



MINUTES

of the

COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE MEETING

CHAIRMAN: Cr A Perrett

**Held in the Boardroom
Town Hall,
Gympie Qld 4570**

**On Wednesday, 10 March 2010 following the
General Meeting.**

**For Adoption at the
General Meeting
To be held on the 24 March 2010**

Gympie Regional Council **COMMUNITY & ECONOMIC DEVELOPMENT
MEETING**
*Cr A Perrett (Chairman),
(Mayor) R Dyne, Crs D Neilson, I. Petersen, L Friske,
J Watt, G Engeman, J Walker, R Gâté.*

APPOINTMENTS etc.

Nil

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The meeting commenced at 10.25am.

PRESENT: Cr A Perrett (*Committee Chairman*), (Mayor) R Dyne, Crs D Neilson, L Friske, J Watt, G Engeman, I Petersen, R Gâté, Mr M Grant (Director of Community Services), Mr K Mason (Chief Executive Officer), Mr I Wolff (Health & Environmental Services Co-ordinator) and Mrs V Knight (Minutes Secretary)

APOLOGIES/LEAVE ABSENCE

G25/02/10 Cr J Walker has been granted Leave of Absence.

DECLARATION OF INTERESTS BY COUNCILLORS

CS07/03/10 Cr I Petersen – Conflict of Interest

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

CS01/03/10 **Moved:** Cr R Gâté **Seconded:** Cr L Friske

That the Minutes of the Community & Economic Development Committee Meeting held on the 10 February 2010 be taken as read and confirmed.

Carried

SECTION 1: HEALTH & ENVIRONMENTAL SERVICES

1/1 Health & Environmental Services Report - February 2010

Re: CS02/03/10 Health & Environmental Services Report - February 2010
From: Health & Environmental Services Co-ordinator – Mr I Wolff
File: CG98/0014
Date: 1 March 2010

Report: (Health & Environmental Services Co-ordinator – Mr I Wolff)

IMMUNISATION

Immunisations are available at the Surgery of Council's Medical Officer of Health as follows:

Channon Street Medical Centre – Dr R Day – 12 Reef Street, Gympie
Injections: Each weekday 9.30am to 12.30pm and from 2.30pm to 4.30pm.

These arrangements should ensure that residents have ready access to immunisation treatments.

Immunisations were administered for the period 30 January 2010 to 26 February 2010 as follows:-

Injections: 143

NOTIFIABLE DISEASES

Queensland Health has advised Council of the following cases of notifiable disease currently being treated by local medical practitioners between 18 January 2010 – 31 January 2010.

<u>Disease</u>	<u>Location</u>
Barmah Forest Virus	Woolooga
Pertussis	Gympie (3 cases)
Pertussis	The Palms
Ross River Virus	Gympie
Salmonella, specified	Gympie (2 cases)
Salmonella, specified	Kilkivan

WATER SAMPLES

The following water samples were forwarded to the Government Laboratory for microbiological analysis.

Location	Total
Gympie reticulated water supply	9
Imbil reticulated water supply	3
Kandanga reticulated water supply	5
Amamoor reticulated water supply	2
Rainbow Beach reticulated water supply	5
Tin Can Bay/Cooloola Cove reticulated water supply	7
Kilkivan reticulated water supply	2
Goomeri reticulated water supply	2
Gympie War Memorial Swimming Pool	2
Kandanga Swimming Pool	2
Tin Can Bay Swimming Pool	2
Kilkivan Swimming Pool	1
Goomeri Swimming Pool	3

Reticulated Water Supply

Analysis results for all samples taken from reticulated water supplies to Gympie, Amamoor, Imbil, Rainbow Beach, Tin Can Bay/Cooloola Cove, Kilkivan and Goomeri indicated satisfactory bacteriological quality in accordance with the *National Health and Medical Research Council Australian Drinking Water Guidelines 2004*.

One (1) sample taken on 8 February 2010 from Kandanga revealed 32 E. coli per 100 ml and 110 Coliforms per 100 ml, therefore the sample did not meet the microbiological requirements of the National Health and Medical Research Council *Australian Drinking Water Guidelines, 2004*. Following Council's *Procedure for Collecting Drinking Water Samples* the Co-ordinator of Health and Environmental Services was notified immediately when the results were received on 11 February 2010 and then the General Manager of Water and Sewerage Division was advised for immediate corrective action to be taken. After the Water and Sewerage Division had taken corrective action Environmental Health Officers resampled the Kanganda township on the 12 February 2010. Results of these samples were received the following day and all three (3) samples complied with the *Australian Drinking Water Guidelines, 2004*.

One (1) sample taken on 8 February 2010 from the Goomeri Wading Pool revealed a high standard plate count therefore not complying with the *Queensland Health Swimming and Spa Pool Water Quality and Operations Guidelines 2004*. The analysis results indicated that no *Pseudomonas aeruginosa* or *E coli* were detected in the samples. Corrective action was taken and further sampling was carried out. Analysis indicated satisfactory bacteriological quality in accordance with the *Queensland Health Swimming and Spa Pool Water Quality and Operations Guidelines 2004*.

One (1) sample taken in January from the Kandanga Pool revealed a high standard plate count therefore not complying with the *Queensland Health Swimming and Spa Pool Water Quality and Operations Guidelines 2004*. The analysis results indicated that no *Pseudomonas aeruginosa* or *E coli* were detected in the samples. Corrective action was taken and further sampling was carried out. These results also revealed a high standard plate count. The Co-ordinator Health and Environmental Services distributed an Internal Memo to all Councillors, the Chief Executive Officer and the Director of Community Services informing them of the failure of the second resample. Further corrective action was taken and another sample was taken. Analysis indicated satisfactory bacteriological quality in accordance with the *Queensland Health Swimming and Spa Pool Water Quality and Operations Guidelines 2004*. The Co-ordinator Health and Environmental Services distributed a follow up Internal Memo to all Councillors, the Chief Executive Officer and the Director of Community Services informing them of the satisfactory result of the third resample.

Analysis results for all other samples taken from municipal swimming pools in Gympie, Kandanga, Tin Can Bay, Kilkivan and Goomeri indicated satisfactory

bacteriological quality in accordance with the *Queensland Health Swimming and Spa Pool Water Quality and Operations Guidelines 2004*.

FOOD

(Food Act 2006)

Council's Environmental Health Officers conducted routine inspections of licensed food premises during February 2010 and continued to assist operators in achieving compliance with legislative standards specified in the Australia New Zealand Food Standards Code.

During the month of February 2010 the Community Services Directorate issued a Food Business Licence to one (1) new business being conducted within the region.

As of 28 February 2010, there were 316 licensed food businesses operating in the Gympie Regional Council area.

FOOD SAFETY PROGRAMS

(Food Act 2006)

Further to reports to Council during February 2009, August 2009 and December 2009 regarding food safety programs, Council sent four (4) Improvement Notices to catering businesses and to date has received three (3) food safety programs to be accredited.

Council has also sent four (4) Improvement Notices to businesses who serve to vulnerable populations. These notices expire Monday, 15 March 2010.

STORAGE OF FLAMMABLE AND COMBUSTIBLE LIQUIDS

(Dangerous Good Safety Management Regulation 2001)

During the period Environmental Health Officers continued to assist operators in achieving compliance with the *Dangerous Goods Safety Management Regulation 2001*.

As of 28 February 2010, there were 58 premises in the Gympie Regional Council area licenced to store flammable and combustible liquids in accordance with the *Dangerous Goods Safety Management Regulation 2001*.

ENVIRONMENTALLY RELEVANT ACTIVITIES

(Environmental Protection Act 1994)

The operators of several motor vehicle workshops who were operating without a Registration Certificate were assisted with completion of the necessary forms to obtain approval. Another operator transferring to another location was also assisted.

During the period Environmental Health Officers also conducted routine inspections of registered Environmentally Relevant Activities (ERAs) and

continued to assist operators in achieving compliance with the *Environmental Protection Act 1994*.

During the month of February 2010, the Community Services Directorate issued a Registration Certificate to one (1) new business conducting an ERA within the region.

As of 28 February 2010, there were 187 Environmentally Relevant Activities regulated by the Gympie Regional Council pursuant to the *Environmental Protection Act 1994*.

CLEAN UP AUSTRALIA DAY

Clean Up Australia Day will be held on the following days:

- Clean Up Australia Day – Sunday, 7th March 2010
- Schools Clean Up Day – Tuesday, 2nd March 2010

The Community Services Directorate assists local community groups and schools to take part in the event through notifying of event dates, registration of sites, supplementing the provision of clean up materials and provision of refreshments.

The Community Services Directorate can confirm that there will be public clean-ups held at Rainbow Beach, Tin Can Bay and Gympie. In addition to the three (3) public clean up sites, seven (7) local community groups and seven (7) local schools have registered private clean up sites.

SWIMMING POOLS

Council has been advised that the successful tenderer for the Management Agreement for the Kandanga Swimming Pool is now unable to take up the offer due to a change in her circumstances. Following legal advice from Council's solicitor, the Tender and Management Agreement for the Kandanga Swimming Pool for the period 1 July 2010 to 30 June 2013 were re-advertised in local papers on Saturday, 20 February 2010. The new Management Agreement follows the same format as previously used. Tenders close Tuesday, 23 March 2010 at 2.00 pm.

The Aqua Prince pool vacuum unit from Tin Can Bay pool required repair during the period and was sent to a service agent in Brisbane for repair. The unit has now been returned after awaiting parts for several days. A back up unit from Gympie War Memorial Pool was used during the absence of the pool vacuum.

Replacement items for damaged furniture at Goomeri pool have been delivered. Capital works program at Council's pools are now complete.

MOSQUITOES

Dr Pipi Mottram, Medical Entomologist from Queensland Health, conducted a survey for the detection of *Aedes Aegypti* breeding in Goomeri, Kilkivan and Gunalda. *Ae. aegypti* were previously found at Goomeri during the last survey approximately four (4) years ago. *Ae. Aegypti* is the vector for Dengue fever, a serious tropical disease that can be fatal.

The survey was undertaken from Monday, 22 February 2010 to Wednesday, 24 February 2010. Two (2) staff members from Qld Health along with two (2) staff members from Council completed the survey. Dr Mottram has advised that results of the survey will not be available until late April or early May.

WASTE MANAGEMENT FACILITIES

Operations at Council's Waste Management Facilities progressed satisfactorily throughout the period.

Mulching of Accumulated Greenwaste

Mulching of accumulated greenwaste at Council's Bonnick Road, Southside and Tin Can Bay Waste Management Facilities was conducted during the period by a commercial greenwaste mulching contractor.

The following volumes of mulch were generated at each of these facilities as a result of these activities.

- Bonnick Road – 1644.81 m³
- Southside – 685.69 m³
- Tin Can Bay – 391.1 m³

The resultant mulch will be utilised at each of these facilities for landscaping purposes.

Sexton Bin Site

Council's Western Works Division of the Engineering Services Directorate conducted earthworks at the Sexton Bin Site during the period.

This work involved removing poor quality soil where the waste transfer bins are normally housed and replacing this material with a more suitable base.

Drainage works were also conducted at this facility to better direct stormwater away from the bins.

RECYCLABLE MATERIALS

The following weights of recyclable material were collected by Council's Cleansing Contractor for the former Cooloola Shire Council.

PRODUCT	WEIGHT - kg	
	01/02/10 28/01/10	2010
Aluminium	1 531	3 670
Glass – Clear	7 253	17 388
Glass – Coloured	12 431	29 802
HDPE	3 044	7 297
Plastic - Mixed	1 469	3 522
Paper/Cardboard – Mixed	95 065	227 903
P.E.T.	2 918	6 995
Steel	4 798	11 502
Glass Fines	53 835	129 061
Total Recoverables	182 344	437 140
Waste/Ceramics	51 865	112 169
Total Including all Waste	225 500	540 600kg

CS02/03/10 Moved: Cr R Gâté

Seconded: Cr G Engeman

Recommend that Council receive the Health & Environmental Services Report for the month of February.2010.

Carried

1/2	Re-allocation of Funds for Purchase of Waste Oil Storage Facilities
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Re: **CS03/03/10** Re-allocation of Funds for Purchase of Waste Oil Storage Facilities
 From: Cadet Environmental Health Officer – T. Allen
 Date: 2 March 2010

Executive Summary

Council's approval is sought to re-allocate unused funds to purchase two (2) waste oil disposal facilities for the Mary Valley Waste Transfer Station and the Rainbow Beach Waste Management Facility.

Previous Council considerations

Nil

Report: (Cadet Environmental Health Officer – Ms T. Allen)

Conditions set out by the Department of Environment and Resource Management in Council's Integrated Authority for the operation of the waste management facility prohibit the storage of waste oil in a manner where it may cause contamination of soil or waters.

During Council's 2009/2010 budget deliberations, Council allocated \$40,000 to carry out further investigations of a site located at Mt Olive Road, Cinnabar for use as a landfill facility. Funds allocated for further investigation of the site have not been expended as Council has resolved to proceed with purchasing and developing the Toolara landfill site.

In response to the need for waste oil disposal facilities in the Mary Valley and Rainbow Beach, Council approval is sought to re-allocate the above unused funds to purchase two (2) waste oil disposal facilities for the Mary Valley Waste Transfer Station and the Rainbow Beach Waste Management Facility. The purchase of waste oil disposal facilities will alleviate workplace health and safety risks in respect of handling and transporting waste oil, environmental risks in respect of storage to prevent contamination for soil and waters, and provide an efficient and convenient means of waste oil disposal for the residents of the Mary Valley and Rainbow Beach.

Strategic Implications

Corporate Plan: Sections 1.5, 3.1, 3.3, 4.4, 4.6

Operational Plan: Sections 3.1(1), 3.1(ii), 3.1(iii), 3.4(i)

Budget Implications: Reallocation of unused \$40,000 allocated for further investigation of a refuse facility site at Cinnabar for purchase of two (2) waste oil disposal facilities.

Budget Reference: Ledger No. 2610202

Legal/Statutory: *Workplace Health & Safety Act 1995*
Environmental Protection Act 1994

Council has an obligation to comply with the conditions of its Integrated Authority in respect of waste management operations at the Mary Valley Waste Transfer Station and the Rainbow Beach Waste Management Facility. Specifically, Council must not store waste oil where there is potential for contamination of soil or waters.

Risks: There is a risk of environmental harm (contamination of soil and surface waters and ground water) where waste oil continues to be stored on the ground. Furthermore, contravention of condition of Council's Integrated Authority in respect to storage of waste oil may result in enforcement action by the regulating authority – Department of Environment and Resource Management. Where waste oil is manually handled and transported by staff there is the risk of injury and spills.

Consultation

Director of Community Services
 Co-ordinator of Health & Environmental Services
 Director of Financial Services
 Workplace Health & Safety Officer

Checklist



Financial Services Directorate



Community Services Directorate

CS03/03/10 Moved: Cr L Friske

Seconded: Cr R Gâté

Recommend that Council re-allocate funds from Gympie Regional Council ledger no. 2610202 budgeted in the 2009/2010 financial year for the investigation of a landfill facility at Cinnabar to purchase two (2) waste oil disposal facilities for the Mary Valley Waste Transfer Station and Rainbow Beach Waste Management Facility.

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

Mr Ian Wolff, Health & Environmental Services Co-ordinator left the meeting at 10.33am.

SECTION 2: COMPLIANCE & LOCAL DISASTER

2/1 Compliance & Local Disaster Report - February 2010

Re: **CS04/03/10** Compliance & Local Disaster Report - February 2010
 From: Compliance & Local Disaster Co-ordinator – Mr R Potter
 File: CG98/00141
 Date: 1 March 2010

Report: (Compliance & Local Disaster Co-ordinator - Mr R Potter)

OVERGROWNS

Inspections for overgrown land throughout the Gympie region for February were carried out. Subsequently notices were issued for compliance, works orders served on properties that did not comply with the notices.

Gympie Regional Council

ABANDONED VEHICLES

There are seven (7) abandoned vehicles and one (1) car trailer currently held at Council impound yard. An Auction of these vehicles will be conducted in the near future.

ANIMAL CONTROL – (dog complaint nuisance dogs)

Complaints were routinely dealt with in relation to animal control including nuisance animals and particularly barking nuisances. Permits were also issued for the keeping of more than two (2) dogs.

Pound Figures – February 2010

	Dogs	Cats
Animals reclaimed	23	3
RSPCA	11	6
Euthanased	18	43
In Care	5	5
Total Impounded	57	57

CS04/03/10 Moved: Cr G Engeman

Seconded: Cr D Neilson

Recommend that Council receive the Compliance & Local Disaster Report for the month of February 2010.

Carried

CS05/03/10 Moved: Cr R Gâté

Seconded: Cr R Dyne

Recommend that Council suspend standing orders and that Section 4 be dealt with at this stage of the meeting.

Carried

Mrs Lynne Wilbraham, Economic Development and Public Relations Officer, entered the meeting at 10.36am.

SECTION 4: ECONOMIC DEVELOPMENT

4/1 Economic Development and Public Relations Officer Report - February. 2010

Re: **CS06/03/10** Economic Development and Public Relations Officer Report - February 2010
From: Economic Development and Public Relations Officer – Mrs L Wilbraham
Date: 2 March 2010

Report: (Economic Development and Public Relations Officer – Mrs L Wilbraham)

Executive Summary

Report for the period February 2010.

Previous Council Considerations

Nil

Report: (Economic Development and Public Relations Officer – Ms L Wilbraham)

BUSINESS DEVELOPMENT

Existing business assistance

3 expansion enquiries;
9 meetings re regional business development.

Master Builder's Meeting Gympie - Presented information about Council's role in business and industry development. Identified opportunities for further industry development activities to take place in conjunction with Qld Master Builders. Focus on increasing business efficiencies and profitability.

Preparing your Business for Tendering Workshop

This workshop was held at the Gympie RSL on the 23 February. 21 business people attended the presentations from AusIndustry, CCIQ and guest presenter, Paul Hombsch. with very favourable feedback received. Investigating opportunity to run the workshop again in July

New business assistance

Three (3) enquiries re: new business establishment opportunities in the region. Provided general information and referred to appropriate areas of Council where applicable.

Website Development

The Business and Industry section of Council's website is now fully uploaded and has information about upcoming business and industry development events.

Chamber of Commerce Liaison

Goomeri – visit to Goomeri to meet with members and businesses in Goomeri to discuss business and industry development opportunities;
Gympie – attendance at Chamber meeting and networking with members;
Tin Can Bay – The “Gympie – Leading the Recovery” forum was held at the Gympie Conference Centre on 11 February 2010;
Discussions were held with Peter Todd and the Department of Defence prior to the Forum to discuss the potential for businesses in the Tin Can Bay and surrounding area to investigate opportunities to tender for work as a result of the planned expansion at Camp Kerr.

The Forum was held in Gympie to enable greater attendance by businesses.

INDUSTRY DEVELOPMENT

Mary Valley Agritourism Project

Successful workshop held at Kenilworth. Project underway in the Mary Valley.

Sustainable Business Cluster Project

Continuing liaison with GHD consulting, AIEMnet, Bundaberg and Fraser Coast Regional Councils and State Government departments to co-ordinate QWESTnet forum targeting environmentally focused and sustainable business operations. The Forum is planned to be held in Maryborough in April 2010. Information and strategies are being discussed with forum organisers to help identify businesses in the Gympie Region who may be interested in participating in the Forum. Target attendees – existing businesses in the Gympie Region in all industry sectors seeking to cut costs by reducing energy consumption.

Marine Industry

Marine Industry Forum co-ordinated by DEEDI Maryborough, Marine Qld and Gympie Regional Council to be held at Tin Can Bay 22nd April 2010. Target

attendees – businesses from all industry sectors operating in the marine industry and marine related industries.

Transport Equipment Manufacturing

International Truck and Trailer Show to be held in Melbourne – 18 to 20 March 2010.

Council's Economic Development & Public Relations Officer will be attending the Show to promote the Gympie Region as an industry development destination. Council is providing copies of the Regional Economic profile and supporting economic development information on CD for distribution at the Show. Gympie Cooloola Tourism providing Regional tourism focused information for distribution at the Show.

Caravan, Motorhome and Camper Association (CMCA)

Positive feedback received regarding submission to host a major CMCA Rally. Investigations currently underway regarding establishment of RV Friendly areas in the Region.

REGIONAL DEVELOPMENT

LGAQ Regional Economic Development Conference

Attendance at this conference provided opportunities to be informed about and research economic development strategies and activities which have been effectively implemented in other regional areas of Australia. Queensland wide and interstate attendance by Local, State and Federal government representatives provided invaluable opportunities to share information and develop networks.

FEDERAL GOVERNMENT PROJECTS

Keep Australia Working – Australian Government project.

Member of reference working group to provide input and direction in the development of strategies for the creation of employment opportunities in the Gympie Region.

Council participated in project information session held in Gympie on 11th February 2010 through presentation by Cr Neilson. The presentation provided information about doing business with Council, upcoming tender opportunities and general business development information.

Mary Valley Heritage Rail (MVHR)

Ongoing discussions with project proponent re: establishment of Centre of Excellence in Rail Training at MVHR facility.
Stakeholder meeting to be held 2nd March 2010 to discuss future actions.

Gympie Region Investment Prospectus

Proving to be an excellent marketing tool and information source together with Economic Profile

Business Leaders' Forum

First forum for 2010 to be held 25th March 2010. Businesses to be invited from specific industry sectors. Aim of the Forums – to provide feedback from Gympie Region to Council and State Government about issues they are facing in relation to their business development and also potential opportunities for regional development.

Regional Business Confidence Survey

Met with consultants to develop project plan. First Survey to be run in May 2010.

Complete Sports Marketing – Capability and Capacity Audit

Project plan under development with first stage of project to be implemented in April 2010. Meetings organised with peak sporting bodies in the region to discuss project and opportunities.

Regional Economic Development Strategy

Terms of Reference being developed. Will be presented to Council for consideration when Draft Terms Of Reference prepared.

Business and Community Development

Funding application prepared in conjunction with Mary Valley Renewal Team and Mary Valley Inc for focused workshops, community renewal activities and strategic planning facilitation to be conducted by expert facilitators.

Upcoming Events

09 March 2010	Tendering workshop – DEEDI
11 March 2010	Lean Manufacturing workshop – DEEDI
18 March 2010	Business Leader's Forum
18 March 2010	Pricing Strategy workshop - DEEDI
24 March 2010	E-Commerce workshop - DEEDI

PUBLIC RELATIONS AND MEDIA

Eight (8) media releases were prepared and distributed during reporting period. Media releases are being listed on Council's Website to provide a record and a reference point.

Updated Council profile information provided to the Australian Government Guide.

Gympie Regional Roundup feature has commenced in Gympie Times with the first edition in February 2010. The aim of the Roundup is to provide a whole of region focus and to highlight the work that Council is undertaking throughout the Region.

Gympie Regional Council Banner has been designed and currently being used at corporate, community and business functions.

Mary Street Information Booth – 500 enquiries during reporting period. The dedicated volunteers are providing an excellent service to residents and visitors. Thanks to Gympie Cooloola Tourism for continuing support in providing tourism related information. Regional businesses are being encouraged to avail themselves of the service which can be provided through the booth as a point of reference. Interestingly, a significant number of enquiries (163) are coming from local residents, which reinforces the regional business focus of the Information Booth.

The TouchScreen is operating effectively and provides a useful reference point for people seeking information when the booth is not staffed by volunteers.

Strategic Implications

Corporate Plan: Outcome 2.1 - Strategic planning for the Region
Determine the best economic development delivery model for the Gympie Region.

Outcome 2.2
Supporting the ongoing development of our existing businesses.

Outcome 2.3
Attracting new businesses to the Region.

Operational Plan: 1.1 (vi) Economic Development
1.1 (vii) Special Projects and Research

Budget Implications: Nil

Budget Reference: 2110901
2110804
1131312

Legal/Statutory: Nil

Risks: Assessment of implication of risks as per Council's Risk Management Plan.

Consultation

CEO
Director – Community Services Directorate

Checklist

- X Community Services Directorate
- X Office of the Chief Executive Officer

CS06/03/10 Moved: Cr R Gâté

Seconded: Cr D Neilson

Recommend that Council receive the report from the Economic Development and Public Relations Officer for the month of February 2010.

Carried

Cr I Petersen declared a conflict of interest in the next matter as he is Patron of Gympie & District Cricket Association and remained in the meeting and abstained from voting.

4/2	Complete Sports Marketing – Australian Cricket Association Masters Cricket Tour in Gympie
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Re: **CS07/03/10** Complete Sports Marketing – Australian Cricket Association Masters Cricket in Gympie
 From: Australian Cricketers' Association, Suite 4/Level 4, 424 St Kilda Road, Melbourne QLD 3004
 Date: 1 March 2010
 Reference:

“ACA Masters Tour Support Fee Agreement

Dear Lynne,

Further to our discussions, please find below the agreed components and key terms relating to the ACA Masters Cricket Tour and accompanying activity, which has been agreed will be carried out in Gympie on 23rd, 24th, and 25th October 2010.

The Match:

- *The match itself will be played on Sunday as an afternoon fixture on 24th October 2010..*
- *It will be played at Albert Park.*

Coaching clinics:

- *The ACA will conduct a minimum of 2 ACA Masters MILO In2Cricket Super clinics during the Tour to your Region targeting Primary School boys and girls to support the growth of Local participation in cricket. The local cricket association along with Cricket Queensland will have the rights to establish a booth in an effort to provide information relating to cricket and to generate new registrations.*

Scholarships:

- *An ACA scholarship, of \$1000 to support Future cricketing endeavours will be presented during the Tour, to talented youth (aged 15-18) from the region to assist them to develop into being a first class cricketer.*

ACA's commitments:

- *Provide the talent (cricketers) including a minimum of six (6) former Australian players, and event management skills to assist the local cricket association with fundraising activity through a Sportsman's night while on tour.*
- *The ACA will direct mail to school principals, a minimum of 5,000 FOC tickets for schools in the region to attend the Local tour match.*
- *The ACA will provide Council with 1000 FREE kids tickets (Kids U/16) for distribution to rate payers and Council employees/contractors*
- *The gate and food and beverage sales on game day are to be managed by the local Cricket Association, with all profits generated going direct to the Gympie Cricket Association.*
- *Provide the talent and event management skills to assist Council to raise funds through Corporate VIP Event (facilitated by council). This event must be held at a time that fits in with ACA's planned Tour calendar. Council will be responsible for approaching the local corporate community to generate support and retain 100% of the profits. This benefit is provided to Council if it wishes to pursue the activity; otherwise it will be eliminated from the itinerary.*
- *Two (2) signed match shirts and two (2) autographed Bats will be provided to Council to be framed and hung in an appropriate place or for Donation to a local charity.*
- *Rights to bowl the first ball will be provided to the Mayor to be auctioned in the local corporate community, with the proceeds being given to the charity of the Mayor's choice. The Mayor must attend the game for the bowling of the ball and acknowledge ACA in all media releases, promotion and interviews.*
- *The ACA will provide Media and PR liaison for Council to maximize all possible local media and will review all reasonable local media requests for promotion and PR with council. (Players must be used in groups of three (3) or more for PR purposes). The ACA will not endorse local politics or issues not related to the development of local Cricket.*
- *Through the spirit of the relationship, other reasonable requests will be considered prior to the event for inclusion in the Masters schedule (Requests need to be submitted four (4) weeks prior to the Tour).*

Council's commitment:

- *Council agrees to not levy the local Cricket Association any fees for the event.*
- *Provide a suitable cricket wicket and ground surface at a standard suitable for first class cricket.*
- *Provide the venue for the event free of any hire fees.*
- *Provide rubbish removal free of charge.*

- Provide an event “hosting fee” of \$10,000 + GST to ACA to be invoiced upon the completion of the event. Payment is required within 7 days after the tour is complete.
- “Official Hotel” rights belong to Council. The “official Hotel” and the fact that all players will return to it (to sign autographs etc) post match, will be promoted through PA announcements and ground signage. The Hotel may also wish to advertise the fact. It is ACA’s expectation that the venue will provide the touring party (18 people) with a light meal and drinks following the match.
- Create a local Media launch for the Tour and maximize its local contact network to actively promote the Tour and support a positive outcome for local cricket from the launch. Mayor to attend the Launch which is to be approximately four (4) weeks prior to the Tour.
- Mayor and Senior council officers will attend Tour activities and match as an ACA guest where possible.

Please sign this agreement as confirmation of your acceptance of the above terms.

Once this agreement is signed, the ACA will confirm the event schedule in writing, and Council will be entitled to make a formal launch announcement to local media”.

Executive Summary

Gympie Regional Council has contracted Complete Sports Marketing (CSM) to undertake a Capability and Capacity audit of the Gympie Region. The company has identified the opportunity for the Gympie Region to host the ACA Masters Cricket tour and accompanying activity in Gympie from the 23rd to 25th October 2010.

Previous Council Considerations

Minute F20/01/10 refers:

RECOMMEND THAT THE PROPOSAL FROM COMPLETE SPORTS MARKETING BE ACCEPTED AND THE PROGRAM BE IMPLEMENTED IN THE GYMPIE REGION.

Report: (Economic Development and Public Relations Officer – Mrs L Wilbraham)

As a result of an approach by CSM regarding the identified activity, preliminary discussions were held with Mr Ross Chapman to assess the potential to host the ACA event in Gympie on the proposed dates.

The dates were determined to be suitable and further information was sought from CSM to assess the potential to host the event.

The attached correspondence outlining the terms of the Tour was received from CSM.

The advantages of hosting the event in Gympie will be significant for both the region and cricket in the region.

ACA are requesting a \$10,000 hosting fee from Council or a regional stakeholder to be paid for hosting the event. Through the cost mitigation

strategy identified by and implemented by CSM in other regional areas, this fee can be secured through obtaining corporate sponsorship, securing a percentage of bookings for accommodation or through other opportunities.

Similar events have resulted in the following benefits being returned to the region –

14 Years Cricket Championships (13, 14 year olds)

- Potential to attract in the vicinity of 346 people to the region;
- Average spend per day \$144.00 per person – total spend of \$199,296;
- “Hosting Fee” - \$3 000.00.

19 Years Girls Football (Soccer)

- Potential to attract in the vicinity of 384 people to the region;
- Average spend \$144.00 per person per day – total spend of \$221,184;
- “Hosting Fee” - \$3 000.00.

Strategic Implications

Corporate Plan:	A Vibrant Community Outcome 1.5 Maintain major community facilities in the Region and encourage their multi-use.
Operational Plan:	1.1 Corporate Governance and Executive Management. 1.1 (vi) Economic Development
Aims:	To foster continuing economic growth in the Region. 3.3 Community Services 3.3 (iv) Regional Sporting Facilities 3.3 (xiii) Community Development To assist sport and recreation development through the use of Council controlled land and funding assistance. To ensure a range of well planned sports and recreation facilities and programs is available in the Region.
Budget Implications:	There is no provision in the Economic Development and Public Relations Budget to cover this hosting fee.
Budget Reference:	
Legal/Statutory:	Nil

Risks: Assessment of implication of risks as per Council's Risk Management plan.

Consultation

CEO
Director – Community Services Directorate

Checklist

- X Community Services Directorate
- X Office of the Chief Executive Officer

CS07/03/10 Moved: Cr R Gâté **Seconded: Cr D Neilson**

Recommend that Council refer the matter to the next Corporate Governance and Finance meeting to be held on the 24 March 2010 to allow further staff investigation.

Further that a community working group be formed to include Cr Friske and Cr Petersen to advance the proposal.

Carried

Mrs Lynne Wilbraham, Economic Development and Public Relations Officer, left the meeting at 10.59am.

Mrs Heather Kelly, Community Facilities & Services Co-ordinator entered the meeting at 10.59am.

SECTION 3: COMMUNITY FACILITIES & SERVICES

3/1 Community Facilities & Services Report – February 2010

Re: **CS08/03/10** Community Facilities & Services Report - February 2010
From: Community Facilities & Services Co-ordinator – Mrs H Kelly
Date: 1 March 2010

YOUTH & COMMUNITY DEVELOPMENT

Report: (Youth & Community Development Officers – Ms K Peters & Mr M Allard)

RADF

09/10 RADF Round 2 is now underway with Matt Allard moving into the position as Liaison Officer.

National Youth Week

The theme for this year's National Youth Week is 'Live it Now' with Youth & Community Development forming a partnership with Cooloola Youth Service to host a talent search. The show is open to young people from 12-25 with a view to showcasing the talents of the regions best young performers.

Youth Council

Youth Council has commenced for 2010. The Election for Youth Mayor/Deputy Mayor has been completed with Ricky Dann taking on the Mayoral role and Mitchell Mahaffey in the Deputy position. The rest of the executive committee will be voted on at the next official meeting.

Putting Youth in the Picture

Youth & Community Development is looking at promoting an educational program that is being used throughout Australia to help communities deal with issues confronting youth i.e. binge drinking, youth violence. The promotion will be in partnership with Qld Health and Lifeline with an information night being held.

Survival Card

The unit is in the process of developing a card that has emergency and health related contact numbers on it so that young people will be able to access the right contact given most situations. The card is to be issued to all the young people in the region.

The Noise Magazine – Issue 22

The unit is in the process of collating information and articles for the first Noise Magazine for 2010. The magazine is due to be released around mid March 2010.

Making Healthy and Active Living a Priority in Sunshine Coast and Cooloola

The Making Healthy and Active Living a Priority in Sunshine Coast and Cooloola planning workshop was held Tuesday, 2nd February 2010. This workshop was designed to identify key action areas for making healthy and active living a priority in Sunshine Coast and Cooloola areas.

Business and Community Forum

The unit is currently working with the Economic Development Officer to facilitate a Business and Community Forum to be held Wednesday, 16th June 2010.

This forum is being developed to breaking down the barriers by connecting business and community, helping to facilitate networking and business development opportunities, building long-term sustainable resilience and innovation in community leaders, not-for-profit, charitable organisations and business operators in the Gympie Region through seminars, workshops and case studies.

About Freedom Information Sessions

The Youth and Community Development Unit is facilitating a series of workshops throughout the Gympie Region to provide strategies to community organisations to improve the accessibility of community facilities.

About Freedom is an Australian business that offers a specialist design consultancy to assist people wishing to create sustainable and universally accessible homes, businesses and communities. About Freedom offers assistance to businesses, home owners and community space designers/town planners across Australia with the growing demand for universal design advice.

Providing equitable access to community facilities is an important part of the social obligation of community organisations. This ensures our communities are welcoming for people with disabilities, elderly people, parents with young children, people with injuries or temporary impairment, carers etc.

These information sessions will provide clear, relevant and practical information to community organisations about:

- obligations under the Disability Discrimination Act 1992;
- the social and financial benefits to the whole community of improving accessibility of community infrastructure;
- a general overview of the applicable Australian Standards;
- the costs and waste associated with building renovations that do not comply with relevant Australian Standards;
- real life examples of good practice and poor practice.

Sessions will commence at 6.30 pm in the following locations:

- Kilkivan Hall, - 14th April 2010;
- Cooloola Cove Vietnam Veterans Centre - 6th May 2010;
- Imbil RSL - 19th May 2010;
- Gympie Civic Centre - 27th May 2010.

Community Memorials Restoration Program

The former Tiaro Shire Council was successful in their submission for funding to the Department of Public Works – Community Memorial Restoration Program. The application was seeking funds to assist with the purchase of interpretative signs for Dickabram Park to clearly mark the historical significance of the Dickabram Bridge in Miva.

Dickabram Park is frequently visited by locals and visitors to the area and is known as a sight of interest for travellers. Prior to this project the park had no information available on the historical significance of the area to the township of Miva or surrounding areas.

Since amalgamation the Gympie Regional Council's Youth & Community Development Unit has completed the project by researching the history of the Dickabram Bridge and Miva area with local historians and available resources. This information was then developed into interpretative signage that was erected in Dickabram Park beside the Dickabram Bridge.

Feed back from residents and visitors to the area has been positive and it is believed that the interpretative signs have captured the areas history for the future. An opening will be scheduled in the near future.

Cr L Friske left the meeting at 11.04am.

Meetings Attended

Careers Expo
Cooloola Youth Service – National Youth Week
Dept of Communities
Community Development Network Meeting
RADF
TAFE
LGAQ
Putting Youth in the Picture – QLD Health & Lifeline
National Youth Week
Imbil Youth Group
CoolPAT
Gympie Stampede
Chatsworth Hall
CASI
Gympie Girl Guides
Gunalda Campdraft

LIBRARY REPORT**Report: (Libraries Manager – Mrs L Day-Wilson)**Circulation - (Number of items borrowed)

Gympie	27 920
Tin Can Bay	3 808
Rainbow Beach	778
Imbil	871
Kilkivan	704
Goomeri	505
Total	34 586

Membership - (Active Borrowers from: 29 July 2003 onwards)

Gympie	23 456
Tin Can Bay	3 515
Rainbow Beach	1 317
Imbil	1 058
Kilkivan	647
Goomeri	530
Total	30 523

Total Number of New Members this month: 252

Branch Breakdown

Gympie	185
Tin Can Bay	23
Rainbow Beach	11
Imbil	12
Kilkivan	6
Goomeri	14

Stock - (including magazines)

Gympie	68 667
Tin Can Bay	11 814
Rainbow Beach	5 390
Imbil	6 420
Kilkivan	6 346
Goomeri	4 594
Stack	187
Total	103 418

Visits to the Library (no. of people through the door)

Gympie	14 483
Tin Can Bay	3 485
Rainbow Beach	1 337
Imbil	823
Kilkivan	645
Goomeri	735
Total	21 508

Virtual Visits to the Library

(i.e. no. of times the Library Web Page was accessed this month): Total 6 605

CLIENT SERVICES

Local Author Book Launches

The foyer at Gympie Library continues to be a popular venue for cultural events and promotions. “Sweet Poems for the Happy Heart”, an anthology by local poet, Lauren Ambrose, was launched in the Gympie Library foyer on Thursday, 26th February 2010 at 10.30 am, with 25 people in attendance.

Bookings are also being taken for a literary event on Tuesday, 9th March 2010 at 10.30 am when Mayor Dyne will launch the novel, “Dangerous Neighbours”, by local author Ray Bird.

INFORMATION SERVICES

The Information Services Desk was again a busy outlet throughout February, with the following queries being attended to:

Reference Queries	2920
Inter-Library Loans requests	156
Local History Enquiries	63

FREE Small Business Information Kits

Gympie Regional Libraries currently have FREE “Small Business Information Kits” to distribute to the public. These kits have been produced by the Queensland Government and are available at all library service points.

This smart business initiative provides a one stop place for:

- Business Assistance
- Business Licensing
- Business Information

For further information, clients are able to telephone the Business Hotline on 1300363711 or visit www.smartsmallbusiness.qld.gov.au.

ALANON in the Library Foyer

The annual ALANON display was erected in the Gympie Library Foyer by ALANON members on Monday, 15th February 2010. ALANON’s purpose is to help family and friends of alcoholics cope with living with the problem drinking of someone close to them. The display provided local contact details and other helpful information to members of the community.

Grow Me Instead

The Queensland branch of the Nursery and Garden Association of Australia have provided resources to create the “Grow Me Instead” display in the Gympie Library Foyer. The “Grow Me Instead” guide lists invasive urban plants which have been identified in our area. It also provides assistance to people in the selection of non-invasive alternatives.

CHILDREN’S & YOUNG ADULTS’ SERVICES

Attendance at seven (7) sessions this month, across the library service’s six (6) branches, totalled an impressive 267 children and their carers.

EVENTS/VISITS

Summer Reading Club e-gallery winner



In February the state winners were announced for the various Summer Reading Club competitions. Pleasingly, Gabby Cantillana from Goomeri, won the e-gallery picture competition. His prize was an autographed copy of Shaun Tan’s book “The Arrival”. Gabby submitted a few entries to library staff for scanning, prior to emailing to the Summer Reading Club website. Arrangements are currently being made for a press release and for the Mayor to present Gabby with his prize.

Little’s Storytime Sessions in the first two (2) months of the year, have received large attendances, with as many as 55 babies, toddlers, preschoolers and their carers attending each session. It is also rewarding to note that some of the mothers continue to sit and read to their children in the library after the sessions.

Kilkivan Baby Bounce & Rhymetime was three (3) years old this month. Staff at Kilkivan celebrated with a birthday party theme, complete with a home baked birthday cake and three (3) candles.

The Baby Bounce sessions have gone from strength to strength, via the support of a core group of regulars.

FRIENDS OF THE LIBRARY

Contributed 326 hours and 50 minutes to the library service this month. The time was spent in local history, home library service selection and delivery, sheet music, deletion of worn and out-of-date stock for FOL book sales and FOL Executive meetings.

PUBLIC GALLERY REPORT

Report: (Gallery Co-ordinator – Ms J Gibbs)

Exhibitions

Gallery Three - 27th January – 20th February 2010 – “Mixing It” pastels and acrylics by two Lagoon Pocket artists, Narelle Webber and Jean McAuley.

The Gympie Times Exhibition Space - 27th January – 20th February 2010 - “Land, Leaf Lines” Brisbane based ceramic artists, Stephanie Outridge Field and Megan Puls.

Hugo du Rietz Gallery - 27th January – 20th February 2010 – “The Anatomy of a Pot” by Sunshine coast TAFE tutor, Andrew Bryant.

Hugo du Rietz Gallery - 23rd February – 13th March 2010 – “Faces and Inspirations” by local artist, Violette Vegh-Jameson AOM.

The Gympie Times Exhibition Space - 23rd February – 3rd April 2010 - “The Art of Protest”. How art was used to help achieve a NO dam conclusion for the Traveston Crossing Dam.

Gallery Three - 23rd February – 13th March 2010 – “Zebras and Other Animals” by local artist, Nonie Metzler.

Public Programs for month of February

Lunchtime Lecture - Mo Skett, on her travels to Peru

Openings – “The Art of Protest” and “Portraits and Inspirations”, Saturday, 27th February 2010, 11.30am by Gerry Colby-Williams and Joolie Gibbs. “Zebras and Other Animals” Saturday, 27th February at 2.30pm by Diana Cordingly.

FOGlets – Saturday, 6th February (23 children).

Group visits - Gympie Cooloola Tourism famil tour.

Artist demonstrations by Narelle Webber and Jean McAuley for two (2) afternoons of their exhibition.

Bizzart Day – activities and floor talk by Nonie Metzler.

Lunchtime Lecture by Geoff Smith on Heritage Art Competition.

Visitor Numbers for February: 1,392

Gallery Focus Group

On the 4th February 2010 the Art of Investment sub-group reported on their research so far and planned their next meeting.

Workshops, Rentals/Room usage

Regular Bookings

Cooloola Community Arts Council - 2nd Tuesday of month;
 Cooloola Art Society inc;
 Gympie Camera Club;
 Gympie Field Naturalists;
 QCWA Younger set - 2nd and 4th Saturdays;
 Gold Rush Committee;
 Gympie Women's Health Choir and Home School Choir - every Friday;
 FOG Tuesday Art Group - every Tuesday morning;
 FOG Thursday Art Group - three Thursdays a month (started on 18th February);
 FOG Fibre and Threads Group - once a month.

Others

Mary River Festival meetings;
 Lake Alford public art meetings;
 10 week block of Portrait Drawing started with Sandra Ross once a week;
 Fraser Coast Wildlife Society - 13th February 2010;
 Irish Music session – Sunday, 28th February 2010.

Friends of the Gallery

They are still finding ways to solve our ladder problem for their funding. In February they gave \$43.15 to catering and \$154.00 for framing matt boards for the Art of Protest exhibition being a total of \$197.15.

Volunteers

<u>Approximate Hours for month of</u>	February
Front Desk	263
Catering events	14
Installation approx.	165
Volunteer Office assistance/other	
Education and Public Programs/exhibitions	62
Gardening/maintenance	12
Desk Volunteer Co-ordinator	15
Total	<u>531</u>

PAVILION REPORT

Report: (Pavilion Manager – Mrs L Kempster)

General

February has started well with all sports now back in full swing.

We have had a number of workshops, training days and meetings throughout the month. The month also saw the Early Childhood Teachers' Association hold a 'Wine and Cheese Guest Presentation Evening'. This evening was well received with approximately 150 guests attending to listen to the 'Loretta Giorcelli Presentation'. High praise was given to the venue and the facilities The Pavilion offered.

The Annual Mayoral Prayer Breakfast was once again well attended and the organisers and guests were extremely happy with the event.

Sports

This year the Gympie Basketball Association will see some changes. At last month's AGM, Ms Sonia Ryan was appointed President of the Association. All grades have commenced their new season and there has been strong support for the Monday Night Live social games with up to four (4) teams playing each week.

Gympie Volleyball is now fully into their season. There have been some changes to teams and grades but the competition remains as strong as ever.

Regular Bookings

Gympie Basketball Association

- Masters Competition – Corbet Stadium, Monday evenings
- Fixtures – Corbet Stadium, Monday, Tuesday.
- Fixtures – Corbet Stadium, Wednesday evenings

Gympie Volleyball Association

- Fixtures – Corbet Stadium, Thursday evenings

E-Commerce

- Business meeting – Smith Room, 4th Tuesday evenings
- Business meeting - Smith Room, 4th Monday evenings

Cooloola Access Advisory Committee

- Meeting – Smith/Bishop Room, 1st Thursday mornings

March Bookings

Training Days

Workshops

Sports Refs Course

Conference
 Wedding
 Information Seminar
 Race day
 Charity Fundraisers

KILKIVAN MUSEUM

Report: (Administration Officer Kilkivan Museum – Ms K Forrest)

In February I started the month on KM-7195-0 and finished on KM-7429-0. In total I numbered 297 items. Items included were documents, photographs, books and a variety of rocks and minerals. I also attended the Take 5 meetings at the Kilkivan Branch. Once again I had great support from the volunteers at the Museum.

CIVIC CENTRE REPORT

Report: Community Facilities & Services Co-ordinator – Mrs H Kelly

Area	Hirer	Function
Fossickers Room	RADF Youth & Community Youth & Community Sunshine Coast Revival Group DEEWR Ray White Real Estate Wide bay Swimming Assoc	Meeting Careers Expo meeting Meeting Church meeting Public meeting Auction Meeting
Prospectors Hall	Rotary Gympie & District Sportsman's Assoc	Trivia Night Awards night
Heritage Theatre	Heart of Gold	Film launch
Miner's Court	Heart of Gold Rotary Gympie & District Sportsman's Assoc	Film launch Trivia night Awards night
Kitchen	Gympie & District Sportsman's Assoc	Awards night
Entire	Blue Light Heart of Gold	Disco Training

CS08/03/10 Moved: Cr R Dyne

Seconded: Cr J Watt

Recommend that Council receive the Community Facilities & Services Report for the month of February 2010.

Carried

3/2

Gympie Regional Youth Council

Re: **CS09/03/10** Gympie Regional Youth Council
From: Community Facilities & Services Co-ordinator – Mrs H Kelly
Date: 26 February 2010

Executive Summary

The minutes from the Gympie Regional Youth Council held on Wednesday, 17th February 2010 are attached for Council's information. Council is asked to pay particular attention to Youth Council Minute numbers GRYC02/10/03 and GRYC02/10/04

Previous Council considerations**Report: (Community Facilities & Services Co-ordinator - Mrs H Kelly)**

The Minutes from the Gympie Regional Youth Council held on Wednesday, 17th February 2010 are attached for Council's information.

Council is asked to pay particular attention to Minute GRYC02/10/03 as follows:

THAT YOUTH COUNCIL INVITE SENIOR COUNCILLORS TO ATTEND YOUTH COUNCIL MEETINGS AS GUEST SPEAKERS THROUGHOUT THE YEAR.

Youth Council will send a formal request directly to Senior Councillors in due course.

Minute GRYC02/10/04 refers:-

THAT YOUTH COUNCIL ADOPT THE CORPORATE YOUTH COUNCIL LOGO AS TABLED.

Youth Council are requesting permission to use an adapted version of the Gympie Regional Council Logo. The logo, as pictured, is based on the adaptations used by both the Gallery and Library.



Strategic Implications

Corporate Plan:	Outcome 1.1 Market our region to retain and attract families so we have an improved demographic balance.
Outcome 1.4	Maintain a strong sense of Community Pride with the Council providing support for community volunteers.
Operational Plan:	3.3 (iii) Community Services Specifically: Provide a forum for young people to make a meaningful representation of their peers to decision makers.
Budget Implications:	There is minimal impact on the budget for this activity.
Budget Reference:	2630103.9500
Legal/Statutory:	
Risks:	There is a low level of risk associated with this activity.

Consultation

Amy Haselwood – Corporate Services

Cr L Friske returned to the meeting at 11.14am.

CS09/03/10 Moved: Cr R Gâté

Seconded: Cr J Watt

Recommend that Council adopt the Gympie Regional Youth Council Logo as pictured.

Carried

Attachments:

Youth Council Draft Minutes Wednesday, 17th February 2010

Mrs Heather Kelly, Community Facilities & Services Co-ordinator left the meeting at 11.18am.

CS10/03/10 Moved: Cr R Dyne

Seconded: Cr R Gâté

Recommend that Council suspend standing orders and Section 6 be dealt with at this stage of the meeting.

Carried

SECTION 6: DIRECTOR OF COMMUNITY SERVICES
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6/1	Re-allocation of Funds for the Gympie Cemetery Trust
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Re: **CS11/03/10** Re-allocation of Funds for the Gympie Cemetery Trust
 From: Gympie Cemetery Trust, Lot 9 Corella Road, Gympie Qld 4570
 Date: 25 February 2010

“REQUEST FOR REALLOCATION OF FUNDING

The Gympie Cemetery trust (GCT) would like to submit the following request for council’s consideration to have the capital Works Funding originally assigned to the Master Planning/ Auditing projects reallocated for the purpose of Cemetery Mapping and Section signage.

Funding requests were submitted for work on the new side of the cemetery as follows;

- *21-11-2007 Master Planning \$33,430 and auditing \$7,700*
- *18-03-2008 Annual request for Precepts and Capital works funding – Master Planning \$36,000, auditing \$8,000 and Geotechnical Analysis \$10,000. (copies attached for all the above)*

In September 2008, council approved funding for Master Planning of \$33,430 and Auditing \$7,700.

However, with new management capabilities in place in August 2008, the Board reviewed the original quotes regarding this project and decided to contract local suppliers/ services to carry it out. The work has now been completed for a considerably less cost of \$7,936.35 (include. GST) as opposed to the originally anticipated cost of \$41,130. (Relevant invoices (all paid) have now been submitted to Council for reimbursement to GCT).

GCT sincerely appreciate council rolling over the approved funding to this current financial year, as although the project took longer to complete than we'd hoped, the end result has been far more cost effective and is a well planned area in design and concept. We are now able to progressively budget for and develop the site in stages. The plan has given us the maximum available number of graves, projecting the life span of the cemetery to conservatively another 45-50 years, whilst still allowing for suitable roadways, visitor accessibility and public use facilities ie a rotunda/ gathering place.

Therefore, there is now a funding balance of \$33, 193.65 remaining which we would like to be considered for reallocation to fund the following two projects: Web-based Cemetery Mapping which compliments our Master Planning/ Auditing, and cemetery Section Signage to provide the public with easy on site location of family graves. These requests are outlined in detail below:

Web-based cemetery Mapping – (Supplier: AEC Spatial Pty Ltd, proposal attached)

AEC Spatial would map the Gympie Cemetery with GPS locations of all grave sites (including niche walls, memorial gardens/ trees) plus details other physical landmarks/ features on the map. This would then link seamlessly to our existing database (Tranquillity) of Burials / reservations and Pre-Purchases. Then by simply clicking on a grave location it would draw from the Tranquillity database to provide current information pertaining to the site, including availability for future burials.

The software is web ready and once linked to a web site would be able to assist funeral directors, stonemasons and the general public on the location of graves. On a public search from the web site, information provided regarding the deceased or reservations/ pre purchases would be limited and in line with Privacy Act requirements – basically the same information that is available should a person walk around the cemetery and read the headstones. If you refer to the website www.gct.net.au (Geelong Cemeteries Trust) you can do a “Deceased Search” from the “Research” tab and this will show you exactly what information and location maps are provided on a web search.

Family history enquiries are increasing considerably and take valuable time to research. While we do charge a research fee to cover the cost of staff time, it is not viewed as a source of income to be pursued and time could be spent on more productive operations.

Only one copy of this software is required. It is able to serve data for multiple and disparate sites. This would enable information from other cemeteries located with the region to be added at any stage in the future. Or, if Council was interested, a more cost effective method would be to have the other regional cemeteries included in the mapping software in conjunction with CGT's cemetery being done. This has been quoted at an additional cost of \$1000 ex GST maximum for a cemetery of 250 graves.

GCT has offered to Council in previous meetings our contracted services to input all burial records of the region and has indicated the benefits of having centralised records of burials and the capacity of this software to (linked to GCT database), to provide up to date information for a number of reporting purposes and auditing processes.

If you refer to page 9 of the proposal from AEC Spatial you will see a “status view” of burial sites. This view provides quick and accurate information on used/ available/ reserved etc sites

assisting with auditing all sections of the cemetery, thus giving immediate access to grave availability for initial use, 2nd interments, pre purchases, sites due for reclaim by the GCT or renewal by a client according to tenure policies, cemetery capacity etc. Newly developed sections, or additional rows / sites are easily added as required.

As mentioned in the above, a web site would be required for public access. AEC Spatial recently built a client a small 6 page site at a cost of \$6000. However, again we hope to enlist the services of a local supplier, and believe a cheaper price than \$6000 should be achievable. At the time of writing this submission we are still waiting on a quote information in relation this so a firmer quote is currently unavailable.

For your information, we also have a quote from Axiom Systems, who have a very similar product. They have quoted \$21,625 however, even at this price the software would still require another module to enable web use by the public and to have it completed to this status they advise a further \$30,000 would be payable. In addition we would still need to have our own web site built. Axiom has only provided very brief information to date and their product does not appear to be significantly different from that offered by AEC and is far too costly to even consider.

In Summary, the Mapping proposal is costed at:

<i>AEC spatial Software – web ready</i>	<i>\$15,000</i>	<i>ex. GST</i>
<i>Web Page build (estimate)</i>	<i>\$ 5,455</i>	<i>ex. GST</i>
	<i>\$20,455</i>	
<i>Total Cost</i>	<i>\$22,500</i>	<i>incl. GST</i>

Cemetery Section & Plot Signage – (Supplier: Sign Doctor)

Another project which has been on the GCT “needs list” for some time is that of section signage. People, including, funeral directors, stonemasons, funeral attendees, school students, community groups and visitors from the general public regularly visit and search for grave sites.

Currently, assistance is sought from cemetery staff to locate a grave. We look up the information on our database and provide them with family research information and mark on a paper map the location of the grave/s. At times staff may also need to actually take the visitor/s to the site if they have not been able to understand directions clearly. In many instances just finding the section can be confusing to them, let alone the locating the actual plot/s.

It would be of great benefit to all visitors if they were able to have a suitable site map located at a corner point in each section, detailing the name of the section and a grid map of the numbered plots.

Further GCT is only able to be of assistance to visitors during office hours, weekdays. We have a number of people who visit the cemetery on weekends and public holidays. Anniversaries and special occasions throughout the year such as Easter and Christmas are traditionally times when families often gather and come to the cemetery to pay their respects etc. these are obviously the times when there are no staff available on site to assist with locating grave/s.

If we were able to have the service available of the web-based search function plus signage on site, clients would be able to access all required information and the site of their loved one’s resting place at their convenience and with ease.

In summary Cemetery Section Signage is costed at:

<i>Sign Doctor – 45 current sections</i>	<i>\$1,166</i>
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(A4 size outdoor, mounted map)

Posts – Light Gal Pipe	\$2,354
Assembly of Signs	\$ 352
Total	\$3,872 incl. GST

We may be able to source the galvanised pipes and caps locally and assemble the posts to the signs on site for a cheaper outlay.

The anticipated sum total of these two projects totals \$26,372. This still leaves an approved funding balance of \$6,821.65 remaining, which, if it were available to GCT would be of great assistance with other capital works. However, the reallocation of the funds to be above projects is our prioritised request.

Thank you for your consideration of these matters and we look forward to hearing from you in due course. Should there be any additional information required or if you have any queries please contact Rebecca Hausmann at the Cemetery Office (Tues-Thurs, 8.30am-4pm)."

Executive Summary

The Gympie Cemetery Trust are requesting Council consideration to relocate unspent funds for other purposes.

Previous Council Considerations

Reference is made to Council Minute F33/01/08.

RECOMMEND THAT THE MATTER OF FINANCIAL ASSISTANCE FOR:

1. MASTER PLANNING OF THE GYMPIE CEMETERY – COST \$33,430.00 (AS OF MARCH 2007)
2. AUDITING OF THE AVAILABLE GRAVES AND REMAINING TIME FRAME – COST \$7,700.00 (AS OF SEPTEMBER 2007)

BE REFERRED TO THE GYMPIE REGIONAL COUNCIL'S DRAFT BUDGET DELIBERATIONS FOR THE 08/09 PERIOD OF CONSIDERATION.

Provision was made in the 08/09 budget and subsequently carried over to the 09/10 budget.

Report: (Director of Community Services – Mr M Grant)

The Gympie Cemetery Trust have completed master planning and auditing for the Gympie Cemetery at a cost of \$7,936.35 (including GST). The Cemetery Trust are requesting a reallocation of unspent funds (\$33,193.65) for the purposes of:-

1. Purchasing a web-based cemetery mapping system to compliment the master planning/auditing project; and
2. Purchasing cemetery section signage to provide directions for visitors etc.

Report: (Director of Community Services – Mr M Grant)

The Caravan Park Working Group has considered leasing matters for both Caravan Parks and recommended that Council take the following action:-

RECOMMEND THAT COUNCIL GO TO TENDER FOR A LONG TERM LEASE IN RELATION TO THE REDEVELOPMENT OF THE GYMPIE CARAVAN PARK AND KINGFISHER CARAVAN PARK – TENDERS TO INCLUDE A CAPITAL IMPROVEMENT AND MAINTENANCE SCHEDULE. TENDER DOCUMENTS TO INCLUDE A DATE FOR INSPECTION OF BOTH PARKS BY PROSPECTIVE TENDERERS.

Strategic Implications

Corporate Plan:	Section 1.5 and 4.1
Operational Plan:	Section 3.3 (viii)
Budget:	To be determined when tenders are assessed.
Legal/Statutory:	Council has an obligation to ensure current facilities comply with relevant legislation.
Risks:	Capital improvements and ongoing maintenance will improve Council's facilities.

Consultation

Caravan Park Working Group (leased Council property);
Corporate Services Directorate.

CS12/03/10 Moved: Cr I Petersen

Seconded: Cr G Engeman

Recommend that Council go to tender for a thirty (30) year lease in relation to the redevelopment of the Gympie Caravan Park and Kingfisher Caravan Park – tenders to include a capital improvement and maintenance schedule. Tender documents to include a date for inspection of both parks by prospective tenderers.

Carried

Mrs Amanda LePeilbet, General Manager, Gympie Cooloola Tourism, entered the meeting at 11.28am.

SECTION 5: REGIONAL AND ECONOMIC DEVELOPMENT

5/1 Gympie Cooloola Tourism Report - February 2010

Re: **CS13/03/10** Gympie Cooloola Tourism Report - February 2010
From: Gympie Cooloola Tourism – General Manager – Ms A LePeilbet
Date: 2 March 2010

Report: (Gympie Cooloola Tourism – General Manager – Ms A LePeilbet)

Advertising and Promotion

TV advertising – As part of our commitment to stretch our advertising budget further by bringing production of our television advertisements in-house, two new fifteen (15) second television commercials have been produced over the past month. The new Mary Valley advert aired across Sunshine, Wide Bay and Toowoomba regions last month, with a number of calls to the 1800 number being received in response to the ad. The advertisement also directs viewers to our maryvalley.org microsite.

Currently airing on Channel Seven is a fifteen (15) second commercial promoting our website and the region. The new whole of region advert commenced on ch7 Two in seven (7) regions along the Queensland Coast and out to Toowoomba, with our website as the call to action.

Mary Valley Video Documentary – over an hour's worth of footage was taken of Mary Valley during two (2) separate visits. A four and a half minute documentary has been produced and posted on Gympie Cooloola Tourism's YouTube page. The video can also be viewed on maryvalley.org and the Mary Valley page of cooloola.org.au. A link to our YouTube page has now been added to our email signatures.

'Country to Coast' – our second tourism page profiled the Woodworks Museum with an advert for the Steam festival. Our banner ad promoted our VICS and volunteers. We have had four (4) new volunteers enlist as a result of seeing the ad.

Maps – the new Gympie map has been distributed. Our first promotional brochure for Kilkivan and Goomeri has been designed and sent to the printers. Twenty thousand copies of the new map will be delivered early March. Selling for the A3 folded to DL involved a series of visits to the towns as well as a phone and email campaign.

Website restructure and updates – to coincide with the airing of the Mary Valley television commercial, the content of the Mary Valley page on cooloola.org.au and maryvalley.org has been refreshed and expanded with the addition of new content and photos. Over the coming months we will be working through the website pages developing more comprehensive content and optimizing the site for search engines. Extensive new content and photos have also been added to our About Us page, with more features to be added soon. The structures for our press, blogs and travel links

pages have been updated to further refine the site. The new “Latest News” blogs page is aimed at keeping our members and public up to date with Gympie Cooloola Tourism’s work. Blogs will be posted regularly by Simon and myself.

Accommodation & Dining Guide Upgrade – our accommodation and dining guide has been refreshed to come into line with Gympie Cooloola Tourism’s branding. It was also a good opportunity to update our member’s information and to include other useful information including a list of attractions and activities, major events and local markets.

Industry Engagement

Membership – at time of writing we have 160 members. With ongoing communication and persistence, memberships continue to roll in. CRDB membership last year was 230 with tourism members accounting for about a third, or approximately 90 members.

Commedia dell’Arte Festival – GCT logo will be included on festival promotional materials as a sponsor. We will be assisting with promotion through radio, event calendars and assisting with producing a short video and hosting on our You Tube site.

Gympie accommodation – meeting with six (6) Gympie hotel/motel owners and managers to discuss co-operative marketing and future strategic planning to manage the implications of highway by-pass.

DMO business planning workshop – full day workshop with Sunshine Coast Tourism partners to develop a plan for new Destination Management Organisation.

Cr I Petersen left the meeting at 11.31am.

Events

Ultimate Steam Festival – finalising program, media partnerships, and website (www.gympieultimatesteam.com). Advertising campaign commences on 22nd February 2010. 9th April 2010 to 12th April 2010.

Commedia del’Arte Promotional Video – as a part of our partnership with the inaugural Commedia del’Arte Festival during May, Simon has produced a short promotional video using footage from the media launch at the Civic Centre. The video is hosted on Gympie Cooloola Tourism’s YouTube and linked to the Commedia website. It will be linked to our feature event page in May.

Woodworks Museum

Woodworks grants – the minor tourism infrastructure grant for the tree stop project is evolving. Unfortunately, funding for Skill Centred’s Access program, which will provide the construction labour for the project, has not been approved as yet so we have requested an extension from DEEDI. A proposal has been sent to Hyne Timbers to sponsor the project by way of supply of materials. A draft person has been engaged pro bono to supply a plan for the timber picnic shelter similar to the existing shelter.

Facilitated four (4) tours for the month. Have had follow up phone calls from two (2) different countries (America and Canada) regarding the brochures, literature etc sent with the exchange students.

Cr I Petersen returned to the meeting at 11.34am.

Collections Database programme - Mosaic, has been purchased by the Council.

Mary Ann mock up – the item has been assessed and secured and was relocated to the Woodworks last week and is being housed in our transport section. The Gympie Times were invited to take photos and also wrote a story about the Museum's new addition.

Tours promotional material – a promotional flyer about the Woodworks has been finalised. In the first instance the flyer will be emailed to a database of tour and coach companies Australia wide that have been researched and collated over the last few months. The flyer will also be sent to Education Departments, schools, social and community groups, and information centres.

Sawmill Boiler – facilitating inspections, tests and maintenance with Council, in compliance with WH&S regulations, in preparation for use at the Ultimate Steam Festival.

Held meeting with Gympie State High School regarding mentoring programmes (Blacksmithing, woodworking) research is underway with the Sathya Sai (U-turn for boys) training school negotiating grants, funding and protection policies. Other schools, clubs and groups showing support and interest.

Ultimate Steam Festival – organising program of activities for Woodworks site during the festival. Some of the activities scheduled include woodworking demos, wood chopping, chainsaw carving, steam engine displays and a mobile sawmilling competition. Arranging the use and display of a heritage steam engine from Gayndah Museum.

Redlands Museum – meeting with the Manager and President of the Redlands Museum to discuss ideas regarding their extensions, artefacts, displays and volunteers.

Recruitment for blacksmiths, demonstrators etc for the future of the museum.

Information Centres

Volunteer recruitment and training – five (5) new volunteers.

Organised and hosted the SCICA (Sunshine Coast Information Centres Associations) quarterly meeting, held at Gunnabul Homestead.

Finalised and organised a Gympie famil for the month of February, visiting a variety of businesses etc. Report next board meeting.

CS13/03/10 Moved: Cr R Gâté

Seconded: Cr J Watt

Recommend that Council receive the Gympie Cooloola Tourism Report for the month of February 2010.

Carried

Mrs Amanda LePeilbet, General Manager, Gympie Cooloola Tourism, left the meeting at 11.35am.

SECTION 7: GENERAL BUSINESS

Nil

SECTION 8: IN COMMITTEE ITEMS

Nil

LATE ITEM

Late Item 1 Recommendations from Waste Strategy Working Group Meeting on 8th March 2010

Re: CS14/03/10 Recommendations from Waste Strategy Working Group Meeting on 8th March 2010
From: Director of Community Services – Mr M Grant
Date: 8 March 2010

Report: (Director of Community Services – Mr M Grant)

At the meeting of the Waste Strategy Working Group Meeting held on the 8th March 2010 the following recommendations were made to Council:-

1. *Recycling former Kilkivan Shire Council and Division 3 Tiaro Shire Council areas:*

Recommend that Council authorise the Director of Community Services to include 240 litre recycling as part of tender documents for the 2013/14 cleansing contract for the current refuse collection areas in the former Kilkivan Shire Council and Division 3 Tiaro Shire Council which now forms part of the Gympie Regional Council area.

2. *Objection to Opening Hours of Bonnick Road Waste Management Facility – Mr Graeme Ellingsen*

Recommend that Council write back to Mr Ellingsen advising that the situation will be monitored and an extension of hours in summer will be investigated further.

3. *Removal of Waste – Borumba Deer Park*

Recommend that Council give Borumba Deer Park a period of 12 months (i.e. April 2011) to arrange a commercial bulk bin pick up from the site. In the meantime, rubbish generated by the Borumba Deer Park can continue to be taken to the Mary Valley Transfer Station by the owner by arrangement – charges to apply as per Council's 2009/10 fees and charges for general waste disposal.

Recommend that the Director of Community Services provide a further report during assessment of commercial premises for rubbish removal.

4. *Provision of second 240L recycling bin*

Recommend that Council continue to charge for recycling services as per revenue policy.

CS14/03/10 Moved: Cr D Neilson

Seconded: Cr R Gâté

- 1. Recycling former Kilkivan Shire Council and Division 3 Tiaro Shire Council areas:**

Recommend that Council authorise the Director of Community Services to include 240 litre recycling as part of tender documents for the 2013/14 cleansing contract for the current refuse collection areas in the former Kilkivan Shire Council and Division 3 Tiaro Shire Council which now forms part of the Gympie Regional Council area.

- 2. Objection to Opening Hours of Bonnick Road Waste Management Facility – Mr Graeme Ellingsen**

Recommend that Council write back to Mr Ellingsen advising that the situation will be monitored and an extension of hours in summer will be investigated further.

- 3. Removal of Waste – Borumba Deer Park**

Recommend that Council give Borumba Deer Park a period of 12 months (i.e. April 2011) to arrange a commercial bulk bin pick up from the site. In the meantime, rubbish generated by the Borumba Deer Park can continue to be taken to the Mary Valley Transfer Station by the owner by arrangement – charges to apply as per Council's 2009/10 fees and charges for general waste disposal.

And further that the Director of Community Services provide a further report during assessment of commercial premises for rubbish removal.

- 4. Provision of second 240L recycling bin**

Recommend that Council continue to charge for recycling services as per revenue policy.

Carried

SECTION 9: ATTACHMENTS

Attachment 1 – Gympie Regional Youth Council Draft Minutes dated 17th
February 2010

There being no further business, the meeting closed at 11.39 am.

CONFIRMED THIS 24TH OF FEBRUARY 2010.

Cr A.J. Perrett
Chairman