)	-	-	-	-	
	Wall St (Lamp/McClellan)	-	-	-	-	
	Wall St (Lamp/Sungu Hwy)	-	-	-	-	
	WTP	-	-	-	-	
	Power & Treatment Plant Upgrade	-	-	-	-	
	Soda Ash Loading -opper	30,000.00	-	30,000.00	30,000.00	
	Clarifier Maintenance	10,000.00	-	10,000.00	10,000.00	
	Upgrade Dosing Facilities - PAC & KMfina & Monitoring	10,000.00	-	10,000.00	10,000.00	
	Controls & Instrumentation Upgrade	25,000.00	-	25,000.00	25,000.00	
	Annual Maintenance	10,000.00	-	10,000.00	10,000.00	
	Backwash Tank	-	-	-	-	
	Pump Stns - Unallocated Budget	-	-	-	-	
	Reservoir - Unallocated Budget	-	-	-	-	
	Hospital Tower Upgrade	150,000.00	-	150,000.00	150,000.00	
	Other - Unallocated Budget	-	-	-	-	
	Grant for Above	-	-	-	-	
	Intake Upgrade & Inlet Automation	55,000.00	-	55,000.00	55,000.00	
Rechlorination - Unallocated Budget	-	-	-	-		
TOTAL MURGOON WATER		40,000.00	40,000.00	475,861.00	475,861.00	
MANANGO WATER Water WIP	Mains - Unallocated Budget	-	-	-	-	
	Aquin St (Cairns/Harry)	319,775.00	-	319,775.00	4,775.00	
	Gippe St (Dunlop/Willy)	-	-	-	40,000.00	
	Glouce St (Eck/Crayton)	-	-	-	30,000.00	
	45,000.00	-	-	-	45,000.00	
	Drayton St N/E (Coppes/Harry)	-	-	-	-	
	Drayton St N/W (Coppes/Harry)	-	-	-	-	
	Harm St (Gore/Nut)	-	-	-	-	
	Hughes St (Gore/Nut)	-	-	-	-	
	Wickham St (Appin/Southern)	-	-	-	-	
	Wills St (Gippe/Cairns)	-	-	-	-	
	WTP - Unallocated Budget	-	-	-	-	
	WTP Upgrade (ins liquid chlorine)	49,000.00	-	49,000.00	50,000.00	
	WTP Upgrade (ins liquid chlorine)	-	-	-	12,000.00	
	WTP Upgrade (ins liquid chlorine)	-	-	-	12,000.00	
	Pump Stns - Unallocated Budget	-	-	-	-	
	Upgrade Extra Pumps	10,000.00	-	10,000.00	10,000.00	
	Reservoir - Unallocated Budget	-	-	-	-	
	Other - Unallocated Budget	-	-	-	-	
	W & WW Dept. Shed	-	-	-	-	
	Rechlorination - Unallocated Budget	-	-	-	-	
	TOTAL MANANGO WATER		49,000.00	49,000.00	391,775.00	391,775.00
	PROSTON WATER Water WIP	Mains - Unallocated Budget	-	-	-	-
		WTP - Unallocated Budget	-	-	-	-
		WTP - Electrical Upgrade	20,000.00	-	20,000.00	20,000.00
		Telemetry & Electrical	-	-	-	16,500.00
		Pump Stns - Unallocated Budget	-	-	-	-
Reservoir - Unallocated Budget		-	-	-	-	
Other - Unallocated Budget		-	-	-	-	
Rechlorination - Unallocated Budget		-	-	-	-	
TOTAL PROSTON WATER			20,000.00	20,000.00	36,500.00	36,500.00
PROSTON RURAL WATER Water WIP		Mains - Unallocated Budget	6,045.00	-	140,000.00	146,045.00
	WTP - Unallocated Budget	-	-	-	-	
	Pump Stns - Unallocated Budget	-	-	-	-	
	Reservoir - Unallocated Budget	-	-	-	-	
	Other - Unallocated Budget	-	-	-	-	
	Rechlorination - Unallocated Budget	-	-	-	-	
TOTAL PROSTON RURAL WATER		6,045.00	140,000.00	146,045.00	146,045.00	

Program/Activity	Job Description	Actual Carried Forward 30/06/12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
WONDAL WATER					
Water WIP	Mains - Unallocated Budget			241,377.00	241,377.00
	Bayly - Unallocated Budget				2,150,000.00
	Bramston St (Pring) Borehole				
	Haley St (Frodgar/Morison)				
	MacKenzie St (Scott/Erd)				
	McCord St (Barnstork/Kent)				
	Wocrool St (Scott/Bramston)				
	Chloroform St (Scott/Bramston)				
	Pring St (Jones/Swarnd)				
	Scott St (MacKenzie/Reservoir)				
	South St (South/Kent)				
	WTP - Unallocated Budget				
	WTP Upgrades (inc primary clarifier)	50,000.00	30,000.00	50,000.00	50,000.00
	WTP - Unallocated Budget			12,000.00	12,000.00
	Pump Stms - Unallocated Budget				
	Reservoir - Unallocated Budget				
	Other - Unallocated Budget				
	Online Monitoring			10,000.00	10,000.00
	Rechlorination - Unallocated Budget				
		50,000.00	50,000.00	313,377.00	313,377.00
WONDAL WATER					
WOCROOLIN WATER					
Water WIP	Mains - Unallocated Budget	30,000.00			30,000.00
	WTP - Unallocated Budget				
	Pump Stms - Unallocated Budget				
	Reservoir - Unallocated Budget				
	Other - Unallocated Budget				
	Rechlorination - Unallocated Budget				
		30,000.00			30,000.00
TOTAL WOCROOLIN WATER		30,000.00			30,000.00
TOTAL WATER SERVICES		1,162,545.00	1,076,500.00	7,021,517.00	7,107,562.00
WASTEWATER SERVICES					
GENERAL OPERATIONS					
General Operations	SBRC Design & Drafting	100,000.00	50,000.00	50,000.00	100,000.00
	Remedial Upgrades			50,000.00	50,000.00
		100,000.00	50,000.00	80,000.00	130,000.00
BLACKBUTT WASTEWATER					
Wastewater WIP	Mains - Unallocated Budget			50,000.00	50,000.00
	Main Extension - Hudson (7M)				
	Manholes - Unallocated				
	Extend Sewer to Baranck				
	WWTP - Unallocated Budget				
	WWTP Augmentation				
	WWTP - Sludge Dewatering Screen & Press			112,500.00	112,500.00
	Process Water Chlorinator & Pump				
	Pump Stms - Unallocated Budget				
	Other - Unallocated Budget				
				162,500.00	162,500.00
TOTAL BLACKBUTT WASTEWATER				162,500.00	162,500.00

Program/ Activity	Job Description	Actual Carried Forward 30/06/12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
KINGAROO WASTEWATER Wastewater WIP	Mains - Unallocated Budget	85,000.00	-	185,000.00	185,000.00
	Mains - Unallocated Budget	-	85,000.00	-	85,000.00
	Mains - Unallocated Budget	-	-	500,000.00	500,000.00
	River Road Trunk Main Reassessment	-	-	1,000,000.00	1,000,000.00
	WWTP - Unallocated Budget	-	-	100,000.00	100,000.00
	Chlorinator Replacement	-	-	25,000.00	25,000.00
	Tender & Design Prep	-	-	-	-
	Pump Sins - Unallocated Budget	27,360.00	-	-	27,360.00
	Burgal Damaged Pump Station	-	-	-	-
	Other - Unallocated Budget	-	-	-	-
TOTAL KINGAROO WASTEWATER		112,360.00	85,000.00	1,810,000.00	1,837,360.00
MURGON WASTEWATER Wastewater WIP	Mains - Unallocated Budget	-	-	250,000.00	250,000.00
	Mains - Unallocated Budget	-	-	25,000.00	25,000.00
	WWTP - Unallocated Budget	-	-	42,500.00	42,500.00
	Sludge Handling & Dewatering	-	-	6,000.00	6,000.00
	Wash System Clarifier	-	-	-	-
	Pump Sins - Unallocated Budget	-	-	-	-
	Sludge Storage	-	-	70,000.00	70,000.00
	Other - Unallocated Budget	-	-	-	-
	Shed for Construction Materials	85,000.00	75,000.00	25,000.00	85,000.00
	Treatment Building Refurbish	-	-	25,000.00	25,000.00
TOTAL MURGON WASTEWATER		85,000.00	75,000.00	493,500.00	503,500.00
NANANGO WASTEWATER Wastewater WIP	Mains - Unallocated Budget	-	-	200,000.00	200,000.00
	Railway Lane (21/10/30)	-	-	-	-
	George Street (21/10/30)	-	-	-	-
	George Street (21/10/30)	-	-	-	-
	Mains - Unallocated Budget	-	-	-	-
	WWTP - Unallocated Budget	-	-	77,500.00	77,500.00
	Sludge Handling & Dewatering	-	-	75,000.00	75,000.00
	Pump Stations - Unallocated Budget	-	-	15,000.00	15,000.00
	Other - Unallocated Budget	-	-	-	-
	Upgrades for Sepsis & City Water	-	-	387,500.00	387,500.00
TOTAL NANANGO WASTEWATER					
PROSTON CED Wastewater WIP	Mains - Unallocated Budget	-	-	-	-
	Mains - Unallocated Budget	-	-	-	-
	WWTP - Unallocated Budget	-	-	-	-
	Pump Stations - Unallocated Budget	-	-	-	-
	Other - Unallocated Budget	-	-	-	-
TOTAL PROSTON CED					

Program/Activity	Job Description	Actual Carried Forward 30 06 12	Carryover anticipated at Budget	Adopted Budget	Proposed Revised Budget
WONDAL WASTEWATER	Mains - Unallocated Budget			425,000.00	425,000.00
	Mains - Unallocated Budget	275,000.00	275,000.00		
	Mains - Unallocated Budget				
	WWTP - Unallocated Budget				
	Treatment & Sludge Drying beds	35,000.00	35,000.00		35,000.00
	Sludge Handling Upgrade	42,500.00			42,500.00
	Rotating intake Screen	75,000.00			75,000.00
	Reire Pump, Sand Filter and Lift Pump Outfall			11,000.00	
	Pump Station Upgrade				
	Other - Unallocated Budget				
TOTAL WONDAL WASTEWATER		310,000.00	310,000.00	688,600.00	677,600.00
TOTAL WASTEWATER SERVICES		607,380.00	520,000.00	3,502,000.00	3,578,380.00
TOTAL WORKS IN PROGRESS					
NDRRA PROJECTS					
PARKS PROJECTS					
Kingaroy	NDRRA Grant (Other)				
	Memorial Park - Foot Bridge, etc			34,500.00	34,500.00
	Buxie Nature Reserve - Repair Fence			1,000.00	1,000.00
	Kingaroy Landfill - Internal Road			8,000.00	8,000.00
Muirgun	BP Dam - Replace BRGs			15,000.00	15,000.00
Narrango	Cycle Way - Repair Asphalt			1,281,500.00	1,281,500.00
	Bulmer Factory Park - Landscaping etc			109,386.00	109,386.00
	Pioneer Park - Repair Bridge			15,600.00	15,600.00
	Mt Stanley Park - Repair Fence			1,540.00	1,540.00
	Old Railway Bridge - Security Fence			2,510.00	2,510.00
	Aquatic Centre - Repair Fence			2,188.00	2,188.00
	CGI Leash Dog Area - Repair Fence			10,608.00	10,608.00
	Soccer Fields - Repair Fence			24,670.00	24,670.00
	Rugby League Fields - Repair Fence			20,985.00	20,985.00
	Rail Trail - Repair Crossings etc			100,000.00	100,000.00
	Narrango Nature Reserve - Repair Fence			1,000.00	1,000.00
	Narrango Cemetery - Internal Road			10,000.00	10,000.00
Wondali	Ficks Conservo			368,960.00	368,960.00
	Wondali Landfill - Internal Road			1,500.00	1,500.00
TOTAL PARKS PROJECTS				1,999,958.00	2,013,458.00
ROADS PROJECTS					
NDRRA Projects	NDRRA Restoration Works			45,000,000.00	55,013,806.00
	NDRRA Flood Damage Projects				
	NDRRA Grants				
TOTAL PARKS PROJECTS				45,000,000.00	55,013,806.00
WATER PROJECTS					
NDRRA Projects	Gordonbrook WTP - Bed fillers			20,000.00	20,000.00
	Muirgun WTP - Raw Water Intake			130,000.00	130,000.00
	Wondali Raw Water Intake			75,000.00	75,000.00
	Gordonbrook WTP - Internal Road			10,000.00	10,000.00
	Gordonbrook WTP - Misc Equipment			10,000.00	10,000.00
	NDRRA Grant				
TOTAL PARKS PROJECTS				245,000.00	245,000.00
WASTEWATER PROJECTS					
NDRRA Projects	Bundabutt - Sewer Collapse Replacement			15,000.00	15,000.00
	Kingaroy - River Road East Sewer Upgrade			500,000.00	500,000.00
	Kingaroy - River Road West Sewer Upgrade			523,000.00	523,000.00
	Narrango - George St Sewer Upgrade			175,000.00	175,000.00
	Wondali - Tully St Moderate Site Mains			350,000.00	350,000.00
	Wondali - Tully St Moderate Site Mains			350,000.00	350,000.00
	Wondali - Tully St Moderate Site Mains			168,000.00	168,000.00
	Narrango - Railway Lane - Replace Sewer				
	NDRRA Grant				
TOTAL PARKS PROJECTS				1,781,000.00	1,781,000.00
TOTAL NDRRA PROJECT				49,025,958.00	57,053,284.00

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

13.3.4 FP - 1325021 - 2012 Annual Financial Statements**Summary**

The overall result shows an operating deficit of \$5,232,380.71 compared to a projected surplus of \$469,323. Details are as follows:

- General Operations -\$4,343,686.34 (Deficit)
- Water Operations -\$307,036.65 (Deficit)
- Waste Water Operations -\$653,170.65 (Deficit)
- Waste Management +\$71,502.93 (Surplus)

The General Operations Program shows an operating loss of \$169,932.79 compared to an original budget projection of a surplus of \$8,472. The actual result has been calculated taking into account expenditure of \$4,173,753.55 for NDRRA which is yet to be analysed as part of the overall NDRRA program, particularly in terms of eligibility and to determine if the expenditure is operational or capital. The deviation from budget is a result of a variety of differences throughout this program.

The Water Operations Program shows an actual operating loss of \$307,036.65 compared to an original budget projection of a surplus of \$106,721. The main turnaround in this program is a reduction in revenue from water sales along with a variety of differences throughout this program.

The Waste Water Operations Program resulted in an operating loss of \$653,170.65 compared to an original budget projection of a surplus of \$72,779. The significant change in this program relates to an increase in depreciation as a result of better information becoming available through the Asset Management Project. A variety of differences have also occurred throughout this program.

The Waste Management Program shows an operating surplus of \$71,502.93 compared to an original budgeted surplus of \$281,351 again resulting from a variety of differences throughout the program.

Officer's Recommendation

That the report be received and the Unaudited Financial Statements for the year ending 30 June 2012 be noted.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the report be received and the Unaudited Financial Statements for the year ending 30 June 2012 be noted.

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

13.3.5 FP - 1325015 - Creation of a reserve specifically for the revitalisation and future development of the streetscapes of various towns and villages within the South Burnett region**Summary**

The revitalisation of the streetscapes of various towns and villages within the South Burnett region was flagged as a high priority legacy item by Councillors at a strategic workshop held late last year.

Consequently, as part of the draft capital works budget for 2012/2013 to 2015/2016 provision was made to borrow funds to undertake revitalisation projects across the region.

As a result of budget discussions it was decided not to borrow funds to undertake the work but rather to utilise funds received from the sale of land. Under current policy guidelines these funds would be placed in a “*General Assets Reserve*” or “*Community Land & Projects Reserve*” from which Council would then by resolution draw funds as needed for streetscape projects.

On reviewing the above arrangement it was felt that a specific reserve should be set up for streetscape revitalisation projects with all the proceeds from commercial and residential land sales for 2012/13 to 2014/2015 being placed in this reserve. This allows funds to be specifically identified rather than forming part of an overall asset renewal program.

In addition two existing reserves could be closed and incorporated into this new reserve as the funds from both these reserves were proposed to be utilised for Nanango Streetscape Projects:

- Nanango Streetscape Reserve
- Nanango Community Reserve

A Council resolution to utilise reserve funds would still be required for each project as they are finalised and proposed budgets formulated.

Officer's Recommendation

That

- (a) In accordance with the *Local Government Finance (Finance, Plans and Reporting) Regulation 2010* Council create a reserve titled “*Streetscape Reserve*” for the purpose of the revitalisation and future development of streetscapes for various towns and villages situated within the South Burnett region
- (b) The requirements for the “*Allocation of Funds from the Disposal of Land*” in particular the dispersal of net proceeds from sale of commercial and residential land contained in Council's policy for the “*Disposal of Council Real Estate*” be suspended until 30 June 2015
- (c) Funds received from the disposal of Council owned commercial and residential real estate during period 1 July 2012 to 30 June 2015 be placed in “*Streetscape Reserve*”
- (d) Funds contained in the “*Nanango Streetscape Program Reserve*” and uncommitted funds contained in the “*Nanango Community Reserve*” be transferred to the “*Streetscape Reserve*”

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

13.4 Financial and Information Services Portfolio Report

Cr KM Campbell gave a verbal report on the Financial and Information Services Portfolio.

14. Executive Services**14.1 Executive****14.1.1 E - 1324642 - Staff Christmas Function and Closure****Summary**

It is proposed to hold this year's South Burnett Regional Council's Christmas function in Kingaroy on Friday 21 December 2012. It is open to all Council employees. It is also proposed to close Council offices, depots and library facilities over the Christmas period from 12.00noon on Friday 21 December 2012 and re-open on Monday 7 January 2013. The opening times for the Region's Visitor Information Centres over the Christmas/New Year period are yet to be confirmed but will be similar to the below:-

Blackbutt Visitor Information Centre (Accredited)	Hours: Mon-Sun 9:00am to 3:00pm Closed - Christmas Day, Boxing Day & New Year's Day <i>TO BE CONFIRMED</i>
Kingaroy Visitor Information Centre (Accredited)	Hours: Mon-Fri 9:00am to 4:30pm Sat-Sun 10:00am to 4:00pm Closed - Christmas Day, Boxing Day & New Year's Day <i>TO BE CONFIRMED</i>
Murgon Visitor Information Centre (Accredited)	Hours: Mon-Sat 9:00am to 4:00pm Sun 10:00am to 1:00pm Closed - Christmas Day, Boxing Day & New Year's Day <i>TO BE CONFIRMED</i>
Nanango Visitor Information Centre (Accredited)	Hours: Mon-Fri 9:00am to 4:30pm Sat 10:00am to 4:00pm Sun 10:00am to 2:00pm Closed - Christmas Day, Boxing Day & New Year's Day <i>TO BE CONFIRMED</i>
Wondai Visitor Information Centre (Accredited)	Hours: Mon-Sun 9:00am to 4:00pm Closed – Christmas Day, Boxing Day & New Year's Day <i>TO BE CONFIRMED</i>

Officer's Recommendation

That Council:

1. Closes Council offices, depots and library facilities over the Christmas/New Year period from Friday 21 December 2012 at the following times to attend the staff Christmas function for the annual closedown period and to re-open on Monday 7 January 2013.
 - Blackbutt - 11.30am
 - Kingaroy - 12.30pm
 - Murgon - 11.45am
 - Nanango - 11.45am
 - Proston - 11.15am

- Wondai - 12.00noon

2. Advises Employees to take leave (eg. annual leave, TOIL) during this period; and
3. Roster skeleton staff to work through the Christmas closure period and to undertake on-call and emergency work where required.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That Council:

1. Closes Council offices excluding Kingaroy, depots and library facilities over the Christmas/New Year period from Friday 21 December 2012 at the following times to attend the staff Christmas function for the annual closedown period and to re-open on Monday 7 January 2013.
 - Blackbutt - 11.30am
 - Kingaroy - 12.30pm
 - Murgon - 11.45am
 - Nanango - 11.45am
 - Proston - 11.15am
 - Wondai - 12.00noon
2. Advises Employees to take leave (eg. annual leave, TOIL) during this period; and
3. Roster skeleton staff to work through the Christmas closure period and to undertake on-call and emergency work where required.

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

ADJOURNMENT:

Motion:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the meeting adjourn for lunch

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

RESUMPTION:

Motion:

Moved Cr KM Campbell, seconded Cr BL Green.

That the meeting resume at 1:50pm with attendance as previous to the adjournment

Carried 5/0

FOR VOTE - Councillors voted unanimously

ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer

14.2 Human Resources

Nil.

14.3 Governance

14.3.1 G - 1320426 - Memorandum of Agreement (MOA) between Council and the Department of Community Safety to enable operations of the State Emergency Service (SES) in the South Burnett Region.

Summary

This report presents for Council's consideration a Memorandum of Agreement (MOA) for the management and support of the SES between Council and the Department of Community Safety acting through Emergency Management Queensland (EMQ).

The MOA consists of two parts a high level strategic agreement which sets out the responsibilities of both state and local government based on the requirements of the *Disaster Management Act 2003* (DM Act) and then a second document (Schedule A) which specifies particular local arrangements.

The report proposes that the high level MOA be entered into now and that the Schedule A – Local Arrangements document be developed and finalised, in partnership with EMQ, by 30 November 2012 in time for the storm / wet season.

The report also provides an overview of some of the help and support that has been provided by South Burnett Region SES volunteers.

Officer's Recommendation

That Council:

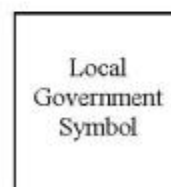
- (a) agree to enter into a Memorandum of Agreement between the Queensland Government Department of Community Safety and the South Burnett Regional Council, which sets out the responsibilities of both the State Government and Council regarding the management and support for the State Emergency Service in the South Burnett in accordance with the following Memorandum of Agreement;

MEMORANDUM OF AGREEMENT

A Partnership for the Management and Support of the State Emergency Service

BETWEEN THE DEPARTMENT OF COMMUNITY SAFETY acting through Emergency Management Queensland

AND THE LOCAL GOVERNMENT OF



Memorandum of Agreement

Between the Department of Community Safety and Local Governments

SIGNED BY THE PARTIES ON THE DATES SET OUT BELOW:

.....
Director-General
Department of Community Safety

.....
Chief Executive Officer
.....Local government

Dated: / /
.....

Dated: / /
.....

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

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Memorandum of Agreement

Between the Department of Community Safety and Local Governments

1 INTRODUCTION

Volunteers of the Queensland State Emergency Service (SES) are an integral part of Queensland's emergency management arrangements.

SES members prepare for and respond to a wide range of emergency situations that contribute significantly to the safety of the citizens of Queensland, and their value and importance is widely recognised throughout the community.

The individual and collective needs of SES members in both operational and non operational situations must be considered and protected if they are to deliver their services safely, effectively and efficiently.

This Memorandum of Agreement (MOA) between the Department of Community Safety (DCS), acting through Emergency Management Queensland (EMQ) and local governments, hereinafter referred to as "the parties", builds on the co-operative arrangements for SES management and supporting services which have long existed between the parties.

It recognises that each party has skills, expertise and resources that when combined, can provide an enhanced mix of resources and services to collaboratively manage and support the SES.

This MOA also recognises the distinct responsibilities of each party that have been agreed to.

2 PREAMBLE

In 1997, a Protocol was established between the Local Government Association of Queensland (LGAQ) and the Queensland Government to guide the relationship between the parties in all matters pertaining to the provision, maintenance and management of the Queensland Disaster Management System, including the provision, coordination and management of SES Units.

This Protocol was developed under the auspices of the *State Counter Disaster Organisation Act 1975* (since repealed) but was subsequently revised and reissued in 2003 to align with the *Disaster Management Act 2003*.

In 2005, the Queensland Disaster Management Alliance was established between the LGAQ (for and on behalf of local governments) and the State of Queensland (through the then Department of Emergency Services). The Alliance provides a forum for discussion regarding disaster management, however it does not provide guidance to the state and local governments on the management and support of the SES.

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

3 PURPOSE

This MOA is intended to formalise the relationship between the parties in all matters pertaining to the establishment, management, maintenance and support arrangements of the SES. It sets out arrangements for co-operation and co-ordination of resources and describes the situations in which each party agrees to operate in a partnering arrangement.

In particular, the MOA seeks to build on the existing commitment of both the Queensland Government through EMQ and local government to support their respective roles in managing and supporting the SES. The MOA recognises the history of shared responsibility and the importance of continued strong partnership between the parties.

The MOA also provides guidance to both parties, additional to that which is stated or implied in the *Disaster Management Act 2003*, and further defined in SES Operations Doctrine.

The MOA seeks to:

- i. facilitate:
 - a co-operative approach between the parties for the shared administration of the *Disaster Management Act 2003*, in respect of the SES;
 - an agreement of the roles, responsibilities and obligations of the parties within that context;
 - the cost-effective use of resources devoted to the management of the Queensland SES; and
 - the effective integration of operational demands arising under the *Disaster Management Act 2003* with the ongoing operations of local government.
- ii. ensure that the regulatory and decision making processes of the parties in relation to the SES are closely integrated and better informed;
- iii. avoid overlap and conflict between the provision of services; and
- iv. provide for sharing information between the parties in the context of their agreed roles in relation to support of the SES.

4 SCOPE

This MOA is intended as a strategic outline and does not address operational detail.

The content of the MOA is intended to reflect the circumstances and situation of the relationship between local governments and EMQ on behalf of the SES.

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

At no time now or in the future will the actions by the parties to fulfil their obligations create any ongoing requirement to do so. Neither will those actions continue any financial or legal obligation.

Any prior obligation (whether financial or other) of either party shall continue in the same manner as was the case prior to this MOA.

This MOA shall not form any new legal obligation on either party.

5 ROLE OF PARTIES

These roles will include the obligations of the parties under the provisions of the current legislation, as amended from time to time.

5.1 EMQ AGREES to:

APPOINTMENTS

- i. recruit and appoint people in accordance with Section 84 (1) and (2) of the Disaster Management Act 2003, to be an SES member;
- ii. define the roles and responsibilities of Local Controllers and other SES Executives;
- iii. undertake a merit based recruitment and selection process, as required under Section 85 of the Disaster Management Act 2003, to appoint Local Controllers that are members of an SES Unit, and have been nominated for appointment by the local government; and
- iv. undertake a merit based recruitment and selection process to appoint other SES Executives.

OPERATIONAL ARRANGEMENTS

provide a structure that will ensure the most efficient and effective use of SES resources during activations and deployments for disasters, major emergencies and significant incidents within Queensland. The structure will specifically:

- i. provide assistance to Local Controllers to manage SES responses when the volume of taskings exceeds the local capacity for events;
- ii. support SES deployments to other local government areas and interstate including arranging transport, accommodation and logistics for deployments as per SES Operations Doctrine and Section 87(2) (b) of the *Disaster Management Act 2003*;

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

- iii. promote the Australasian Inter-service Incident Management System (AIIMS) to provide consistency in the management of emergencies, disasters and significant incidents involving the SES;
- iv. provide a common point of contact for use by the community to contact the SES units and groups - currently the 132 500 hotline;
- v. provide a consistent tasking system for use by the SES in locations where the appropriate supporting communications links and computer hardware is available - currently RFA Online; and
- vi. enable consultation with the local government regarding improvements to the operational arrangements.

EQUIPMENT

- i. centrally purchase approved standard equipment to take advantage of significant economies of scale and ensure consistency with equipment issue and use;
- ii. provide, maintain and replace radio communications equipment and systems that are used by the SES;
- iii. ensure SES members are provided with the requisite standard of equipment to perform their respective approved functions;
- iv. ensure the plant and equipment issued is both sufficient and safe, and meets the requirements of the SES Group's approved functions;
- v. ensure that any equipment provided by EMQ or acquired through fundraising/grants/sponsorship, meets all technical and safety requirements as per EMQ specifications and/or SES Operations Doctrine;
- vi. ensure all equipment operated by the SES is maintained in line with EMQ Specifications and/or SES Operations Doctrine/DUCOTs;
- vii. undertake to continually revise and update specifications and doctrine for equipment in order to maintain currency with emerging trends and requirements;
- viii. register all official SES flood boats and flood boat trailers;
- ix. determine with local governments the agreed arrangements for the most efficient registration of vehicles, trailers, caravans and other items of equipment that require registration;
- x. determine with local governments the most efficient and cost effective means of insuring all vehicles, flood boats, trailers and other registered items of equipment;
- xi. ensure all SES assets are disposed of in accordance with EMQ Specifications and/or SES Operations Doctrine; and

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Between the Department of Community Safety and Local Governments

- xii. liaise with local government in relation to the acquisition and replacement of SES small plant and equipment not provided by local government.

FUNCTIONS

- i. In accordance with Section 87 of the *Disaster Management Act 2003*, and in consultation with local government, determine and agree on the functions of all SES Groups within the local government areas and inform the local government and those SES Groups in writing, of these functions.

FUNDING ARRANGEMENTS

- i. provide financial support to the SES through the following:
 - purchase of major items of equipment (including radio communications equipment) uniforms and Personal Protective Equipment (PPE);
 - provision of accredited and non-accredited training including materials and resources;
 - registration and insurance of agreed vehicles and equipment;
 - local government subsidies; and
 - Volunteer Executive Allowances.

DOCTRINE

- i. in accordance with Section 83 of the *Disaster Management Act 2003*, develop policies to help the SES perform its functions effectively and efficiently;
- ii. produce SES Operations Doctrine through a consultation process with SES Executives, local governments and EMQ officers to facilitate the effective operation of the SES; and
- iii. distribute the approved SES doctrine and policies to all SES Units and Groups and EMQ offices.

SUPPORT

- i. in accordance with section 83 of the *Disaster Management Act 2003*, establish management and support services for the SES;
- ii. provide administrative, managerial and advisory services (including psychological and workplace health and safety support);

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

- iii. monitor and implement initiatives based on recruitment, retention, training and equipment needs;
- iv. maintain data on memberships of the SES; and
- v. provide personnel administration and management for SES members.

TRAINING

- i. provide a structure for the training of SES members and in particular:
 - develop training packages based on national training competencies;
 - maintain Registered Training Organisation (RTO) status;
 - develop and monitor training standards;
 - provide training equipment and support materials;
 - provide skills training relevant to the approved functions of the SES;
 - provide accredited trainers to support the delivery of training to SES members;
 - develop and monitor SES volunteer trainers; and
 - maintain training records to include the competencies of SES members.

WORKPLACE HEALTH AND SAFETY AND DUTY OF CARE

- i. ensure that SES members are competent and properly trained;
- ii. ensure the provision of safe SES plant, equipment, appliances and personal protection;
- iii. minimise the risks to SES members in regard to their health and safety as a result of performing SES functions; and
- iv. enter into a contract of insurance for workplace health and safety to insure SES members.

CODE OF CONDUCT

- i. provide a Code of Conduct for SES members that will be distributed to all SES units and groups.

DISMISSAL

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

- i. maintain doctrine that details the procedures to be followed when disciplinary action is required for SES members; and
- ii. carry out disciplinary actions in relation to SES members in accordance with doctrine and in partnership with the local government.

5.2 LOCAL GOVERNMENT AGREES to -

APPOINTMENTS

- i. nominate appropriately qualified persons to undertake the role of a SES Local Controller;
- ii. participate in the selection process for SES Executives in accordance with SES Operations Doctrine;
- iii. ensure the appointment of an Acting Local Controller during any absences of the Local Controller by nominating a SES member to EMQ for endorsement; and
- iv. provide EMQ with nominations for endorsement of any other Executives who may be placed in acting roles for executive positions.

COORDINATION

- i. recognise and support a single structure for coordinating SES responses during deployments, major emergencies and significant events; and
- ii. recognise the role of EMQ in Section 87 of the *Disaster Management Act 2003* when in negotiations with the local government, a SES Unit may have a deployment role and those SES Units being deployed will be administered, supported, managed and coordinated by EMQ.

ACTIVATIONS, TASKINGS AND DEPLOYMENTS

- i. agree that the activation, tasking and deployment of the SES is a shared arrangement between the local government through the Local Disaster Coordination Centre, state agencies who request assistance from the SES, the public through 132 500, other contact avenues, and EMQ;
- ii. accept that the command of the SES is undertaken by the Local Controller but the support, management and coordination of the SES may be carried out by EMQ when necessary;
- iii. agree that the deployment of additional SES resources to areas requiring SES assistance will be coordinated by EMQ;

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

- iv. for activations that do not require the LDMG to be Stood Up, acknowledge that the SES Unit/Group will be commanded and tasked by the Local Controller;
- v. acknowledge that when Stood Up, the Local Disaster Management Groups (LDMGs) will set priorities for the local SES Unit and provide appropriate taskings;
- vi. accept that when a number of LDMGs are Stood Up, the EMQ Regional Office may coordinate the provision of extra SES members from within the region; and
- vii. accept that when multiple LDMGs are Stood Up across the state, the coordination of deployments of SES members to an event outside their home area will be carried out by the State Operations Coordination Centre.

COMMUNICATIONS WITH THE PARTIES

- i. maintain cooperative and supportive working relationships with SES members, EMQ Area and Regional staff.

EQUIPMENT

- i. meet the ongoing operational costs of plant and equipment for SES Groups;
- ii. ensure that all non-standard issued plant and equipment is approved for use in accordance with SES Operations Doctrine;
- iii. provide a safe and secure environment for the storage of SES plant and equipment;
- iv. coordinate and fund the maintenance and repair of SES plant and equipment in accordance with DUCOTs / SES Operations Doctrine;
- v. insure SES plant and equipment in accordance with SES Operations Doctrine; and
- vi. liaise with EMQ in relation to the acquisition and replacement of SES plant and equipment not provided by EMQ.

SUPPORT

- i. support SES Groups through the provision and maintenance of accommodation appropriate to the approved functions of the SES Group;
- ii. support SES Groups through the provision of, or access to, registered and insured vehicle(s) appropriate to the approved functions of the SES Group;
- iii. support SES Groups with access to computers, data systems and communication links to enable the use of RFA Online;

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Between the Department of Community Safety and Local Governments

- iv. ensure instructions and/or guidance of SES members aligns with DCS policy and SES Operations Doctrine; and
- v. include SES in key strategic and management documents used by local government.

5.3 BOTH PARTIES AGREE to:

- i. the shared goal of working for the good of the community in relation to disaster management and SES operations;
- ii. acknowledge the parties' shared roles and responsibilities in the provision and effective use of resources for equipment, training, administration, operations and other matters relevant to SES Groups;
- iii. acknowledge the roles and responsibilities of SES Units/Groups are guided by the *Disaster Management Act 2003* and SES Operations Doctrine;
- iv. acknowledge that each party has an obligation to provide funding for activities and functions related to SES Units/Groups and the accepted principles of equity and social justice are acknowledged;
- v. acknowledge that Local Controllers are responsible to ensure that their SES Unit functions efficiently and effectively;
- vi. work to sustain optimum levels of membership to maintain the agreed functions of SES Groups in local government areas;
- vii. work together to introduce RFA Online to all SES units and groups to ensure requests for SES assistance are met in a timely manner and data can be collected and reported on the activities of those units and groups;
- viii. keep each other informed of actions by each other and of others which may impact on SES matters through identification of points of contact in each party, and regular correspondence and meetings between those points of contact; and
- ix. work together to complete a local arrangements document (Attachment A) that contains the details of how the principles in this document are to be implemented.

6 SES OPERATIONS DOCTRINE

The parties agree to comply with the SES Operations Doctrine. In the event of any inconsistency between the doctrine and this MOA, the SES Operations Doctrine will prevail.

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

7 OPERATION

This MOA will commence the date both parties have signed and shall be valid for a period of three (3) years.

The parties agree the Department of Community Safety or its successor (through EMQ) shall assume responsibility to amend this MOA and (if required) do all things necessary to continue this or a similar arrangement in future.

8 REVIEW AND VARIATION

The parties agree to review the content of the MOA twelve months from the commencement date.

This MOA may be varied at any time by an agreement in writing executed by both parties.

It will be sufficient evidence of any agreement to vary a schedule to the MOA if the parties execute and date a document purporting to be a substitute schedule.

9 TERMINATION

Either party may at any time terminate this MOA by providing 30 days written notice to the other.

10 CONFIDENTIALITY

The parties shall not, except as expressly authorised by the parties or required by law, reveal to any person any of the confidential operations, dealings, or affairs of the other which may come to its knowledge through carrying out of the MOA, and without limitation to the foregoing, shall not use or attempt to use any information or knowledge aforesaid in any manner which may injure or cause loss either directly or indirectly to the other.

The parties shall ensure their servants and agents also observe the provisions of this clause.

11 PRIVACY AND DISCLOSURE OF PERSONAL INFORMATION

Where the parties have access to Personal Information in order to fulfil its obligations under this MOA, they must:

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

- i. ensure that personal information is protected against loss and against unauthorised access, use, modification or disclosure and against other misuse;
- ii. not use personal information other than for the purposes of this MOA, unless required or authorised by law;
- iii. not disclose personal information without the written agreement of the department or any other persons authorised in writing by the department, unless required by law to do so;
- iv. ensure that only authorised personnel have access to personal information;
- v. immediately notify the department if it becomes aware that a disclosure of personal information is, or may be required or authorised by law; and
- vi. comply with such other privacy and security measures as the department reasonably advises the Council in writing from time to time.

The local government must immediately notify the department upon becoming aware of any breach of this clause.

“Personal Information” means information or an opinion (including information or an opinion forming part of a database), whether true or not and whether recorded in a material form or not, about an individual whose identity is apparent or can reasonably be ascertained, from the information or opinion.

12 ISSUES RESOLUTION

For the purpose of this clause, a dispute will have arisen when either party gives notice in writing to that effect to the other.

The parties agree to use their best endeavours to settle any dispute arising in connection with this MOA in good faith by negotiation or mediation.

Where possible, issues are to be handled at the local level before being escalated to higher levels for resolution.

In the event that the parties are unable to resolve a dispute, the matter will be referred to the Chief Executive of each party.

The parties agree time is of the essence to deal with and settle a dispute.

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

13 COSTS

The parties agree that expenses associated with the implementation of this MOA and compliance with legislative requirements remains the responsibility of each party.

The existing financial arrangements between the parties will continue.

Should it be agreed between the parties that the existing arrangements between them is not correctly reflected in the Attachment A as provided, the parties agree that a revised or a specifically tailored individual Attachment A can be negotiated between them. When attached, the tailored document will become Attachment A as referred to in this MOA.

Should the Attachment A as provided or as tailored not identify specifically who is responsible for costs when undertaking certain activities or in relation to certain issues, allocation or division of any costs will be subject to negotiation between the parties.

14 INTERPRETATION

Coordination - bringing resources of organisations together to meet requirements imposed by the threat or hazard impact.

DM Act - *Disaster Management Act 2003*.

Disaster - is a serious disruption, caused by the impact of an event that requires a significant coordinated response by the state and other entities to help the community recover from the disruption.

Disaster Management - the organisation and management of resources and responsibilities for dealing with all aspects of emergencies, in particularly mitigation, preparedness, response and recovery.

EMQ - Emergency Management Queensland.

LGA – Local Government Area.

LGAQ – Local Government Association of Queensland

MOA – this document and all attachments to this document.

Response - involves coordinating and directing whole-of-government resources and actions in responding to an emergency. Trained and equipped personnel are required to deal with any emergency situation.

SES – State Emergency Service established under section 81 of the *Disaster Management Act 2003*.

SES equipment - equipment provided by the department and/or local government to be used by the SES.

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Between the Department of Community Safety and Local Governments

SES Executive – an SES member who is appointed as a Local Controller, Deputy Local Controller or Group Leader.

SES function – a function of the SES under Section 82 of the *Disaster Management Act 2003*.

SES Group – physical location of a group of SES members that provides SES services.

SES member – a person who is appointed, under Section 84(1) of the *Disaster Management Act 2003*.

SES Unit – a location containing one or more SES Groups. These Units regularly align with local government areas.

SES vehicle – a vehicle of the SES.

Memorandum of Agreement

Between the Department of Community Safety and Local Governments

15 RELEVANT DOCUMENTS

Attachment A to The Memorandum of Agreement between the Department of Community Safety and [local government]

Disaster Management Act 2003

SES Operations Doctrine

State Rescue Policy

- (b) delegate authority to the Chief Executive Officer to negotiate and finalise a Schedule A - Local Arrangements to the Memorandum of Agreement with the Department of Community Safety by 30 November 2012.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

14.4 Strategic Projects & Grants

Nil.

14.5 Governance Portfolio Report

Nil Report

15. Information Section

15.1 IS - 1326092 - Reports for the Information of Council

Summary

Delegated Authority Report
List of Correspondence pending completion of assessment report
Monthly Water and Wastewater Information Report
Minutes of the Audit Committee Meeting
Workplace Health and Safety Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the reports be received.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

16. General Section

16.1 Emergency Services Cadets Program

Summary:

Emergency Services Cadets Program

Motion:

Moved Cr DW Kratzmann, seconded Cr BL Green.

That Council advise the State government that it recognises the value of the Emergency Services Cadets Program and request that it continue to fund this valuable community service.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

CLOSED SESSION:

Motion:

Moved Cr DP Tessmann, seconded Cr BL Green.

That the meeting be closed to the public for Council discussions in accordance with Section 72(1)(e) contracts proposed to be made by it and Section 72(1)(f) starting or defending legal proceedings involving it, of the Local Government (Operations) Regulation 2010.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

OPEN COUNCIL:

Motion:

Moved Cr BL Green, seconded Cr KA Duff.

That the meeting resume in Open Council.

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

Report:

The Mayor reported that whilst in Closed Session, in accordance with Section 72(1)(e) contracts proposed to be made by it and Section 72(1)(f) starting or defending legal proceedings involving it, of the Local Government (Operations) Regulation 2010, Council considered matters concerning Ficks Crossing Lease and a complaint in relation to an error in the House Drainage Plans for properties at 4 & 5 Drayton Street Nanango.

Motion:

Moved Cr KM Campbell, seconded Cr BL Green.

That the Mayor's report be received

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

17. Confidential Section

- 17.1 CONF - 1260997 - Forwarding complaint in relation to an error in the House Drainage Plans for properties at 4&5 Drayton Street Nanango and requesting Council buy these properties as the value has been compromised due to their error**

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(f) of the Local Government (Operations) Regulation 2010, which permits the meeting to be closed to the public for business relating to the following:

- (f) starting or defending legal proceedings involving it

Recommendation

That

1. Mr John Collie as the owner of Lots 4 & 5, RP200380 located in Drayton Street, Nanango be advised that Council will not purchase this vacant land;
2. Council's insurers in this respect, LGM Queensland be notified of the request; and
3. Council review and consider the advice provided by King and Company Solicitors in relation to the Disclaimer for Provision of Information.

Resolution:

Moved Cr KM Campbell, seconded Cr BL Green.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

17.2 CONF - 1325653 - Ficks Crossing Lease

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(e) of the Local Government (Operations) Regulation 2010, 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 Council endorse the actions of the Chief Executive Officer to commence work with the Shaftesbury Centre to negotiate a lease to utilise Ficks Crossing as a multipurpose education and training facility.

Resolution:

Moved Cr DP Tessmann, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

*Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr CD Dalton, Cr DJ Palmer*

There being no further business the meeting was declared closed at 2:30pm.

Confirmed before me this day of2012

..... **MAYOR**

