REPORT OF THE COMMITTEE OF THE COUNCIL

TUESDAY, 14 JUNE 2011 AND WEDNESDAY, 15 JUNE 2011

His Worship the Mayor Councillor P.M. Taylor

(Chairperson)

Councillor R.P. Antonio

(Portfolio Leader: Water Services)

Councillor W.W. Cahill

(Portfolio Leader: Environmental and Community Services)

Councillor A.C. Glasheen

(Portfolio Leader: Customer Service)

Councillor P.C.T. Marks

(Portfolio Leader: Planning and Development Services)

Councillor J.J. McVeigh

(Portfolio Leader: Corporate Services)

Councillor J. Ramia

(Portfolio Leader: Tourism Events and Parks Services)

Councillor R.S. Scotney

(Portfolio Leader: Cultural Heritage and Facilities Services)

Councillor N.L. Strohfeld

(Portfolio Leader: Strategic Services)

Councillor C.E. Taylor

(Portfolio Leader: Engineering Services)

Councillor M.A. Williams

(Portfolio Leader: Financial and Sporting Services)

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REPORT OF THE MEETING OF THE COMMITTEE OF THE COUNCIL

14 and 15 June 2011

Meeting Commenced: 9.42 a.m. on Tuesday, 14 June 2011

9.06 a.m. on Wednesday, 15 June 2011

PRESENT: His Worship the Mayor Councillor P.M. Taylor

(Chairperson)

Councillor R.P. Antonio

(Portfolio Leader: Water Services)

Councillor W.W. Cahill

(Portfolio Leader: Environmental and Community Services)

Councillor A.C. Glasheen

(Portfolio Leader: Customer Service)

Councillor P.C.T. Marks

(Portfolio Leader: Planning and Development Services) [Items 1

to 10 and 17 to 18] Councillor J.J. McVeigh

(Portfolio Leader: Corporate Services)

Councillor J. Ramia

(Portfolio Leader: Tourism Events and Parks Services)

Councillor R.S. Scotney

(Portfolio Leader: Cultural Heritage and Facilities Services)

Councillor N.L. Strohfeld

(Portfolio Leader: Strategic Services)

Councillor C.E. Taylor

(Portfolio Leader: Engineering Services)

Councillor M.A. Williams

(Portfolio Leader: Financial and Sporting Services)

Wednesday, 15 June 2011

Councillor Marks arrived at the meeting at 9.49 a.m. at the

conclusion of discussion on Item 16.

IN ATTENDANCE: Chief Executive Officer (Ken Gouldthorp)

[Items 1 to 18]

General Manager, Planning and Development (Stewart Somers)

[Items 1 to 3 and 10]

Manager, Transport and Drainage (Rodney Betts)

[Item 4]

General Manager, Water and Waste Services (Kevin Flanagan)

[Item 5]

General Manager, Environment and Community Services (Brian

Pidgeon)

[Items 7 to 9 and 11 to 15]

Manager, Financial Services (Mike Stalley)

[Item 16]

Co-ordinator, Council Business (Angela O'Neil)

[Items 1 to 18]

At the request of the Mayor and with the consent of the Meeting, consideration of the confidential matters was deferred to the end of the meeting on Tuesday, 14 June 2011.

Portfolio: PLANNING AND DEVELOPMENT SERVICES

1

REPORT TITLE Queensland (Qld) Government Response to the Report by the

Infrastructure Charges Taskforce

AUTHOR Principal Infrastructure Planner (Chean-Piau Lau) - 26 May 2011

PURPOSE OF REPORT

To brief Council on the recent decision by the Queensland Government on capping infrastructure charges.

CORPORATE PLAN REFERENCE

3.3 Toowoomba Region's infrastructure networks and assets are developed and maintained in a coordinated and integrated manner.

BACKGROUND

The Queensland Government established the Infrastructure Charges Taskforce as a key initiative of the Queensland Growth Management Summit to consider improvements to the existing local government infrastructure charges system. The infrastructure reforms are focused on simplifying, standardising and streamlining Queensland's infrastructure charging system with the aim of increasing business and investor confidence, stimulating the building industry and improving housing affordability across the State.

On the 12 April 2011, the Queensland Government announced the following key activities as part of the wide ranging changes to local government infrastructure charges on new developments in Queensland based on proposals by the independent Infrastructure Charges Taskforce.

- 1. introducing legislation to amend the Sustainable Planning Act 2009 mid-2011.
- 2. introducing a State Planning Regulatory Provision to give effect to standard charges mid-2011.
- 3. establishing an advisory panel to provide independent advice to the Minister on the appropriateness of infrastructure mid-2011.
- 4. agreeing to a split of infrastructure charges between South-East Queensland (SEQ) local governments and SEQ water distributor-retailers mid-2011.
- 5. completing Priority Infrastructure Plans (PIPs) without an Infrastructure Charges Schedule (ICS) December 2011.

- 6. commencing deferred payment of infrastructure charges early 2012.
- 7. evaluating the standard charges regime to inform charging methodology applied after 1 July 2014 January to June 2013.
- 8. commencing pricing for SEQ distributor-retailers as well as removing water and wastewater infrastructure from standard charges framework for SEQ local governments July 2013.
- 9. updating PIPs to include any new charging methodology June 2014.
- 10. implementing a sustained infrastructure charging and planning framework July 2014 onwards.

Subsequently, on the 11 May 2011, the State Government introduced the *Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Bill 2011* to Parliament that will enable the proposed infrastructure charging reforms to commence from 1 July 2011. The key part of the bill is the establishment of a head of power to make a State Planning Regulatory Provision (SPRP) which will restrict charges imposed by Councils to set **maximum charges** across Queensland. A second key issue is that the SPRP will introduce the capacity for the State to potentially identify, for a local government area, a *Priority Infrastructure Area (PIA)*. The legislation was passed on 25 May 2011. The Queensland Government has not included commentary on how Councils are to fund any resultant gap in funding occurred through the imposition of the capped charges.

A variety of capped charges have been announced ranging from charges for residential subdivisions to charge rates on a gross floor area basis for material change of use applications. The residential subdivision rates have been assessed on the basis of dwelling size with charges being capped at:

- a) \$28,000 per 3 or more bedroom dwelling, and
- b) \$20,000 per 1 or 2 bedroom dwelling.

This cap raises a series of issues for Councils throughout the State both from an ability to cover the cost of infrastructure if the cost to the Council exceeds the cap but also as it is exceedingly difficult to determine dwelling size at the time of subdivision (prior to housing construction).

It is important to note that the charges are a 'cap' and not a standard charge. This allows a Council to charge less if desired. The State has included a requirement to include publicly available records where charges are subsidised.

Other key aspects of the State announcements include:

- annual indexation of the charges by the roads and bridges index;
- charges will be capped for a period of three years during which a review of the system is proposed;
- a moratorium on the collection of State charges for local function roads has been declared for the three year period;

- commencement of the new regime will occur on 1 July 2011;
- payment of charges (subdivision only) will be deferred until settlement of the parcel this aspect to commence in early 2012;
- Councils can apply to the State to increase the cap but it is noted this is likely to require exceptional circumstances; and
- Councils can allocate the funds within networks.

The State also notes a series of other matters for further consideration:

- A review of the feasibility of standardising development conditions on development approvals to cost shifting from infrastructure charges to conditions (completion by end of 2011).
- Investigation of alternative development approval dispute resolution mechanisms such as tribunals.
- Production (in co-operation with LGAQ) of a municipal infrastructure design and service standards guide for local governments.
- Co-ordination of State planning and approval processes for major developments.

A draft implementation guide was received on 30 May. Dates for finalisation of the guide and the State Planning Regulatory Provision (SPRP) have not been advised. Officers are attending a number of briefings in relation to this matter and are raising matters that are not yet resolved.

KEY ISSUES ARISING FROM STATE GOVERNMENT'S DECISION

Priority Infrastructure Area (PIA) & diminishing ability to recover full costs of trunk infrastructure

The legislative changes will potentially deprive Council of the ability to set its own Priority Infrastructure Area (PIA) based on the settlement patterns and planning assumptions underlying the Toowoomba Regional Planning Scheme and the plans for trunk infrastructure (PFTI) as identified in the PIP.

Subject to further advice from the Department of Infrastructure and Planning, Council may no longer be able to revise its proposed PIA in the draft PIP to service future growth areas in which Council is able to afford its trunk infrastructure programs under the proposed capped charges. Therefore, as a result, Council may potentially be required to subsidise future development in areas that Council may no longer be able to recover the full costs of trunk infrastructure under the proposed maximum capped costs recovery. This may also be important for the determination of applicability of infrastructure agreements.

Prioritisation of capital works program & settlement patterns

The level of costs recovery under the legislation is highly likely to subsequently affect the Council capital works program set out in PIP as Council may no longer be able to

adequately fund construction of major infrastructure within the proposed schedule of works. As a consequence, the settlement patterns underlying the Toowoomba Regional Planning Scheme may need to be revisited and growth fronts reprioritised to minimise the cost to Council in subsidising these future growth areas.

Compliance and Implementation Issues

Council officers have not yet received guidance and advice from Department of Infrastructure and Planning on the implementation of the new regime. Development Assessment officers will need clear practical guidance in dealing with issues such as infrastructure credits, offsets and use of infrastructure agreements.

New compliance processes will be required to monitor the number of bedrooms in housing and unit development.

Additional business processes will also be required to ensure infrastructure costs payable are paid on time under the proposed deferred payment system.

Deferral of contribution timing

The decision to delay the timing of payment of the contributions for subdivision until the date of settlement will have implications on cash flow of Council as the infrastructure will need to be provided prior to the settlement. While Council will be able to charge an interest amount, this delay potentially impacts on the ability to provide essential infrastructure and costs to Council and the community (eg administration recovery). The commencement of this aspect has been delayed until January 2012 with details of the process yet to be announced.

Indexation issues

The draft documentation notes that the Minister may index the maximum charge at the start of the financial year by the three year moving average annual percentage increase in the Queensland road and bridges index. However, officers have not been able to confirm that the indexation will apply to charges levied in a decision notice or infrastructure charges notice. This has the potential to have impact for a seven year period - three years for the life of the cap and then four years for the life of the approval.

Options for implementation

The draft guideline proposes a number of implementation options for Council.

- 1. If a Local Government has adopted a charge under an *adopted infrastructure* charges resolution, the *adopted infrastructure charge* is as stated in the resolution.
- 2. If a Local Government has not adopted a charge under an *adopted infrastructure* charges resolution and:
 - a. prior to the implementation of the SPRP the Local Government levy was (under a PSP or ICS/RICS within a PIP) more than the maximum adopted charge, the adopted infrastructure charge is the maximum adopted charge identified in the SPRP.
 - b. prior to the implementation of the SPRP the Local Government levy was (under a PSP or ICS/RICS within a PIP) less than the maximum adopted

charge, the adopted infrastructure charge is the amount the Local

Government could have obtained under the relevant PSP or PIP for that development.

As part of this process, the Queensland Government is likely to be setting the Priority Infrastructure Area for Toowoomba Regional Council until the PIP process is completed. It is also therefore proposed to recommend that Council adopts a PIA for the purposes of submission to the Queensland Government. Both the resolution of Council regarding the infrastructure charge and a PIA are necessary if Council wishes to impose conditions to address issues regarding the availability, capacity or protection of 'in sequence' trunk infrastructure networks.

CONCLUSION

Council has received minimal preparation time and only draft guidance from the Department of Infrastructure and Planning (DIP) in relation to implementing the new changes within the proposed time frame of 1 July 2011.

There will be significant changes to the existing operation of the Infrastructure Contributions Planning Scheme Policies (PSP) and the implementation of the Priority Infrastructure Plan (PIP) regime as part of the Toowoomba Regional Planning Scheme.

The level of subsidisation across various growth fronts of the TRC region in particular greenfield development and financial implications as a direct result of loss in infrastructure costs recovery will be significant.

Cost implications from initial analysis suggests that areas of greenfield growth are likely to incur costs of infrastructure in excess of the capped charges. Substantial further analysis is needed upon completion of the current studies into development standards and unit cost rates. A further report will be prepared upon the completion of the detailed analysis and potential impact on the financial planning for Toowoomba Regional Council. However, it is noted that this detailed analysis will need to occur over July and August while the draft Planning Scheme including PIP is being publicly notified. There are likely to be significant cost implications on TRC and budget amendments may be needed when the quantification analysis can be performed. Council has the responsibility for supply of the infrastructure however, the financial implications of lost revenue have not been addressed by the State Government in this process. The combined impacts of these issues on the work program and funding resources of Council and the Toowoomba Regional community are potentially significant and will need to be the subject of further detailed analysis.

The current planning scheme policies remain in place until 31 December 2011 and provide a basis to calculate appropriate charge thresholds until the implementation of the PIP and new planning scheme.

It is therefore recommended that as an initial step, until the PIP and costs to Council are noted, that the maximum charges allowed under the proposed SPRP are imposed where calculations under the current planning scheme policies would exceed the maximum charge set by the State, and that the current charge rates under the planning scheme policies are imposed where charges would be below the State cap. Recommendations to this effect have been drafted below. This position would need to be reviewed upon commencement of the new planning scheme and PIP in early 2012. A Priority Infrastructure Area is recommended for referral to the State Government for inclusion in the SPRP.

RECOMMENDATION

- 1. That Council be briefed on the final background studies for the draft Priority Infrastructure Plan at a Councillor Information Session in June or July 2011.
- 2. That a further report be prepared for Council's consideration, including a clear strategy on:
 - (a) relevant changes/impacts of the State Response on the Toowoomba Regional Council draft Priority Infrastructure Plan; and
 - (b) review and benchmark unit costs for trunk infrastructure.

COMMITTEE RECOMMENDATION

- 1. That Council be briefed on the final background studies for the draft Priority Infrastructure Plan at a Councillor Information Session in June or July 2011.
- 2. That a further report be prepared for Council's consideration, including a clear strategy on:
 - (a) relevant changes/impacts of the State Response on the Toowoomba Regional Council draft Priority Infrastructure Plan; and
 - (b) review and benchmark unit costs for trunk infrastructure.
- 3. That Council adopt the following attached resolutions:

Adopted Infrastructure Charges Resolution No. 1 - Cambooya

Adopted Infrastructure Charges Resolution No. 1 - Clifton

Adopted Infrastructure Charges Resolution No. 1 - Crows Nest

Adopted Infrastructure Charges Resolution No. 1 - Jondaryan

Adopted Infrastructure Charges Resolution No. 1 - Millmerran

Adopted Infrastructure Charges Resolution No. 1 - Pittsworth

Adopted Infrastructure Charges Resolution No. 1 - Rosalie

Adopted Infrastructure Charges Resolution No. 1 - Toowoomba.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 1)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
1.	D Currie / C-P Lau	Please make arrangements for the Council briefing	30/06/11
2.	D Currie / C-P Lau	Please prepare a report to Council as per recommendation	15/07/11
3.	D Currie / C-P Lau	Please note and instigate all follow-up action.	30/06/11

Portfolio: PLANNING AND DEVELOPMENT SERVICES

2

REPORT TITLE Development Assessment - Regional Development Applications

Report - April 2011

AUTHOR Acting Director, Planning and Development Services (Danielle

Fitzpatrick) - 25 May 2011

The purpose of this report is to inform Council of the development application trends for the region and provide statistical detail of development applications. Details are attached.

Data across the region will continue to be monitored over time to identify trends in the building and development industry within the region.

RECOMMENDATION

That the report of the Acting Director, Planning and Development Services on the Regional Development Applications for April 2011 be noted by Council.

COMMITTEE RECOMMENDATION

That the report of the Acting Director, Planning and Development Services on the Regional Development Applications for April 2011 be noted by Council.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 2)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
		No further action required	

Portfolio: PLANNING AND DEVELOPMENT SERVICES

3

REPORT TITLE Development Assessment - New Applications, Delegated Decisions

and Publicly Notified Material Change of Use Applications

AUTHOR Acting Director, Planning and Development Services (Danielle

Fitzpatrick) - 31 May 2011

The following schedules are submitted for Council's information:

- 1. Applications lodged for the period 21 April 2011 to 30 May 2011.
- 2. Applications determined under delegation for the period between 21 April 2011 and 27 May 2011.
- 3. Status of material change of use (impact assessable) applications as at 27 May 2011.

RECOMMENDATION

That the report of the Acting Director, Planning and Development Services be noted by Council.

COMMITTEE RECOMMENDATION

That the report of the Acting Director, Planning and Development Services be noted by Council.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 3)

Committee Report adopted by Council at its meeting of 21 June 2011

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Rec No.	Action Officer	Action	Nominated Achievement Date
		No further action required.	

Portfolio: ENGINEERING SERVICES

4

REPORT TITLE Road Safety Strategic Plan 2011-2015

AUTHOR Manager, Transport and Drainage (Rod Betts) - 1 June 2011

PURPOSE OF REPORT

To seek Council's endorsement of the "Road Safety Strategic Plan 2011-2015", including Action Plan.

CORPORATE PLAN REFERENCE

- 3.2 Toowoomba Region has a well-planned safe and functional transportation system.
- 3.2.3 Improve the safety and serviceability of the Region's road network.
- 1.4 A community that is safe, friendly, resilient and informed.
- 1.4.1 Support collaborative approaches to improve community safety.

BACKGROUND

Following the successful development of a road safety strategic plan by the Moreton Bay Regional Council, the Roads Alliance Project Team sought expressions of interest from Regional Road Groups who may have an interest in conducting a Road Safety Partnership Project. The Eastern Downs Regional Road Group expressed interest in such a project which was subsequently initiated with funding arrangements to be shared equally between the Roads Alliance and Council.

The project was managed by a Steering Committee with membership from Council, the Department of Transport and Main Roads, Queensland Police Service, and the Institute of Public Works Engineering Australia (Queensland Division) and the Local Government Association of Queensland. Lockholm Consulting Services was contracted to undertake the project on behalf of the Regional Road Group.

The primary purpose of the project was to develop a Road Safety Strategic Plan and Action Plan for the Toowoomba Regional Council area that would address Council's road safety vision of "reducing the incidence of road trauma on the region's roads".

Road crashes cost the Toowoomba Regional Council community in excess of \$600 million over the five year period from July 2003 to June 2008 with 71 fatalities and more than 4,700 people suffering injuries of various severities.

The aim of the Road Safety Strategic Plan is to reduce road trauma in the region by 35 percent over the next five years.

CONSULTATION UNDERTAKEN

All key road safety stakeholders were consulted during the development of this strategic plan. In addition, all State and Federal Members of Parliament whose electorates impact on the Toowoomba Regional Council area were invited to participate in the consultation process.

Two key stakeholder workshops were held which resulted in the development of a series of key road safety initiatives which were then included in a Public Consultation Paper. This document was made available to the public for comment via Council's website. The community was informed of the consultation process via media advertisements, media releases and the inclusion of a road safety segment on Council's Sunday evening television program. Individual letters were sent out to approximately thirty individuals representing government departments, bus companies, taxi companies, driving schools, bicycle clubs, Drive 4 Life project, Chamber of Commerce, Visitor Information Centre and land developers.

The community was invited to comment on the road safety initiatives with the consultation period remaining open for five weeks. Forty-three comments were received from the public and these have been considered in the development of the draft strategy document.

Councillors have received two briefing sessions during this consultation process as follows:

- 11 August 2010 project introduction; and
- 8 February 2011 prior to release of the Public Consultation Paper.

ISSUES AND RESPONSES

The draft strategy document has been circulated to all Steering Group members as well as all stakeholders who attended the key road safety workshops.

No major issues were raised and minor changes have been made to the document to accommodate the comments received.

RESOURCE IMPLICATIONS

Many of the key actions identified in the draft strategy document can be progressed with existing resources.

However, the appointment of a Road Safety Officer will be crucial to the successful implementation of the Road Safety Strategic Plan.

The sharing of a road safety resource for an initial period of one year has been discussed with neighbouring Councils with preliminary feedback being encouraging.

It has been indicated by DTMR that a resource-sharing arrangement could attract Roads Alliance State-wide Capability Development Funding on a "seeding" basis, for the initial twelve month period. The notional cost of this resource would be \$100,000 with anticipated subsidy of \$50,000 and cost sharing of up to \$20,000 from neighbouring RRG's if both avail

themselves of this resource.

Pending consideration of this report, subsidy income and funding under "Road Safety" has not been continued forward into the 2011/2012 year, because the Road Safety Strategy project essentially concludes at the end of this 2010/2011 year.

Subsidy income of \$50,000, other income of \$20,000 and expenditure of \$100,000 (net cost \$30,000) would need to be considered as an additional budget request, should Council wish to progress recommendations from the strategy.

CONCLUSION

The "National Road Safety Strategy", the "Queensland Road Safety Strategy" and the agreement between the Local Government Association of Queensland and Austroads, all identify local governments as having a significant role to play in improving road safety in their respective areas.

The "Road Safety Strategic Plan 2011-2015" identifies the actions that Toowoomba Regional Council can take both itself and collaboratively with other road safety stakeholders, to improve the safety of all road users throughout the region.

RECOMMENDATION

- 1. That Council adopt the Road Safety Strategic Plan 2011-2015.
- 2. That consideration be given during framing of the 2011/2012 budget to including funds to undertake actions outlined in the Road Safety Strategic Plan 2011-2015.
- 3. That the appointment of a contract Road Safety Officer position, as a joint resource-sharing arrangement with up to two neighbouring Regional Road Groups, be considered as part of the optimisation phase of the Functional Review.

REASONS FOR RECOMMENDATION

The adoption of this Strategic Plan and the appointment of a Road Safety Officer will allow Council to address road safety issues throughout its region in association with other key road safety stakeholders, with the aim of reducing road trauma and the annual cost of crashes to the community (in excess of \$120 million per year) by 35 percent over the five year life of this plan.

COMMITTEE RECOMMENDATION

- 1. That Council adopt the Road Safety Strategic Plan 2011-2015.
- 2. That consideration be given during framing of the 2011/2012 budget to including funds to undertake actions outlined in the Road Safety Strategic Plan 2011-2015.
- 3. That the appointment of a contract Road Safety Officer position, as a joint resource-sharing arrangement with up to two neighbouring Regional Road Groups, be considered as part of the budget process for the 2011/2012 financial year.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 4)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
13.	R. Betts	Please instigate all follow-up action.	30/06/11

Portfolio: WATER SERVICES

5

REPORT TITLE AUTHOR

Review of Toowoomba Regional Council Trade Waste Policy Manager, Water Operations (Alan Kleinschmidt) - 16 May 2011

PURPOSE OF REPORT

The report informs Council about the review of the Toowoomba Regional Council *Policy 3.14 Trade Waste Policy,* undertaken in accordance with the Toowoomba Regional Council *Policy 2.1 Policy Framework,* and seeks Council's approval of the revised Toowoomba Regional Council *Policy 3.14 Trade Waste Policy.*

CORPORATE PLAN REFERENCE

4.2.4 Provide and maintain high quality sewerage networks and treatment facilities.

BACKGROUND

Under the *Environmental Protection (Water) Policy 2009* and *Water Supply (Safety and Reliability) Act 2008,* Toowoomba Regional Council is required to prepare a Trade Waste Environmental Management Plan (TWEMP) and manage the discharge of trade waste to Council's sewerage systems in accordance with the Plan.

The Trade Waste Policy provides a mechanism for preparing, implementing and maintaining a TWEMP in compliance with the legislative requirements. As such, the Policy and Risk Management Co-ordinator has advised that the Trade Waste Policy is considered a statutory policy in accordance with the Toowoomba Regional Council *Policy 2.1 Policy Framework*.

The Trade Waste Policy was approved by Council at its meeting of 16 February 2010 (Committee of Council - 8-9 February 2010 - Item 8). The Toowoomba Regional Council Policy 2.1 Policy Framework requires that:

4.10 Policy review

All policies will have specified time frames for review. Upon approval a risk assessment will be undertaken and a date for reviewing the policy will be set within the next 12 months. Thereafter policies will be reviewed on 1 - 3 year intervals depending on the updated risk assessment of the policy.

This report discusses the first review required to be undertaken within twelve months of the initial approval of the policy.

CONSULTATION UNDERTAKEN

The Policy and Risk Management Co-ordinator and Trade Waste Section team members were consulted in the course of reviewing this policy.

ISSUES AND RESPONSES

Details of the policy review and evaluation are contained in Attachment 1 Review and Evaluation Checklist.

The review and evaluation determined that the policy continues to serve its intended purpose and the intent of the relevant legislation. The policy does not require amendment other than to update references to the *Local Government Act 1993* to reflect the relevant provisions of the *Local Government Act 2009* and *Local Government (Finance, Plans and Reporting) Regulation 2010.*

This policy is considered to be a low risk policy and, in the absence of legislative change, the next review is scheduled for March 2014. Should changes be made to the relevant legislation, the policy will also be reviewed on adoption of the changed legislation.

The proposed revised *Policy 3.14 Trade Waste Policy* is included at Attachment 2.

RESOURCE IMPLICATIONS

Nil.

CONCLUSION

The Toowoomba Regional Council *Policy 3.14 Trade Waste Policy* was reviewed after twelve months in accordance with the Toowoomba Regional Council *Policy 2.1 Policy Framework.*

The review determined that the policy required minor amendment only, to reflect the introduction of *Local Government Act 2009* and *Local Government (Finance, Plans and Reporting) Regulation 2010.*

RECOMMENDATION

That the revised *Policy 3.14 Trade Waste Policy*, as shown in Attachment 2, be adopted by Council.

REASONS FOR RECOMMENDATION

To ensure that Toowoomba Regional Council's Trade Waste policy remains current, and is consistent with current applicable legislation.

COMMITTEE RECOMMENDATION

That the attached revised Policy 3.14 Trade Waste Policy, be adopted.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 5)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
	A. Kleinschmidt	Please instigate all follow up action.	24/06/11

Portfolio: CORPORATE SERVICES

6

REPORT TITLE AUTHOR

Closing and Opening of Meeting to the Public

CLOSING OF MEETING TO THE PUBLIC

Motion:

Moved by Cr. Strohfeld, seconded by Cr. C. Taylor

That the meeting be closed to the public in accordance with Section 72(1) of the Local Government (Operations) Regulation 2010 to consider the following four items on the agenda:

(a) **Item 7**

CONFIDENTIAL - Lease to Returned Services League, Crows Nest Sub Branch - 22a-30 William Street, Crows Nest

Reason for Closed Meeting

To discuss a matter which would be likely to prejudice the interests of Council or someone else, or enable a person to gain a financial advantage (Section 72(1) (h) of the Local Government (Operations) Regulation 2010).

(b) **Item 8**

CONFIDENTIAL - Parking Vehicle Detection Unit Trial

Reason for Closed Meeting

To discuss a matter which would be likely to prejudice the interests of Council or someone else, or enable a person to gain a financial advantage (Section 72(1) (h) of the Local Government (Operations) Regulation 2010).

(c) **Item 9**

CONFIDENTIAL - 2011/2012 Fees and Charges - Geham Waste Facility

Reason for Closed Meeting

To discuss a matter relating to Council's budget, namely the setting of fees and charges (Section 72(1) (c) of the Local Government (Operations) Regulation 2010).

(d) Item 10

CONFIDENTIAL - Development Assessment - Planning and Environment Appeals and Compensation Claims - May 2011

Reason for Closed Meeting

To discuss starting or defending legal proceedings involving Council and/or actions to be taken by the Council under the Integrated Planning Act 1997 (Section 72(1) (f) and (g) of the Local Government (Operations) Regulation 2010).

Carried

The meeting was closed to the public at 11.50 a.m. on Tuesday, 14 June 2011.

OPENING OF MEETING TO THE PUBLIC

MOTION:

Moved by Cr. Strohfeld, seconded by Cr. McVeigh

That the meeting be opened to the public.

Carried

The Meeting was opened to the public at 12.32 p.m. on Tuesday, 14 June 2011.

Portfolio: CORPORATE SERVICES

7

REPORT TITLE CONFIDENTIAL - Lease to Returned Services League, Crows Nest

Sub Branch - 22a-30 William Street, Crows Nest

AUTHOR Regional Area Manager - North (Leon Love) - 1 June 2011

The following recommendation arising from the confidential report/closed meeting session was put without discussion or debate.

COMMITTEE RECOMMENDATION

- 1. That the Chief Executive Officer or his delegate be authorised to finalise negotiations with Crows Nest RSL in accordance with revised Option 2(d) as outlined in the confidential report dated 1 June 2011.
- 2. That the Chief Executive Officer be authorised to sign all documentation necessary to confirm agreement to the lease.
- 3. That, in the event that negotiations are unsuccessful, a further report be submitted to Council for consideration.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 7)

Item 7

CONFIDENTIAL - Lease to Returned Services League, Crows Nest Sub Branch - 22a-30 William Street, Crows Nest

MOTION:

Moved by Cr. Williams, seconded by Cr. McVeigh

- 1. That the Chief Executive Officer or his delegate be authorised to finalise negotiations with Crows Nest RSL in accordance with revised Option 2(d) as outlined in the confidential report dated 1 June 2011.
- 2. That the Chief Executive Officer be authorised to sign all documentation necessary to confirm agreement to the lease.
- 3. That, in the event that negotiations are unsuccessful, a further report be submitted to Council for consideration.

Carried

Councillor Cahill requested that his vote against the motion be recorded.

Rec No.	Action Officer	Action	Nominated Achievement Date
1 - 3	L. Leon C. Theodosis	Please instigate all follow-up action.	31/08/11

Portfolio: ENVIRONMENTAL AND COMMUNITY SERVICES

8

REPORT TITLE AUTHOR

CONFIDENTIAL - Parking Vehicle Detection Unit Trial

Co-ordinator, Regulation Compliance and Regional Policy (Paul

Samios) - 29 April 2011

The following recommendation arising from the confidential report/closed meeting session was put without discussion or debate.

COMMITTEE RECOMMENDATION

- 1. That Council continue the use of vehicle detection unit technologies under the commercial-in-confidence contract proposed by Database Consultants Australia Pty Ltd.
- 2. That Council commence a public awareness program of the various measures being undertaken by Council to encourage parking space turnover and fair access to parking spaces by retail and business customers in the Central Business District.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 8)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
1.	T. Shadwell P. Samios	Please instigate all follow-up action.	29/07/11
2.	T. Shadwell P. Samios M. Grant	Please arrange appropriate awareness program in accordance with Council's decision	31/08/11

Portfolio: ENVIRONMENTAL AND COMMUNITY SERVICES

9

REPORT TITLE CONFIDENTIAL - 2011/2012 Fees and Charges - Geham Waste

Facility

AUTHOR Regional Area Manager North (Leon Love) - 9 June 2011

The following recommendation arising from the confidential report/closed meeting session was put without discussion or debate.

COMMITTEE RECOMMENDATION

That the Schedule of Fees and Charges be corrected and the advertised rate of \$66/m³ for general waste disposed of at the Geham Waste Facility be confirmed, where it is brought on site by a vehicle with a load capacity of 3 tonnes or greater to reflect the actual commercial charge that has been applied since 1 July 2009.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 9)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
	M. Stalley A. Betts	Please update Schedule of Fees and Charges 2011/2012.	30/06/11

Portfolio: PLANNING AND DEVELOPMENT SERVICES

10

REPORT TITLE CONFIDENTIAL - Development Assessment - Planning and

Environment Appeals and Compensation Claims - May 2011

AUTHOR Acting Director, Planning and Development Services (Danielle

Fitzpatrick) - 25 May 2011

The following recommendation arising from the confidential report/closed meeting session was put without discussion or debate.

COMMITTEE RECOMMENDATION

That the confidential report on Planning and Environment Appeals and Compensation Claims for May 2011 be noted by Council.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 10)

Committee Report adopted by Council at its meeting of 21 June 2011

ACTION TO BE TAKEN

Rec No.	Action Officer	Action	Nominated Achievement Date
		No further action required	

The Meeting closed for the day at 12.35 p.m. on Tuesday, 14 June 2011 and recommenced at 9.06 a.m. on Wednesday, 15 June 2011.

Portfolio: TOURISM EVENTS AND PARKS SERVICES

11

REPORT TITLE AUTHOR

Cambooya and District Family Fun Day Association Incorporated Senior Administration Officer, Tourism & Events (Simon Underwood) - 11 May 2011

PURPOSE OF REPORT

To resubmit a request for financial assistance from the Cambooya and District Family Fun Day Association Inc. in accordance with Council's decision of 19 October 2010.

CORPORATE PLAN REFERENCE

- 1.1.1 Identify and promote opportunities for creative expression.
- 1.1.3 Facilitate equitable access to appropriate social and cultural activities to promote community interaction.
- 1.2.1. Collaborate with external agencies to encourage physical activity in the community.
- 1.4.3 Strengthen social networks and provide appropriate social infrastructure to build resilience and connectivity of the community.
- 1.5.2 Encourage and support activities to achieve multicultural and intergenerational understanding and equity.
- 1.5.3. Promote a sense of community among young people and encourage them to participate and remain in their community.
- 5.1.7 Explore opportunities for the Region to host a variety of festivals and events.

BACKGROUND

History

The Cambooya and District Family Fun Day Association Incorporated started meeting in April 2010 with a view to conducting a family fun day at the Cambooya Recreation Reserve. Initially, the event was proposed for June, but later deferred to 16 October 2010.

The Association became incorporated on 17 September 2010.

This group of local residents identified that the Cambooya and District area lacked any real community event, such as a local show, that would bring the community together. They decided that a family fun day would be the appropriate vehicle to establish a sense of community in the area. The Cambooya and District Family Fun Day Association, with the assistance of Council's Community Development Officers, met and were successful in obtaining sponsorship and community support for the proposed day. In association with seeking sponsorship funding, approximately five fund-raising activities were successfully

conducted to meet the \$15,000 budget target for staging the event.

The Association also sought assistance from Council to comply with requirements to have public liability insurance along with extra lighting and power to ensure that the function could be held successfully and safely. Quotations received for the public liability insurance and power and lighting requirements totalled \$2,900.

Council Decision - 19 October 2010 (Committee of the Council - 12 and 13 October 2010 - Item 12)

That Council defer consideration of the request for financial assistance to the Cambooya & District Family Fun Day Association Inc. until the Community Grants Policy is adopted.

Outcome - First Family Fun Day

Mr Mark Coughran of the Cambooya and District Family Fund Day Association advised that the event took place in October 2010 however, crowd participation was down due to inclement weather which set in on the evening prior to the event. Even so, there was an estimated crowd of 600 across the day.

It was further advised that the Association was able to meet all expenses, due to the generosity of various individuals and in general, broke even.

CONSULTATION UNDERTAKEN

Prior to the staging of the event in October 2010, discussions took place between the Cambooya and District Family Fun Day Association, the Acting District Manager Clifton/Greenmount Service Centres, the Manager of Community Development and Facilities and Community Development Officer, Toowoomba Regional Council.

In recent times, discussions occurred between the writer of this report and Mr Mark Coughran of the Cambooya and District Family Fun Day Association Inc. regarding the future of the event.

ISSUES AND RESPONSES

Event Support Grant Program Guidelines

Under the recently adopted Event Support Grant Program Guidelines, the subject event falls into the Community Event category. (i.e. an event attracting an attendance of up to 1,000 persons and being of interest to a local community or a small segment of the region.

The Event Support Grant Program seeks to:

 generate community pride, celebration of place and social activity through the provision of arts, cultural, recreational, leisure and educational events.

- benefit to the region's economy.
- benefit disadvantaged/vulnerable groups by the development of opportunities for women, people with disabilities, people from diverse cultural backgrounds (including indigenous Australians, older Australians, young people and people at risk).
- support cost efficient initiatives.
- enhance and encourage sustainability of established events;.
- Increase leverage for community groups to gain additional funds from various funding agencies.
- present opportunities to sustain the environment.
- support the needs of rural communities.

Under this event category, assistance to a total value of \$1,500 could be provided for expenditure on the following items, as sought by the applicant.

- (a) Payment of Insurance Premiums. (Insurance premiums will usually be ineligible however, provision is available in the Policy for these payments to be considered on a case by case basis).
- (b) Additional Lighting.
- (c) Power.
- (d) Entertainment.
- (e) Venue costs.

Based on the information provided in the initial report to Council in October 2010, the event may qualify for support as it meets the outcomes of the Event Support Grant Program.

Retrospective Funding - 2010 Event

The initial application was submitted to Council prior to the proposed event however, was unable to be supported under the policy of the former Shire Council, at that time.

The provisions of the Event Support Grant Program Guidelines do not support retrospective funding and, given that the inaugural event broke even, there is no necessity for Council to fund any shortfalls for the 2010 event.

Proposed 2011 Event

At the time of writing this report, the applicant had not set a date for a proposed 2011 event.

It was reported that the local business community was still suffering from the effects of local floods and that sponsorship from this source would be difficult.

The Association is able to submit an application under the Event Support Grant Program for the proposed 2011 event, subject to the standard terms and conditions of the application process. Any application would compete with all funding applications made during the round to determine whether it had priority to receive funding.

RESOURCE IMPLICATIONS

There is funding of \$9,747 remaining in the 2010/2011 Events and Festivals Budget.

CONCLUSION

The provisions of the Event Support Grant Program Guidelines do not support retrospective funding and, given that the inaugural event broke even, there is no necessity for Council to fund any shortfalls for the 2010 event.

Based on the information at hand, an application for a similar event in 2011 may qualify under the Event Support Grant Program Guidelines, and would need to compete with all other applications for available funding.

RECOMMENDATION

That the Cambooya and District Family Fun Day Association Inc. be:

- (a) advised that Council has noted that it has raised sufficient funding to cover costs for the 2010 inaugural event.
- (b) invited to apply for assistance under the Event Support Grant Program prior to the proposed 2011 event.

REASONS FOR RECOMMENDATION

To provide consistency under the Event Support Grant Program Guidelines.

COMMITTEE RECOMMENDATION

That the Cambooya and District Family Fun Day Association Inc. be:

- (a) invited to apply for assistance under the Event Support Grant Program prior to the proposed 2011 event.
- (b) advised that Council will reimburse their public liability expense for the 2010 event to the amount of \$500 as an application for assistance was submitted prior to the adoption of the Community Grants policy on 20 April 2011.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 11)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date	
	S. Underwood	Please advise the applicant of Council's decision.	24/06/11	

Portfolio: CULTURAL HERITAGE AND FACILITIES SERVICES

12

REPORT TITLE Empire Theatres Pty Ltd - Community Access Fund - Fourth Round

2010/2011

AUTHOR Senior Administration Officer, Tourism and Events (Simon

Underwood) - 24 May 2011

The Selection Panel formed to consider community access grants through Empire Theatres Pty Ltd recommends the following application for approval.

In accordance with Council's agreement in respect of this funding scheme, Empire Theatres Pty Ltd must report quarterly to Council with a full acquittal of the grants/subsidies it has made and seek reimbursement.

The application recommended for funding by Empire Theatres Pty Ltd is as follows.

Orgar	nisation/G	iroup	Event	Type of Assistance	Value \$ (incl GST)
Fairholme Festivals)	College	(Stringout	Stringout Festival	Venue hire	1,000
TOTAL					\$1,000

Council allocated \$38,000 to the Community Access Fund in 2010/211. Funding of \$25,165 was allocated in the first, second and third rounds leaving \$12,835 for subsequent rounds.

Agreement Guidelines

The application meets Council's agreement guidelines for appropriate community groups to access the Empire or Church Theatres.

RECOMMENDATION

That Council note the following details of the fourth round of Community Access Grants administered by Empire Theatres Pty Ltd for the 2010/2011 financial year and reimburse Empire Theatres Pty Ltd the sum of \$1,000 (includes GST).

Organis	ation/Group	Event	Type of Assistance	Value \$ (incl GST)
Fairholme C Festivals)	College (Stringout	Stringout Festival	Venue hire	1,000
TOTAL				\$1,000

COMMITTEE RECOMMENDATION

That the recommendation be adopted.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 12)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
	S. Underwood	Please initiate all follow-up action.	22/06/11

Portfolio: CULTURAL HERITAGE AND FACILITIES SERVICES

13

REPORT TITLE AUTHOR

Arts and Cultural Policy and Strategy

Manager, Library and Cultural Services (Pam Armstrong) - 28 April

2011

PURPOSE OF REPORT

To seek Council's endorsement of the proposed Arts and Cultural Policy and Strategy.

CORPORATE PLAN REFERENCE

- 1.1.1. Identify and promote opportunities for creative expression.
- 1.1.3. Facilitate equitable access to appropriate social and cultural activities to promote community interaction.
- 1.4.3 Strengthen social networks and provide appropriate social infrastructure to build resilience and connectivity of the community.
- 1.5.3 Promote a sense of community among young people and encourage them to participate and remain in their community.

BACKGROUND

It is a requirement of Arts Queensland that Council has a current Arts and Cultural Policy in order to access Regional Arts Development Fund (RADF) funding.

The Policy and Strategy has been developed through the contracted services of Creative Regions over a ten month period being completed in February 2011, and included a briefing session to Councillors during March 2011. The Queensland Government's "artbeat: Regional Arts and Cultural Strategy" and the "Arts and Cultural Sector Plan" were both utilised as source documents for Council's policy and strategy development.

CONSULTATION UNDERTAKEN

Community consultation took place during May 2010 through five community workshops held in Clifton, Toowoomba, Oakey, Pittsworth and Crows Nest. Consultation was conducted with Councillors and relevant Council officers who attended the workshops. Once a draft document was developed, key officers from other Council Departments were invited to comment.

ISSUES AND RESPONSES

While a considerable portion of the strategy addresses existing service delivery across the region, the direction considers co-ordination of these services and expansion into areas of the arts and cultural services that enable effective economic development of the cultural heritage service provision.

The strategies have implications across other departments of Council including tourism, events, parks and gardens.

The policy sets the direction for the development and the strategy provides a framework on component parts for further detailed project and task development.

A large proportion of the proposed strategy is in fact current cultural service delivery.

For this strategy to be effective, an implementation plan will now need to itemise operational detail, identify costs, resources and potential funding sources, and clarify short and long term future projects and services. This then becomes an effective internal planning tool.

Promotion of the policy and strategy across the arts and cultural sectors will be necessary as a commitment following the consultation. Suggestions include promotion through the Council website, Council's cultural facilities with links to other cultural facility websites such as Arts Council Toowoomba, Cobb and Co Museum and the Empire Theatre, as well as a written summary document. Funds are provided in the Cultural Development promotional budget for this purpose.

RESOURCE IMPLICATIONS

The allocation of funds to the program will be in accordance with Council's budget priorities every year and the objectives of Council's Community, Corporate, Strategic and Business Plans.

CONCLUSION

The proposed Arts and Cultural Policy and Strategy meet the objectives and are submitted for Council's approval

RECOMMENDATION

That the attached policy titled "Arts and Cultural Policy" and the attached strategy titled "Arts and Cultural Strategy" be adopted.

REASONS FOR RECOMMENDATION

As detailed in the report.

COMMITTEE RECOMMENDATION

That the attached policy titled "Arts and Cultural Policy" and the attached strategy titled "Arts and Cultural Strategy" be adopted.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 13)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
	P. Armstrong	Please instigate all follow-up action.	30/06/11
	S. Mooketsi	Please enter the guidelines into the Policy Register and ensure their availability to the public via Council's website.	30/06/11

Portfolio: CORPORATE SERVICES

14

REPORT TITLE AUTHOR

Trustee Lease for Toowoomba Jazz Society

Senior Property Officer (Steve Chapman) - 1 June 2011

PURPOSE OF REPORT

To seek Council support to enter into a Trustee Lease with the Toowoomba Jazz Society for part of Lot 16 on Plan D10167 (Reserve 1004) being 43 Brisbane Street, Drayton.

CORPORATE PLAN REFERENCE

- 1.1 Opportunities for creative expression, cultural exchange and life long learning are accessible community wide.
- 1.1.2 Ensure cultural facilities and services, such as theatres, art galleries and museums, meet the needs of our growing and diverse community.

BACKGROUND

The Toowoomba Jazz Society and the former Toowoomba City Council entered into a lease agreement for the land located at 69 Water Street South and described as Part G of Lot 946 on SP144295, commencing 1 April 1990 for a period no longer than 22 years expiring on 31 March 2012.

As part of long term future planning of the West Creek corridor, the former Toowoomba City Council resolved (25 August 1989 and 16 September 1997) to finalise all community leases along Water Street South with a finalisation date of 31 March 2012. This date was chosen as it is the latest expiry date of all the impacted leases. Those lessees still affected by this include Toowoomba Legacy (have unofficially vacated the premises and are still required to remove the building under the terms of their lease), Downs Motorcycle Club, FX-FJ Holden Car Club and the Toowoomba Jazz Society.

In November 1998, Toowoomba City Council adopted the Gowrie Creek Catchment Management Strategy to address a number of issues impacting on Gowrie Creek and its tributaries - East Creek, West Creek and Black Gully. The Strategy aims to transform the catchment, waterways and tributaries of Gowrie Creek into a sustainable creek system that is a natural asset and a source of pride to the local community. It will serve important ecological, recreational, cultural heritage and aesthetic roles of regional significance to Toowoomba and build upon Toowoomba's image as the "Garden City". In particular, it is to provide significant drainage improvement to the West Creek system in storm events by the construction of a detention basin.

The proposed Clewley Park detention basin is the last detention basin proposed on West Creek. The detention basin is required to further reduce stormwater flows within the city centre and further downstream. Extensive channel improvement and landscaping works in

the West Creek corridor between Herries Street and Russell Street (completed December 2006) were designed and constructed on the premise that the Clewley Park basin would be ultimately constructed. An allocation of \$0.5M is proposed for the coming budget (2011/2012) with further allocations proposed for the following financial year (total budget \$3M). Council has submitted this project for Regional Development Australia funding. The plan is to commence construction immediately after the leases expire (31 March 2012), or earlier if all of the lessees have vacated.

In September 2006, Toowoomba City Council was provided with a briefing on the area of the Master Plan east of West Creek and fronting Water Street with particular reference to the impact on the Water Street leases. Toowoomba City Council resolved that a report be provided to a future meeting on the possibility of leasing suitable Council land to accommodate the local community groups currently located in Water Street. This report was placed before the Toowoomba City Council at its meeting of the 27 February 2007. The report provided information on the restrictions of a clubhouse in an Open Space Zone and on gazetted purposes of reserve lands. One parcel was identified which was not restricted by either of these issues however, it is located near the Waste Management Facility in Bedford Street. At that time, the Jazz Society wished to remain central to the city.

The Gowrie Creek Flood Risk and Mapping Study (BMT WBM June 2007) which was adopted by Toowoomba City Council in August 2007, identifies and incorporates the Clewley Park detention basin as part of the city's flood management strategy.

The Clewley Park detention basin is essential to provide Q100 flood immunity in the city centre reach of West Creek, in particular for the Dent Street area.

A report was submitted to the current Council on the 19 August 2008 regarding a request from the Jazz Club for Council to reconsider the decision to relocate the club from Water Street. Technically this was not feasible and therefore it was resolved as follows - "...Council confirms its previous decision to not renew their lease at 69 Water Street South beyond 31 March 2012, as amendments to the design of the creek development in this area will not achieve the desired outcomes for flood mitigation purposes in the City as part of the Gowrie Creek Catchment Management Strategy."

Some of the Clubs that were originally notified of the requirements under this plan have made arrangements for the relocation to another venue. The Toowoomba Bridge Club has been re-established in Stuart Street and Toowoomba Racing Pigeon Club removed their clubhouse and relocated it to the Toowoomba Showgrounds. It is believed that other clubs are also holding discussions with the Show Society.

The Toowoomba Jazz Society has now written to Council seeking a lease over part of the land described as Lot 16 on D10167. This is a parcel of reserve land, located to the west of the Drayton Municipal Band Hall in Brisbane Street, Drayton. The intention would be for the Jazz Society to obtain funding and all relevant approvals to relocate their building from its current location in Water Street to this location.

CONSULTATION UNDERTAKEN

Consultation has included obtaining preliminary advice from the Department of Environment and Resource Management in relation to the establishment of a lease over the land, discussions with the committee of the Drayton Municipal Band and Hall Association and confirmation of engineering design and timing of works in Clewley Park from Council's Principal Engineer.

ISSUES AND RESPONSES

Council Support

Council has been in discussion with the Jazz Society for many years, with options being considered including:

- 1. Variations to the design of the detention basin.
- 2. Raising the height of the building from the ground to alleviate any flooding issues.
- 3. Raising the building by means of building up the ground level under the building to mitigate flooding issues.
- 4. Relocating the building further south to an area of lesser impact, incorporating any one of the three previous options to a lesser extent.

Council Officers at all times have been willing to meet and discuss options, however none have addressed the impact of water displacement and risk to the public and property caused by the methods proposed.

Land Characteristics

The Brisbane Street land is a Reserve for Local Government and is zoned Special Use Zone - Local Government Precinct. It is approximately 3920m² in size and has medium to steep slope to the rear/west of the land.

Under its current zone, the proposal by the Jazz Society to establish a "Community Club" is code assessable. Any approval by both Council and the Department of Environment and Resource Management as "landlord" would be subject to Development Assessment approval.

Due to its Reserve status, its current zoning, and its minimal street frontage to Brisbane Street, it is not suitable for any form of tenure other than lease for a community use. The proximity to the Drayton Municipal Band Hall makes the location ideal for the relocation of a community group whose purpose is around music. They would complement each other and the surrounding neighbours, which are non-residents, are already familiar with the noise emitted from the location. The committee of the Municipal Band Hall is, in principle, supportive of this relocation.

Legislation/Policy

Local Government Act 2009

The Jazz Society is an incorporated body and is therefore exempt under section 185 of the Local Government (Finance, Plans & Reporting) Regulation 2010 relating to the need to call tenders for the lease of the site.

Land Act 1994

As the proposed lease area is located on crown land with Council as trustee, a lease in accordance with Section 57 of the *Land Act 1994* is required. Initial discussions with the Toowoomba office of the Department of Environment and Resource Management indicate no general objection to the establishment of a lease on the land.

Tenure Policy

In line with Council's Tenure Policy, the proposed lessee will be required to submit to Council a strategic plan, identifying how they intend to promote and improve the facilities during the term of the lease. The continuance of the lease at the end of the term will be based on the Jazz Society's success in achieving the outcomes agreed in the strategic plan. Council Officers will meet regularly with the Jazz Society to discuss matters related to the achievement of their plan.

Under the recently adopted Property Tenure Guidelines, the lease will be identified as a community lease and will therefore be classified as a Category 9.3 - Sporting or Recreation Organisation Exclusive Use Lease (Non Gaming & Non Liquor).

As such the following apply:

Rental Fee Structure As per Category 9.3:

9	Sporting or Recreation Organisation		Standard Rental	Min. Rental	
	9.1	Exclusive Use Lease (Gaming – Gaming Machine Act and Liquor Licence – Liquor Act)	5% of UV for the land on which the clubhouse & associated amenities are situated; & 1% of UV on the balance of the land under the lease	\$250	
	9.2	Exclusive Use Lease (Liquor Licence – Liquor Act but no Gaming)	3% of UV for the land on which the clubhouse & associated amenities are situated; & 1% of UV on the balance of the land under the lease	\$150	
	9.3	Exclusive Use Lease (Non Gaming & Non Liquor)	1% of UV	\$100	
	9.4	Non Exclusive Use Licence (Non Gaming & Non Liquor)	1% of UV	\$100	

Rates

The proposed lease will require the lessee to pay rates in accordance with the current Council Property Tenure Policy. The current Rates Exemption Policy does provide opportunities for exemptions to Not-for-Profit organisations in certain situations provided they meet all requirements of the policy. The Toowoomba Jazz Society will have the opportunity to make application to Council for the relevant exemptions.

Tenure Length

The tenure length to be negotiated is to a maximum of 10 years.

As per the standard mandatory terms and conditions set by DERM, there are no option terms available for Trustee Leases.

Maintenance Responsibilities

As the Toowoomba Jazz Society is the owner of the building, they will be responsible for all the maintenance of the premises.

RESOURCE IMPLICATIONS

There are no resource implications.

CONCLUSION

The approval of a lease will allow the Toowoomba Jazz Society to formally have tenure over the site and apply for relevant funding for the relocation of their building from Water Street prior to the imminent expiry of their current lease.

However, should the Jazz Society not be able to obtain funding for the relocation by 31 March 2012, the proposed lease area should be offered via Expressions of Interest to other community groups such that the use of the land provides maximum benefit to the community.

RECOMMENDATION

1. That, subject to approval of the Department of Environment and Resource Management, Council approve a Trustee Lease with the Toowoomba Jazz Society over part of Lot 16 on Plan D10167 in accordance with the Council's Property Tenure Policy and under the following terms and conditions:

Rent	1% of the UV of the land.
Term	10 years.
Rates	General rate and any other charges are payable.
Maintenance	The lessee to maintain the lease area and building.
Development Assessment	Town planning and building approvals required prior to entering into a lease agreement.
General	All other conditions in accordance with Council's standard lease agreement with the final wording of to the satisfaction of the Chief Executive Officer.

- 2. That, in the event the Toowoomba Jazz Society is unsuccessful in obtaining funding and only after 31 March 2012, the lease area over part of Lot 16 on Plan D10167 be offered by Expression of Interest to other community groups for their use and the outcomes be referred to Council for consideration.
- 3. The Chief Executive Officer or his delegate be authorised to sign and execute all relevant documents to complete Recommendation 1 or Recommendation 2.

REASONS FOR RECOMMENDATION

Council's approval of the lease will allow the Toowoomba Jazz Society the opportunity to have formal tenure over the site and therefore proceed with applications for funding to relocate the Jazz Society's existing building from the area in Water Street designated as future detention basin.

COMMITTEE RECOMMENDATION

That the recommendation be adopted.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 14)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
	C. Theodosis	Please advise the Toowoomba Jazz Society and prepare lease upon acceptance of the conditions.	31/03/12

Portfolio: CORPORATE SERVICES

15

REPORT TITLE AUTHOR

Proposed Optus Tower - 215 Mackenzie Street, Centenary Heights Strategic Property Development Officer (Chris Theodosis) - 20 May 2011

PURPOSE OF REPORT

To consider a request for the placement of an Optus communication tower at 215 Mackenzie Street, Centenary Heights.

CORPORATE PLAN REFERENCE

3.3.1 Facilitate coordination with infrastructure providers to deliver well planned integrated infrastructure.

BACKGROUND

Council leases three sites to Optus Pty Ltd for the placement of telecommunication towers for communications purposes.

A letter has been received from Total Communications Infrastructure Pty Ltd (TCI) acting for Optus Pty Ltd requesting permission from Council as landowner to place mobile phone infrastructure on the site located at 215 Mackenzie Street, Toowoomba. The purpose of the request is to improve the standard mobile telephone service to users within the area, and for Optus to meet their goal of providing high speed wireless data and voice services to 98% of Australians.

To consolidate utilities infrastructure, the Property section has recommended that this site is best suited for Optus' requirements.

CONSULTATION UNDERTAKEN

Comments were sought from Council's Landscape Architect, Engineer Water Services and the Department of Environment and Resource Management who have no objection to the proposal saying it poses little or no impact on any future infrastructure requirements. The Landscape Architect also advised that the site will have a visual impact, as the tower extends twice the height of the tree canopy. The location of the tower is best due to the existing screening vegetation, and the visual envelope is smaller.

ISSUES AND RESPONSES

Site Detail

The site is located at 215 Mackenzie Street adjacent to the part of East Creek between South Street and Long Street. The land is owned by the Crown and held by Council as trustee.

Currently, infrastructure on the proposed site includes pumping station and stormwater drainage. Optus is wishing to build an equipment hut and pole. The hut and pole will be located to the north of the Council-owned on-ground tank with an area no greater than eight metres x ten metres (refer to the plan below).



Proposed lease area approx 10mx 8m

Infrastructure

Optus proposes to build a 30 metre pole and an equipment hut. It is proposed for the hut to be located adjacent to the tower.

Lease conditions offered by Optus

TCI has submitted an offer to lease under the two main heads of lease conditions -

Term: 20 years (in the form of 2 consecutive 10 year leases).

Rent: \$8,500 per annum with annual rental increases of 3%.

Legals: Optus to pay for Council's legal costs up to \$750.

A valuation was undertaken on 30 March 2011, the market rental assessed for part of the land situated at 215 Mackenzie Street, Centenary Heights amounted to \$15,000 per annum plus GST. This assessment also aligns with the other communication lease sites Council current has with the three main service providers. The lease term and rental is comparative with the other communication leases Council has with other service providers in the

Toowoomba area. The annual rental increases on other leases are set at 5%. Optus

should be advised of this through a counter-offer.

The offer by Optus is subject to gaining the necessary approval from Council's Development Assessment Branch.

Legislation / Policy

Land Act 1994

As the proposed lease area is located on crown land with Council as trustee, a lease in accordance with Section 57 of the *Land Act 1994* is required. Any acceptance by Council of the offer will be subject to approval by the Department of Environment and Resource Management representing the Crown.

Tenure Policy

The land is reserve for the purpose of water supply, recreation and drainage and its highest and best use is in line with its current 'Special Use' zoning. The proposed use is subject to Council approval and considered complementary to highest and best use. Under the Property Tenure Guidelines, the lease will be identified as a communication site and will therefore be classified as a Category 6.1 - Commercial Communication Sites.

As such, the following will apply:

Category	Use	Rental (per annum)	Minimum Rent
6	Communications Sites		
6.1		Commercial / Market (plus CPI after the first year)	Valuation
6.2	Non Commercial Communications Sites	5% of UV	\$1 per year if demanded
	(eg: Community Service Organisations)		

Rates

The proposed lease will require the Lessee to pay rates.

Tenure Length

The tenure length of 20 years offered by Optus is to provide sufficient tenure to justify the large investment in its communications sights. While the Tenure Policy limits leases for communications sites to 10 years, there are circumstances relating to large investment by the lessee. An example of this is where lessees at the airport invest heavily on the improvements (hangar) and the policy allows a 20 year lease.

Communications leases vary from a service provider building a tower and equipment hut on the site, to one that only builds the hut adjacent to the tower and places its antennae on the existing tower. The former could be provided with the longer tenure with the latter having

limited investment being limited to 10 years.

Maintenance Responsibilities

The lessee will be responsible for the general maintenance of the premises. Council will undertake regular inspections of the premises to ensure the lessee is acting in accordance with the terms of the lease.

Visual Impact

The proposed site is located in a residential area. The attached plans provides an indication of visual impact of the tower at varying distances from the site. This matter will be also addressed as part of planning process.

RESOURCE IMPLICATIONS

Nil.

CONCLUSION

This is an opportunity to gain income from a small area of a Council land asset with minimal increase on the current impact. Optus wish to combat "blackspot" areas and therefore suggested suitable sites for this area. Other sites in this area would have hampered visual amenity however the proposed site is consolidated with Council's infrastructure.

RECOMMENDATION

- That Total Communications Infrastructure Pty Ltd be advised that Council is prepared to offer Optus Pty Ltd a lease of approximately 80m2 of land located adjacent to the Centenary Heights pumping station and described at Lot 218 on CP AG2714 subject to the following terms and conditions:
 - (a) Initial rent at \$15,000 per annum plus GST.
 - (b) 10 years plus 10 year option
 - (b) Annual rental adjustment of 5%.
 - (c) Lessee pays all costs of forming any required access and supplying power to the facility.
 - (d) The Lessee responsible for all outgoings directly pertaining to the site (i.e rates, electricity).
 - (e) The final location of the tower and equipment hut are to be to the satisfaction of the Manager Parks and Recreation and Manager Project Services Water.

- (f) Obtaining Town Planning and Building approvals from Council's Development Assessment Branch and approval from the Department of Environment and Resource Management.
- 2. That Chief Executive Officer be authorised to sign the necessary documentation to secure the new lease.

REASONS FOR RECOMMENDATION

The proposal will create income on the land asset and improve communication access to users within the area.

COMMITTEE RECOMMENDATION

- 1. That Total Communications Infrastructure Pty Ltd be advised that Council is prepared to offer Optus Pty Ltd a lease of approximately 80m² of land located adjacent to the Centenary Heights pumping station and described at Lot 218 on CP AG2714 subject to the following terms and conditions:
 - (a) Initial rent at \$15,000 per annum plus GST.
 - (b) Term of lease to be twenty years.
 - (c) Annual rental adjustment of 5%.
 - (d) Lessee to pay all costs of forming any required access and supplying power to the facility.
 - (e) The Lessee responsible for all outgoings directly pertaining to the site (i.e rates, electricity).
 - (f) The final location of the tower and equipment hut to be to the satisfaction of the Manager Parks and Recreation and Manager Project Services Water.
 - (g) Obtaining Town Planning and Building approvals from Council's Development Assessment Branch and approval from the Department of Environment and Resource Management.
- 2. That Chief Executive Officer be authorised to sign the necessary documentation to secure the new lease.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 15)

MOTION:

Moved by Cr. Scotney, seconded by Cr. McVeigh

- 1. That Total Communications Infrastructure Pty Ltd be advised that Council is prepared to offer Optus Pty Ltd a lease of approximately 80m² of land located adjacent to the Centenary Heights pumping station and described at Lot 218 on CP AG2714 subject to the following terms and conditions:
 - (a) Initial rent at \$15,000 per annum plus GST.
 - (b) Term of lease to be twenty years.
 - (c) Annual rental adjustment of 5%.
 - (d) Lessee to pay all costs of forming any required access and supplying power to the facility.
 - (e) The Lessee responsible for all outgoings directly pertaining to the site (i.e rates, electricity).
 - (f) The final location of the tower and equipment hut to be to the satisfaction of the Manager Parks and Recreation and Manager Project Services Water.
 - (g) Obtaining Town Planning and Building approvals from Council's Development Assessment Branch and approval from the Department of Environment and Resource Management.
- 2. That Chief Executive Officer be authorised to sign the necessary documentation to secure the new lease.

Carried

Rec No.	Action Officer	Action	Nominated Achievement Date
	K. Wicks	Please instigate all follow-up action.	31/07/11

Portfolio: FINANCIAL AND SPORTING SERVICES

16

REPORT TITLE AUTHOR

Significant Business Activities - Code of Competitive Conduct Manager, Financial Services (Mike Stalley) - 26 May 2011

PURPOSE OF REPORT

To obtain a resolution from Council to enable compliance with National Competition Policy (NCP) requirements for 2011/2012.

CORPORATE PLAN REFERENCE

2.1.5 Review and ensure compliance with policies, standards, codes and other legislative requirements.

BACKGROUND

Toowoomba Regional Council continues its commitment of reviewing business operations to ensure the effective implementation of NCP reform initiatives.

Each year, Council is required to identify those activities that are business activities and determine whether competition reforms need to be applied to assist in removing anti-competitive conduct, encourage greater transparency in the operation of such activities and improve the allocation of Council's limited resources.

Activities of Toowoomba Regional Council are identified as business activities if they trade in goods and services to clients that could potentially be delivered by the private sector for the purposes of earning profits. They do not include the non-business, non-profit activities of Council.

Under section 45 of the *Local Government Act 2009* (the Act), a local government must identify new significant businesses. The identification of new business activities is based on expenditure thresholds under section 43(4)(b) of the Act.

The threshold amounts are determined by section 9 of the Local Government (Beneficial Enterprises and Business Activities) Regulation 2010.

CONSULTATION UNDERTAKEN

Not applicable.

ISSUES AND RESPONSES

Identification of Business Activities

The expenditure threshold amounts for the 2010/2011 financial year are as follows:

- (a) For new Type 1 activities:
 - (i) for water and sewerage combined activities: \$39,400,000
 - (ii) for other activities: \$23,600,000
- (b) For new Type 2 activities:
 - (i) for water and sewerage combined activities: \$11.800.000
 - (ii) for other activities: \$7,900,000

As in the past, to determine whether an activity is a new Type 1 or Type 2 business activity for the 2011/2012 financial year, Council must take into account the operating expenses for the 2010/2011 financial year, less depreciation, expenditure included to achieve competitive neutrality which is not actually incurred by the local government and any loan redemption payments in the 2010/2011 financial year.

The 2010/2011 expenditure threshold for business activities known as 'Type 3' remains \$270,000. Calculations for this threshold are based on expenditure including depreciation.

The following activities have been identified as business activities in 2011/2012:

- (i) Type 1
 - Nil
- (ii) Type 2
 - Water & Wastewater
 - Private Works
- (iii) Type 3
 - Fleet & Plant Services
 - Aquatic Facilities
 - Quarries
 - Cemeteries
 - Refuse Collection
 - Waste Management
 - Aerodromes
 - Laboratory Services

Application of Full-Cost Pricing

Section 47(7) of the Act requires that Council decide by resolution "...whether or not to apply the code of competitive conduct to a business activity prescribed under a regulation". Section 47(8) further states "If the local government decides not to apply the code of competitive conduct to the business activity, the resolution must state reasons for not doing so".

Application of the Code of Competitive Conduct means that the pricing practices for each business activity need to comply with the principles of full-cost pricing such that total revenue, inclusive of identified and measured community service obligations and net of any competitive neutrality adjustments, should cover the following cost elements:

- Operational and resource costs;
- Administration and overhead costs;
- Depreciation:
- · Tax and debt equivalents; and
- Return on capital.

Building Certification and Roads Activity

Section 47(3) of the Act requires that a local government must apply the code of competitive conduct to these activities. These activities were previously declared and, but for this section, would be included in the above activities.

Type 2 Activities

As Council is not considering commercialisation of these business activities, it is appropriate that these activities be subject to full-cost pricing for the 2011/2012 financial year.

Reporting Requirements

In order to comply with the various legislative requirements, Council's commitments relating to competition reform should be accepted via resolution during the budgeting process, while Council's annual report will contain guidelines relating to the identification of business activities and competitive neutrality complaints process along with a statement of activities to which competition reforms apply.

Council's annual report will provide a list of activities that are business activities during the financial year, as well as a statement whether the Code of Competitive Conduct is applied or a statement of reasons why the Code is not applied.

Competitive Neutrality Complaints Process

Where the Code of Competitive Conduct is applied to a business activity, section 48 of the Act requires Council to establish a mechanism to deal with any complaints about whether the activity is being conducted in accordance with the requirements of the Code. The complaints mechanism is intended to provide both Council and complainants with a degree of certainty about the status and treatment of complaints.

A competitive neutrality complaints process exists for all of Council's nominated business activities. As at the date of this report, no complaints have been received for the 2010/2011 financial year.

RESOURCE IMPLICATIONS

Not applicable.

CONCLUSION

The application of the Code of Competitive Conduct to significant (Type 2 and 3) business activities, through implementation of full-cost pricing principles, will enable compliance with National Competition Policy reform requirements of the *Local Government Act 2009*.

RECOMMENDATION

1. That Council resolve to apply full-cost pricing to the following business activities in 2011/2012:

Type 2

- Water & Wastewater
- Other Roads
- Private Works

Type 3

- Fleet & Plant Services
- Building Certification
- Aquatic Facilities
- Quarries
- Cemeteries
- Refuse Collection
- Waste Management
- Aerodromes
- Laboratory Services.
- 2. That Council continue to implement and monitor a competitive neutrality complaints process for all of its nominated business activities and report any complaints received.

REASONS FOR RECOMMENDATION

To enable compliance with NCP reform requirements of the Local Government Act 2009.

COMMITTEE RECOMMENDATION

That the recommendation be adopted.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 16)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
1. & 2.	S. Morris	Please implement Council's decision.	24/06/11

Portfolio: CORPORATE SERVICES

17

REPORT TITLE AUTHOR

Report of the Audit Committee Meeting of 25 May 2011 Co-ordinator, Council Business (Angela O'Neil) - 1 June 2011

A copy of the Report of the Audit Committee Meeting held on 25 May 2011 is tabled.

The following recommendations from the Audit Committee are submitted for Council's consideration:

9.0 Internal Audit Plan 2011/2012-2013/2014 - Pricing Proposal from BDO

- 1. That, in order for Toowoomba Regional Council to meet its legislative obligations in relation to internal audit, it is recommended that Council engage immediately BDO to undertake the following reviews:
 - (a) IT Governance Framework.
 - (b) Treasury and Cash Management.
 - (c) Information Systems Interfaces: E1 Powerbudget: Spread Sheeting.
- 2. That, in accordance with Council's decision of 20 April 2011 (Committee of the Council 12 and 13 April 2011 Item 21.4 (b and c), it is recommended that Council immediately commence recruitment to appropriately resource the internal audit function.
- 3. That the pricing proposal from BDO for provision of the Internal Audit Plan 2011/2012-2013/2014 be received.
- 4. That it be recommended to Council that, in view of the quantum of the proposed contract, tenders be called, as a high priority, for:
 - (a) the provision of a co-sourced internal audit function providing Internal Audit Management and specialised internal audit services for a period of up to three years, subject to periodic review; and
 - (b) full implementation of the Internal Audit Plan 2011-2013 as previously adopted by Council.

RECOMMENDATION

- 1. That the report of the Audit Committee Meeting of 25 May 2011 be received and noted.
- 2. That, in order for Toowoomba Regional Council to meet its legislative obligations in relation to internal audit, BDO be engaged immediately to undertake the following reviews:
 - (a) IT Governance Framework.
 - (b) Treasury and Cash Management.
 - (c) Information Systems Interfaces: E1 Powerbudget: Spread Sheeting.
- 3. That, in accordance with Council's decision of 20 April 2011 (Committee of the Council 12 and 13 April 2011 Item 21.4 (b and c), recruitment commence immediately to appropriately resource the internal audit function.
- 4. That the pricing proposal from BDO for provision of the Internal Audit Plan 2011/2012-2013/2014 be received.
- 5. That, in view of the quantum of the proposed contract, tenders be called, as a high priority, for:
 - (a) the provision of a co-sourced internal audit function providing Internal Audit Management and specialised internal audit services for a period of up to three years, subject to periodic review; and
 - (b) full implementation of the Internal Audit Plan 2011-2013 as previously adopted by Council.

COMMITTEE RECOMMENDATION

That the recommendation be adopted.

COUNCIL DECISION - 21 JUNE 2011 (Committee of the Council - 14 and 15 June 2011 - Item 17)

Committee Report adopted by Council at its meeting of 21 June 2011

Rec No.	Action Officer	Action	Nominated Achievement Date
2-4	A. Pratap	Please instigate all action to implement Council's decisions.	29/07/11

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OTHER BUSINESS

Meeting Concluded:	Wednesday, 15 June 2011 at 9.58 a.m.	
HIS WORSHIP THE MAYOR,	COUNCILLOR P.M. TAYLOR - CHAIRPERSON	
COUNCILLOR R.P. ANTONIO	O (PORTFOLIO LEADER, WATER SERVICES)	
COUNCILLOR W.W. CAHILL		OMMUNITY
	EEN (PORTFOLIO LEADER, DISTRICT SERVICES)	
	S (PORTFOLIO LEADER, PLANNING AND DEVELO SERVICES)	PMENT
COUNCILLOR J.J. McVEIGH		
COUNCILLOR J. RAMIA (PO	DRTFOLIO LEADER, TOURISM EVENTS AND PARK	(S SERVICES)
COUNCILLOR R.S. SCOTNE	EY (PORTFOLIO LEADER, CULTURAL HERITAGE A SERVICES)	AND FACILITIES
COUNCILLOR N.L. STROHF	ELD (PORTFOLIO LEADER, STRATEGIC SERVICE	ES)
COUNCILLOR C.E. TAYLOR	(PORTFOLIO LEADER, ENGINEERING SERVICES	()
COUNCILLOR M A WILLIAM		TING SERVICES