

Minutes of the Special Meeting of the Kingaroy Shire Council, held in the Council Chambers, Glendon Street, Kingaroy on Wednesday, 13 March 2002 at 6.10pm.

**PRESENT**

Cr KR Nunn (Mayor), Crs WD Moss, MG Shaw, GMG Wilson, CD Dalton, BJ Carroll, TW Fleischfresser, LJ Trout, AD Wieden, MA Lehmann and KM Campbell

**BUSINESS**

**Review of Corporate Plan**

The Chief Executive Officer submitted a written report on the Review of the Corporate Plan.

Moved Cr Lehmann seconded Cr Fleischfresser that the report be received and action be implemented to amend the Corporate Plan as under:-

*ENVIRONMENTAL HEALTH SERVICES*

The strategy "*To ensure that food for human consumption complies with the Food Standards Code*" be deleted and replaced with the strategy "*To maintain an auditing process of all premises preparing food for human consumption to monitor compliance with the appropriate Food Standards Code and the food safety standards*"

*ROADS, DRAINAGE, TRANSPORT SERVICES*

The strategy "*To maintain and preserve the existing Road Network*" be deleted and replaced with the strategy "*To maintain, preserve and extend where necessary the existing road network using both Council and other sources of funding where possible*".

*WATER SEWERAGE*

The strategy "*To research viable alternatives for all three (3) water supplies*" be deleted and replaced with the strategy "*Further research alternative water supplies for Kingaroy, Kumbia and Wooroolin to provide for current and future industrial, commercial, agricultural and residential water consumers of the Kingaroy Shire.*"

*CULTURAL DEVELOPMENT, YOUTH, WELFARE*

In the strategy " To investigate the potential for innovative and enhanced library services such as Internet access, electronic books, chat lines, video conferencing, video databases, virtual library tours and online reference services." the words "*video conferencing, video databases, virtual library tours*" be removed so the strategy reads "*To investigate the potential for innovative and enhanced library services such as Internet access, electronic books, chat lines and online reference services*"

*ECONOMIC DEVELOPMENT, TOURISM*

The strategy “*To prepare a strategic plan for economic development*” be altered to read to “*Prepare, implement and review a Strategic Plan for Economic Development*”

Carried

**Review of Operational Plan**

The Chief Executive Officer submitted a report on the Review of the Operational plan.

Moved Cr Lehmann seconded Cr Wieden that the Revised Operational Plan be adopted

Carried

**Rating Issues**

*Rate Frequency*

The Manager of Rating & Property submitted a written report on the introduction of halfyearly rate levies

Moved Cr Campbell seconded Cr Lehmann that the report be received and further investigations be carried out and the outcomes be presented at future public consultation meetings for discussion

Carried

*Rate Categorisation*

The Director of Administration & Finance resubmitted a written report previously considered by Council in March 2001 on the issue of rate categorisation

Moved Cr Lehmann seconded Cr Shaw that further consideration of the matter be deferred for the time being.

Carried

*Rate Discounts*

The Manager of Rating & Property submitted a discussion paper on rates discount and other incentives for prompt payment of rates

Moved Cr Campbell seconded Cr Wieden that the report be received and Council’s existing Rate Discount Policy be retained

Carried

*Rate Arrangements*

The Manager of Rating & Property submitted a discussion paper on Councils policy of presenting Rate arrangements that are not cleared before the next annual levy to Council for consideration

Moved Cr Dalton seconded Cr Campbell that the report be received and authority be delegated to Chief Executive Officer to consider all arrangements to pay outstanding rates and Council’s Rate Recovery Policy be altered accordingly

Carried

- Write Offs and Refunds**      The Manager of Rating & Property submitted a discussion paper on the process of presenting Rates Write Offs and Refund reports to Council for approval
- Moved Cr Dalton seconded Cr Campbell that the process be altered so that Rate Refunds and Write-Offs reports no longer need to be presented to Council for consideration
- Carried
- Financial Plan – 10 Year Cash Flow**      The Manager of Finance submitted the 10 Year Cash Flow for the period 30 June 2001 to 2011
- Moved Cr Campbell seconded Cr Lehmann that consideration of the matter be deferred to the next General meeting
- Carried
- Financial Reporting**      The Chief Executive Officer advised that the Department of Local Government in consultation with various stakeholders is looking at a change to the format of financial reports that need to be presented to Council and suggested no alterations be made to our reports until this process is finalised
- Moved Cr Trout seconded Cr Fleischfresser that consideration of the matter be deferred until the relevant information is received
- Carried
- Council Processes**
- IDAS**      The Manager of Planning Services submitted a written report on the procedures for town planning and subdivision applications
- Moved Cr Lehmann seconded Cr Shaw that the report be received
- Carried
- Accounts for Payment**      Moved Cr Dalton seconded Cr Shaw that
- (a) The Clause titled “Accounts for Payment (voucher) listing” in Council’s Accounting Policies and Procedures Manual be amended as follows:-
- Description of Content**
- The Accounts for Payment Listing is a report which details each voucher (cheque) drawn during the period (usually 4 week) between each General Council Meeting. This report will be presented to Council at each meeting for Councillors information.*

(b) A change in the current procedure for the signing of cheques be implemented to also allow two (2) staff members (either Chief Executive Officer, Director of Administration & Finance, Director of Engineering Services or Manager of Finance) to sign cheques.

Carried

*Health Licences*

Moved Cr Fleischfresser seconded Cr Shaw that authority be delegated to the Chief Executive Officer to issue licences and registrations under the Food Hygiene Regulations

Carried

**Environmental Plan**

Moved Cr Moss Seconded Cr Shaw that consideration of an Environmental Plan for the Kingaroy Shire be deferred pending the receipt of further information

Carried

There being no further business, the meeting was declared closed.

Confirmed before me this ..... day of ..... 2002.  
**MAYOR**