



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

# **MINUTES**

**Liveability Standing Committee  
Meeting**

**Wednesday, 13 July 2022**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
LIVEABILITY STANDING COMMITTEE MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 13 JULY 2022 AT 9.00AM**

**PRESENT: Councillors:**

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

**Council Officers:**

Mark Pitt (Chief Executive Officer), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Tim Low (Acting General Manager Infrastructure), Jennifer Pointon (Manager Community and Lifestyle), Michael Lisle (Acting Manager Planning and Environment), Joanne Newbery (Communications Officer), Leanne Petersen (Manager Facilities and Parks), Sam Dunstan (Planning Officer), Kerri Anderson (Manager Finance and Sustainability), Bree Hunt (Executive Assistant)

**1 OPENING**

The Mayor opened the meeting with the Lords Prayer and welcomed all attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

Nil

**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 DEPUTATIONS/PETITIONS**

**5.1 DEPUTATION - MOYA HAYDEN - MATTHEW HAYDEN WAY**

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Moya Hayden addressed the Committee to present a deputation on the Matthew Hayden Way.

**Attendance:**

At 9:06am, Communications Officer Joanne Newbery left the meeting.

At 9:07am, Communications Officer Joanne Newbery returned to the meeting.

At 9:08am, Manager Facilities and Parks Leanne Petersen entered the meeting.

At 9:13am, Manager Finance and Sustainability Kerri Anderson entered the meeting (online).

At 9:13am, Acting Manager Planning and Environment Michael Lisle left the meeting.

At 9:14am, Manager Facilities and Parks Leanne Petersen left the meeting.

**Attendance:**

At 9:18am, Acting Manager Planning and Environment Michael Lisle returned to the meeting.

At 9:18am, Manager Facilities and Park Leanne Petersen returned to the meeting.

At 9:19am, Planning Officer Sam Dunstan entered the meeting.

## **6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **6.1 MINUTES OF THE COMMUNITY STANDING COMMITTEE MEETING HELD ON 15 JUNE 2022**

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#### **COMMITTEE RESOLUTION 2022/1**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Minutes of the Community Standing Committee Meeting held on 15 June 2022 be received.

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

Against: Nil

**CARRIED 7/0**

## **7 NOTICES OF MOTION**

### **7.1 NOTICE OF MOTION - KINGAROY VISITOR INFORMATION CENTRE**

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#### **COMMITTEE RESOLUTION 2022/2**

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Committee recommend to Council:

That Council take ownership of the sewing machine that was donated to the Big Peanut Committee for display at the Kingaroy Visitor Information Centre.

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

Against: Nil

**CARRIED 7/0**

#### **Attendance:**

At 9:43am, Planning Officer Sam Dunstan left the meeting.

At 9:43am, Executive Assistant Bree Hunt left the meeting.

At 9:45am, Planning Officer Sam Dunstan returned to the meeting.

At 9:45am, Executive Assistant Bree Hunt returned to the meeting.

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**8 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION****8.1 COMMUNITY, ARTS, HERITAGE, SPORT AND RECREATION PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2022/3**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

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

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

Against: Nil

**CARRIED 7/0****8.1.1 THE KINGAROY & DISTRICT VINTAGE MACHINERY CLUB**

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**RESOLVED 2022/4**

Office of the CEO to schedule in a day for the Mayor and Councillors to attend the Kingaroy & District Vintage Machinery Club event.

**8.2 MINUTES OF THE YOUTH COUNCIL HELD ON 14 JUNE 2022**

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**COMMITTEE RESOLUTION 2022/5**

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That Council receive and note the attached minutes of the Youth Council held on Tuesday, 14 June 2022.

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

Against: Nil

**CARRIED 7/0****9 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES****9.1 RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING AND COMPLIANCE SERVICES PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2022/6**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

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

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

Against: Nil

**CARRIED 7/0**

### **9.1.1 MEDIA RELEASE**

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#### **RESOLVED 2022/7**

The media team to work with Cr Scott Henschen to release information about foot and mouth disease.

### **9.1.2 QUESTION ON NOTICE – CTC CWA HOUSE**

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Question on Notice from Cr Danita Potter:

The CTC CWA house is not classified as residential zone, can this be changed for future use?

### **9.1.3 QUESTION ON NOTICE - FOOT AND MOUTH DISEASE**

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Question on Notice from Cr Kirstie Schumacher:

With foot and mouth disease arising, locally how does Council respond to this and from a bio-security view what can we do? How do we work with the State government in the development of a suitable bio-security plan?

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**9.1.4 FOOT AND MOUTH DISEASE FORUM**

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**COMMITTEE RESOLUTION 2022/8**

Moved: Mayor Brett Otto  
Seconded: Cr Scott Henschen

That the Committee recommend to Council:

That Council work with industry stakeholders to facilitate a regional forum including invitation to the Regional Director DAF, Queensland Ministers for Agriculture and Tourism and the Federal Minister for Agriculture, to be based in Kingaroy.

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

Against: Nil

**CARRIED 7/0**

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**9.1.5 FOOT AND MOUTH DISEASE BIO-SECURITY PLAN**

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**COMMITTEE RESOLUTION 2022/9**

Moved: Cr Kathy Duff  
Seconded: Cr Danita Potter

That the Committee recommend to Council:

That Council work with BIEDO to facilitate an Agriculture Network meeting to address the concerns across our region relating to foot and mouth disease and to discuss the bio-security plan.

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

Against: Nil

**CARRIED 7/0**

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**ADJOURN MORNING TEA**

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**COMMITTEE RESOLUTION 2022/10**

Moved: Mayor Brett Otto  
Seconded: Cr Scott Henschen

That the meeting be adjourned for morning tea.

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

Against: Nil

**CARRIED 7/0**

**Attendance:**

At 11:14am, Cr Danita Potter left the meeting.



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**RESUME MEETING**

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**COMMITTEE RESOLUTION 2022/11**

Moved: Mayor Brett Otto  
Seconded: Cr Scott Henschen

That the meeting resume at 11:14am.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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**9.2 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE**

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**COMMITTEE RESOLUTION 2022/12**

Moved: Deputy Mayor Gavin Jones  
Seconded: Cr Kathy Duff

That the Natural Resource Management Operational update be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 11:15am, Cr Danita Potter returned to the meeting.

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**9.3 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE**

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**COMMITTEE RESOLUTION 2022/13**

Moved: Cr Kirstie Schumacher  
Seconded: Cr Scott Henschen

That the Planning and Land Management Operational update be received for information.

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

Against: Nil

**CARRIED 7/0**

**9.4 AMENDMENT TO PLUMBING FEES 2022/2023****COMMITTEE RESOLUTION 2022/14**

Moved: Deputy Mayor Gavin Jones

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council amend its 2022/2023 Register of Fees and Charges to include the following:

PLUMBING FEES AND CHARGES		
	Current Fees and Charges	Proposed Fees and Charges
<b>Class 1 and 10a Buildings – Sewered Area</b>		
Dwelling Approval and Inspections (up to 15 fixtures)	\$ 745.00	\$ 1,205.00
Shed (up to 5 fixtures)		\$ 960.00
Approval and Inspection	\$ 115.00	Delete
Alteration or Modifications	\$ 470.00	\$ 470.00
<b>Class 1 and 10a Buildings – Non-Sewered Area</b>		
Approval and Inspection of Household Sewerage Treatment Plant/Septic/Grey Water Application Fee	\$ 125.00	\$ 125.00
Dwelling Approval and Inspection (up to 15 fixtures)	\$ 615.00	\$ 1,075.00
Shed (up to 5 fixtures)		\$ 960.00
Approval and Inspection	\$ 115.00	Delete
Alteration or Modifications	\$ 470.00	\$ 470.00
Demolition and/or Replacement of Septic Tank/Treatment Plant/Grease Trap/Grey Water – Inspection Fee	\$ 260.00	\$ 260.00
Alteration to Land Application Area	\$ 350.00	\$ 350.00

**In Favour:** Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

**Against:** Nil

**CARRIED 7/0**

**Attendance:**

At 11:35am, Graduate Accountant Katie DobeWaldie entered the meeting.

At 11:37am, Graduate Accountant Katie DobeWaldie left the meeting.

At 11:39am, Communications Officer Joanne Newbery left the meeting.

At 11:42am, Communications Officer Joanne Newbery returned to the meeting.

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**9.5 PLACEMENT OF SHIPPING CONTAINERS ON NON-COMMERCIAL PROPERTY IN DEFINED TOWN AREAS**

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**COMMITTEE RESOLUTION 2022/15**

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the draft *Amenity and Aesthetics (Shipping Containers) Policy* be further considered by Council through a workshop to be held as soon as possible after the homelessness forum.

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

Against: Nil

**CARRIED 7/0**

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**COMMITTEE RECOMMENDATION**

Moved: Cr Kirstie Schumacher

**Cr Schumacher foreshadowed the original recommendation:**

That the Committee recommend to Council:

- 1) That the draft *Amenity and Aesthetics (Shipping Containers) Policy* be received and referred to a workshop of Council prior to finalisation through Council's Policy Governance Framework.

**The foreshadowed recommendation lapsed.**

**Attendance:**

At 11:59am, Acting General Manager Infrastructure Tim Low left the meeting.

At 12:17pm, Cr Scott Henschen left the meeting.

At 12:19pm, Cr Scott Henschen returned to the meeting.

## 9.6 PROPOSED AMENDMENT TO THE SOUTH BURNETT REGIONAL COUNCIL PLANNING SCHEME - RESOLUTION FOR 1ST STATE INTEREST REVIEW

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### COMMITTEE RESOLUTION 2022/16

Moved: Cr Kirstie Schumacher

Seconded: Deputy Mayor Gavin Jones

That the Committee recommend to Council:

That Council:

1. Endorses the proposed major amendment 1/2022 (Version 2) to the South Burnett Region Planning Scheme 2017 and included mapping ("the proposed major amendment") [refer to Attachment A];
2. Endorse the Statement of State Interests Integration [refer to Attachment A1];
3. Endorses the Communications Strategy [refer to Attachment B] for public consultation of the proposed major amendment for a minimum of 30 days;
4. Authorises Chief Executive Officer to give notice to the Minister for Planning of the decision to amend the planning scheme and provide the required material for a proposed major amendment (as prescribed in Schedule 3 of the Minister's Guidelines and Rules) in accordance with Chapter 2, Part 4, Section 16.5 of the Minister's Guidelines and Rules; and
5. Decide to proceed to public consultation after the conclusion of the state interest review stage in accordance with Chapter 2, Part 4, Step 18.2 of the Minister's Guidelines and Rules, subject to confirmation by the Minister for Planning in accordance with Chapter 2, Part 4, Sections 17.5 and 17.6 of the Minister's Guidelines and Rules.

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

Against: Nil

**CARRIED 7/0**

### Attendance:

At 12:25pm, Cr Scott Henschen left the meeting.

At 12:25pm, Planning Officer Sam Dunstan left the meeting.

At 12:25pm, Communications Officer Joanne Newbery left the meeting.

At 12:26pm, Communications Officer Joanne Newbery returned to the meeting.

## 10 PORTFOLIO - WASTE MANAGEMENT

### 10.1 WASTE MANAGEMENT PORTFOLIO REPORT

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### COMMITTEE RESOLUTION 2022/17

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Waste Management Portfolio Report to Council be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0**

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**10.1.1 QUESTION ON NOTICE - GREEN WASTE**

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Question on Notice from Cr Kirstie Schumacher:

How often does Council burn green waste in Murgon and Wondai?

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**10.2 ENVIRONMENT AND WASTE SERVICES UPDATE**

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**COMMITTEE RESOLUTION 2022/18**

Moved: Cr Danita Potter

Seconded: Deputy Mayor Gavin Jones

That the Environment and Waste Services Update be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0**

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**10.3 STATE WASTE LEVY PREPAYMENT**

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**COMMITTEE RESOLUTION 2022/19**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the report be received and noted.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0**

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**10.4 INFRASTRUCTURE INVESTMENT IN RESOURCE RECOVERY**

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**COMMITTEE RESOLUTION 2022/20**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the report be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 12:54pm, Acting General Manager Infrastructure Tim Low returned to the meeting.

At 12:55pm, Acting Manager Planning and Environment Michael Lisle left the meeting.

**11 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS****11.1 RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND INDIGENOUS AFFAIRS PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2022/21**

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

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

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0****11.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE**

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**COMMITTEE RESOLUTION 2022/22**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Community and Lifestyle Operational update be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0****Attendance:**

At 1:13pm, Manager Finance and Sustainability Kerri Anderson left the meeting (online).

**11.3 LEASE - KINGAROY TENNIS AND DISTRICT TENNIS ASSOCIATION INC.**

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**COMMITTEE RESOLUTION 2022/23**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. That South Burnett Regional Council, in accordance with s236(1)(b)(ii) of the *Local Government Regulation 2012*, enter into a Lease with the Kingaroy and District Tennis Association Inc. for Lease Area F on Lot 6 on SP274891 for a term of ten (10) years for rental amount of \$75.00 per annum (GST exclusive).
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Lease between Council and the Kingaroy and District Tennis Association Inc. on term and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Kathy Duff

Against: Nil

**CARRIED 6/0**

**Attendance:**

At 1:28pm, Cr Scott Henschen returned to the meeting.

## 11.4 FACILITIES AND PARKS OPERATIONAL UPDATE

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### COMMITTEE RESOLUTION 2022/24

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That the Facilities and Parks Operational update be received for information.

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

Against: Nil

**CARRIED 7/0**

### 11.4.1 MEDIA RELEASE

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#### RESOLVED 2022/25

A media release be distributed on projects that have been completed over the last 12 months and what the upcoming projects are. Information of what funding has been granted to complete the projects to be included for the community to be understand how and where money is being spent.

**Attendance:**

At 1:41pm, Cr Danita Potter left the meeting.

At 1:44pm, Cr Danita Potter returned to the meeting.

## 11.5 WONDAL POOL ENHANCEMENT PROJECT

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### COMMITTEE RESOLUTION 2022/26

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommend to Council

That South Burnett Regional Council allocate additional project funds of \$300,000 to the Wondai Memorial Pool Enhancement Project from Building Restricted Cash and that the budget adjustment be included in the 2022/23 financial year first quarter budget review.

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

Against: Nil

**CARRIED 7/0**

## 12 QUESTIONS ON NOTICE

### 12.1 PLANNING SCHEME AMENDMENT PROCESS

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#### COMMITTEE RESOLUTION 2022/27

Moved: Mayor Brett Otto

Seconded: Cr Kathy Duff

That the response to the question regarding Planning Scheme amendment process raised by Councillor Otto be received and noted.

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

Against: Nil

**CARRIED 7/0**

### 12.2 DOG IMPOUNDMENTS

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#### COMMITTEE RESOLUTION 2022/28

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the response to the question regarding dog impoundments raised by Councillor Erkens be received and noted.

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

Against: Nil

**CARRIED 7/0**

### 12.3 FOOT AND MOUTH DISEASE

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#### COMMITTEE RESOLUTION 2022/29

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the Committee recommend to Council that:

1. That the South Burnett Regional Council release a public statement on foot and mouth disease and General Manager O'May and Cr Henschen be delegated to work on the implementation of a program for public warning and educational notices across the South Burnett and relevant industry sites around our region.
2. That Council reach out to the LGAQ and ALGA to develop a State and National advocacy position and seek advise as how collectively we can work together and act now.

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

Against: Nil

**CARRIED 7/0**



**Attendance:**

At 2:05pm, Manager Community and Lifestyle Jennifer Pointon left the meeting.

At 2:12pm, Cr Kirstie Schumacher left the meeting.

At 2:15pm, Cr Kirstie Schumacher returned to the meeting.

At 2:18pm, General Manager Finance and Corporate Susan Jarvis left the meeting.

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**12.4 FOOT AND MOUTH DISEASE**

**COMMITTEE RESOLUTION 2022/30**

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the Committee recommend to Council that:

That Council release a public statement calling on the Federal Government to temporarily suspend all travel between Australia and any sites known to have active foot and mouth disease and calls on all other Councils nationally to support this motion.

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

Against: Nil

**CARRIED 7/0**

**13 CONFIDENTIAL SECTION**

**14 CLOSURE OF MEETING**

The Meeting closed at 2:18pm.

The minutes of this meeting were confirmed at the Liveability Standing Committee Meeting held on 10 August 2022.

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**CHAIRPERSON**