



**SOUTH BURNETT**  
**REGIONAL COUNCIL**

# **AGENDA**

## **Budget Committee Meeting Wednesday, 16 June 2021**

**I hereby give notice that a Meeting of the Budget Committee will be held on:**

**Date: Wednesday, 16 June 2021**

**Time: 2.00pm**

**Location: Warren Truss Chamber  
45 Glendon Street  
Kingaroy**

**Mark Pitt PSM  
Chief Executive Officer**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

**Order Of Business**

<b>1</b>	<b>Opening</b> .....	<b>4</b>
<b>2</b>	<b>Leave of Absence / Apologies</b> .....	<b>4</b>
<b>3</b>	<b>Recognition of Traditional Owners</b> .....	<b>4</b>
<b>4</b>	<b>Declaration of Interest</b> .....	<b>4</b>
<b>5</b>	<b>Confirmation of Minutes of Previous Meeting</b> .....	<b>5</b>
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- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 RECOGNITION OF TRADITIONAL OWNERS**
- 4 DECLARATION OF INTEREST**

**5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**5.1 MINUTES OF THE BUDGET COMMITTEE MEETING HELD ON 9 JUNE 2021**

**File Number: 16-06-2021**

**Author: Executive Assistant**

**Authoriser: Chief Executive Officer**

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**OFFICER'S RECOMMENDATION**

That the Minutes of the Budget Committee Meeting held on 9 June 2021 be received.

**ATTACHMENTS**

- 1. Minutes of the Budget Committee Meeting held on 9 June 2021**



# **MINUTES**

## **Budget Committee Meeting Wednesday, 9 June 2021**

**Order Of Business**

<b>1</b>	<b>Opening</b> .....	<b>3</b>
<b>2</b>	<b>Leave of Absence / Apologies</b> .....	<b>3</b>
<b>3</b>	<b>Acknowledgement of Traditional Owners</b> .....	<b>3</b>
<b>4</b>	<b>Declaration of Interest</b> .....	<b>3</b>
<b>5</b>	<b>Confirmation of Minutes of Previous Meeting</b> .....	<b>3</b>
5.1	Minutes of the Budget Committee Meeting held on 2 June 2021 .....	3
<b>6</b>	<b>Business</b> .....	<b>4</b>
6.2	Finance & Corporate Budget 2021/22 .....	4
6.2.1	Rates - Community Rescue & Evacuation Levy .....	4
6.3	Plant and Fleet Operational Budget.....	5
6.3.1	Fuel Tax Credits Substantiation Methodology System.....	5
6.3.2	Fuel Tax Credit Audit.....	5
6.1	Communities Budget 2021/22 .....	5
<b>7</b>	<b>Confidential Section</b> .....	<b>5</b>
<b>8</b>	<b>Closure of Meeting</b> .....	<b>5</b>

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
BUDGET COMMITTEE MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 9 JUNE 2021 AT 2.35PM**

**PRESENT:****Councillors:**

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

**Council Officers:**

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Peter O'May (General Manager Community), Susan Jarvis (General Manager Finance & Corporate), Celina Branch (Manager Finance), Maxine Campbell (Strategic Asset Management Accountant), Mark Watt (Acting Manager NRM & Parks), Lee Hoad (Coordinator Plant & Fleet), Carolyn Knudsen (Manager Corporate Services), Anthony Bills (Manager ICT), Lynelle Paterson (Executive Services)

**1 OPENING**

The Mayor declared the meeting open and welcomed all attendees

**2 LEAVE OF ABSENCE / APOLOGIES**

Nil

**3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS****4 DECLARATION OF INTEREST****5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****5.1 MINUTES OF THE BUDGET COMMITTEE MEETING HELD ON 2 JUNE 2021**

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**COMMITTEE RESOLUTION 2021/25**

Moved: Cr Brett Otto

Seconded: Cr Danita Potter

That the Minutes of the Budget Committee Meeting held on 2 June 2021 be received.

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

Against: Nil

**CARRIED 7/0**



## 6 BUSINESS

### MOTION

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#### COMMITTEE RESOLUTION 2021/26

Moved: Cr Brett Otto

Seconded: Cr Kathy Duff

That Item 6.2 be brought forward and discussed.

**CARRIED 7/0**

#### Attendance:

At 3:01 pm, Cr Danita Potter left the meeting.

At 3:05 pm, Cr Gavin Jones left the meeting.

At 3:05 pm, Cr Danita Potter returned to the meeting.

At 3:10 pm, Cr Gavin Jones returned to the meeting.

At 3:53 pm, Cr Kirstie Schumacher left the meeting.

At 3:55 pm, Cr Kirstie Schumacher returned to the meeting.

## 6.2 FINANCE & CORPORATE BUDGET 2021/22

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#### COMMITTEE RESOLUTION 2021/27

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the Finance and Corporate operational budget excluding general rates and related discount and pensioner remission be endorsed to be included in the draft 21/22 South Burnett Regional Council Budget.

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

Against: Nil

**CARRIED 7/0**

## 6.2.1 RATES - COMMUNITY RESCUE & EVACUATION LEVY

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#### RESOLVED 2021/28

Revisit the Rates - Community Rescue & Evacuation Levy and Donations – Community Helicopter Rescue in line with revenue and rates discussions.

#### Attendance:

At 4:11 pm, GM Aaron Meehan left the meeting.

At 4:16 pm, GM Peter O'May left the meeting.

At 4:17 pm, GM Aaron Meehan returned to the meeting.

At 4:18 pm, GM Peter O'May returned to the meeting.

At 4:36 pm, CEO Mark Pitt left the meeting.

At 5:02 pm, Cr Gavin Jones left the meeting.

At 5:03 pm, Cr Gavin Jones returned to the meeting.

At 5:07 pm, Cr Danita Potter left the meeting.

At 5:09 pm, Cr Danita Potter returned to the meeting.

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**6.3 PLANT AND FLEET OPERATIONAL BUDGET**

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**COMMITTEE RESOLUTION 2021/29**

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council

That the Plant and Fleet Operational Budget be endorsed to be included in the draft 21/22 South Burnett Regional Council Budget with the following adjustments:

- \$60,000 reduction in Fuel Costs
- \$35,000 reduction in Fleet Parts
- \$10,000 reduction in General Maintenance
- \$20,000 reduction in Internal Plant Charges

And that a further report be brought to Council in regards to the reduction of white fleet by 20%.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher and Kathy DuffAgainst: Crs Roz Frohloff and Scott Henschen**CARRIED 5/2**

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**6.3.1 FUEL TAX CREDITS SUBSTANTIATION METHODOLOGY SYSTEM**

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Question on notice from Mayor Otto:

What does it take for Council to get a substantiation methodology system in place? Suggest engaging a taxation law adviser to provide this Council with methodologies in relation to fuel tax credits

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**6.3.2 FUEL TAX CREDIT AUDIT**

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Question on notice from Mayor Otto:

What financial years did the fuel tax credit audit cover?

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**6.1 COMMUNITIES BUDGET 2021/22**

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This item was held over to the next Budget Committee Meeting.

**7 CONFIDENTIAL SECTION****8 CLOSURE OF MEETING**

The Meeting closed at 5.15pm

The minutes of this meeting were confirmed at the Budget Committee Meeting held on 16 June 2021.

.....  
CHAIRPERSON

**6 BUSINESS****6.1 COMMUNITIES BUDGET 2021/22****File Number:** 16/06/2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Consideration of 2021/22 Budget

**SUMMARY**

Consideration of 2021/22 Operational Budgets for the Communities Business Unit

**OFFICER'S RECOMMENDATION**

That the Committee recommends to Council:

That

**BACKGROUND**

The Community Department operates the following services and functions:

Animal Management Environmental Protection Health Services Landfills & Transfer Stations Local Laws policing Nuisance Control Waste Collection	Indigenous Affairs Libraries Local Disaster Recovery
Building Maintenance <ul style="list-style-type: none"> <li>- Administration Buildings</li> <li>- Aerodrome Buildings</li> <li>- Art Galleries Facilities</li> <li>- Boondooma Homestead Facilities</li> <li>- Heritage Buildings</li> <li>- Library Facilities</li> <li>- Museum Facilities</li> <li>- PCYC Facility</li> <li>- Private Hospital Facility</li> <li>- Ringsfield House Facilities</li> <li>- Showground &amp; Sport Ground Facilities</li> </ul> Council Depots Facility Operations <ul style="list-style-type: none"> <li>- Caravan Parks</li> <li>- Commercial Housing</li> <li>- Commercial Shops</li> <li>- Community Housing</li> <li>- Halls</li> </ul>	Airports / Aerodrome Boondooma & Yallakool Tourist Parks Cemetery Management Coolabunia Saleyard Natural Resources Parks & Gardens Public Conveniences Rail Trails Recreational Reserves Ficks Crossing Sporting Development & Grants Stock Routes Straying Livestock

Land Management (Sales) Leases and Licences Swimming Pools	Tick Facilities Weeds & Pest Management Building Assessment Building Compliance/ Inspection Development Assessment Infrastructure Charges Planning Compliance/ Inspection Plumbing Assessment/ Compliance/ Inspection Strategic Land Use Planning
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**ATTACHMENTS****Nil**

## 6.2 RATES BUDGET 2021/22

**File Number:** 16/06/2021

**Author:** Executive Assistant

**Authoriser:** Chief Executive Officer

### PRECIS

Consideration of 2021/22 Budget

### SUMMARY

Rates and charges are determined after due consideration of the following:

- Council's legislative obligations.
- The needs and expectations of the general community as determined by formal and informal consultation and survey processes.
- The cost of maintaining existing facilities and necessary services.
- The need for additional facilities and services.
- Equity by ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations, and disregarding irrelevancies such as the perceived personal wealth of individual ratepayers or ratepayer classes.

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### OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That

### BACKGROUND

General Rates revenue provides essential whole of community services not funded through subsidies, grants, contributions or donations received from other entities, or not provided for by other levies or charges. Council will consider all full cost recovery options before calculating the general rate.

Council is required to raise an amount of revenue it sees as being appropriate to maintain assets and provide services to the Region as a whole. In deciding how that revenue is raised, Council has formed the opinion that the differential general rating scheme provides the most equitable basis for the distribution of the general rate burden.

In formulating the differential general rating scheme Council has considered equity by implementing distribution of the general rate based on the land use. Where necessary a particular class of land use is further 'subdivided' on a geographic basis.

The Unimproved Valuation/Site Value for each property is the basis for determining the amount of the general rate levied. Council recognises that significant valuation fluctuations may have an adverse effect on customers. Council considers that this impact should be smoothed so that the impact in any one year is reduced. Council may achieve this by establishing new differential rating categories, averaging the valuation in accordance with *Sections 74 to 76* of the Regulation or by limiting rate increases in accordance with *Section 116* of the Regulation.

### ATTACHMENTS

Nil

**6.3 COMPREHENSIVE INCOME STATEMENT 2021/22****File Number:** 16/06/2021**Author:** Executive Assistant**Authoriser:** Chief Executive Officer**PRECIS**

Comprehensive Income Statement 2021/22

**SUMMARY**

Council's annual budget is a financial planning document that is to be adopted in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012* as part of establishing financial management. The content of the annual budget is prescribed in *Section 169* of the *Local Government Regulation 2012*.

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**OFFICER'S RECOMMENDATION**

That the Committee recommends to Council:

That

**BACKGROUND**

Council has considered a range of impacts through the development of the operational budget.

As with any entity Council is proposing to adopt a budget that ensures that services will be maintained while taking a balanced view of the coming financial year's operations.

**ATTACHMENTS**

Nil

**7 CONFIDENTIAL SECTION**

**8 CLOSURE OF MEETING**