

Attendees	Agenda Item 1	Attendees
Councillors	Cr FO Whelan, Deputy Mayor Cr PW Lobegeier Cr JF Dowling Cr PW Francis Cr KS Wendt OAM BEM Cr WJ Bowen	
Officers	Chief Executive Officer, MJP Pitt General Manager of Engineering and Environmental Services, B Pearce General Manager of Corporate and Community Services, D Wiskar Media / Grants Officer, TL Wilson	
Welcome	Agenda Item 2	Welcome / Housekeeping
	The Deputy Mayor Cr FO Whelan declared the meeting open at 12:27pm and welcomed all attendees with the Church of England Pastor, Carol Palmer leading the meeting in prayer.	
Apologies	Agenda Item 3	Apologies
530-09-2014	Cr PW Francis moved and Cr KS Wendt OAM BEM seconded: That an apology be received and leave of absence granted for the Mayor Cr DG Waugh.	CARRIED 6/0
Declaration	Agenda Item 4	Declaration of Interest
	Nil	
Deputations	Agenda Item 5	Deputations/Petitions
	Nil	
Minutes	Agenda Item 6	Confirmation of Minutes
Acting Mayor 531-09-2014	Cr PW Lobegeier moved and Cr WJ Bowen seconded: That Deputy Mayor Cr FO Whelan commence the position of Acting Mayor during the period of Mayor Cr DG Waugh's Leave of Absence.	CARRIED 6/0
General Meeting 532-09-2014	6.1 08 – August – General Meeting – Minutes – Eidsvold Cr KS Wendt OAM BEM moved and Cr PW Francis seconded: That the Minutes of the General Meeting held in Eidsvold on 19 August 2014 appearing on pages 154-161 of the minute book be adopted.	CARRIED 6/0
Business Arising 533-09-2014	Resolved: That the Community Grants and Donation Budget Pre-commitments for 2014/15 be amended to include the Gayndah Orange Festival.	
Policy & Planning 534-09-2014	6.2 09 –September – Policy and Planning – Minutes – Gayndah Cr PW Francis moved and Cr JF Dowling seconded: That the Minutes of the Policy and Planning Meeting held in Gayndah on 02 September 2014 appearing on pages 164-166 of the minute book be adopted.	CARRIED 6/0

- Technical Services
535-09-2014
- 6.3 09 – September – Technical Services – Minutes – Gayndah
- Cr KS Wendt OAM BEM moved and Cr PW Francis seconded: That the Minutes of the Technical Services Meeting held in Gayndah on 02 September 2014 appearing on pages 167-169 of the minute book be adopted. **CARRIED 6/0**
- Governance
- Agenda Item 7 Governance Report**
- Acting CEO
536-09-2014
- 7.1 Acting Chief Executive Officer
- Cr JF Dowling moved and Cr KS Wendt OAM BEM seconded: That North Burnett Regional Council approves the Chief Executive Officer Leave from 19 November 2014 to 30 January 2015 and appoints:
- i. General Manager of Corporate and Community Services, D Wiskar as Acting Chief Executive Officer from 19 November 2014 for a period of 5 weeks through to 24 December 2014.
 - ii. General Manager of Engineering and Environmental Services, B Pearce as Acting Chief Executive Officer from 25 December 2014 for a period of 5 weeks through to 30 January 2015. **CARRIED 6/0**
- Manager of Finance, LA Benham entered the meeting at 12:50pm.
- Overdue Rates & Charges
537-09-2014
- 7.2 Overdue Rates and Charges
- Cr PW Francis moved and Cr WJ Bowen seconded: That the Overdue Rates and Charges Report as presented be received as information. **CARRIED 6/0**
- Rates Recovery
538-09-2014
- 7.10 Rates Recovery – Outstanding Rates List
- Cr PW Francis moved and Cr PW Lobegeier seconded: That Council adopt the proposed list of outstanding assessments to be forwarded to Recoveries and Reconstructions Legals with any assessments that are fully paid after 09 September 2014 to be removed from this list. **CARRIED 6/0**
- Direct Debit Campaign
539-09-2014
- 7.5 Direct Debit Campaign
- Cr WJ Bowen moved and Cr JF Dowling seconded: That the Direct Debit Campaign Report as presented be received for information. **CARRIED 6/0**
- Cr KS Wendt OAM BEM withdrew from the meeting at 12:57pm and re-entered the meeting at 1:02pm.
- Financial Report
540-09-2014
- 7.3 Financial Report
- Cr PW Lobegeier moved and Cr JF Dowling seconded: That the Finance Report as presented be received. **CARRIED 6/0**
- Revenue & Expenditure
541-09-2014
- 7.4 Revenue and Expenditure and Net Cash Position Report
- Cr PW Lobegeier moved and Cr KS Wendt OAM BEM seconded: That the Revenue and Expenditure and Net Cash Position Report as presented be received. **CARRIED 6/0**

542-09-2014

Cr PW Lobegeier moved and Cr WJ Bowen seconded: That Council forward correspondence to the Minister for Local Government, Community Recovery and Resilience, The Hon David Crisafulli MP and The Queensland Local Government Grants Commission (QLGGC) expressing extreme disappointment at the reduction of Financial Assistance Grant (FAG).
CARRIED 6/0

Procurement Policy
543-09-2014

7.6 Policy Update – Procurement Policy

Cr PW Francis moved and Cr PW Lobegeier seconded: That Council adopt the changes to Appendix A of Statutory Policy 104. Procurement Purchasing as presented within the Policy Update – Procurement Policy Report as the Financial Delegations for Council – Effective Immediately.

**PROPOSED LIST OF AUTHORISED OFFICER POSITIONS (Additions are in Blue)
Appendix A**

FINANCIAL DELEGATIONS

LEVEL	POSITION	AUTHORISED LIMIT (inc GST)
Level A	Chief Executive Officer	Unlimited – within budget
Level B	General Managers	\$220,000
	- Corporate & Community Services	
	- Engineering & Environmental Services	
Level C	Managers	\$100,000
	- Manager Development Services	
	- Manager Finance	
	- Manager Tourism & Economic Development	
	- Manager Corporate & Community Services	
	- Manager Special Projects	
	- Manager Environmental Services	
	- Manager Technical Services	
	- Works Engineer	

	- Program Director (Consultant – NDRRA)	
Level D	District Supervisors	\$50,000
	Project Engineer	
Level E	Works Supervisors/Depot Forman	\$15,000
	Facilities Officer	
	Water/Wastewater Supervisor	
Level F	Financial Accountants	\$5,000
	Senior Finance Officers	
	Rates/Revenue Unit Leader	
	Customer Service/Call Centre Unit Leader	
	Building Surveyor	
Level G	SES Controllers & Group Leaders	\$500 – Only valid outside Council Operating Hours

CARRIED 6/0

Rates Discount 7.7 General Policy – Rates – Discount for Late Payments
544-09-2014

Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That Council adopt General Policy – Rates- Discount for Late Payment as presented. **CARRIED 6/0**

Manager of Finance, LA Benham withdrew from the meeting at 1:32pm.

Community Recovery 7.8 Community Recovery – Community Development Initiative
Community

Development Initiative Resolved: That Council receive the report on the Community Recovery, Community
545-09-2014 Development Initiative (CRCDI) as presented for information.

Community Development Project Officer, P Kellenberg entered the meeting at 1:42pm.

546-09-2014 Cr PW Francis moved and Cr WJ Bowen seconded: That Council extend congratulations to the Community Development team for their work throughout the region. **CARRIED 6/0**

Community Housing 7.9 Community Housing Report
547-09-2014

Cr PW Francis moved and Cr KS Wendt OAM BEM seconded: That Council receive the Community Housing Report as presented and advise the Housing Officer to initiate steps to set up a single, regional Advisory Committee for Community Housing, as well as retaining any local advisory committees in the region. **CARRIED 6/0**

548-09-2014 Cr PW Francis moved and Cr KS Wendt OAM BEM seconded: That the Advisory Committee for Community Housing operate in accordance with the following guidelines:

- Biggenden Units are classified as Aged Housing and Council may insist on tenants over 55.
- Eidsvold Units are classified Social Housing and Council may not insist on an age requirement.
- Mt Perry Units are classified Social Housing and Council may not insist on an age requirement. Two of the properties are clearly meant for families.
- Monto Units (by Ridgehaven) are classified as Aged Housing and Aged Care Monto may insist on tenants over 55.

CARRIED 6/0

Library Statistics 7.11 Library Statistical Report
549-09-2014

Cr KS Wendt OAM BEM moved and Cr JF Dowling seconded: That the Library Statistics Report as presented be received. **CARRIED 6/0**

Community Development Project Officer, P Kellenberg withdrew from the meeting at 1:53pm.

Casual Vacancy - LGAQ 7.12 Casual Vacancy – LGAQ
550-09-2014

Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That North Burnett Regional Council nominates South Burnett Regional Council Mayor, Wayne Kratzmann to the casual vacancy – election of association’s policy executive representative for district no. 3 (Wide Bay and Burnett). **CARRIED 6/0**

Infrastructure	Agenda Item 8	Infrastructure Report
	Nil	
Social	Agenda Item 9	Social Report
Healthy North Burnett	9.1	Healthy North Burnett
		Cr KS Wendt OAM BEM withdrew from the meeting at 1:58pm and re-entered the meeting at 1:59pm.
551-09-2014		Cr PW Lobegeier moved and Cr PW Francis seconded: That the Healthy North Burnett Report as presented be received. CARRIED 6/0
Mt Perry Skate Park 552-09-2014	9.2	Mt Perry Skate Park
		Cr WJ Bowen moved and Cr PW Lobegeier seconded: That
		<ul style="list-style-type: none"> • Council note progress with the Mt Perry Skate Park Project; • Council note the strong community consultation and engagement program undertaken; • Council note the efforts to supplement Council's financial allocation to this project via; Corporate Sponsorship, Community Fund Raising and through Government Grant; • Council use the above approaches as a model for future community infrastructure projects with the aim of supplementing NBRC Finances and Ensuring positive community engagement in Council facilities. CARRIED 6/0
Going Gold Displays 553-09-2014	9.3	September Going Gold Displays
		Cr PW Francis moved and Cr JF Dowling seconded: That the September Going Gold Report as presented be received. CARRIED 6/0
Archer Park 554-09-2014	9.4	Archer Park Advisory Committee Meeting
		Cr PW Lobegeier moved and Cr WJ Bowen seconded: That Council adopts the minutes of the Archer Park Advisory Committee Meeting held on Monday, 1st September 2014. CARRIED 6/0
		Cr WJ Bowen withdrew from the meeting at 2:06pm and re-entered the meeting at 2:07pm.
Economic	Agenda Item 10	Economic Report
Infrastructure Charges 555-09-2014	10.1	Request for Review – Infrastructure Charges
		Cr KS Wendt OAM BEM moved and Cr PW Francis seconded: That the Request for Review – Infrastructure Charges Report as presented be received. CARRIED 6/0
556-09-2014		Cr PW Francis moved and Cr JF Dowling seconded: That General Manager of Corporate and Community Services, D Wiskar investigate the request for review of infrastructure charges for Lot 5 on RP32443 – 10 Bridge Street, Gayndah and provide a report to the next General Meeting to be held in Biggenden on 21 October 2014. CARRIED 6/0

- Environmental **Agenda Item 11** **Environmental Report**
- Nil
- Councillor Reports **Agenda Item 13** Councillor Reports
- 557-09-2014** Cr PW Francis moved and Cr JF Dowling seconded: That the Councillor Reports be received. **CARRIED 6/0**
- Late Report Cr PW Lobegeier moved and Cr KS Wendt OAM BEM seconded: That the late reports –
558-09-2014 Destination Q and Local Arts and Culture Reference Group be received. **CARRIED 6/0**
- Afternoon Tea The meeting adjourned for afternoon tea at 2:28pm and resumed at 2:49pm.
- Confidential Reports **Agenda Items 12** **Confidential Reports**
- Closed Session Cr PW Francis moved and Cr KS Wendt OAM BEM seconded: That in accordance with
559-09-2014 Section 275 of the Local Government Regulation 2012, the meeting be closed to the public to allow discussion regarding other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage. **CARRIED 6/0**
- Re-open Session Cr PW Francis moved and Cr JF Dowling seconded: That in accordance with Section 275 of
560-09-2014 the Local Government Regulation 2012, the meeting be re-opened to the public. **CARRIED 6/0**
- Ratepayer Concession 12.1 Confidential Report 01
561-09-2014
- Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That Council-
1. Receives the report in relation to an application for rates and charges concessions under Part 10 – Concessions Section 120 (1) c – hardship provision of the Local Government Regulations for Assessment 10405;
 2. Grants the concession based on Hardship (s120 1 (c)) and agrees to defer payment of the commercial garbage collection rate for the period 01st July 2014 – 31st December 2014, and accept payment for the domestic garbage collection rate;
 3. Delegate authority to the Chief Executive Officer to authorise these types of changes in the future. **CARRIED 6/0**
- Write-Off 12.2 Confidential Report 02
562-09-2014
- Cr PW Lobegeier moved and Cr WJ Bowen seconded: That That Council resolve to write off all outstanding debts as detailed below:

Mark Jones	18/07/2013	15638	\$ 176.00	Mow 34 Bell St Monto
AAMI Insurance	26/06/2012	14046	\$ 2,663.65	Clean up costs after an accident
RA Stephens Constructions	9/04/2014	16728	\$ 429.00	Backhoe Hire 19-3-2014
	9/04/2014	16729	\$ 1,176.78	Remove Building Debris 4-2-2014
Total			\$ 4,445.43	inc GST

CARRIED 6/0

Natural Resources Management Officer, Lee Dorahy entered the meeting at 2:44pm.

General Business

Agenda Item 14 General Business

MJP Pitt
563-09-2014

Cr PW Lobegeier moved and Cr PW Francis seconded: That a Special Meeting be held in Mundubbera on Tuesday, 30 September 2014 commencing 8:30am to discuss the Mundubbera Levee and Betterment Submission. Further, that the Minister for Local Government, Community Recovery and Resilience, The Hon David Crisafulli MP or delegate be invited to attend.

CARRIED 6/0

564-09-2014

Resolved: That Acting Mayor Cr FO Whelan attend the Toowoomba Surat Basin Group(TSBG) Conference on National Export and Innovation as proxy for the Mayor Cr DG Waugh with Chief Executive Officer, MJP Pitt on 1 and 2 October 2014.

565-09-2014

Resolved: That a Public Information Night be held at the Mundubbera Community Hall on Monday, 29 September 2014 commencing 6pm for community information on the Mundubbera Levee project. Further, that Councillors attend a workshop in Mundubbera on Monday, 29 September 2014 from 2-5pm prior to the Mundubbera Levee Public Information Night.

For Information: Queensland Rail representatives will meet with Council on Tuesday, 7 October.

566-09-2014

Resolved: That the Standing Committee Meetings to be held in Mt Perry on Tuesday, 7 October 2014 be held in Gayndah commencing 8:30am to accommodate the visit by Queensland Rail representatives.

Cr FO Whelan
567-09-2014

Cr PW Lobegeier moved and Cr KS Wendt OAM BEM seconded: That Cr PW Francis be nominated as proxy for the Trustees of Narayan.

CARRIED 6/0

Natural Resources Management Officer, Lee Dorahy provided an update on flying foxes in the region.

Cr WJ Bowen withdrew from the meeting at 3:13pm and re-entered the meeting at 3:14pm.

General Manager of Corporate and Community Services, D Wiskar withdrew from the meeting at 3:25pm and re-entered the meeting at 3:27pm.

Natural Resources Management Officer, Lee Dorahy withdrew from the meeting at 3:37pm.

Cr JF Dowling

Cr JF Dowling invited Councillors and Council Officers to attend a BIEDO Business Meeting in the Gayndah Chambers on Monday, 22 September 2014 from 5:30 to 6:30pm prior to the Practical Strategies for Survival, Growth and Success Dinner with Ken Matheson.

For Information – Enquiry regarding the purchase of Eidsvold Office / Library equipment. General Manager of Corporate and Community Services, D Wiskar to make contact.

Cr KS Wendt OAM BEM withdrew from the meeting at 3:53m and re-entered the meeting at 3:54pm.

568-09-2014 Cr JF Dowling moved and Cr PW Francis seconded: That Cr J F Dowling purchase an appropriate gift for for presentation to the Zonhoven Council in celebration of the Sister City 25th Anniversary. **CARRIED 6/0**

569-09-2014 Resolved: General Manager of Corporate and Community Services, D Wiskar progress the availability of individual town tourism brochures.

Cr PW Lobegeier
570-09-2014 Resolved: That an electrician be contacted to investigate the short circuit occurring at the Monto Community Hall.

571-09-2014 Resolved: General Manager of Engineering and Environmental Services, B Pearce and Cr PW Lobegeier meet with the owner of Monto business Farm Stock regarding the uneven road surface located at the front of the property.

For Information: Cr PW Lobegeier discussed the Gladstone, Monto and Banana tourism group for gorges which has the intention of linking the Southern end of the Great Barrier Reef and inland tourism.

Cr WJ Bowen For Information: The Councillor Christmas Party will be held in Gayndah on Saturday, 8 November 2014. Cr JF Dowling to organise.

Cr PW Francis
572-09-2014 Cr PW Francis moved and Cr KS Wendt OAM BEM seconded: That General Manager of Corporate and Community Services, D Wiskar investigate the Ideraway Livestock Trucking Yards recommendation as discussed at the General Meeting in Monto on 21 January 2014 and further, present a report to the next General Meeting to be held in Biggenden on Tuesday, 21 October 2014.

Purchase of Yards 12.1 Livestock Trucking Yards

Cr PW Francis moved and Cr WJ Bowen seconded: That Council receive the report in relation to the request to purchase disused Livestock Trucking Yards located at Ideraway and subject to responses from Lands Department and Queensland Rail.

CARRIED 7/0

CARRIED 6/0

573-09-2014 Cr PW Francis moved and Cr WJ Bowen seconded: That General Manager of Corporate and Community Services, D Wiskar progress a 'finger sign' on the Bruce Highway directing traffic to the RM Williams Australian Bush Learning Centre in Eidsvold via Mt Perry. **CARRIED 6/0**

574-09-2014 Resolved: That Chief Executive Officer, MJP Pitt investigate the progress of the Eidsvold Boardroom / Disaster Management Centre upgrade to enable the use of a generator.

Cr FO Whelan
575-09-2014 Cr KS Wendt OAM BEM moved and Cr PW Francis seconded: That General Manager of Corporate and Community Services, D Wiskar progress an audit of General Counselling, Mental Health and Youth Services in the North Burnett with Council's Community Development Officers (CDO's) prior to the cessation of funding in June 2015 and further, seek a meeting with the Minister to discuss such services. **CARRIED 6/0**

Cr PW Francis
576-09-2014 Resolved: That Cr PW Francis and Cr PW Lobegeier attend the Councillor Catch Up – Regional discussion group at Banana on 10 October 2014.

**NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING
MINUTES – MUNDUBBERA – 19 SEPTEMBER 2014**



Closure of Meeting **Agenda Item 15** **Closure of Meeting**

There being no further business the meeting closed at 4:24pm.

Presented to Council at its General Meeting held on 21 October 2014 and confirmed. _____
Mayor