



**MINUTES OF THE
MEETING OF SUSTAINABLE
DEVELOPMENT, CORPORATE AND
COMMUNITY SERVICES
COMMITTEE
13 JULY 2020**

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**MINUTES OF THE MEETING OF THE
SUSTAINABLE DEVELOPMENT, CORPORATE AND COMMUNITY SERVICES COMMITTEE
HELD ON 13 JULY 2020 IN THE
WARWICK TOWN HALL, PALMERIN STREET, WARWICK AT 9:02AM**

ACKNOWLEDGEMENT TO COUNTRY

1. ATTENDANCE

Councillors: Cr Gow (Chair), Pennisi, Bartley, Gale, Gliori, McDonald, McNally, Tancred and Windle

Officers: Jane Stroud (Acting Chief Executive Officer), Seren McKenzie (Director Infrastructure Services), Craig Magnussen (Acting Director Sustainable Development), Joanne Morris (Director Corporate and Community Services), Dianna Keir (Minute Secretary).

2. APOLOGIES

Nil

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Nil

4. DECLARATION OF CONFLICT OF INTEREST

Nil

5. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil

6. DEPUTATIONS

7. PORTFOLIO REPORTS

7.1 Sustainable Development Portfolio Report

Resolution

Moved Cr M Gliori

Seconded Cr S Windle

THAT Council note the Portfolio highlights as outlined in the Sustainable Development report.

Carried

7.2 Corporate and Community Services Directorate Portfolio Report

Resolution

Moved Cr J McNally

Seconded Cr M Giori

THAT Council note the Portfolio highlights as outlined in the Corporate and Community Services report.

Carried

8. CORPORATE AND COMMUNITY SERVICES REPORTS

8.1 Adoption of Schedule of General Fees and Charges 2020/2021

Resolution

Moved Cr R Bartley

Seconded Cr S Tancred

THAT Council adopt the revised Schedule of General Fees and Charges 2020/2021.

Carried

Attachments

1. Schedule of Fees and Charges 2020/21 - **Attached to the Minutes Under Separate Cover**

8.2.1 Policy Framework and Policies Review

Resolution

Moved Mayor V Pennisi

Seconded Cr M Giori

THAT Council amend the reimbursement of Expenses and Provision of Facilities for Councillors policy as follows:

- a. Introduction of a \$5,000 cap for Personal Travel Expenses

Carried

8.2.2 Policy Framework and Policies Review - Amendment

Resolution

Moved Cr J McNally

Seconded Cr S Windle

THAT Council amend the Reimbursement of Expenses and Provision of Facilities for Councillors Policy at 4.2.3.2 to include quarterly reports presented to Council detailing all Councillor expenses reimbursed for that period.

Carried

8.2 Policy Framework and Policies Review

Resolution

Moved Mayor V Pennisi

Seconded Cr S Tancred

THAT Council adopt:

1. The attached Policy Framework; and
2. The attached revised policies:
 - a. Legal Services for Councillors and Employees Policy;
 - b. Councillors Investigation Policy; and
 - c. Reimbursement of Expenses and Provision of Facilities for Councillors Policy, subject to amendments, referred to in 8.2.1 and 8.2.2.

Carried

Attachments

1. Legal Services for Councillors and Employees Policy - **Attached to the Minutes Under Separate Cover**
2. Councillors Investigation Policy - **Attached to the Minutes Under Separate Cover**
3. Reimbursement of Expenses and Provision of Facilities for Councillors Policy - **Attached to the Minutes Under Separate Cover**

The meeting adjourned at 10.35 am for morning tea and reconvened at 11.00 am at which time there were present Cr Gow (Chair), Pennisi, Bartley, Gale, Gliori, McDonald, McNally, Tancred and Windle.

11:05 am Jessica Carey joined the meeting.

6.1 Presentation by Warwick Showgirl, Jessica Carey

Resolution

Moved Cr J McNally

Seconded Cr M Gliori

THAT Council receive a presentation by Warwick Showgirl, Jessica Carey on regional promotion to the Sustainable Development, Corporate and Community Services Committee Meeting.

Carried

6.1.1 Presentation by Warwick Showgirl, Jessica Carey

Resolution

Moved Mayor V Pennisi

Seconded Cr J McNally

THAT Council through the Economic Development department collaborate with Jessica Carey on skills showcase, primary producers and youth engagement.

Carried

11:27 am Jessica Carey left the meeting.

11:29 am Mayor V Pennisi left the meeting during discussion on an aspect involving water issues and Emu Swamp Dam in Agenda Item 8.3 regarding the Operational Plan.

11:32 am Mayor V Pennisi re-joined the meeting.

8.3 Operational Plan Quarterly Review - April to June 2020

Resolution

Moved Cr A Gale

Seconded Cr R Bartley

THAT Council receive and note the contents of the Operational Plan Quarterly Review – April to June 2020

Carried

8.4 Financial Report June 2020

Resolution

Moved Cr R Bartley

Seconded Cr M Gliori

THAT Council receive and note the Financial Report as at 30 June 2020.

Carried

8.5 Show Holidays 2021

Resolution

Moved Cr S Windle

Seconded Cr M Gliori

THAT Council advise the Office of Industrial Relations of the following Show Holidays for 2021:

- (a) Stanthorpe Show Holiday - Friday, 29 January 2021;
- (b) Allora Show Holiday - Friday, 5 February 2021;
- (c) Killarney Show Holiday - Friday, 19 February 2021;
- (d) Warwick Show Holiday - Friday, 19 March 2021.

Carried

9. SUSTAINABLE DEVELOPMENT REPORTS

9.1 Advisory Committee Terms of Reference

Resolution

Moved Cr M Gliori

Seconded Cr J McNally

THAT Council resolve to endorse the amendments to the terms of reference for the Shaping Southern Downs, Pest Management and Saleyards Advisory Committees.

Carried

Attachments

1. Shaping Southern Downs Advisory Committee - Terms of Reference - **Attached to the Minutes Under Separate Cover**
2. Amended - Pest Management Advisory Committee - **Attached to the Minutes Under Separate Cover**
3. Saleyards Advisory Committee - Terms of Reference - **Attached to the Minutes Under Separate Cover**

9.2 Tourism and Visitor Numbers Quarterly Report

Resolution

Moved Cr S Tancred

Seconded Cr M Gliori

THAT Council receive the report in relation to regional promotion activities and Visitor Information Centre figures.

Carried

9.3 Quarterly Report on Development Approvals for the April to June Quarter 2020

Resolution

Moved Cr R Bartley

Seconded Cr C McDonald

THAT Council receives the report and notes its content.

Carried

10. GENERAL BUSINESS

Nil

11. CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

In accordance with the provisions of Section 275(1) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public and move 'into Committee' to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

Recommendation

THAT the meeting be closed to the public and move into committee to discuss the following items, which are considered confidential in accordance with Section 275(1) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following, as indicated:

11.1 Request to Waive Sewerage Charges

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(d) of the *Local Government Regulation 2012*, as it contains information relating to rating concessions.

11.2 Exception Request - Library Purchasing June 2020

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

11.3 Request for Lease Fee Relief – PID 80665

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

11.4 Rate Concessions Granted - 2019/2020

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(d) of the *Local Government Regulation 2012*, as it contains information relating to rating concessions.

11.5 Request to Waive Rates and Charges - PID 107525

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(d) of the *Local Government Regulation 2012*, as it contains information relating to rating concessions.

11.6 Water Tank Rebate Request - PID 60085

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

11.7 Water Tank Rebate Request - PID 35990

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Meeting In Camera

Resolution

Moved Cr V Pennisi

Seconded Cr M Gliori

THAT the meeting move into closed session for the purpose of discussing rating concessions and other issues.

Carried

The meeting adjourned at 11.42 am for a short break and reconvened at 11.50 am at which time there were present Cr Gow (Chair), Pennisi, Bartley, Gale, Gliori, McDonald, McNally, Tancred and Windle.

The meeting moved into closed session at 11.50 am.

Meeting Out Of Camera

Resolved

THAT the meeting resume in open session at 12.41 pm.

Carried

11.1 Request to Waive Sewerage Charges

Resolution

Moved Cr J McNally

Seconded Cr R Bartley

THAT Council resolve to:

1. Waive additional 2019/2020 sewerage charges for PID 74525 relating only to the decommissioned wing which was applied in November 2019; and
2. Update PL-FS076 – Rate Concessions Policy to include a remission of sewerage charges for unutilised soil fixtures in aged care facilities, of which is to be reviewed on an annual basis.

Carried

11.2 Exception Request - Library Purchasing June 2020

Resolution

Moved Cr M Gliori

Seconded Cr S Windle

THAT Council resolves not to request quotes or tenders for the purchase of library materials, due to the specialised nature of the supplies, pursuant to section 235(b) of the *Local Government Regulation 2012*.

Carried

11.3 Request for Lease Fee Relief – PID 80665

Resolution

Moved Cr J McNally

Seconded Cr M Giori

THAT Council do not approve the request to waive outstanding lease fees for Property ID 80665.

Carried

11.4 Rate Concessions Granted - 2019/2020

Resolution

Moved Cr R Bartley

Seconded Cr S Windle

THAT Council receive and note the Rate Concession Report advising of the rate concessions granted during the 2019/2020 financial year.

Carried

11.5 Request to Waive Rates and Charges - PID 107525

Resolution

Moved Cr S Tancred

Seconded Cr R Bartley

THAT:

1. Council provide a rates concession to PID 107525 by waiving all Council rates and charges (excluding Emergency Management Levy) from 1 July 2019 to 30 June 2021; and
2. Upon the completion of the preliminary investigation, Council consider further ongoing concessions.

Carried

11.6 Water Tank Rebate Request - PID 60085

Resolution

Moved Cr M Giori

Seconded Cr J McNally

THAT Council resolve to not approve the request for a water tank rebate received on 17 March 2020.

Carried

11.7 Water Tank Rebate Request - PID 35990

Resolution

Moved Cr J McNally

Seconded Cr S Windle

THAT Council resolve to not approve the request for a water tank rebate received on 22 June 2020.

Lost

11.7.1 Water Tank Rebate Request - PID 35990

Resolution

Moved Cr R Bartley

Seconded Cr S Tancred

THAT Council resolve to approve the request for a water tank rebate received on 22 June 2020.

Carried

There being no further business, the meeting closed at 12.46 pm.