



# **Toowoomba Regional Council**

## **Minutes of the Ordinary Meeting of Council**

**held on**

**20 April 2011**

<p style="text-align: center;"><b>MINUTES OF THE ORDINARY MEETING OF TOOWOOMBA REGIONAL COUNCIL</b></p>
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**WEDNESDAY, 20 APRIL 2011**

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**MINUTES OF THE ORDINARY MEETING OF  
TOOWOOMBA REGIONAL COUNCIL  
HELD IN THE COMMUNITY AND TECHNOLOGY CENTRE,  
HUME STREET, PITTSWORTH  
ON WEDNESDAY, 20 APRIL 2011 AT 9.06 A.M.**

**PRESENT:** His Worship the Mayor, Councillor P.M. Taylor (Chairperson)  
Councillor R.P. Antonio  
Councillor W.W. Cahill  
Councillor P.C.T. Marks  
Councillor J.J. McVeigh  
Councillor J. Ramia  
Councillor N.L. Strohfel  
Councillor C.E. Taylor  
Councillor M.A. Williams

**APOLOGIES:** Councillor A.C. Glasheen  
Councillor R.S. Scotney

**IN ATTENDANCE:** Chief Executive Officer Ken Gouldthorp  
Director, Environmental and Community Services Brian Pidgeon  
Director, Finance and Business Strategy Arun Pratap  
Director, Planning and Development Services Stewart Somers  
Acting Director, Water Services Alan Kleinschmidt  
Acting Director, Engineering Services Rodney Betts

**MINUTES:** Co-ordinator, Council Business Angela O'Neil

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**BUSINESS:**

**1.0 OPENING OF MEETING**

1.1 The meeting was opened at 9.06 a.m.

**2.0 ATTENDANCE INCLUDING APOLOGIES AND LEAVE OF ABSENCE**

2.1 All Councillors were present with the exception of Councillors Glasheen and Scotney.

**3.0 CONFIRMATION OF MINUTES**

**3.1 MOTION:**

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

That the Minutes of the Ordinary Meeting of Council dated 15 March 2011 be confirmed.

**Carried**

**4.0 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS**

4.1 No matters were raised.

**5.0 PRESENTATION OF PETITIONS**

5.1 No petitions were presented.

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**6.0 RECEPTION AND CONSIDERATION OF COMMITTEE REPORT**

- 6.1 **A Report of the Committee of the Council dated 12 and 13 April 2011 was submitted.**

**MOTION:**

Moved by Cr. McVeigh, seconded by Cr. Antonio

That the Report of the Committee of the Council dated 12 and 13 April 2011 be received and, with the exception of Item 17, the recommendations therein be adopted.

**Carried**

**6.2 Item 17  
Event Support Funding - 2010/2011 Financial Year - Second Round**

**MOTION:**

Moved by Cr. Strohfeld, seconded by Cr. Antonio

1. That Council provide Highfields Pioneer Village, Museum and Park Inc. with funding of \$5,000 from the Events Support Scheme to assist with its marketing and advertising campaign in connection with the conduct of the Easter Vintage Festival 2011 to be held at the Highfields Pioneer Village from 23 April 2011 to 25 April 2011, subject to the standard conditions for providing the funding.
2. That Council provide Toowoomba Hot Rodders Club Inc. with funding of \$1,900 from the Events Support Scheme to assist with entertainment and road closure costs associated with The High Altitude Hot Rod Run held from 11 to 13 March 2011, at various Toowoomba locations and concluding with a Show and Shine event in Style Street (Margaret Street), subject to the standard conditions for providing the funding.
3. That Council provide Toowoomba Hospice Association Inc. with funding of \$1,500 from the Events Support Scheme by meeting the costs associated with the promotion of the Toowoomba Hospice Camellia & Winter Flower Show at TAFE Horticulture, Lindsay Street on 16 and 17 July 2011, subject to the standard conditions for providing the funding.
4. That Council provide Rangeville Hockey Club Inc. with funding of \$1,500 from the Events Support Scheme to assist with the provision of infrastructure at the Club's 50th Anniversary Celebrations at Club Glenvale, Boundary Road, Toowoomba on Friday, 22 July 2011 to Sunday, 24 July 2011, subject to the standard conditions for providing the funding.
5. That Council provide Meringandan State School Parents' and Citizens' Association with \$1,300 from the Events Support Scheme for special entertainment (Rodeo Clown) in association with the Meringandan Bull & Bronc Rodeo & Ute Muster at Lilyvale Oval on Saturday, 7 May 2011 from Noon to Midnight, subject to the standard conditions for providing the funding.

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6. That Council provide Millmerran Local Arts Council Inc. with \$1,380 from the Events Support Scheme for entertainment associated with its Jazz In The Park event on Sunday, 29 May 2011 in Millmerran Lion's Park, subject to the standard conditions for providing the funding.
7. That Council provide The Endeavour Foundation with funding of \$600 from the Events Support Scheme to assist with the cost of Council's Mobile Stage and fees for the non-commercial use of a park in connection with "The Endeavour Challenge Community Ride" and "The Chronicle Community Fair " being held on Sunday, 19 June 2011, run in conjunction with the "Tour of Toowoomba" (National Road Series Cycling Event), subject to the standard conditions for providing the funding.
8. The Council provide Pittsworth Amateur Basketball Inc. with funding of \$1,323 from the Events Support Scheme towards promotion of the Club's 50th Jubilee celebration on Saturday, 18 June 2011, subject to the standard conditions for providing the funding.
9. The Council provide Householders' Options to Protect the Environment (HOPE) Inc with funding of \$1,500 from the Events Support Scheme for advertising associated with the conduct of the 2011 Pathways Sustainability Expo being held on Sunday, 5 June 2011 from 10.00 a.m. to 4.00 p.m. at the campus of the University of Southern Queensland, subject to the standard conditions for providing the funding.

**Carried**

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## 7.0 MONTHLY PERFORMANCE STATEMENT AS AT 31 MARCH 2011

Director, Finance and Business Strategy (Arun Pratap) - 6 April 2011

### PURPOSE OF THE REPORT

To present Council with the monthly Financial Performance Statement as required by s152 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*.

### CORPORATE PLAN REFERENCE

2.1.2 Ensure sound financial management and procurement practices.

### BACKGROUND

Section 152 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* prescribes that statements must be presented to a meeting of the Council at least on a monthly basis.

Attached is the Consolidated Financial Performance Statement which clearly separates operating and capital outcomes including a variance result that is discussed in further detail in the body of this report.

A detailed Executive Financial Performance Report has been previously circulated to Councillors under separate cover.

### ISSUES AND RESPONSES

The budget implications arising from the monthly financial performance report include the following:

#### MARCH IMPLICATIONS

- Capital upgrade at Toowoomba Aerodrome delayed due to recent wet weather.
- Payment for Wivenhoe-Cressbrook pipeline delayed.
- Waste Management landfill remediation and tip management underspent.
- Interest income is higher than budgeted, a budget adjustment will be made in the March budget review.
- Outdoor Sport and Recreation cycling criterium is yet to commence causing a \$2.79M capital expenditure variance.

The March budget review will include adjustments to income and expenditure where significant variances exist as reported below.

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**PREVIOUSLY REPORTED IMPLICATIONS**

- Reduction in budgeted income from Aquatic Facilities.
- Income received from Carnival of Flowers is below budget expectations and expenditure is ahead of budget expectations.
- District Services has below budget expenditure.
- Plant and fleet asset disposal as well as plant hire income is below budget expectations and will be adjusted in the March budget review.
- Natural Disaster Relief and Recovery has caused significant budget impacts on Infrastructure Services and Disaster Management functions.
- Savings have been identified in Water Strategy and Co-ordination due to staff vacancies

**Operating Income - overall exceeding YTD budget expectations by \$18,081,075 or 8%**

*Fees and Charges (\$2,188,538 or 7% below budget)*

- Reduced Main Roads and external project works due to weather conditions.

*Interest Received (\$1,866,250 or 39% - exceeds budget)*

- This represents an increase in available funds for investment and greater than expected interest rates.

*Grants, Subsidies, Contributions and Donations (\$17,150,059 or 175% exceeds budget)*

- Advanced subsidy for Natural Disaster Relief and Recovery.
- Main Roads Claim (Oakey-Cooyar Road) Goombungee District.
- Advanced receipt of Trainees and Apprentices grant.

**Operating Expenses - overall exceeding YTD budget expectations by \$4,784,255 or 2%**

*Materials, Services and Other Expenditure (\$6,120,175 or 7% exceeds budget)*

- Resources in Construction and Maintenance have been diverted from budgeted capital to Natural Disaster Relief and Recovery (NDRRA) works including \$3M of Private Works District expenditure on Main Roads flood damage.

Most of this expenditure is offset by NDRRA funding and will be included in the March budget review.

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*Finance Costs (\$1,725,091 or 24% below budget)*

- March quarterly debt payment paid correctly as per schedule however, the accrual of the March loan interest was posted after the March accounting period closed.

**Capital Income - overall below budget expectations by \$3,127,779 or 28%**

*Grants, Subsidies, Contributions and Donations (\$2,088,743 or 27% below budget)*

- Recent wet weather conditions have caused delays in construction of the Aerodrome upgrade causing timing delays for funding.

*Sale of Assets (\$1,039,036 or 33% below budget)*

- Plant and Fleet assets sales have not achieved budget expectations due to the retention of some plant and lower sale prices. A budget adjustment will be included in March budget review.

**Capital Expenditure – overall below budget expectations by \$203,071,187 or 82%**

*Capital Expenditure is below budget due the following:*

- Wivenhoe-Cressbrook Water pipeline \$183M delayed due to the floods. Budget to be adjusted at the March budget review.
- Outdoor Sport and Recreation cycling criterium (\$2.79M) is yet to commence.
- Expenditure on various water and wastewater projects is below original budget timing expectations. An engineering consultant has been engaged to undertake a water supply network analysis of the western Toowoomba area. This will guide, validate or otherwise the progression of a number of projects in the Budget/Ten Year Capital Works Program (\$2.77M).
- District roads capital expenditure is delayed due to the rain and flooding events in December and January (\$3.5M).

**Recommendation**

That the Monthly Performance Statement as at 31 March 2011 be received.

**MOTION:**

Moved by Cr. Williams, seconded by Cr. McVeigh

That the Monthly Performance Statement as at 31 March 2011 be received.

**Carried**

## 8.0 DEPARTMENTAL REPORTS FOR MARCH 2011

### 8.1 FINANCE AND BUSINESS STRATEGY

Report from Director, Finance and Business Strategy dated 11 April 2011

#### COMMUNITY AND BUSINESS PLANNING

##### Disaster Management

- Preparation underway for Counter Disaster Operations claim under NDRRA.
- Natural Disaster Risk Management Study project on track to be completed by 30 June.
- Council's Natural Disaster Resilience Program application for generator system for new customer service centre/DCC was approved (\$100,000 grant - \$50,000 Council).
- New Local Disaster Co-ordination Centre at 4 Little Street completed. LDCC Standing Operating Procedures to be revised in light of new location.
- Clifton, Cecil Plains and Millmerran Groups now have members trained to operate flood boats. The lack of flood boat operators was highlighted during the Christmas /New Year flooding events.
- SES display set up at the Toowoomba Royal Show. As a result, 45 persons have shown interest in becoming SES recruits. This makes a total of 85 persons interested in joining the SES. Investigations underway to use e-learning as a method of inducting SES personnel to overcome the shortage of trainers and accommodation.
- January to March - SES deployment for period was 5725 hours of which 3700 hours occurred in January.

##### Local Laws and Subordinate Local Laws

- Subsequent to Council's decision on 15 March 2011, public consultation has commenced on the proposed Local Laws, the Subordinate Local Laws and the Public Interest Test Plans. Submissions for the Subordinate Local Laws and Public Interest Test Plans close on Friday, 29 April.

##### Corporate Planning

- Operational Plan Progress Report summary for the December quarter presented to Council.

##### Risk Management

- Enterprise Risk Management Framework and Corporate Register endorsed by Audit Committee for final adoption by Council.

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## **Budget**

Additional funding will be sought at the nine month budget review for: disaster management as a result of the flooding events in December and January and the subsequent activation of the Disaster Co-ordination Centre.

## **CORPORATE COMMUNICATION**

### **Media Unit**

- Activities included editing brochures, articles for magazines and Aged Care Skills Formation Strategy, attending New Media Summit, writing and editing autumn edition of staff newsletter and preparing speeches for Councillors as requested. The Unit researched, prepared and distributed 32 news releases which covered matters such as:
- New Mobile Library launch, Handover of Drayton and Toowoomba Cemetery registers to Local History Library, Highfields water quality and proposed new pipeline, New Young Ambassador Programme Committee for Carnival of Flowers, Mayor's message to be filmed for Spirit of the Country.

### **Publication and Design**

- Co-ordination and design of Water Rates shell, water use advice template, Mobile Library brochure and poster, Local Laws posters, Welcome to Toowoomba cards, Customer Service directional signage, Website colours and Water posters.

Budget: No budget issues; currently 3.4% under budget.

## **FINANCIAL SERVICES**

- General rate and charges due date extended to 15 April 2011.
- Proposed issue date for Water Rates is 28 April. This will ensure due date is in this financial year after allowing 60 days instead of the standard 30 days to pay.
- Preparation of the 2011/2012 budget continues.
- Interim audit commenced by WHK, the contract auditors for QAO.
- Assistance and training for Customer Service staff before and after the opening of the Customer Service Centre.

Budget: Budget review three underway.

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## **INFORMATION MANAGEMENT**

### **Application Services**

- Implementation of employment end date into HR & Payroll system.
- Provided analysis and changes within HR system in support of Functional Realignment activities.
- Document Management system patch prepared and under testing.
- Provided analysis and reports in support of capital cost management .
- Urgent iWeigh system replacement planning commenced in support of Environmental Health.

### **Information Services**

- Four new Right to Information requests arrived. Four existing requests were completed.
- External Review of an earlier decision by the Information Commissioner's officer has been finalised with Toowoomba Regional Council decisions upheld.
- Changed arrangements for service centre document handling implemented.
- Processing Crows Nest legacy offsite records - 30% completed.
- Delivered revised intranet GIS/mapping training sessions for all staff.
- Obtained partial flood satellite imagery, and started capture of flood extents.
- Commissioned escarpment mapping for land slip and hazards study.

### **Technology Services**

- Investigating opportunities for fibre Wide Area Network (WAN) links to Harristown Secondary Data Centre, Charlton Wellcamp and Service Centres.
- Reviewing Internet contract arrangements in conjunction with implementation of a redundant service to Secondary Data Centre.
- Ongoing improvements being performed to data/voice network infrastructure to improve reliability and call quality.
- Replacing weather-damaged telemetry radio units for Pechey Reservoir to Mt Misery link.
- AutoCAD 2011 Upgrade deployment proceeding to Design Office.
- Outage of Council's Internet provider on March 21 for approximately 10 hours.

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### Strategic Change Programmes

- **Customer Interface Management & eBusiness** - All support for new Customer Contact Centre was successful with launch on March 21. New Council internet site has been released with positive feedback. Knowledge base successfully released to staff as part of Customer Service Centre launch. Contact Centre software released and working well. Upgrade to MasterPlan version 3 planning underway.
  - **Document and Records Management** - Rollout of updated DM client is complete on both desktop and citrix. CAD - DM integration project planning underway. Document handling procedure has been approved, communication imminent. Dataworks data migration is a final test stage, expected completion date April.
  - **Infrastructure and Communications** - Replacement Storage and Tape Library systems ordered. Windows/Office Upgrade - detailed scope and project plan completed. Regional PABX deployment to service centres completed, remaining Depots and Branch Libraries underway; Wireless Network equipment for pilot received, wireless site surveys underway.
  - **Spatial Information Services & Tools** - Consolidated Toowoomba Regional Council Spatial Fees and Charges. New projects commenced include 3D mapping; Data Structure and Naming Conventions; Flood Mapping; and PIP Business System. Completed Emergency Management GIS and Internal web mapping projects; CSR mapping planning underway.
  - **Improved Enterprise Business Solutions** - Facilitated vendor Health Check of Council's ERP (E1), now awaiting report. Completed implementation of new reporting environment and guidelines for report developers. Developed reports on workforce establishment and capital management.
  - **Collaboration & Equipping** - Creation of Pathway training material completed and deployed for Customer Service Centre rollout. Online learning solution (Skillsoft) has been launched to Managers and Directors. Developed and released customer learning on Procurement; Safety Take 5's; Information Privacy; Document Handling and Code of Conduct. Currently conducting stakeholder workshops as part of Intranet redevelopment.
  - **Governance** - ICT Business Continuity Strategies leveraging work from the Council wide risk management project. Currently seeking funding from National Disaster Resilience Program. ICT Policy Framework under draft continues with work focusing on head policy and six subordinate policies. Security Improvement project has moved secure logging servers into production. Application Performance Monitoring project has determining requirements, now reviewing candidate products.
- Budget: Overall +9% (\$638k) under expended. Operational Expenditure +4% (no change); Capital Expenditure + 17% (up from 15%). Difference due largely to profiling issues, projected to be within tolerances by end of year (eg. Delivery of \$200k of network storage equipment is imminent, reducing Cap Expenditure variance to 8% and overall variance to 6%).

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## CUSTOMER SERVICE

- Customer Service Branch project finalised on time and within budget.
- Successful launch of new Customer Service Branch occurred on 21 March 2011.
- Key Performance Indicators (including 80% of calls answered within 20 seconds) already being met.
- Front counter fully set up with EFTPOS, bar code scanners, water tag system, cash drawers etc.
- New “On-hold” and welcome messages have been recorded and uploaded to telephony system.
- Council Website has been updated to include the new hours of operation across the region, the 131TRC contact number and new physical address for Toowoomba counter service.
- Updated hours of operation and new 131TRC number published at all regional customer service centres.
- Customer area at Little St is fully prepared and operational including PC installed in Public Scrutiny Area, brochure racks stocked and signage completed etc.
- Customer Liaison Officers commenced as a functional team in conjunction with the opening of the Customer Service Branch on 21 March 2011.
- Improved signage and directions arranged between Herries and Ruthven Streets and the new Customer Service Centre building in Little St to assist customers. “Where to pay my rates” inserts also to be included in next issue of Water Rates and media advertising space purchased to re-enforce change of location message.
- “Everyone’s In Customer Service” Training to be developed and delivered at Corporate Induction shortly. Whole-of-Council Customer Service Training to be rolled out later in the year.

Budget: No significant issues.

## PROCUREMENT AND TRADE SERVICES

### FLEET MANAGEMENT

- **Disposals**  
35 Items were sent to auction for disposal with reserves totalling \$441,460 (1 plant item, 4 trucks, 19 light vehicles and 11 minor plant).
- **Asset Replacement Program**  
46 replacement assets were procured totalling \$1,045,631 (13 x plant/truck, 1 x utility/sedan, 31 x minor plant, 1 x photocopier).

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- **Whole of Life Reporting**

23 items were recorded with in excess of 2 days downtime

4 items were recorded with warranty issues

Work is being done to improve reporting in WOL area.

- **Other**

Work has begun on the 2011/2012 Replacement Program. Utilisation reports for trucks have been extracted. The report is nearing completion for graders, backhoes, loaders, skidsteers and tractors. This will enable staff to co-ordinate the replacement program with customer representatives.

## **TRADE SERVICES**

### **Building**

#### Completed

- Painting required - Empire Theatre
- Steps- Oakey Cultural Centre

#### In Progress

- Upgrade Signs - TRC Cemeteries Area
- Repair Work at Milne Bay Pool , including painting
- Renovations and Maintenance - Cecil Plains Hall
- Repair Flood Damaged Fences - Various Bridges
- Bricklayers Repairing Flood Damaged Stone and Block Work
- Hot Water and Repairs to Oakey Soccer Club
- Change 4 Showers to Toilets - Kearney Springs
- Repair/Replace Handrails - Redwood Park Footbridge

### **Electrical**

#### In Progress

- Electrical safety inspections – Regional swimming pools
- Switchboard replacement & emergency lighting installation – RSL
- RLCIP Works – Aquatic Centre, Round 3
- Main upgrade - Herries, Ruthven Street Buildings & City Hall (Relocation of ERGON sub-station), Toowoomba Art Gallery and RSL Building
- Sportsgrounds upgrade - Millmerran

### **Mechanical**

#### Completed

- Replace motor pump - Alderley Street bore

#### In Progress

- Remove Creek Street bore and replace electrical cable

### **Boilermaking**

#### Completed

- Construct pipe clamps and stays for Highfields - Construction and Maintenance
- Sign post and parts, Table and chair frames and reinforcing, create covers for gas bottles and air conditioning units (Parks and Gardens)
- Replacement covers on pipeline and valve pits - Water Maintenance

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In Progress

- Reinforcements, toolboxes and parts flood damage - Construction and Maintenance
- Ladder and platform repairs - Milne Bay Aquatic Centre
- Ladder replacement - Oakey
- Hand rail flood damage - Construction and Maintenance
- Tool replacement (flood damage) - Construction and Maintenance
- Replace garden archway (x17) - Parks and Gardens

**CONCLUSION**

The current activities of the Finance and Business Strategy Department are consistent with the four key areas of corporate focus being investment in ICT, customer service, transition to a functional structure, and long-term financial sustainability.

**MOTION:**

Moved by Cr. Williams, seconded by Cr. McVeigh

That the Departmental Report be received.

**Carried**

## 8.2 PLANNING AND DEVELOPMENT SERVICES

### Report from Director, Planning and Development Services dated 11 April 2011

#### STRATEGIC PLANNING

- Continued the third consultancy for the Strengthening Basin Communities project, a Street Tree Master Plan, which is externally funded.
- Draft Planning Scheme was endorsed by Council.
- Draft Planning Scheme was submitted to State Government for the first state interest check.
- Continued to resolve outstanding issues while scheme being reviewed by the State.
- Working with Department of Local Government and Planning (DLGP) on development of the surface device as a tool for public engagement during the scheme's consultation period.
- Commenced preparation of information sheets to be used to assist in community consultation.
- Received sign-off from State agencies for the PIP growth projections.
- Completed the PIP and submitted for the first state interest check.
- Continued industry consultation through delivery of the unit rates and proposed schedule of works for review.
- Commenced review of current PIP works.
- Finalised a number of amendments to existing planning schemes.

Budget: On target.

#### BUILDING AND COMPLIANCE

- Documents and templates related to building approval are being amended where necessary to reflect the changes to Building Code of Australia 2011.
- Compliance requests have settled back to average for the month of March.
- Compliance carried out 299 inspections and issued 59 notices over the last month.
- A total of 59 compliance notices were issued compared to 41 for the corresponding month last year.

Budget: Currently undertaking third quarter budget review.

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## **DEVELOPMENT ASSESSMENT**

- Work continuing on HAFeDA and T5 projects - entering final phases.
- Draft standard conditions have been completed however, some engineering conditions are still being reviewed. Awaiting industry comments.
- Numerous meetings and development enquiries for development applications on various sites around the region.

Budget: Currently undertaking third quarter budget review

## **MAJOR REGIONAL PROJECTS**

### **Charlton Wellcamp Enterprise Area - Facilitation and Implementation**

- Operational works applications for both the FK Gardner and Charlton Industrial sites have been lodged. FKG have subsequently received approval to commence bulk earthworks.
- Discussions are continuing with Ergon to ensure sufficient electricity supply to Charlton precinct: with particular relevance to the FKG development.
- Continuing involvement with Department of Transport and Main Roads to arrive at a suitable solution regarding Warrego Highway access at Charlton.
- Numerous meetings, phone conversations etc with residents and developers/land owners regarding Amendment No. 2 to the Jondaryan Shire Planning Scheme (public notification closed 8 April 2011).
- ATEC - Have met with ATEC on several occasions to give guidance on its possible developments at Charlton North.

### **QIC**

- Negotiations are continuing with QIC to arrive at a satisfactory outcome in relation to Council property issues.

### **COMSEQ Trail Bike Task Force**

- Continued attendance at regular meetings and most recently reviewed and provided input to revised planning guidelines.

### **Energy Summit**

- Attended the two day Energy Summit organised by the Toowoomba Chamber of Commerce.

Budget: No significant budget issues

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**CONCLUSION**

March saw an increase in overall activity within all sections of the Department. Activity in the development sector is likely to continue to increase given the various indicators such as enquiries of senior officers and prelodgement meetings; as well as actual lodgements in both the building and planning branches have continued to increase.

**MOTION:**

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

That the Departmental Report be received.

**Carried**

### 8.3 ENVIRONMENTAL AND COMMUNITY SERVICES

#### Report from Director, Environmental and Community Services dated 11 April 2011

##### INTRODUCTION

The following report summarises notable outcomes and issues relevant to the Branches within the Environmental and Community Services Department.

##### LIBRARIES AND CULTURAL SERVICES

- Toowoomba Regional Art Gallery's **Crates on Wheels** schools touring exhibition opened at its second touring venue Middle Ridge State School on 30 March and remains on display until 13 April 2011.
- Toowoomba Regional Art Gallery's RADF funded regional touring project titled **Regional Photography Project** had a highly successful presentation at the Rosalie Gallery. It is on exhibition from 7 March until 3 April 2011.
- The new mobile library was launched at Goombungee on 28 March with over 60 people in attendance. The extended service commenced on 30 March and takes in extra stops of Greenmount, Cambooya, Wyreema, Haden and Mt Tyson in addition to the existing stops.

Budget: Nil to report.

##### ECONOMIC DEVELOPMENT, TOURISM AND EVENTS

##### Toowoomba Carnival of Flowers (TCOF)

- Toowoomba Carnival of Flowers had a stall at the Toowoomba Show.
- Launch of the Australia Post Carnival Stamps occurred.
- Completed audit of TCOF website and changes made accordingly to ensure accurate information.
- Bob Harradine (TCOF volunteer) embarked on his annual journey of TCOF promotion.

##### Carnival Float Construction

With the Carnival Parade going from strength to strength, there is a need to build new floats (both self and non-self propelled).

Existing ageing floats are also of concern with two such vehicles (one self-propelled and one non-self propelled) being decommissioned in 2010.

In order to construct new floats for the future, discussions have been conducted with representatives of the Westbrook Correctional Centre. In essence, Council will

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source appropriate vehicles (currently running an advertising program and hoping for donations from the community) and the Centre will provide the labour. Materials to be provided by Council.

At the time of writing, a small Toyota Hiace truck has been sourced and is to be assessed for suitability.

The sum of \$4,000 has been earmarked in the Carnival Budget for float construction in the 2011/2012 financial year.

It is aimed to construct two floats for 2011.

### **Sister Cities**

- Five new recruits have now arrived in Takatsuki, Japan to take up their role as Assistant English Teachers/Toowoomba Ambassadors. They are settling in well and undertaking training.
- Preparation is in progress for the visit to Paju and Seoul in South Korea from 24 to 31 May 2011. Identified businesses will be invited to join the delegation.
- Preparation of the Sister Cities Australia National Conference is progressing well. The Conference will be held from 14 to 17 August 2011 at the City Golf Club, Toowoomba. Her Excellency Ms Penelope Wensley AC has accepted Council's invitation to officially open the conference.
- The two Toowoomba Carnival of Flowers Ambassadors 2010 will be attending the 2011 Sister Cities Conference being held in Masterton, New Zealand on the 27-29 April and will continue on for a visit to Wanganui.

Budget: Nil to report..

### **ENVIRONMENTAL HEALTH SERVICES**

#### **• Regulated Parking Vehicle Detection Units (VDU's) Trial**

The trial of 200 bays fitted with vehicle detection units was completed during March. Data is currently being collated for a report to Council. As the trial progressed, officers noted less overstays which tends to indicate improved vehicle movements. This enabled officers to patrol other regulated parking areas.

#### **• Bedford Street Waste Management Facility Expansion Project**

Aurecon Australia Pty Ltd has completed site seismic testing and boreholes. Waiting on seismic modelling and analysis report.

#### **• Waste Management Services**

The first draft of the Morrison Low Report into the operational review of Council's waste management services has been received. The review included the development of a management and organisational structure for Council's waste services.

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▪ **House to House Animal Registration Checks**

House to house registration checks have been undertaken by the Animal Management Centre during March. At present, this has been limited to the Toowoomba City area.

▪ **School Vaccinations for March**

During the month of March, the school vaccination program commenced with 2352 vaccinations being provided to school children.

Budget: Nil to report

**COMMUNITY DEVELOPMENT AND FACILITIES**

**Refurbishment to Milne Bay Aquatic Centre**

To date the following items have been completed:

- All painting - with the exception of touch up work that can only be done at the end of the project.
- All tiling has been completed - This has change the look of the pools immensely.
- The mural above the 25m pool and the program pool - These look great and will have a real impact upon reopening.
- All expansion joints in the 25m pool have been resealed.
- Major work in the plant rooms is underway - whilst not visible to the patrons this will give an increased capacity to conserve water which in turn creates some cost savings to the venue.
- External building clean is underway.
- Installation of new exercise equipment in the gym - six new pieces of equipment.
- The laying of the new flooring has commenced.

The project is on schedule and is running to budget. Only unforeseen circumstance will change this position for the remainder of the project.

**Community Development**

On 8 March, the Toowoomba Regional Council Access-Sub Committee, facilitated by Roberto Garcia, made a trip to Crows Nest and Highfields Cultural Centre Complex for the first Council facilities access audit. Using a bus/coach with wheelchair lift, twelve community volunteers representing a community cross section (young people, those with mobility disabilities (on motorised and manual wheelchair, from CALD, background and elderly) tested the facilities for accessibility. The next Council facilities audit is planned for Clifton/Greenmount in April.

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### **Cemeteries**

**Cemetery Management System** - the cemetery management software has been in place at the Drayton and Toowoomba Cemetery for approximately four weeks and is working well through the citrix environment. Branch and Cemetery staff are continuing to check all pre-need records, which will then be loaded into the system - anticipated by the end of April.

Budget: Nil to report.

### **PARKS AND RECREATION SERVICES**

- "*Plants to the Public*" finished on the 30 March. 20,332 units were distributed over the six week period.
- Recreation facilities at Lake Cressbrook were re-opened on 11 March following the January floods. As expected, camping and fishing has been very popular.
- Parkland development at Charmaine Park, Highfields is now complete with the exception of park signs. The development includes new playground, pathways, gazebo and tree planting.
- Changes in restrictions has allowed the Bell Street Mall water feature to be recommissioned. Other water features will also be recommissioned once they have been checked for faults and any required maintenance and repairs has been completed. The prolonged drought meant that these water features were out of operation for a long period of time which has led to deterioration of seals and pumps.

Budget: Nil to report.

### **CONCLUSION**

The Branches within the Department are performing well.

### **MOTION:**

Moved by Cr. Antonio, seconded by Cr. McVeigh

That the Departmental Report be received.

**Carried**

## 8.4 ENGINEERING SERVICES

### Report from Director, Engineering Services dated 8 April 2011

#### INTRODUCTION

The focus of the Engineering Services Department and its support staff remains, and will continue to remain for future months, on flood recovery activities.

The value of Emergent Works completed to date is \$15.73M up from \$8.8M at the end of February. Main Roads works constitutes \$4.8M of this work.

The success of graduating students in Council's Infrastructure Capability Scheme is acknowledged with the following students and qualifications -

- Jo Kennedy (Bachelor of Engineering)
- Nadine Pulfelski (Bachelor of Engineering)
- Scott Hanson (Bachelor of Engineering).

Congratulations are in order for Nadine Pulfeski winning several awards - The Alan Rixon Memorial Prize; The Australian Institute of Agricultural Science and Technology Medal; The Engineers Australia Wilmoth Medal and Prize and The Faculty of Engineering and Surveying Project Prize.

In conjunction with Toowoomba Regional Council and University of Southern Queensland, the Engineering Scholarship has been awarded to Mr Hayden Guse.

#### CURRENT ACTIVITIES

- **COMSEQ Infrastructure Committee** - The next meeting is planned for the 11 May with presentation of Council's Tier 1 and Tier 2 Projects to be delivered by Councillor Carol Taylor (Acting Chair) at the meeting. The Tier 1 Toowoomba Bypass and Tier 2 Gowrie/Grandchester Rail (SEQIPP projects) and the Toowoomba Outer Circulating Roads have been advised and the required data supporting the submission is due on 27 April 2011.
- **Recruitment** - Recent Recruitment Processes for Junior Technical Officers have once again met with disappointing response.

#### STRATEGIC PROJECTS

- **Outer Circulating Road** - The project for the Missing Link continues with further work on the Clifford Street section being undertaken during the month.
- **Priority Infrastructure Plan** - Work is continued on identifying costing and prioritising the key transport projects suggested in the Brian Lister Report for the Planning Scheme.

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- **Delivery of Toowoomba Active Transport Plan** - The review has continued and a final report is under preparation following the information session to Councillors on 9 March 2011.
- **Road Safety Partnership Project** - The Public Consultation paper was released on 28 March with the closing date for submissions 29 April 2011.
- **Department of Infrastructure and Planning (DIP) - Asset Management Plan** - As Asset Engineering resources are returned from the support of the NDRRA submission, focus will be on outstanding capitalisation with further work including the Technical Specification for the Asset Management software by Council's Asset Management Working Group which was recently reconvened. Road condition assessment of 50% of the sealed road network is planned for 2011/2012 and will be put forward for budget consideration.
- **Regular Passenger Transport Feasibility Studies - Toowoomba Airport** - Council awaits Commonwealth's response to submission seeking consent for Limited Sole Operator status. Expression of Interest (EOI) documentation has commenced but it has been delayed by the focus of engineering and legal staff diverted to high priority flood response actions.

#### **CAPITAL WORKS PROGRAM**

To the end of March 2011, \$37.6M has been committed to Capital Works of a year to date pro rata budget of \$39.5M. As per the last two months, the majority of Council's resources have been focused on flood recovery efforts for the community.

The Toowoomba Aerodrome Upgrade Project continues with total Expenditure to Date of \$1.866M to the end of March with a commitment to date of \$6.7M.

#### **Current Works**

Council's focus on flood recovery is demonstrated with expenditure of \$15.7M committed Year to Date including \$4.8M of Main Roads works.

- The Jellicoe/Hampshire Street Intersection works were completed in March.
- Ramsay and Nelson Street widening for bike lane works has commenced.
- The Taylor Street footpath in Millmerran is nearing completion.
- The design of Gipps/Ball Street intersection, Curzon/Herries Street intersection and Nelson/Kearney Street intersection were completed in March.
- The Meringandan/Goombungee project design is nearing completion.
- The concept design for Clewley Park Detention Basin has commenced.
- The design of the Kearney Street Stormwater Detention Basin modifications is nearing completion.
- Design services have also been commenced for projects in Oakey, Gowrie Junction, Crows Nest, Millmerran, Pittsworth, Clifton and Nobby.

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- Designs of the Hogg/Tor Street Stormwater Project and the Nelder Park Detention Basin are complete with constructability reviews under way.
- Revision of the concept plan for Beer Court Drainage Project taking into account constructability issues is under way.
- Design of the Cycling Criterium has been completed with land tenure issues still delaying project commencement.
- **Toowoomba Aerodrome Upgrade Projects** - The western area (area 1) works are complete with works at the eastern end in area 3 fully underway and advancing satisfactorily. Apron works in area 2 have commenced. Council staff have been successful in negotiating a further extension to the availability of the Oakey Defence Force Facility for operational activities up until the 6 May 2011 which is extremely beneficial to the Toowoomba airside operators.

Dispensation from the Aerodrome Manager will allow twin engine aircraft to operate off the Toowoomba grass runway (RWY 06/24).

At this point, the date for practical completion is 6 May 2011 however, the contractor's current proposed program shows the anticipated date 26 days later. There is concern regarding the contractor's current ability to meet the required date.

Expenditure to the end of March committed to the project has reached \$1.866M with commitment of \$6.7M to date

- **Oakey Pool Upgrade** - The contract to Pool Link has commenced with onsite works due at the beginning of May and an anticipated completion by 16 September.
- **RSL Roof Replacement** - Planning work has commenced with the development of contract documents which will be completed following the delivery of the Milne Bay Aquatic Centre project.

## RECURRENT WORKS PROGRAM

### Current Work

- Expenditure to date of \$62.7M exceeds the Year to Date Budget of \$50.1M due to the inclusion of flood damage response within the Engineering Services recurrent works area. This result is obviously heavily impacted by road works operations of \$20.2M expenditure against the Year to Date budget of \$11.4M.
- **External Works** - Projects on behalf of the Department of Transport and Main Roads have continued to focus on flood recovery over capital upgrade projects which had formerly been programmed.
- **Oakey/Cooyar Road Upgrade Project** - Works are programmed to recommence mid April.

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- **Ruthven/Jellicoe Streets Intersection Works** – works were completed during the month.
- **Neil Street Bus Interchange** - Department of Transport and Main Roads has requested further advice/investigations of floor joints which will be undertaken as resources allow.
- **Cleaning Services** - an external arrangement has been put in place for the new Customer Service Centre with cleaning contractors to be employed for operation within the Herries Street building from mid-April. Cost estimates for contract services for other centres are under preparation.
- **Dial Before You Dig** - responses made Year to Date number 2,823.
- **Toowoomba Aerodrome Operation** - the Emergency Action Plan for the Aerodrome Operational Manual has been redrafted.
- **Flood Events/NDRRA Activations** - To the end of March, approximately 1,400 locations of damage have been identified with the Estimate of Costs as follows:

<b>Asset Category</b>	<b>Estimated Cost</b>
Road Infrastructure (Major Projects)	28,660,000
Other Road Infrastructure & Traffic	48,116,472
Counter Disaster Operations	147,625
Buildings	79,358
Offroad Landslips – private property etc	1,620,000
Parks and Gardens	2,536,577
Water and Wastewater	4,643,500
	<b>\$85,803,532</b>

- The date for completion of external works had been extended by application from Council. Work is well advanced in data collection and preparation of Council's NDRRA submission. For this reason, emergency works will conclude within Council on the 15 April to allow completion of the submission.
- The current resource allocated to Flood Recovery remains largely unchanged including 160 field staff, 130 major items of plant and the Lockyer Valley Regional Council focused resources of 17 field staff and 20 major plant items. Senior Lockyer Valley staff have recently expressed gratitude for the important and continuing part Toowoomba Regional Council crews are contributing towards the flood recovery efforts.
- Significant levels of external resources continue to be engaged in the Flood Recovery Operation.
- Bridge Street (Toowoomba) - works within Gowrie Creek are continuing with Bridge Street being returned to full traffic operation.
- Perseverance Dam Road has returned to traffic following repairs of the significant land slip.

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### QUALITY SYSTEMS

- **Maintenance Management System** - work on the DeltaS Road Maintenance and RMPC Modules continues.
- **Web Based Road Register** - software and support procedure development has commenced to allow web based distribution of Council's Road Register and Road Closure information.

### BUDGET/RESOURCE IMPLICATIONS

- A significant amendment to the budget would be required to correctly identify the increased recurrent expenditure associated with the massive flood recovery operation and associated NDRRA income within Toowoomba Regional Council.
- Considerable associated capital in the roads maintenance area is also required in the form of shoulder maintenance and resheeting in areas adjacent to flood damage where extended wet weather necessitates urgent re-establishment of unsealed pavements. Review of these needs will be considered in the preparation of the capital budget going forward.

### MOTION:

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

That the Departmental Report be received.

**Carried**



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<b>Service Centre</b>	<b>Apr 2010</b>	<b>May 2010</b>	<b>June 2010</b>	<b>July 2010</b>	<b>Aug 2010</b>	<b>Sep 2010</b>	<b>Oct 2010</b>	<b>Nov 2010</b>	<b>Dec 2010</b>	<b>Jan 2011</b>	<b>Feb 2011</b>	<b>Mar 2011</b>
Oakey	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	2	Nil	1
Pittsworth	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	1
Toowoomba	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	1
<b>Total</b>	<b>2</b>	<b>3</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>1</b>	<b>2</b>	<b>5</b>	<b>2</b>	<b>1</b>	<b>10</b>

**March 2011**

- The increased number of non-conformances during March is flood related and largely due to extremely high raw water manganese concentrations and very low water usage at Cressbrook and Perseverance Dams water supply systems due to restrictions on public access.
- Crows Nest WTP treated Water - Highfields WTP 1 Manganese in excess of 0.5mg/l in treated water. Crows Nest, Highfields and Hampton WTPs do not have the capability to remove elevated manganese in raw water. Now improved due to availability of better quality raw water, however anticipate further manganese non-compliances for all 3 WTPs should raw water quality deteriorate. The ADWG health guideline for manganese is based on lifetime exposure and short term exceedances should note pose a significant health risk. Continuing to achieve microbiological compliance.
- Cressbrook WTP and Picnic Area 1 CFU/100mL E.coli. Cressbrook WTP off line for an extended period due to flood related dam closures. Cressbrook WTP system flushed and back in compliance.
- Glenvale reservoir recorded 1 CFU/100mL E.coli in March. Work continuing to increase turnover in reservoir. Reservoir being manually disinfected and now back in compliance.
- Elevated Free Chlorine recorded in Stephen Street due to equipment malfunction, problem has been rectified and system back in compliance.
- Reservoir 1 Goombungee recorded 1 CFU/100mL E. coli. Telemetry issues resulted in low Chlorine dose. Problem rectified and system back in compliance.
- Lions Park Hodgsonvale and Millmerran Low Reservoir recorded 1 CFU/100mL E.coli. There was no infrastructure damage or issues. Sites resampled and both sites complied with ADWG requirements.
- All non-compliances reported and documented in accordance with DERM requirements.
- Mt Kynoch WTP has consistently complied with ADWG and HACCP limits, however treatment chemical consumption and costs have increased significantly. It is anticipated that raw water quality will remain poor into the foreseeable future.
- Performance of Highfields, Hampton and Crows Nest WTPs has improved due to better raw water quality and minimal complaints are now being recorded. Water Operations officers are making every possible effort to maximise treated water quality.

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**Wastewater Operations**

- Wetalla WRF (March 2011)

Volume Treated	Volume Recycled Millmerran	Volume Recycled NAC	% Recycled	Biosolids Produced	Biosolids Beneficial Reuse	% Beneficial Reuse	Environmental Incidents
869 ML	57 ML	41.6 ML	11.3%	881 t	881 t	100%	Nil

- Wetalla AWTP (March 2011)

Volume Treated	Volume Recycled	% AWTP Recycled	Environmental Incidents
165 ML	41.6 ML	25.3%	Nil

- NAC advised volume 120 ML/month from 30/10/09 – 2010/11 YTD significantly less and anticipate minimal for remainder of year. Adjusted at 6 month review. Millmerran Power recycled water demand also minimal.

**Effluent Quality Compliance**

- Exceedances discharge licence limits -

Service Centre	March 2011
Clifton	Clifton WRFDO: Licence 2mg/l minimum. (last result 25/1, 1.8) Next sample due April 11. Clifton WRF SS: Licence 90mg/l max. (last result 25/1, 197) Next sample due April 11
Crows Nest/Highfields	Crows Nest CED (Thermo Col) : Licence <10 cfu/100ml (median value) with 4 out of 5 less than 20cfu. Last result (8/3/2011) 2,500/120/1,200/380/344. Crows Nest CED Licence range 6.5-9.0. One result in March >9.0. Highfields WRF (Thermo Col) : Licence <10 cfu/100ml (median value) with 4 out of 5 less than 20cfu. Two results (out of 4) in March exceeded.
Greenmount	Wyreema WRF (Total P): Licence <3mg/l All recent results exceed.
Goombungee/Yarraman	Yarraman WTP: Last results 2/3: SS (Limit 30mg/l) Actual 17mg/L: Extractable Al (Limit 1mg/l) Actual 0.35 mg/L Yarraman WRF: Nil
Millmerran	Millmerran WRF: Nil Cecil Plains WRF: Nil
Oakey	Oakey WRF: BOD and SS exceed 85 <sup>th</sup> percentile limits Westbrook WRF.
Pittsworth	Pittsworth WRF Total N): Licence <0.75mg/l All recent results exceed. Pittsworth WRF (Total P): Licence <0.1mg/l All recent results exceed.
Toowoomba	Wetalla WRF: Nil

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- Oakey WRF - Inundated during January flood event. Temporary repairs mean plant is operating at near full capability.
- All Environmental Authority non-compliances being reported to DERM in accordance with Environmental Authority conditions.

### **Laboratory Services**

- NATA Accreditation:

Laboratory is continuing to perform well in inter-laboratory testing programs.

NATA microbiological audit conducted 28 March 2011. Successful audit laboratory maintained third party accreditation. NATA Chemistry audit scheduled for May 2011.

### **Trade Waste Services**

Trade Waste Policy approved by Council. Implementation of Trade Waste Policy and Trade Waste Environmental Management Plan is well advanced:

- Reissue of Highfields/Crows Nest/Oakey/Westbrook trade waste approvals is complete.
- Millmerran staff and generator information sessions were held 17 August. Processing of approval applications complete.
- Pittsworth staff and generator information sessions held 19 October 2010. Processing of approval applications complete.
- Yarraman staff and generator sessions scheduled for June/July 2011.
- Clifton audits have commenced after information session with generators on the 15/03/2011 and approvals to be issued pending audit findings.

### **WATER PROJECT SERVICES**

#### **Cambooya and Greenmount Water Reservoir Projects**

- Construction of additional water supply reservoirs in Cambooya (1.50ML) and Greenmount (0.80ML) is in progress. The reservoirs are of steel construction incorporating a liner system.

#### **Clifton Projects**

- A new sewage pump station incorporating overflow storage installed in Clark Street, Clifton is being commissioned.
- The engineering consultant's report examining water quality issues and options to improve water quality has been received. A report will be prepared for consideration at the May 2011 meeting of the Committee of the Council.

#### **Highfields / Meringandan Water Supply Projects**

- Proposals have been requested from a number of engineering consultants for the design and documentation of the Mt Kynoch Water Treatment Plant to Highfields

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(Borghardt Road) trunk water main. A consultant is expected to be engaged by mid-April.

**Millmerran Water Supply Bores Projects**

- Tenders for the replacement of pumping equipment at Bores #5 and #6 (Condamine aquifer) closed on Tuesday, 22 February 2011. Tenders received are being assessed and it is expected that a contract will be awarded late-April.

**Brookstead Bores and Yarranlea Booster Pump Station (Pittsworth) Projects**

- Tenders for the replacement of pumping equipment at the Brookstead bores and the Yarranlea booster pump station closed on Tuesday, 22 February 2011. Tenders received are being assessed and it is expected that a contract will be awarded late-April.

**Toowoomba Sewer Relining Projects**

- The 2010/11 sewer relining program contractor is continuing works under the contract. Council's workforce is upgrading a number of maintenance holes in conjunction with the works. Sewer relining works in Clifton will be undertaken as part of the contract works.

**Water Main Projects**

- Replacement of a section of water main in West Street from Drayton Road to Evans Street is in progress.

**Toowoomba Wastewater Infrastructure Projects (TWIP)**

- Expressions of Interest for Early Contractor Involvement (ECI) participants for the TWIP program closed on 14 September with nine EoIs received. Five respondents were invited to attend separate interview / discussion sessions with the selection panel. Two ECI participants were invited, and subsequently accepted the invitation, to participate in the ECI phase.

The ECI participants continue to be proactively involved with Council and Council's designers in a structured program to develop designs that the ECI participants will tender on in mid 2011.

The design, construction and commissioning of a sewage conveyance system from Oakey to the Wetalla Water Reclamation Facility has been added to the TWIP program. Survey, geotechnical investigations and design have commenced. Land tenure/acquisition issues regarding the proposed Kingsthorpe and Gowrie Junction sewage pumping stations have been identified which could delay the project for a number of months. These issues are being investigated by Council's Property Section.

With input from the ECI participants, design of the original TWIP program is nearing completion.

During April/May, it is planned for detailed design and documentation to be completed and reviewed by Council. Tender documentation will then be compiled for issue to the ECI participants.

In the original project delivery schedule, the issue of invitations to tender was scheduled for 11 February 2011. This timing was derived with a compressed design timeline. Whilst all endeavours were made by Council's design consultants to achieve the timeline, the unusual weather conditions during

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January and other factors have resulted in a delay in the completion of design and documentation. To ensure the design and tender documentation is of a high standard to minimise flow-on risk to Council the issue of invitations to tender will be delayed.

A further issue, which will impact on the award of a contract, is the receipt of required Development Permits. Applications for the required Development Permits have been made, however the timeframes of the assessment process means that Permits may not be issued for sometime. It is considered prudent from a risk management perspective to not award a contract until the Permits are issued. This will allow, as may be required, any extra-ordinary Permit conditions to be incorporated into the design and priced by the ECI participants.

### **Flood Restoration Activities**

Progress on the restoration of a number of the larger water and wastewater infrastructure assets is as follows:

- North West Trunk Water Main (DN800 MSCL pipe) – replacement of this water main and its supporting bridge over Gowrie Creek north of Griffiths Street was completed and the main brought back into service.
- North Street sewer (DN450 PE pipe) – replacement of this trunk sewer and its supporting bridge over Gowrie Creek south of North Street is nearing completion and it is expected that the sewer will be brought back into service mid-April.
- Brook Street sewer (DN225 pipe) – replacement of this sewer over Gowrie Creek between Bridge Street and Jellicoe Street has commenced with work expected to be completed by late-April.
- Ted Pukallus Weir (Goombungee) – an engineering consultant has been engaged to undertake the design and documentation of the weir restoration works.
- Design and documentation of a number of restoration projects (e.g. Harlaxton trunk sewer (Griffiths Street) over Gowrie Creek, Gowrie Creek DN675 trunk sewer north of Griffiths Street, Yarraman water supply main) are in progress.

## **WATER INFRASTRUCTURE ASSET MANAGEMENT**

### **Civil Infrastructure**

- During March the three dams have continued to maintain a steady state within Alert Stage 2 of the Emergency Action Plans. Cressbrook and Perseverance dam have continued to maintain a storage level above FSL. Cooby dam generally has been below FSL with one minor overflow period recorded during the month.
- Civil water and sewer infrastructure within Toowoomba continues to be repaired along Gowrie Creek and other affected areas in the region, with progress continuing at a steady rate. North West Trunk main is back in service.

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- Mount Lofty trunk main ruptured late March due to ground movement around the pipe and is still off line while investigations continue to determine the extent of the damage.
- Engineers have started to progress work on the design for repairs of the Ted Pukallus Weir rehabilitation back to original design storage level.
- Development assessment and building requests across the region that impact on water and Waste Water Infrastructure are being investigated as they are submitted to ensure that future infrastructure installations meet the relevant standards and Council Policies.
- Westbrook and Crows Nest inspections and investigations are progressing.

**Mechanical / Electrical / Communication Infrastructure**

- Emergency works to repair bore pumping stations, treatment plants and other infrastructure is continuing within Toowoomba and the region.
- Investigations are continuing in Oakey to determine why properties in Cunningham Street are being inundated with sewerage during wet weather events.
- Investigations into the repair of inflow reporting infrastructure at the dams is continuing.
- A static mixer was installed into the inflow works at the Highfields Water Treatment plant to assist in the treatment process of water to the Highfields area.
- Cressbrook #1 pump station SCADA system upgrade has commenced.
- New dam water level instrumentation has been investigated and purchased for Cressbrook and Perseverance dams.

**WATER - STRATEGY AND CO-ORDINATION**

- **Water Demand Management**

Held discussions with Waste Management staff in furthering the development of education and awareness programs for Waste Management.

Continued with the provision of Waterwise Education activities with School groups.

- **EMS Co-ordination**

An external gap audit was undertaken on the Water Services Departments component of the EMS system.

Internal Audits undertaken in accordance with the Environmental Audit schedule for 2010/2011.

MINUTES OF THE ORDINARY MEETING OF TOOWOOMBA REGIONAL COUNCIL  
HELD IN THE COMMUNITY AND TECHNOLOGY CENTRE, HUME STREET, PITTSWORTH  
ON WEDNESDAY, 20 APRIL 2011 AT 9.06 A.M.

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- **Quality/HACCP Co-ordination**

Internal Audits undertaken in accordance with the QMS and HACCP Internal Audit Schedules for 2010/2011

- **Performance Reporting Co-ordination**

Routine reporting to the Bureau of Meteorology (BoM) continued for the month.

- **Carbon Accounting and Sustainability Awareness Projects**

Compiling of District Fleet fuel usage for 2009/10 continued.

Continued with an analysis of electricity use by all water assets and the appropriateness of tariff for each asset

**MOTION:**

Moved by Cr. Antonio, seconded by Cr. Ramia

That the Departmental Report be received.

**Carried**

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9.0 **GENERAL BUSINESS**

No matters were raised for consideration.

Meeting concluded: 10.18 a.m.

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**CHAIRPERSON**