



# **MINUTES**

**General Meeting**

**28 February 2024**

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL  
GENERAL MEETING  
HELD AT THE MONTO BOARDROOM  
ON WEDNESDAY, 28 FEBRUARY 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)  
Jess Marteene (Administration Officer – Executive Services)^  
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)  
Michelle A. Burns (Senior Accountant)\*^  
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>Ivy Seymour</i>	<i>Biggenden</i>
<i>Heather Ping</i>	<i>Gayndah</i>
<i>Ethel Wein</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 24 JANUARY 2024

#### OFFICERS RECOMMENDATION

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

#### RESOLUTION 2024/18

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That the Minutes of the General Meeting held on 24 January 2024 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**

### 8.2 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.

**NOTE:** Ms Stork (CEO) noted that due to technical issues in Infocouncil (the program Council uses to generate reports) at the time of preparing the Agenda, the QAO Briefing Paper would be tabled for noting at the next Council General Meeting as per the Audit and Risk Committee Resolution 2024/7 (page 23 of the Agenda).

#### RESOLUTION 2024/19

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That the Minutes of the Audit and Risk Committee Meeting held on 15 February 2024 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 OUTSTANDING COUNCIL RESOLUTIONS REPORT

#### OFFICERS RECOMMENDATION

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

#### RESOLUTION 2024/20

Moved: Cr Melinda Jones

Seconded: Cr Robert Radel

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

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 FINANCE REPORT TO 31 JANUARY 2024

#### 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.

#### RESOLUTION 2024/21

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 31 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**

#### **GM ACTION 1 - QON - QUERY RE. \$76,000 VARIANCE IN RELATION TO RATES, LEVIES AND CHARGES RECORDED IN JANUARY 2024**

Mayor Hotz queried the \$76,000 variance in relation to Rates, Levies and Charges recorded in January 2024 (page 43 of the Agenda). Through the Chair, Ms Burns (Senior Accountant) responded, noting that the question would be taken on notice.

**11 WORKS**

Nil.

**12 COUNCILLOR REPORTS****12.1 OVERVIEW OF MAYOR AND COUNCILLORS ACTIVITIES - JANUARY 2024****OFFICERS RECOMMENDATION**

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

**NOTE:** Ms Stork (CEO) noted that due to technical issues in Infocouncil (the program Council uses to generate reports) at the time of preparing the Agenda, the following two (2) activities were omitted from Cr Giddins January 2024 Councillor Report.

Meeting Date	Meeting/Function	Location	Comments
31/01/2024	Craig England (Manager Rail Corridor Management) Dept Transport & Main Roads	Gayndah	Update & discussion on progress of the Boyne Burnett Inland Rail Trail and Slab Ck Bridge refurbishment
31/01/2024	AgForce	Gayndah	AgForce held a Fire Response Community Information session following the recent Fire Disasters. It was centred around enhancing Communities awareness and preparedness for fire emergencies. Landholders who attended spoke about their experiences of the recent fires and discussed possible changes that could be put in place for those managing the disaster.

**RESOLUTION 2024/22**

Moved: Cr Melinda Jones

Seconded: Cr Michael Dingle

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

**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 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.

**RESOLUTION 2024/23**

Moved: Cr Dael Giddins

Seconded: Cr Robert Radel

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.

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 9.22AM.**

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

**RESOLUTION 2024/24**

Moved: Cr Kingsley Mesner

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 9.44AM.**

**14.1 AUDITOR GENERAL - DRAFT LOCAL GOVERNMENT REPORT - 2023****OFFICERS RECOMMENDATION**

That Council notes the auditor-general 2023 draft local government report, as recommended by the Audit and Risk Committee.

**RESOLUTION 2024/25**

Moved: Cr Dael Giddins

Seconded: Cr Robert Radel

That Council notes the auditor-general 2023 draft local government report, 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**

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

That Council endorses the draft AASB 116 Property, Plant and Equipment and AASB 13 Fair Value Measurement Position Paper on revaluations and indexation, as recommended by the Audit and Risk Committee.

**RESOLUTION 2024/26**

Moved: Cr Robert Radel

Seconded: Cr Michael Dingle

That Council endorses the draft AASB 116 Property, Plant and Equipment and AASB 13 Fair Value Measurement Position Paper on revaluations and indexation, 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**



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

That Council note the draft QAO audit and reporting milestones for the financial year ended 30 June 2024, as recommended by the Audit and Risk Committee.

**RESOLUTION 2024/27**

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council note the draft QAO audit and reporting milestones for the financial year ended 30 June 2024, 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**

**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 15 February 2024, as recommended by the Audit and Risk Committee.

**RESOLUTION 2024/28**

Moved: Cr Melinda Jones

Seconded: Cr Kingsley Mesner

That Council notes the information in the Internal and External Recommendations Status Registers as at 15 February 2024, 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**

**GM ACTION 2 - QON - EXPLANATION OF STATUS' IN THE PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS**

Cr Radel requested clarification regarding the status outlined in the Progress Report on the Implementation of Internal and External Audit Recommendations. Ms Stork (CEO) responded through the Chair, indicating that the Audit and Risk Committee would be provided with an update at the next ARC Meeting, which would include an updated explanation of the status of each.

## 15 CLOSURE OF MEETING

The Meeting closed at 9.48am.

The minutes of this meeting were confirmed at the General Meeting held on 13 March 2024.



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CHAIRPERSON