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SOUTH BURNETT REGIONAL COUNCIL

Minutes

Of The

General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On

Wednesday 20 May 2020

Chief Executive Officer: **Mark Pitt**

Our Vision

"South Burnett Region, working together building a strong, vibrant and safe community"

Our Values

A	***Accountability:***	*We accept responsibility for our actions and decisions in managing the regions resources.*
C	***Community:***	*Building partnerships and delivering quality customer service.*
H	***Harmony:***	*Our people working cooperatively to achieve common goals in a supportive and safe environment.*
I	***Innovation:***	*Encouraging an innovative and resourceful workplace.*
E	***Ethical Behaviour:***	*We behave fairly with open, honest and accountable behaviour and consistent decision-making.*
V	***Vision:***	*This is the driving force behind our actions and responsibilities.*
E	***Excellence:***	*Striving to deliver excellent environmental, social and economic outcomes.*

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SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday 20 May 2020

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Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 20 May 2020 at 9.00am

PRESENT:

Councillors:
Cr BW Otto (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KM Schumacher, Cr KA Duff, Cr SW Henschen

Council Officers:
Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Peter O'May (General Manager Community), Aaron Meehan (General Manager Infrastructure)

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Kingaroy District Ministers Association/Barambah Ministers Association, Pastor Mark Doecke offered prayers for Council and for the conduct of the Council meeting.

3. Recognition of Traditional Owners

Pastor Max Conlon acknowledged the traditional custodians of the land on which the meeting took place.

4. Confirmation of Minutes of Previous Meeting

4.1 South Burnett Regional Council Minutes

Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

That the minutes of the previous meeting held on Wednesday 29 April 2020 as recorded be confirmed.

Carried 7/0
FOR VOTE - Councillors voted unanimously

5. Declaration of Interest

Cr Potter declared a perceived conflict of interest in relation to Item 7.9 - Appointment of Directors to the Board of Directors of South Burnett Community Hospital Foundation Limited (SBCHF)

Cr Schumacher declared a perceived conflict of interest in relation to Item 7.9 - Appointment of Directors to the Board of Directors of South Burnett Community Hospital Foundation Limited (SBCHF)

Mayor Otto declared a perceived conflict of interest in relation to Item 8.2 – Alford Street Carpark

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6. Petitions / Presentations

Nil.

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

See Business Function Headings

7. Portfolio – Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT

7.1 Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report

Resolution:

Moved Cr BW Otto, seconded Cr GA Jones.

That Mayor Otto's Social & Corporate Performance, People & Culture, Communications/Media, Finance and ICT Portfolio Report to Council be received.

Social Corporate Performance:

Planning with our Community for the future of our region

Last month, my fellow Councillors and I completed an intensive induction program led by our Chief Executive Officer, Mark Pitt. We are very grateful to Mark and his staff for the timeliness and quality of the information shared. The program provided our newly elected Council with a detailed understanding of the operations of the Council as well as our roles, responsibilities and obligations to the some 33,000 people living within our region. Pursuant to such, our new council has committed to working diligently over the next four years in becoming a model council in applying the local government principles. In conversations with the people of our region over the past 9 months, they have made it clear that their expectations of their council are very much consistent with these principles.

These governing principles, to which the people of the South Burnett are entitled, include:

- *transparent decision-making, at all times in the broader public interest;*
- *democratic representation, social inclusion and meaningful community engagement;*
- *ethical and legal behaviour of councillors and local government employees.*

Our new council has had extensive early discussions in relation to the issues raised by our community during the election process. It is evident from these discussions, that within coming months, we will need to work actively with our communities to re-write our 5-year Corporate Plan. This is necessary to strengthen Council's connection to community and ensure we are developing and managing our communities assets sustainably and delivering the services that the people of our region deserve in an efficient, effective and most importantly, accountable manner. Our pledge to the people of the South Burnett, is that, in re-writing our Corporate Plan will ensure that Council consults extensively across individual towns and villages, farms and industry, to ensure that the Corporate Plan is indeed, the peoples plan. At the end of this process, the result will be a plan for the South Burnett that provides direction from the community, to Councillors and staff in working over the next 5 years to create a more prosperous and sustainable future for all people across our region.

Development of the Operational Plan 2020/2021

Over recent months, Council has been reviewing and examining data in preparation for the development of the 2020/2021 operational plan. Our task, as a regional local government, in developing our operational plan is to ensure we are providing our communities with essential services and balancing priorities in an economically responsible manner over the course of the next financial year.

In pursuit of such, we will need to act carefully and responsibly, with the health, social and economic impact of Covid-19 in the forefront of our minds.

Over the coming weeks, Council will provide information to the community to assist in their understanding of what Council plans to deliver during 2020/2021.

People and Culture:

Culture and Engagement

A strong effort has been made over the last 8 weeks to engage with all staff as to suitable work arrangements during the current pandemic. Job security and community safety has been the priority of the People and Culture Team in ensuring that the business of council continues without jeopardising the health and well-being of our people.

Workplace Health and Safety

WHS statutory training has in some instances been held up due to the current situation with COVID-19, some license renewals are being held over by the State. Internal training is also being utilised where possible.

Workplace Relations

We are pleased to see that Officer and Field Staff Collective Agreements have now received a successful vote. Application documents are progressing to the Queensland Industrial Relations Commission (QIRC) for certification of the two Collective Agreements. Our sincere thanks go to everyone involved in the process for your patience and co-operation.

Communications and Media:

In April 2020 the Media team worked tirelessly in circulating 39 media releases, including:

- *Update 7 - COVID-19 (NOVEL CORONAVIRUS)*
- *Limited access to Council's public amenities introduced*
- *Waste Management Facilities Easter and Anzac Day Closures*
- *Qld Health confirms second case of COVID-19 in the South Burnett*
- *Temporary Water Interruption – Kingaroy 02-04-20*
- *Upcoming reseal works on state-controlled roads*
- *It's oil systems go on regional expansion*
- *Update – Essential roadworks continues - April 2020*
- *African swine fever*
- *Are you travelling through the South Burnett?*
- *Council News - Friday 3 April 2020*
- *Temporary Closure - Nanango Standpipe*
- *Temporary road closure - Meehans Road, Memerambi*
- *South Burnett Regional Council library services continue… online!*
- *This SUCKS! New dust extraction system online…*
- *Footpath construction - Haly Street, Wondai*
- *Update – Sewer Relining Program - April 2020*
- *Change of Date for Post-Election Meeting*
- *South Burnett Regional Council introduces initiatives to assist local businesses*
- *Request for Tenders for Pre-Qualified Supplier Panels – Extended to 28-04-20*

- *Wild Dog & Feral Pig Baiting Program*
- *South Burnett Regional Council Post-Election Meeting scheduled for Monday 20 April*
- *South Burnett Regional Council Mayor and Councillors formally declared*
- *How will you be involved with Anzac Day in 2020?*
- *South Burnett Regional Council Mayor and Councillors take Declaration of Office*
- *Privacy Awareness Week 2020: Be smart about privacy*
- *BIEDO Keeps Connected with Burnett Inland Business*
- *Mayor's statement on Covid-19 Economic Stimulus*
- *Sounding the sirens for Anzac Day 2020*
- *Council elects new chair of LDMG*
- *Council Meeting scheduled for Wednesday 29 April 2020*
- *UPDATE - Kingaroy Water Main Replacement Program*
- *What is considered essential travel?*
- *Lamb Street, Murgon-CBD Footpath, Kerb and Channel Replacement*
- *2020 Council Meeting dates confirmed*
- *Council to write-off unpaid rates and overgrown allotment charges*
- *Council Brief - Wednesday 29 April 2020*
- *Restrictions eased for South Burnett dams and recreation areas*
- *Access to Council's facilities amended as restrictions lighten*

The team received 11 media enquiries during the month:

- *ABC Southern Qld - 2nd Confirmed COVID-19 Case*
- *South Burnett Times - Facilities for quarantine*
- *ABC - Council Meetings / livestreamed / public distancing*
- *ABC - South Burnett Private Hospital*
- *ABC - Hostel / Backpacker social distancing/isolation*
- *Resonate - Burnett Water Feasibility Study*
- *South Burnett Times – Mayor Otto's press conference*
- *Resonate – Councillor Portfolios*
- *South Burnett Times - Kingaroy Coronavirus Case – Pets*
- *ABC – eased restrictions Corona Virus*
- *ABC Wide Bay –unpaid rates and overgrown allotment charges*

In April, Council made 72 facebook posts with the most popular post being 'COVID-19 update' of 1 April reaching an audience of 8,477. Council's 'southburnettregion' facebook page ended the month with 7541 likes and 7442 followers.

Council purchased two full page ads in the South Burnett times during April, reaching an estimated audience of 9,200 and published 3 classified public notices in the same publication.

The first of Council's mayoral press conferences was held after the 29 April ordinary meeting, with attendance from The Martoo Review, the South Burnett Times and South Burnett Online.

Council and the Media Team are committed to implementing a strong communication and media strategy over the current term of council in the interest of ensuring the community are kept informed in an open and transparent manner.

Finance:

The monthly report illustrates the financial performance and position of South Burnett Regional Council compared to the proposed third quarter budget, at an organisational level, for the period ended 30 June 2020. This financial report is prepared based on interim financial results as at 30 April 2020.

Overall, recurrent revenue is tracking high at 91% due to the rates being levied in February and the timing of the rates write offs which will be processed in the next month.

Fees and charges and rental income are also tracking high at 99% and 97% respectively due to the timing of applications and annual invoices/ registrations. Due to the impact of COVID-19 on the economy we do not anticipate receiving any more substantial fees and charges by 30 June 2020.

Overall, recurrent expenditure is tracking on target at 83%. Materials and Services is tracking high at 86% mainly due to the timing of end of year provision adjustments and the credit for the adjustment in KPMG fees relating to the fuel tax credit claim. There are also a number of annual invoices that have been paid. This will be monitored by finance through to year end.

Finance costs are still tracking slightly low at 63% due to the number of end of year adjustments that will be performed at 30 June 2020, including landfill and gravel provisions.

It should be noted that:

- *Whilst Depreciation is tracking on target, the processing of WIP and disposals remains underway for Roads, Fleet and ICT which may impact the final year-end balance.*
- *Employee benefits is tracking on target however the amount of capitalised wages, end of year adjustments and EB negotiations will affect the final June numbers.*
- *Cash and Cash Equivalents are sitting at $46.6m. This is high due to the rates discount ending last month. This balance will decrease over the next few months as revenue streams reduce to a minimum.*

AR Debtors 90-day balance has significantly reduced this month with the Niagara Road Project payments being drawn down from Trust. While debt collection has been temporarily suspended due to the impact of COVID-19 outstanding debts are still being monitored and followed up internally.

Rate in arrears in currently $7.263m or 12.8%. This has again decreased since the previous month.

The current monthly ratios are tracking on target, except for the operating cash ratio, which is sitting above the target benchmark. This is due to the spike in trade and other receivables from the February rate run.

Of the total available capital budget of $37.4m, 70% has been spent to date including committed costs.

Road maintenance has increased approximately $677k from March to a total actual and committed cost of $5.404m.

Works for Queensland has $3.078m of actuals to date with a further $809k in committed costs. The next milestone claim has been submitted with the $1.8m expected to be received within the next month.

The external audit plan has been finalised and Council's first interim audit is currently underway with auditors commencing their first interim audit remotely on 27 April 2020. The next visits are scheduled for May and September 2020.

Council is in the process of preparing the 2020/21 budget. Councillors and staff will continue to invest many hours over coming weeks in working through the budget in detail.

Carried 7/0
FOR VOTE - Councillors voted unanimously

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7.2 Monthly Financial Report including Third Quarter Review of 2019/20 Operating and Capital Budgets

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That in accordance with Section 204 of the Local Government Regulation 2012, Monthly Financial Report including Capital Works, Road Maintenance Expenditure and Works for Queensland (W4Q3) as at 30 April 2020 be received and noted.

Carried 7/0
FOR VOTE - Councillors voted unanimously

Resolution:

Moved Cr GA Jones, seconded Cr SW Henschen.

That in accordance with Section 170(3) of the Local Government Regulation 2012 the revised 2019/2020 operational and capital financial budgets be adopted.

Carried 7/0
FOR VOTE - Councillors voted unanimously

7.3 Sundry Debtors Write-Off

Resolution:

Moved Cr DA Potter, seconded Cr GA Jones.

That Council approve the write-off of the outstanding debtor accounts that have been assessed as uncollectable totalling $158,740.78 as follows:-

Module	Amount
Sundry Debtors	35,423.16
Trade Waste	1,010.00
Property by Law Enforcement	3,407.29
Infringements	118,900.33
	$158,740.78

Carried 7/0
FOR VOTE - Councillors voted unanimously

7.4 Disposal of Assets Policy Review - May 2020

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That South Burnett Regional Council adopts the draft Disposal of Assets Policy as outlined in the attachment to this report.

Carried 7/0
FOR VOTE - Councillors voted unanimously

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7.5 Minutes of the Audit Advisory Committee Meeting held on Thursday 27 February 2020

Resolution:

Moved Cr GA Jones, seconded Cr KA Duff.

That Council receive the attached minutes of the Audit Advisory Committee Meeting held on Thursday, 27 February 2020.

Carried 7/0
FOR VOTE - Councillors voted unanimously

7.6 Recommending the Date, Time and Location for the Special Budget Meeting Of Council

Resolution:

Moved Cr DA Potter, seconded Cr SW Henschen.

That the Special Budget Meeting of Council be held on Wednesday 1 July 2020 in the Warren Truss Chamber, Glendon Street Kingaroy, commencing at 9.00am.

Amendment:

Moved Cr KA Duff, seconded Cr GA Jones.

That the Special Budget Meeting of Council be held on Wednesday 15 July 2020 in the Warren Truss Chamber, Glendon Street Kingaroy, commencing at 9.00am.

Carried 7/0
FOR VOTE – Councillors voted unanimously

The Amendment became the motion.

Carried 7/0
FOR VOTE - Councillors voted unanimously

7.7 Media Relations Policy

PROCEDURAL MOTION:

Moved Cr KA Duff, seconded Cr GA Jones.

That the item lay on the table until the July General meeting.

Carried 7/0
FOR VOTE - Councillors voted unanimously

7.8 Corporate and Community Plan Review

Resolution:

Moved Cr KA Duff, seconded Cr RJ Frohloff.

That a review of Council's Corporate and Community Plans be undertaken in the 2020/2021 financial year.

Carried 7/0
FOR VOTE - Councillors voted unanimously

DECLARATION OF CONFLICT OF INTEREST:

Cr DA Potter and Cr KM Schumacher declared a perceived conflict of interest (as defined in section 175D) of the *Local Government Act 2009)* in agenda item 7.9 - Appointment of Directors to the Board of Directors of South Burnett Community Hospital Foundation Limited (SBCHF).

Cr DA Potter and Cr KM Schumacher nominated as community representatives on the Board of the South Burnett Community Hospital Foundation.

Cr DA Potter and Cr KM Schumacher voluntarily left the meeting at 10.02am while the matter was discussed and voted on.

7.9 Appointment of Directors to the Board of Directors of South Burnett Community Hospital Foundation Limited (SBCHF)

Resolution:

Moved Cr KA Duff, seconded Cr SW Henschen.

That Council appoint the following people to the Board of the South Burnett Community Hospital Foundation:

- *Mr Wayne Kratzmann*
- *Mrs Danita Potter*
- *Ms Sheena Lindholm*
- *Ms Helen Roth*
- *Mrs Karyn Bjelke-Petersen*
- *Mrs Kirstie Schumacher*

Carried 5/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr DA Potter, Cr KM Schumacher

ATTENDANCE:

Cr DA Potter and Cr KM Schumacher returned to the meeting at 10:17am

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8. Portfolio - Roads & Drainage

8.1 Roads & Drainage Portfolio Report

Resolution:

Moved Cr GA Jones, seconded Cr KA Duff.

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.

Works in Progress & Future Works Summary for May 2020

The following are current/planned works

Construction/Capital Works

Name	Description	Status
Brisbane Street	Drainage Upgrade	Complete
Boughyard Creek	Bridge Replacement	Complete
Murgon CBD	Footpath Upgrade Lamb Street, Murgon	Northern side complete, project expected completion end of June
Coolabunia Bus Parking	Bus Parking Upgrade Coolabunia State School	Complete
Maidenwell Bunya Mountains Road	Road realignment at Glencliffe – Wengenville intersection	Earthworks complete. Pavement works underway. Initial seal expected completion end May, final seal expected completion October
Old Esk Road	Widen overlay and seal	Clearing complete, earthworks and pavement underway
Haly Street, Wondai	Construction of new concrete footpath	Project underway

Gravel Resheeting/Heavy Formation Grade

Name	Description	Expected Start Date	Expected Completion Date
Gayndah Hivesville Road	Gravel Resheet & Shoulder Works	Mar	May
Robin and Lee Road	Gravel Resheet	May	May
Meehans Road	Gravel Resheet	May	May
Birt Road	Gravel Resheet	May	May
Mustons Road	Gravel Resheet	May	May
Mondure Road	Gravel Resheet	May	Jun
Mondure Crossing Road	Gravel Resheet	May	Jun
Morgans Road	Gravel Resheet	May	Jun
Kangaroo Yard Road	Gravel Resheet	May	Jun
Flats Road	Gravel Resheet	May	Jun
Old Esk North Road	Gravel Resheet	May	Jun

Patrol Grading

Location	Description	Expected Start Date	Expected Completion Date
Benair	Reedy Creek Road, Strongs Road, Winters Road, Kumbia Minmore Road, Wattlegrove Road	May May	May Jun
Chahpingah	McLaughlins Crossing	May	May
Chelmsford	Red Hill Road,	May	May
Dangore	Schuberts Road, Wyuna Road, Wilsons Road	May	May
Ficks Crossing	Iszlaub Road	May	May
Fairdale	Baker Road	May	May
Greenview	Lower Red Hill Road, Rex Schultz Road	May	May
Kumbia	Hays Road, Dicks Road, Enderby Street, Roberts Road, Collier Street, Janetzki Street, Francis Road, Maize Company Road, Nollers Road, Kumbia Back Road	May	May
Maidenwell	Trapp Road, Copper Creek Road, Maidenwell Upper Yarraman Road	May	May
Mannuem	Glenrock Road, Johnstons Road, Wolskis Road, McMurdys Road, Hancocks Road	May	May
Neumgna	Tarong Yarraman Road, Henderson Road, Ryan Reagon Road, Nystrom Duffy Road, Rocky Glen Road	May	May
Pimpimbudgee	Tanduringie School Road, Soldier Settlement Road, Connolly Road	May	May
Wondai	Simpson Road, McKenzie Street, Lysdale Road	May	May

Roadside Slashing

Location	Description	Expected Start Date	Expected Completion Date
Booie	Malar Road, Franklins Road, Burtons Road, Radunzs Road, Reagon Road, Smith Road, Faulkners Road, Booie Road, Malar Crescent	May	May
Cloyna	William Webber Road, Cloyna West Road, Bicks Road	May	May
Coolabunia	Coolabunia Road, Barsbys Road, Mary Street, Peterson Drive, Sommerfelds Road, Royles Road, Bellbird Road, West Coolabunia Road	May	May
Crownthorpe	Smiths Road, Uptons Road, Blackburns Road, Pringles Hill Road	May	May
Dangore	Dangore Mt Road	May	May
Glenrock	Glenrock Road, Louttits Road	May	May
Goodger	Goodger Kunioon Road, Goodger Gully Road.	May	May
Hillsdale	Hillsdale Road	May	May
Hivesville	Stonelands Road	May	May
Hodgleigh	Coolabunia Malar Road, Hodgleigh North Road, Roberts Road, Semgreens Road	May	May
Kawl Kawl	Kawl Kawl Road	May	May
Kingaroy	Edenvale South Road, Kingaroy Cooyar Road	May	May
Kitoba	Kitoba Road	May	May
Maidenwell	Coomba Waterhole Road, King Road, Maidenwell Upper Yarraman Road, McConnell Road,	May	May

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	Tanduringie School Road, Brooklands Pimpimbudgee South Road		
Merlwood	*Elbow Road*	*May*	*May*
Mondure	*McConnell Way* *Mondure Road*	*May* *May*	*May* *Jun*
Murgon	*Bellottis Road, Paul Holznagel Road, Murgon Gayndah Road*	*May*	*May*
Nanango	*Ironbark Place*	*May*	*May*
Pimpimbudgee	*Middle Creek Cooyar Road*	*May*	*May*
South Nanango	*Elouera Drive, Booral Court, Weeronga Place, Hazeldean Road, W Dugdell Road, Hohnke Road, Berlin Road, Nanango Neumgna Road, Behs Road, Reeve Road, George Green Road, Embrey Road. Allen Road, Andrew Road*	*May*	*May*
Sunnynook	*Headings Road*	*May*	*May*
Tarong	*Norman Road, Raymond Road, Devereux Drive, Tanduringie Drive*	*May*	*May*
Windera	*Morgans Road, Wilsons Road, Kratzmanns Road*	*May*	*May*
Wooroonden	*Brandt Road, Wooroonden Road, Freemans Road, Reidys Road, Bradleys Road, Webbers Bridge Road*	*May*	*May*

Summary of Completed Works for April

For your information, the below works have been completed

Gravel Resheeting/Heavy Formation Grade

Name	***Description***
Old Wondai Road (Wattlecamp)	*Gravel Resheet*
Ironpot Road	*Gravel Resheet*
Couchmans Road	*Road Shoulder Repairs*
Hoggs Road	*Gravel Resheet*
Bridget and Carroll Road	*Gravel Resheet*

Patrol Grading

Locality	***Description***
Barkers Creek Flat	*Heights Road, Paige Road*
Booie	*Smith Road*
Brooklands	*Peron Road*
Durong	*Jacksons Road*
East Nanango	*Snowys Knob Road, Horne Lane, Mount Stanley Road, Calverts Road, East Nanango Road, Mercer Springate Road, Brights Road*
Ficks Crossing	*Ficks Crossing Road, Jarvis Road, Mollenhauers Road*
Glenrock	*Nielsons Road, Schmidhausers Road*
Hivesville	*Oberles Road*
Hodgleigh	*Ballin Road, Sawtell Road, Cooper Road*
Inverlaw	*Luck Road, Hoopers Road*

Ironpot	*Jarail Road, Greystonlea Road, McGills Road, Benjamins Road*
Kawl Kawl	*Kawl Kawl Road*
Keysland	*Monteith Road*
Marshlands	*Paddys Road*
Mondure	*Majorie Road, WSF Ramke Road, Steinhardts Road, Russel Lane*
Nanango	*Cafferys Road, Old Esk North Road, Old Rifle Range Road.*
Sandy Ridges	*Gentry Road (west), Prydes Road*
Silverleaf	*Farrers Road, Gueena Lane, Beers Road*
South Nanango	*Oaky Creek Road, McCauley Weir Road, Hamilton Road, Greenwood Creek Road, Tim Dwyer Road, Wallison Road, Whittaker Road, Old Yarraman Road, Durrant Road, Bowhunters Road, Muir Road*
Stonelands	*Stonelands Road, Etheringtons Road, Webbers Road, Kilrush Road, Ramco Road*
Tarong	*Tarong Railway Road, Pincott Lane*
Wheatlands	*Flats Road, Kinnie Road, Harms Road, Kerkow Road, Wheatlands Loop Road*
Wondai	*Day Lane, Ryan Road, Racecourse Road, Cherbourg Road*

Roadside Slashing

Locality	***Description***
Barkers Creek Flat	*McCauley Broom Road*
Benair	*Benair Road, Reedy Creek Road, Wattlegrove Road, Kumbia Minmore Road*
Benarkin	*Farrington Road, Grant Road, Hilary Road, Hardgrave Road, Williams Road, Almond Road, Simpson Road*
Benarkin North	*Martin Crescent, McLaughlan Road*
Blackbutt	*Janice Court, Boobir Dam Road, Griffin Road, Jones Road, Reservoir Service Road*
Blackbutt North	*Anita Road, Bowmans Road, Crumpton Drive, Enid Court, Gilliland Crescent, Langton Road, Lorna Court, Myrtle Court, Taromeo Court, Packer Road*
Booie	*Haydens Road, Mount Hope Road, North Branch Road, Jorgensens Road, Faughnans Road, Harchs Road, Siddans Road, Schellbachs Road, Burkes Road, Redmans Road*
Boyneside	*Niagara Road, Red Tank Road*
Bullcamp	*Bullcamp Road*
Byee	*Sempfs Road, Friebergs Road, Byee Road*
Chahpingah	*Hodges Dip Road*
Charlestown	*Weckers Road, Transmitter Road*
Corndale	*Corndale Road*
Crawford	*Siefert Street, Liesegangs Road, Wingfields Road*
Crownthorpe	*Smiths Road, Uptons Road, Blackburns Road, Pringles Hill Road*
Cushnie	*Olsens Road, Pedersons Road, Magnussens Road, McAlister Road, Teschs Road, Schloss Road, Reinkes Road, Reillys Road, G Anderson Road, Birds Road*

UNCONFIRMED

East Nanango	*Mount Stanley Road, East Nanango Road, Lowry Road, North Kerton Road, South Kerton Road, Brights Road, Mercer Springate Road, Greenwood Creek Road*
Glan Devon	*Locke Lane, Chappell Road, Heights Road, Cobby Road*
Gordonbrook	*Ellwoods Road*
Hivesville	*Stonelands Road, Hivesville Road*
Inverlaw	*Magees Road*
Ironpot	*Greystonlea Road, Jarail Road, Ironpot Road*
Kingaroy	*Geritz Road, Edenvale North Road, Clark and Swendson Road, Harris Road, Couchmans Road, Birt Road, Belair Drive, Booie Crawford Road, Curtis Road, Taylors Road, West Street, Weens Road, Bunya Highway, Kingaroy Burrandowan Road, Kingaroy Barkers Creek Road*
Kinleymore	*Kinleymore School Road, Dionysius Road*
Kumbia	*Brook Road*
Maidenwell	*Coomba Waterhole Road, King Road, Maidenwell Upper Yarraman Road, McConnell Road, Tanduringie School Road, Brooklands Pimpimbudgee Road, Coleman Road*
Mannuem	*Mannuem Road*
Manyung	*Wittons Road, Hetheringtons Road, Koy Close*
Memerambi	*Meehans Road, Memerambi Cemetery Road*
Merlwood	*Eisenmengers Road*
Moffatdale	*Steinhardts Road, Clovely Lane, Verdelho Drive, Waterview Drive, Stegemanns Road, Kilcoy Murgon Road, Murgon Barambah Road*
Moondooner	*Moondooner Road*
Murgon	*Ferris Road, Annings Road, Zerners Road, Borcherts Hills Road, Cherbourg Road, Burtons Road, Boat Mt Road, Braithwaites Road, Gesslers Road, Kilcoy Murgon Road, Murgon Barambah Road, Bunya Highway*
Nanango	*Phipps Street East, Muller Street, Ridley Street, Phipps Street West, Rural Road, Old Rifle Range Road, Hicken Way, Old Esk North Road, Templeton Road, George Street, Finlay Road, Lanes Road, D'Aguilar Highway, Burnett Highway*
Nukku	*Nukku North Road*
Oakdale	*Vieritz Road*
Proston	*Boondooma Dam Road, Wondai Proston Road*
Redgate	*Sippels Road, Goschnicks Road, Tipperary Road*
Sandy Ridges	*Sandy Ridges Road, Robin and Lee Road*
Silverleaf	*Silverleaf Road*
South East Nanango	*Hamilton Drive, Muir Drive, Diggings Road*
South Nanango	*Old Yarraman Road, Izzards Road, Bucklands Road, Anderson Drive, Tom Smith Drive, Pitts Road*
Speedwell	*Okeden Byanda Road*
Taabinga	*Aerodrome Road, Geoff Ralph Drive*
Tablelands	*Levers Road, Reifs Road, Daniels Road, Hebbel Drive, Carters Road, Crownthorpe Road, Nangur Road*
Taromeo	*Franks Road, Marrington Close, Old Esk Road, Sutherlands Drive, Taromeo Rise, Wild Deer Drive, Stretton Drive, Scotts Close*
Tingoora	*Tingoora Chelmsford road, Tingoora Loop Road, Tingoora Charlestown Road*
Wondai	*Greenview Road, Wondai Charlestown Road, Wesslings Road, Lysdale Road, Wondai Proston Road*

Wooroolin	*Logans Road, Cants Road, Denmark Road, Quarry Road, East Wooroolin Road, Sportsground Road, West Wooroolin Road, Youngs Road, Recreation Drive, Wellers Road, Dunfords Road*

Carried 7/0
FOR VOTE - Councillors voted unanimously

ADJOURNMENT:

Motion:

Moved Cr BW Otto, seconded Cr DA Potter.

That the meeting adjourn for morning tea.

Carried 7/0
FOR VOTE - Councillors voted unanimously

RESUMPTION:

Motion:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That the meeting resume at 11.06am

Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr BW Otto (Mayor)

PRESENT:

Councillors:
Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KM Schumacher, Cr KA Duff, Cr SW Henschen

Council Officers:
Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Peter O'May (General Manager Community), Aaron Meehan (General Manager Infrastructure)

The Mayor declared an interest in the following matter and did not return to the meeting. The Deputy Mayor assumed the Chair.

Mayor BW Otto declared a perceived conflict of interest (as defined in section 175D) of the *Local Government Act 2009)* in agenda item 8.2 – Alford Street Carpark.

Mayor BW Otto is the director of a company, BOA Qld Pty Ltd, which operates the business of Otto Accountants at premises which utilize the Alford Street Carpark.

Mayor BW Otto was not in the meeting while the matter was discussed and voted on.

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8.2 Alford Street Carpark

Resolution:

Moved Cr DA Potter, seconded Cr KM Schumacher.

That Council adopts the design for Alford Street carpark as below;



Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr BW Otto (Mayor)

ATTENDANCE:

Mayor BW Otto returned to the meeting at 11:17am and resumed the chair.

8.3 Bridge Renewal Program

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That Council submit K.T. Peters Bridge and Home Creek Loop Road Bridge for Round Five of the Bridge Renewal Program.

Carried 7/0
FOR VOTE - Councillors voted unanimously

9. Portfolio - Community, Arts, Heritage and Sport & Recreation

9.1 Community, Arts, Heritage, Sport and Recreation Portfolio Report

Resolution:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That Cr Potter's Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council be received.

Community:

Libraries
South Burnett Libraries Closure
Following instruction from the Federal and State Government, all South Burnett Library branches closed on 25 March 2020. Prior to this, loans per membership account were increased to 20 to allow library patrons the chance to stock up on reading material. Behind the scenes, all customer's reservations were suspended and all items on loan renewed until 1 June 2020. This has since been extended until 31 July 2020, ensuring that customers will not receive overdue notices or charges due to the closure of our libraries.

Library Reopening
From Monday 25 May 2020, South Burnett Libraries will reopen to the public with limited numbers as per government guidelines. Library staff have been consulting with Council's People & Culture team, with risk assessments completed by Council's Workplace Health & Safety department to identify and problem solve the potential risks for reopening. A maximum of 10 customers in each branch at any one time will be permitted to return and borrow items available on the shelf. Perspex screens will be in place at each library service counter, with customers able to sanitise their hands using the newly installed sanitisation stations provided by Council. Returned items will remain in a dedicated quarantine area in each library for a period of at least 24 hours before they are handled by staff and put back into circulation. Furniture and computer facilities have been rearranged to meet social distancing requirements, and whilst bookings for public access computers will be available, each session will be limited to 15-30 minutes. Regular cleaning of communal spaces will be undertaken by staff, with wipes available for customers if needed. Extended loan limits will remain in place, with 20 items per membership card allowed. Reservations and Inter Library Loans will not be reinstated at this stage.

Library Staffing
Anna Derham, South Burnett Libraries' Regional Librarian, retired on 30 April 2020. Council thanks Anna for her contribution to the service and wish her every happiness as she begins this next step in life.

Recently, Jane Gunn became the South Burnett Libraries' First 5 Forever program co-ordinator. Jane brings with her a wealth of library knowledge, having worked in a similar role with Gympie Regional Libraries.

During the COVID-19 closure, staff working in the library have been cleaning and re-shelving items as they are safe to do so, whilst contributing online content in the form of library resources and collections reviews. Staff have also been assisting Council's Disaster Management Team and other Council departments, whilst some staff elected to take leave.

South Burnett Libraries Online
To meet a rise in demand for online content, South Burnett Libraries purchased additional online resources. Initially, the library focussed on the eBook and eAudiobook collection to ensure new

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content was readily available. The Story Box Library, which features a range of actors, authors and illustrators reading well know picture books aloud was purchased to meet the community's early literacy needs. Beamafilm, an online movie streaming service, was purchased to increase access to free movies from home. In addition to this, South Burnett Libraries purchased an electronic magazine platform called RB Digital. This is the first eMagazine collection for South Burnett Libraries; it allows simultaneous magazine borrowing from the comfort of your own home.

The library is offering over the phone support for members of the community who may need assistance connecting to the library's online resources. The library has also produced a number of "How to" video tutorials which have performed well on the South Burnett Libraries Facebook page. Overall, the page reach has increased by 424%, with 11,373 people seeing posts from our service. In terms of tech support, the library has created a series of simple tech videos that deal with issues including eSafety for children, how to spot a potential scam and online shopping.

First 5 Forever
South Burnett Libraries First 5 Forever programming crossed the digital divide, with Jess and Jane recording and posting a series of online story times. These videos aim to keep rhyme time and story time attendees connected with library staff and programs. Jane has also been contributing content to the 4610 Partnership for Kids group.

***Sport & Recreation**:*

I attended my first Wide Bay Burnett Regional Sport & Recreation Advisory Committee meeting on 7 May with Council staff via skype, where I was nominated and endorsed as the Committee Chair. Discussions where held around how everyone is dealing with COVID-19 restrictions and the effect it has had on local sporting clubs and available funding opportunities.

The Department of National Parks, Recreation, Sport & Racing (NPRSR) advised that the Queensland Health, Education, Sport and Recreation are currently collaborating to design a state wide implementation of the Australian Institute of Sport Framework for rebooting sport in a COVID-19 environment.

Health and Wellbeing Queensland launched a new digital hub (Boost your health during COVID-19), designed to provide support, inspiration and ideas to help Queenslanders stay healthy and active during COVID-19. It features content from a wide range of Alliance Partners including a series of fitness challenges as set by some of Queensland sporting greats.

(NPRSR) advised the clubs that were successful under the Active Clubs Grant have been notified that eligibility has been extended to fund operational costs (as a COVID one-off).

The Active Community Infrastructure program (EOI) that South Burnett Regional Council applied for in March has been put on hold at present.

(NPRSR) are in the process of contacting Local Governments about how sports organisations can be supported under the COVID-19 situation. This project team will be headed up by Anna Barrett.

Council's Sport & Recreation staff are continuing on-going community consultation and assistance and have been working with the Blackbutt Sporting Clubs (rugby league, touch, cricket and athletics) with facility assessments and future funding opportunities, Kingaroy Sporting Clubs (soccer, touch, rugby league and AFL) on future development plans and funding opportunities and with Nanango Sporting Association with facility assessment and funding options.

Carried 7/0
FOR VOTE - Councillors voted unanimously

10. Portfolio – Rural Services, Natural Resource Management, Planning, Compliance Services

10.1 Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report

Resolution:

Moved Cr SW Henschen, seconded Cr RJ Frohloff.

That Cr Henschen's Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council be received.

Rural Services / Natural Resource Management:

Weed Control
Pest Management contractors and staff treated 55 hectares of restricted, environmental and infrastructure spraying during April including;

Lantana *- Hivesville, Murgon, Mt Stanley, Goodger, Nukku and Fairdale*
Giant Rats Tail Grass *– Hivesville, Blackbutt, Mt Stanley and Runnymede*
Parthenium *– Murgon*
Annual Ragweed *– Benarkin*
African Boxthorn *– MP Creek, Stonelands, Wondai*

Splatter guns were loaned to landowners at Kumbia, Brooklands, Ellesmere, Mt McEuen and Burrandowan.

Trailers were hired out at Wooroonden and Memerambi for Giant Rats Tail Grass control and Cobbs Hill and MP Creek for Lantana.

Wild Dog and Feral Pig Control
Council's Pest and Stock Route Officer provided landholders with the loan of traps to control Wild Dogs in the Cobbs Hill and Brooklands area, Feral Cats in the Wooroolin, Nanango, Proston and Wilkesdale area and Wild Pigs in the Wooroolin area.

Landowners were supplied with 100 Doggone Baits in the Boondooma area, 400 Doggone Baits in the Tarong area, 20 Fresh Dog Meat Baits in the Tarong area and 12 Fresh Dog Meat Baits in the Gordonbrook area.

Rabbit Control
Council injected one rabbit with calici virus in the Coolabunia area.

Wandering Livestock
Council received 7 requests to attend to wandering livestock requests across the region resulting in the impoundment of one horse.

Stock Route Grazing Permits
NRM staff assessed no roadside agistment applications during April.

Saleyards
Saleyard staff inspected 1752 head and processed 2022 head through the dip in April. A total of 1109 head were sold through the Coolabunia Saleyards.

The first Weaner Sale for the year held at Coolabunia on Thursday 23 April 2020 attracted 833 head. A total of 829 head were sold liveweight with a further 4 being sold at Auction and no head being passed in. Total sale generated $817,989.75.

Planning:

Planning during COVID-19
Amendments to Queensland's planning legislation are now in effect to address concerns raised by a range of stakeholders, including local government and industry, in response to the COVID-19.

Queensland's planning legislation has been amended to:

- *allow the Minister to decide when an essential business or use, for example supermarkets, should be able to operate and restock 24 hours per day, seven days a week, during an event such as the COVID-19 public health emergency, or other future disasters;*
- *provide the opportunity for any person to seek relief from existing development application conditions or other operating constraints through a simple application to the state for a temporary use licence made to the state*
- *introduce flexibility for the Minister to suspend or extend any of the statutory timeframes across the planning framework.*

The new provisions provide for business continuity and supply by removing planning constraints which could be limiting the operation and delivery of essential services.

These provisions are now a permanent part of our planning framework, providing flexibility to respond to not only COVID-19, but also to floods, bushfires, cyclones and other disasters. However, the effect of these powers is temporary and only applies for the duration of the declared event.

The Planning Minister declared the COVID-19 event as an applicable event under the amended legislation on 19 March 2020. The Minister made a blanket declaration allowing supermarkets, warehouses and transport stations that directly support the supply of food and essential services to operate 24-hour, seven days a week to ensure that they can work around the clock to deliver vital goods and services. This declaration is still in place supports the Roadmap to easing Queensland's restrictions.

Relief Building Certifier
Council invited quotations for a suitably qualified and insured Private Building Certifier to support Council's Building Certifier in delivering building certification services. The service may also include providing building certification services and advice to Council's Property Section on properties owned by Council.

The focus of this position is to support Council's building certification service by undertaking building certification for Class 1 and Class 10 buildings and structures and other building classes on occasion as determined by Council's Building Certifier, meeting statutory requirements and community expectations.

This position will be fixed for 12 months and allow Council's Building Certifier to complete outstanding certifications and inspections and allow for annual leave. In the longer term the position will allow Council's Building Certifier to undertake compliance work and support building activities of community and not-for –profit organisations that lease Council land.

Compliance:

Dog and Cat Desexing Initiative
The RSPCA's statewide annual desexing initiative known as "Operation Wanted", is running again this year and starts 1 June 2020 and concludes 31 August 2020.

Dog and Cat owners are able to access a 20% discount on normal desexing prices at participating vets during the campaign.

For more information and how to find your local participating vets go to www.operationwanted.com.au.

COVID-19
Food Establishments
Council's Environmental Health Officers have been busy providing advice and supporting Food Businesses that were required to close indoor dining aspects of their business because of the Health Directive. Council staff will now also be continuing to work with Food Businesses as the restrictions start to be relaxed.

Carried 7/0
FOR VOTE - Councillors voted unanimously

11. Portfolio – Local Disaster Management, Water & Wastewater, Waste

11.1 Local Disaster Management, Water, Waste Water and Waste Management Portfolio Report

Resolution:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That Cr Frohloff's Local Disaster Management, Water, Waste Water and Waste Management Portfolio Report to Council be received.

Local Disaster Management:

I am pleased to advise that Council, through the Local Disaster Management Group (LDMG) Human & Social and Economic Sub Group, has produced a brochure to assist South Burnett residents, especially our rural and remote community members, with information on 'where they can get assistance' during these unprecedented times.

The Community Relief and Support Agencies in the South Burnett brochure specifically identifies groups, organisations and businesses available in the South Burnett who can provide assistance to our community members who may be experiencing extraordinary challenges during the COVID-19 pandemic.

There are many organisations located in the South Burnett that are dedicated to providing support to people when they need it, with many of their usual services being adapted to suit the COVID-19 restrictions.

I urge residents to keep an eye out for the vivid yellow brochure, themed in line with 'Ray of Sunshine South Burnett', which will be mailed to all South Burnett residents.

The brochure will also be available at all of Council's Customer Service Centres and libraries, or can be downloaded from Council's website www.southburnett.qld.gov.au.

Members of the community are encouraged to keep informed on the latest COVID-19 health advice at www.health.qld.gov.au, phoning 13 HEALTH (13 43 25 84) or visiting Council's website www.southburnett.qld.gov.au 'COVID-19' page or Council's Facebook page www.facebook.com/southburnettregion for further information.

South Burnett Regional Council reminds residents to follow the Queensland Government messaging: If you are sick, stay home; if you're feeling unwell with symptoms of COVID-19, you should contact your doctor about being tested; practice social distancing; continue good hygiene practices.

For further information regarding The Community Relief and Support Agencies in the South Burnett brochure, please contact Council on 4189 9100 or email info@southburnett.qld.gov.au.

Water and Waste Water:

Works in Progress & Future Works Summary for April/May 2020

The following are current/planned works

Current Water Main Replacements

Name	Description	Expected Start Date	Expected Completion Date
Nanango			
Wickham Street	*Water Main Replacement*	*Commenced Jul 19*	*Complete*
Wills Street West	*Water Main Replacement*	*Commenced Jul 19*	*Complete*
George Street North	*Water Main Replacement*	*Commenced Sep 19*	*Complete*
Alfred Street	*Water Main Replacement*	*Commenced Sep 19*	*Complete*
Drayton Street	*Water Main Replacement*	*Commenced Nov 19*	*Complete*
Wooroolin			
West Wooroolin Road	*Water Main Replacement*	*Commenced Dec 19*	*Complete*
Kingaroy			
Burnett Haly - Alford	*Water Main Replacement*	*Commenced Sep 19*	*Completed*
West Haly - Kurtellan	*Water Main Replacement*	*Commenced Sep 19*	*Completed*
Knight Walter - Hodge	*Water Main Replacement*	*Commenced Sep 19*	*Complete*
Youngman Haly - Avoca	*Water Main Replacement*	*Commenced Nov 19*	*Mar 20, 95% completed. Defect repairs underway.*
Youngman Venman - Banksia	*Water Main Replacement*	*Commenced Nov 19*	*May 20,*
Toomey Youngman - William	*Water Main Replacement*	*Commenced Oct 19*	*Completed*
Regional	*1800 Water Meters Replaced*	*Commenced Jan 20*	*Currently 1489 completed, progressing well.*

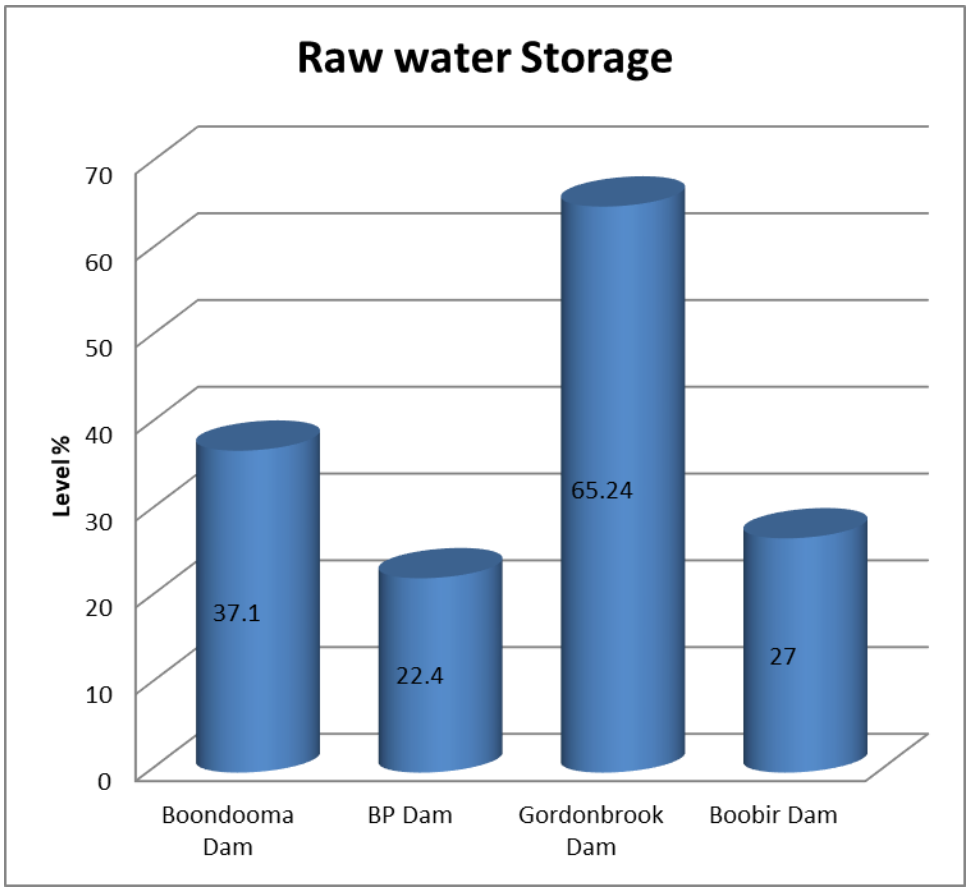
Restriction & Dam Levels

In the last reporting period, BP dam is 22.4% Boondooma dam is 37.1%
Council will continue with seeking alternative water supplies. With drought conditions continuing throughout the South Burnett area, Council is monitoring water restriction levels.

All towns remain on Level 3 restrictions.

Recorded at: 30/4/2020

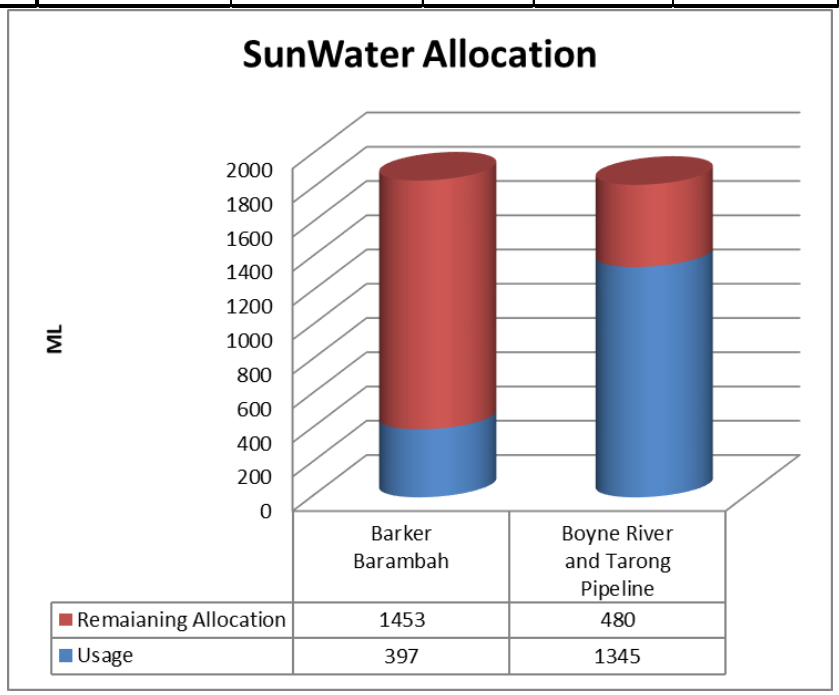
Sunwater supply scheme	Water storage	Schemes supplied	FSL (m)	Current level	FS Volume (ML)	Current Volume (ML)	Current capacity (%)	High Priority water Allocation	Medium Priority Allocation
Boyne River & Tarong	Boondooma Dam	Boodooma Scheme, Proston Rural scheme, Kingaroy, Blackbutt	280.4	269.49	204200	75717	37.1	100%	72%
Barker Barambah	BP Dam	Wondai, Murgon	307.3	299.69	134900	30204	22.4	100%	91%
	Gordonbrook Dam	Kingaroy	391.5	389.9	6800	3565	65.24	N/A	N/A
	Boobir Dam	Blackbutt	434	429.4	170	36.7	27	N/A	N/A

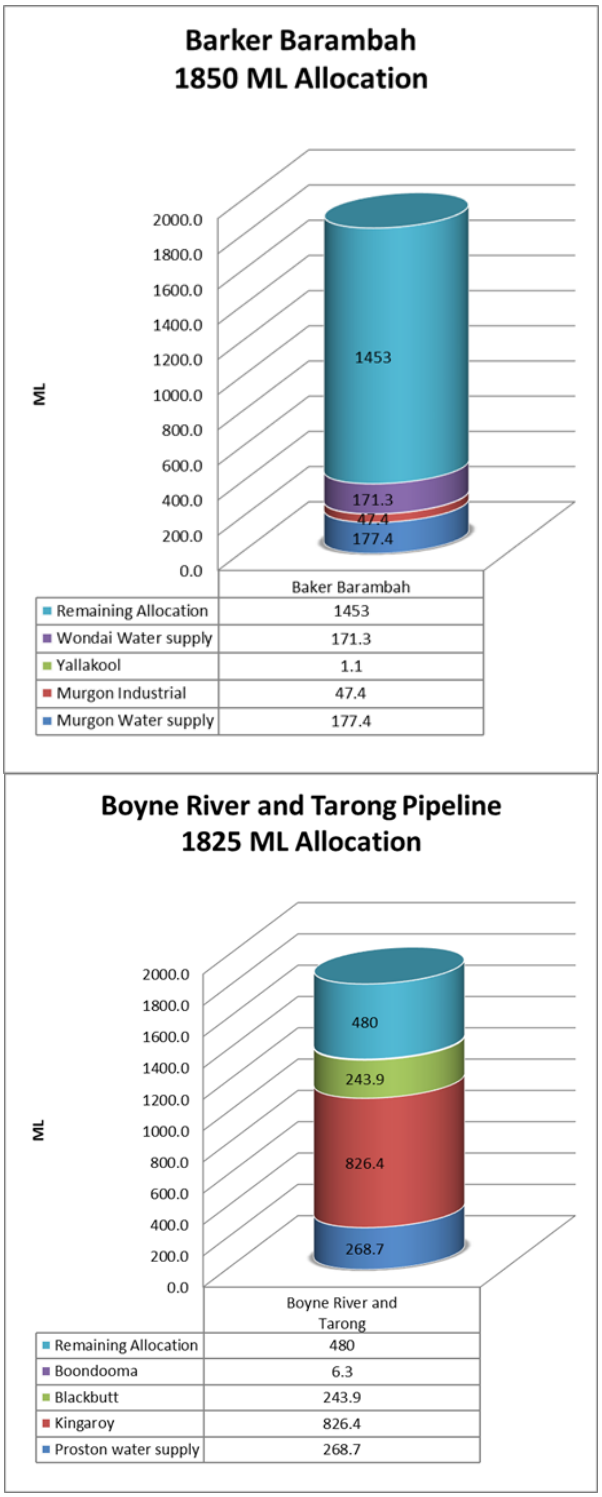


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Water Allocations and Financial Year Consumption

Water allocation SunWater scheme	Location / Allocation	Usage to date (ML)	Annual Allocation (ML)	Remaining Allocation (ML)	Remaining Allocation in (%)	Year remaining in (%)
Barker Barambah	Murgon Water supply	177.4	1400	1174.1	84%	17%
	Murgon Industrial	47.4				
	Yallakool	1.1				
	Wondai Water supply	171.3	450	278.711	62%	
	Sub Total	**397**	**1850**	**1453**	**79%**	
Boyne River and Tarong Pipeline	Proston water supply	268.7	500	231.3	46%	
	Kingaroy	826.4	1110	283.6	26%	
	Blackbutt	243.9	200	-43.9	-22%	
	Boondooma	6.3	15	8.7	58%	
	Sub Total	**1345**	**1825**	**480**	**26%**	





**Annual allocations are for the financial year*

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Reactive Work - Financial Year to Date

Town	Sewer Blockages	Other Sewer issues	Water Main Breaks	Other water issues
Kingaroy	23	18	18	537
Murgon	4	4	9	109
Wondai	1	2	7	57
Nanango	10	1	11	176
Blackbutt	2	2	0	53
Proston	1	1	0	25
Proston Rural	NA	NA	3	30
Kumbia	NA	NA	0	6
Wooroolin	NA	NA	1	15

Other Sewer Issues	Kingaroy	Murgon	Wondai	Nanango	Blackbutt	Proston
Sewer Main/Jump Up Repair	0	0	0	0	0	1
Odour	2	0	0	0	0	0
Manhole/Lid Repair	4	0	2	1	0	0
Enquiry Only	7	3	0	0	1	0
Owners Side	5	1	0	0	1	0

Other Water Issues	Kingaroy	Murgon	Wondai	Nanango	Blackbutt	Proston	Kumbia	Wooroolin
Water Main Repairs	20	3	7	11	2	7	3	1
Hydrant/Valve Repair	36	2	4	10	1	3	0	5
Water Meter Repair	157	33	15	39	10	13	1	1
Water Meter Replaced	35	4	0	18	1	2	0	1
Water Service Repair	165	28	11	50	15	18	1	6
No/Low Pressure	13	2	1	6	2	2	0	1
Water Quality	33	13	3	1	1	0	0	0
Standpipe	N/A	N/A	N/A	11	12	3	N/A	N/A
Enquiry Only	53	15	8	13	6	5	0	0
Owners Side	25	9	8	17	3	2	1	0

Waste:

COVID-19 Update

Council's Waste Services wheelie bin collections and waste facility operations have continued relatively normally during this corona virus period.

With a number of people being restricted to home because of non-essential business closures there has been a noticeable spike in the volumes of waste being received at Council's various transfer stations. The Easter long weekend in particular saw considerable waste volumes received. Council waste staff and contractors have been able to deal with increase.

COVID-19 and the State Waste Levy
The State are considering whether to continue with the scheduled $5 increase to the State Waste Levy, which was set to increase on 1 July 2020. There has been a number of entities lobbying the State government in this regard. No final decision has been released by the State concerning the State Waste Levy at the time of writing this update.

COVID-19 and LGAQ Waste Forums
LGAQ has been facilitating a number of online forums between local government waste managers and the State to make sure that all Councils are keeping up to date with the Health Directive requirements. South Burnett Regional Council's Waste section have been participating and reports that our responses to date have been in line with the Health Directive as well as other local government Council waste department responses to the COVID-19 phenomenon.

Asset Management
Council's Waste section has been very busy in 2020 finalising its Asset Register and developing an Asset Management Plan. The final draft Waste Asset Management Plan will be presented to Council shortly.

Carried 7/0
FOR VOTE - Councillors voted unanimously

12. Portfolio – Rural Resilience, Parks & Gardens, Property & Facility Management, Indigenous Affairs

12.1 Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report

Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

That Cr Duff's Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council be received.

Rural Resilience:

Planning is beginning in anticipation of funding being received as part of the Federal Government Drought Package. The drought is still having a large impact on our rural communities. I am very pleased to lead this new Rural Resilience Portfolio. I think that Council dedicating a portfolio to rural resilience shows that we value our rural communities and that we understand the struggles they face with changing weather patterns. I am excited to lead this portfolio and look forward to working more closely with our rural communities in this role.

Parks & Gardens:

Kingaroy, Murgon, Wondai, Proston, Nanango, Blackbutt and all surrounding areas
With the welcomed rain falling in the South Burnett parks over the previous months, staff have been kept extremely busy mowing green spaces across our region. 15 staff on mowers worked tirelessly during this period and at times staff thought, they were fighting a losing battle. Finally, with the slower growing conditions they gained the upper hand. The mowing schedule is now back on track and staff have been able to start working on completing finer touch ups. This includes weed eating, spraying of bindis, revitalising soil and timed irrigation in gardens with tree and hedge pruning starting throughout the CBD areas.

There are a number of trees in the QE11 Park in Lamb Street that are very old and are unhealthy. Council engaged Independent Arboriculture Services and they produced a report for each tree with

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recommended actions. Three Chinese Celtis trees have now been removed due to safety concerns following the Arborists report. The stumps will be removed and another tree planted to replace and compliment the area.

Rogers Drive roundabout revitalisation program has begun with the first 45 established trees planted from Bunnings past Rogers Drive heading to Nanango. Work will continue over the coming weeks with most planting expecting to be finished by the end of May.

Slashing of the Rail Trail has been completed from Murgon to Kingaroy and now staff are starting to re-oil the chairs and 1km safety markers, and the ones completed are looking great. Surface maintenance has been undertaken along certain areas of the trail as per customer requests.

Parks staff have undertaken duties as requested in response to the Federal and State Government direction with COVID-19. As of last Saturday all playgrounds, skate parks and open park space have been re-opened however strict physical distancing measures still apply and gatherings will be limited to a maximum of 10 people. Council has updated signage in all these areas to ensure a consistent message is received within our community.

Council has introduced cleaning of all playground equipment etc to occur every Monday & Friday bringing them in line with what is being undertaken in our public amenities currently.

***W4Q** – the installation of soft-fall in Memorial Park & Apex Park is completed.*

***Capex** – The playground & soft fall renewal at First Settlers Park Benarkin & Les Muller Park Blackbutt are now completed. Apex Park has had a new footpath installed connecting the carpark to the existing ramp, new fencing and repair to lookout sub structure has also been completed. Pruning of trees to enhance the view from the lookout over Kingaroy is now completed.*

The cricket pitch at River Road has been replaced with a concrete slab and new synthetic grass laid. Kingaroy Junior Cricket club have complimented Council on how good it looks and can't wait to start playing on the new surface.

Both Nanango and Kingaroy Skate Parks have had additional ramps installed and were ready for use in time for the stage 1 easing of restrictions.

Dams

Both Boondooma & Bjelke-Petersen Dams closed on 27 March 2020 due to the COVID-19 requirements. Locked gates & signage were installed at both park entrances. All guests with bookings up to 31 August 2020 have been contacted and refunds/credits processed.

With the easing of restrictions from midnight 1 May 2020 both Boondooma & Bjelke-Petersen Dams were opened to the public within a 50km radius from 6am to 6pm daily, with one boat ramp and one amenity opened for use. These restrictions have remained in place with the only change being that travel within the region is up to 150km from a person's home, still maintaining social distancing and ensure gatherings are no greater than 10 persons. Accommodation and camping remains closed and is anticipated to reopen in line with Stage 2 easing of restrictions in June 2020 on a date to be confirmed.

Property and Facility Management:

Ringsfield House roof and structural tie down upgrade project has been awarded to Campbell Construction Company. This project has commenced with site preparation and security fencing being installed early this month. This project is partially funded by Department of Local Government, Racing and Multicultural Affairs – Grants and Subsidies Program and partially funded through Council's Capital Works Program.

Council has awarded contracts to Total Pool Renovations for the installation of new pool filtration system into Wondai Swimming Pool. Works will include craning in the tanks, circulation pumps and

material to the site. Also contracts have been awarded to Zane Pool Heating for the installation of solar heating for Murgon and Wondai Swimming Pools. Works to commence during May.

During the closure of swimming pools under the COVID -19 restrictions Council has brought forward maintenance works at the South Burnett Aquatic Centre. Works have been scheduled over the next 5 weeks include the replacement of valves, replacement of grandstands, new floor coverings in the kitchen and replacement of rusted steel supports and the plastic grates around the hydro pool.

Council has completed the removal of above head fuel storage at Wondai Depot. Further works include the removal of two small buildings which will improve traffic management within the depot, disposal of non-used assets and addressing Workplace Health and Safety regulations.

Council awarded a contract to Paul Reeves for the renovation of 2 bathrooms in the Brighthaven Units and 2 bathrooms in the Drayton Units. Works have commenced and due to be completed by the end of June. Both sets of units have been fully tenanted during 2019/20, up until the works commenced.

Due to COVID-19 restrictions the Peanut Thrasher will now be restored and repainted by local contractor. This will ensure the thrasher restoration can be completed within timeframes and moved back to the Kingaroy VIC and Heritage Museum.

The Property section of Council is continuing to handle lease enquiries, surveying of lease areas and negotiations of lease conditions as an ongoing work in progress with community groups and commercial operators.

The issue of vandalism, particularly in Kingaroy was higher this year than previous years and there are challenges that this behaviour brings to maintaining community assets. In the last seven months between 21 September 2019 and 11 May 2020 the cost to Council of vandalism has totalled ***$14,967.18.*** *Council would be grateful for help from any member of the public who witnesses an act of vandalism to please call Policelink on 131 444.*

Indigenous Affairs:

Parks and Gardens assisted with the tidy up of the checkpoint area at Cherbourg by whipper snipping the fence line both sides from Borchert's Road to 100 metres past the check point, as well as mowing the crib hut and car park areas.

The federally funded footpath project from Cherbourg to Murgon has been put on hold due to the COVID-19 restrictions. Council is working with Venus Rabbit who is a Wakka Wakka indigenous artist, to paint an owl and a serpent as part of the disk display on the new Murgon footpath.

On behalf of our Council team I would like to congratulate the new Mayor of Cherbourg, Mayor Elvie Sandow, and the new team on the Cherbourg Aboriginal Council. As the restrictions ease it will be good to again be able to meet with the newly formed South Burnett Aboriginal & Torres Strait Islander Group to further advance relationships across our whole region.

Carried 7/0
FOR VOTE - Councillors voted unanimously

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13. Portfolio – Economic Development – (Industry, Agriculture, Water Security, Tourism)

13.1 Economic Development Portfolio Report

Resolution:

Moved Cr KM Schumacher, seconded Cr DA Potter.

That Cr Schumacher's Economic Development Portfolio Report to Council be received.

Council's Economic Development team reports directly to the Chief Executive Officer and works across two brands, Business South Burnett and Discover South Burnett. These brands are currently used in all promotional activities including dedicated online and social media activities.

The core fundamentals of Council's economic development function are to:

- *Develop and maintain effective relationships within the community, local business, industry organisations, government agencies and investors.*
- *Enhance and support business investment, growth and retention within the region.*
- *Implement Council's strategy and direction (yet to be reviewed by this Council).*

As part of the Corporate Planning process, over the coming six months it is recommended Council work toward re-defining the core role, responsibilities and expectations of Council's economic development function. This means Council will set a clear strategic plan for its role in economic development and tourism, including the future operation of Visitor Information Centres. This process will ensure all activities are aligned to the Council's desired outcomes, with a strong focus on meeting the region's needs, supporting its ongoing sustainability and looking to opportunities for future growth.

Draft 2025 South Burnett Economic Development Strategy
As part of the councillor's recent induction program, each councillor was provided with a copy of the draft 2025 South Burnett Economic Development Strategy for information purposes. Following post budget discussions, Council will prioritise finalising this strategy in preparation for planned public consultation prior to its adoption. This process will include setting clear expectations and accountabilities aligned to Council and the broader community's desired direction, as well as defining a suitable reporting structure in terms of suitable key performance indicators.

Council will work to review and workshop the Draft 2025 South Burnett Economic Development Strategy to set a clear strategic direction for its economic development and tourism functions as soon as reasonably practicable. These discussions are to include a review of the future operation of Visitor Information Centres.

COVID-19 Update & Economic Recovery
The evolving impacts of the COVID-19 pandemic represent the most significant challenge to Australia's economy since the Second World War. Across the South Burnett, business and industry continue to adapt and flex to what is considered the new normal, strengthened by the region's diverse and unique economy; that in some ways will continue to help cushion the blow.

Limited rainfall and the prolonged impacts of drought are continue to present ongoing challenges across the agricultural sector for graziers, producers and associated supply chains. Factors including fluctuating markets, concerns regarding water security, grain shortages, increased export or transport costs and alike, are just a few examples of the issues our region will continue to face.

Since early April Council's economic development team has helped to connect local business groups, chambers of commerce, state and regional agencies, to encourage the flow of information

and reduce the potential of miscommunication. This has included facilitating the weekly South Burnett Economic Action Plan meeting. All information shared at these meetings is communicated via the BEAP BEAP weekly e-newsletter that is distributed to Council's master business contact list and across the Localised network. Membership to the Localised network is free, with the aim of connecting all businesses across the Wide Bay Burnett, providing a place to advertise goods and services to the local business community and engage with other businesses.

The statistics below demonstrate the readership of the BEAP BEAP newsletter:

- *6,323 total opens and 693 total clicks*
  - *3 April – 2,072 total opens and 208 total clicks*
  - *9 April – 1,458 total opens and 88 total clicks*
  - *17 April – 1,551 total opens and 351 total clicks*
  - *24 April – 1,242 total opens and 46 total clicks*
- *Most popular clicks include JobKeeper, Takeaway South Burnett, Localised and Mental Health Management for business*

The statistics below demonstrate the interactions across the Localised network (https://widebayburnett.localised.com.au/southburnett/):

18 new users and 6 new business profiles
- *3,297 page views*
- *Increased posting of events, articles and announcements*
- *Community submitted content has high engagement*

These weekly meetings have informed the Local Disaster Management Group on a range of subjects including mental health for business, commercial and residential rent, JobKeeper, implementation of physical distancing in retail spaces, takeaway food options and business situation reports.

Economic development continues to actively engage in regional meetings and briefings regarding workforce requirements, tourism, hospitality, the pork industry, regional economic impact and recovery across the Wide Bay Burnett region.

Long term shovel ready projects in the pipeline
The economic development team has been working with a number of local private enterprises to scope a list of external shovel ready projects based in the South Burnett that total a value of $42.8 million. If successful these projects would encourage significant future growth and an increase in jobs in the region. The team will continue to support these stakeholders by connecting them with the relevant support bodies and agencies, and advocating for funding within its networks and circles of influence.

Tourism
Council's role is to contribute to the growth of tourism through overseeing the operation of Visitor Information Centres, engaging with local tourism operators, regional and state bodies to inform tourism initiatives.

Due to the significant changes in tourism and travel as a result of the COVID-19 restrictions, Council decided at its April Council meeting to review the proposed 2020 Marketing Plan in collaboration with the South Burnett Tourism Advisory Committee.

At the South Burnett Tourism Advisory Committee meeting on 11 May 2020, the committee discussed a short term proposal to market the South Burnett to locals, in an effort to encourage our residents to explore local attractions and enjoy the many natural experiences on offer. Further work in shaping these marketing suggestions will be undertaken over the coming weeks, in a way that aligns with the government's road map for easing restrictions.

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Planning for proposed marketing that concentrates on generating exposure in neighbouring regions as restrictions are relaxed and the travel radius is extended is currently underway.

In the meantime, economic development will continue to work closely with the South Burnett Tourism Advisory Committee and LTO Visit South Burnett to understand how it may be best positioned to collaborate in any potential destination marketing activities into the future.

A strategy to open the Visitor Information Centres is currently being considered with further information about the proposed dates to be provided at the next Council meeting.

Water Security Infrastructure Project – North and South Burnett Options Assessment
The Australian Government's National Water Infrastructure Development Fund (NWIFD) grant for the study of water supply requirements in the North and South Burnett regions is administered by the Department of Natural Resources Mines and Energy (DNRME).

To date, this study has examined the feasibility of a range of options that would increase water security for urban users, and enable the growth and expansion of industrial and agricultural activity, in ways that will create new jobs and support economic growth. While COVID-19 has changed the way in which community consultation was being conducted with key stakeholders recently, online meetings and telephone calls have been ongoing.

Currently the project has progressed to stage two, the option analysis stage (previously known as the Preliminary Business Case), and will identify the preferred options that best address the problems and deliver the required benefits through a robust process of review and analysis. The purpose of this stage is to reduce the longlist of options to a shortlist, which will be subject to further detailed, individual analysis.

Carried 7/0
FOR VOTE - Councillors voted unanimously

13.2 South Burnett Tourism Advisory Committee February 2020 Minutes

Resolution:

Moved Cr DA Potter, seconded Cr GA Jones.

That Council receive the minutes of the South Burnett Tourism Advisory Committee's meeting held on 10 February 2020.

Carried 7/0
FOR VOTE - Councillors voted unanimously

14. Consideration of Notices of Motion

No Report.

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15. Information Section

15.1 List of Correspondence Pending Completion of Assessment Report

Resolution:

Moved Cr GA Jones, seconded Cr KA Duff.

That the List of Correspondence Pending Completion of Assessment Report be received.

Carried 7/0
FOR VOTE - Councillors voted unanimously

15.2 Delegated Authority Report

Resolution:

Moved Cr KA Duff, seconded Cr SW Henschen.

That the Delegated Authority Report be received.

Carried 7/0
FOR VOTE - Councillors voted unanimously

CLOSED SESSION:

Motion:

Moved Cr RJ Frohloff, seconded Cr SW Henschen.

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(f) starting or defending legal proceedings involving it and Section 275 (1)(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage, of the Local Government Regulation 2012.

Carried 7/0
FOR VOTE - Councillors voted unanimously

OPEN COUNCIL:

Motion:

Moved Cr KA Duff, seconded Cr RJ Frohloff.

That the meeting resume in Open Council.

Carried 7/0
FOR VOTE - Councillors voted unanimously

Report:

The Mayor reported that whilst in Closed Session, in accordance with *Section 275(1)(f) starting or defending legal proceedings involving it and Section 275 (1)(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage,* of the Local Government Regulation 2012, Council considered matters concerning Technology One and an Insurance Claim.

Motion:

Moved Cr BW Otto, seconded Cr KM Schumacher.

That the Mayor's report be received

Carried 7/0
FOR VOTE - Councillors voted unanimously

16. Confidential Section

16.1 Technology One

Reason for Confidentiality

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

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That Council delegate to the Chief Executive Officer to enter into a 3 year contract with Technology One to move to the SaaS/cloud based platform.

Carried 7/0
FOR VOTE - Councillors voted unanimously

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16.2 Insurance Claim

Reason for Confidentiality

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

(f) starting or defending legal proceedings involving it

Resolution:

Moved Cr KA Duff, seconded Cr SW Henschen.

That Council accept the additional documentation, including a letter of demand and cost estimates associated with Assessment Number 21843-32000-000 and provide such documentation to the Local Government Mutual Scheme (LGMS), to assess the claim submitted.

Carried 7/0
FOR VOTE - Councillors voted unanimously

There being no further business the meeting was declared closed at 1.18pm.

Confirmed before me this …….. day of ……2020

…… **MAYOR**