



Minutes

Of The

General Council Meeting

Held in the Council Chambers, 45 Glendon Street Kingaroy

on Wednesday, 20 November 2013

Chief Executive Officer: Ken McLoughlin

SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 20 November 2013

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Minutes of the meeting of the South Burnett Regional Council, held in the Council Chambers, 45 Glendon Street Kingaroy on 20 November 2013 at 9:00am

PRESENT:

Councillors:

Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr KA Duff, Cr BL Green, Cr DJ Palmer, Cr DP Tessmann, Cr RLA Heit

Council Officers:

Stan Taylor (Acting Chief Executive Officer), Gary Wall (General Manager Finance, Property & Information Technology), Russell Hood (General Manager Infrastructure)

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Ministers Fraternal, Ruth Wright, offered prayers for Council and for the conduct of the Council meeting.

3. Confirmation of Minutes of Previous Meeting

3.1.1 South Burnett Regional Council Minutes

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 16 October 2013 as recorded be confirmed.

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the minutes of the previous meeting held on Wednesday 16 October 2013 as recorded be confirmed.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

3.1.2 South Burnett Regional Council Special Minutes

Officer's Recommendation

That the minutes of the Special Meeting held on Wednesday 6 November 2013 as recorded be confirmed.

Resolution:

Moved Cr DJ Palmer, seconded Cr RLA Heit.

That the minutes of the Special Meeting held on Wednesday 6 November 2013 as recorded be confirmed.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

4. Mayoral Report

4.1 MR - 1239294 - Mayor's Report

Summary

Mayoral Report to Council for the period 11 October 2013 to 12 November 2013.

Officer's Recommendation

That the Mayoral Report to Council for the period 11 October 2013 to 12 November 2013 be received.

Resolution:

Moved Cr DW Kratzmann, seconded Cr DP Tessmann.

That the Mayoral Report to Council for the period 11 October 2013 to 12 November 2013 be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

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

See Business Function Headings

5. Planning, Communities & Environment

5.1 Planning & Land Management (P&LM)

(a) Officer's Reports

5.1.1 P&LM - 1216914 - Forwarding Community Assistance Grant Application Form for Nanango Mens Shed for Refund of Building and Plumbing Application Fees

Summary

Council received a written request from Donald A Niebling who is the Project Manager of the Nanango Community Baptist Church – for Nanango Men’s Shed, requesting a 100% waiver of the Building and Plumbing application fees. The application fees were for a Men’s Shed to be built at the Church site at 37 Mt Stanley Road, Nanango (and described as Lot 9 on RP172931).

Officer's Recommendation

That Council

- (1) *approve* 100% waiver of the \$1129.00 building assessment fee having regard to the community nature of the Nanango Men's Shed,
- (2) *not approve* the waiver of building document lodgement fee of \$164, in line with previous practice,
- (3) *approve* 100% waiver of the \$712.00 plumbing application fee having regard to the community nature of the Nanango Men's Shed, and
- (4) *not approve* the waiver of plumbing administration charge of \$214.00.

Resolution:

Moved Cr BL Green, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

5.1.2 P&LM - 1185674 - IDAS form 1 for material change of use - Caravan Park 20 caravan sites and 3 cabins 8262 Mundubbera Durong Road - Lot 3 SP186442 - Boondooma Museum and Heritage Assn Inc

Summary

Key Point Summary

- Application for Material Change of Use (Caravan Park – Twenty (20) Caravan Sites and Three (3) Cabins);
- Subject site included within the Rural Zone under the Wondai IPA Planning Scheme;
- Application is Impact Assessable against the Wondai Shire IPA Planning Scheme;
- The applicant is currently addressing on-site waste disposal for the proposed caravan sites;
- One public submission was received during the public notification period; and
- Application recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* the Development Application for Material Change of Use (Caravan Park – Twenty (20) Caravan Sites and Three (3) Cabins) at 8262 Mundubbera Durong

Road, Boondooma (and described as Lot 3 on SP186442) subject to the following conditions.

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Project Number – 11-1289-DWL, Sheet 1 of 1 – Site Plan; and
 - Project Number – 11-1289-DWL, Sheet 1 of 1 – Site Plan (Titled Draft Only).
- GEN2. The development herein approved may not start until the following development permits have been issued and complied with as required:
- Development Permit for Building Works;
 - Development Permit for Plumbing and Drainage Work.
- GEN3. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN4. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.
- GEN5. Maintain the site in a clean and orderly state at all times.
- GEN6. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.
- GEN7. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A Compliance Certificate fee will be charged, with payment required prior to Council approval of the associated documentation requiring compliance assessment.

Stormwater

- ENG1. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.
- ENG2. Stormwater drainage is to be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development
- ENG3. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

Car Parking

- ENG4. In accordance with the Wondai Shire Council Planning Scheme, Table S 1.1 the applicant is to provide a minimum of one (1) space per site (to be located adjacent to such sites) plus one (1) space per 10 van/cabin sites available for visitors and one (1) space per 3 employees.

Advice

- ADV1. The applicant should consider erecting boundary signage informing visitors of the Homestead that the adjoining properties are private.

- ADV2. Section 341(1) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.
- ADV3. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <http://www.datsima.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form
- ADV4. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—
- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
 - b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

(b) Portfolio Report

Planning & Land Management Portfolio Report

No Report.

5.2 Environmental Services (ES)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Environmental Services Portfolio Report

No Report.

5.3 Waste (W)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Waste Portfolio Report

No Report.

5.4 Natural Resource Management (NRM) & Parks (NRM&P)

(a) Officer's Reports

No Report.

(b) Portfolio Report

5.4.1 NRM&P - 1240314 - Natural Resource Management & Parks Portfolio Report

Summary

Natural Resource Management & Parks Portfolio Report to Council for the period 9 October 2013 to 11 November 2013.

Officer's Recommendation

That the Natural Resource Management & Parks Portfolio Report to Council for the period 9 October 2013 to 11 November 2013 be received.

Resolution:

Moved Cr KA Duff, seconded Cr DJ Palmer.

That the Natural Resource Management & Parks Portfolio Report to Council for the period 9 October 2013 to 11 November 2013 be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

5.5 Community (C)

(a) Officer's Reports

5.5.1 C - 1238392 - Minutes of the Boondooma Homestead Management Advisory Committee meeting held on 7 November 2013

Summary

Providing a copy of the Minutes of the Boondooma Homestead Management Advisory Committee Meetings held on Thursday 7 November 2013.

Officer's Recommendation

That Council endorses the recommendations and minutes of the Boondooma Homestead Management Advisory Committee meeting held on Thursday, 7 November 2013.



South Burnett
Regional Council

Directorate - Planning, Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Thursday, 7 November 2013 @ 10.00am

Present: Cr Kathy Duff, Cr Ros Heit, Buddy Thomson, Mavis Metzroth, Bruce Metzroth, Lynne Bennett, Bob Somerset, Leslie Somerset, Pattie Brown, Richard Grimes and Judy Brandt

Apologies: Chris Du Plessis, Marion Alford

Observers: Michael Hunter, Jamie Neil, Keith Brandt, Velma Robbins, & Dave Robbins

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

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Kathy Duff welcomed everyone to the meeting and Cr Ros Heit to the meeting.		
Minutes from Previous Meeting	Resolution: That the minutes of the previous Committee Meeting held on 10 September 2013 as recorded be confirmed. Moved: Buddy Thomson Seconded: Richard Grimes Carried		
Correspondence			
<ul style="list-style-type: none"> SBRC 	An email was sent to Boondooma Museum & Heritage Assoc. Inc requesting information regarding the usage of water during specific events. This information was a requirement for the Domestic Sewerage Treatment Plan Design. Michael advised that the requests were for the volume of water held on site (Tanks) and an estimate of water consumed during their two (2) major events during the year. Michael advised that this information had been received and forwarded onto RIMA On-site Sewerage Designers to ensure the		



South Burnett
Regional Council

Directorate - Planning - Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Thursday, 7 November 2013 @ 10.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> system is sized to receive the waste flow. Michael advised that he had forwarded an email regarding Funding that was available. Buddy advised that they had received the email and that he had been contacted by Andrew Woodward from **** advising them of the same funding and his availability to assist the Boondooma Heritage Assoc to put in a submission. A copy of the email from Andrew Woodward is attached. 			
Business Arising from Previous Meeting - 8 October 2013			
<ul style="list-style-type: none"> Update on Material Change of Use - Caravan Park 	<p>Due to Council's Manager of Planning & Land Management, Chris Du Plessis not able to attend the meeting, Michael Hunter provided an update on the Caravan Park application. Michael advised that the report for the Material Change of Use Submission will be presented to the General Council Meeting, on 20 November 2013.</p> <p>Michael advised that Council had written to the Department of Transport & Main Roads requesting an amendment to their condition regarding the second access. To date no response has been received and Council Officer, Samantha Dunstan has sent an email requesting a response to Council.</p> <p>Buddy Thomson advised that the gate can be moved to allow for better visibility if need be.</p>	Michael Hunter	
<ul style="list-style-type: none"> Clarification Lawson's Broadcreek Road 	<p>At a previous meeting members of the Boondooma Museum & Heritage Assoc. Inc requested clarification if Lawson's Broad Creek Road been officially to Broadcreek Road or if the sign was just changed. Cr Duff advised that the incorporated body had submitted a letter to Council requesting that the road name be changed. This would result in a report to Council and it may be presented to the</p>	Cr Kathy Duff	



South Burnett
Regional Council

Directorate - Planning, Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Thursday, 7 November 2013 @ 10.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Update on Domestic Sewerage Treatment Plan Design 	<p>November Council Meeting. A copy of the letter sent to Council is attached.</p> <p>Council's Plumbing Inspector, Jamie Neil advised that Council have employed RMA Engineers to design the Domestic Sewerage Treatment Plant Design for Boondooma Homestead.</p> <p>Jamie has drawn up a 'rough' site plan and that site plan is to be confirmed by Buddy and then provided to RMA Engineers. Once the design is completed and the permit is issued by Council, the next stage is for Boondooma Museum & Heritage Assoc. Inc to engage a contractor to carry out the work.</p> <p>The Committee will be updated when the design is completed, which hopefully will be by the December meeting.</p> <p>A possible concern the engineers may have is the number of people using this system during the peak periods. However they will average out the yearly usage down to one day and then design it accordingly. This will ensure the system can cope with the peak periods. The possible growth of these major events will be factored into the design as well.</p>		
General Business			
<ul style="list-style-type: none"> Budget Update 	<p>Michael advised the committee that there is no budget update for this meeting due to the new Council's finance system going 'live', however there will be one available at the December meeting.</p>		
<ul style="list-style-type: none"> Return of tractor and servicing of ride-on mower 	<p>Buddy advised that the tractor has been returned from being serviced, but the ride on mower needs a service. When the tractor was returned however, Buddy was advised that Council will not spend any more money on repairing the tractor. Michael Hunter is to</p>	Buddy Thomson	



South Burnett
Regional Council

Directorate - Planning, Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Thursday, 7 November 2013 @ 10.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Invoice – BIEDO 	<p>contact Lee Hoad to follow up on this issue and see if Council plan on replacing the tractor or continuing to service it.</p> <p>Michael advised that an invoice from BIEDO has been received, for the Business Plan for \$812.50. Council will be paying the invoice as per the minutes of 6 March 2012 and will come from the General Operations Budget. Lynn Bennett advised there were some amendments to be made to the Business Plan and would be tabled at the Management Advisory Committee once the Boondooma Museum & Heritage Assoc. Inc have adopted the plan.</p>	Michael Hunter	
<ul style="list-style-type: none"> Process of Name Change for Road and Signage. 	<p>Michael Hunter to contact Council's Infrastructure to confirm the process of name change and the committee to be advised at the December meeting.</p>	Michael Hunter Email sent to Lynne Halliday on 7 November 2013	
Agenda Items - New Business			
Request for Reduced Speed Limit	<p>The Boondooma Museum & Heritage Assoc. Inc, requested that Council bring to the attention of the Traffic Advisory Committee the need to reduce the 100km speed limit to at least 80km/hr on the Mundubbera Durong Road from 200m south of Thomson Road and 200 meters north of Manar Road. This request is due to lack of visibility for turning traffic and the high volume of vehicles (B-doubles, timber trucks and general traffic). The Association are concerned that this will eventually cause a fatality if the speed limit is not reduced.</p> <p>Recommendation: Boondooma MAC request Council to bring to the attention of the Traffic Advisory Committee the need to reduce the 100km</p>		



South Burnett
Regional Council

Directorate - Planning, Community & Environment

Minutes of the Boondooma Homestead Management Advisory Committee
Thursday, 7 November 2013 @ 10:00am

Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>speed limit to at least 80km/hr on the Mundubbera Duroong Road from 200m south of Thomson Road and 200 meters north of Manar Road.</p> <p>Moved: Lynn Bennett Seconded: Pattie Brown</p> <p style="text-align: right;"><i>Carried 11/0</i></p>		
Next Meeting	<p>Next meeting is to be held on Tuesday, 10 December 2013 starting at 9:00 am.</p> <p>Committee members requested that all meetings start at 9:00 am regardless if it's a MAC or a Building Sub Committee.</p> <p>Meeting closed at 10:55am</p>		

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

5.5.2 C - 1238379 - Minutes of the Healthy Communities Management Advisory Committee meetings held on Tuesday, 22 October 2013.

Summary

Providing a copy of the Minutes of the Healthy Communities Management Advisory Committee Meetings held on Tuesday, 22 October 2013.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Healthy Communities Management Advisory Committee held on Tuesday, 22 October 2013.



South Burnett
Regional Council

Electorate - Planning & Environment

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 22 October 2013 @ 2.00pm

Present: Cr Ros Heit (SBRC), Cr Barry Green (SBRC), Chris Du Plessis (SBRC), Stan Taylor (SBRC), Kerry Oldfield (SBRC), Caitlin Isaac (RHealth), Nicole O'Brien (BIEDO), Melinda Bradford (CTC) and Alice Cavanagh (Active After School Program)

Apologies: Cr Keith Campbell, Louise Judge (SBCCDP), Nicole Connolly (SC), Louise Judge, Mark White (Old Health), Greg Griffiths (SBRC), Berniece Hilly (RHealth), Tamara Kelly (BIEDO), Margie Hams (DDWNO ML), Judith Skinner (DDWNO ML), Richard Henshaw (Old Health), Amy Frame (Old Health), Juliette McAleer (Disability Services), Nina Temperton (CTC), Kristen Firman (CTC), Matthew Kenny (CTC), Prue Bauer (CTC), Rosemary Braithwaite (Graham House), Sue Crossley (Old Health) Janine Pay (SRS), Scott Hawkins (Active After School Program), Kerrie Zeller (QRME), Belinda Pannel (Deb Frecklington's Office), Linda Silburn (BIEDO), and Michael Eadie (PCYC)

Chair: Cr Ros Heit **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Heit welcomed everybody to the meeting and apologies were received.		
Minutes from Previous Meeting	Resolution: <i>That the minutes of the previous Committee Meeting held on 24 September 2013 as recorded be confirmed.</i> Moved: Kerry Oldfield Seconded: Caitlin Isaac Carried 9/0		
Correspondence			
<ul style="list-style-type: none"> Health & Wellbeing Symposium - 21-22 February 2014 	Kerry Oldfield advised that Medicare Local were holding the symposium on 21-22 February 2014 and at this stage this is just a date claimer. She advised that Council has some funds in the budget to send some of the Committee to attend the Symposium and to	Kerry Oldfield	Next Meeting



South Burnett
Regional Council

Electorate - Planning & Environment

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 22 October 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Community Transport Services - DDSW/QML Discussion Forum & Online Survey 	<p>carry out a presentation. The committee asked that Kerry investigate if members of the Healthy Community Committee could attend and carry out a presentation. Once it was confirmed that we could attend and carry out the presentation, the Committee design a presentation around the 'theme' for the symposium.</p> <p>Kerry Oldfield advised that this is for the Committee's information. Caitlin advised that it's an on-line survey/questionnaire that the committee could participate. A suggestion was made that the link be emailed to the Healthy Community Committee & Distribution List (including Louise Judge) to allow it to be forwarded it to all contacts to get the information out there to the service providers.</p>	Wendy Kruger	Next Meeting
Business Arising from Previous Meeting			
<ul style="list-style-type: none"> Review of Healthy Communities Workshop 	<p>Kerry advised that she hasn't been able to provide the information to the committee; however she is going to email the results of the workshop to the Committee members to review and comment if they wish.</p>	Kerry Oldfield	Next Meeting
<ul style="list-style-type: none"> Sports Action Reference Group 	<p>Cr Green advised that the survey has been completed and they are in the process of contacting the various clubs. The Sports Action Reference Group will record all that has been done and will provide an update to the Committee members as they progress.</p>	Cr Barry Green	
<ul style="list-style-type: none"> Update on Kerry Oldfield's role 	<p>A discussion then was held regarding the possibility of extending this role. Chris Du Plessis advised a meeting will be held six (6) months prior to her role/contract ending and Stan</p>	Chris Du Plessis & Stan Taylor	



South Burnett
Regional Council

Electorate: Planning & Environment

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 22 October 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<p>Business for Discussion</p> <ul style="list-style-type: none"> Nanango Heritage Lodge 	<p>Taylor and Chris Du Plessis will provide an update to the Committee at this time.</p> <p>Melinda provided an updated on the Nanango Heritage Lodge Good Neighbours Project which CTC are working on in partnership with South Burnett Regional Council and Heritage Nanango Community Funding Ltd.</p> <p>The Good Neighbour concept which will be implemented at Heritage Lodge allows a person with a disability or mobility issue to live independently in their own unit with the support of a "good neighbour" living in an adjoining unit.</p> <p>CTC and Heritage Funds have allocated sufficient funds to construct two (2) duplexes with a long term goal to eventually achieve six. They have applied to and have sourced funding to commence the works Elderly Parent Carer Innovation Trial for additional funds to construct a third duplex and share in the cost of the common area. In order to have a change to succeed with this application, CTC needs to supply the department with evidence of community support/approval in the form of minutes of meetings, signatures on surveys, evidence of door knocks. Letters of support etc.</p> <p>Melinda provided the Committee with a petition sheet and requested committee members sign the sheet and provide copies to their service providers. She requested that the sheets be returned to her by the beginning of November. They are also developing a survey for feedback. There is also a link</p>	<p>Melinda Bradford & Chris Du Plessis</p>	



South Burnett
Regional Council

Electorate - Planning & Environment

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 22 October 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Update from Healthy Communities Officer 	<p>to a survey monkey for Committee Members below. https://www.surveymonkey.com/s/S3GGQBPY</p> <p>Council are in the process of acquiring ownership of the land and have sent the applications, to have the native title claims cleared, to our solicitor for finalising and to be lodged in head office in Brisbane. Council has further requested approval from the Minister to provide landowners consent to allow submission of a development application by CTC prior to the change in land ownership. An application for an extension of time for the Native Title application has also been submitted.</p> <p>The committee was advised that this project provided no risk that it will not go ahead, as it has the support from Council and Heritage Community Funding.</p> <p>Prior to providing her update, the question was raised "Is the Healthy Communities Committee a success?" Kerry advised that she believed this committee has been able to achieve what they needed to as part of the Healthy Community Plan for the most part. The concern was that if there is no Healthy Communities Coordinator, would the Healthy Communities committee continue to provide the outcomes they have achieved?</p> <p>Kerry's update is attached.</p> <p>Kerry advised that she is meeting with the South Burnett Hospital Consultative Committee to discuss the Healthy Communities Plan, to make them aware of the Plan and that they can take it into account when considering and evaluating hospital and health services in the area. It was also an</p>	<p>Kerry Oldfield</p>	



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Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 22 October 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Health & Lifestyle Expo 	<p>opportunity to promote the Health and Lifestyle Expo to this particular Committee.</p> <p>She has attended the Diabetes Qld stakeholder meeting and Diabetes Qld aim to hold a Diabetes Exposed Expo in Kingaroy in 2014. Details will be forwarded to committee when she receives them.</p> <p>Council's General Manager - Planning, Environment & Communities, Stan Taylor asked that the Committee thank Kerry Oldfield, Caitlin Isaac, and Bernice Hilly from RHealth for their work in providing the Health and Lifestyle Expo for the community.</p> <p>Caitlin & Kerry advised the committee that the Health & Lifestyle Expo was by all accounts a success. They estimated there were 350 people "through the gates", there was interest from stall holders in doing another Expo. From a sustainable perspective this event could grow but there is a need for support from key stakeholders if the same event were to occur in the future. They may even consider charging a small fee for the stallholders. Stallholders not only sold products but gained clientele from the Expo.</p> <p>The timing in Spring was good as people want to get more active and future expo's Council may be able to link onto sports group for sign-ons.</p> <p>Consideration may be given to having it on a Sunday but the Saturday worked well.</p>	Caitlin Isaac & Kerry Oldfield	
<ul style="list-style-type: none"> Healthy Communities – change of day and 	<p>The committee had received a request from Michael Eadie</p>	Kerry Oldfield	



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Tuesday, 22 October 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
time	(PCYC) to consider changing the meeting day to Wednesday, due to a program that runs at the PCYC for this term from 9am to 2pm and he is unable to attend. It was a unanimous decision that Wednesday was not suitable for most of the Committee members and they asked if he would be able to nominate someone else to attend on his behalf, ie Paula Nunan.		
General Section			
Update from Members	Update from Committee members on recent activities.		
Nicole O'Brien – BIEDO	Advised that she has been working on the survey and that Cr Green would update the Committee in the future.		
Janine Pay	Nicole provided an update on Janine's report. A copy is attached to the Minutes.		
Caitlin Isaac – Rhealth	Caitlin advised that she was advised that her role at Queensland Health as of 31 December 2013 will be winding up the community based programs. Rhealth may be able source funding for other community based projects/roles.		
Alice - Active After School	Alice introduced herself to the committee and advised that she is based in Toowoomba however she is now looking after the South Burnett area. She has a list of accepted sights and (copy attached) and asked for assistance from Locals and she wants to be linking to local clubs with their programs. She also wants to implement program plans for sporting clubs into the schools. Alice to send through the accepted sights to the Committee and she asked that we nominate clubs that can be involved. This program really is about getting kids into clubs.		



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Tuesday, 22 October 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
Meeting closed at 3.14 pm			



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Tuesday, 22 October 2013 @ 2.00pm

HC MAC 22.10.2013	
Item	
1	<p>Allocate resources (human and financial) towards on-the-ground implementation of the Plan. Seek funding (such as COAG Healthy Communities funding or similar) to fund a Healthy Communities Co-ordinator position. SBRC Healthy Communities Plan - 3.6.1 (b)</p> <p>GENERAL: HCC attended SB Hospital Consultative Committee meeting 1 Oct 2013 to discuss HC Plan and upcoming Expo. FY1 - TAFE to carry out Falls Prevention Training. Possibility of delivering in SB in 2014. Provider - Chris Gauld from TAFE Twiba (Leisure and Health Teacher). FY1 Ros - Breast Care Nurse at Community Health. Let organisations know that through McGrath Foundation, part of Ros' work is to raise awareness of breast care amongst young women. FY1 Laughing yoga session to be tried out at Proston library 1-2pm 28/10 - depending on community interest and availability of the instructor this may happen again. Other meetings the HCC has been involved with - Diabetes Australia Qld held Stakeholder Meeting in Kingaroy on 16/10, Nanango State School PlaySmart playgroup session on 25/10 (opportunity to promote Healthy Communities programs to parents)</p> <p>Working through evaluation for all programs and activities for Dept of Health Progress Report 4</p>



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<p>2 Engage local fitness leaders to conduct Lift for Life or Heart Moves programs for adults. (dependant on identified community needs)</p> <p>(This goal has been changed to fit in with the National Program Guidelines)</p> <p>SBRC Healthy Communities Plan - 3.3.1 (j - o)</p>	<p>Lift for Life programs continuing in Kingaroy, Wondai, Nanango, Murgon.</p> <p>Murgon - Lift for Life program 1 ended 30 Sept. Lift for Life program 2 began 14 Oct.</p> <p>Blackbutt Lift for Life to begin end of October - Info session on 29 Oct. Venue - Blackbutt Showgrounds</p> <p>Positive feedback from Nanango Lift for Life - participants feel gold coin donation is too cheap and would be willing to pay up to \$5/session. This shows participants appreciate and value the program.</p> <p>Heartmoves programs continuing in Nanango, Kingaroy, Wondai, Murgon and Boondooma</p> <p>Heartmoves in Nanango recently completed the 6mth funded program and is now trialing ongoing sessions with decreased Healthy Communities funding assistance.</p> <p>2 exercise professionals from Yarraman to attend Heartmoves training in Brisbane at the end of October - these providers aim to begin a program in Nov in the southern end of the region.</p>
<p>3 Engage local fitness leaders to conduct Heart Moves in poolside adult learn to swim/ water fitness where there are pool facilities available.</p>	<p>Swimming programs beginning at pools week commencing 14/10 (Nanango, Kingaroy, Wondai, Murgon) and week commencing 28/10 Blackbutt begins.</p>



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4	<p>(This goal has been changed to fit in with the National Program Guidelines)</p> <p>SBRC Healthy Communities Plan - 3.3.1 (j - o)</p> <p>Partner with physical activity providers such as South Burnett Aquatic Centre, PCYC, commercial gyms to provide reduced memberships as part of a recognition program. The program to be two-fold with one stream focusing on the unemployed (holding a concession card) and the other stream to focus on volunteers. This is to help with the sustainability of the Lift for Life program (work with businesses to support down time) Eligibility to be determined.</p>	<p>Proston Pool will run a pool program for adults that is not focused on "learn to swim" therefore can be delivered by the pool manager</p> <p>Subsidised memberships - 61 memberships rolled out.</p>
5	<p>SBRC Healthy Communities Plan - 3.3.2 (c)</p> <p>In conjunction with Heart Foundation Walking, work to establish a sustainable walking program across the region by:</p> <p>Ø Improving promotion of existing walking groups in Kingaroy, Wondai and Blackbutt</p>	<p>PCYC Lift for Life Program 1 participants - Subsidised memberships to be organised now that program is complete.</p> <p>Walking groups continuing as normal - Kingaroy, Wondai, Murgon, Proston, Hivesville</p> <p>Tshirts ordered for new walkers</p>



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6	<p>Ø Establishing new walking groups in all towns, with priority locations being:</p> <ul style="list-style-type: none"> o Nanango o Murgon o Proston o Kumbia and o Maidenwell <p>Ø Once established, continue to expand walking groups and increase the number of available groups</p> <p>Ø Ensure walking groups provide for a range of target groups, with a key focus on:</p> <ul style="list-style-type: none"> o Men o Mums with strollers o Older adults <p>SBRC Healthy Communities Plan - 3.3.1 (d)</p>	<p>Nanango walking group numbers have decreased. There has been a change in the Walk organiser so the HCC will get in touch with her to see if any support can be provided.</p>
	<p>Undertake the Healthy Food Access Basket survey as highlighted in the Healthy Communities Plan and original tender brief.</p>	<p>Work in progress</p>



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7	<p>Undertake a Ausdrisk Health Promotion and Health assessment pitstops and local program advertising and marketing, (Australian Diabetes Risk Assessment Tool) at community events</p> <p>SBRRC Healthy Communities Plan - 3.6.3</p>	<p>Events required have been completed as per Implementation Plan</p>
8	<p>Active local parks by running an annual Active Parks program across the region</p> <ul style="list-style-type: none"> Ø Target mothers, 45-59 year olds and older adults Ø Concentrate on destination parks and ensure provision across the region in Kingaroy, Nanango, Wondai and Murgon Ø Seek Expression of Interest from local person/s to coordinate the program <p>SBRRC Healthy Communities Plan - 3.3.1 (a)</p>	<p>Come and Try program Dulong/Boondooma - started 16 Oct - classes provided are Tai Chi and Stretch Classes with Lynelle Seiler. Provider has gained 7 new participants within first 2 weeks of the program.</p>
9	<p>Establish an 'Active and Healthy Families' program aimed at providing a range of free or low-cost activities across the region for families with a specific focus on mothers out of the workforce. Activities could include:</p>	<p>Health and Lifestyle Expo - separate item on agenda</p>



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Tuesday, 22 October 2013 @ 2.00pm

10	<ul style="list-style-type: none"> Ø Obstacle / fitness circuits Ø Treasure hunts Ø Cooking workshops Ø Gardening work-shops (utilising community gardens) <p>SBRC Healthy Communities Plan - 3.3.1 (b)</p> <p>Develop a regular community event such as a 'Mt Wooloolin Race' that inspires people to get fit. The event could:</p> <ul style="list-style-type: none"> Ø Include several classes Ø Be incorporated with an overall Healthy Lifestyle Expo or another festival <p>Partner with employment groups to help run the program</p> <p>SBRC Healthy Communities Plan - 3.3.1 (f)</p>	<p>"Active Healthy Families" in Sept School Holidays at Libraries. Good attendance TOTAL 162 attendees - up to 42 at one library (Wondal). Other libraries ranged from 15-30 attendees. Parents tried out the activities with their kids. Positive feedback and keen to come again.</p>
		<p>No activity to report</p>



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11	<p>Conduct a 'program planning day' at least once or twice per year, to determine a suite of programs to be run under an 'Active & Healthy South Burnett' banner and work together to confirm funding arrangements, dates, venues and contact details for the programs so that they may be incorporated into an 'Active & Healthy South Burnett' program brochure (monthly stakeholders meetings)</p>	<p>No activity to report</p>
12	<p>SBRC Healthy Communities Plan - 3.4.1 (b) Develop a permanent 'Healthy Communities' link on the home page of Council's website providing an active and healthy tip and linking to the Active South Burnett website</p>	<p>Minor updates for upcoming programs</p>
13	<p>SBRC Healthy Communities Plan - 3.4.1 (d) Develop 'active and healthy' maps and brochures showing all walk / cycle paths and key sport and recreation facilities throughout the region. Publish hard copies and include on Councils website and the Active South Burnett website. SBRC Healthy Communities Plan - 3.4.1 (g)</p>	<p>Preparing content and commenced map collection - ongoing</p>



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Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting
Tuesday, 22 October 2013 @ 2.00pm

14	<p>In addition to a combined program brochure develop individual promotional flyers for all physical activity and healthy eating programs and distribute through local networks such as school newsletters, letter-box drops and newspaper inserts. (including launch material for COAG funded program)</p>	<p>Ongoing for all programs as needed</p>
15	<p>SBRC Healthy Communities Plan - 3.4.1 (i) Seek permission to incorporate the logos of the Federal Government's 'Measure Up' campaign and State Government's 'Go for 2 and 5' campaign on all promotional material associated with Healthy Communities programs to reinforce social marketing messages SBRC Healthy Communities Plan - 3.4.1 (h)</p>	<p>Completed</p>



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Tuesday, 22 October 2013 @ 2.00pm

16	<p>Work with primary schools to identify the skills and interests of parents and establish a community volunteerism program encouraging and providing training for local parents to become involved in physical activity and nutrition programs as leaders/helpers. This initiative may be piloted in one township initially to determine its effectiveness and later extended to other areas in the region</p>	<p>Completing evaluation with parents who participated the Food Safety Supervisor training. There is more funding available for more training - another option for Bbutt State School parents: Swim Coach training.</p>
17	<p>SBRC Healthy Communities Plan - 3.4.2 (a) Partner with other agencies to promote healthy eating eg. Ø Engage directly with supermarket chains to run demonstration classes in super markets (eg food budgeting, shopping, healthy food preparation) Ø Conduct workshops on nutrition-related topics (eg food budgeting, shopping, food preparation, home growing fruit and vegetables) at community events such as markets, festivals, shows etc Ø Assist local residents to access locally grown fruit and vegetables via markets, roads de stalls etc Ø Community Kitchen cooking skills startup program</p>	<p>All community kitchens have completed funded sessions Evaluations completed for Nanango and Wondai The Nanango group will no longer meet however all have been referred to other HCI activities in the Nanango area The Wondai group will have a break up to Xmas and consider meeting in 2014 with support from the Art gallery Murgon, Proston and Kingaroy Community Kitchens continuing post-Healthy Communities funding</p>



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18	<p>SBRC Healthy Communities Plan - 3.5.2 (a)</p> <p>Provide incentives to restaurants, cafes, take away food outlets to provide healthy eating choices possibly via:</p> <ul style="list-style-type: none"> Ø Reduced licensing fees Ø Promotion in 'healthy eating' guides Ø Use of venues as preferred caterers for corporate events 	<p>No activity to report</p>
19	<p>SBRC Healthy Communities Plan - 3.5.2 (b)</p> <p>Support and partner with RHealth in the development and implementation of a 'Healthy Food Choice' program aimed at 'accrediting' local food outlets</p> <p>Ø Potential to resource through Council's existing EHO responsibilities</p> <p>Ø Once mobile, develop a database of 'preferred suppliers' for use at Council functions</p> <p>SBRC Healthy Communities Plan - 3.5.2 (c)</p>	<p>Accredited Businesses as per last month - Copper Country Motor Inn, Lee's Kitchen, Wild Lettuce, Lizabella's Cafe, Woodcutters of Blackbutt, Taste South Burnett, Asian Gour met Kitchen, Bunya Nut Cafe, Aussies Pizza Cafe, whipbird Cafe, Captains Paddock, Kingaroy Seafood and Takeaway.</p>
20	<p>Work with local residents to establish, revitalize or continue community gardens.</p> <p>SBRC Healthy Communities Plan - 3.5.2 (d)</p>	<p>No activity to report</p>



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Tuesday, 22 October 2013 @ 2.00pm

21	Liaise with RHealth and Qld Health to promote the 'Lighten up' program in all main towns SBRC Healthy Communities Plan - 3.5.2 (f)	No activity to report
22	Establish mechanisms to ensure planning for active and healthy communities is embedded into and considered across all Council departments, particularly Health, Planning, Parks, Transport and Human Resources. This could be achieved by including an 'Active & Healthy' component on the agendas of existing inter-departmental meetings (eg Managers meetings) or by creating an internal 'Healthy Communities Working Group' involving the relevant staff positions.	No activity to report
23	SBRC Healthy Communities Plan - 3.6.1 (c) Clearly define the relationship between the Healthy Communities Management Advisory Committee, the Active South Burnett group and local physical activity providers and establish clear communication channels.	No activity to report
24	SBRC Healthy Communities Plan - 3.6.2 (a) Audit Fees	



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Tuesday, 22 October 2013 @ 2.00pm

No participants on HC dbase 289



South Burnett
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Minutes of the Healthy Communities Management Advisory Committee (MAC)
Meeting

Announcing
Health & Wellbeing Symposium
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South Burnett
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Minutes of the Healthy Communities Management Advisory Committee (MAC)
Meeting



Australian Government

COMMUNITY TRANSPORT
DISCUSSIONS FOR CLIENTS / CARER / REPRESENTATIVE
17 October 2013 - 14 November 2013

As part of aged care reforms the Commonwealth Home Support Program will commence on 1 July 2015. To ensure the new program continues to meet client needs by providing flexible and responsive services, there are national discussions occurring across Australia for you to provide your valuable input on Community Transport services.

Would you like to attend a discussion about Community Transport services provided in your State/Territory?

There are two ways to contribute:

1. ATTEND A NATIONAL DISCUSSION

If you would like to attend a discussion forum please register by emailing: Allison Knight at Verso Consulting: alli@verso.com.au or Phone: (03) 9489 3233 as soon as possible and no less than one week before your nominated discussion date.

Please provide your name, phone number and where you wish to attend. Following receipt of your RSVP you will be sent confirmation of time and venue details.

ACT	Canberra	Thursday	17 October	QLD	Brisbane	Thursday	31 October
SA	Adelaide	Monday	21 October	WA	Perth	Thursday	7 November
NT	Darwin	Thursday	24 October	VIC	Melbourne	Monday	11 November
NSW	Sydney	Monday	28 October	TAS	Hobart	Wednesday	13 November

OR

2. COMPLETE AN ONLINE QUESTIONNAIRE

There will be an online questionnaire available for those who are unable to attend the National Discussions.

The questionnaire will be available online between 17 October to 14 November 2013

Please go to the Living Longer Living Better website www.livinglongerlivingbetter.gov.au, 'Public Consultations' to access the questionnaire, available from 17 October 2013.

Please distribute this information throughout your client/carer/representative networks.

The personal information you contribute will assist in the development of the Commonwealth Home Support Program.

All information provided will remain confidential.



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Minutes of the Healthy Communities Management Advisory Committee (MAC)
Meeting



Australian Government

**COMMUNITY TRANSPORT NATIONAL DISCUSSIONS
SERVICE PROVIDER**

17 October 2013 - 14 November 2013

As part of aged care reforms the Commonwealth Home Support Program will commence on 1 July 2015. This new program will bring together programs that currently provide basic home support services including the Commonwealth Home and Community Care Program, the National Respite for Carers Program, Day Therapy Centres program and Assistance with Care and Housing for the Aged program. To ensure the new program meets client needs and supports service providers to continue to provide flexible and responsive services, reviews of some services are being undertaken in 2013 this includes Community Transport.

How to contribute:

There are two ways to contribute to the discussion on Community Transport:

You may register to attend the **National Discussions for Service Providers** at the following locations or you can complete a **Website Questionnaire**. Service providers who provide community transport, social support, respite or centre based day care may be most interested in participating, however other interested service providers are also encouraged to register or contribute through the website questionnaire.

As places are limited, only one person per organisation is asked to register by emailing: Allison Knight at Verso Consulting - alli@verso.com.au or phone (03) 9489 3233 as soon as possible and no less than one week before your nominated discussion date.

IMPORTANT: Please provide your organisation's name, your participant's and phone number, the services provided by your organisation, and the location and date of the National Discussion you wish to attend.

National Discussions

ACT	Canberra	Thursday	17 October	QLD	Brisbane Townsville	Thursday Friday	31 October 1 November
SA	Adelaide Port Augusta	Monday Tuesday	21 October 22 October	WA	Perth Albany	Thursday Friday	7 November 8 November
NT	Alice Springs Darwin	Wednesday Thursday	23 October 24 October	VIC	Melbourne Shepparton	Monday Tuesday	11 November 12 November
NSW	Sydney Dubbo	Monday Tuesday	28 October 29 October	TAS	Hobart Launceston	Wednesday Thursday	13 November 14 November

Website Questionnaire

Online questionnaires will also be available for both Service Providers and Client/Carer/Representatives who are unable to attend the National Discussions.

Note the website questionnaires will be available from 17 October to 14 November 2013

Further information on how to access the website questionnaires will be provided closer to 17 October 2013.

Please distribute this information through your networks. The information you contribute to either the National Discussions or the website questionnaire will assist in the development of the Commonwealth Home Support Program. All organisation information provided in this questionnaire will be de-identified and remain confidential.

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

5.5.3 C - 1238376- Minutes of the Arts Culture & Heritage Management Advisory Committee meeting held on 12 November 2013

Summary

Providing a copy of the Minutes of the Arts, Culture and Heritage Management Advisory Committee Meeting held at the South Burnett Regional Council Chambers on Tuesday, 12 November 2013.

Officer's Recommendation

That Council endorse the attached minutes and recommendations of the Arts, Culture and Heritage Management Advisory Committee held on Tuesday, 12 November 2013.



Minutes

Of the

Arts Culture & Heritage Committee

Held in the 1938 Kingaroy Shire Council Chambers , Kingaroy

on 20 November 2013

Commencing at 9.00 a.m.

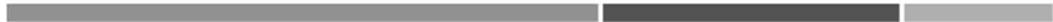
Community & Cultural Services Coordinator: Michael Hunter



Regional Arts Development Fund Committee Minutes

ORDER OF BUSINESS:

1.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	1
1.1	ACH Committee Meeting Minutes	1
2.2	Apologies	1
2.	AGENDA ITEMS	1
2.1	Welcome	1
2.2	Correspondence.....	1
2.3	Committee Nomination Interviews	2
2.4	Outcome Reports	2
2.5	Quick Response Application.....	3
2.6	FilmFest 2014	3
2.7	Calender Girls	4
2.8	RADF Showcase	4
2.10	2013/2014 Budget Review	4
3.	GENERAL SECTION	5
3.1	Other Business.....	5



Minutes of the meeting of the Arts Culture & Heritage (ACH) Management Advisory Committee, held in the 1938 Kingaroy Shire Council Chambers, Haly Street, Kingaroy on Tuesday, 20 November 2013 at 9.05 am

Present

Chris Du Plessis (SBRC Manager Planning & Land Management), Michael Hunter (SBRC Cultural Services Coordinator), Peter Peacey, Robyn Dower, Liz Schneidewin and Elaine Madill.

Meeting opened at 9.05 a.m.

1. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

1.1 ACH Committee Meeting Minutes

That the minutes of the previous meeting held on Tuesday, 15 October 2013 as recorded be confirmed.

Resolution: *That the minutes of the previous Committee Meeting held on Tuesday, 15 October 2013 as record be confirmed.*

Moved: Robyn Dower

Seconded: Elaine Madill

Carried: 5/0

2.2 Apologies

Apologies were received from the following Committee members:

- Ted Wall
- Suzanne McBride
- Cr Wayne Kratzmann
- Julia Shaw - would be late.

2. AGENDA ITEMS

2.1 Welcome

2.2 Correspondence

- ArTour Touring Services Update

Michael advised the Committee that this was just for their information and no action was required.

- Maurine Gibson - Indigenous Fashion Fair Proposal

Discussions were held regarding the possible support from Council's RADF Committee for this initiative/project. The committee suggested that the Indigenous Fashion Fair are to contact BIEDO to form partnerships with existing community or willing community groups to apply for funding through our RADF program.

Resolution: *The committee supports in principle this project; however the Correspondent is to be advised to contact BIEDO requesting assistance to form partnerships with the Community and apply for funding through appropriate channels, meeting the RADF Guidelines.*

Moved: Liz Schneidewin

Seconded: Robyn Dower

Carried: 5/0

2.3 Committee Nomination Interviews

The committee held informal interviews with the following people who had lodged RADF Committee Nominations.

- Dot Rowland

Julia Shaw entered the meeting at 9.40 am

- Sue Beyer
- Terry Jacobsen
- Sandy Towell apologised as she was unable to attend due to unforeseen circumstances. She has withdrawn her application however the Committee suggested her application is to be kept on file and open.

Resolution: The Committee recommends to Council that Dot Rowland, Sue Beyer and Terry Jacobsen be invited to become members of the Arts Culture & Heritage Management Advisory Committee. Sandy Towell's nomination is to be kept on file and open for future review as needed.

Moved: Robyn Dower

Seconded: Elaine Madill

Carried 6/0

2.4 Outcome Reports

Outcome Reports were received by the following people.

2012/2013 Round 2 Applications

- Wondai Regional Art Gallery - Sculpturing Nature Workshop - \$660
- South Burnett Community Orchestra - Instrumental Music Workshop - \$5,900

2012/2013 Round 3 Applications

- South Burnett Regional Council - The South Burnett on Video - \$1,600

2012/2013 Round 4 Applications

- Wondai Regional Art Gallery - Essence of Nature - \$1,098
- Wondai Regional Art Gallery - "Letting Go" Workshop - \$1,050
- Sue Beyer - Two Week Art Residency at "Bundanon" - \$751.40

Quick Response Applications - 2012/2013

- Boobie Spinning Group - Weaving @ Wooroolin & Dyeing & Felting with Animal Fibres - \$1,830

Resolution: *That the above Outcome Reports be received, excluding the Wondai Regional Art Gallery "Essence of Nature" as this was completed on the incorrect outcome report form. The correct form will be submitted in due course.*

The committee wish it noted that the Outcome Reports were comprehensive and of a high standard.

Moved Peter Peacey

Seconded: Julia Shaw

Carried: 6/0

2.5 Quick Response Application

Applicant: South Burnett Woodcrafters

Description of Workshop: Design and Construction of timber craft items using a router"

Cost: \$1,050

Supported by: Elaine Madill, Robyn Dower & Julia Shaw

Resolution: *That the Quick Response Applications be ratified by the Committee.*

Moved: Robyn Dower

Seconded: Elaine Madill

Carried: 6/0

2.6 FilmFest 2014

Council's Cultural Services Coordinator Michael Hunter provided an update to the Committee on Filmfest 2014.

- **State Government Funding**

Michael advised the Committee that the National Film & Sound Archive will be receiving funding of \$7,500 from the Queensland State Government's Screen Culture Program. The details of how this funding is to be utilised is attached in an email from Deb Frecklington's Office.

- **Request from Nanango Race Club**

Council's Chief Executive Officer has received a request from the Nanango Race Club to consider moving the 2014 Filmfest to the weekend of 30-31 May and 1 June 2014. Traditionally Filmfest is held on the third weekend in May, however over the past 2 years, Council have worked closely with Nanango Race Club to host Filmfest on the same weekend as their Race Meeting. Discussions were held on the possibility of moving the Filmfest to coincide with their request.

Resolution: *The committee is not in favour of moving from the traditional third weekend in May, due to the potential logistical difficulties this may incur. However due to understanding the need to link into community events, Council's Liaison Officer will write to NFSA requesting confirmation of their opportunity and willingness to change the Filmfest date to the requested dates.*

This resolution was unmove and a new resolution was tabled.

Resolution: *The committee is not in favour of moving from the traditional third weekend in May, due to the potential logistical difficulties this may incur and there is no guarantee the special guest 'Star' will agree to attend the Race Meeting.*

Moved: Liz Schneidewin

Seconded: Robyn Dower

Carried 6/0

- **Sponsorship**

The Committee requested that Council write to Nanango Foodworks and Heritage Community Bank to request continued sponsorship of this event.

- **Budget Allocation**

Michael provided an update on the 2013/2014 Budget. The Committee recommended that the budget of \$10,000 be allocated for Filmfest 2014 and \$3,000 for Calender Girls.

Resolution: That Council's Cultural Services Coordinator write to Nanango Foodworks and Heritage Community Bank to request continued sponsorship of this event.

The Arts Culture & Heritage MAC support the proposed budget of \$10,000 to be allocated for the costs associated with Filmfest 2014 and \$3,000 towards the 2014 production Calender Girls which will expend the current available funds for this financial year.

Moved: Peter Peacey

Seconded: Robyn Dower

Carried 6/0

2.7 Calender Girls

Michael provided an update on the 2014 production of Calender Girls. Discussions were held regarding the Ticket pricing, Ticket Sale Venues, Event Venue (Kingaroy Town Hall - 10 March 2014), Promotion Dates, ACH Committee Roster, Offer to Community Group to assist with bar etc and budget allocation

It was recommended that ticket pricing was \$35 per adult non concessional, \$30 for pensioners and high school students. The committee requested that Council's Cultural Services Coordinator to finalise sales of tickets, ticket outlets, Event Venue, Promotion Dates, ACH Committee Roster and Offer to Community Group to assist with bar etc. The Committee suggested that Council approach all the High Schools in the South Burnett Region to encourage their drama students to attend the show as part of their core curricular activities.

Resolution: Ticket pricing was recommended at \$35 per adult non concessional and \$30 for pensioners and high school students.

The committee requested that Council's Cultural Services Coordinator to finalise the sales of tickets, ticket outlets, Event Venue, Promotion Dates, ACH Committee Roster and Offer to Community Group to assist with bar etc.

That Council to write to all the High Schools in the South Burnett Region encouraging their drama students to attend the production as part of their core curricular activities.

Moved: Julia Shaw

Seconded: Liz Schneidewin

Carried 5/0

Elaine Madill left the meeting at 11.45 am due to another commitment.

2.8 RADF Showcase

The Committee were advised that due to time constraints and resources, Council were unable to host a RADF showcase in November, however the Committee suggested that the showcase could be held in the Kingaroy Shoppingworld in a vacant shop space in 2014.

2.10 2013/2014 Budget Review

Michael provided an update on the 2013/2014 ACH & RADF Budget.

3. GENERAL SECTION

3.1 Other Business

- RADF Round 3 (2 December 2013 to 24 January 2014) & Round 4 (31 March to 30 April 2014)

Resolution: The Committee resolve that the RADF Round 3 and Round 4 Dates be ratified as below:

- Round 3 (2 December 2013 to 24 January 2014)
- Round 4 (31 March to 30 April 2014)

Moved: Peter Peacey

Seconded: Julia Shaw

Carried 5/0

- Training

Council's Cultural Services Coordinator advised the committee that he is currently organising RADF training for early February 2014. He is currently waiting on confirmation from the training provider.

- Arts Culture & Heritage Christmas Breakup

The Arts Culture & Heritage Christmas End of Year Breakup is to be held on Monday, 2 December from 12.30 to 1.30pm at the Wondai Hotel. The committee requested the newly elected members are to be invited.

- Letter of Recommendation – Liz Schneidewin

Due to her resignation and as she is moving to Toowoomba, Liz requested a letter of recommendation/reference from Council for future roles.

The Meeting was declared closed at 12.03 pm

Attachments

Wendy Kruger

From: Michael Hunter
Sent: Wednesday, 23 October 2013 2:07 PM
To: 'Nanango Electorate Office'
Subject: RE: State Government's Screen Culture program

Thanks, this information certainly helps.

Regards
Michael

From: Nanango Electorate Office [mailto:NANANGO@parliament.qld.gov.au]
Sent: Wednesday, 23 October 2013 10:51 AM
To: Michael Hunter
Subject: RE: State Government's Screen Culture program

Hi Michael,
Just getting back to you on the funding we were discussing that was announced for Big Screen.
I have received the following advice back from the Department:

- Screen Queensland provided funding assistance to Big Screen through a \$7,500 funding grant to the National Film and Sound Archive (NFSA).
- Screen Queensland awarded the \$7,500 funding grant to the NFSA to provide funding assistance to the following Big Screen Festivals:
 - Cairns Esplanade – festival was held on 29-30 August 2013
 - Munro Picture Theatre, Babinda – festival was held on 30 August 2013
 - Tully S.H.S – festival was held on 31 August 2013
 - Mission Beach – festival was held on 1 September 2013
 - Nanango Cultural Centre – festival scheduled for 15 May 2014
 - Kingaroy – festival scheduled for 18 May 2014

Hope this helps. Basically – NFSA will receive this funding to help put the Big Screen on.
Kind regards
Belinda

Belinda Pennell
Electorate Officer for
Deb Frecklington MP – Member for Nanango
T: 07 4162 1381 Freecall: 1800 816 261 Fax: 4162 4774
Email: nanango@parliament.qld.gov.au



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From: Michael Hunter [mailto:MHunter@southburnett.qld.gov.au]
Sent: Friday, 18 October 2013 1:01 PM
To: Nanango Electorate Office
Subject: State Government's Screen Culture program

Belinda

I have come across an article on southburnett.com quoting that Deb has secured funding through the State Government's "Screen Culture" program to boost the Big Screen Film Festival 2014. I would be interested in meeting with Deb or yourself to find out more amount this funding as I am in the stage of starting to arrange next year's festival and looking at budgeting for this event.

I look forward to your reply.

Regards
Michael

Michael Hunter
Cultural Services Coordinator
South Burnett Regional Council
PO Box 336
KINGAROY QLD 4610

☎ 07 4189 9146

📠 07 4162 4806

✉ mhunter@southburnett.qld.gov.au

www.southburnett.qld.gov.au



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From: Annette Kerwitz [mailto:annette.kerwitz@artour.com.au]
Sent: Wednesday, 6 November 2013 4:54 PM
Cc: Annette Kerwitz
Subject: FW: arTour Touring Services update

Hello Queensland presenters – please see following a communique from Arts Queensland regarding management of Queensland Touring Services – apologies for any cross postings – as further developments evolve, further information will be forthcoming.

very kindest regards

Annette Kerwitz
Manager
arTour
PLEASE NOTE NEW DETAILS

t 07 3254 9570

1

m 0428 191 324
e annette.kerwitz@artour.com.au
w www.artour.com.au
p GPO Box 376 Brisbane QLD 4001
a 1F/24 Macquarie Street, Teneriffe, 4005
f 07 3254 9571

From: Tina Hill [<mailto:Tina.Hill@arts.qld.gov.au>] **On Behalf Of** Vera Ding
Sent: Wednesday, 6 November 2013 3:10 PM
Cc: Tina Hill
Subject: arTour Touring Services update

Dear Touring Stakeholders

I am writing to provide an update on arTour, Queensland's peak touring coordination hub that provides statewide, national and international touring services.

From January 2014, award-winning company Circa will manage arTour touring services for three and a half years, until June 2017.

Circa is a Queensland company, based in Brisbane, with an international reputation for creating works of excellence, depth and audience appeal. In 2013 it won the National Drivers Award for Best National Tour and the Helpmann Award for Best Regional Tour.

Circa's appointment as arTour host means new opportunities for Queensland venues and artists. The key objective is for arTour to strengthen its position as a centre of contemporary touring knowledge that is strategic, innovative and entrepreneurial.

Circa will bring a fresh approach to touring through exciting collaborations, an innovative use of technology and new regional and international opportunities.

Arts Queensland is working with Circa to ensure a smooth transition from arTour's current host, Artslink Queensland, who has been the arTour provider since 2010, and who will continue to provide services until the contract expires in December 2013.

I would like to take this opportunity to thank Artslink Queensland for its work in managing arTour since it was first established in 2010, and I welcome Circa aboard for arTour's next phase.

Please be assured the service for arTour clients will continue throughout the transition period. If you have any questions, please contact in the first instance Steve Beardsley (Artslink Queensland) on email steve.beardsley@artslinkqld.com.au and telephone (07) 3254 9503 or Kate Fell (Circa) on email kate@circa.org.au and telephone (07) 3852 3110.

arTour delivers on the Queensland Government's Playing Queensland Fund – Boost to Touring, an election commitment by the Newman Government under the Arts for all Queenslanders strategy. Applications to the [Playing Queensland Fund](#) are welcome at any time.

Yours sincerely

Vera Ding
Director
Art Form Development
Arts Queensland

From: Maurine Gibson [mailto:maurinegibson@bigpond.com]
Sent: Tuesday, 8 October 2013 10:36 AM
To: Michael Hunter
Cc: Joanne Lambden; Julie Appo
Subject: Query re RADF

Hi Michael,

I and a colleague, Jo Lambden, try to provide a bit of support for a couple of local indigenous organisations on the Fraser Coast. Anyway, through that, we have been helping out with a very experienced indigenous fashion and textiles designer from Bundaberg, who came down and ran some workshops, put together an exhibition of workshop artworks, and a fashion parade using our local Butchulla girls as models, which was really well received. This lady did this all at her own expense – she is keen to see the industry get a foothold in these parts. I also went with her to see our local member about ideas she has in this regard.

What we are hoping to work towards is an Indigenous Fashion Fair (IFF), which would be held in Maryborough, but would be a regional event, and also attract designers and artists from further afield. However, leading up to that, we would like to run some workshops here and also in the Burnett, to engage young indigenous artists interested in this field and hopefully to establish the interest and relationships to get them involved in the IFF, show things they have produced, etc. Get them interested in further professional development. We would be focussing on Eidsvold (have contacted NB council about that) and Murgon/Cherbourg due to the concentration of indigenous population. Julie has already been in touch with people at Cherbourg and there is considerable interest there.

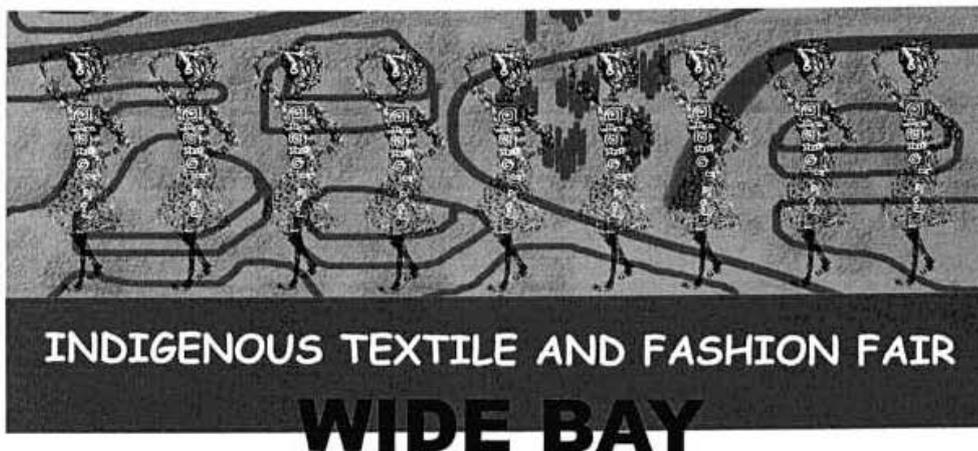
We are thinking that the IFF will be a professional event and will need fairly substantial funding, but the local workshops could be funded through RADF. So that is my question – I looked on your site and see that we have missed the most recent round. Can you tell me when the next round is likely to be, or if there are options for any out-of- round applications? We are hoping to put in something for Fraser Coast, which would have to be conducted from March 2014 onwards. It would be good if we could schedule these workshops over consecutive months or similar, to keep the momentum going. Do you think this is something you would consider funding?

Any advice would be appreciated

Regards

MAURINE GIBSON

Community Development Consultant



The recent National Indigenous Textile Forum held in Cairns 2013 has reawakened and revitalised widespread interest in the emerging Indigenous Textile and Fashion Industries. This is an exciting opportunity to be involved in and support the establishment of these industries in the Wide Bay region where there is no representation.



At the Forum there was a huge emphasis of Indigenous art onto fabrics using a digital format. Therefore it is proposed to undertake workshops in centres throughout the Wide Bay region to build the necessary skills to enable participants to meet the future demands of these industries.

Our *Fashioning our Futures* project is a series of workshops offering professional development for each participant in the area of textile design and fabrication using simple applications that can be reproduced in the home environment. The workshops will introduce art and design, garment design and fabrication, presentation 'on the runway' with the creation of self-dyed and printed fabrics. The key aim of the project is to enable participants to develop a body of work to tell their stories through a new set of skills, and to arm them with industry information that can lead to business and employment opportunities. Workshops will be conducted between March - July 2014.

The *Indigenous Textile and Fashion Fair Wide Bay 2014* will be a two-day event of discussions, events, market stalls and fashion performances. It is planned that companies, funding agencies, textile and fashion supporters, industry representatives and audiences will gather together to celebrate the works from all Indigenous workshop participants from the *Fashioning our Futures* project. September 2014.

Importantly, ITAFF has the potential to become an annual event and bring further benefits to the Wide Bay.

There is no know major centre between the Far North and Brisbane attempting this initiative so...

LET'S SEIZE THE OPPORTUNITY AND 'CLOSE THE GAP'

Julie Appo, B.A. Visual Arts, B.A. Honours, Certificate Fashion Design - Ph 0421 642 631

Resolution:

Moved Cr DW Kratzmann, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

(b) Portfolio Reports

Community Portfolio Report

No Report.

Arts, Culture and Heritage Portfolio Report

No Report.

Sport and Recreation Portfolio Report

No Report.

Indigenous Affairs Portfolio Report

No Report.

6. Economic Development & Tourism

6.1 Economic Development (ED)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Economic Development Portfolio Report

No Report.

6.2 Tourism (T)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Tourism Portfolio Report

No Report.

7. Infrastructure Services

7.1 Roads & Drainage (R&D)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Roads & Drainage Portfolio Report

Cr Tessmann provided a verbal report on the Roads & Drainage Portfolio.

7.2 Design & Technical Services (D&TS)

(a) Officer's Reports

7.2.1 D&TS - 1223754 - Requesting consideration for naming a Kingaroy Street, Park, place or other feature to honor Carew Brothers who contributed to the development of the district

Summary

A request has been received from a descendant of the Carew brothers who selected property at Tessmanns Rd/Kingaroy Barkers Creek Road in 1898. The brothers worked on the construction of local facilities and supported many local organisations including Kingaroy Shire Council.

Council has a Carews Road off Memerambi-Gordonbrook Road and to avoid confusion Council should not allocate this name to another Road or Street. As the request is to name a street, park or other feature after the family, Council may consider naming a park in the vicinity of the original selection after the family.

The existing park at the corner of Tessmanns Road and Doonkuna Street (Lot 900 RP896938), opposite the family's original selection, would be an appropriate park to be named, after public consultation, 'Carew Park'.

Officer's Recommendation

That Council carry out public consultation with a view to naming Lot 900 RP896938 at the corner of Tessmanns Road and Doonkuna Street as 'Carew Park'.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

7.2.2 D&TS - 1208910 - Barkers Creek Forestry Road Alignment

Summary

A section of the Barkers Creek Forestry Road has been identified as being off alignment. Discussions have been held between affected landowners, State Government Officers and Councillors to determine the lowest cost option to ensuring that the road is on the correct alignment. It has been established that the lowest cost option is to maintain the track in its current location and for the sections off alignment to be dedicated as road reserve. Indicative costs associated with the transfer are included within this report for consideration, as this item currently has no dedicated allocation within the budget.

Officer's Recommendation

That Council:

- 1) Apply to the Department of Natural Resources and Mines to realign the gazetted road reserve of Barkers Creek Forestry Road over the existing access track to ensure a legal path of access for the freehold property located at the eastern end of Barkers Creek Forestry Road;
- 2) Allocate \$30,000 from the current budget towards survey and legal costs associated with locating the alignment of the road and plan registration costs;
- 3) Include in the application the extinguishment of existing, unused road reserves as exchange to the Department of National Parks, Recreation, Sport and Racing in lieu of the acquisition of a gazetted road over Barkers Creek Forestry Road; and
- 4) Advise the freehold property owner that Council will not be maintaining the Barkers Creek Forestry Road consistent with Council Policy.

PROCEDURAL MOTION:

Moved Cr DP Tessmann, seconded Cr DJ Palmer.

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

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

7.3 Water & Wastewater (W&W)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Water & Wastewater Portfolio Report

Cr Green provided a verbal report on the Water & Wastewater Portfolio.

ATTENDANCE:

Acting Chief Executive Officer Stan Taylor left the meeting at 10:11am

Acting Chief Executive Officer Stan Taylor returned to the meeting at 10:13am

8. Finance, Property & Information Technology

8.1 Finance (F)

(a) Officer's Reports

8.1.1 F - 1239631 - Monthly Financial Statements

Summary

The following information provides a snapshot of Council's Financial Position as at 27 October 2013.

Officer's Recommendation

That the Monthly Financial Report as at 27 October 2013 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Monthly Financial Report as at 27 October 2013 be received and noted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

8.1.2 F- 1239358 - South Burnett Regional Council Monthly Capital Works

Summary

The following information provides a snapshot of Council's Capital Works as at 21 October 2013.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 21 October 2013 received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the South Burnett Regional Council's Monthly Capital Works Report as at 21 October 2013 received and noted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

(b) Portfolio Report

Finance Portfolio Report

No Report.

8.2 Property (P)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Property Portfolio Report

No Report.

8.3 Information Technology (IT)

(a) Officer's Reports

No Report.

(b) Portfolio Report

Information Technology Portfolio Report

No Report.

9. Executive Services**9.1 Human Resources (HR)****(a) Officer's Reports**

No Report.

(b) Portfolio Report

Human Resources Portfolio Report

No Report.

9.2 Governance (G)**(a) Officer's Reports****9.2.1 G - 1239765 - Review Appointment of Councillor Representatives on External Organisations, Associations and Other Bodies****Summary**

Council continues to have extensive involvement in numerous organisations across the South Burnett region and as a result of the recent by-election it is necessary for Council to review and re-appoint Councillor's as Council representatives.

Officer's Recommendation

That the following Councillor's be appointed as the Councillor representative representing Council on organisations, associations or bodies.

COMMUNITY COMMITTEES WITH COUNCIL REPRESENTATION	MEMBERSHIP	COUNCILLOR
Southern Queensland Country Tourism Board	1 Council representative	Mayor Wayne Kratzmann
South Burnett Tourism Association	1 representative	Mayor Wayne Kratzmann
Wide Bay Burnett Regional Organisation of Councils (WBBROC)	Mayor	Mayor Wayne Kratzmann
Health Consultative Committee	1 Councillor	Mayor Wayne Kratzmann
Wide Bay Regional Sport and Recreation Committee	1 Councillor	Cr Barry Green
Wide Bay Burnett Regional Road Group (WBBRRG)	1 Councillor	Cr Damien Tessmann

Burnett Inland Economic Development Organisation (BIEDO)	1 Council representative	Mayor Wayne Kratzmann
Kingaroy Community Police Consultative Committee	1 Councillor	Cr Keith Campbell
South Burnett PCYC Steering Committee	2 Councillors	Cr Barry Green Cr Kathy Duff
Crow FM Community Radio Station	1 Councillor	Cr Kathy Duff
Kingaroy Chamber of Commerce Inc.	1 Councillor	Cr Wayne Kratzmann
South Burnett Community Network Committee	1 Councillor	Cr Ros Heit
Performing Arts Complex Committee	1 Councillor	Mayor Wayne Kratzmann
Tick & Sale Yards Committee	1 Councillor	Cr Kathy Duff
Blackbutt Pool Committee	1 Councillor	Cr Barry Green
Brisbane Valley Rail Trail Steering Committee	1 representative	Cr Deb Palmer
Barker Barambah Irrigators Advisory Committee	1 representative	Cr Barry Green
Regional Animal Advisory Committee	1 Councillor	Cr Kathy Duff

Resolution:

Moved Cr RLA Heit, seconded Cr DP Tessmann.

That the following Councillor's be appointed as the Councillor representative representing Council on organisations, associations or bodies.

COMMUNITY COMMITTEES WITH COUNCIL REPRESENTATION	MEMBERSHIP	COUNCILLOR
<i>Southern Queensland Country Tourism Board</i>	<i>1 Council representative</i>	<i>Mayor Wayne Kratzmann</i>
<i>South Burnett Tourism Association</i>	<i>1 representative</i>	<i>Mayor Wayne Kratzmann</i>
<i>Wide Bay Burnett Regional Organisation of Councils (WBBROC)</i>	<i>Mayor</i>	<i>Mayor Wayne Kratzmann</i>

<i>Health Consultative Committee</i>	<i>1 Councillor</i>	<i>Mayor Wayne Kratzmann</i>
<i>Wide Bay Regional Sport and Recreation Committee</i>	<i>1 Councillor</i>	<i>Cr Barry Green</i>
<i>Wide Bay Burnett Regional Road Group (WBBRRG)</i>	<i>1 Councillor</i>	<i>Cr Damien Tessmann</i>
<i>Burnett Inland Economic Development Organisation (BIEDO)</i>	<i>1 Council representative</i>	<i>Mayor Wayne Kratzmann</i>
<i>Kingaroy Community Police Consultative Committee</i>	<i>1 Councillor</i>	<i>Cr Keith Campbell</i>
<i>South Burnett PCYC Steering Committee</i>	<i>2 Councillors</i>	<i>Cr Barry Green Cr Kathy Duff</i>
<i>Crow FM Community Radio Station</i>	<i>1 Councillor</i>	<i>Cr Kathy Duff</i>
<i>Kingaroy Chamber of Commerce Inc.</i>	<i>1 Councillor</i>	<i>Cr Wayne Kratzmann</i>
<i>South Burnett Community Network Committee</i>	<i>1 Councillor</i>	<i>Cr Ros Heit</i>
<i>Performing Arts Complex Committee</i>	<i>1 Councillor</i>	<i>Mayor Wayne Kratzmann</i>
<i>Tick & Sale Yards Committee</i>	<i>1 Councillor</i>	<i>Cr Kathy Duff</i>
<i>Blackbutt Pool Committee</i>	<i>1 Councillor</i>	<i>Cr Deb Palmer</i>
<i>Brisbane Valley Rail Trail Steering Committee</i>	<i>1 representative</i>	<i>Cr Deb Palmer</i>
<i>Barker Barambah Irrigators Advisory Committee</i>	<i>1 representative</i>	<i>Cr Barry Green</i>
<i>Regional Animal Advisory Committee</i>	<i>1 Councillor</i>	<i>Cr Kathy Duff</i>

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

9.2.2 G - 1239764 - Appointment of Councillors to Committees**Summary**

Councillors have extensive involvement in numerous committees. The following committees are well established within Council's governance framework and as a result of the changes to the Councillor Portfolio's, Councillor appointments to these committees need to be aligned.

Officer's Recommendation

That the following Councillors be appointed to committees as listed below:

COMMITTEES	MEMBERSHIP	COUNCILLOR
Healthy Communities Management Advisory Committee	1 Councillor	Cr Ros Heit (Chairperson)
Local Disaster Management Committee	2 Councillors (as detailed in Local Disaster Management Plan)	Mayor Wayne Kratzmann (Chairman) Cr Keith Campbell
Boondooma Homestead Management Advisory Committee	2 Councillors	Cr Kathy Duff (Chairperson) Cr Ros Heit
Audit Committee	2 Councillors, with one being appointed Chairman (as per Audit Committee Terms of Reference)	Mayor Wayne Kratzmann (Chairman) Cr Keith Campbell
Traffic Advisory Committee (TAC)	3 Councillors	Mayor Wayne Kratzmann (Chairman) Cr Kathy Duff Cr Damien Tessmann
Enhancing Passenger Transport Steering Committee	1 Councillor	Cr Damien Tessmann
Arts, Culture and Heritage Advisory Committee	1 Councillor	Mayor Wayne Kratzmann (Chairperson)
Reconciliation Action Plan Working Group	1 Councillors	Cr Kathy Duff
Grants & Donations Committee	3 Councillors	Mayor Wayne Kratzmann Cr Kathy Duff Cr Keith Campbell (Chairperson)

Resolution:

Moved Cr RLA Heit, seconded Cr DP Tessmann.

That the following Councillors be appointed to committees as listed below:

COMMITTEES	MEMBERSHIP	COUNCILLOR
Healthy Communities Management Advisory Committee	1 Councillor	Cr Ros Heit (Chairperson)
Local Disaster Management Committee	2 Councillors (as detailed in Local Disaster Management Plan)	Mayor Wayne Kratzmann (Chairman) Cr Keith Campbell
Boondooma Homestead Management Advisory Committee	2 Councillors	Cr Kathy Duff (Chairperson) Cr Ros Heit
Audit Committee	2 Councillors, with one being appointed Chairman (as per Audit Committee Terms of Reference)	Mayor Wayne Kratzmann (Chairman) Cr Keith Campbell
Traffic Advisory Committee (TAC)	3 Councillors	Mayor Wayne Kratzmann (Chairman) Cr Kathy Duff Cr Damien Tessmann
Enhancing Passenger Transport Steering Committee	1 Councillor	Cr Damien Tessmann
Arts, Culture and Heritage Advisory Committee	1 Councillor	Mayor Wayne Kratzmann (Chairperson)
Reconciliation Action Plan Working Group	1 Councillors	Cr Kathy Duff
Grants & Donations Committee	3 Councillors	Cr Deb Palmer Cr Kathy Duff Cr Keith Campbell (Chairperson)

Carried 7/0
FOR VOTE - Councillors voted unanimously

PERCEIVED CONFLICT OF INTEREST

Cr DJ Palmer declared a perceived conflict of interest in the following matter as she owns a newsagency where the bus tickets are sold, and left the meeting at 10:28am.

9.2.3 G - 1239165 - Seeking support for Brisbane Bus Lines to retain bus service between Brisbane and Murgon

Summary

The Bus Service to Murgon is an important transport service to and from the South Burnett. The Brisbane Bus Lines service does not attract any subsidy and is at risk of ceasing because it runs at a substantial loss for the company.

Short term measures are needed to subsidise the transport service to the 30 June 2014, to give key stakeholders time to submit a proposal to the State and Federal governments. It is necessary to act immediately as once a service is ceased it is a huge task to get it operating again.

Other Councils are impacted including Cherbourg Aboriginal Shire Council, Toowoomba Regional Council and Somerset Regional Council.

Officer's Recommendation

That Council

1. approve to subsidise the bus service to Murgon up to \$30,000 for the period to 30 June 2014 subject to evidence of financial loss being provided to Council by Brisbane Bus Lines;
2. participate in a working committee made up of Council and community members, representatives of Brisbane Bus Lines and key transport stakeholders to put forward a submission to the government to have the bus service retained on a permanent basis; and
3. Council request Cherbourg Aboriginal Council, Toowoomba Regional Council and Somerset Regional Council to contribute \$6,000 each to assist with funding for the period up to 30 June 2014.

Resolution:

Moved Cr BL Green, seconded Cr DP Tessmann.

That Council

1. *approve to subsidise the bus service to Murgon up to \$30,000 for the period to 30 June 2014 subject to evidence of financial position being provided to Council by Brisbane Bus Lines;*
2. *participate in a working committee made up of Council and community members, representatives of Brisbane Bus Lines and key transport stakeholders to put forward a submission to the government to have the bus service retained on a permanent basis; and*
3. *Council request Cherbourg Aboriginal Council, Toowoomba Regional Council and Somerset Regional Council to contribute financially to assist with funding for the period up to 30 June 2014.*

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr DJ Palmer*

ADJOURNMENT:

Motion:

Moved Cr DP Tessmann, seconded Cr RLA Heit.

That the meeting adjourn for morning tea.

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr DJ Palmer*

RESUMPTION:

Cr DJ Palmer has returned from temporary absence at 11:09am

Motion:

Moved Cr BL Green, seconded Cr DP Tessmann.

That the meeting resume at 11:09am.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

9.2.4 G - 1239237 - Delegation of Powers to the Chief Executive Officer - Fire and Rescue Service Act 1990

Recommendation

That pursuant to section 257 of the *Local Government Act 2009* Council resolves:

1. To delegate to the Chief Executive Officer the exercise of its powers under the *Fire and Rescue Service Act 1990* in the terms of the Instrument of Delegation contained in Appendix 1 to this report. These powers must be exercised subject to any limitations and conditions contained in Schedule 2 of the Instrument of Delegation.
2. That all prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Resolution:

Moved Cr DJ Palmer, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

9.2.5 G - 1239295 - Delegation of Powers to the Chief Executive Officer - Sustainable Planning Act 2009

Summary

Council is a subscriber to a delegations update service provided by Council's solicitors, MacDonnells Law. They have advised that the *Sustainable Planning Act 2009* has been revised as part of their commitment to ongoing improvement to the Delegation Update Service. Therefore the delegations under the *Sustainable Planning Act 2009* are to be updated.

Recommendation

That pursuant to section 257 of the *Local Government Act 2009* Council resolves:

1. To delegate to the Chief Executive Officer the exercise of its powers under the *Sustainable Planning Act 2009* in the terms of the Instrument of Delegation contained in Appendix 1 to this report. These powers must be exercised subject to any limitations and conditions contained in Schedule 2 of the Instrument of Delegation.
2. That all prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Resolution:

Moved Cr BL Green, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

9.2.6 G - 1236175 - Delegate power to appoint an Acting Chief Executive Officer during periods of absence to the Chief Executive Officer

Summary

Under the *Local Government Act 2009* there is a requirement to appoint an Acting Chief Executive Officer at points in time as follows:

195 Appointing an acting chief executive officer

A local government may appoint a qualified person to act as the chief executive officer during—

- (a) any vacancy, or all vacancies, in the position; or
- (b) any period, or all periods, when the chief executive officer is absent from duty or can not, for another reason, perform the chief executive officer's responsibilities.

Officer's Recommendation

That Council, pursuant to section 257 of the *Local Government Act 2009*, delegate to the Chief Executive Officer the power to appoint an Acting Chief Executive Officer from

Leadership Team (General Managers) of the South Burnett Regional Council during periods of absence.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

(b) Portfolio Report

Governance Portfolio Report

No Report.

10. Information Section (IS)

10.1 IS - 1235102 - Reports for the Information of Council

Summary

Minutes of the Audit Committee Meeting held on 27 September 2013
Minutes of the Audit Committee Meeting held on 29 October 2013
Workplace Health & Safety Report
Roads Expenditure, Maintenance and Flood Restoration Report
Listing of correspondence pending completion of assessment report
Delegated Authority Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr KA Duff, seconded Cr DJ Palmer.

That the reports be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

11. General Section

No Report.

ATTENDANCE:

General Manager Finance, Property & Information Technology Gary Wall and General Manager Infrastructure Russell Hood, left the meeting at 11:15am

CLOSED SESSION:

Motion:

Moved Cr DJ Palmer, seconded Cr RLA Heit.

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(a) the appointment, dismissal or discipline of employees, and Section 275(1)(e) contracts proposed to be made by it of the Local Government Regulation 2012.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

ATTENDANCE:

Gary Wall, General Manager Finance, Property & Information Technology, and Russell Hood, General Manager Infrastructure returned to the meeting at 11:20am.

OPEN COUNCIL:

Motion:

Moved Cr BL Green, seconded Cr DP Tessmann.

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)(a) the appointment, dismissal or discipline of employees, and Section 275(1)(e) contracts proposed to be made by it of the Local Government Regulation 2012*, Council considered matters concerning the Appointment of General Manager Infrastructure, Waste Collection Tender, Tenders for 2013 Flood Restoration Program, Tender for Traffic Control Services and Replacement of backhoes.

Motion:

Moved Cr DW Kratzmann, seconded Cr KA Duff.

That the Mayor's report be received.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12. Confidential Section

12.1 CONF - 1239167 - Appointment of General Manager Infrastructure

Reason for Confidentiality

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

- (a) the appointment, dismissal or discipline of employees

Recommendation

That

1. Council note that the panel has appointed Mr Russell Hood to the position of General Manager Infrastructure; and
2. Council delegate authority to the Chief Executive Officer to negotiate a common law contract of employment with Mr Hood.

Resolution:

Moved Cr BL Green, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.2 CONF - 1238767 - Waste Collection Tender

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Recommendation

That Council award the tender as submitted by JJ Richards for Separable Portion A Collection Services Contract No. SBRC 13/14-02A for General Waste and not award the Separable Portion B Recyclables Transport and Processing Services Contract No. SBRC 13/14 -02B at this time.

Resolution:

Moved Cr KM Campbell, seconded Cr BL Green.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.3 CONF - 1239712 - Tender SBRC 13/14-04 Supply and Delivery of Traffic Control Services

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Recommendation

That Council accept the tender as submitted from Kemcoss Pty Ltd trading as South Burnett Security and Traffic Control for the supply and delivery of traffic control services for a period of 12 months with an option to extend this for a further 12 months subject to negotiation and review of performance at that time.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.4 CONF - 1239695 - Tender SBRC 13/14-08 Unsealed Roads North for the 2013 Flood Restoration Program

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Précis

Tender SBRC 13/14-08 Unsealed Roads North for the 2013 Flood Restoration Program

Recommendation

That Council not accept a separate tender for SBRC 13/14-08 but accept an alternate tender for the combined works under SBRC 13/14-08, 09 & 10 as detailed in SBRC 13/14-19 Combined Alternate Evaluation Report.

Resolution:

Moved Cr DP Tessmann, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.5 CONF - 1239707 - Tender SBRC 13/14-09 Unsealed Roads South for the 2013 Flood Restoration Program

Reason for Confidentiality

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

(e) contracts proposed to be made by it

Précis

That Council not accept a separate tender for SBRC 13/14-09 but accept an alternate tender for the combined works under SBRC 13/14-08, 09 & 10 as detailed in SBRC 13/14-19 Combined Alternate Evaluation Report.

Recommendation

That Council not accept a separate tender for SBRC 13/14-09 but accept an alternate tender for the combined works under SBRC 13/14-08, 09 & 10 as detailed in SBRC 13/14-19 Combined Alternate Evaluation Report.

Resolution:

Moved Cr KM Campbell, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.6 CONF - 1239705 - Tender SBRC 13/14-10 Culverts and Floodways for the 2013 Flood Restoration Program

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Précis

Tender SBRC 13/14-10 Culverts and Floodways for the 2013 Flood Restoration Program

Recommendation

That Council not accept a separate tender for SBRC 13/14-10 but accept an alternate tender for the combined works under SBRC 13/14-08, 09 & 10 as detailed in SBRC 13/14-19 Combined Alternate Evaluation Report.

Resolution:

Moved Cr DJ Palmer, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.7 CONF - 1239680 -Tender SBRC 13/14-19 - Alternate tender replacing SBRC 13/14-08, 09 and 10 for the 2013 Flood Restoration Program

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Précis

This report recommends that Council accepts the alternate offer for the combination of tenders SBRC 13/14-08, 09 and 10 and enters into a contract SBRC 13/14-19 for the combined flood restoration works.

Recommendation

That Council accepts the alternate offer for the combination of tenders:

- (a) SBRC 13/14-08 Unsealed Roads North,
- (b) SBRC 13/14-09 Unsealed Roads South, and
- (c) SBRC 13/14-10 Culverts and Floodways.

from FK Gardner and Sons Pty Ltd and enters into a contract SBRC 13/14-19 for the combined flood restoration works for the tendered price of \$6,957,520 (excl. GST).

Resolution:

Moved Cr RLA Heit, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.8 CONF - 1239689 - Tender SBRC 13/14-12 Sealed Roads for the 2013 Flood Restoration

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Précis

This report recommends that Council accepts the tender for SBRC 13/14-12 and enters into a contract for the flood restoration works on sealed roads.

Recommendation

That Council accepts the tender under SBRC 13/14-12 Sealed Roads from Civil Mining and Construction Pty Ltd and enters into a contract for flood restoration works for the tendered price of \$ 12,611,997.83 (excl GST).

Resolution:

Moved Cr KM Campbell, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

12.9 CONF - 1239505 - Quote SBRCQ-13/14-10 Replacement of John Deere Backhoe Loader & Replacement of Hitachi LX100 Loader

Reason for Confidentiality

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

- (e) contracts proposed to be made by it

Recommendation

That Council

- purchase two (2) Komatsu WB97R Backhoes for the sum of \$320,500.
- Accept the trade in offer of \$22,000 for Unit 22.
- dispose of Unit 41 at auction.

Resolution:

Moved Cr DJ Palmer, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted.

*Carried 7/0
FOR VOTE - Councillors voted unanimously*

There being no further business the meeting was declared closed at 11:53am.

Confirmed before me this day of2013

..... **MAYOR**