



# **AGENDA**

**General Meeting**

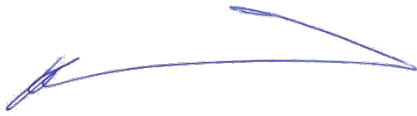
**28 June 2023**

**NOTICE OF GENERAL MEETING**

To: **Cr Leslie Hotz** (Mayor)  
**Cr Robert Radel** (Deputy Mayor/Division 6)  
**Cr Melinda Jones** (Division 1)  
**Cr Kingsley Mesner** (Division 2)  
**Cr Susan Payne** (Division 3)  
**Cr Dael Giddins** (Division 4)  
**Cr Michael Dingle** (Division 5)

Please be advised that the General Meeting of the North Burnett Regional Council will be held at the Mundubbera Boardroom on Wednesday, 28 June 2023 commencing at 9.00am.

An agenda is attached for your information.



Margot Stork  
**Chief Executive Officer**

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- 1 WELCOME/HOUSEKEEPING**
- 2 ATTENDEES**
- 3 APOLOGIES/LEAVE OF ABSENCE**
- 4 ACKNOWLEDGEMENT OF COUNTRY**
- 5 MOMENT OF SILENCE AND REFLECTION**

Gregory Seabrook	Biggenden
Edward Fuller	Eidsvold
TheI Gooda	Eidsvold
Mavis Wilson	Gayndah
Jean Gray	Gayndah
Jesse Dolding	Gayndah
Eleanor Juers	Gayndah
Peter Kerr	Gayndah
Beryl Waters	Monto
Keith Morris	Monto
Errol Schloss	Monto
Deslie Savage	Mundubbera
Thelma Meyer	Mundubbera

## **6 DEPUTATIONS/PETITIONS**

There are nil deputations for this meeting.

Council will make time available at each General Meeting for public questions/representations commencing at 9.15am. This is an opportunity for members of the public to make a representation on a matter in which they have an interest on an item which is before the Council for decision e.g. development applications.

A deputation wishing to attend and address a meeting of the Council shall apply in writing to the CEO not less than seven (7) business days before the meeting. The CEO, on receiving an application for a deputation, shall notify the Chairperson who will determine whether the deputation may be heard. The CEO will inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time will be arranged for that purpose, and an appropriate time period allowed (e.g. 15 minutes).

Meetings proceed in accordance with the Standing Orders Model Meeting Procedures PRO-5005, which is a Departmental directive outlining the procedures for meetings of local government.

## **7 DECLARATIONS OF INTEREST**

The Mayor to call for any declaration of interests.

**8 CONFIRMATION OF MINUTES**

**8.1 MINUTES OF THE GENERAL MEETING HELD ON 24 MAY 2023**

**Doc Id: 1151815**

**Author: Taylor Applewaite, Administration Officer (Executive Services)**

**Authoriser: Margot Stork, Chief Executive Officer**

**Attachments: 1. Minutes of the General Meeting held on 24 May 2023**

**OFFICERS RECOMMENDATION**

That the Minutes of the General Meeting held on 24 May 2023 be confirmed.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL  
GENERAL MEETING  
HELD AT THE GAYNDAH BOARDROOM  
ON WEDNESDAY, 24 MAY 2023 AT 9.00AM**

## **1 WELCOME/HOUSEKEEPING**

The Mayor declared the meeting open at 9.00am and welcomed all attendees.

## **2 ATTENDEES**

**COUNCILLORS:** Cr Leslie Hotz (Mayor)  
Cr Robert Radel (Deputy Mayor)  
Cr Dael Giddins  
Cr Kingsley Mesner  
Cr Melinda Jones<sup>^\*</sup>  
Cr Michael Dingle  
Cr Susan Payne

**OFFICERS:** Margot Stork (CEO)<sup>^</sup>  
Anna Scott (General Manager - Works)  
Garry Sharman (Strategic Relationships Manager)  
Kat Bright (Senior Executive Assistant to the CEO)<sup>^</sup>  
Kelly Houston (Media Officer)<sup>^\*</sup>  
Marlene Carstens (Executive Assistant to the General Manager - Works)  
Michelle Burns (Senior Accountant)<sup>\*</sup>  
Michael Cartwright (Governance, Policy and Risk Advisor)<sup>^</sup>  
Michael Wallace (Contract and Leasing Officer)<sup>^\*</sup>  
Rachael Duncan (Acting Planning and Environment Manager)<sup>^\*</sup>  
Simon Eager (Team Leader - Compliance & Biosecurity)<sup>^\*</sup>  
Taylor Applewaite (Administration Officer – Executive Services)  
Tegan Bauer (Executive Assistant to the Mayor)

<sup>^</sup> attended the meeting via Microsoft Teams    <sup>\*</sup> attended part of the meeting only

## **3 APOLOGIES/LEAVE OF ABSENCE**

Margot Stork (CEO) noted an apology for Andrew Knight (Interim General Manager – Corporate and Community).

## **4 ACKNOWLEDGEMENT OF COUNTRY**

On behalf of Council, the Mayor extended an Acknowledgement of Country.

## **5 MOMENT OF SILENCE AND REFLECTION**

The Mayor called for a moment of silence to pay respects to those who have passed in our region.

<i>Delphine Banfield</i>	<i>Biggenden</i>
<i>Graham Griggs</i>	<i>Biggenden</i>
<i>Troy Williams</i>	<i>Eidsvold</i>
<i>Craig McGilvery</i>	<i>Gayndah</i>
<i>Edna &amp; Noel Hunter</i>	<i>Gayndah</i>
<i>Geteno George (Kit)</i>	<i>Gayndah</i>

<i>Lillian Ball</i>	<i>Monto</i>
<i>Daniel McLennan</i>	<i>Mount Perry</i>
<i>Frederic Lerner</i>	<i>Mundubbera</i>
<i>Jennifer Brown</i>	<i>Mundubbera</i>

At 9:04am, Cr Melinda Jones left the meeting due to technical difficulties.

## **6 DEPUTATIONS/PETITIONS**

There were nil deputations for this meeting.

## **7 DECLARATIONS OF INTEREST**

I Mayor Leslie Hotz, inform the meeting that pursuant to *Section 150EQ of the Local Government Act 2009*, that I have a declarable conflict of interest with regards to Item 14.2.

As a result of this conflict of interest, I will leave the room whilst the matter is considered and voted on.



**8 CONFIRMATION OF MINUTES****8.1 MINUTES OF THE GENERAL MEETING HELD ON 26 APRIL 2023****OFFICERS RECOMMENDATION**

That the Minutes of the General Meeting held on 26 April 2023 be confirmed.

**RESOLUTION 2023/65**

Moved: Cr Michael Dingle

Seconded: Cr Dael Giddins

That the Minutes of the General Meeting held on 26 April 2023 be confirmed.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

**CARRIED 6/0**

**9 OFFICE OF THE CHIEF EXECUTIVE OFFICER****9.1 CURRENT OUTSTANDING COUNCIL RESOLUTIONS REPORT****OFFICERS RECOMMENDATION**

That Council receive the Current Outstanding Council Resolutions Report from July 2020 to April 2023.

**RESOLUTION 2023/66**

Moved: Cr Michael Dingle

Seconded: Cr Robert Radel

That Council receive the Current Outstanding Council Resolutions Report from July 2020 to April 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

**CARRIED 6/0**

## 9.2 COUNCILLOR PARTICIPATION AT UPCOMING LGAQ CONFERENCES AND PROPOSED CHANGE TO THE JULY 2023 ORDINARY COUNCIL MEETING DATE

### OFFICERS RECOMMENDATION

That Council, in accordance with Statutory Policy 1003 *Reimbursement and Provision of Facilities for Mayor and Councillors*

1. Appoint two (2) Councillors and the CEO as formal representatives to attend the Bush Councils Convention 2023 at Goondiwindi from 25-27 July 2023.
2. Appoint two (2) Councillors and the CEO as formal representatives to attend the Local Government Association Queensland Annual Conference in Gladstone from 16-18 October 2023
3. Agree to pay for the necessary costs directly associated with representation at conferences. Such expenses may include registration fees, travel costs, accommodation, parking and meals.

That Council, in accordance with the provision of section 254B(4) of the *Local Government Regulation 2012*:

1. Change the scheduled Ordinary Meeting of Council from Wednesday 26 July 2023, to 31 July 2023; and
2. Confirm that Ordinary Meeting of Council will be held in the Council Boardroom, 36 Moreton Street, Eidsvold QLD 4627, commencing at 9.00am.

At 9:23 am, Cr Melinda Jones returned to the meeting.

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**RESOLUTION 2023/67**

Moved: Cr Dael Giddins  
Seconded: Cr Kingsley Mesner

That Council, in accordance with Statutory Policy 1003 *Reimbursement and Provision of Facilities for Mayor and Councillors*

1. Appoint three (3) Cr Dingle, Cr Payne, Cr Giddins and the CEO as formal representatives to attend the Bush Councils Convention 2023 at Goondiwindi from 25-27 July 2023.
2. Appoint three (3) Cr Mesner, Cr Radel, Cr Jones and the CEO as formal representatives to attend the Local Government Association Queensland Annual Conference in Gladstone from 16-18 October 2023
3. Agree to pay for the necessary costs directly associated with representation at conferences. Such expenses may include registration fees, travel costs, accommodation, parking and meals. The three (3) Councillors pay 1/3 of their attendance at the events including registration fees, travel costs, accommodation, parking and meals.

That Council, in accordance with the provision of section 254B(4) of the *Local Government Regulation 2012*:

1. Change the scheduled Ordinary Meeting of Council from Wednesday 26 July 2023, to 31 July 2023; and
2. Confirm that Ordinary Meeting of Council will be held in the Council Boardroom, 36 Moreton Street, Eidsvold QLD 4627, commencing at 9.00am.

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

Against: Nil

**CARRIED 7/0**

### 9.3 STOCK ROUTE MANAGEMENT POLICY AND PROCEDURE

**OFFICERS RECOMMENDATION**

That Council endorse the 2273 Stock Route Management Policy and the PRO-2273 Stock Route Management Procedure.

**RESOLUTION 2023/68**

Moved: Cr Dael Giddins  
Seconded: Cr Michael Dingle

That Council endorse the 2273 Stock Route Management Policy and the PRO-2273 Stock Route Management Procedure.

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

Against: Nil

**CARRIED 7/0**

**9.4 UNREASONABLE CUSTOMER CONDUCT - ADMINISTRATIVE DIRECTIVE****OFFICERS RECOMMENDATION**

That Council resolves to adopt Administrative Direction 3309 – Unreasonable Customer Conduct.

**RESOLUTION 2023/69**

Moved: Cr Michael Dingle

Seconded: Cr Kingsley Mesner

That Council resolves to adopt Administrative Direction 3309 – Unreasonable Customer Conduct.

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

Against: Nil

**CARRIED 7/0**

**202305\_1 ITEM 9.4 QON**

Cr Jones queried if 1116 – Administrative Action Complaints Statutory Policy should be included as a related document. Through the Chair, Michael Cartwright (Governance, Risk & Policy Advisor) responded to Cr Jones confirming that 1116 – Administrative Action Complaints Statutory Policy would be included as a related document.

## 10 CORPORATE AND COMMUNITY

### 10.1 FINANCE REPORT TO 30 APRIL 2023

#### OFFICERS RECOMMENDATION

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 30 April 2023.

#### RESOLUTION 2023/70

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 30 April 2023.

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

Against: Nil

**CARRIED 7/0**

### 10.2 WANDERING LIVESTOCK POLICY AND PROCEDURE

#### OFFICERS RECOMMENDATION

That Council:

1. Note the community feedback undertaken, and any potential recommendations for Policy changes resulting from the public display period.
2. Endorse the 2274 Wandering Livestock Policy and PRO-2274 2274 Wandering Livestock Procedure.

#### RESOLUTION 2023/71

Moved: Cr Michael Dingle

Seconded: Cr Robert Radel

That Council:

1. Note the community feedback undertaken, and any potential recommendations for Policy changes resulting from the public display period.
2. Endorse the 2274 Wandering Livestock Policy and PRO-2274 2274 Wandering Livestock Procedure.

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

Against: Nil

**CARRIED 7/0**

**11 WORKS**

Nil

UNCONFIRMED

**12 COUNCILLOR REPORTS****12.1 MAYOR AND COUNCILLORS REPORTS****OFFICERS RECOMMENDATION**

That the Councillor Reports be received for the period of 1 April 2023 to 30 April 2023.

**RESOLUTION 2023/72**

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That the Councillor Reports be received for the period of 1 April 2023 to 30 April 2023.

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

Against: Nil

**CARRIED 7/0**

**13 URGENT BUSINESS**

Nil.



## 14 CONFIDENTIAL REPORTS

### OFFICERS RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

#### 14.1 Mundubbera Land Disposals

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

#### 14.2 Councillor Conduct Investigation

This matter is considered to be confidential under 254J - 254J(3)(e) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

### RESOLUTION 2023/73

Moved: Cr Robert Radel

Seconded: Cr Kingsley Mesner

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

#### 14.1 Mundubbera Land Disposals

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

#### 14.2 Councillor Conduct Investigation

This matter is considered to be confidential under 254J - 254J(3)(e) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

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

Against: Nil

**CARRIED 7/0**

### THE MEETING MOVED INTO A CLOSED SESSION AT 10.04AM.

At 10:25 am, Mayor Leslie Hotz left the meeting having declared a conflict of interest in relation to Item 14.2.

At 10:25am, Cr Radel (Deputy Mayor) took over as Chair with Mayor Hotz departure.

I Cr Susan Payne, inform the meeting that pursuant to *Section 150EQ of the Local Government Act 2009*, that I have a personal interest with regards to Item 14.2, however I do not believe that there is any personal gain by me remaining in the room for the discussion and voting.

---

As a result of the declaration made earlier by Mayor Hotz, I will leave the room whilst the matter is considered and voted on.

At 10.32am, Cr Payne left the meeting.

**NOTE:** During the confidential closed session, Councillors discussed the content in the confidential report/s listed above.

**RESOLUTION 2023/74**

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

That Council moves out of Closed Session into Open Session.

In Favour: Crs Robert Radel, Melinda Jones, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

**CARRIED 5/0**

**THE MEETING MOVED BACK INTO AN OPEN SESSION AT 11.06AM.**

Deputy Mayor requested that Item 14.2 was brought forward and addressed while Mayor Hotz and Cr Payne were not in the room having earlier declared conflicts of interests in relation to this item.

## 14.2 COUNCILLOR CONDUCT INVESTIGATION

### OFFICERS RECOMMENDATION

That Council:

1. Receive the Councillor Conduct Investigation Report, and note the contents.
2. By Resolution, pursuant to section 150AG of the *Local Government Act 2009*, the Council has decided that the Councillor has/has not engaged in inappropriate conduct.
3. Subject to point 2 above, the Council orders that pursuant to section 150AH of the *Local Government Act 2009*:
  - (a) no action be taken against the Councillor; or
  - (b) make 1 or more of the following orders —
    - i. an order that the councillor make a public admission that the councillor has engaged in inappropriate conduct;
    - ii. an order reprimanding the councillor for the conduct;
    - iii. an order that the councillor attend training or counselling to address the councillor's conduct, including at the councillor's expense;
    - iv. an order that the councillor be excluded from a stated local government meeting;
    - v. an order that the councillor is removed, or must resign, from a position
    - vi. an order that if the councillor engages in the same type of conduct again, it will be treated as misconduct;
    - vii. an order that the councillor reimburse the local government for all or some of the costs arising from the councillor's inappropriate conduct.
4. Make the Councillor Conduct Investigation Report public and be included in the Minutes OR that the Councillor Conduct Investigation Report is to be treated as a confidential document of Council pursuant to section 254D(3) of the *Local Government Regulation 2012*.
5. The Chief Executive Officer update the Councillor Conduct Register to record the complaint.
6. The Chief Executive Officer formally advise the complainant and the respondent regarding the outcome of the investigation.
7. The Chief Executive Officer formally advise the Office of the Independent Assessor about the outcome of the investigation.
8. The Chief Executive Officer arrange a workshop, externally facilitated, for Councillors collectively to clarify and agree their realistic expectations in relation to working together and what is and isn't acceptable behaviour.

### MOTION

Moved: Cr Kingsley Mesner

Seconded: Nil

That Council:

1. Receive the Councillor Conduct Investigation Report, and note the contents.
2. By Resolution, pursuant to section 150AG of the *Local Government Act 2009*, the Council has decided that the Councillor has not engaged in inappropriate conduct.
3. Subject to point 2 above, the Council orders that pursuant to section 150AH of the *Local*

*Government Act 2009:-*

(a) no action be taken against the Councillor; or

**LOST DUE TO NO SECONDER**

**RESOLUTION 2023/75**

Moved: Cr Melinda Jones

Seconded: Cr Michael Dingle

That Council:

1. Receive the Councillor Conduct Investigation Report, and note the contents.
2. By Resolution, pursuant to section 150AG of the *Local Government Act 2009*, the Council has decided that the Councillor has engaged in inappropriate conduct.
3. Orders that pursuant to section 150AH of the *Local Government Act 2009:-*
  - (a) no action be taken against the Councillor.
4. That the Councillor Conduct Investigation Report is to be treated as a confidential document of Council pursuant to section 254D(3) of the *Local Government Regulation 2012*.
5. The Chief Executive Officer update the Councillor Conduct Register to record the complaint.
6. The Chief Executive Officer formally advise the complainant and the respondent regarding the outcome of the investigation.
7. The Chief Executive Officer formally advise the Office of the Independent Assessor about the outcome of the investigation.
8. The Chief Executive Officer arrange a workshop, externally facilitated, for the Complainant and Respondent collectively, and a separate workshop for all Councillors collectively to clarify and agree their realistic expectations in relation to working together and what is and isn't acceptable behaviour.

In Favour: Crs Melinda Jones, Dael Giddins and Michael Dingle

Against: Crs Robert Radel and Kingsley Mesner

**CARRIED 3/2**

At 11.21am, Mayor Hotz returned to the meeting.

At 11.21am, Cr Payne returned to the meeting.

At 11.21am, Mayor Hotz requested that Cr Radel (deputy Mayor), continue as Chair for the remainder of the meeting.

## 14.1 MUNDUBBERA LAND DISPOSALS

### OFFICERS RECOMMENDATION

That Council:

1. Note the contents of the Mundubbera Land Disposals report.
2. Resolve to rescind reference (b) in Resolution 2020/99 (i.e. endorse the remaining vacant allotments being made available for disposal in accordance with the Local government Regulations 2012, by open tender).
3. Resolve to dispose of Lots 69, 70, 71, 72, 73, 74, 80, 81, 82, 83 SP199370, Elizabeth Street Mundubbera; by way of a public Auction.
4. Authorise the Chief Executive Officer to determine reserve prices for the disposal of Lots 69, 70, 71, 72, 73, 74, 80, 81, 82, 83 SP199370, Elizabeth Street Mundubbera.
5. Resolve that in the instance that any lot is not sold at Auction, that the Chief Executive Officer be authorised to dispose of the lot pursuant to Local Government Regulation 2012, on terms in the best interests of Council.
6. Resolve to stay the sale of Lots 8, 9, 10, 11 RP224858, Jack Parr Street Mundubbera; and that the matter lay on the table, pending consideration of operational requirements.
7. Receive a future report, to be tabled before Council, addressing Stage's 2A and 2B Charles Street Mundubbera.

### RESOLUTION 2023/76

Moved: Cr Kingsley Mesner

Seconded: Cr Michael Dingle

That Council:

1. Note the contents of the Mundubbera Land Disposals report.
2. Resolve to rescind reference (b) in Resolution 2020/99 (i.e. endorse the remaining vacant allotments being made available for disposal in accordance with the Local government Regulations 2012, by open tender).
3. Resolve to dispose of Lots 69, 70, 71, 72, 73, 74, 80, 81, 82, 83 SP199370, Elizabeth Street Mundubbera; by way of a public Auction.
4. Authorise the Chief Executive Officer to determine reserve prices for the disposal of Lots 69, 70, 71, 72, 73, 74, 80, 81, 82, 83 SP199370, Elizabeth Street Mundubbera.
5. Resolve that in the instance that any lot is not sold at Auction, that the Chief Executive Officer be authorised to dispose of the lot pursuant to Local Government Regulation 2012, on terms in the best interests of Council.
6. Resolve to stay the sale of Lots 8, 9, 10, 11 RP224858, Jack Parr Street Mundubbera; and that the matter lay on the table, pending consideration of operational requirements.
7. Receive a future report, to be tabled before Council, addressing Stage's 2A and 2B Charles Street Mundubbera.

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

Against: Nil

**CARRIED 7/0**

**15 CLOSURE OF MEETING**

The Meeting closed at 11.25am.

The minutes of this meeting were confirmed at the General Meeting held on 28 June 2023.

.....  
**CHAIRPERSON**

UNCONFIRMED

**9 OFFICE OF THE CHIEF EXECUTIVE OFFICER****9.1 CURRENT OUTSTANDING COUNCIL RESOLUTIONS REPORT****Doc Id:** 1153475**Author:** Taylor Applewaite, Administration Officer (Executive Services)**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** 1. Outstanding Resolutions Report by date - As At 01/06/2023  
[1153524]**INTRODUCTION/BACKGROUND**

This report provides a summary of outstanding resolutions for North Burnett Regional Council from September 2020 to May 2023 (date range determined by oldest outstanding resolution).

**OFFICER COMMENTS/CONCLUSION**

A total of twenty-four (24) resolutions remain outstanding for the period September 2020 to May 2023. The attached table provides updates for each resolution.

This report will be tabled monthly at the General Meeting of Council.

**OFFICERS RECOMMENDATION**

That Council receive the Current Outstanding Council Resolutions Report from September 2020 to May 2023.

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
<b>Outstanding Resolutions 2020</b>							
1	23/09/2020	2020/115	Lease renewal via s236 LG Regs Exception - To existing tenants	<p>1. That Council resolves the exception under s 236(1)(b)(ii) of the Local Government Regulation 2012 (Qld) applies to entering into a new lease or disposal arrangement over the following properties to the respective community entities:</p> <ul style="list-style-type: none"> <li>a) for lease of Lot 133 RW223, with the Mungungo Sports and Recreation Club Inc, being a 'community organisation' (current lease No 447); and</li> <li>b) for lease of Lease C in Lot 3 RP28439, with the Central Burnett Motorcycle Club Inc., being a 'community organisation' (current lease No. 509)</li> </ul>	Contracts & Leasing	<b>Work In Progress</b>	<p>31/05/2023 – No further update.            22/05/2023 - Report scheduled for an upcoming Council Meeting:</p> <ul style="list-style-type: none"> <li>a) Resolution redundant as Council's resignation of Trusteeship finalised 15/03/23; and</li> <li>b) New lease required.</li> </ul>



Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
2	23/09/2020	2020/117	Lease renewal via s236 LG Regs Exception - To existing tenants	<p>1. That Council resolves the exception under s 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld) applies to entering into a new lease or disposal agreement over the following properties to the respective entities, at market value:</p> <ul style="list-style-type: none"> <li>a) for lease of Lease B in Lot 107 RW 149, with WL, JP &amp; CW Hawken trading as Two Moon Farms (current lease 410); and</li> <li>b) for lease of Lease B in Lot 3 RP168734, with Mast Pastoral Company t/a Monto Veterinary Surgery (current lease 440).</li> </ul> <p>2. That the Chief Executive Officer or delegate be authorised to negotiate the terms and conditions of the lease renewals related to resolutions 1 and 2 of this report.</p>	Contracts & Leasing	Work In Progress	31/05/2023 – No further update. 22/05/2023 - Valuations underway. Finalisation of new leases to be completed by end of May 2023.

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Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
<b>Outstanding Resolutions 2021</b>							
3	26/05/2021	2021/52	Offer For Lease – Reginal Murray Williams Australian Bush Learning Centre	<p>That Council receive this report as presented and resolves to:</p> <ol style="list-style-type: none"> <li>1. Call Expressions of Interest for the possible disposal of the asset through lease or sale of the RM Williams Australian Bush Learning Centre in accordance with the requirements of Section 228 of the Local Government Regulation 2012; and</li> <li>2. Council conducts a community survey to gather community sentiment on the future of the RM Williams Australian Bush Learning Centre; and</li> <li>3. Further consider a report on the outcome of the Expressions of Interest and survey feedback at the August 2021 General Meeting.</li> </ol>	Contracts & Leasing	<b>Outstanding</b>	<p>31/05/2023 –</p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. WIP</li> <li>3. Report to General Meeting on 21 July 2022 re EOI but not survey.</li> </ol> <p>22/05/2023 -</p> <ol style="list-style-type: none"> <li>1. Completed - Council resolution 2022/117 to decline to proceed with any of the EOI's submitted.</li> <li>2. Outstanding - Draft survey developed. Community consultation to be conducted following the endorsement of the Community Engagement Framework.</li> <li>3. Outstanding – Once community survey/feedback received, report to be tabled at a subsequent Council Meeting.</li> </ol>

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
4	30/06/2021	2021/64	Service Delivery-Showgrounds	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.	Contracts & Leasing	Outstanding	31/05/2023 – No further update. 22/05/2023 - Initial meeting held with Monto Show Society, former Customer Service and Communities Manager, Cr Jones and Mayor Hotz after the resolution was endorsed.
5	30/06/2021	2021/60	Service Delivery Review-Swimming Pools	That Council: <ol style="list-style-type: none"> <li>1. Continue to maintain and operate existing pools in Biggenden, Eidsvold, Gayndah, Monto and Mundubbera.</li> <li>2. Further investigation and condition assessment of the region's pools is undertaken.</li> <li>3. A fit for purpose asset management strategy is developed and funding sourced to replace existing pools over 10 years.</li> <li>4. Review the operating agreements to ensure the most effective delivery of the service to the community and report to Council on the outcomes.</li> </ol>	Water, Facilities & Assets	Work In Progress	31/05/2023 – No further update. 22/05/2023 - <ol style="list-style-type: none"> <li>1. Noted – continuation as BAU.</li> <li>2. Investigations have confirmed that no immediate work is required on the pool structures, rather Council should commit to a monitoring program to assess water losses.</li> <li>3. Waiting on final structural report and the matter will then be referred to the budget process.</li> <li>4. Outstanding.</li> </ol>

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Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
6	28/07/2021	2021/97	Planning Scheme Amendment – Policy Position	That Council: <ol style="list-style-type: none"> <li>1. Receive the Policy Paper prepared by Insite SJC; and</li> <li>2. Resolve in accordance with section 20 of the Planning Act 2016 (the Act) and Chapter 2, Part 4, paragraph 16.1 of the Minister's Guidelines and Rules, to make a major amendment (Business Resilience) to the NB Regional Planning Scheme 2014 intended to reduce development assessment triggers and align content with recent QLD Treasury, Planning Group guidance material.</li> </ol>	Planning & Development	Work In Progress	31/05/2023 – No further update. 22/05/2023 - <ol style="list-style-type: none"> <li>1. Policy paper was accepted. NFA</li> <li>2. Review commenced with the first draft of Major Amendments prepared. The scheme is currently on hold following the release of the Draft Wide Bay Regional Plan.</li> </ol>
7	28/07/2021	2021/98	Biosecurity Program Authorisation (Prevention and Control Program)	That Council: Pursuant to section 235 of the Biosecurity Act 2014 (the Act) authorise a Biosecurity Program (program authorisation) as presented and subject to any recommendations by the community and the Department of Agriculture and Fisheries for the prevention and control of Hymenachne and Rubber Vine during the period 16 August 2021 to 23 December 2022.	Environment	Outstanding	31/05/2023 – No further update. 22/05/2023 - Waiting on advice from Department of Agriculture and Fisheries.

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Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
<b>Outstanding Resolutions 2022</b>							
8	23/02/2022	2022/29	North Burnett Landcare Group Inc. <i>(Now legally known as Monto Landcare Group Inc.)</i>	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the contents of this report.</li> <li>Authorise the Chief Executive Officer to negotiate and finalise a Trustee Lease to North Burnett Landcare Group Inc on terms consistent with the Reserve purpose of "Public Halls" and the Land Act, including terms to ensure broad community access, with a lease term until 30 June 2033 for Lot 1 M74755.</li> <li>In the event, that after negotiations with North Burnett Landcare Group Inc that they do not wish to proceed with a new lease, resolve to relinquish Trusteeship of Reserve for Public Halls being Lot 1 M74755.</li> <li>Resolve to offer no objections to any application by North Burnett Landcare Group Inc to purchase or apply for Trusteeship of Reserve for Public Halls being Lot 1 M74755.</li> <li>Resolve to offer no objections to any application by North Burnett Landcare Group Inc to purchase or apply for Trusteeship of Reserve for Park being Lot 2 M74755.</li> <li>Resolve to offer no objections to any application by North Burnett Landcare Group Inc to purchase</li> </ol>	Contracts & Leasing	<b>Work In Progress</b>	<p>31/05/2023 – Unable to contact Landcare after 2 attempts.                      22/05/2023 - Negotiations ongoing with Monto Landcare Group Inc. Report scheduled for an upcoming General Meeting to coincide with budget discussions.</p>

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
				<p>or apply for Trusteeship of current Unallocated State Land being Lots 3 &amp; 4 M74755.</p> <p>7. Resolve to relinquish Trusteeship of Reserve for Park being Lot 2 M74755.</p> <p>8. Resolve to cease to supply North Burnett Landcare Group Inc with any no cost allocation of water effective, 01 March 2022.</p> <p>9. Resolve that from 01 March 2022, that North Burnett Landcare Group Inc be charged full water access and consumption charges pursuant to Council's adopted Revenue Statement.</p> <p>10. Authorise the Chief Executive Officer to request a report from North Burnett Landcare Group Inc with regards to the progress of the Wetlands Project, on current leases over Lot 2 RP153207 and Lot 7 SP155908, and take any actions deemed appropriate. This report is to be presented at a Councillor Information Workshop.</p>			

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
9	27/01/2022	2022/19	Tender for Lease of Gayndah Airport Refuelling Facility	That Council: 1. Resolve to conduct a Tender for the lease of Gayndah Airport Refuelling Facility located at 2 John Taylors Road, Gayndah; being part of Lot 2 RP201121. 2. Authorise the Chief Executive Officer to enter an agreement for the Gayndah Airport Refuelling Facility Depot (proposed Lease Area "A" 2 within RP201121), on terms to be negotiated by the Chief Executive Officer for period not exceeding ten years.	Contracts & Leasing	Work In Progress	31/05/2023 – No further update. 22/05/2023 - Internal consultation completed. Briefing to Solicitor undertaken and initial advice received.  Ongoing discussions with QFES.
10	14/12/2022	2022/181	Mount Perry Community Development Board Incorporated – Request for Exemption from Hall Hire Fees	That Council: 1. Decline to grant Mount Perry Community Development Board Incorporated a fee waiver for use of the community hall. 2. Formal correspondence be sent to Mount Perry Community Development Board Incorporated advising them of Council's decision and that 2022/23 Fees and Charges will be upheld. 3. A review of policies relating to fees and charges for community groups hiring Council facilities be undertaken.	Customer Experience & Communities	Outstanding	31/05/2023 – No further update. 22/05/2023 - 1. Completed. 2. Completed. 3. Outstanding - Fees and charges have been reviewed and remain constant. The Policy will need to be reviewed to reconsider the spaces that Council offers as free to community groups. Policy review will be undertaken in the third quarter of 2023.

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
11	23/11/2022	2022/172	Mount Perry State School P&C request for financial support	That: <ol style="list-style-type: none"> <li>1. The report, Mount Perry State School P&amp;C Request for Financial Support, lay on the table.</li> <li>2. The Chief Executive Officer to seek further information and table a report at a future General Meeting of Council early in the New Year.</li> </ol>	Office of the CEO	Work In Progress	31/05/2023 – No further update. 22/05/2023 - Matter progressing as part of Budget discussions.
12	26/10/2022	2022/163	Rural Fire Levy Expenditure	That Council: <ol style="list-style-type: none"> <li>1. Endorse Biggenden Rural Fire Brigade's request to utilise Rural Fire Levy funds to the value of \$35,813.15 towards construction of a suitably approved shed at Saleyards Road, Biggenden; and</li> <li>2. Endorse Mount Perry Rural Fire Brigade's request to utilise Rural Fire Levy Funds to the value of \$900.00 to install a Wireless Access Point at 11 Elliot Street, Mount Perry.</li> </ol>	Disaster Management	Outstanding	31/05/2023 – No further update. 22/05/2023 - Pending outcome of discussions with QFES.



Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
13	24/08/2022	2022/132	Mount Perry Caravan Park	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Resolves to terminate by mutual consent the lease for the period 01 September 2022 to 30 June 2028 with Maclean Parks Pty Ltd, over Lease A SP255553 within Lot 1 on SP117730, located at Heusman Street, Mount Perry, and alternate operating arrangements are explored to maintain this service.</li> <li>2. Resolves to undertake a review of all Council caravan park operations within the North Burnett region.</li> </ol>	Facilities & Assets	Work In Progress	<p>31/05/2023 – Council is expecting the draft report following the completion of the review in June 2023.</p> <p>22/05/2023 -</p> <ol style="list-style-type: none"> <li>1. Completed. Contract caretakers engaged and managing the park.</li> <li>2. Contractor engaged to undertake the caravan park review. Awaiting review outcome.</li> </ol>
14	21/07/2022	2022/117	Reginald Murray Williams Australian Bush Learning Centre – Expression of Interest Recommendation	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Decline to proceed with any of the Expressions of Interest submitted.</li> <li>2. Delegate authority to the Chief Executive Officer to determine a tender process designed to attract innovative solutions for the future operation of the Reginald Murray Williams Australian Bush Learning Centre.</li> </ol>	Contracts & Leasing	Outstanding	<p>31/05/2023 – No further update.</p> <p>22/05/2023 - Refer notes per resolution 2021/52:</p> <p>Once community survey/feedback received, report to be tabled at a subsequent Council Meeting to determine future directions.</p>

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11.00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
<b>Outstanding Resolutions 2023</b>							
15	25/01/2023	2023/07	Gospel Hall Road – Grid Offer	<ol style="list-style-type: none"> <li>1. Reject the officer's recommendation.</li> <li>2. Accept the landowners offer to supply grids with the following conditions:                             <ol style="list-style-type: none"> <li>a) New grids are supplied onsite at a mutually agreeable time.</li> <li>b) The landowner is to be responsible for all ongoing maintenance and replacement.</li> <li>c) Council to install two (2) grids as good will to prior agreement dated 7 December 1976.</li> <li>d) The landowner is to comply with Policy 2262 from the date of installation.</li> </ol> </li> </ol>	Civil Works	<b>Work In Progress</b>	31/05/2023 – No further update. 22/05/2023 - Email sent to customer advising outcome of resolution.  Awaiting customer response on arrival date of ordered grids allowing Council staff to program installation.
16	25/01/2023	2023/08	Road Register Classification Review	<ol style="list-style-type: none"> <li>1. That Council engages Shepherd Services to undertake a full review of the Road Register to identify assets potentially being overserved, off alignment or incorrectly classified in the adopted road hierarchy set out in Council's Road asset management plan.</li> <li>2. The findings are to be returned to Council for review before any service level change.</li> </ol>	Civil Works	<b>Work In Progress</b>	31/05/2023 – No further update. 22/05/2023 - <ol style="list-style-type: none"> <li>1. Shepherds engaged and review underway.</li> <li>2. Outstanding – Awaiting review outcome.</li> </ol>

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11.00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
17	25/01/2023	2023/13	BIEDO 2023 Partnership Proposal	That Council lay the partnership agreement on the table until further clarification is provided, and a report is brought back to Council.	Strategic Relationships	Work In Progress	31/05/2023 – No further update. 22/05/2023 - Currently reviewing partnership with BIEDO.
18	6/02/2023	2023/16	Digital TV Retransmission	That Council resolves to amend the resolution 2021/42 of 28 April 2021, item 7.1, bullet point 3 – to read as follows: 1. To decommission all digital television retransmission equipment at the Eidsvold tower with a view to effecting shutdown on the following date - 30 June 2023. 2. Should retransmission equipment fail at any time prior to 30 June 2023 that renders the retransmission inoperable, then retransmission shutdown will be from the date of the failure.	ICT	Work In Progress	31/05/2023 – No further update. 22/05/2023 - 1. Decommissioning will occur 30 June 2023 as per resolution. 2. Noted.

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
19	22/02/2023	2023/22	Monto Administration Building - Future Plan	That Council: 1. Resolves to undertake repairs to the Monto Administration Building at 51A Newton Street, Monto Queensland 4630, to the Design Specifications dated 16 March 2022 and Engineering and Architectural Drawings dated 06 April 2022 and 25 March 2022 respectively prepared by Council's consultant structural engineer. 2. Allocate an additional budget of \$137,277 for the stabilising works for the Monto Administration Building.	Facilities & Assets	Work In Progress	31/05/2023 – Officers are currently reviewing the history and proposed solution to ensure it will address the cause of the initial damage. 22/05/2023 - Documentation has been reviewed and due diligence is being undertaken with the consulting engineer on the solution prior to releasing a tender. Repair works will be scheduled for 2023/24 financial year.
20	26/04/2023	2023/49	Mundubbera Drive Reviver	That Council: 1. Resolves to grant a Licence Agreement over part of Lot 1 RP148105 to The Lions Club of Mundubbera Inc. for a period of ten years, for the purposes of conducting a driver reviver community service and <u>storage</u> ; 2. Authorises the Chief Executive Officer to determine appropriate conditions of tenure; and 3. Consider formally thanking the club for their community initiative.	Contracts & Leasing	Work In Progress	31/05/2023 – No further update. 22/05/2023 - Development of a draft Licence Agreement in progress.

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
21	26/04/2023	2023/50	Review of Public Washdown Facilities Compliance and Operations	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Resolve to put an immediate temporary closure on the Mundubbera Washdown facility due to compliance concerns while investigations commence into a potential and compliant alternative for future use.</li> <li>2. That notice be provided onsite that the facility has closed and that investigations will commence into a potential and compliant alternative for future use; and locations of alternative services be provided via site signage, social media, and newspaper advertisement.</li> <li>3. That this matter be tabled at a future General Meeting of Council with outcomes of the investigation.</li> </ol>	Planning & Environment	Work In Progress	<p>31/05/2023 – No further update.</p> <p>22/05/2023 -</p> <ol style="list-style-type: none"> <li>1. Completed.</li> <li>2. Completed.</li> <li>3. Outstanding.</li> </ol> <p>Report to be tabled at an upcoming Council General Meeting.</p>
22	24/05/2023	2023/75	Councillor Conduct Investigation	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receive the Councillor Conduct Investigation <a href="#">Report</a>, and note the contents.</li> <li>2. By Resolution, pursuant to section 150AG of the Local Government Act 2009, the Council has decided that the Councillor has engaged in inappropriate conduct.</li> <li>3. Orders that pursuant to section 150AH of the Local Government Act 2009:- (a) no action be taken against the Councillor; or</li> </ol>	Governance, Policy & Risk	Work In Progress	<p>31/05/2023 –</p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Noted</li> <li>3. Noted</li> <li>4. Noted</li> <li>5. Completed</li> <li>6. Completed</li> <li>7. Completed</li> <li>8. Outstanding - RFQ being obtained.</li> </ol>

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
				<ol style="list-style-type: none"> <li>4. That the Councillor Conduct Investigation Report is to be treated as a confidential document of Council pursuant to section 254D(3) of the Local Government Regulation 2012.</li> <li>5. The Chief Executive Officer update the Councillor Conduct Register to record the complaint.</li> <li>6. The Chief Executive Officer formally advise the complainant and the respondent regarding the outcome of the investigation..</li> <li>7. The Chief Executive Officer formally advise the Office of the Independent Assessor about the outcome of the investigation.</li> <li>8. The Chief Executive Officer arrange a workshop, externally facilitated, for the Complainant and Respondent collectively, and a separate workshop for all Councillors collectively to clarify and agree their realistic expectations in relation to working together and what is and isn't acceptable behaviour.</li> </ol>			

Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
23	24/05/2023	2023/67	Councillor Participation at upcoming LGAQ Conferences and proposed change to the July 2023 Ordinary Council Meeting Date	<p>That Council, in accordance with Statutory Policy 1003 Reimbursement and Provision of Facilities for Mayor and Councillors</p> <ol style="list-style-type: none"> <li>1. Appoint three (3) Cr Dingle, Cr Payne, Cr Giddins and the CEO as formal representatives to attend the Bush Councils Convention 2023 at Goondiwindi from 25-27 July 2023.</li> <li>2. Appoint three (3) Cr Mesner, Cr Radel, Cr Jones and the CEO as formal representatives to attend the Local Government Association Queensland Annual Conference in Gladstone from 16-18 October 2023</li> <li>3. Agree to pay for the necessary costs directly associated with representation at conferences. Such expenses may include registration fees, travel costs, accommodation, parking and meals. The three (3) Councillors pay 1/3 of their attendance at the events including registration fees, travel costs, accommodation, parking and meals.</li> </ol> <p>That Council, in accordance with the provision of section 254B(4) of the Local Government Regulation 2012:</p> <ol style="list-style-type: none"> <li>1. Change the scheduled Ordinary Meeting of Council from Wednesday 26 July 2023, to 31 July 2023; and</li> </ol>	Office of the Mayor	Work In Progress	<p>31/05/2023 –</p> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Outstanding – Registrations are not open for this conference as of yet.</li> <li>3. Outstanding – This will remain open until conferences are held.</li> </ol> <ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> </ol>



Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11:00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
				<ol style="list-style-type: none"> <li>Confirm that Ordinary Meeting of Council will be held in the Council Boardroom, 36 Moreton Street, Eidsvold QLD 4627, commencing at 9.00am.</li> </ol>			
24	24/05/2023	2023/76	Mundubbera Land Disposals	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the contents of the Mundubbera Land Disposals report.</li> <li>Resolve to rescind reference (b) in Resolution 2020/99 (i.e. endorse the remaining vacant allotments being made available for disposal in accordance with the Local government Regulations 2012, by open tender).</li> <li>Resolve to dispose of Lots 69, 70, 71, 72, 73, 74, 80, 81, 82, 83 SP199370, Elizabeth Street <u>Mundubbera</u>; by way of a public Auction.</li> <li>Authorise the Chief Executive Officer to determine reserve prices for the disposal of Lots 69, 70, 71, 72, 73, 74, 80, 81, 82, 83 SP199370, Elizabeth Street Mundubbera.</li> <li>Resolve that in the instance that any lot is not sold at Auction, that the Chief Executive Officer be authorised to dispose of the lot pursuant to Local Government</li> </ol>	Contracts & Leasing	<b>Work In Progress</b>	31/05/2023 – <ol style="list-style-type: none"> <li>Noted.</li> <li>Completed.</li> <li>Outstanding – RFQ sent to procure an Agent.</li> <li>Outstanding until Auction.</li> <li>Outstanding until Auction.</li> <li>Work in Progress.</li> <li>Outstanding.</li> </ol>



Outstanding Resolutions Report (by date)

Printed: Thursday, 1 June 2023 11.00AM

#	General Meeting Date	Res #	Res Title	Res Details	Responsible Function	Status	Comments
				Regulation 2012, on terms in the best interests of Council. 6. Resolve to stay the sale of Lots 8, 9, 10, 11 RP224858, Jack Parr Street Mundubbera; and that the matter lay on the table, pending consideration of operational requirements. 7. Receive a future report, to be tabled before Council, addressing Stage's 2A and 2B Charles Street Mundubbera.			

## 10 CORPORATE AND COMMUNITY

### 10.1 FINANCE REPORT TO 31 MAY 2023

**Doc Id:** 1153443

**Author:** Michelle A. Burns, Senior Accountant  
Owen Jensen, Financial Services Manager

**Authoriser:** Margot Stork, Chief Executive Officer

**Attachments:** 1. Finance Report - May 2023.pdf [1154638]

#### EXECUTIVE SUMMARY

This report provides a summary of Council's financial performance against budget, for the financial year to 31 May 2023.

#### CORPORATE PLAN

**OUR VISION:** A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

#### OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

#### OFFICERS RECOMMENDATION

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 31 May 2023.

#### REPORT

The monthly financial report includes a Statement of Financial Performance, Statement of Financial Position and Rates Debtor Analysis. Exception reporting is noted within the reports comparing actual performance against budget. Key highlights as at the end of May 2023 include:

- Rates, Levies and Charges recorded in May 2023 totalling \$19.436m, are lower than budget year-to-date figure of \$19,818m, resulting in a \$382,000 or 2% variance. Discounts take-up for 2022-2023 year-to-date is 89.44% compared to the discount take-up in the 2021-2022 year of 89.03%. The lower than budget figure relates to a lower water consumption billing per the meter readings completed in December 2022. This lower billing compared to forecast totalling \$219,882 is due to higher-than-average rainfalls received this year-to-date resulting in lower water consumption.
- Employee Benefits – The result in employee benefits has been impacted by the current level of vacancies, as compared to budget, from a forecast figure of \$14.306m to \$13.268m; with a \$1,037,747 or 7% variance.

Materials and Services – The result in Materials & Services of \$13.268m from a budgeted \$12.849m (variance of \$2.470m, equivalent to 19%) relates primarily to additional recoverable works which were above budget. Additional materials and services relate to the grant funding program through the Local Roads and Community Infrastructure Program for grading and maintenance of rural roads.

This increase in expenditure will eventually be offset by an increase in income over budget. This increase related predominantly to:

1. Roadworks Performance Contract (RPC) Costs – Materials & Services over the forecasted expenditure by \$477,778, and

2. Road Maintenance Performance Contract (RMPC) Cost – Materials & Services over the forecasted expenditure by \$562,509.

- Depreciation is above the forecast budget of \$14,847m, at \$14,026m (resulting in a \$820,383 variance and 6% difference), due to the application of the revaluation for roads, bridges and drainage as at 31 May 2023.
- The expense coverage ratio has been included as recommended by the Queensland Audit Office as an indicator of Council's short-term liquidity. A target range is between three (3) and six (6) months. The ratio needs to be monitored as cost control measures would need to increase to maintain the ratio at acceptable levels. The ratio currently is at a cash management level of three (3) months, which is within the target range. This has been calculated allowing for externally restricted funds such as unspent capital government grants and subsidies of \$4,435,000, landfill management levy of \$7,448,644, and state government prepaid waste management levy of \$1,314,085.
- The current ratio is a liquidity ratio that measures an organisation's ability to pay short-term obligations, or those due within one (1) year. A current ratio above 1 is considered a minimum. It is anticipated that the current ratio will decrease in the latter half of the year as Council draws down on the operational assistance grants received. Council's current ratio, at 31 May 2023 is 2.17:1.
- Cash and investments as at 31 May 2023 totals \$26,416,000. After consideration of funds held for external restrictions (as above), the total unrestricted cash balance available for operational purposes is currently \$13,219,000.

## CONSULTATION

Report prepared with input from internal budget managers and delegation holders.

## RISK IMPLICATIONS

### Reputation / Political

Low risk if expenditure deviates slightly from budget or project delivery schedule.

### Occupational Health & Safety (WHS)

The operational budget enables funding to improve Council's compliance with workplace, health and safety.

### Financial Impact

Low risk as expenditure is broadly in line with budget. The report highlights the need to continue to closely monitor expenditure and incorporate identified efficiencies into operations.

### Legal & Regulatory

Council is required under s170 *Local Government Regulation 2012 (Qld)* to have an adopted budget in place for each financial year and by resolution can amend the budget for a financial year at any time before the end of the financial year.

### Environmental

Council is managing its landfill and quarry operations by completing closure plans for the end of their respective useful lives. This will enable compliance in accordance with environmental regulations.

### Property & Infrastructure

The capital expenditure budget allows for a program in accordance with respective infrastructure asset management plans.

### Human Resources

This operational budget enables resourcing to achieve Council's corporate plans and objectives.

**Information Communications Technology**

The capital expenditure budget includes an asset replacement program for information communication technology infrastructure to be maintained at a requires standard.

**Service Delivery**

Revenue is set at a level which considers the services which are to be provided to the community.

**Climate**

Not Applicable.

**KEY MESSAGE**

Council is presenting this monthly financial report to provide information on financial performance against budget and to comply with legislative requirements.

## FINANCIAL PERFORMANCE (as at May 2023)

### Areas to note

Overall, the council reported a YTD actual net operating loss before capital grants and contributions as at 31 May 2023 which is currently \$698,000 higher than predicted. The net difference is comprised of revenue higher than budget by \$1,543,000 and operating expenses above budget of \$2,242,000.

#### Operating Revenue

- Rates, levies, and charges revenue is below budget by \$382,206, *Natural Resource Management Levy* is higher than budget by \$34,193 and *Discounts* have decreased to budget by \$133,432. Whereas, *Water Consumption* has decreased to budget by \$219,882, *Waste Management* has decreased to budget by \$111,772, *General Rates* are lower than budget by \$86,107, *Sewerage* has decreased by \$62,771 to budget, *Water* has decreased to budget by \$57,859 and *Other Levies* - including Local Disaster Management Levy is lower than budget by \$11,440.
- Fees and Charges have increased to budget in May by \$513,517 due to additional *Caravan Park Takings* that are above budget by \$236,443 mainly due to increases in Mt Perry but also Eidsvold & Mingo Crossing, *Other Fees and Charges* have increased by \$137,478 mainly due to aviation fuel sales and rates search fees, *Trade Waste & Recycling* revenue has increased by \$102,289 which is mainly relating to the Mundubbera and includes slight increases in Biggenden and Gayndah waste facilities, *Building and Development Fees* have increase by \$97,114, *Water and Sewer Fees* have increased by \$16,574 Whereas, *Licences and Registrations* have decreased to budget by \$59,639 and *Community Service Fees* are below budget by \$16,742.
- Interest received is higher than anticipated mainly due to increased interested rates on our Queensland Treasury Corporation (QTC) cash funds, moving from an annual rate of 0.76% to 3.84%.
- Other Income is above budget by \$17,698 as *Lands Protection revenue* is above budget by \$50,494 due to a Rubber Vine & Hymenachne Project, *Waste - Regionwide Income* being above budget by \$9,627, which mainly relates to income for road litter signage and wheelie bin hire. Whereas *Bus Revenue* is below budget by \$19,222, *Reginald Murray Williams Centre* is below budget by \$8,477, *Stock Route Permits Revenue* is below budget by \$11,311, mainly due to past favourable weather conditions & increasing grass supplies and *Sale of Water* is below budget by \$4,125; other varying small amounts make up the difference.
- Recurrent Grants, subsidies, contributions, and donations is above budget by \$583,249 which relates to the receipt of \$100,000 from the State under the Department of Transport & Main Roads Walking Local Grants program to improve walking access in Council and operational grant funding for road works of \$450,000.
- Rental Income has decreased from budget by \$69,914, which relates to Council rental facilities being below budget by \$30,428 and Council housing being below budget by \$39,486. The reduction has arisen as properties are sold to previous lessee's and some leases are not being renewed.
- Sales revenue is above budget by \$339,131 which is mainly due to Roadworks Performance Contract (RPC) with The Department of Transport.

#### Operating Expenditure

- The increase in Materials & Services costs relate to additional recoverable works which were above budget by \$2,469,645. These are increased materials and services costs associated with Roadworks Performance Contract (RPC) and Road Maintenance Performance Contract (RMPC) received being higher than budget forecasts, due to emergent works. There has also been \$1,000,000 incurred for grading and maintenance of rural roads funded through the Local Roads and Community Infrastructure Program and \$450,000 from Roads to Recovery program.
- General Insurance costs have increased to \$994,967 in this financial year which represents an increase by 8.82%.
- Depreciation has increased due to comprehensive review done as part of the asset revaluation for roads, bridges and drainage completed as at 30th June 2022.

#### Capital revenue and expenses

- Capital Revenue includes gain on sale for the disposal of non-current assets.

### YTD FY2023

	Actual \$000	Budget \$000	Variance \$000	%	Impact on net result
<b>Recurrent Revenue</b>					
Rates, levies and charges	19,436	19,818	(382)	(2%)	
Fees and charges	1,675	1,161	514	44%	▲
Interest Received	875	334	541	>100%	▲
Other Income	1,018	1,000	18	2%	
Recurrent Grants, subsidies, contributions and donations	4,302	3,719	583	16%	▲
Rental Income	207	277	(70)	(25%)	▼
Sales Revenue	2,921	2,582	339	13%	▲
<b>Total Operating Revenue</b>	<b>30,433</b>	<b>28,890</b>	<b>1,543</b>	<b>5%</b>	
<b>Recurrent Expenses</b>					
Employee Benefits	(13,268)	(14,306)	1,038	7%	
Materials & Services	(15,319)	(12,849)	(2,470)	(19%)	▼
Depreciation	(14,847)	(14,026)	(820)	(6%)	
Finance Costs	(86)	(97)	11	11%	▲
<b>Total Operating Expense</b>	<b>(43,520)</b>	<b>(41,278)</b>	<b>(2,242)</b>	<b>(5%)</b>	
<b>Operating Profit / (Loss)</b>	<b>(13,087)</b>	<b>(12,388)</b>	<b>(698)</b>	<b>(6%)</b>	
<b>Capital Revenue and Expenses</b>					
Capital Revenue	1,880	1,380	500	36%	▲
Capital Expenses	0	0	0	0%	
<b>Net Capital Income Gain / (Loss)</b>	<b>1,880</b>	<b>1,380</b>	<b>500</b>	<b>36%</b>	▲
<b>Net Result</b>	<b>(11,207)</b>	<b>(11,008)</b>	<b>(198)</b>	<b>(2%)</b>	

#### Legend:

- ▲ favourable movement
- ▼ unfavourable movement

## FINANCIAL POSITION (as at May 2023)

	YTD FY2023	FY FY2023
	<i>Actual</i>	<i>Budget</i>
	<i>\$000</i>	<i>\$000</i>
<b>Current Assets</b>		
Cash and cash equivalents	26,416	20,584
Inventories	561	490
Trade and other receivables	3,314	2,239
Contract Assets	1,429	2,801
	<b>31,719</b>	<b>26,114</b>
<b>Non-Current Assets</b>		
Property, plant and equipment	913,092	924,779
	<b>913,092</b>	<b>924,779</b>
<b>Total Assets</b>	<b>944,812</b>	<b>950,893</b>
<b>Current Liabilities</b>		
Current Borrowings QTC	(203)	(163)
Contract Liabilities	(4,435)	(2,634)
Other Current Liabilities	(3,148)	(504)
Current Provisions	(2,120)	(3,095)
Trade and other payables	(4,732)	(2,538)
	<b>(14,638)</b>	<b>(8,934)</b>
<b>Non Current Liabilities</b>		
Borrowings Non Current	(1,505)	(1,502)
Other Non Current Liabilities	(891)	(1,314)
Provisions Non Current	(13,565)	(9,263)
	<b>(15,961)</b>	<b>(12,079)</b>
<b>Total Liabilities</b>	<b>(30,599)</b>	<b>(21,013)</b>
<b>Net Community Assets</b>	<b>914,213</b>	<b>929,880</b>
<b>Community Equity</b>		
Asset revaluation reserve	(176,757)	(166,891)
Retained surplus/(deficiency)	(737,456)	(762,989)
<b>Total Community Equity</b>	<b>(914,213)</b>	<b>(929,880)</b>

### Areas to note

#### Assets

- YTD Cash and cash equivalents has decreased from 30 April 2023 to 31 May 2023 by \$986,00. This is partly due to Council progressing the 2022-2023 capital expenditure program. In addition, to a timing issue relating to funding of RPC and RMPC works prior to claims being processed and paid as reflected with additional Materials and Services costs.

- Trade and other receivables have decreased from 30 April 2023 to 31 May 2023 by \$1,711,000. This is to be expected after the rating period has ended.

- Contract assets represent predominantly works carried out for flood recoveries to date and payable through Disaster Recovery Funding Arrangements (DRFA) totalling \$548,889.

#### Liabilities

- Current Liabilities have increased 30 April 2023 to 31 May 2023 by \$1,611,000 in line with recognition of revenue received and work completed for grant funded projects. Contract liabilities of \$4,435,000 relates to capital grants received in advance and as respective projects are completed, the revenue is therefore able to be recognised for these grants.

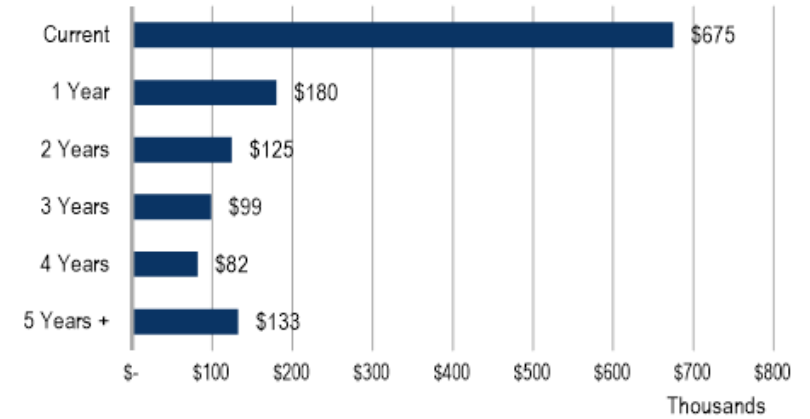
- Other non-current liabilities of \$891,535 relate to the prepayment of the state government waste levy charges for the years 2023-2024 to 2025-2026. These payments will be brought to account in their respective future years.

## RATES OVERDUE (as at May 2023)

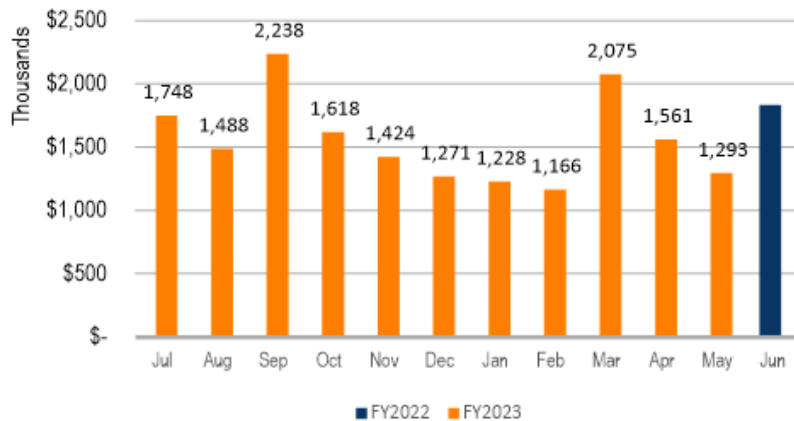
### Areas to note

- In May 2023 the rates overdue has decreased from April 2023. This has been a decrease from April (\$1,560,649) to May (\$1,292,759) of \$267,890.
- In May 2023 the overdue rates balance has decreased by 17.17%.
- Approximately 66.14% of rates overdue as at 31 May 2023 are less than one year overdue.
- Discount take up for 22/23 year to date is 89.44% compared to the discount take up in 21/22 year of 89.03%.

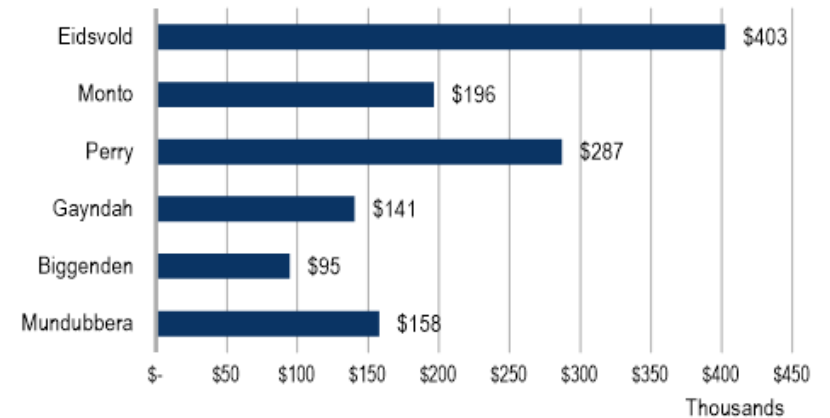
### Overdue rates by age



### Overdue rates balance



### Overdue rates by location







**10.2 NOMINATION OF 2024 NORTH BURNETT REGIONAL COUNCIL SHOW HOLIDAYS****Doc Id:** 1151857**Author:** Jenny Hall, Community Development Stream Leader**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** 1. 2024 Agricultural Show Dates [1151860]**EXECUTIVE SUMMARY**

Council has been invited by the Queensland Government's Office of Industrial Relations, to nominate special and show holidays for 2024, in line with the requirements of the Holidays Act 1983. Upon Ministerial approval, these nominated days will be published in the Queensland Government Gazette.

This report seeks endorsement of the recommended 2024 Agricultural Show Holidays for the North Burnett region.

**CORPORATE PLAN**

**OUR VISION:** A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

**OUR PRIORITY AREAS:**

1. *Essential Service Delivery – Getting the basics right*

**OFFICERS RECOMMENDATION**

That Council:

- 1) Authorise the Chief Executive Officer to submit a nomination to the Queensland Government's Office of Industrial Relations, to appoint the following Show Holiday dates for the North Burnett region:
  - a) Mundubbera – Friday, 10 May 2024; and
  - b) Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday, 12 August 2024.
- 2) Request the CEO to conduct community engagement with all North Burnett townships, to identify the community's sentiment on seeking a regionally consistent Show Holiday date from 2025, in accordance with Council's Community Engagement Policy.
- 3) Are presented with a report on the outcomes of the community engagement, by March 2024 and prior to the nomination of Special and Show Holiday dates for 2025.

**REPORT**

Each year, in accordance with the *Holidays Act 1983*, local governments organisations are invited by the Queensland Government's Office of Industrial Relations, to nominate special and show holidays for the following year.

On 15 May 2023, the Queensland Government's Office of Industrial Relations, invited Council to nominate special and show holidays for 2024, with nominations from the Chief Executive Officer due in writing by Friday, 3 July 2023.

North Burnett Regional Council has traditionally resolved to nominate a Show holiday for all towns within the North Burnett region, with the exception of Mundubbera, on the Monday of the Brisbane Royal Queensland Show (Ekka), in August each year. The Show holiday for the town of Mundubbera has been nominated on the Friday of the Mundubbera Show in May each year.

Historically, Mundubbera has had a different show date to the remainder of the region. The Mundubbera Show Society schedules a two-day show, with the first day of the show being a Friday. The Mundubbera Show is currently the only Show in the North Burnett region with a full day of events on a weekday that are scheduled across the entire day and into the evening. The

nomination of a different show holiday for the Mundubbera community allows residents to support and attend Show events on the Friday and enables sufficient volunteers to work at the Show, prepare for events on the Saturday and pack-up on Sunday.

A desktop audit of Queensland Local Government areas identified that there was no one size fits all approach to scheduling Show Public Holidays. A range of Council's do not have a regional show holiday and instead nominate Show holidays for their major townships on different days. This is evident in Southern Downs, Western Downs, Maranoa, Gympie and Central Highland Regional Council areas.

The Queensland Chamber of Agricultural Societies Inc have published the proposed 2024 North Burnett Show dates as:

Gayndah	Saturday, 13 April 2024
Mt Perry	Saturday, 20 April 2024
Monto	Saturday, 27 and Sunday, 28 April 2024
Eidsvold	Sunday, 5 May 2024
Mundubbera	Friday, 10 May and Saturday, 11 May 2024
Biggenden	Saturday, 18 and Sunday, 19 May 2024

In May 2023, the Mundubbera Show Society were contacted about Show Holiday dates in 2024 and they have requested that the show holiday in May for Mundubbera remain unchanged. This is consistent with the feedback received from the Mundubbera community by way of the 2021 survey and Mundubbera Show Society feedback in 2022.

It is proposed that:

1. Agricultural Show Holiday dates for all North Burnett towns, with the exception of Mundubbera, is scheduled on Monday, 12 August 2024.
2. The Mundubbera Show Holiday remains on the Friday of their first show day in May 2024, being Friday, 10 May 2024. This would align with feedback received from the Mundubbera community by way of the 2021 survey and Mundubbera Show Society feedback in 2022 and 2023.

## **CONSULTATION**

In 2021, a survey was released, specifically targeting residents of Mundubbera, seeking feedback on the day they would prefer the Mundubbera Show holiday to be held. The survey asked the community if they would prefer to continue to hold their show holiday on the Friday of their show in May or change the show holiday to align with all other towns in the North Burnett Regional Council area.

The survey received 249 responses, with 235 identifying themselves as residing in the Mundubbera area. The outcome was 77% in favour of retaining the Mundubbera Show Holiday on the Friday of their first Show Day in Mundubbera.

In 2021, the Mundubbera Show Society strongly expressed a preference for the show holiday to remain on the Friday of their first Show Day in May and provided Council with a Letter of Support from the Queensland Chamber of Agricultural Societies Inc. in support of retaining the Show Day on the Friday of the Mundubbera Show weekend.

In May 2023, the Communities team consulted with the Mundubbera Show Society about Show Holiday dates in 2024 and they requested that the show holiday for Mundubbera in May remain unchanged.

A Councillor workshop was held on 7 June 2023. Feedback suggested that whole of region feedback should be sought regarding Show holidays, Different show holiday dates can cause disruption including staffing challenges, for businesses operating across multiple North Burnett towns and for school arrangements where students live in one town and attend School in another town.

The timing of the request from the Queensland Government did not allow for authentic community engagement to occur for 2023 Show holiday dates. Regional community engagement will be undertaken to gain community sentiment on the potential alignment of Show holidays dates, prior to nominating Show holidays for 2025.

## **RISK IMPLICATIONS**

### **Reputation / Political**

The State Government requires nomination of the special holidays in writing by Friday, 3 July 2023. The risk of doing nothing is that the region will miss its opportunity to have recognised Show Holidays in the region for 2024.

The split in the holidays may create some household and business disruption for North Burnett residents. There may also be some inconveniences for businesses and residents who live in other towns and work in Mundubbera and vice versa.

The Mundubbera Show Society have requested the Mundubbera Show Holiday remain unchanged. A change to the Mundubbera Show holiday date in 2024 would cause disruption to the Mundubbera Show Society's event planning and volunteer engagement.

### **Occupational Health & Safety (WHS)**

Not applicable.

### **Financial Impact**

Not Applicable.

### **Legal & Regulatory**

The *Holiday's Act 1983* provides for the granting and observance of special holidays which includes show days. Each year local governments are invited to request special and show holidays for the following year.

### **Environmental**

Not Applicable.

### **Property & Infrastructure**

Not Applicable.

### **Human Resources**

Community Engagement across the region will require a resource investment to plan and execute.

### **Information Communications Technology**

Not Applicable.

### **Service Delivery**

There are a significant number of public holidays scheduled in the April and May period each year. The Mundubbera Show Holiday falling within this period must be factored into service delivery by Council's Works Department.

### **Climate**

Not Applicable.

## **KEY MESSAGE**

The Annual Show Holidays for the North Burnett region in 2024 are proposed for:

- a) Mundubbera – Friday, 10 May 2024; and
- b) Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday, 12 August 2024.

Media to be released following the endorsement by the Queensland Government of North Burnett Show dates and in the lead up to these public holidays.



SHOW	SUB CHAMBER	START	END
Stanthorpe	DARLING DOWNS	02-Feb-24	04-Feb-24
Allora	DARLING DOWNS	09-Feb-24	10-Feb-24
Clifton	DARLING DOWNS	16-Feb-24	18-Feb-24
Killarney	DARLING DOWNS	23-Feb-24	24-Feb-24
Cooyar	DARLING DOWNS	24-Feb-24	
Bell	DARLING DOWNS	02-Mar-24	03-Mar-24
Millmerran	DARLING DOWNS	02-Mar-24	03-Mar-24
Pittsworth	DARLING DOWNS	08-Mar-24	09-Mar-24
Proston	STH BURNETT	08-Mar-24	09-Mar-24
Tara	DARLING DOWNS	09-Mar-24	
Inglewood	DARLING DOWNS	15-Mar-24	16-Mar-24
Murgon	STH BURNETT	15-Mar-24	16-Mar-24
Oakey	DARLING DOWNS	16-Mar-24	
Tamborine Mountain	STH EAST QLD	16-Mar-24	
Goomeri	STH BURNETT	22-Mar-24	23-Mar-24
Warwick	DARLING DOWNS	22-Mar-24	24-Mar-24
Jandowae	DARLING DOWNS	23-Mar-24	
Wandoan	STH WEST QLD	05-Apr-24	06-Apr-24
Dirranbandi	STH WEST QLD	06-Apr-24	
Nanango	STH BURNETT	12-Apr-24	13-Apr-24
Gayndah	BURNETT	13-Apr-24	
Baralaba	CENTRAL QLD	13-Apr-24	
Dalby	DARLING DOWNS	12-Apr-24	13-Apr-24
RASQ (Toowoomba)	DARLING DOWNS	18-Apr-23	20-Apr-24
Mt Perry	BURNETT	20-Apr-24	
Marlborough	CENTRAL QLD	20-Apr-24	
Goombungee-Haden	DARLING DOWNS	27-Apr-24	
Monto	BURNETT	27-Apr-24	28-Apr-24
Tambo	C & NW QLD	27-Apr-24	
The Caves	CENTRAL QLD	28-Apr-24	
Goondiwindi	DARLING DOWNS	03-May-24	04-May-24
Wallumbilla	STH WEST QLD	03-May-24	04-May-24
Rocklea	STH EAST QLD	04-May-24	
St George	STH WEST QLD	05-May-24	

SHOW	SUB CHAMBER	START	END
South Burnett (Kingaroy)	STH BURNETT	04-May-24	05-May-24
Eidsvold	BURNETT	05-May-24	
Taroom	STH WEST QLD	06-May-24	07-May-24
Roma	STH WEST QLD	09-May-24	11-May-24
Mundubbera	BURNETT	10-May-24	11-May-24
Barcoo (Blackall)	C & NW QLD	10-May-24	12-May-24
Kilcoy	NEAR N COAST	10-May-24	11-May-24
Marburg	WEST M & B VAL	10-May-24	11-May-24
Crows Nest		11-May-24	
Mitchell	STH WEST QLD	13-May-24	14-May-24
Theodore	CENTRAL QLD	13-May-24	14-May-24
Charleville	STH WEST QLD	16-May-24	18-May-24
Gympie	NEAR N COAST	16-May-24	18-May-24
Callide Valley	CENTRAL QLD	17-May-24	18-May-24
Brookfield	STH EAST QLD	17-May-24	19-May-24
Ipswich	WEST M & B VAL	17-May-24	19-May-24
Biggenden	BURNETT	18-May-24	19-May-24
Blackbutt	STH BURNETT	18-May-24	
Isisford	C & NW QLD	18-May-24	
Comet River	CEN H'LANDS	19-May-24	
Alpha	CEN H'LANDS	21-May-24	22-May-24
Miles	STH WEST QLD	21-May-24	
Fraser Coast (Maryborough)	NEAR N COAST	23-May-24	24-May-24
Longreach	C & NW QLD	24-May-24	25-May-24
Chinchilla	STH WEST QLD	24-May-24	25-May-24
Esk	WEST M & B VAL	24-May-24	25-May-24
Capella	CEN H'LANDS	24-May-24	
Cunnamulla	STH WEST QLD	24-May-24	
Isis District (Childers)	BURNETT	25-May-24	
Clermont	CEN H'LANDS	28-May-24	29-May-24
Bundaberg	BURNETT	29-May-24	31-May-24
Boonah	WEST M & B VAL	31-May-24	01-Jun-24
Maleny	NEAR N COAST	31-May-24	01-Jun-24

SHOW	SUB CHAMBER	START	END
Hughenden	C & NW QLD	31-May-24	01-Jun-24
Springsure	CEN H'LANDS	31-May-24	01-Jun-24
Gin Gin	BURNETT	01-Jun-24	02-Jun-24
Muttaborra (Landsborough)	C & NW QLD	01-Jun-24	
Ridgeland	CENTRAL QLD	01-Jun-24	
Emerald	CEN H'LANDS	04-Jun-24	05-Jun-24
Gladstone	CENTRAL QLD	05-Jun-24	
Winton	C & NW QLD	07-Jun-24	09-Jun-24
Caboolture	NEAR N COAST	07-Jun -24	09-Jun-24
Toogoolawah	WEST M & B VAL	07-Jun-24	08-Jun-24
Yeppoon	CENTRAL QLD	08-Jun-24	09-Jun-24
Rockhampton	CENTRAL QLD	12-Jun-24	14-Jun-24
Lowood	WEST M & B VAL	14-Jun-24	15-Jun-24
Cloncurry	C & NW QLD	14-Jun-24	16-Jun-24
Sunshine Coast (Nambour)	NEAR N COAST	14-Jun-24	16-Jun-24
Barcaldine	C & NW QLD	15-Jun-24	
Teebar	BURNETT	15-Jun-24	
Pioneer Valley (Finch Hatton)	CENTRAL QLD	16-Jun-24	
Mackay	CENTRAL QLD	18-Jun-24	20-Jun-24
Kalbar	WEST M & B VAL	21-Jun-24	22-Jun-24
Mount Isa	C & NW QLD	21-Jun-24	22-Jun-24
Proserpine	NORTH QLD	21-Jun-24	22-Jun-24
Woodford	NEAR N COAST	21-Jun-24	22-Jun-24
Mt Larcom	CENTRAL QLD	22-Jun-24	23-Jun-24
Bowen	NORTH QLD	25-Jun-24	
Ayr (Burdekin)	NORTH QLD	26-Jun-24	
Redcliffe	NEAR N COAST	28-Jun-24	30-Jun-24
Rosewood	WEST M & B VAL	28-Jun-24	29-Jun-24
Mudgeeraba	STH EAST QLD	29-Jun-24	30-Jun-24
Herbert River (Ingham)	NORTH QLD	04-Jul-24	05-Jul-24
Laidley	WEST M & B VAL	05-Jul-24	07-Jul-24
Malanda	NORTH QLD	05-Jul-24	07-Jul-24

SHOW	SUB CHAMBER	START	END
Dayboro	NEAR N COAST	06-Jul-24	07-Jul-24
Atherton	NORTH QLD	08-Jul-24	09-Jul-24
Innisfail	NORTH QLD	11-Jul-24	12-Jul-24
Mareeba	NORTH QLD	13-Jul-24	14-Jul-24
Samford	NEAR N COAST	13-Jul-24	14-Jul-24
Cairns	NORTH QLD	17-Jul-24	19-Jul-24
Gatton	WEST M & B VAL	18-Jul-24	20-Jul-24
Mossman	NORTH QLD	21-Jul-24	22-Jul-24
Tully	NORTH QLD	26-Jul-24	27-Jul-24
Mt Gravatt	STH EAST QLD	27-Jul-24	28-Jul-24
Texas	DARLING DOWNS	27-Jul-24	28-Jul-24
Charters Towers	NORTH QLD	28-Jul-24	30-Aug-24
Pine Rivers	NEAR N COAST	02-Aug-24	04-Aug-24
Sarina	CENTRAL QLD	03-Aug-24	04-Aug-24
RNA - Ekka	ROYAL	10-Aug-24	18-Aug-24
Mt Morgan	CENTRAL QLD	10-Aug-24	
Wowan	CENTRAL QLD	17-Aug-24	
Moura	CENTRAL QLD	24-Aug-24	25-Aug-24
Mary Valley (Imbil)	NEAR N COAST	24-Aug-24	
Canungra	STH EAST QLD	24-Aug-24	
Gold Coast	STH EAST QLD	30-Aug-24	01-Sep-24
Wondai	STH BURNETT	30-Aug-24	31-Aug-24
Beaudesert	STH EAST QLD	06-Sep-24	07-Sep-24
Noosa	NEAR N COAST	13-Sep-24	14-Sep-24
Giru	NORTH QLD	14-Sep-24	
Quilpie	STH WEST QLD	14-Sep-24	
Brigalow Bush Carnival	STH WEST QLD	14-Sep-24	
Kenilworth	NEAR N COAST	21-Sep-24	
Beenleigh	STH EAST QLD	21-Sep-24	
Eumundi	NEAR N COAST	28-Sep-24	



## 2024 Queensland Show Dates

For more information



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*Queensland Ag Shows*

### 10.3 2024 AUSTRALIA DAY AWARD CEREMONIES AND EVENTS

**Doc Id:** 1152625

**Author:** Jenny Hall, Community Development Stream Leader

**Authoriser:** Margot Stork, Chief Executive Officer

**Attachments:** 1. Desktop Audit - Honour Boards [1119919]

#### EXECUTIVE SUMMARY

Local government and community organisations play a vital role delivering Australia Day events. On the 26 October 2022, Council resolved from 2023 forward to facilitate one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation ceremony in one (1) location on 26 January each year rotated across the region with no local events delivered by Council.

The purpose of this report is to seek council resolution related to the location sequence of Council's Regional Australia Day Celebration from 2024 and the management of Honour Boards, with a proposed review to be conducted during 2028.

#### CORPORATE PLAN

**OUR VISION:** A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

#### OUR PRIORITY AREAS:

2. *Sustainable Communities – to retain population and attract investment*

#### OFFICERS RECOMMENDATION

That Council:

1) Endorse one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation ceremony in one (1) location on 26 January, in the following sequence, with a review in 2028:

2024: Biggenden

2025: Monto

2026: Gayndah

2027: Mundubbera

2028: Mount Perry

2) Endorse that Australia Day Away recipient names will be recorded electronically on Council's website.

#### REPORT

Local government and community organisations play a vital role in delivering Australia Day events.

On 26 January, Australians come together throughout the country at more than 500 events hosted by councils and local community groups to reflect, respect and celebrate with their communities. It is a day to reflect on what it means to be Australian and to celebrate all the things we love about our country — our home, our history and our people.

Australia Day activities in Queensland are proudly supported by the Queensland Government in partnership with the Australian Government through the National Australia Day Council (NADC). The NADC is responsible for how Australia Day is celebrated nationally. This includes consistently communicating Australia Day messages and themes across all levels of government and community, for events held in capital cities, regional and remote Australia.

The Australia Day ambassador program is an integral part of Australia Day celebrations. This program is an agreement and relationship between local councils and the Queensland Government, in association with the NADC. This program is not available to community groups. The program brings accomplished and inspirational Queenslanders to local council Australia Day celebrations throughout the State.

### Background

On the 26 October 2022, Council resolved from 2023 to facilitate one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation ceremony in one (1) location on 26 January each year rotated across the region with no local events delivered by Council.

In addition, Council resolved a change to the structure and number of award categories. The award categories from 2023 are:

Award title	Number of awards
Regional Citizen of the Year	One award issued
Regional Young Citizen of the Year	One award issued
Regional Volunteer of the Year	One award issued
Regional Community Organisation of the Year	One award issued
Regional Sportsperson of the Year Award	One award issued
Regional Service to Sport Award	One award issued
Regional Cultural Award	One award issued
Local Legend Award	6 awards issues - one award issued to a community member in each town of Biggenden, Eidsvold, Gayndah, Monto, Mundubbera and Mt Perry.
<b>Total</b>	<b>15</b>

The location for the first Regional Australia Day celebration and the location sequence of future Regional events was not determined at the time of the initial resolution nor was the management of honour boards across the region.

### Location of future Regional Award ceremonies

Eidsvold was selected as the location for the first Regional Australia Day celebration. It is proposed that the location sequence of future Regional Australia Day Celebrations are:

2024: Biggenden

2025: Monto

2026: Gayndah

2027: Mundubbera

2028: Mount Perry

It is recommended that the order of towns alternate between the North and South of the region. This is to reduce ceremonies being concentrated in one end of the region for three years in a row.

### Honour Boards

Historically, all towns within the North Burnett region have Australia Day Honour Boards in their local Community Halls. The boards, some in existence since pre-amalgamation, have Australia Day award recipient names recorded on the boards, under the appropriate award category. The boards are updated each year by a contractor using gold or white letter leaf writing and the cost to update honour boards each year is approximately \$4000. Australia Day Award recipient information is also updated on Council's website.

The change to a Regional Australia Day Award Ceremony, new award structure and changed award names has resulted in the existing honour boards becoming obsolete. The current honour



boards in each town have pre-2023 award categories recorded and new boards would be required if this tradition is continued.

A desktop audit of Queensland Local Government organisations found that the majority of Council's do not have honour boards for Australia Day recipients. Most Councils record recipient information on Council's website only.

It is recommended from 2023 that honour boards are not created for Australia Day award recipients and recipient information is recorded on Council's website only. This would be consistent with other regional Councils in Queensland and would result in operational cost savings.

If it is preferred that new honour boards are created, this will require an investment from Council to purchase new honour boards and a commitment to ongoing costs to update boards with recipient names each year.

## CONSULTATION

In 2022, an Australia Day Community Sentiment Survey was released to all communities (including Council staff) on Thursday 25 August 2022 and closed on Monday 19 September 2022. The survey received 65 responses with 62 fully completed surveys. The survey response rate was less than 1% of our community and did not meet our desired target of 5%. Councillors were presented with the survey results at the Councillor Information Workshop on Wednesday 5 October 2022.

In 2023, an Australia Day debrief was held with different areas of the organisation to review the performance and outcomes of the 2023 Australia Day Celebration in Eidsvold. This included reviewing community feedback, identifying areas of improvement and success. A debrief was held with the Communities team, the CEO and Interim General Manager - Corporate and Community and at a Councillor Information Workshop on Wednesday, 19 April 2023.

## RISK IMPLICATIONS

### Reputation / Political

Community Sentiment Survey results showed that local awards ceremonies and recognising local community members is highly valued and important.

There is some feedback from Community after the 2023 Regional Australia Day celebration (both anecdotal and written) which suggests holding Australia Day award ceremonies in each town continues to be the preferred model.

Council, however, needs to consider financial sustainability, staff capacity and activities - including committee events - whilst demonstrating a regional Council approach.

### Occupational Health & Safety (WHS)

Not Applicable.

### Financial Impact

The National Australia Day Council has supported Australia Day events across the nation by offering grant funding to enable Councils to meet continuing cost pressures due to COVID and other financial factors. Council has been successful with a grant application for events held in 2021, 2022 and 2023.

Council was successful in receiving a 2023 Australia Day Community Events Program grant, 'Assisted by the Australian Government through the National Australia Day Council'. This grant enabled Council to cover the cost of hosting an outside event and including entertainment.

The 2023 Australia Day Celebration budget and actuals are:

Budget	Cost	Actuals
Council Contribution	\$ 15,000 est	\$ 12,860
National Australia Day Grant	\$ 23,600	\$ 23,600
<b>Total overall budget</b>	<b>\$ 38,600</b>	<b>\$ 34,460</b>

It is important to note that future Australia Day grants are not guaranteed as they are competitive funding rounds and the National Australia Day Council grants normally open their grant program for applications in September each year.

Over the past three years, community groups that have provided services to support our events (e.g. COVID contact tracing, serving food and beverages) were provided a donation for supporting events. It is expected that this cost will continue into the future.

Australia Day Award events and Citizenship ceremonies have significant wage impacts for Council due to staff working on a public holiday. The wages for Community Development staff working on Australia Day are budgeted each year in the wages budget for this stream.

### **Legal & Regulatory**

All local government councils are encouraged to honour outstanding community members in their Australia Day Awards program. There is no requirement in the Local Government Act or Local Government Regulation for Council to deliver Australia Day events and awards. It is strongly encouraged by the NADC and Queensland Government.

The Australia Day Ambassador program is an agreement and relationship between local councils and the Queensland Government in collaboration with the NADC. This program is not available to community groups. The program brings accomplished and inspirational Queenslanders to local council Australia Day celebrations throughout the State.

The Australian Citizenship Ceremonies Code sets out the requirements for conducting citizenship ceremonies in accordance with the *Australian Citizenship Act 2007*. In December 2022, the Australian Citizenship Ceremonies Code was updated to reflect that Councils must hold a ceremony on Australia Day, or the three days prior or the three days after Australia Day. Prior to this change, Councils were required to hold a citizenship ceremony on Australia Day. Councils that conferred citizenship for less than 20 people in the previous year are exempt from this requirement.

### **Environmental**

Not Applicable.

### **Property & Infrastructure**

The recommendation does not provide for any key changes to property and infrastructure.

### **Human Resources**

Australia Day Award ceremonies and events are one of Council's flagstone events for the year along with Citizenship Ceremonies.

The human resources contribution to organise award nominations, award selection committees and events requires significant resource investment over a three-to-four-month period.

Australia Day planning and events involve a range of team members from across the organisation including:

- Community Development
- Customer Service and Library
- Environmental
- Parks and Open Spaces
- Works Department
- Executive Management Team
- Managers
- ICT

Elected Members are also involved in the Australia Day planning and events.

### **Information Communications Technology**

If Australia Day Awards and Events continue to be livestreamed, internet coverage will be required at event locations. This requires data, hardware and staffing capacity, particularly if duplicated at multiple sites.

**Service Delivery**

Not Applicable.

**Climate**

Inclement weather including heat waves can impact community events.

Wet weather options will be considered during event planning once locations have been confirmed.

**KEY MESSAGE**

On 26 January, Australians come together at more than 500 events across Australia hosted by councils and local community groups to reflect, respect and celebrate with their communities. Local government and community organisations play a vital role in delivering Australia Day events. It is important that Council continues to find ways to optimise services, and support communities whilst working to reduce its operating deficit.



## Australia Day Awards Queensland Councils

Note: This is not an exhaustive audit of awards and based on web site information.

Council	Australia Day Awards	Event Information (if available)	Honouring Recipients
Moreton Bay	<ul style="list-style-type: none"> <li>One nominee may be awarded the Citizen of the Year award and up to three nominees may be awarded the Mayor's Community Spirit award each year.</li> </ul> <p>Citizenship Ceremony is the main focus on Australia Day</p>		Honour boards were in use, however, they no longer update boards and have no plans to re-introduce honour boards in the future.
Rockhampton	<ul style="list-style-type: none"> <li>Citizen of the Year</li> <li>Community Initiative Award</li> <li>Community Service Award</li> <li>Sports Official of the Year Award</li> <li>Sportsperson of the Year Award</li> <li>Cultural Award</li> </ul>	<p>Australia Day Awards Ceremony on Wednesday, 26 January 2023 hosted by Council.</p> <p>Council also supports community groups to host events by offering an Australia Day events grant program</p> <p>Events to mark Australia Day across our Region</p> <p>Rockhampton Regional Council</p>	<p>No Honour Boards currently and may introduce in the future.</p> <p>Only a Media Release is issued online to acknowledge award recipients.</p>
Banana Shire Council	<ul style="list-style-type: none"> <li>Citizen of the Year</li> <li>Young Citizen of the Year</li> <li>Volunteer of the Year</li> <li>Cultural</li> <li>Junior Cultural</li> <li>Junior Sportsperson</li> <li>Senior Sportsperson</li> <li>Sports Coach Official and/or Administrator</li> <li>Community Group or Team</li> <li>Community Event of the Year</li> </ul>	<p>1 main event, free Poets Breakfast, followed by the official Awards Ceremony and a day of Aussie themed entertainment.</p> <p>Interestingly in 2022 they only received 22 nominations across their region</p>	<p>No Honour boards. Recipient details recorded on Council website.</p>
Western Downs	<ul style="list-style-type: none"> <li>Citizen of the Year (Regional)</li> <li>Young Citizen of the Year (regional)</li> <li>Volunteer of the Year (Local)</li> <li>Creative Arts (Local)</li> <li>Sports Award (Local)</li> <li>Community Organisation Achievement award (Local)</li> </ul> <p>Local awards – issued in 6 local towns</p>	6 Australia Day events	<p>Since amalgamation no Honour Boards. They have an online list of award recipients dating back 3 years. Interestingly in the township of Miles they have added wooden bollards as part of a streetscape project which record</p>

Council	Australia Day Awards	Event Information (if available)	Honouring Recipients
			award winners names.
South Burnett	<ul style="list-style-type: none"> <li>• South Burnett Citizen of the Year</li> <li>• South Burnett Young Citizen of the Year</li> <li>• South Burnett Junior Cultural Award</li> <li>• South Burnett Senior Cultural Award</li> <li>• South Burnett Junior Sportsperson</li> <li>• South Burnett Senior Sportsperson</li> <li>• South Burnett Sports Administrator/Coach/Official Award</li> <li>• South Burnett Community Organisation of the Year</li> <li>• South Burnett Volunteer of the Year</li> <li>• South Burnett Lifetime Achievement Award</li> <li>• Local Achiever Award (Town &amp; Rural)</li> </ul> <p>Note in 2022 they awarded multiple awards in some of the categories not just one</p>	Sunday 22 January 2023 at the Nanango Showgrounds.	No Honour boards.  Online listing of recipients only.
Bundaberg Regional Council	<ul style="list-style-type: none"> <li>• Citizen of the Year</li> <li>• Young Citizen of the Year</li> <li>• Senior Citizen of the Year</li> <li>• Volunteer of the Year</li> <li>• Cultural</li> <li>• Junior Cultural</li> <li>• Junior Sportsperson</li> <li>• Senior Sportsperson</li> <li>• Sports Coach Official and/or Administrator</li> <li>• Community Group or Event of the Year Award</li> </ul>	<p>Each year Council encourages not-for-profit organisations to take on the role of host, providing a unique opportunity to showcase a special event to a diverse range of residents and visitors.</p> <p>The activity is subsidised by Council through financial and limited in-kind assistance with Event Staff sitting on the organising committee to assist with event planning and implementation</p>	No Honour Boards – Only current year's Award recipients are posted online.

Council	Australia Day Awards	Event Information (if available)	Honouring Recipients
Central Highlands	<ul style="list-style-type: none"> <li>• Citizen of the Year</li> <li>• Young Citizen of the Year</li> <li>• Cultural Award</li> <li>• Junior Sportsperson</li> <li>• Senior Sportsperson / Administrator of the Year</li> <li>• Community Event of the Year Award</li> </ul> <p>Nominations are grouped by town</p> <ul style="list-style-type: none"> <li>• East: Blackwater/ Dingo/ Daringa/ Bluff/ Bauhinia and surrounds</li> <li>• North: Capella/ Tieri and surrounds</li> <li>• Central: Emerald/ Comet/ Gemfields / Gindie and surrounds</li> <li>• South: Rolleston/ Springsure/ Arcadia Valley and surrounds</li> </ul>	Each year we celebrate Australia Day across the region to reflect on what it means to be Australian, to celebrate contemporary Australia and acknowledge our history. And from car shows to thong-throwing competitions, each of our towns adds their individual flavour to their celebrations. In Emerald, we continue the tradition of the more formal Australia Day citizenship ceremony. Across all of our towns, we celebrate our people by awarding the annual Australia Day Awards.	Contacted Council – waiting for response.
Goondiwindi Regional Council	<ul style="list-style-type: none"> <li>• Citizen of the Year Award</li> <li>• Young Citizen of the Year Award</li> <li>• Community Project/Cultural/Community Event of the Year</li> <li>• Junior Sports Award</li> <li>• Senior Sports/Administration Award</li> </ul>	Celebrate at two locations within the region. In 2023 this was at Goondiwindi Town Park and Texas Historical Museum.	No Honour boards. Online listing of recipients only.
Ipswich City Council	<ul style="list-style-type: none"> <li>• Citizen of the Year</li> <li>• Senior Citizen of the Year</li> <li>• Young citizen of the Year</li> <li>• Cultural Award</li> <li>• Sport and Recreation Award</li> <li>• Community Group of the Year</li> </ul>		Contacted Council – waiting for response.
Isaac Regional Council	Interestingly this Council moved to regional award ceremony and have now moved back to individual towns because the attendance was very low.		No Honour boards.
Cairns Regional Council	<ul style="list-style-type: none"> <li>• Citizen of the Year</li> <li>• Young Citizen of the Year</li> <li>• Volunteer of the Year</li> <li>• Cultural Award</li> <li>• Junior Cultural Award</li> <li>• Sportsperson of the Year</li> </ul>		Update honour boards every with the Citizen of the Year.  Have an extensive history listed online.

Council	Australia Day Awards	Event Information (if available)	Honouring Recipients
	<ul style="list-style-type: none"> <li>Junior Sportsperson of the Year</li> </ul>		
Gympie	<ul style="list-style-type: none"> <li>Citizen of the Year</li> <li>Young Citizen of the Year (no starting age)</li> <li>Creative Award (open to all ages)</li> <li>Sports Award (open to all ages) and</li> <li>Community Group, Event or Organisation of the Year.</li> </ul>		No honour boards. Citizens of the year are invited to come back and read a poem at the next year's event.
Livingston	<ul style="list-style-type: none"> <li>Citizen of the Year Nomination</li> <li>Young Citizen of the Year Nomination</li> <li>Community Group Service Award Nomination</li> <li>Outstanding Dedication to Public Service Nomination</li> <li>Living Legend</li> <li>Mayoral Award</li> </ul>		No Honour boards. Online listing of recipients only.
Fraser Coast	<ul style="list-style-type: none"> <li>Citizen of the Year</li> <li>Young Citizen of the Year</li> <li>Community Group or Organisation of the Year</li> <li>Community Project or Event of the Year</li> <li>Volunteer of the Year Award</li> <li>Young Volunteer of the Year</li> <li>Cultural Award of the Year</li> <li>Young Cultural Award of the Year -</li> <li>Sportsperson of the Year Award -</li> <li>Young Sportsperson of the Year Award -</li> <li>STEM Award of the Year -</li> <li>Young STEM Award of the Year</li> </ul>	Nominees Recognition Ceremony - 19 January 2023 at Hervey Bay Regional Gallery Australia Day Awards Presentation - 26 January 2023 at Brolga Theatre	No Honour boards. Only the current year winners are listed on online.
Sunshine Coast	<ul style="list-style-type: none"> <li>Citizen of the Year</li> <li>Senior Citizen of the Year</li> <li>Young Citizen of the Year</li> <li>Community Group or Organisation</li> <li>Sustainability</li> <li>Sport and Recreation</li> <li>Creative</li> </ul>		Online list of past recipients.
Somerset Regional Council	<ul style="list-style-type: none"> <li>Citizen of the Year Award</li> <li>Young Citizen of the Year Award</li> <li>Sports Award</li> </ul>		No Honour Boards. No online listings of recipients.



Council	Australia Day Awards	Event Information (if available)	Honouring Recipients
	<ul style="list-style-type: none"> <li>• Arts and Cultural Award</li> <li>• Community Group of the Year Award</li> <li>• Event of the Year</li> </ul>		
Lockyer Valley	<ul style="list-style-type: none"> <li>• Citizen of the Year</li> <li>• Young Citizen of the Year</li> <li>• Senior Sportsperson of the Year</li> <li>• Junior Sportsperson of the Year</li> <li>• Event of the Year</li> <li>• Community Organisation of the Year</li> </ul>	<p>Awards presentation</p> <p>The awards will be presented by the Mayor of Lockyer Valley Regional Council, at the Lockyer Valley Australia Day Awards on Thursday, 26 January 2023.</p> <p>All nominees and nominators will receive an invitation to the Lockyer Valley Australia Day Awards ceremony where the recipients will be announced.</p>	Contacted Council – waiting for response.



**10.4 RADF COMMUNITY GRANTS ROUND 2 2022-23****Doc Id:** 1152631**Author:** Jenny Hall, Community Development Stream Leader**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** 1. RADF Assessment Meeting Minutes - 010623 []

2. RADF Assessment Meeting Minutes - 060623 []

**EXECUTIVE SUMMARY**

The purpose of this report is to inform Council of the progress of the North Burnett Regional Council's Regional Arts Development Fund (RADF) Program; and to recommend 2022-23 Round 2 applications for endorsement and completed projects for successful acquittal.

- The total budget for the 2022-23 RADF program is \$ **41,664** to be allocated through two community grant funding rounds by 31 August 2023. A first funding round has been completed and a third funding round will be offered if funds are not exhausted through round 2.

**CORPORATE PLAN**

**OUR VISION:** A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

**OUR PRIORITY AREAS:**

2. *Sustainable Communities – to retain population and attract investment*

**OFFICERS RECOMMENDATION**

That Council:

1. Endorse the following Regional Arts Development Fund (RADF) applications on the recommendation of the North Burnett Arts and Cultural Advisory Committee (NBACAC).
  - (a) Loraine Maskell – Professional Development: Russell Shakespeare Portrait and Documentary Photography workshop - \$1,315.
2. Endorse the following Regional Arts Development Fund (RADF) Outcome Reports for successful acquittal on the recommendation of the North Burnett Arts and Cultural Advisory Committee (NBACAC).
  - (a) Monto Art Group - Tricia Ruest Art Workshop - \$1702
  - (b) Rob Watt - Professional Development: Artisan bladesmith/knife maker - \$1500
  - (c) Monto Museum of Art Inc - MMOA project planning - \$5214
  - (d) Mundubbera Enterprise Association Inc – Blueberry Festival Talent Quest - \$4970
  - (e) Rachel Koster – Recording Project with Rick Price - \$5750
  - (f) Joanne Trigger, auspiced by Biggenden Womens Shed Association Inc - Donna Cagney Art Workshop - \$2546
  - (g) Shiralee Plowman - Expression of Healing through music - \$8500
3. Endorse the following Regional Arts Development Fund (RADF) project variation and project termination, on the recommendation of the North Burnett Arts and Cultural Advisory Committee (NBACAC).
  - (a) Danica Nizic – Auspiced by Monto Magic Tourism Action Group - \$16,000

## REPORT

The North Burnett Regional Council partners with the Queensland Government through Arts Queensland to deliver the Regional Arts Development Fund (RADF) Program in our region. For 2022-23, the RADF program has a budget of \$41,664 to be allocated through two community grant rounds by 31 August 2023. The first round has been undertaken and a third round will be held to allocate funds not expended after round one and two.

RADF Round 2 2022-23 was released on Monday, 20 March 2023 and applications closed on Wednesday, 10 May 2023. The grant program was conducted online via SmartyGrants and assessed by the North Burnett Arts and Cultural Advisory Committee (NBACAC). One application was received in total for Round 2. There were three in-progress applications that were not submitted by the closing date of the round.

To assess Round 2 applications, five NBACAC members independently completed a standardised assessment checklist of each application, via SmartyGrants, prior to the RADF Assessment Panel Review meeting held on Thursday, 1 June 2023 in Eidsvold. The initial assessment included:

- Declaring any conflicts of interest.
- Applying a scoring system to consider aspects of project quality, impact, reach and viability.
- Conditions of funding.
- A recommendation for funding (yes or no) and a recommended amount.
- A comment to justify decisions made.

This information was then collated and presented at the RADF Assessment Panel Review meeting for consideration.

Dr Geoff Walden chaired the Assessment Panel Review meeting, with four assessors attending in person and one remotely via Microsoft teams. The Committee's recommendations were assessed in line with the NBACAC Terms of Reference and the RADF Guidelines, and members' initial assessments and comments were factored into the overall decision making of the panel.

The NBACAC is an advisory committee to the Council. The RADF guidelines state any recommendations for funding through RADF require Council endorsement at a General Meeting. It should be noted that RADF is administered separately to the 1004 Community Grants Policy and guidelines due to RADF's joint funding with Arts Queensland.

### 2022-23 Round 2 Application

The Committees recommendations for Round 2 are as follows:

1. **Lorraine Maskell – Professional Development - \$1315. University of Southern Queensland McGregor Winter 2023: Russell Shakespeare Portrait and Documentary Photography.** This is an intermediate/advanced level workshop with professional photographer and Leica Australia ambassador Russell Shakespeare. The workshop provides participants with insight into the life of a professional working photographer, tips on how to make a living as a photographer as well as developing long term personal photography projects. Participants will learn how to photograph people for publication, documentary style - on site and in a studio. The workshop will also cover how to plan and prepare for a photoshoot, lighting on location, and in the studio, how to document research trips, how to up your post production game and self-publish.

### **Recommended up to the value of \$1315**

Reasoning behind the recommendation of the NBACAC is detailed in the minutes, which are attached (Attachment 1).

### RADF Outcome Reports for acquittal

On completion of a RADF project, applicants are required to submit an outcome report for acquittal within eight weeks of completing their project.

To assess RADF outcome reports, five NBACAC members independently completed a standardised assessment checklist of each outcome report (acquittal), via SmartyGrants, prior to the RADF Assessment Panel Review meeting held on Thursday, 1 June 2023 in Eidsvold. Due to the volume of outcome reports, a second RADF assessment meeting was held on Tuesday, 6 June 2023. The initial assessment of reports included:

- Declaring any conflicts of interest.
- Applying a scoring system to consider aspects of project quality, impact, reach and viability.
- Confirmation that grant funds had been expended as per the grant application and agreement.
- Commentary on the outcomes of each project and if the project met the objectives stated in their grant application.
- A recommendation for successful acquittal.

The Committee's recommendations were assessed in line with the NBACAC Terms of Reference and the RADF Guidelines, and members' initial assessments and comments were factored into the overall decision making of the panel.

The Committee recommended the following projects for successful acquittal:

- |   |                    |
|---|--------------------|
| 1. Monto Art Group - Tricia Ruest Art Workshop - \$1702   | <b>Recommended</b> |
| 2. Rob Watt - Professional Development: Artisan bladesmith/knife maker \$1500                             | <b>Recommended</b> |
| 3. Monto Museum of Art Inc - MMOA project planning - \$5214   | <b>Recommended</b> |
| 4. Mundubbera Enterprise Association Inc – Blueberry Festival Talent Quest - \$4970                       | <b>Recommended</b> |
| 5. Rachel Koster – Recording Project with Rick Price - \$5750   | <b>Recommended</b> |
| 6. Joanne Trigger, auspiced by Biggenden Womens Shed Association Inc - Donna Cagney Art Workshop - \$2546 | <b>Recommended</b> |
| 7. Shiralee Plowman - Expression of Healing through music \$8500  | <b>Recommended</b> |

Reasons for the acquittal recommendations are detailed in the minutes, which are attached (Attachment 1 and 2).

#### Project Cancellation and variation

Artist, Danica Nizic was auspiced by the Monto Magic Tourism Action Group (MMTAG) to undertake a Masonry Workshop and Sculpture project, funded in RADF Round 2 2020-21 for \$16,000.

Monto Magic have reported that the workshop component of the project has been successfully completed, however, the creation of a siltstone sculpture has not commenced. The artist has notified Monto Magic that they are unable to complete the sculpture and therefore wish to terminate the remainder of the project.

As the auspicing organisation, Monto Magic Tourism Action group have managed the grant funds diligently and the artist has been paid \$8,000 to date for delivery of the Masonry Workshops and purchasing large siltstone rocks for the sculpture.

The termination of the project has left Monto Magic in possession of the large siltstone rocks which are currently located at the Monto Historical Complex. The rocks are unable to remain at this location permanently and due to the size and weight of the rocks they cannot be moved by hand.

Monto Magic are seeking a variation to the RADF project to engage a contractor to relocate the unused siltstone from the Monto Historical Complex to the Monto Magic Tourism Action Group RV stopover location. The stone, rather than going to waste, would then be used to create a rock

garden for future sculptures to be placed in the garden. The remaining grant funds (\$7000) would be returned to Council.

The North Burnett Arts and Cultural Advisory Committee considered the project status and recommended the following:

1. A project variation be supported for Monto Magic Tourism Action group to use \$1000 to relocate the large Siltstone rocks from the Monto Historical Complex to Monto Magic Tourism Action Groups leased area at the RV Stopover on Lister Street, Monto.
2. The project be terminated with remaining funds being returned to Council.
3. Seek approval from Arts Queensland to allocate returned funds to the 2022-23 RADF funding round 3, if timeframes permit.

### RADF Round 3 2022-23

2022-23 RADF Rounds 1 and 2 did not expend all grant funds, therefore, a third round will be offered with \$ **24,162.83** of funding available for projects.

### **CONSULTATION**

Five NBACAC members individually completed a full assessment of the RADF Round 2 2022-23 applications via SmartyGrants and eight outcome reports for completed RADF projects. This assessment was used to inform discussion at the Assessment Panel Review Meeting held on Thursday, 1 June and Tuesday 6 June 2023 and factored into the overall decision making of the Committee.

All assessments and recommendations were made in accordance with the RADF Program Guidelines and the NBACAC Terms of Reference.

### **RISK IMPLICATIONS**

#### **Reputation / Political**

LOW - Members of the NBACAC were successfully endorsed by Council as Advisory Committee members based on the skills and experience that they possess in the arts and cultural arena. The members are expected to serve the interests of the region. The risk of doing nothing and not endorsing the Committee recommendations is that the Advisory Committee Panel would feel that their recommendations are not valued; and lack of endorsement would result in delays in RADF projects commencing and increased strain on Council's ability to fulfil the requirements of the 2022-23 RADF Funding Agreement.

The management of the RADF Program is conducted in line with the Arts Queensland funding agreement and is guided by the NBACAC Terms of Reference, RADF Guidelines and the use of approved standardised applications, assessment checklists, forms, and letters to mitigate any risk of harm to the reputation of Council and Arts Queensland.

Three declarations of conflict of interest were made at the time of the individual assessment process or during the assessment committee meeting.

- Lorraine Maskell – Round 2 application for Lorraine Maskell
- Marshall Langston - Rob Watt - outcome report
- Cr Melinda Jones - Monto Museum of Art Inc - outcome report
- Lorainne Maskell - Mundubbera Enterprise Association - outcome report
- Gillian Nicholl – Shiralee Plowman – outcome report
- Cr Melinda Jones – Danica Nizic project variation and cancellation

**Occupational Health & Safety (WHS)**

Not Applicable.

**Financial Impact**

LOW – The following table outlines the funding available for the 2022-23 RADF Community Grants Program:

2022-23 ADF Program funding

Funding Source	Funding
Arts Queensland – 2022-23 RADF Program Funding Agreement	\$ 25,000
NBRC Financial Contribution to RADF	\$ 13,000
<b>Sub-total: Funding as per agreement</b>	<b>\$ 38,000</b>
<b>2020-21 and 2021-22 RADF projects – returned funds</b>	
24/10/22 Returned project funds – Gayndah Art Gallery (2021/22)	\$ 3008.27
26/10/22 Returned project funds – MEA (2021/22)	\$ 655.56
Returned project funds – Danica Nizic Auspiced by Monto Magic Tourism Action Group (2020-21)	\$ 7000*
Sub-total: Total funding returned	<b>\$ 10, 663.83*</b>
<b>Total Funding for Community Grants program</b>	<b>\$ 48, 663.83*</b>

\*Funds from Danica Nizic's RADF project are in the process of being returned to Council. A funding variation will be submitted to Arts Queensland to request that the returned funds be allocated to the 2022/23 Community Grants funding pool. If Arts Queensland decline the funding variation request, the total funds for the 2022-23 funding program will be **\$41,663.83**.

2022-23 RADF Grant funding awarded

Funding	Funds Available	Grant Applications Received	Approved / Expended	RADF Funds Remaining
<b>Committee initiative</b>	<b>\$ 48,663.83</b>		\$ 3,600	<b>\$ 45,063.83</b>
<b>Round 1</b>	<b>\$ 45,063.83</b>	\$ 16,086	\$ 12,586	<b>\$ 32,477.83</b>
<b>Round 2 (if endorsed)</b>	<b>\$ 32,477.83</b>	\$ 1315	\$ 1315	<b>\$ 31,162.83</b>
<b>Total funds remaining for Round 3 2022-23</b>				<b>\$ 31,162.83*</b>

*Note: Any applicable GST for approved/expended funds is not paid from RADF grant funds.*

\*If Arts Queensland decline the funding variation request for \$7000 of returned funds to be allocated to the 2022/23 Community Grants funding pool, the total funds remaining for Round 3 will be **\$ 24,162.83**.

RADF Committee Initiative - Outdoor Artworks Project

The 2019/20 RADF Committee Initiative 'RADF Outdoor Artworks Project' is close to completion with 5 out of the 6 projects completed in Monto, Mt Perry, Biggenden, Eidsvold and Gayndah.

The Mundubbera Outdoor Artwork project 'Photography Bollards' have been designed, printed and installed. Remaining project funds will be used towards a revised sign in the park in front of the Mundubbera Library, to replace the existing Mundubbera Regional Art Gallery sign that has reached its end of life. The sign will be co-designed with Gallery artists and Truth Designs with three sides in a triangle shape, with one side showcasing the Outdoor Artwork project and two sides for the Mundubbera Art Gallery. Any additional costs above the remaining funds of \$1478.67

will be paid for by the Mundubbera Regional Art Gallery. This project is progressing with quotes being received from local contractors to create the signage frame and graphic design of the sign faces.

Project	Budget - Arts QLD Annual Bid	Approved / Expended	Funds remaining
2019/20 Committee Initiative – Outdoor Artworks Project	\$20, 000	\$18,521.33	\$1,478.67

### Legal & Regulatory

LOW – The RADF Program complies with the *Local Government Act 2009*, the Local Government Regulation 2012, 3207 Arts and Culture Policy and Arts Queensland Funding Agreement.

### Environmental

Not Applicable.

### Property & Infrastructure

LOW – Where applicable, RADF applicants are required to show Certificates of Currency in respect to public liability insurance.

### Human Resources

LOW – Council employs a Community Development Officer who undertakes work as a RADF Liaison Officer to manage the RADF Program within designated timeframes. Use of the online grants system SmartyGrants assists to streamline the process.

### Information Communications Technology

Not Applicable.

### Service Delivery

LOW – No impact on service delivery by proposed recommendations. The requirements of the RADF Program are managed in line with other service delivery responsibilities.

### Climate

Not Applicable.

### KEY MESSAGE

The RADF Program is a partnership between North Burnett Regional Council and Arts Queensland to support access to quality arts and cultural experiences in our region and build local cultural capacity, cultural innovation, and community pride. Media releases, website posting, and Facebook posts will be undertaken following endorsement to celebrate and promote upcoming projects.



## **NORTH BURNETT ARTS AND CULTURAL ADVISORY COMMITTEE RADF ASSESSMENT MEETING**

**EIDSVOLD COUNCIL CHAMBERS (BOARDROOM)  
THURSDAY, 1 JUNE 2023**

### **1. MEETING ATTENDEES**

Dr Geoff Walden, Gillian Nicholl, Lorraine Maskell, Marshall Langston and Cr Melinda Jones (online).

North Burnett Regional Council Officers: Jenny Hall and Jenny Ward (secretary and online).

### **2. WELCOME AND HOUSEKEEPING**

Dr Geoff Walden welcomed members to the meeting and shared an acknowledgement to country.

### **3. APOLOGIES/LEAVE OF ABSENCE**

Apologies: Kerry Slack and Judith Bohm-Parr.

### **4. MINUTES FROM PREVIOUS MEETING**

The minutes from the previous meeting held on 23/02/2023 were circulated by email prior to this meeting.

Minutes of the previous meeting were confirmed with no amendment.

**Moved:** L Maskell

**Seconded:** M Langston

**Carried:** 5/5

### **5. BUSINESS ARISING FROM PREVIOUS MEETING**

#### **5.1 North Burnett RADF Program Committee Initiative - CQRASN Wide Bay Touring Circuit**

J Hall provided the following update:

- At the Council General Meeting on 24 August 2022, Council endorsed the recommendation of the North Burnett Arts and Cultural Advisory Committee (NBACAC) to allocate \$3,600 of the 2022/23 RADF program funding, towards the 'Wide Bay Touring Circuit Committee project'.
- This initiative was included in our 2023-23 RADF program and funding application to Arts Queensland and was accepted.
- CQRASN submitted a grant application to extend the touring program project from a one year program to two year program. Unfortunately, funding application was not successful, however, the one-year touring program will proceed.
- Trudie Leigo from CQRASN will be joining the meeting at 11am to provide a project update.

## 5.2 Arts Queensland – RADF program feedback and review.

J Hall provided the following update:

- In March, 2023, Cr Melinda Jones, Andrew Knight, Interim General Manager - Corporate and Community and Jenny Hall, Community Development Stream Leader attended an online teams meeting with Arts Queensland and Local government organisations from across the State.
- During the meeting, Arts Queensland provided an update on the RADF program review and wanted to seek Council input on areas of improvement to the program, funding methodology and future direction of the program.
- After this meeting, Arts Queensland asked Local Government organisations to complete a survey about whether a multi-year funding agreement would be supported and if any challenges would arise. This survey was completed by Andrew Knight, Interim General Manager - Corporate and Community with advice that a multi-year funding agreement could be challenging for smaller Councils when budgets are determined on a yearly basis.
- Council is currently waiting for an update from Arts Queensland on the outcome of the review and if a revised funding methodology will be implemented.

J Hall advised the committee will be kept information on further progress at the next meeting or via email if information is known prior to this time.

## 6. **CONFLICT OF INTEREST**

J Hall advised one conflict was reported during the assessment phase via SmartyGrants.

- Lorraine Maskell - RADF2223R200002 Lorraine Maskell - Professional Development application.

It was agreed that Lorraine would excuse herself from the meeting during the discussion and funding recommendation.

Conflict of interests were raised for the following outcome reports:

- Marshall Langston - RADF2122R3037 Rob Watt outcome report – personal relationship with applicant.
- Cr Melinda Jones - RADF2122R2026 Monto Museum of Art Inc outcome report – Monto Magic submitted a letter of support for this project.
- Lorraine Maskell – RADF2122R3033 – Mundubbera Enterprise Association outcome report – Member of the Blueberry Festival Committee.

It was agreed that the members could remain in the meeting room, however, would not take part in determining recommendations and voting.

No further conflicts were declared.

## 7. **APPLICATIONS FOR ASSESSMENT**

*9.50am Lorraine Maskell left the meeting room.*

### 7.1 RADF2223R200002 – Lorraine Maskell - Professional Development \$1,315

Funding is sought for the applicant to attend the University of Southern Queensland McGregor Winter 2023: Russell Shakespeare Portrait and Documentary Photography workshop. This is an intermediate/advanced level workshop with professional photographer and Leica Australia ambassador Russell Shakespeare. The workshop will provide insights into the life of a professional working photographer, tips on how to make a living as a photographer as well as developing long term personal photography projects.



The committee had a comprehensive discussion on the project proposal including:

- The importance of professional development for artists.
- If there are opportunities for artists to share learning from professional development exercises with the community e.g. Artists holding community workshop.

**Motion:** That the committee recommend funding to the value of \$1315.

**Moved:** G Nicholl

**Seconded:** M Langston

**Carried:** 4/0

## 8. OUTCOME REPORTS FOR ACQUITTAL

*10.10am Lorraine Maskell returned to the meeting room.*

The following outcome reports were assessed:

### 8.1 RADF2122R1019 Monto Art Group - Tricia Ruest Art Workshop - \$1702

Tricia Ruest was engaged to host a workshop to provide participants with knowledge on how to complete a painting with acrylic paint and combining mediums including charcoal, string, tissue paper and hair.

The art workshop delivered by Tricia Ruest brought new skills to the region and the workshops were well attended. It was agreed that the project outcomes were excellent and exceeded most objectives. Funds were spent according to the application and funding agreement.

The committee commended the Monto Art Group for hosting a community morning tea to exhibit art pieces created during the workshops and incorporating the skills learnt in the workshop in their recently completed mural for the Ridgehaven Retirement Complex.

**Motion:** That the committee recommend successful project acquittal.

**Moved:** M Langston

**Seconded:** G Nicholl

**Carried:** 5/0

### 8.2 RADF2122R3033 – Rob Watt - Professional Development: Artisan bladesmith/knife maker \$1500

Funding was sought to attend professional development course in Sydney to enhance Artisan bladesmith/knife making skills.

The committee commended Mr Watt for participating in professional development and the workshop enhanced his level of skill. Funds were spent according to the application and funding agreement.

The committee noted that the course had not developed new audiences of markets at this stage and encourage Mr Watt to share his learning and craft with the North Burnett community through workshops.

**Motion:** That the committee recommend successful project acquittal.

**Moved:** Cr M Jones

**Seconded:** L Maskell

**Carried:** 4/0

*Note: Marshall Langston did not vote due to declared conflict of interest.*

### 8.3 RADF2122R3033 – Monto Museum of Art Inc – MOA Project Planning - \$5214

Funding was sought to engage Arts Consultants NeoT Solutions to visit the Monto Museum of Art, to produce a report and present outcomes to the committee, members, supporters, sponsors and partners.

The committee discussed the unique nature of this project and how it differs from other RADF funded projects. It was clear through the outcome report that it was an extremely valuable process to undertake with consultants NeoT Solutions and the Monto Museum of Art Inc now have a range of materials to support the organisation to reach their long-term goals to strengthen and celebrate our local communities and development of arts.

It was generally agreed that the project outcomes were excellent and exceeded most objectives. Funds were spent according to the application and funding agreement. It was recommended that this project and outcomes be shared with community.

**Motion:** That the committee recommend successful project acquittal.

**Moved:** G Nicholl

**Seconded:** M Langston

**Carried:** 4/0

*Note: Cr Jones did not vote due to declared conflict of interest.*

### 8.4 RADF2122R3033 – Mundubbera Enterprise Association – Blueberry Festival Talent Quest - \$4970

Funding was sought to engage an artist to develop and manage a talent quest as part of the Mundubbera Blueberry Festival program of events.

It was generally agreed that the project outcomes were excellent and exceeded most objectives. Funds were spent according to the application and funding agreement. Project underspend of \$656 would need to be returned to Council. Unspent funds were due to free advertising being provided by North Burnett News.

The committee noted that the project benefited 21 artists through the workshops and live performance and the community were able to be involved in the project by attending the live Talent Quest performance at the Mundubbera Community Hall.

The committee discussed how future projects could benefit multiple communities in the region and if there was opportunity for workshops and performances to visit other towns e.g. touring program.

**Motion:** That the committee recommend successful project acquittal with unspent funds of \$656 be returned to Council.

**Moved:** Cr M Jones

**Seconded:** G Nichol

**Carried:** 4/0

*Note: Lorraine Maskell did not vote due to declared conflict of interest.*

J Hall confirmed the unspent funds had been returned and Arts Queensland have confirmed that the funds can be allocated to the 2022-23 RADF Community Grants funding pool.

### 8.5 Outcome reports for Rachel Koster, Joanne Trigger and Shiralee Plowman

J Hall advised that additional information has been requested for the outcome reports for Rachel Koster, Joanne Trigger and Shiralee Plowman. It was agreed that these reports would be considered at an extra RADF assessment meeting on Tuesday 6 June 2023.

*Meeting paused at 10.33am due to medical situation.*

*Meeting recommenced at 10.50am.*

## 9. **PRESENTATION BY TRUDIE LEIGO FROM CQ RASN**

Trudie Leigo from CQ RASN provided an update on the Wide Bay Touring Circuit program. A summary of discussion are as follows:

- Trudie advised that Council agreed to partner with CQ University through their Central Queensland Regional Arts Services Network (CQ RASN) and Bundaberg, Fraser Coast and South Burnett Regional Councils, to plan and collaborate on a one year Touring Circuit project.
- CQ RASN contacted Council in February to seek support for a new grant application, which would see the one year program transform into a two-year program. Unfortunately, the funding application was unsuccessful.
- Trudie confirmed that the one year touring program would proceed as all Council's were supportive of proceeding with the tour.
- The tour across will involve the artists the Ironing Maidens and will commence in October 2023. The touring program included two workshops – 1 x dance workshop and 1 x electronic music. It is most likely that these programs will be offered in Schools.
- The location of the performance and workshops in the North Burnett are still under consideration.
- A meeting will be held with RADF Liaison Officers in July with Council RADF Officers and the Ironing Maidens to progress the tour program.
- The committee discussed with Trudie if there was any option for the development workshops (e.g. Business skills for Public Art) that were initially part of the two year program could still be offered in the region. Trudie advised this could be possible if funded by the local government via RADF program.

Trudie shared an update on a new project CQ RASN are developing called 3rd Space. CQ RASN are currently applying for grants to be able to fund the project and are seeking in-kind support and financial contributions from philanthropist, business, organisations and local government entities.

The committee provided feedback to Trudie about the project and generally supported the project concept and its potential to transform our outdoor spaces and encourage involvement in the arts in a non-traditional format.

Following the presentation, members shared their concerns about underutilisation of existing arts and cultural spaces in the region and how a project such as 3<sup>rd</sup> space could integrate with existing spaces in our region. J Hall to have further discussions with Trudie Leigo about this concern and how spaces could complement each other.

## 10. **GENERAL BUSINESS**

### 10.1 Danica Nizic – Masonry Workshop – NR010RADF – Project update

The Monto Magic Tourism Action Group auspiced Danica Nizic to undertake a Masonry Workshop and sculpture project, funded by RADF Round 2 2020-21. Monto Magic have reported that the

workshop component of the project has been successfully completed, however, the remainder of the project (sculpture) has not commenced.

J Hall provided the following update:

- Following the meeting in February 2023, J Hall attempted to contact Danica via phone, which was unsuccessful.
- In May, Monto Magic Tourism Action Group reported that they have been in contact with Danica and unfortunately the remainder of the project will not be completed.
- Monto Magic will be asking for a variation to the project due to purchased siltstone for the sculpture needing to be relocated.

The committee agreed that J Hall would seek written confirmation from Monto Magic Tourism Group the status of the project, work completed, request for variation and for this information to be tabled at the next RADF meeting.

*Action. J Hall to contact Monto Magic Tourism Action group to request status update, request for variation and evidence of workshops being completed.*

#### 10.2 Daniel Patterson, Digital Design for Youth - project update

J Hall advised that project acquittal had been submitted, however, only two of the three proposed workshops have been held. J Hall contacted Daniel about the incomplete acquittal and Daniel advised that the final workshop would be held in the next School holidays.

J Hall has written to applicant to advise project extension could be considered to complete the final workshop and requested explanation on the reasons the project has not been completed as per the funding agreement and their new expected completion date. This information would then be presented to the NBACAC for consideration and to determine if an extension can be supported.

*Action. Jenny Hall to contact applicant to seek update on project, reasons for delay and expected completion date. Information to then be provided to the NBACAC to determine if an extension can be granted.*

#### 10.3 Opening of RADF round 3

Committee members all agreed for J Hall to proceed with the opening of round 3 as soon as possible.

*Action: J Hall to review schedule and open round 3 as soon as practicable.*

### 11. FUNDING OUTLOOK

Funding Source	Funding
Arts Queensland – 2022-23 RADF Program Funding Agreement	\$ 25,000
NBRC Financial Contribution to RADF	\$ 13,000
<b>Sub-total: Funding as per agreement</b>	<b>\$ 38,000</b>
<b>2020-21 and 2021-22 RADF projects – returned funds</b>	
24/10/22 Returned project funds – Gayndah Art Gallery (2021/22)	\$ 3008.27
26/10/22 Returned project funds – MEA (2021/22)	\$ 655.56
Sub-total: Total funding returned	<b>\$ 3663.83</b>
<b>Total Funding for Community Grants program</b>	<b>\$ 41, 663.83*</b>

2022-23 RADF Grant funding awarded

Funding	Funds Available	Grant Applications Received	Approved / Expended	RADF Funds Remaining
Committee initiative	\$ 41,663.83		\$ 3,600	\$ 38,063.83
Round 1	\$ 38,063.83	\$ 16,086	\$ 12,586	\$ 25,477.83
Round 2 (if endorsed)	\$ 25,477.83	\$ 1315	\$ 1315	\$ 24,162.83
<b>Total funds remaining for Round 3 2022-23</b>				<b>\$ 24,162.83*</b>

*Note: Any applicable GST for approved/expended funds is not paid from RADF grant funds.*

**12. NEXT MEETING**

Town: Microsoft teams

Date: Tuesday, 6 June 2023

Time: 11.am

**13. ROUND 3 ASSESSMENT MEETING**

Town: Monto

Venue: Monto Boardroom

Date: TBA

Time: 9.30am

**Action:** J Hall to determine next meeting date once revised Round 3 Community Grant program timeframes have been established. J Hall to communicate new date to committee members.

**14. CLOSURE OF MEETING**

Meeting closed at 12.15 noon.

Dr Geoff thanked all attendees and thanked them for their time.

## Summary of Action Items from Meeting

### SUMMARY OF ACTION ITEMS

Item	Actions	Response to action items / questions	Status
10.1	<p><b>Danica Nizic – Masonry Workshop – NR010RADF – Project update</b></p> <p>J Hall to contact Monto Magic Tourism Action group to request status update, request for variation and evidence of workshops being completed.</p>		In progress
10.2	<p><b>Daniel Patterson, Digital Design for Youth - project update</b></p> <p>J Hall to contact applicant to follow-up on extension request and project completion.</p>		In progress
10.3	<p><b>RADF Round 3 2022-23</b></p> <p>J Hall to determine RADF round 3 opening and closing dates and communicate with committee</p>		In progress
PM	<p><b>Noosa Film Academy</b></p> <p>J Hall to contact Noosa Film Academy to clarify questions raised and to seek advice if there is any evidence or research on the impact of the program</p>	<ul style="list-style-type: none"> <li>The applicant missed ticking the target age group of 12-21 on their RADF application. The School ages (grades) that will be part of the program range from primary to high school aged children. Biggenden State School grades range from prep to year 10 and Monto State High School grades 7 to 12.</li> <li>Noosa Film academy are interested to offer workshops in all towns in our region and would consider future projects in towns they have yet to visit.</li> <li>They are interested to continue to offer a School based program plus complement this by delivering community workshops and/or community screening event where students can showcase their work (or community members). They are able to cater workshops to all ages and abilities.</li> <li>The applicant advised that they have been able to track progress of participants through their program and long-term outcomes/benefits. They can only track those student who reach out to them and remain in touch with them post the workshops.</li> </ul>	Completed
PM	<p><b>Noosa Film Academy</b></p> <p>J Hall to liaise with Noosa Film Academy to confirm auspice organisation</p>	Monto Magic Tourism Action Group has agreed to auspice their application and the paperwork has been received. The funding condition has now been satisfied.	Completed
PM	<p><b>Kaiden Ratcliffe Project</b></p> <p>Jenny Hall to clarify RADF expenditure items for Kaiden Ratcliffe Project</p>	Email sent to request additional information. Follow-up phone call - waiting for response. Meeting held with John Zahl, Katherine Ratcliffe and Jane Glenn.	Completed
PM	<p><b>Danica Nizic – Masonry Workshop – NR010RADF – Project update</b></p> <p>J Hall to contact applicant to discuss project and progression with intent for funding to be returned if project is unable to be completed.</p>	Discussions have occurred between Monto Magic Tourism Action group and Danica Nizic.  Update on project has been included in meeting minutes.	Completed
PM	<p><b>Daniel Patterson, Digital Design for Youth - project update</b></p> <p>J Hall to contact applicant to decline acquittal in current format and seek</p>	J Hall has contacted Daniel to advise that acquittal is unable to be progressed. J Hall has requested additional information if an extension by the committee can be considered.	In progress

## SUMMARY OF ACTION ITEMS

Item	Actions	Response to action items / questions	Status
	advice on when the project will be completed to be able to process extension grant project.		
PM	<b>CQRASN Wide Bay Touring Circuit Program.</b> J Hall to progress letter of support and confirm locations for first touring circuit performance.	Letter of Support was drafted and signed by Interim General Manager – Corporate and Community.	Completed
PM	<b>Arts Queensland Review</b> J Hall to provide committee with an update on the review when further information comes to light.	Council is currently waiting for further advice from Arts Queensland on the outcome of the RADF review.	Ongoing
PM	<b>Grant Workshops</b> J Hall to continue to liaise with Art and Cultural workshop facilitator to discuss capacity building workshops in the region.	J Hall has reached out to workshop facilitator to determine workshop dates in the 2023-24 financial year.	Ongoing
PM	<b>RADF Round 2 2022-23</b> J Hall to determine RADF round 2 opening and closing dates and communicate with committee	Round opened and closed.	Completed
PM	<b>Returned RADF funds</b> J Hall to submit formal request to Arts Queensland for unspent funds from grant projects be allocated to the 2022-23 RADF community grants funding pool.	<ul style="list-style-type: none"> <li>Arts Queensland confirmed 9/3/2023 that unspent funds \$ 3,663.83 are approved to be allocated to the 2022-23 RADF community grants program.</li> </ul>	Completed





## **NORTH BURNETT ARTS AND CULTURAL ADVISORY COMMITTEE RADF ASSESSMENT MEETING**

### **ONLINE MEETING - MICROSOFT TEAMS THURSDAY, 6 JUNE 2023**

#### **1. MEETING ATTENDEES**

Dr Geoff Walden, Gillian Nicholl, Lorraine Maskell, Marshall Langston and Cr Melinda Jones.

North Burnett Regional Council Officers: Jenny Hall and Jenny Ward (secretary).

#### **2. WELCOME AND HOUSEKEEPING**

Dr Geoff Walden welcomed members to the meeting. J Hall shared an acknowledgement to country.

#### **3. APOLOGIES/LEAVE OF ABSENCE**

Apologies: Kerry Slack and Judith Bohm-Parr.

#### **4. BUSINESS ARISING FROM PREVIOUS MEETING**

#### **5. CONFLICT OF INTEREST**

The following conflicts were identified at the commencement of the meeting:

- Gillian Nicholl – Shiralee Plowman – Outcome Report
- Cr Melinda Jones – Danica Nizic – Request for project variation and cancellation of project.

It was agreed that the members could remain in the meeting room, however, would not take part in determining recommendations and voting.

#### **6. OUTCOME REPORTS FOR ACQUITTAL**

The following outcome reports were assessed:

##### **6.1 Rachel Koster - Recording project with Rick Price \$5,750**

Funding was sought to undertake a recording project with Rick Price to produce new music and develop new skills.

There was a range of discussions about the project including:

- It was agreed that the project outcomes were excellent and exceeded most objectives.
- Funds were spent according to the application and funding agreement.
- It was exciting to see a North Burnett Artist achieving at a high level.
- It would be great to see more art practitioners reaching this level of work and how RADF could support this.

The committee commended Rachel on how this project led to creating new works, how she learnt how to self-record vocals remotely, created her own home studio, embraced new technologies and was able to pivot during COVID. The committee congratulated Rachel on how this project led to new professional connections and opportunities including being asked to co-write with



composer/conductor Sean O'Boyle. The song they have written has been included in a musical earmarked for Broadway/West End.

**Motion:** That the committee recommend successful project acquittal.

**Moved:** G Nicholl

**Seconded:** L Maskell

**Carried:** 5/0

6.2 Joanne Trigger – auspice by Biggenden Women's Shed Association, Donna Cagney Art Workshops \$ 2,546

Donna Cagney was engaged to host a workshop to provide participants with knowledge on how to include light, colour, shadows and depth in painting.

The art workshop delivered by Donna Cagney brought was a great way to introduce new skills and genres, built community Connection and wellbeing and the workshops were well attended. It was agreed that the project outcomes were excellent and exceeded most objectives.

The committee discussed how similar projects (e.g. workshops) could be offered across the region in the future and benefit multiple communities.

**Motion:** That the committee recommend successful project acquittal.

**Moved:** Cr M Jones

**Seconded:** L Maskell

**Carried:** 5/0

6.3 Shiralee Plowman – Expression of Healing through Music – funded

Funding was sought to undertake a recording project to produce music to support people through trauma and develop new skills.

There was discussion about the project including:

- It was generally agreed that the project outcomes were met.
- RADF funds were spent according to the application and funding agreement.
- The Committee would like to seek further clarification from the artist if they have contributed to the project as per the funding application e.g. Art and CD pressing and mastering.
- The Committee noted that the project commenced in 2021 and has taken some time to finalise/complete.

**Motion:** That the committee recommend outcome report be accepted and project acquitted.

**Moved:** M Jones

**Seconded:** L Maskell

**Carried:** 4/0

*Note: L Nicholl abstained from discussion and did not vote due to declared conflict of interest.*

## 7. GENERAL BUSINESS

### 7.1 Project finalisation for Danica Nizic

The Monto Magic Tourism Action Group (MMTAG) auspiced Danica Nizic to undertake a Masonry Workshop and sculpture project, funded by RADF Round 2 2020-21. The Monto Magic Tourism Action Group have reported that the workshop component of the project has been successfully completed with six workshops held. The creation of the sculpture, however, has not yet commenced.

The artist has notified MMTAG that they are unable to complete the sculpture component of the project. Monto Magic have advised Council that the project is unable to be completed and have requested that the project be terminated. The artist has been paid \$8,000 of the funded \$16,000.

Part of the initial funding payment included the purchase of large siltstone rock for the sculpture which are currently located at the Monto Historical Complex, however, is unable to remain in this location and will need to be re-located.

Monto Magic are seeking a variation to the RADF project to engage a contractor to relocate the unused siltstone from the Monto Historical Complex to the MMTAG RV stopover area. The stone will then be used to create a historical rock garden for future sculptures to be placed in the garden. The remaining grant funds (approx. \$7000) would be returned to Council.

The committee had discussion on the project cancellation and variation and there was general agreement that Monto Magic should not be held accountable for the project being incomplete as they had made every attempt possible for the project to progress and it is recommended that funds be used to finalise the project without Monto Magic having to fund the removal of the siltstone from the Historical Complex.

**Motion:** The North Burnett Arts and Cultural Advisory committee recommended:

1. A variation to the project for Monto Magic Tourism Action group to use \$1000 of RADF funding to reallocate the Siltstone from the Monto Historical Complex to Monto Magic's leased area at the RV Stopover on Lister Street, Monto.
2. The project be terminated with remaining funds being returned to Council.
3. Seek approval from Arts Queensland to allocate returned funds to the 2022-23 RADF Community grants funding round 3, if timeframes permit.

**Moved:** Dr G Walden

**Seconded:** L Maskell

**Carried:** 4/0

*Note: abstained from discussion and did not vote due to declared conflict of interest*

#### 7.2 Update on Project – Kaiden Ratcliff – First Nations Art Exhibition - RADF2122R3033

At the RADF Assessment Meeting in February 2023, the North Burnett Arts and Cultural Advisory Committee recommended funding be awarded for the community workshops by Wakka Boy - Adrian Chapman and Zane Ratcliffe. Funding was recommended up to the value of \$7,110, of which \$1125 is conditional on further explanation being provided and accepted by the Committee on the following expenses items in the application form: production, material, and administration costs.

Following the assessment meeting, J Hall met with the Kathy Ratcliffe, John Zahl (Gayndah Development Association) and Jane Glenn (Gayndah Art Gallery) to discuss how the project was progressing and the items to be considered for conditional funding. It was proposed that the conditional funding be used towards:

- 3 x A Frame's being built to display artwork
- Materials: paint and framing of artwork
- Advertising and promotion including graphic design for promotional poster using local artist Amanda Wenck from Truth Designs.

The committee discussed the proposed purchases and the maximum amount of funding that could be spent on framing as per the RADF guidelines: "Framing or freight – only a small proportion of these costs can be covered as part of presentation costs for significant exhibitions".

It was generally supported that \$200.00 was a suitable limit for paint and framing costs.

**Motion:** That the committee approve \$1125 of funding to be expended on 3 x A frames to display artwork, materials (paint and framing) and advertising and promotion. Of the \$1125 of funding, the maximum amount that can be spent on paint and framing is \$200.00.

**Moved:** L Maskell

**Seconded:** G Nicholl

**Carried:** 5/0

## 8. FUNDING OUTLOOK

Funding Source	Funding
Arts Queensland – 2022-23 RADF Program Funding Agreement	\$ 25,000
NBRC Financial Contribution to RADF	\$ 13,000
<b>Sub-total: Funding as per agreement</b>	<b>\$ 38,000</b>
<b>2020-21 and 2021-22 RADF projects – returned funds</b>	
24/10/22 Returned project funds – Gayndah Art Gallery (2021/22)	\$ 3008.27
26/10/22 Returned project funds – MEA (2021/22)	\$ 655.56
Returned project funds – Danica Nizic Auspiced by Monto Magic Tourism Action Group (2020-21)	\$ 7000*
Sub-total: Total funding returned	<b>\$ 10, 663.83*</b>
<b>Total Funding for Community Grants program</b>	<b>\$ 48, 663.83*</b>

\*Funds from Danica Nizic's RADF project are in the process of being returned to Council. A funding variation will be submitted to Arts Queensland to request that the returned funds be allocated to the 2022/23 Community Grants funding pool. If Arts Queensland decline the funding variation request, the total funds for the 2022-23 funding program will be **\$41,663.83**.

### 2022-23 RADF Grant funding awarded

Funding	Funds Available	Grant Applications Received	Approved / Expended	RADF Funds Remaining
<b>Committee initiative</b>	<b>\$ 48,663.83</b>		\$ 3,600	<b>\$ 45,063.83</b>
<b>Round 1</b>	<b>\$ 45,063.83</b>	\$ 16,086	\$ 12,586	<b>\$ 32,477.83</b>
<b>Round 2 (if endorsed)</b>	<b>\$ 32,477.83</b>	\$ 1315	\$ 1315	<b>\$ 31,162.83</b>
<b>Total funds remaining for Round 3 2022-23</b>				<b>\$ 31,162.83*</b>

*Note: Any applicable GST for approved/expended funds is not paid from RADF grant funds.*

\*If Arts Queensland decline the funding variation request for \$7000 of returned funds to be allocated to the 2022/23 Community Grants funding pool, the total funds remaining for Round 3 will be **\$ 24,162.83**.

## 9. NEXT MEETING

Town: Monto

Venue: Monto Boardroom

Date: 3 August 2023

Time: 9.30am

**Action:** J Hall to send calendar invite to committee members.

**CLOSURE OF MEETING**

Meeting closed at 12.10pm.

Dr Geoff thanked all attendees and thanked them for their time.

## Summary of Action Items from Meeting

### SUMMARY OF ACTION ITEMS

Item	Actions	Response to action items / questions	Status
PM	<p><b>Danica Nizic – Masonry Workshop – NR010RADF – Project update</b> J Hall to contact Monto Magic Tourism Action group to request status update, request for variation and evidence of workshops being completed.</p>	Contacted Monto Magic Tourism Action group and update on project provided. Refer to minutes above.	Completed
PM	<p><b>Daniel Patterson, Digital Design for Youth - project update</b> J Hall to contact applicant to follow-up on extension request and project completion.</p>		In progress
PM	<p><b>RADF Round 3 2022-23</b> J Hall to determine RADF round 3 opening and closing dates and communicate with committee</p>	Round 3 opened and will close at 5pm Wednesday 12 July.	Completed
PM	<p><b>Noosa Film Academy</b> J Hall to contact Noosa Film Academy to clarify questions raised and to seek advice if there is any evidence or research on the impact of the program</p>	<ul style="list-style-type: none"> <li>• The applicant missed ticking the target age group of 12-21 on their RADF application. The School ages (grades) that will be part of the program range from primary to high school aged children. Biggenden State School grades range from prep to year 10 and Monto State High School grades 7 to 12.</li> <li>• Noosa Film academy are interested to offer workshops in all towns in our region and would consider future projects in towns they have yet to visit.</li> <li>• They are interested to continue to offer a School based program plus complement this by delivering community workshops and/or community screening event where students can showcase their work (or community members). They are able to cater workshops to all ages and abilities.</li> <li>• The applicant advised that they have been able to track progress of participants through their program and long-term outcomes/benefits. They can only track those student who reach out to them and remain in touch with them post the workshops.</li> </ul>	Completed
PM	<p><b>Noosa Film Academy</b> J Hall to liaise with Noosa Film Academy to confirm auspice organisation</p>	Monto Magic Tourism Action Group has agreed to auspice their application and the paperwork has been received. The funding condition has now been satisfied.	Completed
PM	<p><b>Kaiden Ratcliffe Project</b> Jenny Hall to clarify RADF expenditure items for Kaiden Ratcliffe Project</p>	Email sent to request additional information. Follow-up phone call - waiting for response. Meeting held with John Zahl, Katherine Ratcliffe and Jane Glenn.	Completed
PM	<p><b>Danica Nizic – Masonry Workshop – NR010RADF – Project update</b> J Hall to contact applicant to discuss project and progression with intent for funding to be returned if project is unable to be completed.</p>	Discussions have occurred between Monto Magic Tourism Action group and Danica Nizic.  Update on project has been included in meeting minutes.	Completed
PM	<p><b>Daniel Patterson, Digital Design for Youth - project update</b> J Hall to contact applicant to decline acquittal in current format and seek</p>	J Hall has contacted Daniel to advise that acquittal is unable to be progressed. J Hall has requested additional information if an extension by the committee can be considered.	In progress

## SUMMARY OF ACTION ITEMS

Item	Actions	Response to action items / questions	Status
	advice on when the project will be completed to be able to process extension grant project.		
PM	<b>CQRASN Wide Bay Touring Circuit Program.</b> J Hall to progress letter of support and confirm locations for first touring circuit performance.	Letter of Support was drafted and signed by Interim General Manager – Corporate and Community.	Completed
PM	<b>Arts Queensland Review</b> J Hall to provide committee with an update on the review when further information comes to light.	Council is currently waiting for further advice from Arts Queensland on the outcome of the RADF review.	Ongoing
PM	<b>Grant Workshops</b> J Hall to continue to liaise with Art and Cultural workshop facilitator to discuss capacity building workshops in the region.	J Hall has reached out to workshop facilitator to determine workshop dates in the 2023-24 financial year.	Ongoing
PM	<b>RADF Round 2 2022-23</b> J Hall to determine RADF round 2 opening and closing dates and communicate with committee	Round opened and closed.	Completed
PM	<b>Returned RADF funds</b> J Hall to submit formal request to Arts Queensland for unspent funds from grant projects be allocated to the 2022-23 RADF community grants funding pool.	<ul style="list-style-type: none"> <li>Arts Queensland confirmed 9/3/2023 that unspent funds \$ 3,663.83 are approved to be allocated to the 2022-23 RADF community grants program.</li> </ul>	Completed

## 11 WORKS

### 11.1 WATER AND WASTEWATER 2247 DROUGHT MANAGEMENT OF URBAN WATER POLICY REVIEW

**Doc Id:** 1154268

**Author:** Shaun Johnston, Water and Waste Water Manager

**Authoriser:** Margot Stork, Chief Executive Officer

**Attachments:** 1. Draft 2247 Drought Management Urban Water.docx [1154264]

#### EXECUTIVE SUMMARY

Council's Policy for managing drought related water restriction for Urban Water has lapsed. It underwent a major revision at the last review over 12 months ago and no further revision is indicated. Policy adoption is for a period of up to four years.

#### CORPORATE PLAN

**OUR VISION:** A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

#### OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

#### OFFICERS RECOMMENDATION

That Council adopts 2247 – Drought Management Urban Water Policy.

#### REPORT

It is a regulatory requirement under the Water Act 2000 for Council to adopt a plan to show its commitment to regional water security. Council had previously developed and endorsed a policy to meet this requirement, revising it extensively at the last review. This policy has now lapsed, and Council is required to adopt a Policy for a period of up to 4 years.

It is also a regulatory requirement under the Water Supply (Safety and Reliability) Act 2008 for Council to have a current adopted policy or plan to show how it will manage urban water demand if it wants to introduce water restrictions on regulated potable water schemes. The proposed Policy also fulfills this requirement.

The policy meets both above requirements and provides for the science-based regulation of demand in Council's 8 potable water supply schemes. It considers the known and anticipated availability and quality of sources of water supply, along with the reasonable needs and wants of its customers for potable water, based upon historic usage in each system and provides the framework upon which restrictions may be used to regulate urban demand and maintain reliable, quality drinking water supplies at all times. It also considers the reasonable capacity for Council's infrastructure to provide for demand and the need to minimise costs in future infrastructure spending to increase production of potable water to meet higher than anticipated demand. The Policy provides a methodology to continually manage both the scale of demand and the aspirations of customers in relation to the availability of this finite costly resource. It provides the basis for future Council decisions as we monitor the factors influencing the demand and supply of water resources in our region.

The Policy considers several key influences of availability and cost of urban water delivery: seasonal and climatic variations in source water supplies; availability of alternative sources in case of failure of supply; variations in demand due to seasonal and climatic variations and regional economic development and competing demands for diminishing resources; the cost of infrastructure renewal and upgrades to meet demand.

**CONSULTATION**

SMT has been briefed and given an opportunity to comment.

Council was briefed 1<sup>st</sup> November 2022.

It is a regulatory requirement for the document to be made public once it is adopted.

**RISK IMPLICATIONS****Reputation / Political**

Council is obligated to have a mechanism for engaging in demand management on a regional basis under the Water Act 2000.

Council cannot introduce water restrictions under the Water Supply (Safety and Reliability) Act 2008, other than in an emergency, without an approved Policy or Demand Management Plan.

**Occupational Health & Safety (WHS)**

Not Applicable.

**Financial Impact**

Council may be at risk of being fined for failing to meet requirements under the Water Act 2000 and the Water Supply (Safety and Reliability) Act 2008 if it were to implement water restrictions without a policy in place.

**Legal & Regulatory**

Council currently has restrictions in place for all townships under the lapsed Policy, a situation which should be rectified as a matter of urgency, given the potential financial impacts outlined above.

**Environmental**

Having a demand management plan in place is part of Council's environmental obligation under the Water Act 2000. It indicates that Council is managing the demand for finite water resources as far as this is within its control (urban water demand) to allow for fair distribution amongst all those who have a right to its use, whilst also supporting the natural environment.

**Property & Infrastructure**

This policy, and associated procedure, seek to manage urban water demand to allow the fair allocation of the resource amongst its customers using a framework based upon criticality of uses in each community and within the limits of existing allocations and water treatment infrastructure in each township.

**Human Resources**

Not Applicable.

**Information Communications Technology**

Not Applicable.

**Service Delivery**

This framework provides measures compliant with the Water (Safety and Reliability) Act 2008 to restrict demand to ensure a fair distribution of a finite resource and to impose penalties on those who fail to comply.

**Climate**

Water is a finite resource. This framework is Council's plan to manage urban water demand as part of a regional response to changing climatic patterns, which include drought and periodic source water scarcity and quality challenges.



**KEY MESSAGE**

Council is required to have an endorsed document that outlines its water resource management within its region (*Water Act 2000*).

Council is required to have an endorsed document to show how it will manage urban water demand if it wants to introduce water restrictions outside emergency situations (*Water Supply [Safety and Reliability] Act 2008*). This must be publicly available.

Once endorsed, this document will enable Council to continue to actively manage urban water demand. A campaign will provide key information to the public through Council's website and social media page. Key information will also be included with six-monthly water bills.

Restrictions will be actively managed by relevant staff and, in the first instance, warnings given to increase awareness amongst the community.

## Draft 2247 Drought Management Urban Water Governance Policy



### PURPOSE

- 1) The purpose of this policy is to provide a mechanism under which North Burnett Regional Council introduces and manages restrictions on urban water usage.
- 2) This policy supports Council in managing urban water usage in line with the authority granted at Division 3 of the *Water (Supply Safety and Reliability) Act 2008*.
- 3) This policy establishes a framework for consistent and appropriate drought management provisions within Council's urban water supply schemes and is in alignment with the *Water Act 2000*, Chapter 2A, Part 2 Sections 352 and 353.

### SCOPE

- 4) This policy applies to all reticulated urban water supply schemes owned and/or operated by Council, WSPID 490.
- 5) This policy is binding on all customers of Council's reticulated urban water supply schemes and forms part of the service contract between Council and its customers.

### DEFINITIONS

Term	Definition
Council	means North Burnett Regional Council
WSP	means Registered Water Supply Provider
WA	means <i>Water Act 2000</i>
WSSRA	means <i>Water (Supply Safety and Reliability) Act 2008</i>

### POLICY

#### OBJECTIVES

- 6) The objectives of this policy are to:
  - a) Ensure efficient and sustainable outdoor water use;
  - b) Ensure sufficient water remains in Council's water allocation for essential indoor and firefighting uses;
  - c) Ensure equitable use of the source water supply to maintain consistent water pressure and quality throughout the reticulation network for all customers; and
  - d) Ensure the long-term viability of Council water schemes.

#### PRINCIPLES

- 7) Monitoring and compliance shall be carried out in accordance with:
  - a) *Water Supply (Safety and Reliability) Act 2008*, Sections 45-48 - Authorised Persons;
  - b) *Water Act 2000*, Chapter 2A, Part 2 Sections 352 and 353.
  - c) *Local Government Act 2009*, Section 125-148 – Powers of Authorised Persons;
  - d) *State Penalties Enforcement Regulation 2000*, Section 8C; and
  - e) *State Penalties Enforcement Regulation*, Sch. 5.

#### POLICY STATEMENT

- 8) Water restrictions shall be set for all water supply schemes owned and/or operated by Council in accordance with the *Water Supply (Safety and Reliability) Act 2008*, Sections 41-43 – Power to Restrict Water Supply.

#### ROLES AND RESPONSIBILITIES

[Insert Policy Title]  
Approved [To insert date]

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Doc ID #####

- 9) The Water and Wastewater Manager is responsible for the application of this policy and supporting procedures.
- 10) Other roles and responsibilities will be as identified in supporting procedures.

**APPLICABLE LEGISLATION AND REGULATION**

- 11) Applicable legislation and regulation:
  - a) *Local Government Act 2009*
  - b) *Water Supply (Safety and Reliability) Act 2008*
  - c) *State Penalties Enforcement Act 1999*
  - d) *State Penalties Enforcement Regulation 2014*
  - e) *Supply (Safety and Reliability) Act 2008*

**RELATED DOCUMENTS**

- 12) Related documents are:
  - a) Drinking Water Quality Management Plan
  - b) Drought Management Procedure for Urban Water

**RESPONSIBLE OFFICER**

Chief Executive Officer

**APPROVAL DATE**

[To insert date]

**REVIEW DATE**

[To insert date] (Standard four-year term)

**REVISION HISTORY**

Version	Meeting	Approval Date	History
1	Policy and Planning	6 October 2015	New
2	General	<Date>	Revised

## 12 COUNCILLOR REPORTS

### 12.1 MAYOR AND COUNCILLORS REPORTS

**Doc Id:** 1154179

**Author:** Tegan Bauer, Executive Assistant to the Mayor

**Authoriser:** Margot Stork, Chief Executive Officer

**Attachments:** 1. Cr Giddins - Councillor Report for May 2023.pdf []  
2. Mayor Hotz - Councillor Report for May 2023.pdf [1154786]

#### INTRODUCTION/BACKGROUND

This report is a summary of information provided by the Mayor and Councillors outlining their attendance at meetings and functions representing Council for the period 1 May 2023 to 31 May 2023.

In addition to the attached, Councillor Information Workshops were held throughout the period as noted below. These workshops are an opportunity for Council Officers to keep Councillors up to date with projects that are happening throughout the region.

- Wednesday 3 May 2023 in Gayndah
- Wednesday 17 May 2023 in Mundubbera

As per the 2023 Meeting Schedule, the Council General Meeting was held on Wednesday 24 May 2023 in Gayndah.

#### OFFICER COMMENTS/CONCLUSION

Nil.

#### OFFICERS RECOMMENDATION

That the Councillor Reports be received for the period of 1 May 2023 to 31 May 2023.

## COUNCILLOR DAEL GIDDINS

MAY, 2023

Date	Meeting/Function	Location	Comments
06/05/2023	Mundubbera Show	Mundubbera	Community interaction with Residents of Mundubbera. Various discussions with both Mundubbera, Gayndah & Eidsvold residents
09/05/2023	Gayndah Hospital Community Reference Group	Teams Meeting	Reports received from relevant agencies of this group for the ongoing operations of our hospital system.
10/05/2023	Tourism Meeting with CEO, Council Staff & Councillor	Teams Meeting	Further discussion on where to from here for the North Burnett and Tourism
11/05/2023	Primary School North Burnett X Country	Gayndah	Assistance with the running of the event for all of our North Burnett Students
12/05/2023	Boyne Burnett Inland Rail Trail	Eidsvold	Further discussions on the progress of this Rail Trail and upgrade of Bridges.
12/05/2023	Gayndah RSL	Gayndah	Community presentation by Keith Wrench on Anzac Tour
13/05/2023	Gayndah Resident request for Meeting	Gayndah	Several concerns by the Resident regarding town planning, water connection etc
15/05/2023	High Consequence Decision Making Masterclass	Gympie	QFES supplied training to relevant Disaster Management staff of LDMG
16/05/2023	North Burnett Human Social Meeting	Teams Meeting	Relevant Agencies reports
16/05/2023	Qld Water 2023 Water Connections Tour	Biggenden & Mingo X	Meeting and discussion and tour of Biggenden Water & Sewerage Plant & Mingo Crossing Plant with Qld Water delegates. Opportunity to advocate with this Department regarding funding available to upgrade our facilities
18/05/2023	Gayndah Primary Schools Under 8's Week Event	Gayndah State Primary School	Invitation to attend and be part of the activities for Under 8's week
20/05/2023	Biggenden Show	Biggenden	Attend and talk to Community Members
20/05/2023	Anglican Men's Society Qld Conference Dinner	Gayndah	Invited to attend and provide an opening speech

Date	Meeting/Function	Location	Comments
22/05/2023	North Burnett Local Disaster Management Group (LDMG) Meeting	Gayndah	Meeting of Disaster Agencies to discuss our ongoing program
25/05/2023	Gunther Retirement Village Biggest Morning Tea Event	Gayndah	Invitation to attend and support this very worthy event
25/05/2023	Disaster Recovery Funding Training	Gayndah	Training with Government Agencies on accessing Funding.
26/05/2023	½ Day Gayndah Tour	Gayndah	Tour of parts of the Gayndah Division with Senior Management
31/05/2023	Local Government Association Queensland (LGAQ) Queensland Disaster Management Conference	Brisbane	<p>Attended sessions on Future of Disaster Management in Qld</p> <p>Changes in the Management of SES &amp; Marine Rescue Qld to be now structured under the Qld Police Department.</p> <p>Future of Disaster resilience in Qld</p> <p>What makes an effective LDMG</p> <p>Spotlight on Recovery after a Disaster</p> <p>Working together in a Cross Border event</p> <p>The New National Australian Warning System</p> <p>Thinking Locally about Emergency Animal Diseases</p> <p>Nuclear needle in a Haystack</p>

## MAYOR LES HOTZ

MAY, 2023

Date	Meeting/Function	Location	Comments
05/05/2023	Meeting with Monto Community member	Monto	Community member researching Monto history.
16/05/2023	Meeting with Cr Dingle and Mount Perry Community member	Mount Perry	Community member raised concerns regarding private matter with Council.
16/05/2023	QLD Water's 2023 – Water Connections Week tour	Biggenden	
16/05/2023	Meeting with Cr Dingle and Mount Perry Business	Mount Perry	Mount Perry local business owner's request to meet with Council and seeking a deputation to a meeting.
18/05/2023	Meeting with Border Security	Monto	Border Security researching location of private airfields in the Northern section of the region.
24/05/2023	CAPEX Meeting	Gayndah	

**13 URGENT BUSINESS**



**14 CONFIDENTIAL REPORTS****OFFICERS RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

**14.1 Audit and Risk Committee Appointment**

This matter is considered to be confidential under 254J - 254J(3)(g) of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

**14.2 Sale of Land for Overdue Rates and Charges**

This matter is considered to be confidential under Section 275(1) - f of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with starting or defending legal proceedings involving the local government.

**14.3 Update - Recovery of Outstanding Rates**

This matter is considered to be confidential under Section 254J(3)(a)-(i) - e of the *Local Government Regulation 2012*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken for or against local government.

**15 CLOSURE OF MEETING**