



Minutes

Of The

General Council Meeting

Held in the Council Chambers, 45 Glendon Street Kingaroy

on Wednesday, 23 May 2012

Chief Executive Officer: Ken McLoughlin



SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 23 May 2012

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Minutes of the meeting of the South Burnett Regional Council, held in the Council Chambers, 45 Glendon Street Kingaroy on 23 May 2012 at 9:00am.

PRESENT:

Councillors:

Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr CD Dalton, Cr KA Duff, Cr BL Green, Cr DJ Palmer, Cr DP Tessmann.

Council Officers:

Ken McLoughlin (Chief Executive Officer), Gary Wall (General Manager Finance & Information Services), John Kersnovski (General Manager Infrastructure Services), Carolyn Knudsen (Acting General Manager Community & Economic Development), Stan Taylor (General Manager Planning & Environment).

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Ministers Fraternal, Cameron Rub from the Highway Christian Church offered prayers for Council and for the conduct of the Council meeting.

3. Address From Public Gallery

Richard Fahy, General Manager from the Orana Lutheran Complex

4. Receipt Of Petitions

Nil.

5. Confirmation Of Minutes Of Previous Meeting

5.1 South Burnett Regional Council Minutes

Officer's Recommendation

That the minutes of the previous meeting held on 18 April 2012 as recorded be confirmed.

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the minutes of the previous meeting held on 18 April 2012 as recorded be confirmed.

*Carried 6/0
FOR VOTE - Cr KM Campbell, Cr CD Dalton, Cr KA Duff, Cr BL Green, Cr DJ Palmer,
Cr DP Tessmann
PRESENT. DID NOT VOTE - Cr DW Kratzmann (Mayor)*

5.2 Minutes of the South Burnett Regional Council - Post Election Meeting

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 16 May 2012 as recorded be confirmed.

Resolution:

Moved Cr DJ Palmer, seconded Cr KA Duff.

That the minutes of the previous meeting held on Wednesday 16 May 2012 as recorded be confirmed.

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

6. Mayoral Minutes

Nil.

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

See Business Function Headings

7. Planning & Environment

7.1 Environmental Services

7.1.1 **ES - 1243257 - Burnett War Memorial Museum Assoc Inc - Requesting Council either return Ropes & Tarpaulins or compensate them in the amount of \$1,000.00 as soon as possible**

Summary

The Burnett War Memorial Museum is requesting compensation for the alleged \$1,000 spent on providing ropes and tarpaulins to cover the building at the Pound Street site, Kingaroy which they wanted to have relocated to the Kingaroy airport precinct.

Officer's Recommendation

1. That Council does not accede to Burnett War Memorial Museum's request for compensation of the tarpaulins and ropes nor to supply similar replacement goods as these items had reached their expected life prior to the demolition of the building.
2. That the Burnett War Memorial Museum be advised accordingly.

Resolution:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

- 1. That Council does not accede to Burnett War Memorial Museum's request for compensation of the tarpaulins and ropes nor to supply similar replacement goods as these items had reached their expected life prior to the demolition of the building.*
- 2. That the Burnett War Memorial Museum be advised accordingly.*

AMENDMENT:

Motion:

Moved Cr KA Duff, seconded Cr DJ Palmer.

That Council reimburse the Burnett War Museum for the amount of \$300 for compensation of the tarpaulins and ropes.

*The Amendment became the Motion and on being put was declared
Carried 4/3*

*FOR VOTE - Cr DW Kratzmann (Mayor), Cr CD Dalton, Cr KA Duff, Cr DP Tessmann
AGAINST VOTE - Cr KM Campbell, Cr BL Green, Cr DJ Palmer*

7.2 Natural Resource Management (NRM) & Parks

Nil.

7.3 Planning & Land Management

7.3.1 P&LM - 1212391 - Pacific Property Development P/Ltd as Trustee for F1 Trust - Forwarding IDAS Application for Material change of Use for 15 Normanby Street Nanango - Lot 226 RP173353 - Applicant Name: Pacific Property Developments Pty Ltd

Summary

Key Point Summary

- Applicant has requested an extension to the existing Development Approval by a further two (2) years
- Original Material Change of Use approval granted by the former Nanango Shire Council on 20 October 2006
- The decision was appealed by a submitter to the Planning & Environment Court however the appeal was dismissed on 8 December 2006
- Request for Minor Change (Extension to Approval Period) granted by the former Nanango Shire Council on 22 February 2008 extending the Approval period for the Material Change of Use until 19 February 2012
- No infrastructure charges were applied to the development by the former Nanango Shire Council
- Requested change does not comply with Extension of Time requirements of the *Sustainable Planning Act 2009*

- Subject site is designated within the Urban Footprint under the Wide Bay Burnett Regional Plan
- Recommendation that Council refuse the Applicant's requested extension due to the period of time which has lapsed since the MCU was originally approved (approximately 5 years)

Officer's Recommendation

That Council **refuse** an extension to the *relevant period* on the basis that:

- The proposed development is considered to be inconsistent with the current designation of the subject site under the Nanango Shire IPA Planning Scheme (Residential Zone) and listing under Schedule 5 for the purposes of Outdoor Recreation;
- The Applicant has not demonstrated a genuine intent to implement the approval as no works have been undertaken on the subject site (refer to Appendix 2 for site photographs); and no subsequent Development Permits have been issued (Operational Works, Building Works, Plumbing and Drainage Works) since the original Material Change of Use approval was granted;
- The proposed extension to the relevant period of a further two (2) years is considered to be inconsistent with Section 388 of the *Sustainable Planning Act 2009* in that;
 - The original approval was granted prior to the adoption of the Planning Scheme and not consistent with the outcomes anticipated from the subject site
 - Changes in population numbers mean that the community may not have had the opportunity to make a comment on the proposed development and may be unaware of the development and its impact on the surrounding residential area
 - It is likely that residents may make a submission if a new application was made given that twenty-two (22) submissions were received on the original application
- The location of the subject site is completely separate from the Business and Commercial Zone, considered to be inconsistent with the intent of the Nanango Shire IPA Planning Scheme to encourage business growth within the existing Business and Commercial Zone and ensure that development occurs in a consolidated and orderly fashion.

Resolution:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted

Carried 5/2
FOR VOTE - Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr CD Dalton, Cr DJ Palmer,
Cr DP Tessmann
AGAINST VOTE - Cr KA Duff, Cr BL Green

7.3.2 P&LM - 1152050 - Scott and Teresa Holding - Forwarding an IDAS Application for Material Change of Use (8 Grow Out Piggeries) at 1749 Gayndah Road, Murgon - Lot 24 FY415; Applicant: STE & TL Holding ; Owner: Scott E Holding

Summary

Key Point Summary

- Application is for a Material Change of Use (Intensive Animal Husbandry - Piggery) – 4354SPU (Standard Pig Units);
- The subject site is located within the Rural Zone under the Murgon Shire IPA Planning Scheme;

- Application is Impact Assessable against the Murgon Shire IPA Planning Scheme;
- One (1) submission was received during the Notification Period;
- The proposed development triggered referral to the Department of Environment and Resource Management (DEEDI) and the Department of Transport and Main Roads (DTMR). Respective Conditions are included in this report;
- The application is recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* the Development Application for Material Change of Use (Intensive Animal Husbandry – Piggery – 4354SPU) at 1749 Gayndah Road Cloyna, and described as Lot 86 on RP66068, subject to the following conditions:

General

- GEN1. The subject site is to house up to 4354SPU (Standard Pig Units) to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Piggery Development Application Property Plan Fig 10 - dated 23/11/11 – prepared by FSA Consulting
 - Site Plan provided by applicant – 16 March 2012
 - Piggery Development Topographic Plan – amended by applicant – dated 16 March 2012;
- GEN2. The development herein approved may not start until a Development Permit for Building works has been issued and complied with as required;
- 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.

Engineering Conditions

Construction Specification

- ENG1. Works are to be constructed generally in accordance with the specification requirements outlined in Aus-Spec #1 and the IPWEAQ Standard Drawings unless otherwise approved by South Burnett Regional Council.

Stormwater

- ENG2. 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-development case.

ENG3. Stormwater drainage is to be designed so 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.

Earthworks/Lot Filling/Sewer Infrastructure

ENG4. Any proposed earthworks if not self-assessable against Council's Murgon Shire IPA Planning Scheme shall be in accordance with Council's Planning Scheme Rural Locality Code - 015 – S15.1 and shall be undertaken under a separate Development Permit for Operational Works.

Advice

ADV1. 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.

ADV2. The site is currently connected to a water supply provided by the Merlwood Water Board therefore Council can not verify the pressure or flows to the site. Further information on this Water Board can be found on the following website:
<http://www.derm.qld.gov.au/water/regulation/water>

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.

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.

ADV5. The development is subject to the following:

- DEEDI Permit Number 2012/02 - Conditions for ERA3(3) Pig Keeping – keeping more than 3500 to 8000 Standard Pig Units issued by Department of Employment Economic Development and Innovation (DEEDI) issued 7 March 2012 (attached)
- Concurrence Agency Response – Conditions – issued by the Department of Transport and Main Roads (DTR) – dated 21 December 2011 (attached).

Resolution:

Moved Cr CD Dalton, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

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

7.3.3 P&LM - 1172969 - Daly International P/L - Forwarding a SeDA Material Change of Use (Telecommunication facility) 93 Macalister Street, Murgon - Lot 2 CP894991 - Applicant : Daly International - Owner : E & R Pratt

Summary

Key Point Summary

- Application is for a Material Change of Use (Telecommunications Facility) comprising the following:
 - 30m high monopole and Optus headframe,
 - 6 panel antennas (max length 2.8m each) affixed to head frame;
 - 2 parabolic antennas (1.2m in diameter each)
 - 1 phase 8.00 prefabricated equipment shelter located at the base of the pole.
- The subject site is located within the Business and Commercial Zone, within the Urban Locality, pursuant to the Murgon IPA Planning Scheme;
- Application is Impact Assessable against the Murgon Shire IPA Planning Scheme;
- No submissions were received during the Notification Period;
- The proposed development triggered referral to the Department of Transport and Main Roads (DTMR), as the subject site adjoins the rail corridor land. DTMR have indicated it has no conditions for this development.
- The application is recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* the Development Application for Material Change of Use (Telecommunications Facility) at 93 Macalister Street Murgon, and described as Lot 2 CP894991, subject to the following conditions:

General

- 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:
- Ref. Overall Site Plan Preliminary – provided by Daly International – 16/9/10 – Drawing No B8956F – G2 – Rev 01;
 - Ref. Site Layout and Setout Plan Preliminary – provided by Daly International – 16/9/10 – Drawing No B8956F – G3 – Rev 01;
 - Ref. Site Elevation Preliminary – provided by Daly International – 16/9/10 – Drawing No B8956F – G4 – Rev 01;
 - Ref. Antenna Configuration Table Preliminary – 16/9/10 – Drawing No B8956F – G5 – Rev 01;
- GEN2. The development herein approved may not start until the following development permit has been issued and complied with as required:
- Development Permit for Building Works
- 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.

Engineering

Stormwater

- ENG1. 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.

Property Access

- ENG2. Property access shall be in accordance with the IPWEAQ Standard Drawing R-051.

Advice

- ADV1. 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.
- ADV2. 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.
- ADV3. 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 CD Dalton, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

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

8. Community & Economic Development

8.1 Community & Cultural Services

8.1.1 C&CS - 1254139 - Healthy Communities Committee Minutes 19 April 2012

Summary

Providing a copy of the minutes from the Healthy Communities Committee meeting held in Kingaroy on Thursday 19 April 2012.

Officer's Recommendation

That Council endorse the minutes and recommendations of the Healthy Communities Committee meeting held on 19 April 2012 with the proviso that all hall waivers are in accordance with Council's policy.



Meeting Minutes

MEETING DATE:	Thursday 19 April 2012	TIME:	2:15pm
VENUE:	Council Chambers, Glendon Street, Kingaroy		
ATTENDEES:	Sheryl Ludke (Community Health); Prue Leng (BIEDO); Nicole O'Brien (BIEDO); Kerry Oldfield (SBRC); Nicole Connolly (TPS); Janine Pay (DOC); Keith Campbell (SBRC); Michael Eadie (PCYC); Berneice Hilly (RHealth); Karen Baron (Rotary); Paula Nunnan (DOC), Louise Judge (SBCN)		
APOLOGIES:	Lydia Gunston (TPS); David Carter (SBRC); Eleanor Sharpe (SBRC); Elizabeth Handley (QH); Nina Temperton (SBCTC); Carolyn Knudsen (SBRC); Colleen Gunn (GGG); Phil Harding (SBRC); Caitlin Isaac (RHealth); Elaine Thompson (DOC)		

Business for Discussion

Confirmation of Previous Meeting Minutes

Minutes of meeting held 15 March 2012.

Moved Kerry Oldfield seconded Karen Baron

That minutes of the previous meeting be adopted.

Carried 11/0

1. LGAQ Healthy Communities /Healthy Workers Bulletin

This item was deferred to next meeting as Phil Harding was unable to attend the meeting on behalf of Eleanor Sharpe.

2. Update from the Healthy Communities Officer Kerry Oldfield

- A flyer will be sent out soon for Aboriginal Celebrity Chef, Mark Olive's cooking demonstrations - Healthy Bush Cooking. Mark will be holding cooking demonstrations at Cherbourg and Wondai on Wednesday 2 May 2012, Kingaroy and Nanango on Thursday 3 May 2012 and Blackbutt on Friday 4 May 2012.
- Kerry will be manning a Healthy Communities stall plus Jason Ford will be doing a cooking demonstration at the Blackbutt Show – Saturday 28 April 2012 - cooking demo: time and venue TBA. Jason Ford's cooking demonstrations are going really well.
- A community Kitchen is a group of like-minded individuals who come together on a regular basis to socialise and cook affordable and nutritious meals. The participants then sit down to share the meal or divide it up for each person to take home. Through buying and cooking in bulk, many Kitchens are able to produce meals at a lower cost than individuals who cook at home for themselves.

The Community Kitchens Start Up Program will achieve the project aims and objectives by engaging the target audience (adults out of the workforce, new mothers, those from low socioeconomic background) in a skills-based program where they will learn to modify



recipes to be healthier, budget, plan, cook and prepare meals that are cost effective and health promoting. The Community Kitchens are owned and driven by the participants.

Berneice and Kerry advised that the Community Kitchen project is struggling with the cost of venues e.g. hall hire. They are looking for hall hire fees to be waived for the following venues and sessions:

- o Wondai 10 sessions
- o Kingaroy 10 sessions
- o Nanango 6 sessions
- o Blackbutt 10 sessions
- o Murgon 10 sessions

Recommendation

That the Healthy Communities Committee recommends to Council that it waive all hall hire fees for the Community Kitchen project until the end of the 2012.

Moved Berneice Hilly seconded Michael Eadie

Carried 11/0

- Adult learn to swim project for beginners to intermediate will be starting in Nanango and Kingaroy.
- Kerry is organising six (6) people to run the lift for life project - should be ready to go soon.
- Kerry is in the process of designing the Healthy Communities website. She handed out a draft Healthy Communities website plan to committee members asking for feedback/ideas on what they think should go on the website.

Action

Bronwyn to put the Healthy Communities Website on the agenda as a standing item.

- Kerry will be organising some professional development for Healthy Community Committee members. She has asked for committee members to email her any ideas/suggestions on possible courses/workshops.
- Kerry was approached by a volunteer gardening group in Maidenwell who want to help people who cannot cope with their gardens due to illness, age etc. Nicole Connolly suggested they contact Averill Green from the Nanango Anglican church group. Prue Leng advised that BIEDO are looking at something similar.

3. Visioning the Outdoors Short Film Competition

A flyer was handed out in case anyone was interested in participating.

4. Good Food Choices Update

The Good Food Choices program will be extended for another year and rolled out across the South Burnett. Next year there will be new updated criteria for businesses wishing to join the program this will include stricter guidelines, portion sizes and re-evaluating menus with existing participating businesses. RHealth will be looking at the outcome of this first year trial using



South Burnett
Regional Council

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Healthy Communities Committee

Burke and Wills Restaurant as a case study due to their fantastic healthy meals menu and their portion sizes.

Later in the year Berneice and the Mayor will need to compose a letter to all businesses inviting them to join the Good Food Choices program.



5. Reading Bug Project

The Reading Bug project will kick off with the reading bug egg arriving at the Nanango State School in September 2012. The egg will then hatch in February 2013 at the Nanango Markets. The committee was advised that the next reading bug meeting will be held in May.

Bernice Hilly has advised that RHealth will be preparing a funding application for the Reading Bug project. Should their application be successful Bernice has asked if the Healthy Communities Committee/Council will auspice the funds?

Recommendation

- a. that the Healthy Communities Committee recommend to Council that should RHealth be successful with their funding application the Healthy Communities Committee will auspice the funds; and
- b. the Reading Bug is endorsed as a Healthy Communities project.

Moved Bernice Hilly seconded Janine Pay

Carried 11/0

Bernice on behalf of RHealth has requested funding assistance from the Healthy Communities Committee budget for the Reading Bug project.

Recommendation

That the Healthy Communities Committee recommends to Council that it contributes \$3000 to help fund the Reading Bug project from the 2011/12 budget.

Moved Karen Baron seconded Sheryl Ludke

Carried 11/0

6. Active South Burnett Activities

- Michael Eadie from PCYC introduced Paula Nunnan as the new Local Sport and Recreation Coordinator. Paula's aim is to build capability and sustainability with sports clubs.
- Nicole O'Brien was introduced to the committee as a new member of the BIEDO team, her role being the same as Paula Nunnan's.
- Active Parks - money is being used to organise Come & Try programs in Nanango, Wondai and Murgon.
- Janine spoke about the Prime Minister's Olympic and Paralympic Challenges this is a sport challenge for individuals and groups. Children can undertake sporting activities and accrue points towards gold, silver and bronze awards by recording their activities on the website (www.olympicchallenge.gov.au/get_involved). A rewards scheme will give children the opportunity to receive certificates and other prizes, including sporting equipment and visits



from athletes. Organisations such as primary schools, out of school hours care services, sporting clubs and recreational organisations can participate in the Challenge.

Jasmine Glasson is organising an equestrian mini Olympic day for primary schools in the region, which will include athletics and gymnastics as part of the Prime Minister's Olympic and Paralympic Challenge.

- Janine Pay advised that Sport and Recreation are no longer a part of Department of Communities. Sport and Recreation now sit under the Department of National Parks, Recreation, Sport and Racing.

General Business

- Nicole Connolly advised that there have been 22 online registrations to-date for the Mothers Day Classic 4k fun run.
- Nicole will distribute the new South Burnett Suicide prevention posters which have just arrived.

Lousie Judge arrived at the meeting just before it closed.

Meeting closed: 3:15 pm

Next meeting – Thursday 17 May 2012, 2:00-4:00pm, Corporate Meeting Room, Glendon Street, Kingaroy

Resolution:

Moved Cr DJ Palmer, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

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

8.2 Economic Development & Property Management

Nil.

9. Infrastructure

9.1 Operations

Nil.

9.2 Water & Wastewater

Nil.

9.3 Technical Services

Nil.

10. Finance & Information Services

10.1 Information Services

Nil.

10.2 Financial Operations & Planning

10.2.1 FO&P - 1220233 - Requesting that Council provide a reduction in water consumption charges for property at 46 Watt Street, Murgon Assessment No. 30381-00000-000

Summary

A request has been received from Cindy McKenzie, Administration Coordinator on behalf of the property owner, The Corporation of the Trustees of the Order of the Sisters of Mercy in Queensland, to reduce the water usage bill for their property due to an undetected water leak in the kitchen area while the property has been vacant.

It is recommended that due to the leak being repaired immediately after it was noticed, Council agree to provide a rate reduction of \$808.98.

Officer's Recommendation

That Council agree to reduce the water charges and write off \$808.98, an amount equivalent to 50% of the sum of The Corporations water bill issued on 14 February 2012, plus there next water bill in August 2012, less the normal averaged water usage.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

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

ADJOURNMENT:

Motion:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the meeting adjourn for twenty (20) minutes

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

RESUMPTION:

Motion:

Moved Cr DP Tessmann, seconded Cr BL Green.

That the meeting resume at 10.22am with attendance as previous to the adjournment

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

10.2.2 FO&P - 1260338 - South Burnett Regional Council Monthly Capital Works

Summary

The following information provides a snapshot of Council's Capital Works as at 10 April 2012.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 10 April 2012 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr BL Green.

That the South Burnett Regional Council's Monthly Capital Works Report as at 10 April 2012 be received and noted.

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

10.2.3 FO&P - 1260522 - South Burnett Regional Council Monthly Financial Statements

Summary

The following information provides a snapshot of Council's Financial Position as at 14 May 2012.

Officer's Recommendation

That the Monthly Financial Report as at 14 May 2012 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the Monthly Financial Report as at 14 May 2012 be received and noted.

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

10.2.4 FO&P - 1261375 - Quote SBRC-11/12-14 - Replacement of John Deere 670CH Motor Grader - Plant No 26

Summary

Quote SBRC-11/12-14 - Replacement of John Deere 670CH Motor Grader - Plant No 26

Officer's Recommendation

That Council:

- Purchase a Komatsu Grader for the sum of \$ 321,830;
- Not accept the trade in offer of \$90,000; and
- The John Deere 670CH Motor Grader be disposed of at auction.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

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

11. Executive Services

11.1 Executive

Nil.

11.2 Human Resources

Nil.

11.3 Corporate Governance

11.3.1 CG - 1261727 - Revision of the Audit Committee Terms of Reference

Summary

On 27 April 2011, Council adopted the Audit Committee Terms of Reference that specify the objectives of the Committee, its duties and responsibilities, membership, frequency of meetings and members' ethical conduct.

The Terms of Reference stipulates that "the committee shall be composed of three (3) voting members – two (2) Councillors appointed by Council and the other member shall be external and independent of Council. The Chief Executive Officer, Director for Finance and Business, Director for Community and Corporate Governance, Manager Finance Planning, Manager Corporate Governance and Risk Management Coordinator are required to attend meetings as permanent attendees with no voting rights." The appointment of Council Officers to the Audit Committee as non-voting members is on the premise that these positions have the capacity to provide advisory services with regard to governance, controls, risk and financial management.

A recent organisational realignment implemented January 2012, resulted to the repositioning of Governance from the Directorate of Community and Corporate Governance to the Department - Executive Services. Subsequently, line management reporting changed. The Governance Branch, responsible for Internal Audit and Risk Management previously reported to the Director for Community and Corporate Governance now reports directly to the Chief Executive Officer. Position titles were also changed parallel with the realignment.

To effectively accomplish the objectives, duties and responsibilities of the Audit Committee, there is a need to revise the existing Audit Committee Terms of Reference with regard to the membership of Council Officers who are permanent attendees with no voting rights. The revision of membership, as a result of the organisational realignment, will reflect the purpose for which permanent attendees are nominated to the Audit Committee.

Officer's Recommendation

That Council amend the membership of permanent attendees to the Audit Committee as specified in the Terms of Reference as follows:

- The Chief Executive Officer, General Manager Finance and Information Services, Manager Finance Planning, Manager Governance and Coordinator Risk and Internal Audit are required to attend meetings as permanent attendees with no voting rights.

Resolution:

Moved Cr DP Tessmann, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

11.4 Strategic Projects & Grants

Nil.

12. Information Section

Cr Dalton advised that a family member's company is listed in the report, but as there is no recommendation to be adopted, no conflict of interest exists.

12.1 IS - 1261908 - Reports for the Information of Council

Summary

List of Correspondence pending Completion of Assessment Report
Delegated Authority Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr DJ Palmer, seconded Cr DP Tessmann.

That the reports be received.

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

13. General Section

Nil.

CLOSED SESSION:

Motion:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the meeting be closed to the public for Council discussions in accordance with Section 72(1)(e) contracts proposed to be made by it, of the Local Government (Operations) Regulation 2010.

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

OPEN COUNCIL:

Motion:

Moved Cr KA Duff, seconded Cr DJ Palmer.

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 72(1)(e) contracts proposed to be made by it, of the Local Government (Operations) Regulation 2010, Council considered matters concerning matters concerning South Burnett Regional Council Planning Scheme.

Motion:

Moved Cr DW Kratzmann, seconded Cr CD Dalton.

That the Mayor's report be received

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

14. Confidential Section

14.1 CONF - 1260771 - Recommendation Report for South Burnett Regional Council Planning Scheme - SBRC 11/12-13

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(e) of the Local Government (Operations) Regulation 2010, 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 *approve* the tender from Craven Ovenden Town Planning for the preparation of the South Burnett Regional Planning Scheme.

Resolution:

Moved Cr CD Dalton, seconded Cr KA Duff.

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 10.58am.

Confirmed before me this day of2012

..... **MAYOR.**

