



MINUTES

of the

CORPORATE GOVERNANCE AND FINANCE COMMITTEE MEETING

CHAIRMAN: Cr. Donna Neilson

**Held in the Boardroom
Gympie Town Hall
2 Caledonian Hill, Gympie Qld 4570**

**On Wednesday 25 November 2009
at 10.31am**

**For Adoption at the General Meeting to be held on
9 December 2009**

Gympie Regional Council **CORPORATE GOVERNANCE AND
FINANCE COMMITTEE MEETING**

*Councillor D.R. Neilson (Chairman),
Mayor R Dyne, Cr A.J. Perrett, Cr G.L Engeman,
Cr L.J. Friske, Cr R.A. Gâté, Cr I.T. Petersen,
Cr J. Watt and Cr J.A. Walker.*

Leave of Absence Cr I.T. Petersen has a leave of absence from this meeting.
Minute G17/11/09 refers.

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SECTION 2: VOUCHERS FOR PAYMENT AND CONFIRMATION

Item 2/1 Vouchers for Payment and Confirmation

Re: Vouchers for Payment and Confirmation
 From: Creditors Systems Officer – Kerri Sutton
 File: 5/3/06/0005
 Date: 17 November 2009

Report: (Creditors Systems Officer – Mrs K. Sutton)

Due to unforeseen circumstances the Vouchers for Payment report is unavailable at this time.

SECTION 3: SUNDRY DEBTORS MATTERS

NIL

SECTION 4: INSURANCE AND LEGAL MATTERS

Item 4/1 Reports on Theft/Suspected Theft or Damaged Items

Re: **MINUTE F02/11/09** Reports on Theft/Suspected Theft or Damaged Items
 From: Director of Financial Services – Yvonne Oliver
 File: 5/6/12/0001
 Date: 5 November 2009

Report: (Director of Financial Services - Mrs Y.J. Oliver)

Stolen/ Suspected theft of	Damaged/ Missing Items	Brief Outline Circumstances	<u>Approx Value</u>	Date Police Notified
Husqvarna Chainsaw Unit KSC85		Noted as missing from truck at Kilkivan depot during small plant inspection	\$750	26/10/09

F02/11/09 Moved: Cr J.A. Walker Seconded: Cr J. Watt

Recommend that the information be received and lost or stolen items written off.

Carried

SECTION 5: COUNCIL PROPERTY

F03/11/09 Moved: Cr A.J. Perrett Seconded: Cr J.A. Walker

That Council suspend standing orders so that Item 5/1 can be dealt with later in the meeting.

Carried

Item 5/2 Request for Trustee Lease

Re: **MINUTE F04/11/09** Request for Trustee Lease
From: Tuncunba Lodge No. 80, 3/18 James Street, Kilkivan QLD 4600
File: 3/3/3/1
Date: 2 November 2009

...(Please find attached Tuncunba Lodge No. 80's application to be the Primary Lessee of the T.S. Quiberon Hall in Emperor Street Tin Can Bay.

We Trust that you will look favourably at our application and find in favour.

Mission Statement

The RAOB. GLQ. GLE will provide the forum for the development of excellence in character through good Fellowship and community involvement.....

Objectives

- *To understand the needs of our members and the community.*
- *To provide direction.*
- *To increase membership.*
- *To maintain uniformity throughout the Order in all things.*
- *To ensure the continuous improvement for our Order.*

This Mission Statement shall be clearly explained to all members of our order.

Executive Summary

- I. *To be the Primary Lease Holder for the T.S. Quiberon Building situated in Emperor Street, Tin Can Bay.*
- II. *To provide upkeep and maintenance of the Hall and surrounding grounds in a neat and tidy condition.*

Primary Lease Holder

Tuncunba Lodge No. 80 has Sub-Leased the T.S. Quiberon Building from the Scout Group and Naval Sea Cadets since 13 June 1993, a total of 26 years. The lodge commenced using the hall after it was consecrated by the Grand Lodge of Queensland on this date.

Tuncunba Lodge No. 80 was required to move to the Tin Can Bay RSL Hall due to the Gympie Regional Council declaring the hall uninhabitable in March 2009.

Tuncunba Lodge No. 80 has members who live in close proximity to the T.S. Quiberon Building who have voluntarily offered to care take the Hall and immediate surrounds and provide support for Community Groups who wish to Sub-Lease the Hall for their varied interests.

The members of Tuncunba Lodge No. 80 feel that due to their long term involvement with the T.S. Quiberon Building that they would be qualified to be the Primary Lease holder.

Who We Are

Tuncunba Lodge No. 80 is a non profit Philanthropic Group who return raised funds into the community.

Donations have been made this year to:-

- *Angel Flight*
- *Tin Can Bay and Cooloola Cove QCWA Younger Set*
- *Sailability*
- *QCWA Photographic Competition*
- *Assisted members when required during hard times*
- *Assisted members due to bereavement*
- *Visiting members of Tin Can Bay and Cooloola Cove community when called on to do so.*
- *Grand Lodge – for their continued work assisting such charities as Careflight, Salvation Army, Cancer Council, Heart Foundation and special needs children upon request.*

Monies Raised

Monies raised from Sub-Leasing the Hall to other community Groups will be returned to the Gympie Regional Council for maintenance and upkeep of the hall with the exception of monies required to purchase cleaning equipment, mower and whipper snipper fuel and oil which is used to maintain the hall and immediate surroundings in a neat and tidy condition by our members.

Furniture

- *Tuncunba Lodge No. 80 can provide 16 Trestle Tables and chairs for the seating of at least 60+ persons.*
- *Refrigeration*
- *4 Burner BBQ with gas bottle (9kg)*

- *1 large Esky on trailer*
- *Amplifier, Microphone and Speaker*
- *2 Floor cupboards – 1 upright, two door cupboards and one built in cupboard to store our lodge property in.*

Summary

- *Primary Lease Holder: Tuncunba Lodge No. 80*
- *Monies raised from the Hall to be returned to Gympie Regional Council*
- *Long Term tenants of the Hall*
- *Volunteer Caretakers of the Hall and immediate surrounds*
- *Tuncunba Lodge No. 80 is a Philanthropic group who give and belong to the Tin Can Bay and Cooloola Cove communities)...*

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

The property was previously leased to the TS Quiberon Unit Support Group Inc from 1 July 2004 until recently when it was deemed unfit for occupation. When the site was vacated to allow for remedial works to be undertaken it was revealed that the Tuncunba Lodge 80 were also using the building.

Proposal:

Tuncunba Lodge No. 80 are requesting a lease over the land and building currently known as the TS Quiberon Building, Tin Can Bay.

Property Address:

Property is located at Emperor Street, Tin Can Bay more particularly described as Lot 112 MCH5183 with a total area of 1200m². The property is zoned “Housing” under the Cooloola Shire Council Town Planning Scheme.

Tenure:

Council is trustee for Reserve (R1655) for the purpose of ‘Recreation’.

Current Use:

A Besser Block Building which contains a kitchen, male and female toilets and a storage area which is currently vacant.

Locality Plan:



Report:

A lease was registered over the property with TS Quiberon Unit Support Group Inc. for a period of 20 years from 1 July 2004.

In August 2005 concerns were raised by the Group in relation to a considerable amount of cracking and gaps appearing which showed that there had been considerable movement in the building.

A report was undertaken by Council's Building Department in March 2009 recommending that the building should be vacated and not used until all the major issues had been rectified. Subsequently the TS Quiberon Unit Support Group Inc moved out of the building has now been relocated to a building in Duke Street.

Rectification works have been finalised and the building has now been passed for occupation.

Comments from Co-ordinator Community Facilities and Services - Heather Kelly

A public meeting was held on-site to establish community interest in the ongoing tenure of the building. At this meeting any group's interest in ongoing tenure were invited to submit a proposal to Council.

There were three groups represented, Tin Can Bay Chamber of Commerce, Wesleyan Church and Tuncunba Lodge No. 80. Of these groups only the Tuncunba Lodge No. 80 expressed an interest in writing.

F04/11/09 Moved: Cr G.L Engeman Seconded: Cr R.A. Gâté

Recommend that Council:-

1. Offer a Lease to the Tuncunba Lodge No. 80, over Lot 112 on CP MCH 5183, Emperor Street, Tin Can Bay, subject to the Minister's consent and all Planning, Building, Design and Health matters being satisfactorily resolved and in Council's standard trustee lease format and that of the mandatory conditions imposed by the Department of Environment and Resource Management, to include the following terms and conditions:

- (a) Term of Lease – 10 years;**
- (b) Rental - \$100.00 pa + GST + CPI;**
- (c) Use – Community Hall;**
- (d) The Lessee to hold public liability insurance in a sum not less than \$20,000,000.00 or such other amount that Council shall determine from time to time in the name of the Lessee and Gympie Regional Council; and**
- (e) All costs associated with the preparation, stamping and registration of the Lease be borne by the Lessee.**

Carried

Councillor A.J. Perrett declared a conflict of interest in Item 5/3 as he is a member of the Kilkivan Show & Campdraft Association Inc, remained in the meeting and abstained from voting.

Item 5/3 Request for a Licence Agreement

Re: **MINUTE F05/11/09** Request for a Licence Agreement
From: Kilkivan Show & Campdraft Association Inc & Kilkivan Pony Club Inc., Ferguson Road, Kilkivan
File: 2/4/02/0002
Date: 13 November 2009

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Proposal:

A Licence Agreement between the Kilkivan Show & Campdraft Association Inc & Kilkivan Pony Club to ratify the current existing arrangement with Council's endorsement.

Property Address:

Reserve No. 341 (Reserve for Racecourse and Show Ground), more particularly described as Lot 91 on Plan LX478 situated at 88 Mudlo Road, Kilkivan

Tenure:

Council are trustees of this Reserve.

Current Use:

Show grounds with a number of associated buildings.

Locality Plan:



Report:

The Kilkivan Show & Campdraft Association Inc. entered into a Facility Management Agreement with the former Kilkivan Shire Council effective from 1 October 2007 and is due to expire on 30 September 2012 for the use of the facilities known as the Kilkivan Showgrounds.

Council has received a request from the Kilkivan Pony Club Inc. to enter into an arrangement to formalise their regular use of the grounds. The Club have invested considerable funds towards the construction of a number of buildings for their use.

An on-site meeting has been held with representatives of both groups and Council staff to discuss the future management of the grounds.

As the grounds are currently under the Management Agreement any further tenure should be under a Licence Agreement with this group, endorsed by Council as trustee.

F05/11/09 Moved: Cr G.L Engeman Seconded: Cr J.A. Walker

Recommend that Council endorse a Licence Agreement between the Kilkivan Show and Campdraft Association Inc. and the Kilkivan Pony Club Inc. in view of the current arrangement under the former Kilkivan Shire Council to include the following terms and conditions:-

- 1. Term of the Licence Agreement – to expire on 30 September 2012; and**
- 2. The Licencee to hold public liability insurance in a sum not less than \$20,000,000.00 or such other amount that Council shall determine from time to time.**

Carried

Item 5/4 Request for Trustee Lease
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Re: **MINUTE F06/11/09** Request for Trustee Lease
From: Gunalda & District Campdraft Association Inc.
File: 2/3/02/001
Date: 3 November 2009

...(At an executive committee meeting held on 18 September, 2009, the then committee decided to call it a day and hand control of the Gunalda Recreation Ground over to one of the user groups.

The committee agreed to offer control of the ground to the following groups in order of priority:

- 1. Gunalda Camp Draft Association*
- 2. Cooloola Carriage Club and,*
- 3. Cooloola Dressage Club*

At a meeting of the Gunalda Camp Draft Association held on Wednesday 27th October 2009, it was agreed that the Camp Drafters would take over the management of the grounds.

Following the decision taken at the Camp Draft Association Meeting I respectfully advise you that the former Advisory Committee comprising:

*President – Shaun Kelly
Secretary – Bob Clinghan
Treasurer – Bruce Cavanaugh*

Have resigned

Extract from combined General Meeting called by Gunalda & District Campdraft Assoc Inc (GDCA) with Gunalda & District Sport & Recreation Grounds Advisory Committee (GDS&RG) –

GDCA committee members agreed to accept the role of the new Management Advisory Committee to replace the current committee if accepted by Gympie Regional Council.

“Moved by Russell Ward and seconded by Greg Birt that the GDCA Committee would take over the management of the Gunalda & District Sports and Recreation Grounds from the current Advisory Committee, reportable to Gympie Regional Council...”

Report: (Assistant Corporate Administration Manager – Debbie Jenkins)

Background:

The Gunalda Recreation & Sporting Reserve Advisory Committee have been the responsible Committee for many years in maintaining the grounds. There was no official agreement between the Committee and the former Tiaro Shire Council.

Proposal:

Gunalda & District Campdraft Association Inc. have expressed an interest in managing the area of land currently known as the Gunalda Recreation & Sporting Reserve.

Property Address:

Property is located at King Street, Gunalda more particularly described as Lot 11 on CP MCH5212 with a total area of 7.574 ha. The property is zoned “Community” under the Tiaro Shire Council Town Planning Scheme.

Tenure:

Council is trustee for Reserve (R1090) for the purpose of ‘Recreation’.

Current Use:

Show Grounds and ancillary buildings – canteen, toilets, arena, stockyards and grandstands. Tennis Courts and shed are also located on these grounds.

Locality Plan:



Report:

The Gunalda Recreation & Sporting Reserve Advisory Committee have maintained the grounds for a number of years and recently have built a new canteen and upgraded the facilities with funds provided by the previous Tiaro Shire Council.

The Gunalda & District Campdraft Association Inc. have held their annual Campdraft at these grounds for the past 25 years and have contributed to the maintenance of the grounds over this time.

The tennis courts were built at least 20 years ago and have had no active committee maintaining this area for the past few years. This has resulted in the courts and lights deteriorating quite considerably. An amount of \$41,020 was earmarked for the upgrade of the Gunalda Tennis Courts by the former Tiaro Shire Council in their constrained works reserve when the funds were forwarded to Gympie Regional Council.

Report from Co-ordinator Community Facilities and Services - Heather Kelly

A meeting was held on-site to establish community interest in the ongoing management of the Grounds. At this meeting the proposal by the Gunalda & District Campdraft Association Inc. to take over management was strongly supported by the Gunalda Recreation & Sporting Reserve Advisory Committee.

It is recommended that the Gunalda & District Campdraft Association Inc. would be a suitable community group to control the management of the area known as the Gunalda Recreation & Sporting Reserve.

F06/11/09 Moved: Cr R.A. Gâté

Seconded: Cr A.J. Perrett

Recommend that Council:-

1. Approve for the Gunalda & District Campdraft Association Inc. to be the Managing body of the Gunalda Recreation & Sporting Reserve;
2. Offer a Lease to the Gunalda & District Campdraft Association Inc., over Lot 11 on CP MCH 5212, King Street, Gunalda, subject to the Minister's consent and all Planning, Building, Design and Health matters being satisfactorily resolved and in Council's standard trustee lease format and that of the mandatory conditions imposed by the Department of Environment and Resource Management, to include the following terms and conditions:
 - (a) Term of Lease – 10 years;
 - (b) Rental - \$100.00 pa + GST + CPI;
 - (c) Use – Recreation & Sporting Facilities;
 - (d) The Lessee to hold public liability insurance in a sum not less than \$20,000,000.00 or such other amount that Council shall determine from time to time in the name of the Lessee and Gympie Regional Council; and
 - (e) All costs associated with the preparation, stamping and registration of the Lease be borne by the Lessee.

Carried

Item 5/5 Proposed Lease to Optus Mobile Pty. Ltd., of Part of Reserve 629 at End of Hall Street, Kilkivan, Lot 281 LX 1926
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Re: **MINUTE F07/11/09** Proposed Lease to Optus Mobile Pty. Ltd., of Part of Reserve 629 at End of Hall Street, Kilkivan, Lot 281 LX 1926

From: Connell Wagner Pty Ltd, Locked Bag 1800, Spring Hill Qld 4004; Aurecon Australia Pty. Ltd., Locked Bag 1800, Spring Hill QLD 4004 (per Alex Smith, Property Consultant, KAW Consulting).

File: 3/3/03/0001 – InfoVision Docs# 910754, 925780 and 1035146

Date: 10th July 2008, 30th September 2008 and 19th May, 2009

Correspondence dated 10th July 2008 from Connell Wagner

‘..Further to our conversation with John Nancarrow of your office in April 2008, we represent Optus Mobile Pty Limited who is currently searching for locations within the Kilkivan area to establish a telecommunications installation to provide mobile and wireless broadband services. The new installation is part of a national initiative by Optus to provide competitive services in regional and rural areas.

During our initial investigations and travels, the above property was identified as having the qualities my client is looking for to establish its facility.

The exact location of the facility on the property is flexible but we do ideally require a location that is naturally elevated and close to power.

Optus would look at entering into a twenty (20) year lease over a portion of your land accommodating the facility. Typical rentals for such a facility commence at \$4,000 per annum, increasing by 3% per annum. The rental negotiations will be a consideration for Optus in determining which candidate site to proceed with.

Should the Optus leasing proposal be of interest please do one of the following:

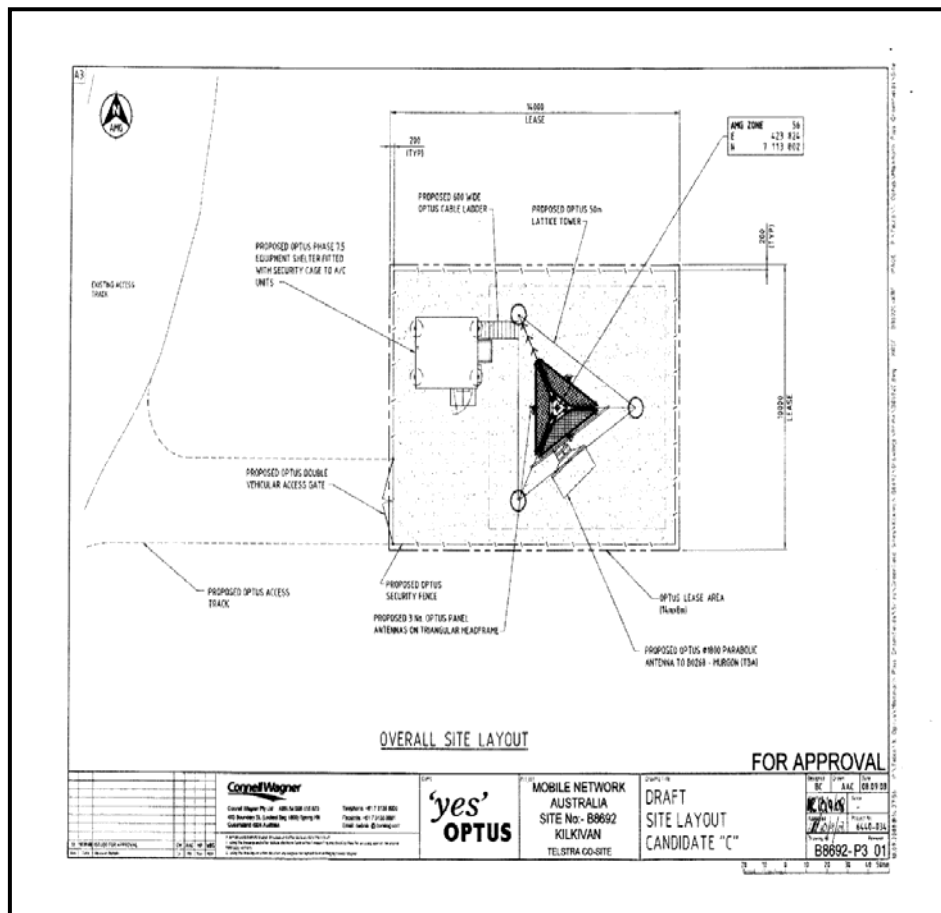
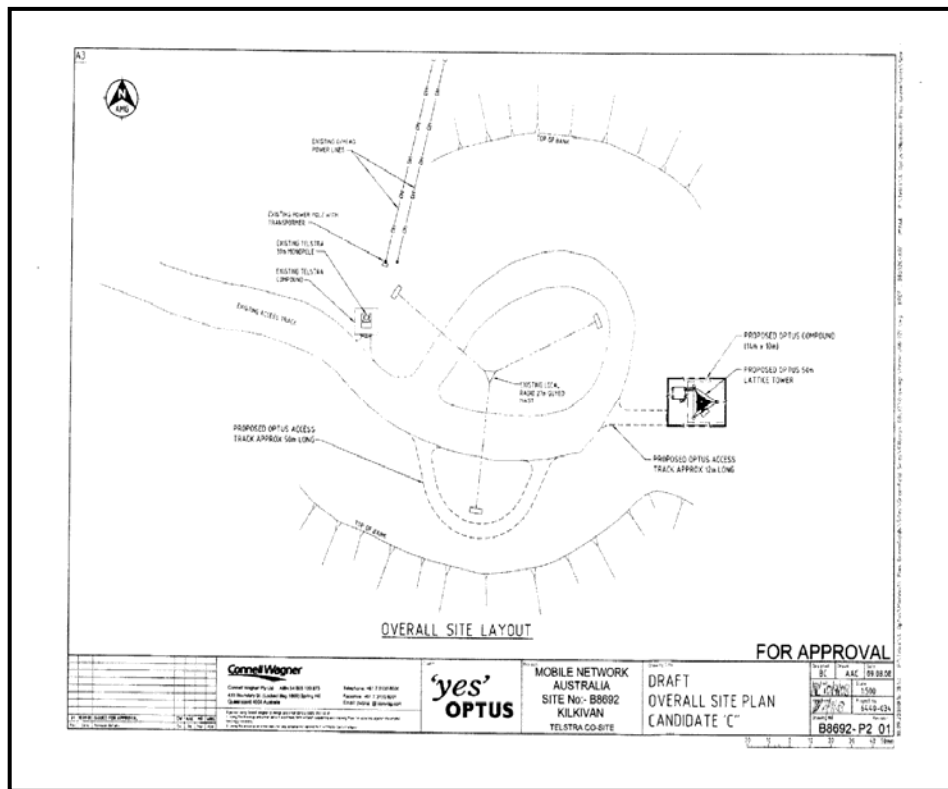
- 1. PREFERRED. Please call me on 0408 808 758 anytime and quote “KILKIVAN B8692c” so we can identify your locality as we are working at a number of proposals in your region. OR*
- 2. Email me on victor.ding@kaw.com.au as soon as possible with your name, address and phone and quote “KILKIVAN B8692c” in the subject line of your email and we will contact you by phone. OR*
- 3. Return this letter by mail to PO Box 2178, Toowong 4066, or by Fax to 07 3310 8800 having completed the section below.*

We would appreciate a quick response to this letter...’

Correspondence dated 30th September 2008 from Connell Wagner

‘..Despite the complications Council is now faced with the above site, in particular, the matter regarding the treatment of the gazetted road, please find enclosed the Design Site Layout drawings of the proposed Optus installation for your future reference, as we hope this matter will be resolved expeditiously.

Should you have any questions, please do not hesitate to contact the undersigned at any time...’



Correspondence dated 19th May 2009 from Aurecon Australia Pty Ltd

‘..Further to your letter dated 22nd. January 2009 and subsequent conversations with the writer and Victor Ding of our office, you indicated that Gympie Regional Council was unable to deal with Optus’ proposal to install a new 30m telecommunication tower on land described as Lot 281 on LX1926.

We understand the reason stems from the existing access to Lot 281, a gazetted road, which fails to join up with Hall Street, which is divided by another parcel of land, being Crown Land. For this reason, Council is unwilling to deal with Optus’ application, mindful that the Department of Natural Resources (DNR) will not grant any rights to lease over the land until the matter regarding the road has been rectified.

Unfortunately, this matter has been outstanding for almost 12 months and the parties do not seem to be any closer to a solution. In fact, DNR had proposed to extend the public road to Hall Street, however, the design department within Council is against this solution as it wants to limit public access to the hilltop. Council proposed to create an easement, which DNR has opposed.

In light of this, can you please advise what steps are being taken regarding the road opening in order for Optus to progress its proposal.

We appreciate the dilemma facing Council, however, Optus urgently requires action in order to provide appropriate mobile coverage for the community of Kilkivan and request that Council provide its consent for Optus to submit a town planning application, which will run concurrently with Council’s discussions with DNR, as it will take a minimum 6 months to complete the town planning process.

During this time, we hope to work closely with Council and DNR to find an amicable outcome. In fact, we propose to meet DNR next week to put Optus’ case to them in hope to obtain some direction / co-operation to allow Optus to move forward with their proposal.

We ask that you give our request your due consideration and should you have any questions, please do not hesitate to contact either myself on 0458 103 803 or Victor Ding on 0408 808 758. Alternatively, we would be happy to meet with you next week..’

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

Currently there is an unregistered executed trustee lease between the former Kilkivan Shire Council and Telstra for a tower at the end of Hall Street, Kilkivan. Telstra have taken occupation of the lease site.

It is unknown how the survey plan creating the new separate lot for the Reserve was registered without road access which is the reason the Department of Environmental Resource Management (DERM) are unable to register the lease to Telstra.

Whilst there is no formal road access currently to the Reserve, we note that Council's Design Services are progressing a road opening with the Department of Environment and Resource Management (DERM), to correct this issue. Formal approval has been received from DERM advising that a survey plan is required to be submitted by Council by DERM by mid December to finalise this matter.

Staff became aware of the outstanding access issues when they were approached by Optus for a lease over the same site.

Proposal:

Optus are requesting lease over part of the subject site for a period of 20 years.

Property Address:

Property located at the end of Hall Street, Kilkivan, more particularly described as Lot 281 on LX 1926.

Tenure:

Council is trustee of Reserve (No. 629) for the purpose of "Local Government" with a secondary purpose of "Radio Telephone Base".

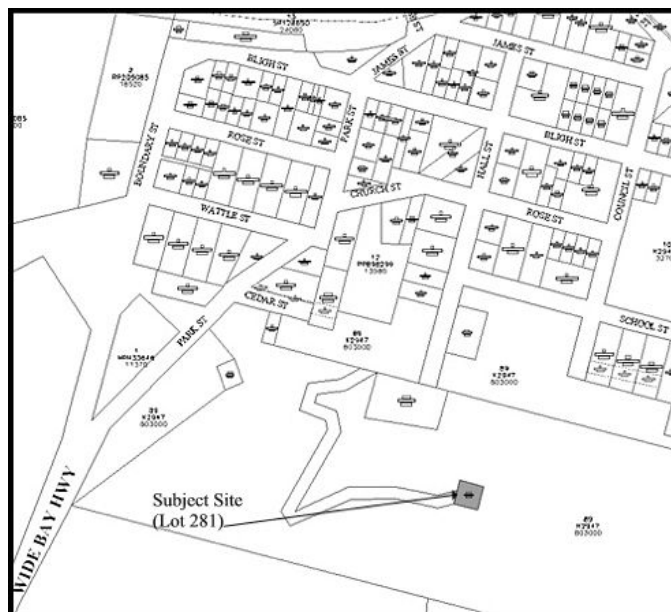
Current Use:

This Reserve is currently utilised by Council which has a two-way radio tower and Telstra.

Environmental Management and Contaminated Land issues:

The property is not currently listed on either the Environmental Management or Contaminated Lands registers.

Locality Plan:



Body of Report:

Consultants are requesting a standard trustee lease on behalf of Optus for a period of 20 years over the said site for the purpose of the installation of a telecommunications tower. This matter has stalled for many months due to the requirement for formal access to the site to be approved by DERM.

Initial discussions with Debbie Cross of DERM indicated that any offer of lease could run simultaneously with the formalising of the road opening. Council has now been informed that the access has been approved subject to the registering of the plan depicting the road area by the 14 December 2009.

F07/11/09 Moved: Mayor Cr R.J. Dyne Seconded: Cr A.J. Perrett

Recommend:

- 1. That Council, upon registration of the plan depicting the official access, offer to Optus its standard trustee lease over an area of approximately 140m², depicted in Connell Wagner's Plan (No. B8692-P2 – Revision 01 dated 10th April 2008), being part of property described Lot 281 on LX 1926. Council's standard trustee lease is to include the following conditions, together with the Departments mandatory clauses:**
 - (a) Term of lease 20 years;**
 - (b) Annual rental minimum of \$4,000.00 plus GST plus CPI annually and subject to 5 yearly market reviews;**
 - (c) The lessee to meet all associated legal and survey costs;**
 - (d) The lease offer be subject to all building and planning approvals being obtained;**
 - (e) The lease contain a further clause ensuring the maintaining of necessary licensing and permits associated with the proposed use of the tower as a communications facility; and**
 - (e) The lessee to hold \$20,000,000.00 public liability insurance.**
- 2. Further, that Optus be advised to contact Council's Planning and Development Directorate with a view to arranging a pre-application meeting to lodge a development application, with any approval being subject to finalisation of formal access.**
- 3. Further, that Optus be advised that works on the site cannot commence until access has been finalised and a lease document signed by both parties is registered.**
- 4. Further, that Council note that the Chief Executive Officer has been authorised to send this advice from today's meeting and it is recommended that the Committee's action in this matter be endorsed.**

Carried

Cr J. Watt and Cr J.A. Walker declared conflicts of interest in Item 5/1 as they are both members of the Mary Valley Show Society and remained in the meeting.

Item 5/1	Request for Freehold Lease
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Re: **MINUTE F08/11/09 F09/11/09** Request for Freehold Lease
From: Sue McMah, Mary Valley Show Society, P O Box 5, IMBIL
QLD 4570
File: 3/3/03/0001 1080290
Date: 16 October 2009

“... On behalf of the Mary Valley Show Society I would like to submit an application to Council re obtaining tenure of the 20 acres, location Diggings Rd Imbil, that adjoins the Imbil showgrounds. This would take the form of a lease arrangement and be subject to certain council requirements and conditions.

The land was initially purchased by Council to support the MVSS for Show Society purposes, with a grant from the State Government. The council initiative also wanted to involve other local groups to be able to use the land when not in use by the Show Society. This could be in the form of bicycle riding, walk tracks, motor home overnight stopovers, BBQ areas etc.

The Imbil Showgrounds are not just host to the Mary Valley Show, which incidentally has just celebrated its 93rd year. Throughout the year the MVSS conduct several major events that involve heavy horse transport vehicles, caravans, ordinary vehicles, large numbers of horses, cattle and people, all of which use the 20 acres in question for camping, parking, yarding etc.

In particular the MVSS now hosts the International Car Rally which has become a major event for the region and attracts entrants and spectators from overseas as well as nationally and requires an enormous amount of space for camping, vehicles and rally infrastructure. Preparation for this event takes weeks and the 20 acres in question is filled to capacity in that time with an overflow into all camping and accommodation facilities in Imbil.

A series of 4 major equestrian endurance rides are hosted by The Far A Way Endurance Assoc in conjunction with MVSS and again attracts competitors internationally and nationally. These events are considered some of the largest conducted in Australia and require a large amount of event infrastructure. The proximity of the showgrounds as a ride base to the tracks and terrain suited to endurance riding is not equalled anywhere else in Australia and these events are becoming larger every year. They bring return visits in non event times to recapture some time in training and leisure and again use the grounds as their ride base.

These events have a major flow on effect for the local businesses. Not only the MVSS, which sources the majority of its catering supplies locally, but from the large number of extra people who come into the area.

The MVSS expect to conduct large camp draft events from early next year. With this in mind, we are upgrading our yards at considerable expense to the Society. When this is in place, other major horse events and sporting days will be held at the Imbil Showgrounds.

None of these events including the Mary Valley Show can take place without the availability of the 20 acres adjoining the showgrounds. The Mary Valley Show involves, not only the Show Society, but the local community and community groups as well, who benefit from working with the committee in staging the annual show.

The Show Society applauds the Council's foresight in early 2002, with their realisation that our region was growing at a very rapid pace and the need for an area around the showground precinct was becoming crucial for the increased interest in sporting events being held in Imbil. Previously the Kropp family had provided part of the 20 acres for parking on Show Day only. Now with access to a greater portion of the land, we are able to attract and support much larger sporting events.

With an extended lease arrangement in place, the MVSS could be responsible for the upkeep of the 20 acres which would include mowing, fencing and general upkeep which we are prepared to provide. It would also give us the opportunity to provide basic amenities for campers and animals which is highly required at this point in time but unable to be provided at present. The Society is very much aware that it needs to face certain requirements if it is to continue at the high level of responsibility expected these days.

During the month of October and November the MVSS intends to hold meetings to discuss and plan ways it could improve its facilities and amenities to cope with our growing society and its demands and are currently in discussion with the major groups that conduct these events.

MVSS would be happy to work in with other groups who would like to have access to the area as previously stated and we realise that it could be a great community area as projected in the Gympie Regional Council draft of the Proposed Imbil Multi Purpose Recreational Facility but we do need to secure a future for the Mary Valley Show and the Mary Valley Show Society. Without the use of the land there is no way that the Society can conduct the Mary Valley Show nor can it conduct any of its events.

We would like to make representation to Council on a personal level if possible in the very near future and look forward to your early correspondence. Thank you for your consideration..."

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

On 30 August 2002, Council acquired the land described as Lots 1 and 2 on RP79992 containing an area of approximately 9.4 hectares adjoining the Mary Valley Showgrounds. This was as a result of a request by the Mary Valley Show Society to assist in retaining the land adjoining the showgrounds which was utilised by the Show Society for car parking during the annual show. Council contributed the sum of approximately \$104,000.00 towards the purchase price with the balance funds being received by way of a grant from the Department of Local Government, Planning, Sport and Recreation on the basis that the property purchased be “principally for the use, convenience or enjoyment of the Show Society and the show public, otherwise subsidy will be not payable”.

Both lots were leased to the Show Society for one year from 1st November 2002. Minute F08/10/03 recommended that the lease to the Show Society over both lots continue, as an interim measure, on a month to month basis until such time as future plans for the site were finalised.

Proposal:

The Mary Valley Show Society have requested a lease over both Lots 1 and 2 to be used in conjunction with the facilities currently owned and operated by the community group.

Property Address:

36 Imbil-Brooloo Road, more particularly described as Lots 1 and 2 on RP 79992.

Tenure:

Council own Lots 1 and 2 freehold, and the site is included in the “Rural Planning Area – Community” zone under the Cooloola Shire Planning Scheme.

Current Use:

The southern end of the site is The Dick Quigg Bike Track comprising of dirt BMX mounds and a picnic shelter.

A Council maintenance shed is located on the northern boundary of the property near Edward Street.

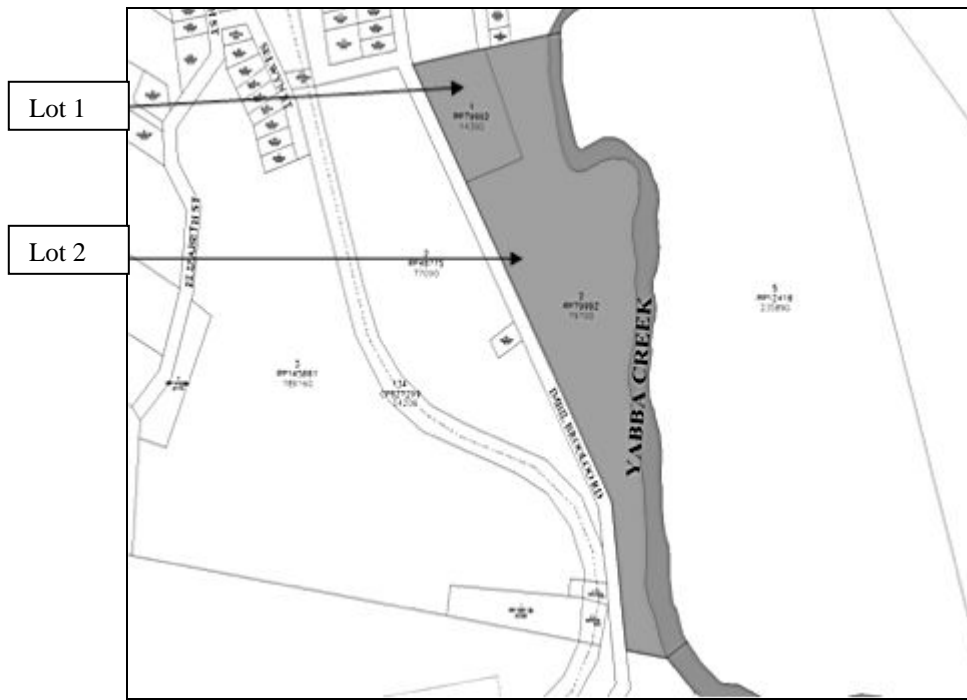
The remaining vacant area has been utilised by various groups in conjunction with the use of the adjoining Mary Valley Show Grounds.

Environmental Management and Contaminated Land Issues:

The land is not listed on the Environmental Management Register, or the Contaminated Land Register.

There are no significant flora or fauna species present.

Locality Plan:



Body of Report:

Since the acquisition of the property in 2002 the Mary Valley Show Society Inc. have co-ordinated the events that have been held on this land.

Council's Parks & Gardens staff currently maintain the whole of the site as well as the area around the hall.

A Concept Master Plan and Impact Assessment Study was undertaken in October 2008 regarding the proposed Imbil Multi-Purpose Recreation Facility, as a joint initiative of the Department of Local Government, Sport and Recreation; the Community Futures Task Force, the Department of Tourism, Regional Development and Industry and Gympie Regional Council.

No further progress has been undertaken in regards to this study.

Comments from Heather Kelly

The land in question has a bike track on it built via Sport and Recreation money. It has been developed as a destination park however I am unsure of the amount of use.

Community Services has had few dealings with the Show Society. The only concern would be the public space at the end of the block where the bike track is situated and a lease restricting access to same.

Comments from Strategic Planning Manager, Kerry Rolfe

Any lease over the term of 10 years requires a development permit for reconfiguring a lot. Prospective Lessees will need to obtain all relevant development approvals before carrying out any works on site.

Comments from Parks Manager, Ed French

Parks and Gardens Staff would benefit from the reduced responsibility / maintenance workload. The two acres on which the track and facilities are set would need to be separate to the lease. Any lease should permit Council to construct walking tracks / paths through the area as required, such as inside the roadside fence and along Yabba Creek connecting back to town.

F08/11/09 Moved: Cr A.J. Perrett Seconded: Cr G.L Engeman

Recommend that Council staff be requested to negotiate a lease of the 20 acre block, with the exclusion of the bike track and maintenance shed with the Mary Valley Show Society for the property at 36 Imbil-Brooloo Road, more particularly described as Lots 1 and 2 on RP 79992, under standard freehold lease terms.

PROCEDURAL MOTION:

F09/11/09 Moved: Cr J. Watt Seconded: Cr L.J. Friske

Recommend that the matter lay on the table pending Council's full consideration of the feasibility study for the multi purpose centre and subsequent deliberations of how Council's 20 acres on Diggings Road, Imbil can be best utilised for the benefit of the whole community.

The motion was PUT and LOST

Cr J.A. Walker abstained from voting, Cr J. Watt voted in favour of the motion.

The original Motion (F08/11/09) was then PUT and CARRIED

Cr J.A. Walker abstained from voting, Cr J. Watt voted against the motion.

Community Services Coordinator, Heather Kelly entered the meeting at 11.09am.

Item 5/6 Removal of Asbestos Kandanga Railway Siding Building
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Re: MINUTE F10/11/09 Removal of Asbestos Kandanga Railway Siding Building
From: Heather Kelly
File: 3/3/04/0001
Date: 16 November 2009

Minute F07/10/09

Recommend that the matter be held over to a future Corporate Governance and Finance meeting pending reports detailing the condition of the Kandanga Railway Siding Building and future use of the building.

Further, that Council note that the Chief Executive Officer has been authorised to send this advice from today's meeting and it is recommended that the Committee's action in this matter be endorsed.

Carried

Executive Summary:

The Friends of Kandanga Inc. have requested financial assistance to remove asbestos from a Council owned building currently being utilized by the group. As the building is currently used by the community, the matter of removal of asbestos from the building has been identified as urgent in a recent building inspection. This building inspection further identified structural issues rendering the building unsafe. Plans for current and future use have been submitted by the occupying group.

Previous Council considerations: Minute F07/08/09

Report: (Coordinator Community Facilities & Services, Heather Kelly)

The Friends of Kandanga Inc. have requested financial support from Council to remove asbestos roof sheeting from the Kandanga Railway Siding building (Lot 22 SP105938). The Friends of Kandanga Inc. have solicited donations for the materials and labour required to re-construct the roof once the asbestos is removed.

The building is currently occupied by the Save the Mary Group. Proposed future use of the building by the friends of Kandanga Inc. is for community training workshops.

Refer to "Attachment 4a".

Following the recent announcement regarding the Traveston Dam, the focus of the Save the Mary Group is in supporting those members of the community negatively impacted by the Traveston Dam process. There is no formal written agreement between the friends of Kandanga Inc. and the Council regarding tenure on this building.

Three quotes for the removal of asbestos and decontamination of the building have been received. The cost of the removal of asbestos is \$3500, the new roofing will be installed by the group at no cost to Council.

A building inspection has been conducted by Building Services, A summary is included here with the entire report attached.

Refer to “Attachment 4b”.

Building Report (Ross Bishop, Manager Building and Plumbing Services)

As requested, an on site inspection of the above nominated building was conducted on 5 November 2009, for the purpose of assessing the structural adequacy of the structure and its components. The following report is now presented for Council’s consideration.

It was 10 December 2004, when a similar report was compiled and presented to Corporate Services, regarding this particular building. That report is also attached, along with updated photographs, confirming the findings.

Post Supports

Since the previous inspection, it is apparent a row of external post adjacent the loading dock have been replaced with 76 SHS steel post, that are secured to the sub-floor. A number of timber posts still exist and some of these supports also need to be replaced in the near future, particularly those along the earth embankment at the front entry to the building.

Bearers

The bearer spanning these posts is deflecting badly where support posts have either subsided or collapsed. (Photo XI) At the left hand front corner of the building, this same bearer has been destroyed by sub-terranean termites due to bridging of the physical barrier between the ground and timber members. (Refer Photo X).

Tie Down

There is limited tie down of the building to the support post with the exception of the steel post and the odd anchor bolt. The tie down requires upgrading. (Photo XII)

Roof Frame

While the timber trusses appear to be in a sound condition, they are presently not tied down to the main frame in accordance with today’s requirements. Similar observation was made regarding the timber purlins.

Roofing

The super six fibro roof sheeting is deteriorating as per the earlier inspection and it is recommended to have the sheeting removed and replaced with an acceptable material, eg. Custom ORB or Hi-Ten Profile, especially if rain water from the roof is being used for potable use.

The existing metal roof sheeting covering both awnings located at the front and rear of the building is displaying rust and loose fixings. Securing of these sheets of roofing or replacement of same is imperative to persons safety.

Summary

While the general condition of the building may initially appear sound, there are a number of defects that require immediate attention as listed throughout the report and while the building is planned for community use, the removal of the Asbestos Roof is in my opinion regarded as urgent.

It is also recommended that a full costing of the required works be undertaken to ensure the cost effectiveness against the constructing of a colorbond/steel framed domestic outbuilding is fully justified.

While I am not suggesting this building be demolished, I am recommending the building be vacated during structural repair work as a duty of care.

Strategic Implications:

Corporate Plan: Community Facilities are linked to Key Outcomes 1.3 and 1.4 of the Gympie Regional Council Corporate Plan 2009 - 2014.

Specifically:

Outcome 1.3 (point 3) Continue to provide a community development program including specific planning for community facilities that reflect the need of the region.

And

Outcome 1.4 (points 2&3) Continue to provide support to community volunteer groups and Work with volunteer groups to plan and provide support infrastructure.

Operational Plan: 3.3(iii) Community Services

Maintain buildings to a satisfactory standard.

Budget: There is no direct allocation in the budget for the maintenance of community buildings such as this.

Should Council decide to vacate the building, the matter could be referred to draft budget for consideration.

Should the Community Groups remain in the building, consideration could be given to re-allocating a portion of funds from Maintenance of Community Buildings in the Western District to the removal of asbestos.

Risks:

Council should give consideration to the current and future needs of the Kandanga Community regarding this building and the risks associated with this use.

There are high risks associated with the continued use of the facility given the building report. These risks can be reduced through rectification of identified issues and/or vacating the building.

Consultation:

Mr Craig Manson – Director of Corporate Services

Mr John Nancarrow – Manager Corporate Administration

Mrs Debbie Jenkins – Assistant Manager Corporate Administration

Mr Ross Bishop – Manager Building and Plumbing Services

Current correspondence from Friends of Kandanga Group Inc dated 24 November 2009

“The Friends of Kandanga have reviewed the building report (Ross Bishop, Manager Building and Plumbing Services) detailing the building inspection conducted 5 November 2009 for the purpose of assessing the structural adequacy of the structure and its components.

We would propose that Friends of Kandanga, under the supervision of a registered builder fix the identified defects that require immediate attention as listed in the report. These include:

- *Post Supports*

Replace a number of timber posts with 76 SHS steel post, that are secured to the sub floor, particularly those along the earth embankment at the front entry to the building.

- *Bearers*

Replace the bearer spanning these posts.

- *Tie Down*

Upgrade the tie down of the building to the support posts.

- *Roof Frame*

Upgrade the tie down of the timber trusses to the main frame in accordance with today's requirements and the timber purlins.

The proposed timeline is 2 weeks to have these above items completed and would address the immediate hazards identified by the building report. The Friends of Kandanga offer to cover the estimated material costs of \$350 and would take about 2-3 days to complete which could be estimated at \$1,000 labour.

The next step would then be removal of the asbestos roof and decontamination which Friends of Kandanga have written to Gympie Regional Council requesting funding for (documented in Item 5/3 Minutes of Corporate Governance and Finance committee meeting 28 Oct 09).

The cost of the removal of asbestos is \$3,500 and the new roofing will be installed by the group at no cost to Council. (Report: Coordinator Community Facilities and Services, Heather Kelly).

The estimated value of the roofing materials that the Friends of Kandanga have secured would be about \$7,200 and labour estimate of \$1,500. All up our contribution to upgrade the building can be valued at about \$10,000.

We are hopeful that the Corporate Governance and Finance committee will consider that the benefits to the community and this proposal meets the outcome to provide support to community volunteer groups and work with volunteer groups to plan and provide support infrastructure."

F10/11/09

Moved: Cr G.L Engeman

Seconded: Cr J.A. Walker

Recommend that Council remove the asbestos roofing from the Kandanga Railway Siding building through funding from Community Building - Western Division, so the Friends of Kandanga can complete their work to the building.

Further, that Council note that the Chief Executive Officer has been authorised to send this advice from today's meeting and it is recommended that the Committee's action in this matter be endorsed.

Carried

Item 5/7

Proposed Standard Council Airport Commercial Hangars Lease

Re: **MINUTE F11/11/09** Proposed Standard Council Airport
Commercial Hangars Lease
From: Assistant Manager Corporate Administration, Debbie Jenkins
File: WG94/00036
Date: 13 November 2009

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

In order to enable processing of leases to be undertaken in a timely and cost effective manner, it is necessary for Council to have Standard Registered lease documents.

Proposal:

Attached is the proposed standard Council Airport Lease in respect to Commercial Hangars. It is the intention to enter into an Agreement to Lease in the first instance for the highest tenderer in relation to any new lease being offered. This will ensure that any planning and building applications are lodged and substantial building work has been undertaken within a set time frame, usually within a twelve (12) month period from the commencement of signing of the Agreement, before Council is obligated to enter into a Lease. The Agreement to Lease was prepared to eliminate speculators wishing to secure a site/lease to be on-sold at a future date.

Refer to “Attachment 5”.

Property Address:

Lots 1 and 2 on RP 109088, Lobwein Road, Kybong.

Tenure:

Freehold land owned by Council in fee simple.

Current Use:

Gympie Aerodrome

Body of Report:

Consideration has been given to the need for the timely processing and cost effective way that Council currently undertakes to issue leases. As part of this review the Airport leases have been included.

By having a registered Standard Airport Commercial Hangar Lease will allow for the process to be uniform and achieved at an economical cost and issued within a timely manner.

Comment from Director Engineering – Bob Fredman

The Director of Engineering has endorsed the standard terms included in this report for recreational airport hangars.

F11/11/09 Moved: Cr R.A. Gâté Seconded: Cr A.J. Perrett

Recommend that Council approve the Standard Airport Lease for Commercial Hangars for future leases after the obligations outlined in the initial agreement to lease have been fulfilled.

Carried

Item 5/8 Proposed Standard Council Airport Recreational Hangars Lease

Re: **MINUTE F12/11/09** Proposed Standard Council Airport
 Recreational Hangars Lease
From: Assistant Manager Corporate Administration, Debbie Jenkins
File: WG94/00036
Date: 13 November 2009

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

In order to enable processing of leases to be undertaken in a timely and cost effective manner, it is necessary for Council to have Standard Registered lease documents.

Proposal:

Attached is the proposed standard Council Airport Lease in respect to Recreational Hangars. It is the intention to enter into an Agreement to Lease in the first instance for the highest tenderer in relation to any new lease being offered. This will ensure that any planning and building applications are lodged and substantial building work has been undertaken within a set time frame, usually within a twelve (12) month period from the commencement of signing of the Agreement, before Council is obligated to enter into a Lease. The Agreement to Lease was prepared to eliminate speculators wishing to secure a site/lease to be on-sold at a future date.

Refer to “Attachment 6”.

Property Address:

Lots 1 and 2 on RP 109088, Lobwein Road, Kybong.

Tenure:

Freehold land owned by Council in fee simple.

Current Use:

Gympie Aerodrome

Body of Report:

Consideration has been given to the need for the timely processing and cost effective way that Council currently undertakes to issue leases. As part of this review the Airport leases have been included.

By having a registered Standard Airport Recreational Hangar Lease will allow for the process to be uniform and achieved at an economical cost and issued within a timely manner.

Comment from Director Engineering – Bob Fredman

The Director of Engineering has endorsed the standard terms included in this report for recreational airport hangars.

F12/11/09 Moved: Cr J.A. Walker Seconded: Cr G.L Engeman

Recommend that Council approve the Standard Airport Lease for Recreational Hangars for future leases after the obligations outlined in the initial agreement to lease have been fulfilled to allow the document to be lodged accordingly with the Department Resources & Environmental Management.

Carried

Item 5/9 Shop 4 Rainbow Beach Shopping Centre – Determination of Funding and Lease

Re: **MINUTE F13/11/09** Shop 4 Rainbow Beach Shopping Centre – Determination of Funding and Lease
From: Assistant Manager Corporate Administration, Debbie Jenkins
File: 3/3/03/0109
Date: 13 November 2009

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

Council originally entered into a lease arrangement over Shops 2 and 3 in the Rainbow Beach Shopping Centre for occupation by the Rainbow Beach Library. Shortly after, Council entered into a separate Lease for the Rainbow Beach Resource and Referral Centre, being Shop 4.

It is believed that whilst Council are lessees in all cases, the rental in the case of Shop 4 is paid by Council on behalf of the Rainbow Beach Resource and Referral.

Proposal:

Council to consider whether it wishes to continue to fund the Rainbow Beach Resource and Referral Centre on an annual basis, either through grants or as lessee.

Property Address:

Shop 4 – Rainbow Beach Shopping Centre, Rainbow Beach Road, Rainbow Beach, more particularly described as Lot 6 on RP 902661.

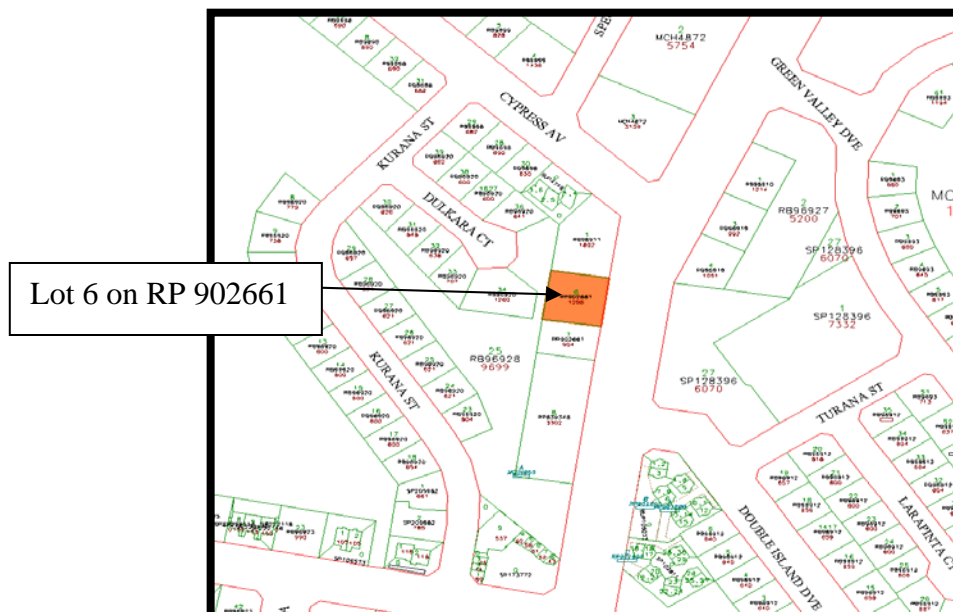
Tenure:

Owned by DN and EJ McKay. Council are lessees of Shops 2, 3 and 4 over this site.

Current Use:

- Shops 2 and 3 – Rainbow Beach Library premises; and
- Shop 4 – Rainbow Beach Resource and Referral Centre.

Locality Plan:



Body of Report:

Each of the current leases are for a period commencing on 6th June 2005 until 5th June 2007. Both leases contained an option to renew as follows:

- Option 1 – for an additional 2 years from 6th June 2007 – 5th June 2009; and
- Option 2 – for an additional 3 years from 6th June 2009 – 5th June 2012.

Council have exercised its first option in the case of Shops 2, 3 and 4 until 5th June 2009. Council is currently in the process of exercising its rights in respect to the second option for Shops 2 and 3 only.

Discussions held with the Rainbow Beach Resource and Referral Centre have indicated that they would like to continue the current arrangement for leasing and rental.

The rental has been requested for Shop 4 at \$655.42 (including GST) per month, a 3% increase on the current rental. Index Reviews and Market Review Dates are also contained within this lease.

Following further discussions with the lessor an offer has been made to renew the lease for twelve months with a further 12 months x 12 months options to 30 June 2012.

This is an unusual instance where Council leases the building and then rents it out. The building was initially required for future expansion of the library which is no longer required. At the expiration of the initial term to 30 June 2010, consideration may need to be given as to whether Council wishes to continue as the lessee or whether an arrangement should be made with the lessor and the current tenant.

Comments

(Co-Ordinator Community Facilities & Services Heather Kelly)

It is noted that the Rainbow Beach Resource and Referral Centre do offer a service to the community, however statistics as to current usage is not readily available.

(Director of Financial Services, Y. Oliver)

In response to the assistance given to the Resource Centre relative to rental of the above shop, the decision to fund this group has to be made by Council on an annual basis at Budget time. In the 2009/10 Budget Council allocated \$8,000 financial assistance to the group.

Cr J.A. Walker left the meeting at 11.20am.

F13/11/09 Moved: Cr R.A. Gâté Seconded: Cr G.L Engeman

Recommend that Council:-

- 1. Renew the lease over Shop 4 of the Rainbow Beach Shopping Centre to 30 June 2010 in line with the budget allocation for 2009/10;**
- 2. Not be involved in leasing Shop 4 after 30 June 2010;**
- 3. Advise the Centre that they will be required to submit a financial assistance application for any future financial assistance in regards to Shop 4 and Council will not be leasing it after 30 June 2010.**

Carried

SECTION 6 RATES MATTERS

Item 6/1	Request For Lost Discount on Rates - Various
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Re: **MINUTE F14/11/09** Request For Lost Discount on Rates - Various
 From: Principal Finance Officer – Revenue – Russell Watson
 File: 5/7/05/0007
 Date: 17 November 2009

Report: (Principal Finance Officer – Revenue - Mr R.W. Watson)

Assess No	Amount	Reason	Recommended Action
Multiple Assess	\$10,502.64	Postal problem	Disallow discount
8372	\$51.10	Overseas	Disallow discount
10221	\$53.14	Postal problem	Disallow discount
41553	\$20.57	Did not receive notices	Disallow discount
41723	\$35.29	Did not receive notices	Disallow discount

F14/11/09 Moved: Cr A.J. Perrett Seconded: Mayor Cr R.J. Dyne

Recommend that Council endorse staff action.

Carried

SECTION 7: FINANCIAL REPORTING

Item 7/1	Financial Summary Report – Fund Balance and Investment Report as at 31 October 2009 and Rate Collection as at 16 November 2009
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Re: **MINUTE F15/11/09** Financial Summary Report – Fund Balance and Investment Report as at 31 October 2009 and Rate Collection as at 16 November 2009

From: Acting Director of Financial Services, Cindy Savage & Principal Finance Officer Revenue, Mr R Watson

File: 5/1/09/0003

Date: 16 November 2009

Report: (Acting Director of Financial Services – Miss C Savage)

FUND BALANCE
GYMPIE REGIONAL COUNCIL
as at 31 October 2009

Operating Fund	\$825,291.59
Trust Fund	\$342,929.89

INVESTMENT REPORT
GYMPIE REGIONAL COUNCIL
as at 31 October 2009

	Invested Balance	YTD Interest Yield	Budget Est.	% of Budget Est
Consolidated Operating Fund	\$78,658,884.70	\$906,711.52	\$1,246,000	72.8%
Trust Fund	\$2,161,634.00	N/A		
Indicative Interest Rate	3.72%			

Report: (Principal Finance Officer – Revenue - Mr R. Watson)

RATE COLLECTION

Arrears 1 July 2009	\$2,714,626.33
Levy Raised 2009/2010 Financial Year	\$25,481,673.59
Interest Raised	\$116,794.06
Receipts	\$23,002,076.08
Discount Applied	\$981,403.24
Pensioner Rebate (Government)	\$428,517.33
Pensioner Rebate (Council)	\$248,230.91
Balance Outstanding	\$3,652,866.62
Credit Balance	\$385,358.76
Balance Outstanding 16 November 2009	\$4,038,225.18

Balance Outstanding 3 December 2008 \$3,592,625.35

F15/11/09 Moved: Cr R.A. Gâté Seconded: Cr L.J. Friske

Recommend that the report be received.

Carried

Item 7/2 Summarised Budget Report as at 31 October 2009

Re: **MINUTE F16/11/09** Summarised Budget Report as at 31 October 2009

From: Director of Financial Services – Yvonne Oliver

File: 5/1/09/0003

Date: 4 November 2009

Report: (Director of Financial Services - Mrs Y.J. Oliver)

Refer to “Attachment 1” for the Summarised Budget Report

F16/11/09 Moved: Cr A.J. Perrett Seconded: Mayor Cr R.J. Dyne

Recommend that the information be noted.

Carried

SECTION 8: FINANCIAL ASSISTANCE REQUESTS

Mayor Cr R.J. Dyne declared a conflict of interest in Item 8/1 as a member of the Lower Wonga Hall Committee, remained in the meeting and voted in favour of the motion.

Item 8/1 Lower Wonga Hall Application for Financial Assistance Grant
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Re: **MINUTE F17/11/09** Lower Wonga Hall Application for Financial Assistance Grant

From: Linda Alexander, Lower Wonga Hall & Recreation Assn Inc, 409 Abel Road, LOWER WONGA QLD 4570

File: 5/4/01/0001 1081972

Date: 21 October 2009

“Following our conversation late last week regarding your verbal notification of our above grant, submitted February 2009 for the 16 March, being denied by the Council, we would like to officially ask that the Council re-assess this application based on the following criteria.

There is a problem with the cupboards on the left side of the kitchen as you walk in through the doorway, they are not pest proof, especially in this weather. We had anticipated that by installing the same type of encapsulated structure as on the right hand side we could alleviate some of this problem.

The new cabinets would remain as part of the hall structure, a Council asset and as such would have added to the value of the building and yes it is for the benefit of those local residents using the facility but more importantly there is a health and safety issue to be addressed.

The application was for a small percentage of the actual cost to fabricate and install the cabinets due to the labour being carried out by local retirees some of whom are builders and carpenters. We had voted on utilising the money we have in the bank specifically for these cabinets, so we were surprised to hear that the Council had denied the application for a structure adding value to a local hall, small as it may be, and request that you please re-assess our application for the \$1,500.

Please feel free to contact me via any of the above means if you need to discuss this further.”

Executive Summary:

The Lower Wonga Hall Committee has written to Council requesting funds of \$1,500 to upgrade the kitchen in the hall. This money was applied for in the 2009 Financial Assistance Grants (FAG) however due to an administrative error, the application was not considered during FAG deliberations.

Report: (Heather Kelly, Community Facilities and Services Co-ordinator

The Lower Wonga Hall is on Lot 160 LX1159. This land is owned by Council under Nomination of Trustees No A347959 and as such is considered a Council Asset.

The Lower Wonga Hall Committee completed a Financial Assistance Grant (FAG) Application in February 2009. The application was hand delivered to Council. Due to an administrative error this application was not processed by Council and therefore not assessed during the 2009 FAG deliberations.

The original application itemised the kitchen cabinetry required and provided a total project cost of \$5,400. The Lower Wonga Hall Committee are able to contribute \$3,900 of this and have requested \$1,500 from Council to complete the project.

The Lower Wonga Hall is structurally sound and well maintained. The kitchen was identified in a building inspection completed in 2008 as being functional. The kitchen cabinetry is not vermin proof, exposing any hall users to associated risks.

The letter from the Lower Wonga Hall Committee states that Council had denied the request. This request has not previously been considered by Council.

Strategic Implications:

Corporate Plan: Community Halls are linked to Key Outcomes 1.3 and 1.4 of the Gympie Regional Council Corporate Plan 2009 - 2014.

Specifically:

Outcome 1.3 (point 3) Continue to provide a community development program including specific planning for community facilities that reflect the need of the region.

And

Outcome 1.4 (points 2&3) Continue to provide support to community volunteer groups and Work with volunteer groups to plan and provide support infrastructure.

Operational Plan: 3.3(iii) Community Services

Maintain buildings to a satisfactory standard.

Budget: There is no further FAG allocation available for this project however there are funds allocated to Halls Maintenance that could be utilised for this purpose.

Risks: There is a low level of risk associated with the request by the Lower Wonga Hall Committee.

Consultation:

Mr Craig Manson – Director of Corporate Services

Mrs Lindy Bell – Financial Services

Miss Kara Peters – Youth and Community Development Officer

F17/11/09

Moved: Cr R.A. Gâté

Seconded: Cr J. Watt

Recommend that the Lower Wonga Hall Committee receive \$1,500 from Halls Maintenance Allocation for the installation of kitchen cabinetry as requested.

Carried

Item 8/2	Wide Bay Institute of TAFE Staff Conference Sponsorship
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Re: **MINUTE F18/11/09** Wide Bay Institute of TAFE Staff Conference Sponsorship
From: Trevor Schwenke, Wide Bay Institute of TAFE, Locked Mail Bag 279, MARYBOROUGH QLD 4650
File: 5/3/15/0001 1083764
Date: 30 October 2009

“Wide Bay Institute of TAFE is the largest training provider in the Wide Bay region, delivering training in over 300 qualifications, and employing over 400 staff from within the shires of Fraser Coast, Bundaberg and Gympie thereby helping to grow the economic prosperity of the region.

At the commencement of this year, Wide Bay TAFE ran a staff conference, which for the first time, brought all staff together from across the region and campus locations of Bundaberg, Hervey Bay, Gympie and Maryborough at the same time.

The conference was a resounding success and included guest speakers such as Brennon Dowrick from Performance Max, Carol Webb, Assistant Director General of Training Queensland and Kerren Smith from J Smith & Son. Some of the topics covered on the day included Future of VET in Australia and Impact on TAFE in Queensland, Building Success on Strong Foundations and Creating Business Opportunities in a VET Environment.

Next year Wide Bay TAFE will continue building that success by holding the 2010 Staff Conference in Maryborough at the Brolga Theatre on 19 January. Joining us on this journey are keynote speakers including, but not limited to, Robyn Moore who is regarded as one of Australia's best and most in-demand speakers, whose topic on the day is "BIG Words, BIG People .. BIG Futures!". Also presenting "Unleashing Innovation through Collaborative Technology" is Dominic Thurbon who is a world top ten debater and has a background as a researcher into generational change, political science, workforce trends and business strategy

To ensure the success of Wide Bay Institute of TAFE's 2010 Conference, we extend the opportunity of sponsoring this exciting event, to the Fraser Coast, Bundaberg and Gympie Councils.

Sponsorship from each Council to the value of \$3000 will assist in the purchase of conference bags to be provided to staff on the day. By providing sponsorship, Council would have the opportunity to have their promotional material included in the conference bags, and the option to place their signage in strategic positions at the venue.

Wide Bay Institute extends an invitation to attend the Conference to the Mayor of each Council, and we ask that one of the Mayors open the Conference.

We anticipate that each year the Mayors would take a turn to open the Staff Conference on an annual rotational basis.

Wide Bay Institute of TAFE appreciates your consideration of this application for sponsorship. If you would like to discuss details of the sponsorship and the conference, please contact Jessica Watson (07)4120 2460 or email jessica.watson@deta.qld.gov.au by 11 November 2009.”

Report: (Director of Financial Services - Mrs Y.J. Oliver)

There is no allocation in the current budget for this request for sponsorship.

F18/11/09 Moved: Mayor Cr R.J. Dyne Seconded: Cr G.L Engeman

Recommend that the Wide Bay Institute of TAFE be advised that due to budget constraints Council is unable to provide assistance at this time.

Carried

Item 8/3	Various Groups Thanking Council
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Re: **MINUTE F19/11/09** Various Groups Thanking Council
 From: Director of Financial Services – Yvonne Oliver
 File: 3/2/07/0001
 Date: 6 November 2009

Report: (Director of Financial Services - Mrs Y.J. Oliver)

The following individuals and organisations have forwarded correspondence thanking Council for financial assistance/sponsorship.

Organisation/Group/Individual	Event/Purpose	Amount	Date of Event
James Nash State High School	2009 Awards Evening	\$150	27/10/09
Lake Borumba Fish Stocking Assoc Inc	2009/10 Financial Assistance Grant	\$5,000	N/A
Little Haven Palliative Care Inc	2009/10 Financial Assistance Grant	\$1,000	N/A

Cr J.A. Walker returned to the meeting at 11.27am.

F19/11/09 Moved: Cr L.J. Friske Seconded: Cr J. Watt

Recommend that the information be received.

Carried

Item 8/4	Funding - Rainbow Beach Family Fishing Classic
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Re: **MINUTE F20/11/09** Funding - Rainbow Beach Family Fishing Classic
From: Rick Modin, Rainbow Beach Sports & Recreation Club, Turana Street, RAINBOW BEACH QLD 4581
File: 5/4/01/0001
Date: 28 October 2009

“For the past four years our organisation has applied for funding through the Regional Events program for the Rainbow Beach Family Fishing Classic. The application states that we must demonstrate a commitment of tangible support from local council/s and Regional Tourism Organisation (RTO) and that the support must be specifically for the event for which funding is sought.

In March 2009 we filled out the 2009/2010 FAG (Gympie Regional Council Funding Application Grant) which was approved in October 2009 for \$3,000 of funding relating to the July 2009 event.

We have been directed to write this letter from your finance department as we need this funding to apply to the 2010 event, as the 2009 event is over and we need to comply with the Regional Events program guidelines.

Every year it seems that we are faced with this dilemma of requesting special letters and special exceptions due to the Council application closure resulting in funding been granted after the events completion.

This inturn means the funding is not compliant with the Regional Events application guidelines which states that the support must be specifically for the event for which funding is sought. So once again we find ourselves writing, asking for special letter and exceptions to be made.

The immediate solution to this problem would be that a letter is provided by the Council accompanying the grant remittance that state the funds are for the next financial year 2010/2011 for which the 2010 event falls into. This should be documented so that in subsequent years funding will be always applied for in the current financial year, however, considered and granted with documentation for the next financial year.

It seems extremely unfair that this immensely popular event is subjected, year after year, to obstacles that inhibit organisers to efficiently plan for the future event as it falls outside the Gympie Regional Council's financial year application process.

I hope the Council can see its way clear to solve this ongoing problem with either the proposed solution or with another agreeable solution”.

Gympie Regional Council

Report: (Director of Financial Services - Mrs Y.J. Oliver)

A verbal report was tabled at the meeting.

F20/11/09 Moved: Cr L.J. Friske Seconded: Cr G.L Engeman

Recommend that the Rainbow Beach Sports & Recreation Club be advised that Council supports the 2010 Rainbow Beach Fishing Classic equal to \$3,000, payable from the 2010/2011 financial year.

Carried

Item 8/5	2010/2011 Financial Assistance Grants Application Forms
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Re: **MINUTE F21/11/09** 2010/2011 Financial Assistance Grants Application Forms
From: Acting Director of Financial Services, Cindy Savage
File:
Date: 11 November 2009

Report: (Acting Director of Financial Services – Miss C Savage)

Attached is the Financial Assistance Grants/Loans Community Organisations 2010/2011 application which is being submitted for review prior to advertising.

The Financial Assistance Application notice will be placed in the Gympie Times, South Burnett Times and the Advertiser. The first advertising date will be Saturday 16 January 2010 and run on various days over an 8 week period. Applications close on 15 March 2010.

Additionally, applications received after the closing date of 15 March 2010 will be required to explain why an application was not submitted during the time frame. It is at the Chief Executive Officer's discretion, whether or not to accept late applications.

Applicants are informed that where financial assistance is provided, it is to be used specifically and solely for the purpose applied for in the application and not for any other purpose. If the project does not proceed, or if funds remain after meeting the objectives of the application, then those funds are to be returned to Council.

Refer to "Attachment 2" FS-I-270 & FS-F-270.

F21/11/09 Moved: Cr A.J. Perrett Seconded: Cr R.A. Gâté

Recommend that the applications for funding under \$1,000 not be required to complete page 5 of FS-F-270 of the 2010/2011 Financial Assistance Grants Program.

And the grant application form, as amended, be accepted and the policy approved.

Carried

ADJOURNMENT OF MEETING

The meeting adjourned for lunch at 11.46am.

RESUMPTION OF MEETING

The meeting resumed at 12.27pm.

PRESENT: Cr D.R. Neilson (Chairman), Mayor R.J. Dyne, G.L Engeman, L.J. Friske, R.A. Gâté, Cr A.J. Perrett, Cr J.A. Walker and Cr J. Watt.

Also in attendance were Director of Financial Services (Mrs Y Oliver), Chief Executive Officer (Mr K Mason), Director of Corporate Services, (Mr C Manson), Assistant Manager Corporate Administration (Mrs D Jenkins) and Minutes Secretary (Mrs F Baker).

Item 8/6	Waiver of Fees for Not-For-Profit Organisations Conducting Licensable Food Handling Activities (Food Act 2006)
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Re: **MINUTE F22/11/09 F23/11/09** Waiver of Fees for Not-For-Profit Organisations Conducting Licensable Food Handling Activities (Food Act 2006)
From: Cadet Environmental Health Officer- Ms T Allen
File: 2/8/06/0001
Date: 18 November 2009

Report: (Cadet Environmental Health Officer- Ms T Allen)

Reference is made to Council's statutory fees and charges applicable to food businesses pursuant to the *Food Act 2006*.

These fees and charges have been previously set by Council for the 2009/2010 financial year as follows.

- Food Business Licence Application Fee (currently \$285.00)
- Food Business Licence Renewal Fee (currently \$180.00)
- Food Business Licence Amendment Fee (currently \$150.00)
- Restoration of Food Business Licence Fee (currently \$70.00)
- Accreditation of Food Safety Program (currently \$410.00)
- Amendment of Food Safety Program (currently \$150.00)
- Auditing of Food Safety Program (currently \$210.00)

It was the practice of the former Cooloola Shire Council, carried over to the Gympie Regional Council, to waive the Food Business Licence application and renewal fees for community not-for-profit organisations that require a food business licence pursuant to the *Food Act 2006*.

Community not-for-profit organisations that are not currently charged food business licence fees (including licence renewal fees) include, but may not be limited to, the following organisations.

- Mary Valley Show Society
- Endeavour Foundation
- Jessie Witham Memorial Centre (Roman Catholic Archdiocese)
- Cooloola Respite Centre (Uniting Church – Blue Care)
- Winston House Care Centre (Uniting Church – Blue Care)
- Grevillea Gardens Aged Care Services (Uniting Church – Blue Care)
- Tin Can Bay Meals on Wheels Inc
- Meals on Wheels Fraser Coast Inc
- Kilkivan Community Garden & Railway Markets Projects Inc
- Apex Club of Gympie
- Gympie Meals on Wheels Inc

The issue of statutory fees and charges pursuant to the *Food Act 2006* and their application to one (1) of these organisations, namely Gympie Meals on Wheels Inc, was recently considered by Council at its Corporate Governance and Finance Committee Meeting held in October 2009 where it was resolved via Minute F19/10/09:

“F19/10/09

Recommend that Council is unable to waive the application fees associated with the application of accreditation, auditing and amending of the Food Safety Program for Gympie Meals on Wheels Inc.

Further, that Council not waive the application fee for annual renewal of Food Business Licences held by Gympie Meals on Wheels Inc.

Further, that Council note that the Chief Executive Officer has been authorised to send this advice from today’s meeting and it is recommended that the Committee’s action in this matter be endorsed.”

Direction is sought from Council as to whether it desires for Food Business Licence fees to continue to be waived for community not-for-profit organisations that operate in the Gympie Regional Council area that require a food business licence pursuant to the *Food Act 2006* given that a precedence has already been set in respect of the Gympie Meals on Wheels Inc.

F22/11/09 **Moved: Cr R.A. Gâté** **Seconded: Cr. D.R. Neilson**

Recommend that Council discontinue the practice of waiving application fees, including annual licence renewal fees, for Food Business Licence applications pursuant to the Food Act 2006 for not-for-profit community organisations operating within the Gympie Regional Council area.

Further, that all community not-for-profit organisations operating within the Gympie Regional Council area requiring a Food Safety Program pursuant to the *Food Act 2006* be required to pay current all Council fees associated with the application of accreditation, auditing and amending of the Food Safety Program.

PROCEDURAL MOTION:

F23/11/09 **Moved: Cr L.J. Friske** **Seconded: Cr J. Watt**

Recommend that Council staff bring back a report containing an exhaustive listing of all not-for-profit community organisations that are registered for a Food Business Licence in the Gympie Region Council area for Council's further consideration.

Carried

SECTION 9: STAFF MATTERS

Item 9/1 Workplace Health and Safety Report

Re: Workplace Health and Safety Report
From: Workplace Health & Safety Officer – Les Latemore
File: 3/7/19/0001
Date: 18 November 2009

Due to unforeseen circumstances this report is unavailable at this time.

Item 9/2 Training Report for October 2009

Re: **MINUTE F24/11/09** Training Report for October 2009
From: Training & Development Co-ordinator – Mrs R. McCormack
File:
Date: 11 November 2009

Executive Summary:

A total of \$34,552 spent for the month. Main expense being Safe Working at Heights training and on going costs regarding individuals study.

Report: (Mrs R. McCormack – Training & Development Co-ordinator)

A busy month with 6 monthly fire training for all office based staff and internal Re-inductions for all staff. The Re-inductions are aimed at making all staff aware of current policy and procedures in keys areas and a chance to ensure that all staff since amalgamation are fully conversant with the operation of our intranet system.

The other main expense during the month was the Safety at Heights Training. This is considered a high risk operation and all staff who work at height (ie above 2 metres) at any time must be trained and are subject to refresher training every 2 years.

Training Report October 2009

Directorate	Training Description	Program Cost	Total for Period	Total for Year
Finance			\$0.00	\$0.00
Corporate Services			\$642.73	\$1,970.90
	Workplace Rehab Co-ord			
	Re-cert	\$270.00		
	WHS Officer Re-cert	\$372.73		
Planning & Development			\$0.00	\$1,540.00
Community			\$798.70	\$1,813.15
	Fire Extinguisher	\$258.70		
	Disaster Management	\$540.00		
Engineering			\$23,057.51	\$95,670.22
	Civil Construction	\$1,332.37		
	First Aid	\$567.28		
	Fire Safety	\$87.65		
	AutoCad	\$269.62		
	Spray Sealing	\$240.00		
	Safe Working at Heights	\$16,900.09		
	Asbestos safety	\$1,797.57		
	Plant Tickets	\$1,862.93		
Individuals			\$7,290.95	\$19,656.23

Training Report October 2009

Directorate	Training Description	Program Cost	Total for Period	Total for Year
Hecs Payments			\$0.00	\$0.00
Study Leave			\$0.00	\$2,541.30
Training Resources		\$57.10	\$57.10	\$781.19
Training Officer - wages		\$2,705.62	\$2,705.62	\$25,120.47
Depreciation & Asset Management			\$0.00	\$0.00
		Total for period	\$34,552.61	
			Total for year	\$149,093.46

Strategic Implications:

Corporate Plan: Complies with Outcome 1.3

Operational Plan: Sub Program 1.2 Corporate Services 1.2(v)

Budget: Spending remains within budget forecast.

Budget: Corporate Services – HR – Training.

Legal/Statutory: Training provided is largely a result of compulsory training required to meet WH&S legislative requirements.

Risks: Report Only.

Consultation:

Director of Corporate Services.

Manager Human Resources.

F24/11/09

Moved: Cr R.A. Gâté

Seconded: Cr J.A. Walker

Recommend that the information be noted.

Carried

SECTION 10: MISCELLANEOUS ITEMS

Item 10/1 Draft Councillor Code of Contact with Developers
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Re: **MINUTE F25/11/09** Draft Councillor Code of Contact with Developers
From: Greg Hoffman PSM, Director of Policy and Representation, Local Government Association of Queensland Inc., PO Box 2230, FORTITUDE VALLEY BC QLD 4006
File: 1/3/06/0004
Date: 26 October 2009

“Council feedback sought on Draft Councillor Code of Contact with Developers

In response to requests made during workshops at the Association's Annual Conference in August, LGAQ requested King and Company Solicitors to draft a code for councillors when in contact with developers. Some Councils already have in-house rules or procedures and the request for a code was to give councils the option of adopting a model based on the framework able to be applied state-wide where circumstances supported the introduction of a voluntary code.

The request for the development of a code was also made in response to the introduction of the Local Government Principles in the new Local Government Act 2009 in Section 4(2), namely

- (a) transparent and effective processes, and decision-making in the public interest;*
- (d) good governance of, and by, local government; and*
- (e) ethical and legal behavior of councillors and local government employees.*

Attached is the Draft Councillor Code of Contact with Developers prepared by King and Company. The LGAQ Executive will consider the draft at its next meeting on Thursday 10 December.

Council feedback and comment is requested by COB Monday 7 December 2009. Any enquiries should be directed to Greg Hoffman PSM, Director of Policy and Representation.”

26/10/2009 18:47

r0732524473

LGAQ

LGAQ → GYMPIE REGIONAL COUNCIL (MAYOR)

2/3

**LOCAL GOVERNMENT
ASSOCIATION
OF QUEENSLAND INC.**



Local Government House
25 Evelyn Street Newstead Qld 4006
PO Box 2230 Fortitude Valley BC Qld 4006
Phone (07) 3000 2222 Fax (07) 3252 4473

DRAFT FOR COMMENT AND NOT LGAQ POLICY

DRAFT COUNCILLOR CODE OF CONTACT WITH DEVELOPERS

BACKGROUND & PURPOSE

Free and open access to Councillors, and Council itself, is vital to efficient and effective local government.

Contact with Councillors is undertaken by many people in the community in relation to a broad range of matters. Developers are but one of a range of people who seek access to Councillors to discuss potential and existing development applications. The public has a clear expectation that such contact is carried out ethically and transparently.

This policy is intended to provide ethical guidance for Councillors when dealing with potential developers or developers who have made a development application.

INTRODUCTION

The development application process is enhanced if Council decisions are legal, ethical and impartial. Such principles are embedded in the Local Government Act that relate to the role of Councillors, Schedule 1 of the Local Government Act and the Model Code of Conduct for Councillors.

Providing guidance as to how Councillors should interact with the development industry will assist in better decision making on development matters.

MEETING WITH POTENTIAL DEVELOPERS

Councillors may encourage responsible and appropriate development in Council's area. Councillors should not feel inhibited, in any communications, with potential developers, in promoting the benefits of developing in Council's local government area.

However, even in dealings with potential developers, Councillors: -

- Must make clear to potential developers that they can provide general information on the application process but cannot give definitive advice about the developer's chance of success;
- Should suggest that the developer seeks independent professional advice;
- If applicable, must encourage potential development applicants to seek preliminary advice on their proposal by utilising the established process for pre-lodgement meetings with Council staff;
- Must state that any opinions expressed by the Councillor are personal to the Councillor and do not in any way represent the Council's possible attitude to the potential application.

NOTE: Please call us on (07) 3000 2222 if the message you receive is incomplete or not legible.

26/10/2009 18:47

0732524473

LGAQ

LGAQ → GYMPIE REGIONAL COUNCIL (MAYOR

3/3

**LOCAL GOVERNMENT
ASSOCIATION
OF QUEENSLAND INC.**



Local Government House
25 Evelyn Street Newstead Qld 4006
PO Box 2230 Fortitude Valley BC Qld 4006
Phone (07) 3000 2222 Fax (07) 3252 4473

MEETING WITH DEVELOPERS AFTER AN APPLICATION HAS BEEN LODGED

After a development application has been lodged, any requests for meetings between Councillors and developers should only occur by arrangement through the office of Council's CEO (or his/her delegate) and only in circumstances where a Council officer (with adequate knowledge of the development application) is also present.

At any such meetings, again, Councillors must state: -

- That any opinions expressed by the Councillor are personal to the Councillor and do not in any way represent the Council's possible attitude to the development application; and
- In relation to Council's possible decision on the application that the Councillor's principal obligation is to serve the public interest by ensuring that his /her decision is: -
 1. consistent with the planning legislation, Council's planning scheme and policies; and
 2. made after having appropriate regard to any officer's (or Council appointed consultant's) advice; and
 3. not influenced by any other irrelevant or inappropriate consideration.

Acknowledgments

This code has been based, in part, on: -

1. the "Queensland Contact with Lobbyists Code", as it appeared on the website of the Department of the Premier and Cabinet on 12 October 2009; and
2. the (former) Caboolture Shire Council policy entitled "Contact between Councillors and Developers", policy no. 840/06 dated 5 September 2006.

Prepared by King and Company, Solicitors
26 October 2009

NOTE: Please call us on (07) 3000 2222 if the message you receive is incomplete or not legible.

F25/11/09 Moved: Cr L.J. Friske Seconded: Cr J.A. Walker

Recommend that Council support the draft code.

Further, that Council note that the Chief Executive Officer has been authorised to send this advice from today's meeting and it is recommended that the Committee's action in this matter be endorsed as the cut off for response to the LGAQ is 7 December 2009.

Carried

Item 10/2 Draft Memorandum of Understanding
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Re: **MINUTE F26/11/09** Draft Memorandum of Understanding
From: Chief Executive Officer, Ken Mason
File:
Date: 10 November 2009

Report: (Chief Executive Officer - Mr K.A. Mason)

Refer to "Attachment 3" for a draft memorandum of understanding between Gympie Regional Council and Gympie Cooloola Tourism Inc.

F26/11/09 Moved: Cr J. Watt Seconded: Cr R.A. Gâté

Recommend that the Draft Memorandum of Understanding between Gympie Regional Council and Gympie Cooloola Tourism Inc be reviewed further by Council staff and tabled at a future Corporate Governance and Finance meeting for further consideration.

Carried

Cr G.L Engeman declared a conflict of interest in Item 10/3 as President of the Gympie & District Show Society, remained in the meeting and abstained from voting.

Item 10/3 Notification of Gazettal of Show Holidays for the Gympie Region for 2010

Re: **MINUTE F27/11/09** Notification of Gazettal of Show Holidays for the Gympie Region for 2010
From: Ms J Dahl, Executive Director, Private Sector Industrial Relations, Office of Fair & Safe Work Queensland, GPO Box 69, BRISBANE QLD 4001
File: 3/2/03/0012
Date: 23 October 2009

‘..I refer to your letter of 12 August 2009 nominating special holidays for 2010.

In pursuance of the provisions of the Holidays Act 1983, the Minister has appointed:

- *Friday, 14 May 2010 a holiday for the Gympie Region excluding the Parish of Goomeribong for the purpose of the Gympie Annual Show; and*
- *Monday, 9 August 2010 a holiday for the Gympie Region – Parish of Goomeribong for the purpose of the Royal Queensland Show.*

Notification of the appointment of show and non-show holidays were published in the Queensland Government Gazette on 23 October 2009, copies of which are attached for your information.

Should you require further information, please contact Ms. Alissa Adriaansen, Executive Officer, on telephone (07) 3225 2069...”

Report: (Assistant Manager Corporate Administration – Debbie Jenkins)

Background:

With reference to Council’s resolution (F17/07/09) as follows:

‘..Recommend that Council makes application to the Attorney-General & Minister for Industrial Relations for a gazetted show holiday for the Gympie Region for 2010 as:-

1. *Friday 14 May 2010 for the Gympie Regional Show; and*
2. *The Monday preceding the Brisbane City Exhibition Show Holiday for the Goomeri township, Parish of Goomeribong ...”*

F27/11/09 Moved: Mayor Cr R.J. Dyne Seconded: Cr A.J. Perrett

Recommend that Council note the dates as gazetted by the Minister for the 2010 Annual Show Holidays for the Gympie Region and the following organisations be advised accordingly:

- **Gympie District Show Society;**
- **Goomeri State School P-10; and**
- **Goomeri P & C Association.**

Carried

Gympie Regional Council

Item 10/4 Regional Business Confidence Survey

Re: **MINUTE F28/11/09** Regional Business Confidence Survey
From: Economic Development/Public Relations Officer – Mrs L Wilbraham
File:
Date: 18 November 2009

Report: (Economic Development / Public Relations Officer – Lynne Wilbraham)

CS09/10/09

Recommend that the survey activity be investigated further and consultation with the business community be undertaken by the Economic Development Officer.

Further that the report from the Economic Development Officer for the month of September 2009 be received.

Carried

Preliminary discussions have been held with Callister & Lawrence Media and Communications regarding the potential to undertake a survey of Gympie Region businesses on a regular basis. This survey would have the advantage of helping to inform Council's strategic planning activities and also provide Council and the business community with lead economic indicators for business conditions.

The recommendation was moved as per the above Minute that the survey activity be investigated further and consultation with the business community be undertaken by the Economic Development Officer.

Consultation has been undertaken with a selection of businesses and business organisations including Chambers of Commerce, The Gympie Times, employment agencies including CTC, in the region to obtain feedback about their involvement in and support for the survey. Feedback has been positive and supportive for the survey to be undertaken.

Funding is available under Budget Item 2110901 *Strategic Development/Promotion and Incentives* to implement this project.

The cost to Council from Callister Lawrence Media to design, implement, analyse the Survey and provide results back to Council is \$8,500 (inc GST) per survey.

Cr J.A. Walker left the meeting at 1.09pm.

F28/11/09 Moved: Cr A.J. Perrett

Seconded: Cr R.A. Gâté

Recommend that the matter of a Regional Business Confidence Survey lay on the table pending further investigation.

Carried

Item 10/5 Corporate Sports Marketing (CSM) – Regional Sports Decentralised Program Proposal

Re: **MINUTE F29/11/09** Corporate Sports Marketing (CSM) – Regional Sports Decentralised Program Proposal
From: Economic Development/Public Relations Officer – Mrs L Wilbraham
File:
Date: 18 November 2009

Report: (Economic Development / Public Relations Officer – Lynne Wilbraham)

F29/10/09

Recommend that Council approve in principle the proposal and that opportunities for funding be investigated.

Carried

Recommendation as per above minute that *Council approve in principle the proposal and that opportunities for funding be investigated.*

Funding is available under Budget Item 2110804 *Regional Tourism* to implement this project. The initial budget for this Item was \$50,000. \$14,000 has been committed to Fraser Coast Tourism and \$8,000 to the Mary Street Information Booth Railway Carriage, leaving a balance of \$28,000.

The cost to Council to implement this program is as follows –

Once only fee – CSM

Capacity and Capability Assessment

- \$30,250 (inc GST)
- Reasonable travel (ex Sydney) and accommodation expenses. Mr Sleeman has identified that Council may wish to book travel and accommodation to take advantage of government and other special rates.

There will be additional costs due to CSM when events are secured in the region, subject to the number of participants.

Eg:

- Events with under 500 participants – fee to CSM for securing the event is \$2,000 + GST
- Events with between 500 to 999 participants – fee to CSM is \$2,500 +GST

Cr J.A. Walker returned to the meeting at 1.11pm.

F29/11/09 Moved: Cr R.A. Gâté Seconded: Cr G.L Engeman

Recommend that the matter be held over to a future Corporate Governance and Finance meeting following further staff investigation, including Cr J. Watts' suggestions, into the Regional Sports Decentralised Program project.

Carried

ATTACHMENTS

Attachment 1	Summarised Budget Report as at 31 October 2009
Attachment 2	Draft 2010/2011 Financial Assistance Grants Application Form
Attachment 3	Draft Memorandum of Understanding between Gympie Regional Council and Gympie Cooloola Tourism Inc
Attachment 4a&b	Removal of Asbestos Kandanga Railway Siding Building
Attachment 5	Proposed Standard Council Airport Commercial Hangars Lease
Attachment 6	Proposed Standard Council Airport Recreational Hangars Lease

COUNCIL IN COMMITTEE

The Chairman advised the meeting that Council was going “Into Committee” to discuss:

1. Outstanding Accounts 3 Months and Over Sundry Debtors – as at 31 October 2009
2. Queensland Rail – Budget – Contractual Matter
3. Legal Matter - Lease
4. Valueless Land
5. Request for Lost Discount on Compassionate Grounds
6. Request for Lost Discount on Compassionate Grounds
7. Request for Lost Discount on Compassionate Grounds
8. Standing Offer Arrangement 2009/10-T107
9. Standing Offer Arrangement 2009/10-T108
10. Standing Offer Arrangement 2009/10-T114
11. Standing Offer Arrangement 2009/10-T115

F30/11/09

Moved: Cr J.A. Walker

Seconded: Cr R.A. Gâté

That pursuant to the provisions of Section 463 of the Local Government Act, Council resolves to close the meeting to the public and move “into committee” to consider the following matter/s:-

1. **Outstanding Accounts 3 Months and Over Sundry Debtors – as at 31 October 2009**
2. **Queensland Rail – Budget – Contractual Matter**
3. **Legal Matter - Lease**
4. **Valueless Land**
5. **Request for Lost Discount on Compassionate Grounds**
6. **Request for Lost Discount on Compassionate Grounds**
7. **Request for Lost Discount on Compassionate Grounds**
8. **Standing Offer Arrangement 2009/10-T107**
9. **Standing Offer Arrangement 2009/10-T108**
10. **Standing Offer Arrangement 2009/10-T114**
11. **Standing Offer Arrangement 2009/10-T115**

Further, that in relation to the provisions of Section 250 of the Act, Council resolves that following the closing of the meeting to the public and the moving ‘into committee’ that all matters and all documents (whether in hard copy, electronic, optical, visual or magnetic form) discussed, raised, tabled and/or considered whilst the meeting is closed and ‘in committee’, are confidential to the Council and the Council wishes to keep them confidential.

Carried

COUNCIL OUT OF COMMITTEE

F31/11/09 Moved: Cr J.A. Walker

Seconded: Cr R.A. Gâté

That proceedings be resumed in Open Council.

Carried

Cr L.J. Friske left the meeting at 2.00pm.

IN COMMITTEE ITEMS

In Committee Item 1 Outstanding Accounts 3 Months and Over Sundry Debtors – as at 31 October 2009

Re: Outstanding Accounts 3 Months and Over Sundry Debtors – as at 31 October 2009
File: 5/3/08/0003
Date: 4 November 2009

In Committee Item 2 Queensland Rail – Budget – Contractual Matter

Re: **MINUTE F32/11/09** Queensland Rail – Budget – Contractual Matter
File: 3/3/01/0001 1081317
Date: 19 October 2009

F32/11/09 Moved: Cr A.J. Perrett

Seconded: Cr R.A. Gâté

Recommend that the Chief Executive Officer write to QR Services along the lines as discussed.

Carried

In Committee Item 3 Legal Matter - Lease

Re: **MINUTE F33/11/09** Legal Matter - Lease
File: 3/5/07/0007 1085922
Date: 4 November 2009

F33/11/09 Moved: Cr G.L Engeman Seconded: Cr R.A. Gâté

Recommend that the Rainbow Beach Surf Life Saving Club Inc be advised that Council accepts \$2,500 plus DERM fees for the lease on Lot 14 MCH3811 being Reserve R1233.

Carried

In Committee Item 4 Valueless Land

Re: **MINUTE F34/11/09** Valueless Land
File:
Date: 20 October 2009

F34/11/09 Moved: Cr A.J. Perrett Seconded: Cr G.L Engeman

Recommend that Council take no action at this time.

Carried

In Committee Item 5 Request for Lost Discount on Compassionate Grounds

Re: **MINUTE F35/11/09** Request for Lost Discount on
Compassionate Grounds
File: 5/7/05/0007
Date: 20 October 2009

F35/11/09 Moved: Cr J.A. Walker Seconded: Cr J. Watt

Recommend that the writer be advised that Council will allow discount of \$41.50 in this instance due to the circumstances outlined.

Carried

In Committee Item 6 Request for Lost Discount on Compassionate Grounds

Re: **MINUTE F36/11/09** Request for Lost Discount on
Compassionate Grounds
File: 5/7/05/0007
Date: 28 October 2009

F36/11/09 Moved: Cr A.J. Perrett Seconded: Cr R.A. Gâté

Recommend that the writer be advised that Council will allow discount of \$19.75 in this instance due to the circumstances outlined upon payment of the outstanding amount by 11 December 2009.

Further, that Council note that the Chief Executive Officer has been authorised to send this advice from today's meeting and it is recommended that the Committee's action in this matter be endorsed.

Carried

In Committee Item 7 Request for Lost Discount on Compassionate Grounds

Re: **MINUTE F37/11/09** Request for Lost Discount on
Compassionate Grounds
File: 5/7/05/0007
Date: 28 October 2009

F37/11/09 Moved: Cr R.A. Gâté Seconded: Cr J.A. Walker

Recommend that the writer be advised that Council will allow discount of \$48.79 in this instance due to the circumstances outlined.

Carried

In Committee Item 8 Standing Offer Arrangement 2009/10-T107
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Re: **MINUTE F38/11/09** Standing Offer Arrangement 2009/10-T107
File: 5/6/14/0003
Date: 17 November 2009

F38/11/09 Moved: Mayor Cr R.J. Dyne Seconded: Cr G.L Engeman

Recommend that Council award Standing Offer Arrangement 2009/10-T107 to all conforming tenderers being Everhard Industries, Humes and Rocla Pipelines by way of Officer discretion at point of order so as to ensure compatibility with existing infrastructure.

Carried

In Committee Item 9 Standing Offer Arrangement 2009/10-T108

Re: **MINUTE F39/11/09** Standing Offer Arrangement 2009/10-T108
File: 5/6/14/0003
Date: 17 November 2009

F39/11/09 Moved: Cr G.L Engeman Seconded: Cr R.A. Gâté

Recommend that Contract 2009/10-T108 Bagged Cement and Concrete Products be awarded to Budget Steel and further, Council Officers seek Quotations in accordance with adopted Purchasing Policy when ordering Inventory Line 9040 Sub Surface Drainage Pipe.

Carried

In Committee Item 10 Standing Offer Arrangement 2009/10-T114

Re: **MINUTE F40/11/09** Standing Offer Arrangement 2009/10-T114
File:
Date: 18 November 2009

F40/11/09 Moved: Mayor Cr R.J. Dyne Seconded: Cr J.A. Walker

Recommend that Contract 2009/10-T114 PVC Mains Pressure Pipes be awarded to Vinidex.

Carried

In Committee Item 11 Standing Offer Arrangement 2009/10-T115

Re: **MINUTE F41/11/09** Standing Offer Arrangement 2009/10-T115
File:
Date: 18 November 2009

F41/11/09 Moved: Mayor Cr R.J. Dyne Seconded: Cr J. Watt

Recommend that Contract 2009/10-T115 Delineators Signs and Reflective Materials be awarded to Artcraft.

Carried

There being no further business the meeting closed at 2.14pm.

Confirmed this NINTH day of DECEMBER 2009.

Cr. D.R. Neilson
CHAIRMAN