



MINUTES

General Meeting

13 December 2023

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING HELD AT THE MUNDUBBERA BOARDROOM
ON WEDNESDAY, 13 DECEMBER 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
Cr Michael Dingle
Cr Susan Payne

OFFICERS: Margot Stork (CEO)
Anna Scott (General Manager Works)
Kim Mahoney (General Manager Corporate and Community)
Allan Hull (Civil Works Manager)*
Jenny Hall (Community Development Stream Leader)*^
Kath Hamilton (Executive Assistant to the General Manager - Corporate and Community)
Maggie O'Shannessy (Administration Officer (Executive Services))
Marlene Carstens (Executive Assistant to the General Manager - Works)
Michael Cartwright (Governance, Policy and Risk Advisor)
Owen Jensen (Financial Services Manager)*^
John Fraser (Development & Building Services Stream Leader)*^
Rhys Habermann (Acting Strategic Relationships Manager)
Tegan Bauer (Executive Assistant to the Mayor)

*^ attended the meeting via Microsoft Teams * attended part of the meeting only*

3 APOLOGIES/LEAVE OF ABSENCE

Nil.

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>Carla Ulcoq</i>	<i>Gayndah</i>
<i>George Dent</i>	<i>Gayndah</i>
<i>Norma Burns</i>	<i>Gayndah</i>
<i>Leonard Ogle</i>	<i>Monto</i>
<i>Patricia Bowles</i>	<i>Monto</i>
<i>Harvey Dingle</i>	<i>Mount Perry</i>

6 DEPUTATIONS/PETITIONS

At 9:04am Council was presented with a delegation specifically addressing a community sentiment survey, with an allotted time of 20 minutes.

A summary of the deputation is as follows:

As a representative of the Mount Perry community, the speaker, acknowledged the feeling of dissatisfaction within their community. Without specifying issues, the speaker advocated for introspection, open listening, and a commitment to an inclusive community.

The speaker noted that there is a disconnect between Mount Perry community needs and decision-makers responsiveness. The speaker proposed a community sentiment survey aligned with shared values and emphasised the survey's objectives: assessing community satisfaction, identifying areas for improvement, promoting inclusivity, fostering transparency and trust, and guiding future policies.

The speaker noted that the survey was aimed at open dialogue, not blame, and urged the incoming Council to prioritise it for the next term. The speaker noted that the information that may come out of the survey could be invaluable for shaping future policies and ensuring the representation of all residents' needs and aspirations.

The presentation concluded by 9.14am.

7 DECLARATIONS OF INTEREST

There were nil declarations at this time.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 22 NOVEMBER 2023

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 22 November 2023 be confirmed.

RESOLUTION 2023/214

Moved: Cr Kingsley Mesner

Seconded: Cr Michael Dingle

That the Minutes of the General Meeting held on 22 November 2023 be confirmed.

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

Against: Nil

CARRIED 7/0

NOTE: An administrative error was noted in the minutes of the previous meeting regarding 202311_2 Item 9.3 QON – Community Engagement (LHAP), specifically referencing Cr Payne requesting an update at a Councillor Workshop which was incorrect. Additionally, Cr Radel highlighted that there were potential spelling errors throughout the minutes. Through the Chair, Margot Stork (CEO), noted that the minutes would be reviewed for spelling errors and Cr Payne's request would be amended prior to publishing.

8.2 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 29 NOVEMBER 2023

OFFICERS RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held on 29 November 2023 be noted.

RESOLUTION 2023/215

Moved: Cr Dael Giddins

Seconded: Cr Robert Radel

That the Minutes of the Audit and Risk Committee Meeting held on 29 November 2023 be noted.

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

Against: Nil

CARRIED 7/0

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER**9.1 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND ANNUAL CONFERENCE
2023 ADDITIONAL REPORT****OFFICERS RECOMMENDATION**

That Council note the additional report following attendance at the 2023 Local Government Association of Queensland (LGAQ) Annual Conference.

RESOLUTION 2023/216

Moved: Cr Dael Giddins

Seconded: Cr Robert Radel

That Council note the additional report following attendance at the 2023 Local Government Association of Queensland (LGAQ) Annual Conference.

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

Against: Nil

CARRIED 7/0

9.2 REVIEW OF AUDIT AND RISK COMMITTEE POLICY AND CHARTER**OFFICERS RECOMMENDATION**

That Council note the proposed changes to the Audit and Risk Committee Policy and Charter.

NOTE: Mayor Hotz offered a point of clarification to confirm that a Councillor can not be appointed as the Chair of the Audit and Risk Committee as this role must be an external independent member.

RESOLUTION 2023/217

Moved: Cr Robert Radel

Seconded: Cr Michael Dingle

That Council note the proposed changes to the Audit and Risk Committee Policy and Charter.

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 AUDIT AND RISK COMMITTEE ANNUAL WORK PLAN 2023-2024

OFFICERS RECOMMENDATION

That Council note the Audit and Risk Committee 2023-2024 Annual Work Plan, as recommended by the Audit and Risk Committee.

RESOLUTION 2023/218

Moved: Cr Susan Payne

Seconded: Cr Michael Dingle

That Council note the Audit and Risk Committee 2023-2024 Annual Work Plan, as recommended by the Audit and Risk Committee.

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 AUDIT AND RISK COMMITTEE SCHEDULE OF MEETINGS FOR 2024

OFFICERS RECOMMENDATION

The Audit and Risk Committee schedule of meetings for 2024 is for noting by Council as recommended by the Committee.

RESOLUTION 2023/219

Moved: Cr Michael Dingle

Seconded: Cr Dael Giddins

The Audit and Risk Committee schedule of meetings for 2024 is for noting by Council as recommended by the Committee.

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

Against: Nil

CARRIED 7/0

10 CORPORATE AND COMMUNITY

10.1 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE - SERVICE STATION AND OPERATIONAL WORK - ADVERTISING DEVICE AT CAROLINE STREET / ISIS HIGHWAY (BETWEEN FREDERICK AND JOHN STREETS) BIGGENDEN

OFFICERS RECOMMENDATION

That Council:

1. Approve a Material Change of Use for a Service Station and Operational Work for Advertising Devices on land situated at John Street, Caroline Street, and Frederick Street, Biggenden, (described as Lot 11 on B4469 and Lot 21 on B4469) subject to relevant or reasonably required conditions.
2. Provide the decision notice to the applicant as required by section 63 Notice of decision, of the *Planning Act 2016*.

NOTE: The below information was provided to Councillors via email on 12 December 2023 to further clarify the proposed position of Council, specifically in relation to operating hours and the installation of 24/7 self-serve bowsers. This information was discussed and referred to during the meeting.

It is noted that the potential impacts of vehicle movements associated with the proposed use were proposed to be mitigated by limiting the hours of operation. The application stated that the service station would operate between the hours of 5:00 am and 8:00 pm. The applicant's Noise Impact Assessment prepared by ATP Consulting Engineers concluded that "...noise emissions would comply with relevant noise criteria at the nearest noise sensitive receptors, provided noise mitigation measures are employed." The noise impact assessment report based its modelling and, therefore, its recommendations on the stated operating hours of 5:00 am to 8:00 pm. The application was silent on the question of whether there would be any self-serve bowsers. Clearly, the installation of self-serve bowsers would introduce traffic and general activity outside the assumed trading hours and therefore create the potential for adverse impacts on residential amenity.

The recommended conditions included condition 5 (Attachment 9, page 279 of the agenda), restricting the trading hours to those stated in the application and noise impact assessment. Upon further consideration, the recommended condition should be improved to clarify that the installation of 24/7 self-serve dispensers is not permitted by the approval. The proposed update to condition 5 of the Decision Notice is as follows:

*5. Limit the hours of use of the Service Station, **including any self-service fuel dispensing**, unless otherwise approved by the Assessment Manager, to between the hours of:*

- (a) 5:00am to 8:00pm, on any day.*

RESOLUTION 2023/220

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

That Council:

1. Approve a Material Change of Use for a Service Station and Operational Work for Advertising Devices on land situated at John Street, Caroline Street, and Frederick Street, Biggenden, (described as Lot 11 on B4469 and Lot 21 on B4469) subject to relevant or reasonably required conditions.
2. Provide the decision notice to the applicant as required by section 63 Notice of decision, of the *Planning Act 2016*.

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 FINANCE REPORT TO 30 NOVEMBER 2023****OFFICERS RECOMMENDATION**

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

RESOLUTION 2023/221

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

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

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**11.1 GRANT OPPORTUNITY - REMOTE AIRSTRIP UPGRADE PROGRAM****OFFICERS RECOMMENDATION**

That Council endorse:

1. An application under the Remote Airstrip Upgrade (RAU) Program to construct a hardstand parking area for light aircraft at the Gayndah Airstrip; and
2. That Council accept responsibility to complete the project and meet the costs of the project not covered by grant funding.
3. A budget amendment to increase the capital budget by \$250,000, noting that \$125,000 would be external funding and \$125,000 from Council funding.

RESOLUTION 2023/222

Moved: Cr Robert Radel

Seconded: Cr Susan Payne

That Council endorse:

1. An application under the Remote Airstrip Upgrade (RAU) Program to construct a hardstand parking area for light aircraft at the Gayndah Airstrip; and
2. That Council accept responsibility to complete the project and meet the costs of the project not covered by grant funding.
3. A budget amendment to increase the capital budget by \$250,000, noting that \$125,000 would be external funding and \$125,000 from Council funding.

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

Against: Cr Michael Dingle

CARRIED 6/1

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 November 2023 to 30 November 2023.

RESOLUTION 2023/223

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That Council receives the Councillor Reports for the period 1 November 2023 to 30 November 2023.

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

Against: Nil

CARRIED 7/0

RESOLUTION 2023/224

Moved: Cr Susan Payne

Seconded: Cr Melinda Jones

That Council send a letter to the Minister of Transport, expressing gratitude for the official opening of the John Peterson Bridge in Mundubbera. However, convey disappointment regarding the invitation being offered in short notice, which regrettably hindered the attendance of many individuals who could have otherwise celebrated this momentous occasion.

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 REVIEW OF COUNCIL CONTROLLED CARAVAN PARKS

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 EMERGENT OPPORTUNITY - STAFF HOUSING

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.

14.3 2022-2023 FINANCIAL AUDIT - FINAL MANAGEMENT LETTER

This matter is considered to be confidential under 254J - 254J(3)(i) 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.4 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS

This matter is considered to be confidential under 254J - 254J(3)(i) 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.5 INTERNAL AUDIT PROGRAM

This matter is considered to be confidential under 254J - 254J(3)(i) 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.6 PROCUREMENT EXCEPTION - SPECIALISED DATA CONVERSION SERVICES

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.

14.7 PROCUREMENT EXCEPTION - PROVISION OF QUARRIED GRAVEL MATERIALS

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.

14.8 PROCUREMENT EXCEPTION - PROVISION OF ASIST WORKSHOPS TO NORTH BURNETT COMMUNITY

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.

RESOLUTION 2023/225

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

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 REVIEW OF COUNCIL CONTROLLED CARAVAN PARKS

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 EMERGENT OPPORTUNITY - STAFF HOUSING

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.

14.3 2022-2023 FINANCIAL AUDIT - FINAL MANAGEMENT LETTER

This matter is considered to be confidential under 254J - 254J(3)(i) 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.4 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS

This matter is considered to be confidential under 254J - 254J(3)(i) 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.5 INTERNAL AUDIT PROGRAM

This matter is considered to be confidential under 254J - 254J(3)(i) 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.6 PROCUREMENT EXCEPTION - SPECIALISED DATA CONVERSION SERVICES

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.

14.7 PROCUREMENT EXCEPTION - PROVISION OF QUARRIED GRAVEL MATERIALS

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.

14.8 PROCUREMENT EXCEPTION - PROVISION OF ASIST WORKSHOPS TO NORTH BURNETT COMMUNITY

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.

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 10.08AM.

NOTE: During the confidential closed session, the Chair requested a brief discussion regarding the confidential attachments in the 2024 Australia Day Award Recipients Report that were provided to Councillors under separate cover. Prior to the discussion commencing, Cr Jones declared a perceived conflict of interest in relation to item 10.3 as follows:

I, Cr Melinda Jones, inform the meeting that pursuant to Section 150EQ of the *Local Government Act 2009*, that I have a perceived conflict of interest with regards to Item 10.3 due to a close association with a panel member.

DECLARATION OF INTEREST - CR MELINDA JONES**RESOLUTION 2023/226**

Moved: Cr Dael Giddins
Seconded: Cr Kingsley Mesner

That Cr Jones remain in the room to be part of the discussion for Item 10.3 and leave the room whilst the matter is voted on.

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

Against: Nil

CARRIED 7/0

NOTE: Councillors continued to discuss the content in the confidential reports listed in section 14 above.

RESOLUTION 2023/227

Moved: Cr Dael Giddins
Seconded: Cr Robert Radel

That Council moves out of Closed Session into Open Session.

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 BACK INTO AN OPEN SESSION AT 11.17AM.

At 11:17am, Cr Melinda Jones left the meeting.

10.3 2024 AUSTRALIA DAY AWARD RECIPIENTS

OFFICERS RECOMMENDATION

That Council endorse:

1. The Regional Australia Day Award recipients on the recommendation of the 2024 Australia Day Awards Selection Panel as per Attachment 1.
2. The Local Legend Award recipients on the recommendation of the 2024 Australia Day Awards Selection Panel as per Attachment 1.

RESOLUTION 2023/228

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That Council endorse:

1. The Regional Australia Day Award recipients on the recommendation of the 2024 Australia Day Awards Selection Panel as per Attachment 1.
2. The Local Legend Award recipients on the recommendation of the 2024 Australia Day Awards Selection Panel as per Attachment 1.

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

Against: Nil

Abstained: Cr Melinda Jones

CARRIED 6/0

At 11:20 am, Cr Melinda Jones returned to the meeting.

NOTE: Through the Chair, Margot Stork (CEO) noted that the 2024 Australia Day Awards Selection Panel met at the Eidsvold Council Chambers on Monday 11 December 2023. The minutes of this meeting noted a recommendation for Council to consider (below).

2024 AUSTRALIA DAY AWARDS SELECTION PANEL RECOMMENDATION

That:

1. The Regional Australia Day Awards continue to be offered.
2. Council provides an online and paper-based nomination process.

Community is aware of both online and paper-based nomination process via Council media channels.

RESOLUTION 2023/229

Moved: Cr Robert Radel

Seconded: Cr Susan Payne

That:

1. The Regional Australia Day Awards continue to be offered.
2. Council provides an online and paper-based nomination process.
3. Community is aware of both online and paper-based nomination process via Council media channels.

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

Against: Nil

CARRIED 7/0**14.1 REVIEW OF COUNCIL CONTROLLED CARAVAN PARKS****OFFICERS RECOMMENDATION**

That Council receive and note the report prepared by Sustainable Park Solutions, entitled North Burnett Regional Council (NBRC) Caravan Parks – Future Operation, prepared in response to Council's request for a review to be undertaken of Council controlled caravan parks.

RESOLUTION 2023/230

Moved: Cr Michael Dingle

Seconded: Cr Kingsley Mesner

That Council receive and note the report prepared by Sustainable Park Solutions, entitled North Burnett Regional Council (NBRC) Caravan Parks – Future Operation, prepared in response to Council's request for a review to be undertaken of Council controlled caravan parks.\

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

Against: Nil

CARRIED 7/0

14.2 EMERGENT OPPORTUNITY - STAFF HOUSING

OFFICERS RECOMMENDATION

That Council take no further action regarding the employee housing opportunity presented in October 2023.

RESOLUTION 2023/231

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

That Council take no further action regarding the employee housing opportunity presented in October 2023.

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

Against: Nil

CARRIED 7/0

14.3 2022-2023 FINANCIAL AUDIT - FINAL MANAGEMENT LETTER

OFFICERS RECOMMENDATION

That Council notes the final audit management letter for the General Purpose Financial Statement for the year ended 30 June 2023, as recommended by the Audit and Risk Committee.

RESOLUTION 2023/232

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

That Council:

1. Notes the final audit management letter for the General Purpose Financial Statement for the year ended 30 June 2023, as recommended by the Audit and Risk Committee.
2. Commends and thanks staff for the completion of the Audit within the statutory timeframe.

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

Against: Nil

CARRIED 7/0

14.4 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS

OFFICERS RECOMMENDATION

That Council notes the information in the Internal and External Recommendations Status Registers as at November 2023, as recommended by the Audit and Risk Committee.

RESOLUTION 2023/233

Moved: Cr Susan Payne
Seconded: Cr Melinda Jones

That Council notes:

1. The information in the Internal and External Recommendations Status Registers as at November 2023, as recommended by the Audit and Risk Committee.
2. That this is the first progress report provided to Council and extends appreciation to staff.

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

Against: Nil

CARRIED 7/0

14.5 INTERNAL AUDIT PROGRAM

OFFICERS RECOMMENDATION

That Council endorses the Internal Audit Plan 2023-2024, as recommended by the Audit and Risk Committee.

RESOLUTION 2023/234

Moved: Cr Dael Giddins
Seconded: Cr Susan Payne

That Council:

1. Endorses the Internal Audit Plan 2023-2024, as recommended by the Audit and Risk Committee.
2. Acknowledges the work of the recently established Audit and Risk Committee and commends them for their work.

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

Against: Nil

CARRIED 7/0

14.6 PROCUREMENT EXCEPTION - SPECIALISED DATA CONVERSION SERVICES**OFFICERS RECOMMENDATION**

That Council resolves:

1. That in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied that due to the specialised nature of services being sought, there is only one (1) supplier who is reasonably available to perform the data conversion service.
2. To authorise the CEO to enter contractual arrangements for data conversion.

RESOLUTION 2023/235

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That Council resolves:

1. That in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied that due to the specialised nature of services being sought, there is only one (1) supplier who is reasonably available to perform the data conversion service.
2. To authorise the CEO to enter contractual arrangements for data conversion.

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

Against: Nil

CARRIED 7/0

14.7 PROCUREMENT EXCEPTION - PROVISION OF QUARRIED GRAVEL MATERIALS**OFFICERS RECOMMENDATION**

That Council resolves that:

1. In accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied there is only one (1) supplier who is reasonably available at this time to provide quarried gravel materials to the Gayndah area, with the upper limit of the exception being \$5,000,000; and
2. In accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied there is only one (1) supplier who is reasonably available at this time to provide quarried gravel materials to the Monto area, with the upper limit of the exception being \$5,000,000.

RESOLUTION 2023/236

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council resolves that:

1. In accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied there is only one (1) supplier who is reasonably available at this time to provide quarried gravel materials to the Gayndah area, with the exception being up to \$5,000,000;
2. In accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied there is only one (1) supplier who is reasonably available at this time to provide quarried gravel materials to the Monto area, with the exception being up to \$5,000,000; and
3. The exception decisions be brought back to Council for review at the end of the 2023-2024 financial year.

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

Against: Cr Michael Dingle

CARRIED 6/1

At 11:32 am, Cr Payne left the meeting.

At 11:33 am, Cr Payne returned to the meeting.

14.8 PROCUREMENT EXCEPTION - PROVISION OF ASIST WORKSHOPS TO NORTH BURNETT COMMUNITY

OFFICERS RECOMMENDATION

1. That Council resolves that in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied there is only one (1) supplier who is reasonably available at this time to provide;
 - Suicide Intervention Training
 - Creative Recovery Workshops
 - Childrens Mentorship Program
 To the North Burnett Region.
2. That in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council:
 - a) Authorise the CEO to enter a contractual arrangement for Suicide Intervention Training with Applied Suicide Intervention Skills Training to the value of \$20,000;
 - b) Authorise the CEO to enter a contractual arrangement for Creative Recovery Workshops with Queensland Health's Regional Adversity Clinician to the value of \$18,000; and
 - c) Authorise the CEO to enter a contractual arrangement for Childrens Mentorship Program with Blue Gum Farm TV to the value of \$33,000.

RESOLUTION 2023/237

Moved: Cr Robert Radel

Seconded: Cr Dael Giddins

1. That Council resolves that in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council is satisfied there is only one (1) supplier who is reasonably available at this time to provide;
 - Suicide Intervention Training
 - Creative Recovery Workshops
 - Childrens Mentorship Program
 To the North Burnett Region.
2. That in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council:
 - a) Authorise the CEO to enter a contractual arrangement for Suicide Intervention Training with Applied Suicide Intervention Skills Training up to the value of \$20,000;
 - b) Authorise the CEO to enter a contractual arrangement for Creative Recovery Workshops with Queensland Health's Regional Adversity Clinician up to the value of \$18,000; and
 - c) Authorise the CEO to enter a contractual arrangement for Childrens Mentorship Program with Blue Gum Farm TV up to the value of \$33,000.

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 11.40am.

The minutes of this meeting were confirmed at the General Meeting held on 24 January 2024.

A handwritten signature in black ink, appearing to be 'A. O. B.', written over a horizontal dotted line.

CHAIRPERSON