



AGENDA

General Meeting

28 February 2024

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 Monto Boardroom on Wednesday, 28 February 2024 commencing at 9:00 AM.

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**

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

<i>Ivy Seymour</i>	<i>Biggenden</i>
<i>Heather Ping</i>	<i>Gayndah</i>
<i>Ethel Wein</i>	<i>Gayndah</i>

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 declarations of interest.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 24 JANUARY 2024

Doc Id: 1199082

Author: Kat Bright, Senior Executive Assistant to the CEO and Mayor

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Minutes of the General Meeting held on 24 January 2024

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 24 January 2024 be confirmed.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING HELD AT THE EIDSVOLD BOARDROOM
ON WEDNESDAY, 24 JANUARY 2024 AT 9:00 AM**

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)*^
Jane Sutherland (Assets, Facilities and Fleet Manager)*^
Jenny Hall (Community Development Stream Leader)*^
John Fraser (Development & Building Services Stream Leader)*^
Kat Bright (Senior Executive Assistant to the CEO and Mayor)
Kath Hamilton (Executive Assistant to the GM Corporate and Community)
Marlene Carstens (Executive Assistant to the GM Works)^
Michael Cartwright (Governance, Policy and Risk Advisor)^
Mike Lisle (Planning and Environment Manager)^
Owen Jensen (Financial Services Manager)*^
Rhys Habermann (Acting Strategic Relationships Manager)

^ 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>Bruce Downie</i>	<i>Biggenden</i>	<i>Audrey Goschnick</i>	<i>Monto</i>
<i>Harold Griffin</i>	<i>Biggenden</i>	<i>Colin Tranter</i>	<i>Monto</i>
<i>Rosie Dodd</i>	<i>Eidsvold</i>	<i>Gwendoline Hampson</i>	<i>Monto</i>
<i>Valerie Pashalis</i>	<i>Eidsvold</i>	<i>Raymond Radel</i>	<i>Monto</i>
<i>Gladys Colch</i>	<i>Gayndah</i>		
<i>John Ahern</i>	<i>Gayndah</i>		
<i>Ray Willis</i>	<i>Gayndah</i>		

6 DEPUTATIONS/PETITIONS

Nil.

7 DECLARATIONS OF INTEREST

There were nil declarations at this time.

8 CONFIRMATION OF MINUTES**8.1 MINUTES OF THE GENERAL MEETING HELD ON 13 DECEMBER 2023****OFFICERS RECOMMENDATION**

That the Minutes of the General Meeting held on 13 December 2023 be confirmed.

Cr Giddins highlighted a spelling error on page 14 of the previous minutes where "Interest" was misspelled. Margot Stork, CEO, responded through the Chair, assuring that the administration error would be rectified in the confirmed minutes.

Additionally, Cr Payne noted that her name was omitted as an attendee on page 2. Margot Stork, CEO, responded through the Chair, acknowledging the administration error, and ensuring that it would be corrected in the confirmed minutes. It was clarified that Cr Payne was present and participated in the meeting held on 13 December 2023.

RESOLUTION 2024/1

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That the Minutes of the General Meeting held on 13 December 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

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

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 9 January 2024.

RESOLUTION 2024/2

Moved: Cr Susan Payne

Seconded: Cr Robert Radel

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 9 January 2024.

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

Against: Nil

CARRIED 7/0

202401_1 ITEM 9.1 QON - STATUS OF OUTSTANDING RESOLUTION 2022/163

Cr Giddins queried who was responsible for progressing outstanding resolution 2022/163 specifically in relation to the Rural Fire Levy funds. Margot Stork, CEO, responded through the Chair, noting that the question would be taken on notice and an update provided to Councillors.

9.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

OFFICERS RECOMMENDATION

That Council, in accordance with Section 195 of the *Local Government Act 2009*, appoints Council's General Manager Corporate and Community Ms Mahoney, as Acting Chief Executive Officer effective from 5.00pm Friday 16 February 2024 until 8.00am Thursday 22 February 2024 when Ms Stork (CEO) will resume normal duties.

NOTE: During the meeting, Margot Stork, CEO, confirmed through the Chair that Ms Mahoney's appointment as Acting CEO from 5.00pm Friday 16 February 2024 until 8.00am Thursday 22 February 2024 would by extension include the CEO's role of Local Disaster Coordinator and the relevant notices would be provided as necessary.

RESOLUTION 2024/3

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

That Council, in accordance with Section 195 of the *Local Government Act 2009*, appoints Council's General Manager Corporate and Community Ms Mahoney, as Acting Chief Executive Officer effective from 5.00pm Friday 16 February 2024 until 8.00am Thursday 22 February 2024 when Ms Stork (CEO) will resume normal duties.

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 2024 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL GENERAL ASSEMBLY

OFFICERS RECOMMENDATION

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

1. Appoint the Mayor or Deputy Mayor, and the CEO or delegate, as representatives to attend the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024.

That Council:

2. Move the following motions for inclusion in the motions to be debated at the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024:
 - a. This National General Assembly calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue.
 - b. This National General Assembly calls on the Australian Government to reassess the methodology used to calculate and distribute Financial Assistance Grants to ensure greater equity for all local governments.

RESOLUTION 2024/4

Moved: Cr Robert Radel

Seconded: Cr Dael Giddins

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

1. Appoint the Mayor or Deputy Mayor, and the CEO or delegate, as representatives to attend the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024.

That Council:

2. Move the following motions for inclusion in the motions to be debated at the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024:
 - a. This National General Assembly calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue.
 - b. This National General Assembly calls on the Australian Government to reassess the methodology used to calculate and distribute Financial Assistance Grants to ensure greater support for financially unsustainable local governments who do not have the capabilities to increase own source revenue.

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 2023-2024 (FY24) - QUARTERLY PROGRESS REPORT (Q2)

OFFICERS RECOMMENDATION

That Council receive the 2023-24 (FY24) Q2 Progress Report for the period 1 October 2023 – 31 December 2023.

RESOLUTION 2024/5

Moved: Cr Susan Payne

Seconded: Cr Dael Giddins

That Council receive the 2023-24 (FY24) Q2 Progress Report for the period 1 October 2023 – 31 December 2023.

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

Against: Nil

CARRIED 7/0

9.5 DRAFT LOCAL HOUSING ACTION PLAN (LHAP)

OFFICERS RECOMMENDATION

That Council endorses the draft North Burnett Local Housing Action Plan (LHAP).

NOTE: During the meeting Margot Stork, CEO, informed Councillors through the Chair, that Officers received a request from the Local Government Association of Queensland (LGAQ) after the Agenda was distributed requesting two (2) changes to the North Burnett Local Housing Action Plan (LHAP). LGAQ implied that these changes were at the request of the State Government.

Changes:

1. Modify the title page to remove part of the subheading to simply read “**Queensland Housing Strategy 2017-2027**,” removing any reference to the document being an initiative under that strategy.

Include an acknowledgement of country. This will be placed on page 3 under the partnership acknowledgment and read: “**Acknowledgement and respect is extended to the traditional owners and custodians, past and present, of the land within North Burnett.**”

RESOLUTION 2024/6

Moved: Cr Melinda Jones

Seconded: Cr Susan Payne

That Council endorses the draft North Burnett Local Housing Action Plan (LHAP).

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

Against: Nil

CARRIED 7/0

9.6 AMENDMENT OF RESOLUTION 2023/237 CREATIVE RECOVERY WORKSHOPS**OFFICERS RECOMMENDATION**

That Council amends resolution 2023/237 2. (b) to replace the authorisation for entering into a contractual arrangement with Queensland Health's Regional Adversity Clinician to instead authorise the CEO to enter into a new contractual arrangement with Rachel Koster for the delivery of Creative Recovery Workshops, up to the value of \$18,000.

RESOLUTION 2024/7

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council amends resolution 2023/237 2. (b) to replace the authorisation for entering into a contractual arrangement with Queensland Health's Regional Adversity Clinician to instead authorise the CEO to enter into a new contractual arrangement with Rachel Koster for the delivery of Creative Recovery Workshops, up to the value of \$18,000.

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

Against: Nil

CARRIED 7/0

9.7 FLOOD WARNING INFRASTRUCTURE MASTERPLAN**OFFICERS RECOMMENDATION**

That Council adopts the recommended North Burnett Flood Warning Infrastructure locations as set out below for inclusion in the Wide Bay Burnett Flood Warning Infrastructure Masterplan.

RESOLUTION 2024/8

Moved: Deputy Mayor Robert Radel

Seconded: Cr Melinda Jones

That Council adopts the recommended North Burnett Flood Warning Infrastructure locations as set out below for inclusion in the Wide Bay Burnett Flood Warning Infrastructure Masterplan.

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

Against: Nil

CARRIED 7/0

202401_2 ITEM 9.7 QON - FLOOD WARNING SIGN AT AUBURN RIVER ON HAWKWOOD ROAD, MUNDUBBERA

Cr Payne queried if there was any consideration for a flood warning sign to be located at Auburn River on Hawkwood Road, Mundubbera. Margot Stork, CEO, responded through the Chair noting that the question would be taken on notice.

202401_3 ITEM 9.7 QON - FLOOD WARNING SIGN AT DALLARNIL & PROPOSED SIGN ON THE ISIS HIGHWAY (CHILDERS - BIGGENDEN ROAD)

Cr Radel requested a point of clarification concerning the sign currently located at Dallarnil and if the proposed sign installation on the Isis Highway (Childers – Biggenden Road) would be additional to this. Margot Stork, CEO, responded through the Chair noting that the question would be taken on notice.

10 CORPORATE AND COMMUNITY**10.1 FINANCE REPORT TO 31 DECEMBER 2023****OFFICERS RECOMMENDATION**

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

RESOLUTION 2024/9

Moved: Cr Susan Payne

Seconded: Cr Michael Dingle

That Council, in accordance with section 204 *Local Government Regulation 2012 (Qld)*, receives the Finance Report for the period ended 31 December 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 QUARTERLY BUDGET REVIEW - DECEMBER 2023****OFFICERS RECOMMENDATION**

That Council:

1. Receives and notes the information within the Quarterly Budget Review – December 2023 report.
2. That in accordance with Section 170 of the *Local Government Regulation 2012*, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.

RESOLUTION 2024/10

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council:

1. Receives and notes the information within the Quarterly Budget Review – December 2023 report.
2. That in accordance with Section 170 of the *Local Government Regulation 2012*, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.

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

Against: Nil

CARRIED 7/0

10.3 MUNDUBBERA CARAVAN PARK

OFFICERS RECOMMENDATION

That Council resolves:

1. It does not support use of land in Seligman Avenue, Mundubbera, described as Lot 220 YL965 and Lot 1 RP179812, for camping, accommodation, caravan park or any similar purpose; due to the risks associated with natural hazards.
2. To investigate the requirements (time/funding) to support use of the land for “free camping” and other temporary activities such as events and provide a report back to Council.

That Council notes:

3. That any person can progress a development application for a Material Change of Use for a Caravan Park or like facility on the land, noting that such an application would require State Government’s consent as ‘owner’ of Lot 220 YL965 and Council’s consent as ‘owner’ of Lot 1 RP 179812.
4. That any person can make application to the State Government (Department of Resources) to purchase Lot 220 YL965.

RESOLUTION 2024/11

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That Council resolves to lay the report on the table until further information is provided at an upcoming Councillor Information Workshop.

In Favour: Crs Melinda Jones and Dael Giddins

Against: Crs Leslie Hotz, Robert Radel, Susan Payne, Michael Dingle and Kingsley Mesner

LOST 2/5

RESOLUTION 2024/12

Moved: Cr Susan Payne

Seconded: Cr Kingsley Mesner

That Council notes:

1. That Council Officers will work with community to allow usage of Lot 220 YL965 and Lot 1 RP 179812 for temporary events.
2. That any person can progress a development application for a Material Change of Use for a Caravan Park or like facility on the land, noting that such an application would require State Government’s consent as ‘owner’ of Lot 220 YL965 and Council’s consent as ‘owner’ of Lot 1 RP 179812.

3. That any person can make application to the State Government (Department of Resources) to purchase Lot 220 YL965.

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

Against: Crs Melinda Jones and Dael Giddins

CARRIED 5/2

10.4 SHOW HOLIDAY COMMUNITY ENGAGEMENT

OFFICERS RECOMMENDATION

That Council:

1. Endorse no changes to the show holiday dates for 2025 and appoint the following Show holidays for the region from 2025 onwards:
 - a. Mundubbera – Friday of Mundubbera’s show in May each year.
 - b. Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday of the Brisbane Royal Queensland Show (Ekka), in August each year.
2. Authorise the Chief Executive Officer to submit Show Holiday nominations, as per Resolution 1 (one), for the North Burnett Region, to the Queensland Government’s Office of Industrial Relations when requested each year.
3. Note the Show Holiday Engagement Outcome Report.

RESOLUTION 2024/13

Moved: Cr Susan Payne

Seconded: Cr Robert Radel

That Council:

1. Endorse no changes to the show holiday dates for 2025 and appoint the following Show holidays for the region from 2025 onwards:
 - a. Mundubbera – Friday of Mundubbera’s show in May each year.
 - b. Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday of the Brisbane Royal Queensland Show (Ekka), in August each year.
2. Authorise the Chief Executive Officer to submit Show Holiday nominations, as per Resolution 1 (one), for the North Burnett Region, to the Queensland Government’s Office of Industrial Relations when requested each year.
3. Note the Show Holiday Engagement Outcome Report.

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

Against: Crs Melinda Jones and Dael Giddins

CARRIED 5/2

10.5 FACILITY HIRE POLICY REVIEW

OFFICERS RECOMMENDATION

1. That Council:
 - a. Remove any reference to 'Free Meeting Room Use' and 'Policy 113 Not-for-Profit Community Organisations and In-kind Support' from the adopted 2023-24 Fees and Charges.
 - b. Policy 113 be specifically rescinded and all reference to that policy be removed from current Council documents.
2. That Council note operational changes will be made (commencing 1 March 2024) to ensure:
 - a. 1004 Community Grants Policy is applied as adopted resulting in a consistent approach to the hiring of Council facilities (meeting rooms/halls), and
 - b. The consistent application of Hire Charges as per Council's adopted 2023-24 Fees and Charges, as amended by Resolution 1.
 - c. That Council note that Policy 235 Council Community Halls and Room Hire and Policy 269 Free Use of Meeting Rooms for Not-for-Profit Organisations, have lapsed and no longer have effect.

RESOLUTION 2024/14

Moved: Cr Susan Payne
Seconded: Cr Kingsley Mesner

1. That Council
 - a. Remove any reference to 'Free Meeting Room Use' and 'Policy 113 Not-for-Profit Community Organisations and In-kind Support' from the adopted 2023-24 Fees and Charges.
 - b. Policy 113 be specifically rescinded and all reference to that policy be removed from current Council documents.
2. That Council note operational changes will be made (commencing 1 March 2024) to ensure:
 - a. 1004 Community Grants Policy is applied as adopted resulting in a consistent approach to the hiring of Council facilities (meeting rooms/halls), and
 - b. The consistent application of Hire Charges as per Council's adopted 2023-24 Fees and Charges, as amended by Resolution 1.
 - c. That Council note that Policy 235 Council Community Halls and Room Hire and Policy 269 Free Use of Meeting Rooms for Not-for-Profit Organisations, have lapsed and no longer have effect.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne and Kingsley Mesner

Against: Crs Melinda Jones, Dael Giddins and Michael Dingle

CARRIED 4/3

11 WORKS

11.1 REGIONAL ROAD GROUP MEMBERSHIP FEES

OFFICERS RECOMMENDATION

That Council resolve to:

1. The reinstatement of membership fees for the Wide Bay Burnett Regional Roads and Transport Group; and
2. Pay the fees for 2023/24, as calculated accordance with the 2014/15 formula with the inclusion of the Cherbourg Aboriginal Shire Council, and delegate payment of the fees to Council's Manager Civil Works.

RESOLUTION 2024/15

Moved: Cr Kingsley Mesner

Seconded: Cr Michael Dingle

That Council resolve to:

1. The reinstatement of membership fees for the Wide Bay Burnett Regional Roads and Transport Group; and
2. Pay the fees for 2023/24, as calculated accordance with the 2014/15 formula with the inclusion of the Cherbourg Aboriginal Shire Council, and delegate payment of the fees to Council's Manager Civil Works.

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

Against: Nil

CARRIED 7/0

11.2 MONTO ADMINISTRATION BUILDING - OUTCOME OF ADDITIONAL STRUCTURAL INVESTIGATIONS

OFFICERS RECOMMENDATION

That Council amend part 1 of Resolution 2023/22 to:

1. Resolves to undertake repairs to the Monto Administration Building in accordance with the detailed design and specification to be finalised by ATC Consulting Engineers and Project Managers.

RESOLUTION 2024/16

Moved: Cr Susan Payne

Seconded: Cr Melinda Jones

That Council amend part 1 of Resolution 2023/22 to:

1. Resolves to undertake repairs within the current allocated budget to the Monto Administration Building in accordance with the detailed design and specification to be finalised by ATC Consulting Engineers and Project Managers.

<u>In Favour:</u>	Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner
<u>Against:</u>	Nil
CARRIED 7/0	

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 December 2023 to 31 December 2023.

RESOLUTION 2024/17

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That Council receives the Councillor Reports for the period 1 December 2023 to 31 December 2023.

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

Against: Cr Susan Payne

CARRIED 6/1

13 URGENT BUSINESS

Nil.

14 CONFIDENTIAL REPORTS

Nil.

15 CLOSURE OF MEETING

The Meeting closed at 11.29am.

The minutes of this meeting were confirmed at the General Meeting held on 28 February 2024.

.....
CHAIRPERSON

8.2 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 15 FEBRUARY 2024**Doc Id: 1200549****Author: Kat Bright, Senior Executive Assistant to the CEO and Mayor****Authoriser: Margot Stork, Chief Executive Officer****Attachments: 1. Minutes of the Audit and Risk Committee Meeting held on 15 February 2024****OFFICERS RECOMMENDATION**

That the Minutes of the Audit and Risk Committee Meeting held on 15 February 2024 be noted.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE GAYNDAH BOARDROOM
ON THURSDAY, 15 FEBRUARY 2024 AT 10:00 AM**

1 WELCOME/HOUSEKEEPING

The Chair declared the meeting open at 9.04am and welcomed all attendees.

2 ATTENDEES

MEMBERS: Peter Cochrane (Chair - Independent Member)^
Genevieve Dent (Independent Member)
Wendy Peebles (Independent Member)
Cr Melinda Jones (Councillor)
Cr Dael Giddins (Councillor)

STANDING INVITEES: Margot Stork (Chief Executive Officer)
Kim Mahoney (General Manager Corporate & Community)
Michael Cartwright (Governance, Policy & Risk Advisor)
Owen Jensen (Financial Services Manager)

INVITEES: Alan Flynn (Representing the QAO)^
Ben Rogers (Team Leader, Thomas Noble & Russell)^
Anna Scott (General Manager Works)
Rhys Habermann (Strategic Relationships Manager)
Mayor Les Hotz

MINUTES: Kath Hamilton (Executive Assistant – Corporate & Community)

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

3 APOLOGIES/LEAVE OF ABSENCE

Nil.

4 ACKNOWLEDGEMENT OF COUNTRY

In the spirit of reconciliation, the NBRC acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today the extended an Acknowledgement of Country.

5 DECLARATIONS OF INTEREST

Nil.

6 CONFIRMATION OF MINUTES

6.1 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 confirmed.

COMMITTEE RESOLUTION 2024/1

Moved: Cr Dael Giddins

Seconded: Wendy Peebles

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

CARRIED 5/0

7 FINANCIAL REPORTING

7.1 FINANCE REPORT TO 31 DECEMBER 2023

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receives the Financial Performance (as at 31 December 2023) report.

COMMITTEE RESOLUTION 2024/2

Moved: Wendy Peebles

Seconded: Cr Dael Giddins

That the Audit and Risk Committee receives the Financial Performance (as at 31 December 2023) report.

CARRIED 5/0

7.2 ACCOUNTING TREATMENT FOR GRANTS - ARC ACTION 7

OFFICERS RECOMMENDATION

That the Audit and Risk Committee notes the presentation on accounting treatment for grants.

COMMITTEE RESOLUTION 2024/3

Moved: Wendy Peebles

Seconded: Cr Melinda Jones

That the Audit and Risk Committee notes the presentation on accounting treatment for grants.

CARRIED 5/0

ARC ACTION 11 BEST PRACTICE FOR REPORTING GRANT FUNDING

The CEO, along with the Finance Team, to review the allocation of grant funds within the budget and establish best practices for reporting and managing these funds. Additionally, engage in discussions with the QAO to ensure that the outcome meets the necessary local government standards.

7.3 ANNUAL INFRASTRUCTURE VALUATION METHODOLOGY REPORT - DRAFT POSITION PAPER - REVALUATIONS AND INDEXATION 2024**OFFICERS RECOMMENDATION**

That the Audit and Risk Committee:

1. Receives and notes the position paper on revaluations and indexation.
2. Recommends Council endorse the draft position paper on revaluations and indexation.

COMMITTEE RESOLUTION 2024/4

Moved: Cr Dael Giddins

Seconded: Genevieve Dent

That the Audit and Risk Committee:

1. Receives and notes the position paper on revaluations and indexation.
2. Recommends Council endorse the draft position paper on revaluations and indexation.

CARRIED 5/0

ARC ACTION 12 QON - COMPLETION PERCENTAGE FOR VALUATION OF UNDERGROUND WATER AND SEWERAGE ASSETS

Ms Peebles inquired about the percentage of completion regarding the valuation of underground assets related to water and sewerage. Through the Chair, Ms Mahoney (General Manager Corporate and Community) responded, noting that the question would be taken on notice.

7.4 REVIEW DRAFT FINANCIAL REPORTING TIMETABLE AND PLAN**OFFICERS RECOMMENDATION**

That the Audit and Risk Committee:

1. Notes the draft audit and reporting milestones for the financial year ended 30 June 2024; and
2. Recommend Council note the draft audit and reporting milestones for the financial year ended 30 June 2024.

COMMITTEE RESOLUTION 2024/5

Moved: Peter Cochrane

Seconded: Cr Dael Giddins

That the Audit and Risk Committee:

1. Notes the draft audit and reporting milestones for the financial year ended 30 June 2024; and
2. Recommend Council note the draft audit and reporting milestones for the financial year ended 30 June 2024.

CARRIED 5/0**8 EXTERNAL AUDIT REPORTS****8.1 AUDITOR GENERAL - DRAFT LOCAL GOVERNMENT REPORT - 2023****OFFICERS RECOMMENDATION**

That the Audit and Risk Committee:

1. Notes the auditor-general 2023 draft local government report.
2. Recommends that Council notes the auditor-general 2023 draft local government report.

COMMITTEE RESOLUTION 2024/6

Moved: Wendy Peebles

Seconded: Genevieve Dent

That the Audit and Risk Committee:

1. Notes the auditor-general 2023 draft local government report.
2. Recommends that Council notes the auditor-general 2023 draft local government report.

CARRIED 5/0**8.2 2024 AUDIT AND RISK COMMITTEE BRIEFING PAPER****OFFICERS RECOMMENDATION**

That the Audit and Risk Committee:

1. Notes the 2024 Audit and Risk Committee QAO Briefing Paper.
2. Recommends Council notes the 2024 Audit & Risk Committee QAO Briefing Paper.

COMMITTEE RESOLUTION 2024/7

Moved: Mrs Wendy Peebles

Seconded: Cr Dael Giddins

That the Audit and Risk Committee:

1. Notes the 2024 Audit and Risk Committee QAO Briefing Paper.
2. Recommends Council notes the 2024 Audit & Risk Committee QAO Briefing Paper.

CARRIED 5/0

9 INTERNAL AUDIT REPORTS AND INTERNAL CONTROLS

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

OFFICERS RECOMMENDATION

That the Audit and Risk Committee:

1. Notes the information in the Internal and External Recommendations Status Registers as at February 2024.
2. Recommends that Council notes the information in the Internal and External Recommendations Status Registers as at February 2024.

COMMITTEE RESOLUTION 2024/8

Moved: Cr Dael Giddins

Seconded: Wendy Peebles

That the Audit and Risk Committee:

1. Notes the information in the Internal and External Recommendations Status Registers as at February 2024.
2. Recommends that Council notes the information in the Internal and External Recommendations Status Registers as at February 2024.

CARRIED 5/0

ARC ACTION 13 REQUEST TO CHANGE DUE DATES ON AUDIT RECOMMENDATIONS

Ms Mahoney (General Manager Corporate and Community) to liaise with the QAO to explore a pragmatic approach for setting an expected completion date for 20CR-4 Significant Employee Entitlements and report the progress and recommendations back to the ARC at their next meeting. Ms Mahoney to further consider the status being updated to ongoing, with the completion date tentatively set for 30/06/2025.

10 PERFORMANCE REPORTING

10.1 2023-2024 (FY24) - QUARTERLY PROGRESS REPORT (Q2)

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receive the 2023-24 (FY24) Q2 Progress Report for the period 1 October 2023 – 31 December 2023.

COMMITTEE RESOLUTION 2024/9

Moved: Wendy Peebles

Seconded: Peter Cochrane

That the Audit and Risk Committee receive the 2023-24 (FY24) Q2 Progress Report for the period 1 October 2023 – 31 December 2023.

CARRIED 5/0

11 RISK MANAGEMENT REPORTS

11.1 RISK MANAGEMENT FRAMEWORK

OFFICERS RECOMMENDATION

That the Report be received and the contents noted.

COMMITTEE RESOLUTION 2024/10

Moved: Cr Melinda Jones

Seconded: Wendy Peebles

That the Report be received and the contents noted.

CARRIED 5/0

11.2 ANNUAL MANAGEMENT REPORT OF INTERNAL POLICIES AND PROCEDURES REVIEW

OFFICERS RECOMMENDATION

That the Report be received and the contents noted.

COMMITTEE RESOLUTION 2024/11

Moved: Cr Melinda Jones

Seconded: Wendy Peebles

That the Report be received and the contents noted.

CARRIED 5/0

ARC ACTION 14 QON - REVIEW OF POLICY AND PROCEDURE REVIEW SCHEDULE TO ALIGN WITH QAO REVIEW PERIOD

The committee queried if the review schedule of policies and procedures could be aligned with the QAO review period. Through the Chair, Ms Stork (CEO) responded, noting that the question would be taken on notice and a response provided to the committee following an assessment to determine the feasibility and implications of transitioning to a three-year review cycle compared to the current schedule.

11.3 WORK HEALTH AND SAFETY MANAGEMENT FY24 Q2 REPORT

OFFICERS RECOMMENDATION

That the Audit and Risk Committee notes the Work Health and Safety - 2023 Quarter 2 Report and Excessive Leave Report.

COMMITTEE RESOLUTION 2024/12

Moved: Peter Cochrane

Seconded: Genevieve Dent

That the Audit and Risk Committee notes the Work Health and Safety - 2023 Quarter 2 Report and Excessive Leave Report.

CARRIED 5/0

ARC ACTION 15 PROVIDE DETAILS ON OVERDUE CORRECTIVE ACTIONS

Ms Huth (People and Performance Manager) to provide comprehensive information on overdue corrective actions, including their nature and significance, to the ARC.

ARC ACTION 16 REVIEW AND REPORTING OF HIGH-RISK ACTIVITIES IN WHS REPORT FOR ARC

Ms Stork (CEO) to review the high risk activities outlined in the WHS Report and determine how these will be reported to the ARC moving forward.

12 GOVERNANCE REPORTS

12.1 OUTSTANDING AUDIT AND RISK COMMITTEE RESOLUTIONS REPORT

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receive the Outstanding Audit and Risk Committee Resolutions Report from 29 November 2023 to 19 January 2024.

COMMITTEE RESOLUTION 2024/13

Moved: Peter Cochrane

Seconded: Wendy Peebles

That the Audit and Risk Committee receive the Outstanding Audit and Risk Committee Resolutions Report from 29 November 2023 to 19 January 2024.

CARRIED 5/0

13 CONFIDENTIAL REPORTS

Nil.

7 GENERAL BUSINESS

Nil.

8 CLOSURE OF MEETING

The Meeting closed at 12.30pm.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 9 May 2024.

.....
CHAIRPERSON

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

9.1 OUTSTANDING COUNCIL RESOLUTIONS REPORT

Doc Id: 1199076

Author: Kat Bright, Senior Executive Assistant to the CEO and Mayor

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Outstanding Resolutions Report as at 15022024 [1199458]

INTRODUCTION/BACKGROUND

This report offers a concise overview of the outstanding resolutions of Council, covering the period from 30 June 2021 to 15 February 2024. The timeframe for this report is determined by the date of its compilation and the oldest pending resolution.


OFFICER COMMENTS/CONCLUSION

As at 15 February 2024, there are a total of thirty-one (31) outstanding resolutions. Notably, within the reporting period, eleven (11) resolution was successfully completed, resulting in a reduced count of twenty (20) outstanding resolutions. A comprehensive breakdown of the progress and current status of each resolution is provided in the attached table.

This report will be presented monthly at the General Meeting of Council, ensuring that all stakeholders are informed and engaged in the resolution tracking process. Regular reporting demonstrates our commitment to transparency, accountability, and the effective management of the resolutions of Council.

OFFICER RECOMMENDATION

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 15 February 2024.



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1199458

Infocouncil Action Sheets Report

Printed: Friday, 15 February 2024 11:50:00AM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
1	30/06/2021	Service Delivery Review - Swimming Pools	RESOLUTION 2021/60 That Council: 1. Continue to maintain and operate existing pools in Biggenden, Eidsvold, Gayndah, Monto and Mundubbera. 2. Further investigation and condition assessment of the region's pools is undertaken. 3. A fit for purpose asset management strategy is developed and funding sort to replace existing pools over 10 years. 4. Review the operating agreements to ensure the most effective delivery of the service to the community and report to Council on the outcomes.	Works	<div>●</div> <div>●</div> <div>●</div> <div>●</div>	<p>Completed. A business-as-usual activity that has been captured into the workflow.</p> <p>Completed. No significant structural defects were found. Monitoring program to be implemented to monitor water levels for leaks. This remains a work in progress, with effort planned for 2023/24 financial year to commence the activity. Recruitment of a Facilities Stream Leader (previously senior technical officer) has stalled. Work will commence on this activity in Q4 of 2023/24 through an external service provider. Completed with new leases issued in 2022.</p>
2	30/06/2021	Service Delivery Review - Showgrounds	RESOLUTION 2021/64 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.	Corporate & Community	<div>●</div>	<p>An update was provided to Councillors at the Councillor Workshop held on 10 January 2024. Mount Perry Show Society has confirmed its agreement to accept the Transfer of Trusteeship. Currently awaiting formal documents from the Show Society then Council will proceed to lodge documentation with the Department of Resources to finalise the transfer, which is expected to be effective from May 1, 2024.</p> <p>Discussions are ongoing with other affected Show Societies. However, a meeting time with Eidsvold that is convenient for all stakeholders is pending.</p>

 Completed
  Work In Progress
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Printed: Friday, 15 February 2024 11:50:00AM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
3	27/01/2022	Tender for Lease of Gayndah Airport Refuelling Facility	RESOLUTION 2022/19 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.	Works	 	This item will continue to be included in the work program, but it is a low priority. This decision is based on the teams current workload and the challenges faced in recruiting senior staff. On hold pending outcome of item 1 above.
4	26/10/2022	Rural Fire Levy Expenditure	RESOLUTION 2022/163 That Council: 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 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.	Office of the CEO	 	The project is currently on hold due to resource constraints within the Rural Fire Service (RFS), particularly a shortage of staff to effectively manage it. Consideration is also being given to including the Biggenden Fire Brigade Shed in the Station Build Program. Despite RFS staff reshuffling, there hasn't been a replacement appointed for the key position overseeing the project, and a staff member's long service leave further exacerbates resource limitations. Efforts are underway to obtain more detailed information from the RFS Project Manager regarding resource constraints and potential timelines. Completed.

 Completed
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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
5	25/01/2023	Road Register Classification Review	RESOLUTION 2023/8 That Council: 1. Engages Shepherd Services to undertake a full review of the Road Register to identify assets potentially being overserviced, off alignment or incorrectly classified in the adopted road hierarchy set out in Council's Road asset management plan. 2. The findings are to be returned to Council for review before any service level change.	Works	 	Completed. Awaiting advice from Shepherd Services on the unsealed roads maintenance strategy, plant utilisation and costs.
6	22/02/2023	Monto Administration Building - Future Plan	RESOLUTION 2023/22 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.	Works	 	Completed. A report was presented at the General Meeting held on 24 January 2024 were Council resolved to amend the previous Council resolution as an alternate repair methodology has been identified. Refer Resolution 2024/16. \$250,000 carried over from the FY22/23 budget.
7	26/04/2023	Review of Public Washdown Facilities' Compliance and Operations	RESOLUTION 2023/51 That Council: 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.	Corporate & Community		Completed.

 Completed
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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
9	28/06/2023	Project Development for Submission to Round 2 of the Growing Regions Program	RESOLUTION 2023/90 That Council: Authorises the Chief Executive Officer to redirect resources to the identification and development of a suitable project for submission to Round 2 of the Growing Regions Program administered by the Department of Infrastructure, Transport, Regional Development, Communication and the Arts.	Office of the CEO		On hold as an open date for round two of the Growing Regions Program is yet to be announced. This matter remains a priority for Officers.
10	28/06/2023	Nomination of 2024 North Burnett Regional Council Show Holidays	RESOLUTION 2023/83 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.	Corporate & Community	  	Completed. Office of Industrials Relations notified of Council Show holiday dates for 2024. Dates to be promoted with community once confirmed by the Office of Industrial Relations. Community consultation commenced on 9 November 2023 following a delay due to the response to fires in late October/early November 2023. Consultation closed on 8 December 2023. Completed. A Report is tabled at this General Meeting, 24 January 2024.

● Completed ● Work In Progress ● On Hold ● Outstanding



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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
11	27/09/2023	Reginald Murray Williams Australian Bush Learning Centre - Rescission Motion	RESOLUTION 2023/174 That Council conduct whole of North Burnett community consultation to gauge community sentiment on the future of the Reginald Murray Williams Australian Bush Learning Centre and note Officers will continue to investigate issues related to the Reginald Murray Williams Australian Bush Learning Centre.	Office of the CEO	●	Given the existing pipeline of community engagement, consideration is being given to the most appropriate approach, as well as the possible timing of such. Engagement may be deferred for a short period of time to allow the progression of existing engagement needs.
12	25/10/2023	Gayndah Airport - Formalising of Tenure to Bureau of Meteorology	RESOLUTION 2023/187 That Council: 1. Grant a Lease over part 153 BON934 and 2 RP201121 to Commonwealth of Australia as represented by the Bureau of Meteorology, pursuant Section 236 (1)(b)(i), (2), (3) and (4) of Local Government Regulation 2012. 2. Authorise the Chief Executive Officer to settle the terms of the lease to the Commonwealth of Australia as represented by the Bureau of Meteorology; referred to in Part 1.	Contracts & Leasing	● ●	Completed. Verbal notice of Councils resolution and conditions was provided to BOM on 27 October 2023. Lease terms have been agreed upon, awaiting execution by Lessee following a minor change following the legal review.
13	25/10/2023	Property Disposal - Eidsvold	RESOLUTION 2023/198 That Council: 1. Resolve to dispose of Lot 2 MPH2128 (34 Moreton Street, Eidsvold); pursuant to Local Government Regulation 2012. 2. Resolve to conduct a public Tender for the sale of Lot 2 MPH2128 (34 Moreton Street, Eidsvold) pursuant to Section 228 of Local Government Regulation 2012; and authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms to be negotiated by the Chief Executive Officer.	Contracts & Leasing	● ●	Completed. Notice of Council's resolution provided to Tenant on 2 November 2023. Tender has concluded and is now subject to an unconditional contract. Awaiting settlement due 19 February 2024.

● Completed ● Work In Progress ● On Hold ● Outstanding



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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
			3. Resolve that, in the event that Lot 2 MPH2128 (34 Moreton Street, Eidsvold) is not sold as a result of public Tender, authorise the Chief Executive Officer to procure agents and list the property for sale; and further authorise the Chief Executive Officer to enter into a sale contract, at a contract price and on terms, to be negotiated by the Chief Executive Officer.		●	On hold pending outcome of item 2.
14	25/10/2023	Lease renewals - Telstra and Optus over part 1 M5825	RESOLUTION 2023/199 That Council: 1. Renew the Trustee Lease within Lot 1 M5825 to Telstra Limited, pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. 2. Authorise the Chief Executive Officer to settle the terms of a lease for a period of 5 years with an option to extend in Councils favour for a further period of 5 years, within Lot 1 M5825, to Telstra Limited. 3. Renew the Trustee Lease within Lot 1 M5825 to Optus Mobile Pty Limited, pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. 4. Authorise the Chief Executive Officer to settle the terms of a lease for a period of 5 years with an option to extend in Councils favour for a further period of 5 years within Lot 1 M5825, to Optus Mobile Limited.	Contracts & Leasing	● ● ● ●	Telstra lease documentation received and under legal review prior to Council execution. Optus lease documentation being prepared by Optus.

● Completed ● Work In Progress ● On Hold ● Outstanding



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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
15	25/10/2023	Lease renewal over part 113 BON1559	RESOLUTION 2023/200 That Council: 1. Renew the Trustee Lease over part of Lot 113 BON1559 to Visy Board Proprietary Limited; pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. 2. Authorise the Chief Executive Officer to settle the terms of the Trustee Lease over part of Lot 113 BON1559, with Visy Board Proprietary Limited.	Contracts & Leasing	<div></div> <div></div>	Completed. Visy Board Proprietary Limited informed of Council's decision to renew lease on 20 October 2023. Awaiting preparation of Trustee Lease documentation by Council Solicitor.
16	25/10/2023	Lease Renewal - McIndoes Road, Mundubbera	RESOLUTION 2023/201 That Council: 1. Renew the lease over part of Lot 35 YL819 to Bonick Pty Ltd; pursuant to Section 236 (1)(c)(iii) of Local Government Regulation 2012. 2. Authorise the Chief Executive Officer to settle the terms of the lease, over part of Lot 35 YL819, with Bonick Pty Ltd.	Contracts & Leasing	<div></div> <div></div>	Completed. Notice of Council's resolution provided to Bonick Pty Ltd on 25 October 2023. In principle terms agreed. Awaiting final lease documentation from Council Solicitor and for Lessee to execute. Update has been provided to Lessee.
17	22/11/2023	Drainage Easement - Fielding Street, Gayndah	RESOLUTION 2023/211 That Council resolve to grant an Easement for Drainage purposes over part of Lot 2 RP194226, in favour of the Indigenous Wellbeing Centre Ltd; pursuant to Sections 224 (6), 236 1(b)(ii), 236 (2) of Local Government Regulation 2012.	Contracts & Leasing	<div></div>	Awaiting Lessee execution of Consent to Easement.
18	22/11/2023	Mount Perry Stairs	RESOLUTION 2023/212 Council resolves to reinstate the stairs and retaining wall in front of the Mount Perry Customer Service and Library Centre to reflect their original state. The tendered cost and estimated total project costs to be presented to Council before starting works.	Works	<div></div>	On hold until a Senior Project Manager (or other resource) is appointed. This position is currently under review and may be back filled with a temporary appointment until recruitment is completed.

 Completed
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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
19	13/12/2023	2024 Australia Day Award Recipients (2 Resolutions)	RESOLUTION 2023/229 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.	Corporate & Community	<div></div> <div></div> <div></div>	Noted. Australia Day Award nominations process for 2025 (including promotion) is ongoing. Australia Day Award nominations process for 2025 (including promotion) is ongoing.
20	13/12/2023	Procurement Exception - Provision of Quarried Gravel Materials	RESOLUTION 2023/236 That Council resolves: 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.	Corporate & Community	<div></div>	Completed. Council resolution has been quoted against respective purchase orders associated with quarried material for sole suppliers at Gayndah and Monto.
21	13/12/2023	Procurement Exception - Provision of ASIST Workshops to North Burnett Community	RESOLUTION 2023/237 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; <ul style="list-style-type: none"> • Suicide Intervention Training • Creative Recovery Workshops • Childrens Mentorship Program To the North Burnett Region.	Office of the CEO	<div></div>	Completed. ASIST Program has been awarded. Workshops are scheduled for 27/28 February 2024 and 15/16 May 2024.

Completed

Work In Progress

On Hold

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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
			2. That in accordance with Section 235(a) of the Local Government Regulation 2012, Council: <ol style="list-style-type: none"> Authorise the CEO to enter a contractual arrangement for Suicide Intervention Training with Applied Suicide Intervention Skills Training to the value of \$20,000; 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 Authorise the CEO to enter a contractual arrangement for Childrens Mentorship Program with Blue Gum Farm TV to the value of \$33,000. 			
22	24/01/2024	Quarterly Budget Review - December 2023	RESOLUTION 2024/10 That Council: <ol style="list-style-type: none"> Receives and notes the information within the Quarterly Budget Review – December 2023 report. That in accordance with Section 170 of the Local Government Regulation 2012, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented. 	Corporate & Community	●	Completed. The budget for the year ending 30 June 2024 has been amended accordingly.
23	24/01/2024	Mundubbera Caravan Park	RESOLUTION 2024/12 That Council notes: <ol style="list-style-type: none"> That Council Officers will work with community to allow usage of Lot 220 YL965 and Lot 1 RP 179812 for temporary events. That any person can progress a development application for a Material Change of Use for a Caravan Park or like facility on the land, noting that such an application would require State 	Corporate & Community	●	Completed. This is part of business-as-usual activities for Council.

● Completed ● Work In Progress ● On Hold ● Outstanding



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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
			Government's consent as 'owner' of Lot 220 YL965 and Council's consent as 'owner' of Lot 1 RP 179812. 3. That any person can make application to the State Government (Department of Resources) to purchase Lot 220 YL965.			
24	24/01/2024	Show Holiday Community Engagement	RESOLUTION 2024/13 That Council: 1. Endorse no changes to the show holiday dates for 2025 and appoint the following Show holidays for the region from 2025 onwards: a) Mundubbera – Friday of Mundubbera's show in May each year. b) Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday of the Brisbane Royal Queensland Show (Ekka), in August each year. 2. Authorise the Chief Executive Officer to submit Show Holiday nominations, as per Resolution 1 (one), for the North Burnett Region, to the Queensland Government's Office of Industrial Relations when requested each year. 3. Note the Show Holiday Engagement Outcome Report.	Corporate & Community	●	Completed. When requested each year, Council will respond with nominated Show Holidays as per the resolution. No further action required until request received from the Department each year.
25	24/01/2024	Facility Hire Policy Review	RESOLUTION 2024/14 1. That Council: a) Remove any reference to 'Free Meeting Room Use' and 'Policy 113 Not-for-Profit Community Organisations and In-kind Support' from the adopted 2023-24 Fees and Charges. b) Policy 113 be specifically rescinded and all reference to that policy be removed from current Council documents.	Corporate & Community	●	Policies are currently being updated.

● Completed ● Work In Progress ● On Hold ● Outstanding



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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
			<div>2. That Council note operational changes will be made (commencing 1 March 2024) to ensure:</div> <div> <div>a) 1004 Community Grants Policy is applied as adopted resulting in a consistent approach to the hiring of Council facilities (meeting rooms/halls), and</div> <div>b) The consistent application of Hire Charges as per Council's adopted 2023-24 Fees and Charges, as amended by Resolution 1.</div> <div>c) That Council note that Policy 235 Council Community Halls and Room Hire and Policy 269 Free Use of Meeting Rooms for Not-for-Profit Organisations, have lapsed and no longer have effect.</div> </div>		<div></div>	Noted.
26	24/01/2024	Regional Road Group Membership Fees	<div>RESOLUTION 2024/15</div> <div>That Council resolve to:</div> <div> <div>1. The reinstatement of membership fees for the Wide Bay Burnett Regional Roads and Transport Group; and</div> <div>2. Pay the fees for 2023/24, as calculated accordance with the 2014/15 formula with the inclusion of the Cherbourg Aboriginal Shire Council, and delegate payment of the fees to Council's Manager Civil Works.</div> </div>	Works	<div></div>	Awaiting invoice for the 23/24 Fees.
27	24/01/2024	Monto Administration Building - Outcome of additional structural investigations	<div>RESOLUTION 2024/16</div> <div>That Council amend part 1 of Resolution 2023/22 to:</div> <div> <div>1. Resolves to undertake repairs within the current allocated budget to the Monto Administration Building in accordance with the detailed design and specification to be finalised by ATC Consulting Engineers and Project Managers.</div> </div>	Works	<div></div>	The Facilities team is continuing to progress with the completion of the detail design.

● Completed ● Work In Progress ● On Hold ● Outstanding



Division: All
Committee: General Meeting
Officer: All

Date From: All
Date To: All
Doc ID: 1199458


Infocouncil Action Sheets Report

Printed: Friday, 15 February 2024 11:50:00AM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
28	24/01/2024	2024 Australian Local Government Association National General Assembly	<p>RESOLUTION 2024/4</p> <p>That Council, in accordance with Statutory Policy Reimbursement and Provision of Facilities for Mayor and Councillors:</p> <ol style="list-style-type: none"> 1. Appoint the Mayor or Deputy Mayor, and the CEO or delegate, as representatives to attend the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024. <p>That Council:</p> <ol style="list-style-type: none"> 2. Move the following motions for inclusion in the motions to be debated at the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024: <ol style="list-style-type: none"> a) This National General Assembly calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue. b) This National General Assembly calls on the Australian Government to reassess the methodology used to calculate and distribute Financial Assistance Grants to ensure greater support for financially unsustainable local governments who do not have the capabilities to increase own source revenue. 	Office of the CEO	<div>●</div> <div>●</div>	<p>This matter will remain on hold until the results of the Local Government Election, scheduled for 16 March, 2024, are declared, determining the nominated Elected Members.</p> <p>Before the motions are officially submitted, the accompanying materials are undergoing review and will be submitted thereafter.</p>
29	24/01/2024	Draft Local Housing Action Plan (LHAP)	<p>RESOLUTION 2024/6</p> <p>That Council endorses the draft North Burnett Local Housing Action Plan (LHAP).</p>	Office of the CEO	●	Completed. LHAP published on website.

● Completed ● Work In Progress ● On Hold ● Outstanding

Page 13 of 14



Division:

Committee:

Officer:

All

General Meeting

All

Date From:

Date To:

Doc ID:

All

All

1199458

Infocouncil Action Sheets Report

Printed: Friday, 15 February 2024 11:50:00AM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
30	24/01/2024	Amendment of Resolution 2023/237 Creative Recovery Workshops	RESOLUTION 2024/7 That Council amends resolution 2023/237 2. (b) to replace the authorisation for entering into a contractual arrangement with Queensland Health's Regional Adversity Clinician to instead authorise the CEO to enter into a new contractual arrangement with Rachel Koster for the delivery of Creative Recovery Workshops, up to the value of \$18,000.	Office of the CEO	●	Completed. Project has been awarded. Workshops have been scheduled for 23 – 27 February 2024.
31	24/01/2024	Flood Warning Infrastructure Masterplan	RESOLUTION 2024/8 That Council adopts the recommended North Burnett Flood Warning Infrastructure locations as set out below for inclusion in the Wide Bay Burnett Flood Warning Infrastructure Masterplan.	Office of the CEO	●	Completed. Sites have been nominated for the FWIN program. As funding grants are identified to fund these projects, more will be nominated.

● Completed ● Work In Progress ● On Hold ● Outstanding

10 CORPORATE AND COMMUNITY

10.1 FINANCE REPORT TO 31 JANUARY 2024

Doc Id: 1197723

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

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Finance Report - January 2024.pdf [1197969]

EXECUTIVE SUMMARY

This report provides a summary of Council's financial performance against budget, for the financial year to 31 January 2024.

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, in accordance with section 204 *Local Government Regulation 2012 (Qld)*, receives the Finance Report for the period ended 31 January 2024.

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 January 2024 include:

- Rates, Levies and Charges recorded in January 2024 totalling \$21,593m, are lower than the budget year-to-date figure of \$21,669m, resulting in a \$76,000 or 0.35% variance. Rates overdue has decreased from December 2023 of \$996,182 to January 2024 of \$926,906 resulting in \$69,277 being repaid, this is due to the focused internal collection period prior to external debt collection.
- 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 \$10.456m to \$8.932m; with a \$1,524,083 or 14.58% variance.
- Materials and Services – The result in Materials and Services of \$10.376m from a budgeted \$9.463m (variance of \$912,360 equivalent to 9.64%) and reflects increased costs associated with the Road Maintenance Performance Contract and Roadworks Performance Contract.
- Depreciation is above the forecast budget of \$11.059m, at \$11.109m (resulting in a \$49,871 variance and 0.45% difference).
- 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 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, calculated allowing for restricted funds as follows:

- Internally restricted for building infrastructure of \$7,920
- Externally Restricted funds including:
 - unspent capital government grants and subsidies of \$6,803,996
 - landfill management levy of \$8,287,087
 - state government prepaid waste management levy of \$1,738,004.
- 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 one (1) is considered a minimum. It is anticipated 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 January 2024 is 2.90:1. After consideration of funds held for external and internal restrictions (as above), Council's current ratio at January 2024 is 2.13:1.
- Cash and investments as at 31 January 2024 totals \$26,693,000. After consideration of funds held for external and internal restrictions (as above), the total unrestricted cash balance available for operational purposes is currently \$12,855,000.

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 January 2024)

Areas to note

Overall, the council reported a YTD actual net operating loss before capital grants and contributions as at 31 January 2024 which is currently \$1,341,000 lower than predicted. The net difference is comprised of revenue higher than budget by \$774,000 and operating expenses lower than budget of \$566,000.

Operating Revenue

- Rates, levies, and charges revenue is below budget by \$76,095, *Natural Resource Management Levy* is higher than budget by \$36,639, *Waste Management* has increased to budget by \$27,067 and *Discounts* have decreased to budget by \$8,021. Whereas *Water Consumption* is below budget by \$57,795, *Other Levies* - including Local Disaster Management Levy is lower than budget by \$48,153, *General Rates* are lower than budget by \$21,208, *Water* has decreased to budget by \$18,115 and *Sewerage* has decreased by \$2,551 to budget.
- Fees and Charges have increased to budget in December by \$254,007 due to additional *Caravan Park Takings* that are above budget by \$105,807 mainly due to increases in Mt Perry and Mingo Crossing, *Other Fees and Charges* have increased by \$47,284 mainly due to rates search fees & charges and aviation fuel sales, *Trade Waste & Recycling* revenue has increased by \$34,833 mainly relating to Biggenden, Monto and Mt Perry waste management facilities, *Building and Development Fees* have increase by \$29,018, *Community Service Fees* are above budget by \$21,357, *Water and Sewer Fees* have increased by \$16,842 to budget and *Licences and Registrations* have decreased to budget by \$1,134.
- Interest received is favourable to budget due to higher levels of average investments to date, and a higher interest rate environment than forecasted.
- Other Income is above budget by \$37,912 due to bus revenue being above budget by \$52,118 and an insurance recovery of \$15,055 for an older vehicle, that was damaged, being written off. Whereas *Washdown Bays* in Gayndah, Eidsvold, and Monto are below budget by \$23,435 and Reginal Murray Williams Centre is below budget by \$2,004, other varying small amounts make up the difference.
- Recurrent Grants, subsidies, contributions are above budget by \$53,256 due to timing of early receipt of Road to Recovery income as compared to forecast.
- Rental Income has decreased from budget by \$45,110, which relates to Council housing and a minor timing difference in invoicing.
- Sales revenue is slightly above budget by \$34,518, which is due to Road Maintenance Performance Contract (RMPC) income being above budget by \$63,806, *Contract and Recoverable works* income is above budget by 9,337 whereas Roadworks Performance Contract (RPC) is below budget by \$38,717 other varying small amounts make up the difference.

Operating Expenditure

- Materials & Services is above budget by \$912,360 which relates to maintenance of transport infrastructure of \$183,034, and insurance costs of \$166,750. In addition, RPC and RMPC received are higher than budget forecasts. Additional expenditure as compared to budget relate to additional works associated with funding available through the Local Roads Community Infrastructure Program grant.
- Depreciation is slightly above budget by \$49,871 as at 31st January 2024, this will even out as the year progresses.

Capital revenue and expenses

- Capital Revenue is on par with budget. Associated with the funding of the Biggenden Water Treatment Plant upgrade project, revenue has been recognised of \$2,308,123 from the Commonwealth Governments Building Better Regions Fund.

YTD FY2023 - 2024

	Actual	Budget	Variance	%	Impact on net result
	\$000	\$000	\$000		
Recurrent Revenue					
Rates, levies and charges	21,593	21,669	(76)	(0%)	
Fees and charges	1,089	835	254	30%	▲
Interest Received	903	387	516	>100%	▲
Other Income	369	332	37	11%	▲
Recurrent Grants, subsidies, contributions and donations	1,772	1,718	53	3%	
Rental Income	144	189	(45)	(24%)	▼
Sales Revenue	1,509	1,474	35	2%	
Total Operating Revenue	27,379	26,605	774	3%	
Recurrent Expenses					
Employee Benefits	(8,932)	(10,456)	1,524	15%	▲
Materials & Services	(10,376)	(9,463)	(912)	(10%)	
Depreciation	(11,109)	(11,059)	(50)	(0%)	
Finance Costs	(54)	(58)	4	8%	
Total Operating Expense	(30,470)	(31,036)	566	2%	
Operating Profit / (Loss)	(3,091)	(4,432)	1,341	30%	▲
Capital Revenue and Expenses					
Capital Revenue	2,477	2,477	(0)	(0%)	
Capital Expenses	0	0	0	0%	
Net Capital Income Gain / (Loss)	2,477	2,477	(0)	(0%)	
Net Result	(615)	(1,955)	1,341	69%	▲

Legend:

- ▲ favourable movement
- ▼ unfavourable movement

FINANCIAL PERFORMANCE (as at January 2024)

	YTD FY2024	FY 2024
	<i>Actual</i>	<i>Budget</i>
	<i>\$000</i>	<i>\$000</i>
Current Assets		
Cash and cash equivalents	29,693	26,134
Inventories	636	515
Trade and other receivables	13,865	2,626
Contract Assets	3,986	2,787
Other Assets		718
	48,180	32,780
Non-Current Assets		
Property, plant and equipment	966,980	941,171
	966,980	941,171
Total Assets	1,015,160	973,951
Current Liabilities		
Current Borrowings QTC	(75)	(170)
Contract Liabilities	(8,889)	(2,500)
Other Current Liabilities	(3,481)	(1,724)
Current Provisions	(2,391)	(2,274)
Trade and other payables	(1,780)	(2,620)
	(16,615)	(9,288)
Non Current Liabilities		
Borrowings Non Current	(1,513)	(1,333)
Other Non Current Liabilities	(891)	(876)
Provisions Non Current	(13,468)	(7,263)
	(15,872)	(9,472)
Total Liabilities	(32,486)	(18,760)
Net Community Assets	982,674	955,191
Community Equity		
Asset revaluation reserve	(239,795)	(176,757)
Retained surplus/(deficiency)	(742,879)	(778,434)
Total Community Equity	(982,674)	(955,191)

Areas to note

Assets

- YTD Cash and cash equivalents has increased from 31 December 2023 to 31 January 2024 by \$808,000. This is due to receiving grant income associated with the Biggenden Water Treatment Plant and flood recovery monies associated with Disaster Recovery Funding Arrangements (DRFA) with the Queensland Reconstruction Authority (QRA).

- Trade and other receivables have 31 December 2023 to 31 January 2024 by \$12,270,000 due to the levying of the 2nd instalment of rates for FY 2023-24.

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

Liabilities

- Current Liabilities have increased from 31 December 2023 to 31 January 2024 by \$5,882,000 in line with recognition of revenue received and work completed for grant funded projects. Contract liabilities of \$5,950,000 relates to capital grants received in advance and as respective projects are completed, the revenue is therefore able to be recognised for these grants.

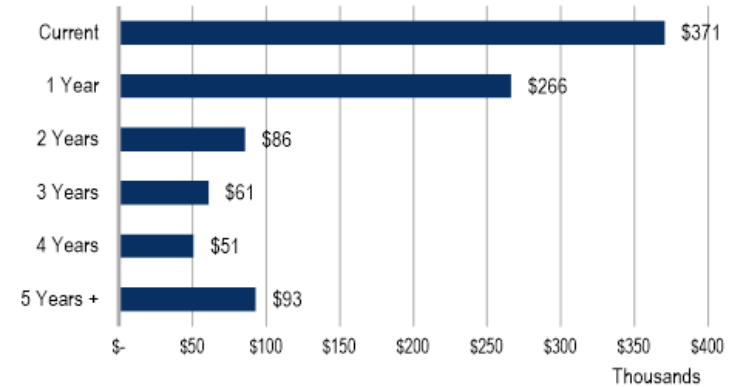
- Other non-current liabilities of \$891,535 relate to the prepayment of the state government waste levy charges for the years 2024-2025 to 2025-2026. These payments will be brought to account in their respective future years.

RATES OVERDUE (as at January 2024)

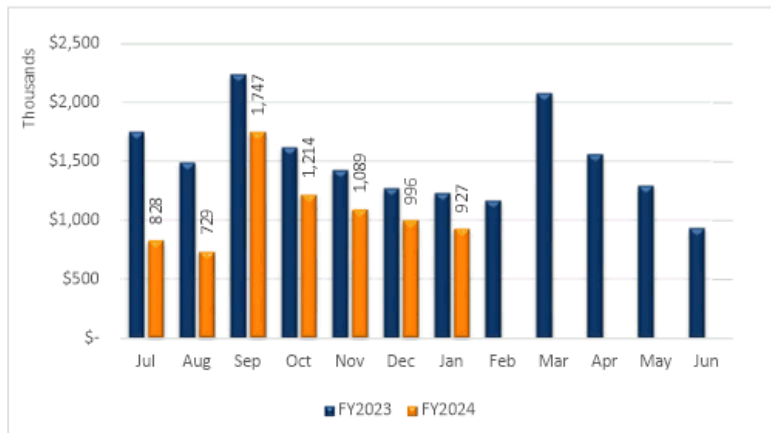
Areas to note

- In January 2024 the rates overdue has decreased from December 2023. This has been a decrease from December (996,182) to January (926,906) of \$69,277.
- In January 2024 the rates overdue balance has decreased by 6.95%.
- Approximately 68.7% of rates overdue as at 31 January 2024 are less than one year overdue.
- Discount take up for 23/24 year to 31 December 2023 was 86.53% compared to discount take up in the 22/23 year of 89.44%. Rates have now been created in the rates system so no further update to discount take up will be provided until after the close of the discount period in March 2024.

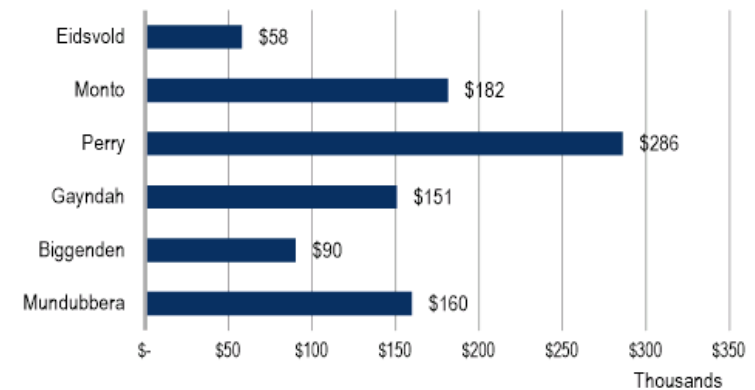
Overdue rates by age



Overdue rates balance



Overdue rates by location



11 **WORKS**

Nil.

12 COUNCILLOR REPORTS

12.1 OVERVIEW OF MAYOR AND COUNCILLORS ACTIVITIES - JANUARY 2024

Doc Id: 1199081

Author: Kat Bright, Senior Executive Assistant to the CEO and Mayor

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Mayor Hotz - Councillor Report January 2024 [1199105]
2. Cr Giddins - Councillor Report January 2024 [1199096]

INTRODUCTION/BACKGROUND

This report provides a concise overview of the Mayor and Councillors' activities from 1 January 2024 to 31 January 2024. During this timeframe, Councillors participated in various meetings and functions representing Council's interests, including a Councillor Information Workshop held on 10 January 2024 in Gayndah, the Council General Meeting held on 24 January 2024 in Eidsvold, and the Australia Day Ceremony held on 26 January 2024 in Biggenden.

OFFICER COMMENTS/CONCLUSION

Councillors entered the caretaker period on 29 January 2024, where they must follow specific procedures to maintain the impartiality and integrity of the electoral process. This period will continue until the declaration of the poll.

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 January 2024 to 31 January 2024.

MAYOR LES HOTZ**JANUARY 2024**

	Meeting/Function	Location	Comments
03/01/2024	Meeting with NBRC Administration	Gayndah	Provided with an update on the Bon Accord Bridge Project.
15/01/2024	Meeting with Residents	Mt Perry	
16/01/2024	Meeting with Resident		
23/01/2024	UGL Limited Presentation	Gayndah	Presentation by UGL staff regarding connectively project in NBRC region.
25/01/2024	Australia Day Ambassador	Biggenden	Dinner with Ambassador.
29/01/2024	Monto Rate Payers Association Meeting	Monto	
31/01/2024	AgForce - Fire Response Community Information Session	Gayndah	

COUNCILLOR DAEL GIDDINS**JANUARY 2024**

	Meeting/Function	Location	Comments
03/01/2024	Meeting with Residents	Gayndah	Residents' concerns regarding the Councillors resolution on showground leases in several of the towns in the North Burnett.
08/02/2024	Meeting with Resident	Gayndah	Resident has concerns regarding dogs roaming around the Town area.
9/01/2024	NBRC -Board Game Bonanza	Gayndah Library	Attend this Council event with the Children at the Gayndah Library. Great initiative of Council to engage children in these fun filled sessions over the school holidays.
17/01/2024	Sunwater-Paradise Dam	Biggenden	Engaged with Sunwater staff at a presentation in Biggenden to answer questions regarding the work that will be carried out at Paradise Dam.
19/01/2024	Boyne Burnett Inland Rail Trail (BBIRT)	Gayndah	Met with Chair and Gayndah members of BBIRT regarding future works.
20/01/2024	Mt Perry Art Gallery	Mt Perry	Invited to attend the first Exhibition for 2024 'A Fork In The Road'.
22/01/2024	Local Residents Funeral	Gayndah	Attended the funeral of long-standing citizen/family of the Gayndah Community.
23/01/2024	UGL Limited Presentation	Gayndah	Presentation by UGL staff regarding connectively project in our Region.
23/01/2024	LDMG Executive Mtg	Gayndah	Executive meeting.
25/01/2024	Australia Day Ambassador	Biggenden	Tour with Ambassador of the Biggenden area and evening function.
26/01/2024	Australia Day 2024 Regional Event	Biggenden	Attended Regional event.

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13 URGENT BUSINESS

As per the PRO-5005 Standing Order and Model Meeting Procedures, urgent business is business of such urgency that if it was deferred to the next Ordinary Council Meeting the delay could result in the Local Government, or an applicant or relevant stakeholder, being unfairly or unreasonably disadvantaged in some way.

A Councillor wishing to raise a matter of urgent business must provide a verbal report when an urgent business situation arises that does not allow time for a report to be prepared, and a summary will be included in the minutes that provides enough detail to give the reader a clear understanding of the information and advice upon which the Local Government based its deliberations.

As a general principle, all resolutions of Council should ordinarily only be made when Councillors have been given a written report with a recommendation and have had sufficient time to understand the issues involved before making a decision.

Having regard to the above, should a Councillor wish to raise a matter of urgent business, the Councillor must 'move' the following motion and another Councillor is required to 'second' the motion before a verbal report is heard.

Mover:

Seconder:

That the [insert matter] be tabled as an Urgent Matter of Business so that it may be considered by Council.

For:

Against:

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 254J of the *Local Government Regulation 2012*:

14.1 AUDITOR GENERAL - DRAFT LOCAL GOVERNMENT REPORT - 2023

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.

14.2 ANNUAL INFRASTRUCTURE VALUATION METHODOLOGY REPORT - DRAFT POSITION PAPER - REVALUATIONS AND INDEXATION 2024

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.

14.3 REVIEW DRAFT FINANCIAL REPORTING TIMETABLE AND PLAN

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.

15 CLOSURE OF MEETING