



# **MINUTES**

## **General Meeting**

**30 June 2021**

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL  
GENERAL MEETING  
HELD AT THE GAYNDAH BOARDROOM  
ON WEDNESDAY, 30 JUNE 2021 AT 9.00AM**

**COUNCILLORS:** Acting Mayor Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins, Cr Michael Dingle

**OFFICERS:** Rachel Cooper (Chief Executive Officer), Randall Percy (GM Works), Lindsay McLeod (Acting General Manager Works), Susie Glasson (GM Corporate and Community), Jason Erbacher (Strategic Project Manager), Carl Bacon (Civil Works Manager), Kat Bright (Executive Assistant to the CEO and Mayor)

**1 WELCOME/HOUSEKEEPING**

Acting Mayor Cr Robert Radel, declared the meeting open at 9.06am and welcomed all attendees.

**2 APOLOGIES/LEAVE OF ABSENCE**

Acting Mayor Cr Robert Radel, noted Mayor Cr Rachel Chambers apology for today's meeting.

**3 DEPUTATIONS/PETITIONS**

**Attendance:** *David Huggonson joined the meeting at 9.06am.*

Acting Mayor Cr Robert Radel acknowledged Mr Huggonson's arrival and offered the opportunity for Mr Huggonson to present to Council regarding his proposal for ecological sustainable housing in the North Burnett.

**Attendance:** *David Huggonson left the meeting at 9.26am following his deputation.*

**4 DECLARATIONS OF INTEREST**

Nil.

**5 CONFIRMATION OF MINUTES**

**5.1 MINUTES OF THE GENERAL MEETING HELD ON 26 MAY 2021**

**RESOLUTION 2021/56**

Moved: Cr Giddins

Seconded: Cr Dingle

That the Minutes of the General Meeting held on 26 May 2021 be confirmed.

**CARRIED 6/0**

*Cr Hotz sort clarification regarding the noting of Divisions. Through the Chair, Rachel Cooper (CEO) responded to Cr Hotz confirming that noting a division is best practice. However, if Councillors did not wish for a division to be noted they should otherwise inform the meeting at such time.*

## **6 OFFICE OF THE CHIEF EXECUTIVE OFFICER**

### **6.1 BETWEEN A ROCK AND A HARD PLACE - ENGAGEMENT REPORT**

#### **RESOLUTION 2021/57**

Moved: Cr Jones

Seconded: Cr Hotz

That Council receives the report as presented.

**CARRIED 6/0**

*Cr Jones extended her thanks to community members for providing their feedback and to staff for organising the 'Between and Rock and a Hard Place' tour and compiling community feedback.*

*Cr Payne similarly acknowledged staff for organising the events and extended her gratitude to Mayor Chambers and fellow Councillors.*

*Cr Radel sort clarification with regards to the community engagement dates noted in the Executive Summary of the report. Through the Chair, Rachel Cooper (CEO) responded to Cr Radel noting that 2020 was an administrative error and confirmed that Councillors engaged with community again in April and May 2021.*

### **6.2 SERVICE DELIVERY REVIEW - ROAD MAINTENANCE**

*Cr Payne requested that the Officer's Recommendation be addressed in two parts (1-2, 3).*

#### **MOTION**

Moved: Cr Payne

Seconded: Cr Giddins

That Council receive the report as presented and resolves to introduce a revised road maintenance program conditional on:

1. Suitability of road type, formation, surface and pavement material.
2. Quarterly reporting of the revised road maintenance program to Councillors.

*Cr Payne extended her thanks to staff for compiling the report.*

*Cr Hotz moved an amendment to the motion.*

#### **AMENDMENT TO THE MOTION**

Moved: Cr Hotz

Seconded: Cr Dingle

That Council receive the report as presented and resolves to introduce a revised road maintenance program conditional on:

1. Suitability of road type, formation, surface and pavement material.
2. Monthly reporting of the revised road maintenance program to Councillors.

*In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Hotz expressed that changing the reporting frequency to monthly as opposed to quarterly, as per the Officer's Recommendation, would allow Councillors greater oversight of the revised road*

*maintenance program. Through the Chair, Rachel Cooper (CEO) responded to Cr Hotz noting that quarterly reporting is currently provided to Councillors and increasing the reporting frequency to monthly, would not be achievable at this point in time.*

*Cr Jones moved an amendment to the motion.*

### **AMENDMENT TO THE MOTION**

Moved: Cr Jones

Seconded: Cr Dingle

That Council receive the report as presented and resolves to introduce a revised road maintenance program conditional on:

1. Suitability of road type, formation, surface and pavement material.
2. Bi-Monthly reporting of the revised road maintenance program to Councillors.

*In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Jones noted that although monthly reporting would be preferred, saw bi-monthly reporting as a compromise and following feedback from Rachel Cooper (CEO) earlier, felt that this frequency of reporting would be achievable.*

### **RESOLUTION 2021/58**

Moved: Cr Jones

Seconded: Cr Dingle

That Council receive the report as presented and resolves to introduce a revised road maintenance program conditional on:

1. Suitability of road type, formation, surface and pavement material.
2. Bi-Monthly reporting of the revised road maintenance program to Councillors.

**CARRIED 5/1**

*With the first part of the Officer's Recommendation addressed above, part two (point 3) was put.*

### **RESOLUTION 2021/59**

Moved: Cr Dingle

Seconded: Cr Hotz

That Council receive the report as presented and resolves to introduce a revised road maintenance program conditional on:

3. Deferred disposal (12 months) of any plant currently utilised for road maintenance, subject to successful implementation of any methodology change.

In Favour: Cr Melinda Jones, Cr Leslie Hotz, Cr Dael Giddins and Cr Michael Dingle

Against: Cr Robert Radel, Cr Susan Payne.

**CARRIED 4/2**

*In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Dingle noted his reasoning for removing surplus from the Officer's Recommendation was that any plant can be deemed surplus and that it was a loose term.*



### 6.3 SERVICE DELIVERY REVIEW - SWIMMING POOLS

#### RESOLUTION 2021/60

Moved: Cr Jones

Seconded: Cr Hotz

That Council:

- 1) Continue to maintain and operate existing pools in Biggenden, Eidsvold, Gayndah, Monto and Mundubbera.
- 2) Further investigation and condition assessment of the region's pools is undertaken.
- 3) A fit for purpose asset management strategy is developed and funding sort to replace existing pools over 10 years.
- 4) Review the operating agreements to ensure the most effective delivery of the service to the community and report to Council on the outcomes.

**CARRIED 6/0**

*In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Jones noted that the changes to the Officer's Recommendation were consistent with other recommendations tabled.*

*Cr Jones acknowledged staff for compiling the report and thanked the community for providing their feedback.*

*Cr Giddins sort clarification regarding the process if in years to come, structural damage is identified with any of the pools. Through the Chair, Rachel Cooper (CEO) responded to Cr Giddins noting that a forced temporary closure would occur until remediation works were completed as stated in the report.*

#### **6.4 SERVICE DELIVERY REVIEW - MOWING OF LAND**

##### **MOTION**

Moved: Cr Payne

Seconded: Cr Giddins

That Council withdraw maintenance services from land that is not under Council's stewardship or ownership.

*Cr Payne extended her thanks to staff for compiling the report.*

*Cr Hotz moved an amendment to the Motion.*

##### **AMENDMENT TO THE MOTION**

Moved: Cr Hotz

Seconded: Cr Dingle

That Council withdraw maintenance services from land that is not under Council's stewardship or ownership on the condition that current owners are notified.

*Cr Payne noted that the amendment to the Officer's Recommendation that Cr Hotz had tabled in the amendment was information noted in the report. In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Hotz expressed that although noted in the report, current owners must be notified of the change hence the inclusion in the amendment.*

##### **RESOLUTION 2021/61**

Moved: Cr Hotz

Seconded: Cr Dingle

That Council withdraw maintenance services from land that is not under Council's stewardship or ownership on the condition that current owners are notified.

**CARRIED 6/0**

#### **6.5 SERVICE DELIVERY REVIEW - CUSTOMER SERVICE AND LIBRARIES**

##### **MOTION**

Moved: Cr Jones

Seconded: Cr Hotz

That Council changes the operating hours of its Customer Service and Library Centres to achieve a continued level of service and operational savings by removing Saturday trading at all relevant Customer Service and Library Centres, commencing 1 August 2021. Further to that, services and programs requiring additional staff resources on and above councils Customer Service and Library Centres operations such as tech savvy seniors, Q gap and Centrelink as such be investigated with a view to reduce or find alternative delivery mechanisms as well as minimise staff resourcing across 6 locations for all week days.

*In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Jones noted that the changes to the Officer's Recommendation was in line with community feedback with only 1% of community in agreeance to reducing operating hours. Cr Jones expressed that the savings with the proposed changes was insufficient in the big picture.*

*Cr Payne moved an amendment to the Motion, reverting to the Officer's Recommendation.*

**AMENDMENT TO THE MOTION**

Moved: Cr Payne

Seconded: Cr Radel

That Council changes the operating hours of its Customer Service and Library Centres to achieve a continued level of services and operational savings by operating facilities as set out below:

- Mundubbera – 3 weekdays a week
- Monto – 3 weekdays a week
- Gayndah – 3 weekdays a week
- Biggenden – 2 weekdays a week
- Eidsvold – 2 weekdays a week
- Mt Perry – 2 weekdays a week

In Favour: Cr Robert Radel and Cr Susan Payne

Against: Cr Melinda Jones, Cr Leslie Hotz, Cr Dael Giddins and Cr Michael Dingle

**LOST 2/4**

*With Cr Payne's Amended Motion lost, Cr Jones's Motion was put.*

**RESOLUTION 2021/62**

Moved: Cr Jones

Seconded: Cr Hotz

Council changes the operating hours of its Customer Service and Library Centres to achieve a continued level of services and operational savings by removing Saturday trading at all relevant Customer Service and Library Centres, commencing 1 August 2021. Further to that, services and programs requiring additional staff resources on and above councils Customer Service and Library Centres operations such as tech savvy seniors, Q gap and Centrelink as such be investigated with a view to reduce or find alternative delivery mechanisms as well as minimise staff resourcing across 6 locations for all week days.

In Favour: Cr Melinda Jones, Cr Leslie Hotz, Cr Dael Giddins and Cr Michael Dingle

Against: Cr Robert Radel and Cr Susan Payne

**CARRIED 4/2**

*Cr Jones extended her thanks to all staff for their input.*

*Cr Jones sort clarification around the proposed operational model savings and if these savings were over the current budget or only half of the savings would be achieved if rolling out later in the financial year. Through the Chair, Rachel Cooper (CEO) responded to Cr Jones confirming that the proposed draft budget, tabled before Councillors at the upcoming Budget Meeting, has an assumption that the proposed operational model would roll out from Q2 (1 October 2021) and that the savings would be on a rolling basis.*

**202106\_1 ITEM 6.5 QON**

Cr Jones queried the savings of ~\$75,000 with the removal of Saturday trading.

*Cr Giddins sort clarification regarding why the 3 and 2 weekdays option was recommended and why the option to open centres every day with 1 staff member, a change in their responsibilities and outsourced centre services was not recommended. Through the Chair, Rachel Cooper (CEO) responded to Cr Giddins noting that, as discussed in Councillor Workshops, 3 different models were explored based on staff feedback and operational considerations. Rachel Cooper (CEO)*



*expressed that staff preferred not to work alone and advice from WH&S highlighted the risks associated with loan workers.*

*Cr Payne sort clarification around staff travelling between offices with the recommended 3 and 2 weekdays option. Through the Chair, Rachel Cooper (CEO) responded to Cr Payne noting that the staff consultation thus far was in line with Fair Work process. Following Councillors decision, further engagement with staff on the resolution would be required and staff would then be given an opportunity to again provide their feedback. From there, Council would look at how this would be rolled out operationally.*

## **6.6 SERVICE DELIVERY REVIEW - WASTE MANAGEMENT FACILITIES**

### **RESOLUTION 2021/63**

Moved: Cr Dingle

Seconded: Cr Giddins

That Council changes the operating hours of its Waste Management Facilities to achieve a continued level of service and operational savings by operating facilities as set out below:

- Mundubbera – 32 hours a week
- Biggenden – 12 hours a week
- Eidsvold – 12 hours a week
- Gayndah – 12 hours a week
- Monto – 12 hours a week
- Mt Perry – 12 hours a week

With a roster applied to two (2) weekdays at each facility and one (1) day on the weekend, excluding Mundubbera.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

*In accordance with section 254H of the Local Government Regulation 2012 (LGR), Cr Dingle noted that the Officer's Recommendation was to be clearer to ensure that the 12 hours a week were not applied on one day.*

*Cr Jones sort clarification on when changes would come into effect and if communications would be provided. Through the Chair, Rachel Cooper (CEO) responded to Cr Jones confirming the changes would come into effect in Q2, 1 October 2021 and that communication would be provided to the community.*



**6.7 SERVICE DELIVERY REVIEW - SHOWGROUNDS****RESOLUTION 2021/64**

Moved: Cr Hotz

Seconded: Cr Giddins

That Council work with Show Societies and the Queensland Department of Resources to remove itself as trustee for the Gayndah, Eidsvold, Monto and Mt Perry Showgrounds and negotiate a model similar to that of the Biggenden and Mundubbera Showgrounds.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

**6.8 CORPORATE PLAN 2021-2026****RESOLUTION 2021/65**

Moved: Cr Sue Payne

Seconded: Cr Michael Dingle

That Council adopt the Corporate Plan 2021-2026.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

*Cr Jones thanked staff and the Executive team for supporting Councillors with the creation of the Corporate Plan.*

**6.9 2021-2022 OPERATIONAL PLAN****RESOLUTION 2021/66**

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That Council adopts the 2021-2022 Operational Plan.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

**6.10 STATUTORY POLICY 1007 ADVERTISING SPENDING****RESOLUTION 2021/67**

Moved: Cr Sue Payne

Seconded: Cr Michael Dingle

Council adopt by resolution Statutory Policy 1007 Advertising Spending.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

**7 CORPORATE AND COMMUNITY****7.1 VOLUNTARY REDUNDANCY BUDGET ALLOCATION****RESOLUTION 2021/68**

Moved: Cr Sue Payne

Seconded: Cr Dael Giddins

That Council carry over \$499,884 from the 2020/21 Budget to be used for the provision of redundancy payments for staff.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

*Cr Giddins sort clarification around the carry over being for voluntary redundancies based on today's Council resolutions. Through the Chair, Rachel Cooper (CEO) responded to Cr Giddins confirming that this was correct.*

*Cr Jones sort clarification regarding applications for voluntary redundancies no longer being required through the new proposed structure. Through the Chair, Rachel Cooper (CEO) responded to Cr Jones confirming that following Councillors decision, further consultation with staff on the resolution would be required and staff would then be given an opportunity to again provide their feedback. From there, Council would look at how this would be rolled out operationally.*

*Cr Dingle sort clarification on whether the money sat in this year (FY20/21) budget. Through the Chair, Rachel Cooper (CEO) responded to Cr Dingle confirmed that the expenditure is additional to the current 2019/20 budget and would be accounted for in the current financial year budget.*

**7.2 LOCAL GOVERNMENT REMUNERATION - 1 JULY 2021****RESOLUTION 2021/69**

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

In accordance with section 247(2) and (6) of the *Local Government Regulation 2012 (Qld)*, Council resolves that Councillors (including Mayor and Deputy mayor) continue to be paid in accordance with the remuneration schedule decided by the Commission for the 2021/2022 financial year.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

*Cr Giddins requested that it be noted that the Commission decided not to increase Category 1 Council's remuneration and that the levels would remain the same as set at the amounts fixed for the previous year. Of the 8 categories, Category 1 Councils are the only category not receiving an increase.*

**7.3 2233 DEBT RECOVERY POLICY****RESOLUTION 2021/70**

Moved: Cr Dael Giddins

Seconded: Cr Sue Payne

That Council adopt by resolution Governance Policy 2233 Debt Recovery Policy.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

**7.4 FINANCE REPORT TO 31 MAY 2021****RESOLUTION 2021/71**

Moved: Cr Michael Dingle

Seconded: Cr Dael Giddins

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 31 May 2021.

In Favour: Cr Robert Radel, Cr Melinda Jones, Cr Leslie Hotz, Cr Susan Payne, Cr Dael Giddins and Cr Michael Dingle

Against: Nil

**CARRIED 6/0**

**8 WORKS**

Nil

**9 COUNCILLOR REPORTS**

Nil

**10 CONFIDENTIAL REPORTS**

Nil

**11 CLOSURE OF MEETING**

The Meeting closed at 10.56am.

The minutes of this meeting were confirmed at the General Meeting held on 28 July 2021.

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**CHAIRPERSON**