

DISCLAIMER

*The following copy of the Minutes of the Executive and Finance & Corporate Committee meeting of the South Burnett Regional Council held on Wednesday 9 December 2020 are **UNCONFIRMED** and are supplied as a courtesy.*



SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

**Executive and Finance & Corporate
Standing Committee Meeting
Wednesday, 9 December 2020**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
EXECUTIVE AND FINANCE & CORPORATE STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 9 DECEMBER 2020 AT 9.00AM**

PRESENT:**Councillors:**

Cr Brett Otto (Mayor), Cr Roz Frohloff, Cr Danita Potter, Cr Kirstie Schumacher,
Cr Scott Henschen, Cr Kathy Duff

Council Officers:

Mark Pitt (Chief Executive Officer), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Carolyn Knudsen (Manager Social & Corporate Performance), Celina Branch (Manager Finance), Lynelle Paterson (Executive Assistant)

1 OPENING

The Mayor declared the meeting open and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES**Apology**

Committee Resolution 2020/15

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

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

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

4 DECLARATION OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE FINANCE & CORPORATE STANDING COMMITTEE MEETING HELD ON 18 NOVEMBER 2020**

COMMITTEE RESOLUTION 2020/16

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That the Minutes of the Finance & Corporate Standing Committee Meeting held on 18 November 2020 be received.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

6 PORTFOLIO – SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT

6.1 SOCIAL & CORPORATE PERFORMANCE, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE AND ICT PORTFOLIO

COMMITTEE RESOLUTION 2020/17

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

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

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

6.1.1 LETTER OF THANKS TO ICT DEPARTMENT

RESOLVED 2020/18

Moved: Cr Brett Otto

Seconded: Cr Roz Frohloff

The Mayor requested a letter of thanks be sent to the ICT Department to acknowledge and thank them for their efforts including designing an app for the water meter readings.

6.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL CUSTOMER SERVICE CHARTER-STRATEGIC-018

COMMITTEE RESOLUTION 2020/19

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the committee recommends to Council:

That the South Burnett Regional Council Customer Service Charter – Strategic-008 be amended as per the discussion and recirculated for comment and feedback and tabled at the January 2021 General meeting.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

MOTION

COMMITTEE RESOLUTION 2020/20

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the meeting adjourn for 10 minutes.

CARRIED 6/0

MOTION

COMMITTEE RESOLUTION 2020/21

Moved: Cr Brett Otto

Seconded: Cr Roz Frohloff

That the meeting resume at 10.23am.

CARRIED 6/0

6.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL RECRUITMENT & SELECTION POLICY-STATUTORY-014

COMMITTEE RESOLUTION 2020/22

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the committee recommends to Council:

That the South Burnett Regional Council Recruitment & Selection Policy-Statutory-014 lay on the table until the February standing committee meeting.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 6/0****Attendance:**

At 11.22am, Cr Kirstie Schumacher left the meeting.

6.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL COMPUTER, INTERNET AND EMAIL USAGE POLICY-STRATEGIC-007

COMMITTEE RESOLUTION 2020/23

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the committee recommends to Council:

That the South Burnett Regional Council Computer, Internet and Email Usage Policy-Strategic-007 be adopted as presented.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Scott Henschen and Kathy DuffAgainst: Nil**CARRIED 5/0**

Attendance:

At 11:24 am, Cr Kirstie Schumacher returned to the meeting.

6.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL ARTS CULTURE & HERITAGE POLICY-STRATEGIC-009

COMMITTEE RESOLUTION 2020/24

Moved: Cr Danita Potter

Seconded: Cr Brett Otto

That the committee recommends to Council:

That the draft South Burnett Regional Council Arts, Culture and Heritage Policy – Strategic-009 be adopted for external consultation.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

6.5.1 MEDIA RELEASE - ARTS CULTURE AND HERITAGE POLICY

RESOLVED 2020/25

Mayor Otto requested Council embark on a consultation process with the community with Cr Potter leading the consultation process, with the Media and Comms team preparing a media release to inform the community.

6.6 CUSTOMER AND COUNCILLOR REQUESTS

COMMITTEE RESOLUTION 2020/26

Moved: Cr Brett Otto

Seconded: Cr Kirstie Schumacher

That the Customer and Councillor Requests Summary be received for information.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

7 PORTFOLIO – ECONOMIC DEVELOPMENT

7.1 ECONOMIC DEVELOPMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2020/27

Moved: Cr Kirstie Schumacher

Seconded: Cr Brett Otto

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

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

7.2 ECONOMIC DEVELOPMENT AND TOURISM MONTHLY UPDATE

COMMITTEE RESOLUTION 2020/28

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the Economic Development and Tourism monthly Update for November 2020 be received for information.

In Favour: Crs Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

8 CONFIDENTIAL SECTION

9 CLOSURE OF MEETING

The Meeting closed at 12.15pm.

The minutes of this meeting were confirmed at the Executive and Finance & Corporate Standing Committee Meeting held on .

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CHAIRPERSON