



Redland
CITY COUNCIL

AGENDA

GENERAL MEETING

Wednesday, 20 August 2014
commencing at 9.30am

The Council Chambers
35 Bloomfield Street
CLEVELAND QLD

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The Mayor is the Chair of the General Meeting. The following Portfolios are included in the General Meeting and Council's nominated spokesperson for that portfolio as follows:

PORTFOLIO	SPOKESPERSON
1. Community & Environmental Health and Wellbeing; Animal Management; Compliance & Regulatory Services	Cr Wendy Boglary
2. Economic Development, Governance, Service Delivery, Regulations and Emergency Management	Mayor Karen Williams supported by the Deputy Mayor Alan Beard
3. Tourism and CBD Activation	Cr Craig Ogilvie
4. Commercial Enterprises (Water, Waste, RPAC, etc)	Cr Kim-Maree Hardman
5. Open Space, Sport and Recreation	Cr Lance Hewlett
6. Corporate Services	Cr Mark Edwards
7. Planning and Development	Cr Julie Talty
8. Infrastructure	Cr Murray Elliott
9. Environment; Waterways and Foreshores	Cr Paul Gleeson
10. Arts, Culture and Innovation	Cr Paul Bishop

1 DECLARATION OF OPENING

On establishing there is a quorum, the Mayor will declare the meeting open.

Recognition of the Traditional Owners

Council acknowledges the Quandamooka people who are the traditional custodians of the land on which we meet. Council also pays respect to their elders, past and present, and extend that respect to other indigenous Australians who are present.

2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Motion is required to approve leave of absence for any Councillor absent from today's meeting.

3 DEVOTIONAL SEGMENT

Member of the Ministers' Fellowship will lead Council in a brief devotional segment.

4 RECOGNITION OF ACHIEVEMENT

Mayor to present any recognition of achievement items.

5 RECEIPT AND CONFIRMATION OF MINUTES

5.1 GENERAL MEETING MINUTES 30 JULY 2014

Motion is required to confirm the Minutes of the General Meeting of Council held on 30 July 2014.

6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES

6.1 CLEVELAND AQUATIC CENTRE LEASE

At the General Meeting of 21 May 2014 (Item 16.1.1 refers) Council resolved “*That this item be deferred*”.

This Item will be presented to a future General Meeting for consideration.

7 PUBLIC PARTICIPATION

In accordance with s.42 Redland City Council Meetings – Standing Orders:

1. Council may by resolution set aside a maximum of 15 minutes to permit members of the public to address the local government on matters of public interest relating to local government. The time given to each member of the public for their address will not exceed 5 minutes and the maximum number of speakers will be decided by the Chairperson.
2. A member of the public wishing to attend and address a meeting may either:
 - (a) make a [Written Application](#) to address the meeting, which must be received by the Chief Executive Officer, no later than 4.30pm two days before the meeting; or
 - (b) make a request to the Chairperson at the commencement of the public participation period, when invited to do so by the Chairperson.
3. The right of any member of the public to address the local government is at the absolute discretion of Council. Priority will be given to persons who have made a written application to speak at a meeting, in accordance with Council’s Meetings Standing Orders.
4. If any address or comment made by a member of the public addressing a meeting is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease their address.
5. Any person addressing a meeting will -
 - (a) unless they are incapacitated or it is otherwise unreasonable for them to do so, stand; and
 - (b) speak with decorum; and
 - (c) frame any remarks in respectful and courteous language.
6. If a person is considered by the local government, Mayor or Chairperson to be unsuitably dressed, the person may be directed to immediately withdraw from the meeting. Failure to comply with a direction may be considered an act of disorder.

8 PETITIONS AND PRESENTATIONS

Councillors may present petitions or make presentations under this section.

9 MOTION TO ALTER THE ORDER OF BUSINESS

The order of business may be altered for a particular meeting where the Councillors at that meeting pass a motion to that effect. Any motion to alter the order of business may be moved without notice.

10 DECLARATION OF MATERIAL PERSONAL INTEREST OR CONFLICT OF INTEREST ON ANY ITEMS OF BUSINESS

Councillors are reminded of their responsibilities in relation to a Councillor's material personal interest and conflict of interest at a meeting (for full details see sections 172 and 173 of the *Local Government Act 2009*). In summary:

If a Councillor has a material personal interest in a matter before the meeting:

The Councillor must—

- *inform the meeting of the Councillor's material personal interest in the matter; and*
- *leave the meeting room (including any area set aside for the public), and stay out of the meeting room while the matter is being discussed and voted on.*

The following information must be recorded in the minutes of the meeting, and on the local government's website—

- *the name of the Councillor who has the material personal interest, or possible material personal interest, in a matter;*
- *the nature of the material personal interest, or possible material personal interest, as described by the Councillor.*

A Councillor has a **material personal interest** in the matter if any of the following persons stands to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of the consideration of the matter at the meeting—

- (a) the Councillor;
- (b) a spouse of the Councillor;
- (c) a parent, child or sibling of the Councillor;
- (d) a partner of the Councillor;
- (e) an employer (other than a government entity) of the Councillor;
- (f) an entity (other than a government entity) of which the Councillor is a member;
- (g) another person prescribed under a regulation.

If a Councillor has a conflict of interest (*a real conflict of interest*), or could reasonably be taken to have a conflict of interest (*a perceived conflict of interest*) in a matter before the meeting:

The Councillor must—

- *deal with the real conflict of interest or perceived conflict of interest in a transparent and accountable way.*
- *Inform the meeting of—*
 - (a) *the Councillor's personal interests in the matter; and*
 - (b) *if the Councillor participates in the meeting in relation to the matter, how the Councillor intends to deal with the real or perceived conflict of interest.*

The following must be recorded in the minutes of the meeting, and on the local government's website—

- (a) *the name of the Councillor who has the real or perceived conflict of interest;*
- (b) *the nature of the personal interest, as described by the Councillor;*
- (c) *how the Councillor dealt with the real or perceived conflict of interest;*
- (d) *if the Councillor voted on the matter—how the Councillor voted on the matter;*
- (e) *how the majority of persons who were entitled to vote at the meeting voted on the matter.*

A conflict of interest is a conflict between—

- (a) *a Councillor's personal interests (including personal interests arising from the Councillor's relationships, for example); and*
 - (b) *the public interest;*
- that might lead to a decision that is contrary to the public interest.*

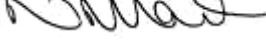
11 REPORTS TO COUNCIL

11.1 PORTFOLIO 2 (MAYOR KAREN WILLIAMS) (SUPPORTED BY DEPUTY MAYOR CR BEARD) ECONOMIC DEVELOPMENT, GOVERNANCE, SERVICE DELIVERY, REGULATIONS AND EMERGENCY MANAGEMENT

11.1.1 COUNCIL MEETING REVIEW

Datworks Filename: L&E Local Law No.5 Meetings

Attachment: [General Meeting Charter](#)

Authorising/Responsible Officer: 
Nick Clarke
General Manager Organisational Services

Author: Nick Clarke
General Manager Organisational Services

PURPOSE

The purpose of this report is for Council to adopt a new portfolio structure for councillors.

BACKGROUND

At the Coordination Committee Meeting of 6th November 2013 (Item 5.1.4), Council resolved to adopt a new meeting structure. The new structure included removal of the Coordination Committee during the General Meeting. The report also advised that a review of portfolios would be conducted early in 2014. The review has now been conducted and this report recommends changes to the number and nature of the portfolios.

ISSUES

The current portfolio structure was established at the General Meeting of 19th December 2012 (Item 17.1.1), as part of a review of Council's meeting structure. The ten portfolios were adopted as a component of Council moving from separate supporting standing committees to the one Coordination Committee conducted during the General Meeting.

The Coordination Committee had been made up of ten portfolio sessions, with the nominated councillor spokesperson invited by the Coordination Committee Chair to lead discussion on items relating to their portfolio. With the removal of the Coordination Committee, there has been a direct transfer of the portfolio structure and process into the General Meeting.

Each portfolio spokesperson may also be Council's official spokesperson on matters within their portfolios together with the Mayor, in accordance with Council's policy direction and decisions; as well as Council's Communication Policy and Media Relations Guideline. The portfolios were arranged to provide alignment with Council's organisational structure. This facilitated a structured approach for briefings between the portfolio spokespersons and the General Managers.

Earlier in 2013, Council underwent an organisational restructure. One consequence of the organisational restructure is that the meeting portfolios no longer align with Council's new structure. This has resulted in an unstructured situation where some portfolio spokespersons have to consult with more than one member of the Executive Leadership Group (ELG) and vice-versa (with ELG members needing to provide briefings to more than one portfolio spokesperson about a single issue).

To improve the effectiveness and efficiency of the meetings portfolio system and better align with Council's new organisational structure, the following portfolio structure is recommended. If adopted, this structure would commence from the next meeting of Council.

Portfolio	
1. Office of the CEO	<p>Office of the CEO:</p> <ul style="list-style-type: none"> • Financial services: rates; financial reporting; monthly management accounting; related financial compliance • General Counsel (legal services including complaints management) • Human resources: workplace development; workplace relations; WH&S <p>Organisational Services:</p> <ul style="list-style-type: none"> • Internal Audit
2. Organisational Services	<p>Organisational Services:</p> <ul style="list-style-type: none"> • Communication (internal and external), community engagement and tourism • Corporate governance – community, corporate and operational planning; risk and liability; Indigenous relations; local laws; corporate reporting and compliance; portfolio management office (major projects); corporate registers; information privacy and RTI • Fleet services • Information management: IT services; records management • Priority Development Areas; Cleveland CBD revitalisation projects; surplus land disposal • Support services for the Mayor and Councillors • Corporate process and performance improvement
3. City Planning and Assessment	<p>City Planning and Assessment:</p> <ul style="list-style-type: none"> • Strategic planning • Economic development • Plumbing and building services • Development assessment • Planning scheme review
4. Community Services, Environment and Regulation	<p>Community Services, Environment and Regulation:</p> <ul style="list-style-type: none"> • Customer services • Strengthening communities including Home Assist • Creative arts: RPAC and Art Gallery • Library services • Property services • Environmental education • Environmental health and pest management • Animal management • Local laws compliance

	<ul style="list-style-type: none"> • Development compliance
5. Infrastructure & Operations	Infrastructure: <ul style="list-style-type: none"> • Water, wastewater and waste • Roads and drainage infrastructure and maintenance • Transport and traffic planning • Marine infrastructure and maintenance • Parks and conservation infrastructure and operations • Sport and recreation • Buildings (public and community)
6. Emergency Management	Organisational Services: <ul style="list-style-type: none"> • Disaster prevention, planning, response and recovery • Community resilience • Local Disaster Management Group (Deputy Chair)

One or more portfolio spokespersons could be appointed to the six portfolios, although the recommendation is for one only.

With regard to Portfolio 1 above, Internal Audit has been included due to its relationship with the Audit Committee. This will enable Council, if it so chooses, to appoint a portfolio spokesperson to that portfolio who is also appointed as a member of the Audit Committee. With regard to Portfolio 6, it is highly desirable that a councillor with this responsibility also be a member of the Local Disaster Management Group and has, or will, undertake specialist training relating to the role of Deputy Chair of that group. It is noted that Councillor Alan Beard has undertaken this training.

The General Meeting Charter has been re-drafted to concisely describe how the portfolios system is intended to operate, including the major roles, responsibilities and accountabilities of councillors and managers.

STRATEGIC IMPLICATIONS

Legislative Requirements

The recommendations of this report are in accordance with the legislative requirements relating to the conduct of Council's meetings.

Risk Management

There are no specific risk implications associated with this report.

Financial

There are no specific financial implications associated with this report.

People

A more effective and efficient portfolio structure will provide benefits to Council's elected representatives and those officers involved in strategic discussions and will enable all councillors to be better informed as reports are being prepared for consideration by Council.

Environmental

There are no specific environmental implications associated with this report.

Social

A more effective and efficient portfolio structure will provide improvements to Council's meetings and in turn provide benefits to the community.

Alignment with Council's Policy and Plans

This report aligns with Council's policies and plans and further reduces red tape associated with Council's meetings.

CONSULTATION

Consultation has occurred with the Office of the Mayor and the Executive Leadership Group.

OPTIONS

1. That Council resolves as follows:
 - a) That Council's General Meeting consists of the named six portfolios; and
 - b) That Council appoints a councillor to each of the 6 portfolios.
 2. That Council appoints one or more than one councillor to each of the six portfolios.
- or
3. That Council amends the proposed portfolio structure.
- or
4. That Council maintains the existing portfolio structure.
- or
5. That Council removes the portfolio structure altogether.

OFFICER'S RECOMMENDATION

That Council resolves to:

1. **Adopt the following portfolios for councillors:**

1	Office of the CEO (including Internal Audit)
2	Organisational Services (excluding Internal Audit and Emergency Management)
3	City Planning and Assessment
4	Community Services, Environment and Regulation
5	Infrastructure & Operations
6	Emergency Management

2. **Appoint a councillor to each of the 6 portfolios; and**
3. **Adopt the attached General Meeting Charter for the operation of the portfolios.**



Redland
CITY COUNCIL

GENERAL MEETING

CHARTER

STRUCTURE

Reporting

The General Meeting is the formal decision making forum of Council.

Meeting Frequency

Council meets fortnightly, with the exception of a handful of scheduled breaks during the year. Each year Council publishes its forward schedule of meetings in a local newspaper and on Council's website.

Members

The General Meeting consists of the Mayor and all Councillors.

Chairperson

The Mayor is the Chairperson of the meeting.

Quorum

The quorum for the General Meeting is fixed at six Councillors (a majority of members).

Minutes

Council records minutes of the meetings which are approved by the CEO prior to publication on Council's website within 10 days of the date of the meeting.

Conduct of Meetings

The *Local Government Act 2009* and the *Local Government Regulation 2012* provide the core statutory requirements for the conduct of Council meetings.

The Redland City Council Meetings Standing Orders supplement the statutory requirements by providing standard processes to be observed at all meetings.

The Portfolio System

Purpose:

The purpose of the portfolio system is to provide the following benefits:

- Retain the efficient working of Council's general meetings, removing the need for the duplication involved in a system of standing committees;
- Encourage councillors to think and work strategically for the benefit of the city as a whole (see section 12 *Local Government Act, 2009* – the role of a councillor), thereby reducing the time allocated to operational matters which are dealt with by employees;
- Enhance working together, debate and decision-making by councillors;
- Enable councillors to get more involved in areas of Council's work that interest them and where they can maximise their contribution;
- Create opportunities for councillors to gain a deeper understanding of the organisation and how it works for the community;
- Create additional avenues of contact for the community with their elected representatives; and
- Support strong leadership from councillors on behalf of their community and the organisation.

Operation:

The General Meeting comprises sessions relative to certain functions (portfolios) of Council. These portfolios are described in Appendix A. Councillors are appointed as portfolio leaders.

During the meeting the Mayor will invite each portfolio leader in turn, where there are matters relating to their portfolio on the agenda, to provide a report of those matters and lead the debate.

Relevant senior officers may be required to attend the meeting to answer specific questions or provide further detailed information, if it is required.

The portfolio leader may also be Council's official spokesperson on matters within their portfolios together with the Mayor, in accordance with Council's policy direction and decisions; and Council's Communication Policy (POL-3072) and Media Relations Guideline (GL- 3072-001).

Nothing in the operation of the portfolio system prevents any councillor seeking advice or information from an employee within the scope of the Acceptable Requests Guideline (GL-3125-002).

Roles and Responsibilities:

The portfolio leaders are responsible for:

- Requesting briefings on significant matters within their portfolios, including matters to be the subject of future reports to Council;
- Attend meetings with portfolio managers as arranged;

- Seek information on behalf of themselves and, when requested, by their colleagues;
- Provide ideas and information from themselves and other councillors into the discussions with managers;
- Summarise the key points from these meetings and distribute to all other councillors;
- Lead discussion about matters within the portfolio at councillor workshops and Council general meetings, as requested by the Mayor/chair;
- Present reports under the portfolio at Council general meetings; and
- Speak on behalf of Council (with the Mayor) on matters falling within the portfolio, noting that when speaking as a portfolio spokesperson, the content must reflect Council's decisions and policy.

The portfolio managers comprise: the three general managers; the group managers (within departments and within the Office of the CEO); and service managers reporting directly to a general manager. The portfolio managers are responsible for:

- Arranging briefings on significant matters with the portfolio spokespersons. The frequency and timing of these meetings is to be agreed between the portfolio leader and the senior portfolio manager (ELG member);
- Ensure that portfolio leaders are briefed on matters of significance within the portfolio, including the content of reports being prepared for Council general meetings and councillor workshops;
- Attend the arranged meetings as required (based on the issues to be discussed, as directed by the senior portfolio manager);
- Support the portfolio leader by attendance at councillor workshops and Council general meetings as appropriate, producing supporting materials for those workshops and meetings as required;
- Check, if asked by the portfolio leader, his/her summary of the meeting outcomes for distribution to the other councillors; and
- Discuss matters likely to receive media attention and those subject to a Council media release with the relevant Communication, Engagement & Tourism staff member to ensure contact between the person preparing the release/response and the portfolio leader. Where possible, the portfolio leader (and the Mayor) should be contacted before drafting of the release/response.

NB – In the event that more than one councillor is appointed to a single portfolio, one is to take the lead for the responsibilities listed above. In such instances, the councillors are to be briefed and attend meetings together. Where that does not occur, the councillor attending the briefing or meeting shall be responsible for briefing a councillor who was unable to participate.

Definitions:

Portfolio (see Appendix A)

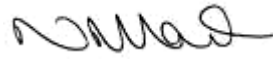
Portfolio leader – a councillor allocated a portfolio by Council

Portfolio manager – a general manager, a group manager and a service manager who reports directly to a general manager

Senior portfolio manager – a member of the Executive Leadership Group, other than the CEO

APPENDIX A – Portfolios

Portfolio	
1. Office of the CEO	<p>Office of the CEO:</p> <ul style="list-style-type: none"> • Financial services: rates; financial reporting; monthly management accounting; related financial compliance • General Counsel (legal services including complaints management) • Human resources: workplace development; workplace relations; WH&S <p>Organisational Services:</p> <ul style="list-style-type: none"> • Internal Audit
2. Organisational Services	<p>Organisational Services:</p> <ul style="list-style-type: none"> • Communication (internal and external), community engagement and tourism • Corporate governance – community, corporate and operational planning; risk and liability; Indigenous relations; local laws; corporate reporting and compliance; portfolio management office (major projects); corporate registers; information privacy and RTI • Fleet services • Information management: IT services; records management • Priority Development Areas; Cleveland CBD revitalisation projects; surplus land disposal • Support services for the Mayor and Councillors • Corporate process and performance improvement
3. City Planning and Assessment	<p>City Planning and Assessment:</p> <ul style="list-style-type: none"> • Strategic planning • Economic development • Plumbing and building services • Development assessment • Planning scheme review
4. Community Services, Environment and Regulation	<p>Community Services, Environment and Regulation:</p> <ul style="list-style-type: none"> • Customer services • Strengthening communities including Home Assist • Creative arts: RPAC and Art Gallery • Library services • Property services • Environmental education • Environmental health and pest management • Animal management • Local laws compliance • Development compliance
5. Infrastructure & Operations	<p>Infrastructure:</p> <ul style="list-style-type: none"> • Water, wastewater and waste • Roads and drainage infrastructure and maintenance • Transport and traffic planning • Marine infrastructure and maintenance • Parks and conservation infrastructure and operations • Sport and recreation • Buildings (public and community)
6. Emergency Management	<p>Organisational Services:</p> <ul style="list-style-type: none"> • Disaster prevention, planning, response and recovery • Community resilience • Local Disaster Management Group (Deputy Chair)

11.1.2 2014 LGAQ ANNUAL CONFERENCE**Dataworks Filename:** GOV LGAQ Annual Conference**Responsible/Authorising Officer:****Nick Clarke**
General Manager Organisational Services**Author:****Craig Dickson**
Corporate Governance and Policy Adviser

PURPOSE

The purpose of this report is to;

1. Advise Council of the 2014 Local Government Association of Queensland (LGAQ) Annual Conference to be held in Mackay;
2. Recommend attendance by the Mayor and one other Councillor delegate; and
3. Allocate Council's voting rights for the conference.

BACKGROUND

The LGAQ 118th Conference is to be held in Mackay from 27-29 October 2014. It is the principal conference in Queensland relating to local government. The conference specifically caters for the important and challenging role of leading local governments in Queensland.

The LGAQ Annual Conference is included in the Councillors' list of mandatory training for attendance by at least one Councillor (Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001).

ISSUES

The conference theme for this year is *Driving Growth*. A broad array of speakers from all tiers of government will be presenting at the conference on a range of topical areas.

The programme also incorporates a number of forums, including an invest panel on *Tourism Investment Readiness and Investment Attraction*. The Mayor has accepted an invitation to be a part of this panel.

As a full member of the LGAQ, Council can send two official delegates to the LGAQ Annual Conference as well as other attendees, if it so desires.

In addition to the program of speakers, as an LGAQ full member, Council is entitled to vote on both proposed changes to the LGAQ Policy Statement and any motions put forward by members. Council has six votes at the LGAQ Annual Conference, which can be wholly exercised by one delegate or may be split in any proportion Council determines between two delegates.

STRATEGIC IMPLICATIONS

Legislative Requirements

There are no legislative requirements associated with this report.

Risk Management

Non-attendance by Council at the conference results in a lost opportunity for Redland City Council to voice its views in matters being considered (voted on) at the conference.

Financial

This recommendation does not require any change to the current year's budget as funds have already been allocated. There are no conference fees for Council's official delegates, as the cost of attendance for two representatives is included in Council's annual membership to the LGAQ.

People

Council's representation at the LGAQ Annual Conference provides the opportunity for Councillors to keep abreast of contemporary and emerging issues in local government and associate with leaders in this field and other elected representatives from across Queensland.

Environmental

There are no environmental issues associated with this report.

Social

Attendance at the LGAQ Annual Conference supports Councillors to provide the highest level of leadership to the organisation and the Redland's community.

Alignment with Council's Policy and Plans

The recommendation primarily supports Council's Corporate Plan Strategic Priority 9 of delivering an efficient and effective organisation

- 9.1 Deliver excellent leadership throughout the organisation for the benefit of the community

CONSULTATION

Consultation has occurred with the Local Government Association of Queensland and the Office of the Mayor.

OPTIONS

1. That Council resolves as follows:
 - a) That Council be represented by the Mayor and one other Councillor delegate at the 2014 LGAQ Annual Conference; and
 - b) That Council's voting rights at the conference are split equally between the two official delegates.
2. That Council be represented by the Mayor as official delegate to the 2014 LGAQ Annual Conference with full voting rights.

3. That Council is not represented at the 2014 LGAQ Annual Conference.
4. That Council resolves as follows:
 - a) That Council be represented by two Councillors as official delegates to the 2014 LGAQ Annual Conference;
 - b) That Council's voting rights at the conference are split equally between the two official delegates; and
 - c) That further Councillors attend the conference as unofficial attendees.

OFFICER'S RECOMMENDATION**That Council resolves:**

- 1. That Council be represented by the Mayor and one other Councillor delegate at the 2014 LGAQ Annual Conference; and**
- 2. That Council's voting rights at the conference are split equally between the two official delegates.**

11.1.3 SPONSORSHIP PROGRAM 2013-14 REPORT**Dataworks Filename:** CR-Sponsorship**Attachment:** [Sponsorship Round 1 and 2 2013-14](#)**Authorising Officer****Nick Clarke**
General Manager, Organisational Services**Responsible Officer/Author:** Tracey Walker
Group Manager, Communication, Engagement and Tourism

PURPOSE

The purpose of this report is to:

- inform Council of the Sponsorship Program for 2013-14, including reporting on those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's *Corporate Plan 2010-2015 (Attachment A)*.
- Propose an amendment to the Sponsorship Policy *POL-3084* and Guideline *GL-3084-001* to clarify that some profits from a sponsored event can be provided to a Redlands charity, as long as 50% of profits are put aside for the following year's event.

BACKGROUND

The Sponsorship Program was established within Council in 2009-10. Sponsorship is a business transaction in which Council provides a financial contribution or in-kind support for an event, project, service or activity, in return for agreed commercial and other benefits.

In July 2014, as part of a strategy to encourage activities that contribute to the economic development of Redland City, a stronger emphasis was placed on contribution to the local economy for prospective sponsorship recipients. This is balanced by the equally weighted 'value for money' criteria, which assists organisations seeking smaller amounts of funding for smaller activities.

A total budget of \$126,000 was available in 2013-14 and was fully expended. Sponsorship funds were made available via two funding rounds. Round 1 for 2013-14 opened on 8 July 2013 with notifications provided in October 2013 and Round 2 opened on 27 January 2014 with notifications provided in mid April 2014.

A total of 30 activities were funded in 2013-14. Of these, 13 acquittals were due and all 13 acquittals have been completed by the sponsorship recipient. Another 17 organisations are not yet due to acquit the monies provided, with some events yet to take place.

Sponsorship decisions on applications of \$15,000 or less are made by the Internal Assessment Committee. This committee consists of the Group Manager, Community and Cultural Services, Group Manager, City Spaces and Service Manager,

Strengthening Communities. The Committee is chaired by the Group Manager, Communication, Engagement and Tourism.

Sponsorship applications greater than \$15,000 are considered by Council with recommendations provided by the Committee.

ISSUES

The current Sponsorship Policy *POL-3084* and Guideline *GL-3084-001* are unclear around whether some or any monies raised at a sponsored event can be provided to a charity. They state:

Sponsorship will not be provided to any of the following:

- *organisations or events where the sponsorship fee would be used to provide sponsorship or grants to third parties.*

It is proposed that this is changed to:

Sponsorship will not be provided to any of the following:

- *organisations or events where the sponsorship fee would be used to directly provide sponsorship or grants to third parties. Sponsorship monies must be used to hold an event or activity and not be directly passed on to a third party. However, monies raised from a sponsored event can be provided to a Redland charity or charities. To reduce reliance on Council sponsorship in future years at least 50% of profits should be held over for the following year's event.*

This change is proposed to encourage community-based organisations to run festivals and events that can stimulate the local economy. These groups often wish to donate some funding to charities or are charity organisations themselves.

Currently sponsorship funding can be provided to businesses making a profit from festivals and events.

STRATEGIC IMPLICATIONS

Legislative Requirements

Requirements of the *Local Government Act 2009*, the *Local Government Regulation 2012* and the *Financial Accountability Act 2009* have been taken into account during the preparation of this report.

Risk Management

Organisations that do not acquit their monies will not be eligible for further funding.

Financial

A total of \$126,000 in outgoing sponsorship for 2013-14 has been expended at the end of June 2014.

People

A sound relationship has been fostered between Council and sponsorship recipients and this has resulted in increased understanding of what is required to successfully acquit a sponsorship.

Environmental

There are no environmental impacts arising from this report.

Social

The Sponsorship Program provides opportunities for Council to partner with community organisations to promote a strong and involved community through the sponsorship of events, projects, services and other activities.

Alignment with Council's Policy and Plans

Relationship to the Corporate Plan:

7. Strong and connected communities

Our health, wellbeing and strong community spirit will be supported by a full range of services, programs, organisations and facilities and our values of caring and respect will extend to people of all ages, cultures, abilities and needs.

7.1 Promote festivals, events and activities for people to come together, developing connections, and networks to improve community spirit and enhance 'sense of place'.

7.6 Provide practical programs, support and guidance to the community sector in its delivery of highly valued support services and community projects.

Administration of Sponsorship Program funds is consistent with audit recommendations and Council's *Corporate Sponsorship Policy POL-3084* and *Corporate Sponsorship Guideline GL-3084-001*.

CONSULTATION

The following people have been consulted:

- General Manager, Organisational Services
- Group Manager, Community and Cultural Services
- Group Manager, City Spaces
- Group Manager, Communication, Engagement and Tourism
- Service Manager, Strengthening Communities

OPTIONS

1. That Council:

- a. Notes the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's *Corporate Plan 2010-2015*; and
- b. Approves an amendment to the Sponsorship Policy *POL-3084* and Guideline *GL-3084-001* to clarify that some profits from a sponsored event can be provided to a Redlands charity, as long as 50% of profits are put aside for the following year's event.

2. That Council:

- a. Notes the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's *Corporate Plan 2010-2015*; and
- b. Maintains the existing Sponsorship Policy *POL-3084* and Guideline *GL-3084-001*.

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1. Note the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's Corporate Plan 2010-2015; and**
- 2. Approve an amendment to the Sponsorship Policy POL-3084 and Guideline *GL-3084-001* to clarify that some profits from a sponsored event can be provided to a Redlands charity, as long as 50% of profits are put aside for the following year's event.**

Sponsorship ID	Applicant	Project Title	Project Description	Strategic Priorities	Benefits	Approved Amount
SUCCESSFUL APPLICATIONS						
S13-033	Redland Spring Festival Inc. *	RedFest-Redlands Spring Festival 2013	Redfest is an annual Music and Cultural Festival held over 3 days at Norm Price Park in Cleveland. It is an event that has been running for the past 55 years under the names of Redfest, Redland Spring Festival and the Redlands Strawberry Festival. Held 6-8 September 2013	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Quandamooka Country • Wise Planning and Design • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Promoted Redlands as a destination to visit. • Showcased talented Redland community members, local community organisations and businesses. • More than 15,000 visitors attended the event. • Media coverage across South East Queensland and approximately 30,000 annual website hits. 	\$14,450
S14-002	Island Vibe Pty Ltd	The 8th Annual Island Vibe Festival 2013	The Island Vibe Festival is a three day, family, friendly, beachside reggae and roots music festival that is dedicated to maintaining an environmentally sustainable and culturally aware event. Held 25-27 October 2013	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Quandamooka Country • Supportive and Vibrant Economy 	<ul style="list-style-type: none"> • 2,426 visitors over three days of the festival. Visitors from Brisbane and surrounding South East Queensland with 363 tickets to local Stradbroke Island residents. • Media coverage through facebook over 5,000 followers and monthly newsletter to 5,000 subscribers. Radio show on Byron Bay FM and 4ZZZ FM, and 10,000 posters are distributed throughout South East Queensland. • Promotion of local community groups and tourism on the island, and supports local tourism operators. 	\$9,000
S14-005	Bayside Vehicle Restorers Club Inc	Redland City Council Australia Day Rally	The Club organises a car rally to celebrate Australia Day and the Club provides a free light breakfast for entrants. Approximately 500 vehicles are on display. Held 26 January 2014	<ul style="list-style-type: none"> • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • The Rally gave residents an opportunity to view 471 historic vehicles. • 1,000 people attended the event, promoting Redlands as a tourist destination. • Promotion of the event through flyers at local events, newspaper, radio advertising, and website. 	\$1,000
S14-006	The Event Crew Pty Ltd	Gatorade Queensland Triathlon Series	The Gatorade Queensland Triathlon Series (QTS) is a 7-event series based in South-East QLD. Three of the 7-series will be held at Raby Bay. Held October 2014, December 2013 and February 2014.	<ul style="list-style-type: none"> • Embracing the Bay • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Over the 3 events held at Raby Bay, the Tri Series attracted 4,825 competitors and an additional 7,720 spectators to the Redlands. • Promotion of the event through magazine, radio, papers and online (to a shared database of 40,000). • Economic benefit to the Redlands, exposure of local business (e.g. food vendors, accommodation, local markets, petrol, with an estimated value of \$50,000 across all three events). • Contributed to a fit and active lifestyle by enlisting community groups to further develop their reach within the local community. 	\$5,000

S14-008	Redland District Committee on the Ageing Inc	Redland City Seniors Walk	The Redland City Council Seniors Walk is run to provide health and social benefits for seniors. It is conducted primarily along the Eddie Santagiuliana Way, Cleveland. To be held 17 August 2014	<ul style="list-style-type: none"> • Strong and Connected Communities 	<ul style="list-style-type: none"> • Supports 'Ageing Well in the Redlands' and encourages physical activity particularly during Seniors Week. • Approximately 250 seniors participate in the walk each year. • Advertising through local avenues. • Participation of local businesses. 	\$1,500
S14-010	The Uniting Church in Australia Property Trust (Q.) trading as Blue Care	Redland City Inspiring Seniors 2014	The aim of the project is to locate, nominate and honour, the Redland City Seniors who have given so much to their communities and helped laying the foundations of Redland City as we know it today. The project also aims to pass on to the young of the City, the wisdom, energy and visions of these Seniors as well as dispelling the many myths associated with ageing. Held 1 August 2014	<ul style="list-style-type: none"> • Strong and Connected Communities 	<ul style="list-style-type: none"> • Showcasing the Redlands and supports 'Ageing Well in the Redlands'. • Approximately 60 people attend the presentation Morning Tea. • Local employment agencies/tertiary institutions offered an opportunity to assist with interview process to promote inspiring Seniors. • Local businesses and performers engaged for the event. 	\$3,000
S14-013	Bay Islands Golf Club Veterans	Veterans Challenge Cup	The Veterans Golf Union is a Queensland wide organisation that was formed to allow golfers of veteran age to use other golf courses within their region and meet other golfers. The Bay Island Veterans are associated with the Albert & Logan Vets Association which includes for this event the Bay Islands Vets invite golfers from the other clubs listed above to challenge them to compete for the glory of winning the Veterans Challenge Cup. Held 23 October 2013	<ul style="list-style-type: none"> • Green Living • Embracing the Bay • Supportive and Vibrant Community • Strong and Connected Communities 	<ul style="list-style-type: none"> • This annual event encouraged people to the islands with the aim of enhancing tourism. • Approximately 66 people attended from various golf clubs. 	\$500
S14-015	Wynnum Redlands Canoe Club Inc	Tingalpa Trot	An annual canoe/kayak race over a 10km course along Tingalpa Creek from Thorneside to Capalaba. The race has been an annual event for over 20 years attracting paddlers from Maryborough to Byron bay and as far inland as Mt Isa. Held 16 March 2014	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Support and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • The race had 147 participants from local members, paddlers and affiliated club members. The race also attracted 80 spectators. • Promotion through local newspaper, facebook, website, and at similar events throughout South East Queensland. • Showcased outdoor related local businesses and accommodation for the event. 	\$1,500
S14-019	Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC)	Joint Managed Parks and Indigenous Management Agreements Forum	Naree Budjong Djarra National Park is one of only 2 joint managed National Parks in Queensland. Indigenous land managers met to share their experiences, and benchmark conservation and cultural heritage outcomes. Held 14 November 2013	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Quandamooka Country • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Promotion of the event through industry and Natural Resource Management forums as well as local media opportunities and post-event media release of outcomes. • The conferences attracted 95 people to North Stradbroke Island across 2days. • Increased economy activity and supports the Quandamooka people in their joint management work. 	\$3,500
S14-022	Redland City Chamber of Commerce	Redland Business Expo 2014	The Chamber in conjunction with Redland City Council and Redland Business Grow are organising a second Redland City Business Expo. The object of the Expo is to bring together Redlands Businesses, the community and families to create community awareness of what our local businesses have to offer. The aim of the expo is to showcase what our local businesses have to offer the Redlands community, to ensure our local dollars are spent here in the Redlands. Held 14 June 2014	<ul style="list-style-type: none"> • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Attendance of 200 people from the Redlands and local surrounding areas. • More than 50 business exhibitors. Breakfast Launch of 80 attendees. • Showcasing of local businesses creating exposure to the Redlands community, ensuring local business growth and creating local employment opportunities. 	\$5,000

S14-024	Point Lookout Boardriders Club	2013 Straddie Assault	The Straddie assault is Australia's longest running teams surfing competition and 2013 will be the 30th consecutive year. The event attracts many of Australia's top surfers including some who compete on the world professional tour. Competition is held over two days with two distinct event formats - Saturday is the teams challenge and Sunday is the pairs challenge. Held 19-20 October 2013	<ul style="list-style-type: none"> • Healthy Natural Environment • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • This is the 30th consecutive year, with an audience of more than 500 people and 128 contestants (16 teams x 8) from coastal areas of South East Queensland, northern NSW and the greater Brisbane area. • Increased economic benefits to Stradbroke Island. 	\$4,000
S14-025	The University of the Third Age (U3A) Redlands District Inc	2014 U3A QLD State Conference - Redlands Rendezvous	U3A Redlands District Inc hosted the 2014 U3A QLD State Annual conference within Redland City. It was held at the Redland Performing Arts Centre. The Conference program included invited speakers and workshops designed to give delegates guidance in best practice for administering their regional U3A as well as achieve objectives outlined in the QLD State Conference Government's Positive Ageing Strategy for Seniors. Held 17-18 June 2014	<ul style="list-style-type: none"> • Supportive and Vibrant Community • Strong and Connected Communities 	<ul style="list-style-type: none"> • Three day conference, invitation extended to 35 autonomous U3A organisations with a combined membership of over 18,000 seniors. • Attendance of 150 paying delegates and 21 volunteers. • Increased visitors to the Redlands and Moreton Bay Islands. • Exposure of senior organisations in the Redlands community. 	\$2,500
S14-026	Grand View Hotel	New Years Eve Fireworks Display	Annual event - Fireworks Display on New Year's Eve designed to attract visitors and keep locals in the area on New Year's Eve by delivering fireworks for a large area of Redlands. Held 31 December 2013	<ul style="list-style-type: none"> • Embracing the Bay • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • The event promoted Redlands, attracting visitors and inject funds into the economy. • More than 1,000 people viewed the fireworks from GJ Walter Park and another 5,000 from local residences and vantage points around Cleveland. 	\$4,000
S14-027	Redland City Chamber of Commerce	Redland Retail Awards 2014	Redland Retail Awards 2014. This is the largest scale promotion of retail within Redland City, which includes the only dedicated Awards Night exclusively for the Retail Industry. Held 2 August 2014	<ul style="list-style-type: none"> • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Showcases Redland retailers, rewards excellence in Customer Service and encourages Business development and job growth in Redland City. • Over 20,000 nominations expected. • Recognises and promotes over 280 local businesses. 	\$5,000
TOTAL						\$59,950

Sponsorship ROUND 2 2013-2014

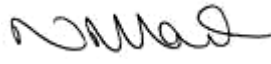
Sponsorship ID	Applicant	Project Title	Project Description	Strategic Priorities	Benefits	Approved Amount
S14R2-001	48 Hour Charity Relay Run Inc. in Qld	Run for Redlands 48 Hour Relay Charity Festival 2014	The facilitation of two fun runs; 5km and 10km using Redland City Council Fun Run branding. Held 23-25 May 2014	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Quandamooka Country • Supportive and Vibrant Economy 	<ul style="list-style-type: none"> • Community event stimulated local economy and increased tourism, also attracted high profile runners. • Promotes partnership amongst local clubs and organisations. 	\$10,000.00
S14R2-002	Redlands Modern Country Music Club Inc.	The 2014 Redlands 20th Bluegrass Music Festival	The Redlands Bluegrass Festival is an annual event which unites people from the Redlands, other parts of Australia and overseas in a quality musical event, that stimulates learning and enjoyment through performances, workshops and networking opportunities across all age groups. The event has been successfully held for 19 consecutive years and the planned 2014 Festival will therefore be 20th anniversary milestone. Accordingly the RMCMC intends to design and deliver a celebratory "Tribute" event that will be commensurate with the significance of the occasion seeking to bring together some of the most notable contributors who aided in the development of the Festival over the past 19 years. To be held 8-10 August 2014	<ul style="list-style-type: none"> • Wise Planning and Design • Supportive and Vibrant Economy 	<ul style="list-style-type: none"> • 20th Anniversary tribute festival attracts 400 paying attendees, 45 performing artist and 50 volunteers. • Promotion through radio, newspapers, magazines, website, social media, and posters at local venues. • Supports local community groups and businesses and artists. 	\$5,000.00
S14R2-003	Redland Bay Amateur Fishing Club Inc.	2014 Wilson's Moreton Bay and Offshore Family Fishing Challenge	Annual Fishing competition - 4 day event with prizes for largest fish species and random draw prizes for entrants, family, ladies and children draws, and entertainment and food supplies. Held 6-9 June 2014	<ul style="list-style-type: none"> • Healthy Natural Environment • Embracing the Bay • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • 23rd Annual Event held in Redlands, • Over 800 people attended each day from Redlands, South East Queensland and interstate. • Increases tourism to Redlands and Moreton Bay, supports local community organisations, business and the environment and quality of Moreton Bay. 	\$650.00
S14R2-004	The Event Crew Pty Ltd	Gatorade Qld Triathlon Series (QTS)	The Gatorade Qld Triathlon Series (QTS) is a 7-event series based in South-East Qld. Australia's largest triathlon series, QTS has been a staple in the triathlon community for over 20 years. The Event Crew oversaw an extremely successful first season of organising QTS with 6 sell-out events and over 10,500 happy competitors across the series in 2012-12, 2013-14 saw the continued success with again more than 10,500 entries over the series. QTS consists of three different race categories: Qld Tri Series (for more experienced triathletes), Enticer Tri Series (for new or amateur triathletes) and Kool Kids Series (for kids aged 7-14). To be held December 2014, March and April 2015	<ul style="list-style-type: none"> • Supportive Vibrant Community • Strong Connected Communities 	<ul style="list-style-type: none"> • Over the 3 events held at Raby Bay, the Tri Series attracts approximately 5,100 competitors and an additional 9,000 spectators to the Redlands. • Promotion of the event through magazine, radio, papers and online (to a shared database of 40,000). • Economic benefit to the Redlands, exposure of local business (e.g. food vendors, accommodation, local markets, petrol, with an estimated value of \$50,000 across all 3 events). • Contributes to a fit and active lifestyle by enlisting community groups to further develop their reach within the local community. 	\$5,000.00

S14R2-005	Mooroonda Sports and Recreation Football Club Inc.	Mooroonda Football Club - Challenge Cup Carnival	Annual football (soccer) carnival hosted by Mooroonda Football Club for players aged 3-11. Carnival has been run annually for nearly 15 years and is one of the most highly recognised carnivals in the whole Brisbane region. U6-U11 teams who have played together throughout the season, including 20 Mooroonda teams are invited to celebrate the end of the season at our carnival. Our Joeys (3-5 years olds) put on demonstration at the end of the carnival. All players receive a participation medal at the end of the carnival. We try to create a real Carnival atmosphere with rides, stalls and raffles. To be held 31 August 2014	<ul style="list-style-type: none"> • Supportive Vibrant Community • Strong Connected Communities 	<ul style="list-style-type: none"> • Aimed at community football (soccer) clubs, approximately 750 players and 2,000 attendees. • Increasing tourism to the area, growth of local community sporting clubs, and opportunities to participate in community sport. 	\$400.00
S14R2-007	Coochiemudlo Island Events Association Inc	The Coochie Music Festival	The Coochie Music Festival is a Community Event where we as an Island Community can showcase our beautiful island to tourists through a professionally run Music Festival held on Coochiemudlo Island. As a way to stimulate tourism for the island and promote the local businesses, the Ferry service and our golden sand beaches, the Coochie Music Festival will be a great family friendly event consisting of live local music, food. To be held 13 September 2014	<ul style="list-style-type: none"> • Embracing the Bay • Quandamooka Country • Wise Planning and Design • Supportive Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Expected attendance at the festival is 500-800 people from Redland City, Gold Coast and Brisbane. • Increased tourism to the area. • Promotion through website, social media, local newspaper and radio. • Support s local businesses on the island. 	\$2,500.00
S14R2-008	Redlands Bayside Masters Swimming Club Inc.	Annual Redlands Bayside Master Swim Event	The annual swim event will be held at Ormiston College using their 25m pool. To be held 4 October 2014	<ul style="list-style-type: none"> • Embracing the Bay • Wise Planning and Design • Supportive Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Expected number of swimmers is approximately 150 and 250–300 spectators. • Strengthens Club patronage and partnerships with other swimming clubs. • Increases visitors to the Redlands. 	\$400.00
S14R2-009	Icon Events and Marketing Pty Ltd	Straddie Salute Triathlon Festival	The Straddie Salute is a weekend of action on Brisbane's doorstep. With four events to choose from, whether you run, bike or swim there's challenge waiting for you on beautiful North Stradbroke Island. Swim the crystal waters in Straddie 100 Ocean Swim, jog along one of Queensland's most beautiful coastal trails in the Straddie Stride Run/Walk or choose between the infamous Straddie Salute Triathlon (Mountain bike) or Straddie Our Triathlon (Road Cycle). To be held 30-31 August 2014	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Quandamooka Country • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Anticipated audience of 300-400 people and 128 contestants (16 teams x 8) from coastal areas of South East Queensland, northern NSW and the greater Brisbane area. • Increased economic benefits to Stradbroke Island (approximate local economic input was \$54,000 in 2012 – consisting of spectators, ferry, accommodation and food costs) 	\$7,000.00
S14R2-011	Bay Islands Golf Club Inc.	Bay Islands Veterans Lifestyle Challenge Cup	Community event promoting Moreton Bay Island and Redlands Golf Day. Bay Islands Vs Six mainland clubs in the Albert and Logan District (Vets). To be held 22 September 2014	<ul style="list-style-type: none"> • Supportive Vibrant Community • Strong Connected Communities 	<ul style="list-style-type: none"> • This annual event encourages people to the islands with the aim of enhancing tourism. • Approximately 72 people to attend from various Golf clubs. 	\$400.00
S14R2-017	Island Vibe Pty Ltd	The Island Vibe Festival 2014	The Island Vibe is a three day family friendly, alcohol free beach-side music festival that is dedicated to maintaining an environmentally sustainable and culturally aware event. Now in its 9th year Island Vibe has become one of the most popular boutique festivals in Australia and has established an international reputation for environmental sustainability, quality entertainment and magnificent atmosphere.	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Quandamooka Country • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Average of 2,500 visitors over three days of the festival. Visitors from Brisbane and surrounding South East Queensland with 500 tickets to local Stradbroke Island residents. • Media coverage though facebook over 5,000 followers and monthly newsletter to 5,000 subscribers. Radio Show on Byron Bay FM and 4ZZZ FM, and 10,000 posters are distributed throughout South East Queensland. 	\$7,000.00

			To be held 31 October – 2 November 2014		<ul style="list-style-type: none"> Promotion of local community groups and tourism on the island, and supports local tourism operators. 	
S14R2-018	Redlands Rugby Union and Recreation Club Inc.	Waitangi Day Celebrations at Redlands Rugby Union Club	<p>Redlands Rugby Union Recreation Club Inc. has held the annual "Waitangi Day" celebration at its Judy Holt Park for almost 20 years. Waitangi Day is a free community event open to everyone and involves some friendly games of rugby, guest speakers, cultural awareness sessions and ends with a traditional hangi. The Waitangi Day event is an afternoon event which the club tries to integrate into one of our sign on days to encourage parents to come for the sign on and stay for the celebrations.</p> <p>To be held 7 February 2015</p>	<ul style="list-style-type: none"> Supportive Vibrant Community Strong Connected Communities 	<ul style="list-style-type: none"> Opportunity for many separate community groups to interact. Increases player and member numbers for the Club. Promotes multiculturalism and attracts people to Redland City. All event products and services are sourced locally. In 2014, 250 people attended, with a higher number projected for 2015. Local advertising. 	\$400.00
S14R2-021	Stradbroke Chamber Music Festival Inc.	Stradbroke Chamber Music Festival	<p>The Stradbroke Chamber of Music Festival is a 3 day series of six chamber music concerts that aims to provide a regional and isolated community with previously inaccessible musical performances of the highest standard, to enrich the cultural life of people in all age groups from the three townships on North Stradbroke Island and to give greater opportunities for music lovers in mainland Redland City and Brisbane to attend performances of chamber music. In the festival proper six concerts will be held over 3 days in July at three venues in Dunwich and Point Lookout.</p> <p>Held 25-27 July 2014</p>	<ul style="list-style-type: none"> Quandamooka Country Strong and Connected Communities Supportive Vibrant Community 	<ul style="list-style-type: none"> The festival is a new cultural tourism niche in the tourism market for North Stradbroke Island. It increases visitation in an off-peak tourism period. The festival increases community cultural life and world class musicians provide educational benefits to local students. 750 attendees across 6 concerts and 100 at the opening performance. Promotion via the festival website, 4MBS, BayFM radio, ABC Classic FM and 3MBS radio. Posters and brochures distributed in Brisbane, Qld Conservatorium of Music and the School of Music at University of Queensland. 	\$1,500.00
S14R2-024	Redlands Eisteddfod Inc.	2014 Redlands Eisteddfod	<p>This is a high quality cultural event in the Redlands, with world renowned adjudicators. A safe local competition is provided to allow performing arts students to grow in confidence. This is the 14th year of the event.</p> <p>To be held May – September 2014</p>	<ul style="list-style-type: none"> Embracing the Bay Supportive Vibrant Economy Strong and Connected Communities 	<ul style="list-style-type: none"> This project will support development of the performing arts in Redlands. It will improve the confidence and experience of the performers and increase the number of students seeking local music, drama and choral teachers. Ticket sales of 6,000 and total performers and individuals in excess of 9,000. The Eisteddfod is promoted via the website and on facebook. Programs were distributed in partnership with local schools and local media. 	\$1,500.00
S14R2-025	Tingira Boat Club Inc.	6th Macleay Island Classic	<p>The 6th Macleay Island Classic is a canoe/kayak race around Macleay Island which attracts paddlers from as far south as Byron Bay and from as far north as Hervey Bay. For the less experienced, a relay race is held with five team members, who each take a leg to paddle around the island. This year six person outrigger canoes, dragon boats and surf boats as will be included as a separate event.</p> <p>Held 18 May 2014</p>	<ul style="list-style-type: none"> Healthy Natural Environment Embracing the Bay Quandamooka Country Supportive and Vibrant Economy Strong and Connected Communities 	<ul style="list-style-type: none"> Attendance of 75 competitors, 150 spectators and 60 volunteers. Promotion through social media, website, email to database, flyers, print media, television and radio. Benefit to local businesses across the event dates. 	\$500.00

S14R2-026	Bay Islands Golf Club Inc.	Mayor's Cup	Annual Golf competition. Single Stableford Event. Winner and runner up for both ladies and men trophies engraved with both winners names. Held 17 June 2014	<ul style="list-style-type: none"> • Strong and Connected Communities 	<ul style="list-style-type: none"> • Encouraging fitness and community support for each other. • The event had 60 participants from both the Bay Islands and the mainland. • It was open to members of the Bay Islands Golf Club and any visitor with a golf link number. • The golf day will be advertised in the Friendly Bay Islander. 	\$300.00
S14R2-028	Lines in the Sand North Stradbroke Island Ltd	Lines in the Sand Arts Festival 2014	LINES in the SAND is an annual event held in winter located on North Stradbroke Island. This year's festival consists of 2 days and 3 nights of programmed activities to include ephemeral arts installations around the Gorge Walk and headland parks and beaches, nature based art workshops, performance, projection and environment forum. In the week leading up to the festival artists are in residence on the headland and assisting with a schools engagement project entitled the World Environment Day poster project. A satellite contemporary weaving project <i>Convolution: a woven sculptural installation</i> is also included at the Redlands Regional Art Gallery. Held 27-29 June 2014	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Quandamooka Country • Wise Planning and Design • Supportive Vibrant Community • Strong Connected Communities 	<ul style="list-style-type: none"> • This festival supports all Council's strategic priorities. • Attracts up to 3,000 people and injects funds into North Stradbroke Island economy as well as promoting local artists and the Island as a tourist destination. 	\$3,500.00
S14R2-030	Redland Spring Festival Inc. *	RedFest-Redlands Spring Festival 2014	Redfest is an annual Music and Cultural Festival held over 3 days at Norm Price Park in Cleveland. It is an event that has been running for the past 55 years under the names of Redfest, Redland Spring Festival and the Redlands Strawberry Festival. To be held 5-7 September 2014	<ul style="list-style-type: none"> • Healthy Natural Environment • Green Living • Embracing the Bay • Quandamooka Country • Wise Planning and Design • Supportive and Vibrant Economy • Strong and Connected Communities 	<ul style="list-style-type: none"> • Promotes Redlands as a destination to visit. • Showcases talented Redland community members, local community organisations and businesses. • More than 15,000 visitors expected during the event. • Media coverage across South East Queensland and approximately 30,000 annual website hits. 	\$20,000.00
TOTAL						\$66,050.00

* Due to sponsorship moving to twice yearly rounds in 2013-14, this organisation received payment for events in 2013 and 2014 from the 2013-2014 sponsorship round.

11.1.4 REDLAND CITY COUNCIL COMMUNITY EVENTS OFFICER**Datworks Filename:** ED Events - Event Promotion**Responsible/Authorising Officer:****Nick Clarke**
General Manager Organisational Services**Author:****Tracey Walker**
Group Manager Communication,
Engagement & Tourism

PURPOSE

The purpose of this report is to seek approval to create and fund a new position, Community Events Officer (Level 6). The purpose of the role is twofold:

- Provide a single point of contact within Council for both external and internal stakeholders to service a one-stop-shop for consolidated assistance to event organisers for community events held in the Redlands; and
- Attract, promote and coordinate community events to drive economic development in the Redlands through development and implementation of an event strategy for events such as: conferences, sporting events, cultural events, festivals and other community group uses of public space.

BACKGROUND

There is currently no dedicated resource within Council to attract events or provide a coordinated one-stop-shop approach to event organisers dealing with Council for permits, traffic management and venue hire.

Such a position would work closely with community organisations to assist event organisers, noting however that this role is not a 'place-maker' position. The position will not run events itself, but will provide support to those who do and will seek to attract new events to the city, especially to the major centres and high-profile open spaces.

Such a role would deliver improvements to customer service, reduce red tape and enhance Council's 'open for business' approach.

A recent review of other local governments' operations has identified that all the bordering local councils have dedicated resources driving event attraction.

ISSUES**Financial**

Funding of \$100,000 would be required to meet the costs of this role. This funding could come from a range of Community Grants Program allocations. This includes reducing by 15% the categories of Organisational Support, Project Support and Capital Infrastructure grants and by 35% the Conservation grants due to a reduced demand for this category.

Conservation grants have not been fully expended in the past five financial years and in 2013-14, a total of \$33,000 was unused in this grants category. This would result in:

- Organisational Support Grants – reduced from \$54,000 to \$46,000 (reduced by 15% or \$8000)
- Project Support Grants – reduced from \$160,000 to \$136,000 (reduced by 15% or \$24,000)
- Capital Infrastructure Grants – reduced from \$220,000 to \$187,000 (reduced by 15% or \$33,000)
- Conservation Grants – reduced from \$100,000 to \$65,000 (reduced by 35% or \$35,000).

The new total for these grants would be \$434,000. This is a reduction of \$100,000 (was previously \$534,000).

Sponsorships would remain at \$126,000 as this funding is already the most highly contested and will be required to assist groups to hold new events. Regional Arts Development Fund monies are also excluded as it is a dollar-for-dollar State and Council funding program.

In addition to the Community Grants Program, community members can access Councillor Small Grants (\$250,000), Sponsorship (\$126,000) and Regional Arts Development Fund (\$100,000) monies. Combined this currently totals \$1.01 million. If funding of \$100,000 was used for the new position, the total available to community members would be \$910,000.

The position will require an overtime component to meet with groups after hours and attend events.

Benefits

If approved, the position will hold two main responsibilities that will provide a range of benefits to Council.

The first responsibility will be to offer a single point of contact within Council to both external and internal stakeholders to service a one-stop-shop for consolidated assistance to event organisers for events held in the Redlands. This would include:

- Answering enquiries and providing advice to external clients regarding the operation of events in the Redlands.
 - Being the first and ongoing point of contact for event managers across the City and will coordinate and attend any further meetings that may be required with Council, such as traffic management, health and safety or venue hire.
 - Assistance with completing event applications for submission to Council, if required, and will “walk” event managers and community groups through the process.
 - Connect event managers to other potential partners (government, non-profit, for profit).
 - Assist event organisers with marketing their projects – working with other Council staff.
-

- Play a role in coordinating events across the city to ensure best spread of events across 12 months and making recommendations to prospective event organisers.
- Support Council's due diligence in relation to its responsibilities to ensure safety, health and amenity to Redland City, specifically in relation to the operations of events and festivals.
- Develop a proactive local events industry and strengthen local event management capability.

The second responsibility is to attract, promote and coordinate events in the Redlands through development and implementation of an event strategy including events and conferences, sporting events, cultural events and festivals. This would include:

- Develop an events strategy for the Redlands including events and conferences, sporting events, cultural events and festivals.
- Facilitate the effective creation, attraction, marketing and development of events to the Redlands working with internal and external stakeholders including private and government bodies, community organisations and community representatives.
- Recruit additional community leaders for future projects.
- Build the capacity of local event organisers to increase their skills in delivering events in the Redlands.
- Support the activation of open spaces and priority locations within the City, particularly those areas outlined in the Capalaba, Cleveland and Redland Bay Master plans but not excluding other areas.
- Cultivate economic, social and cultural opportunities for Redlands through the development of new events.

Making the position permanent will bring stability to the unit and attract and retain skilled staff to Council.

The position will lead an internal reference group comprising officers from Strengthening Communities, Sport and Facilities, Infrastructure and Operations, Health and Environment, Workplace Health Safety and Wellbeing, Tourism and Creative Arts.

Council has determined the most effective place for the position to sit is within the Communication, Engagement and Tourism Group that has events expertise, is proactive in its approach and already works across all areas of Council.

STRATEGIC IMPLICATIONS

Legislative Requirements

The requirement of the Local Government Act 2009 has been taken into account in preparing this report.

Risk Management

The role will adhere to all workplace health and safety requirements. There is no significant risk associated with this role.

Financial

Funding of \$100,000 is required to meet the costs of this role. It is envisaged the role will contribute to the economic development of the city through attraction and growth of events.

People

The role will work closely with community organisations and staff within Council.

Environmental

There are no environmental impacts from the creation of this position.

Social

This position will attract, promote and coordinate community events that bring people together and improve community spirit and enhance 'sense of place'.

Alignment with Council's Policy and Plans*Relationship to Corporate Plan*

The recommendation primarily supports Council's strategic priority of

7. Strong and connected communities

7.1 Promote festivals, events and activities for people to come together, developing connections and networks to improve community spirit and enhance 'sense of place'.

CONSULTATION

- General Manager, Organisational Services
- General Manager, Community and Customer Services
- Group Manager, Communication, Engagement and Tourism
- Group Manager, Community and Cultural Services
- Group Manager, City Spaces
- Service Manager, Strengthening Communities
- Service Manager, Sport and Facilities
- Service Manager, Health and Environment
- Service Manager, Creative Arts
- Coordinator, Community Development

OPTIONS

1. That Council creates a Community Events Officer (Level 6) position funded from the grants program.
2. Create a Community Events Officer (Level 6) position funded from general revenue.

OFFICER'S RECOMMENDATION

That Council resolves to create a Community Events Officer (Level 6) position funded from the grants program.

11.2 PORTFOLIO 4 (CR KIM-MAREE HARDMAN)**COMMERCIAL ENTERPRISES (WATER, WASTE, RPAC ETC)****11.2.1 DRINKING WATER QUALITY MANAGEMENT PLAN (DWQMP) - ANNUAL REPORT**

Dataworks Filename: WS – Audit – Quality Assurance

Attachment: [Redland Water DWQMP Annual Report 2013-14](#)

Responsible/Authorising Officer:



Gary Soutar
General Manager Infrastructure and Operations

Author:

Daniela Simon
Service Manager - Scientific Services

PURPOSE

Approval is sought for the attached report as follows:

The *Drinking Water Quality Management Plan DWQMP Annual Report* documents the performance of Redland Water's drinking water service with respect to water quality and performance in implementing the actions detailed in the DWQMP as required under sections 141 and 142 of the *Water Supply (Safety and Reliability) Act 2008* (the Act).

BACKGROUND

The Act requires Redland Water (RW) to submit The Drinking Water Quality Management Plan (DWQMP) Annual Report within 120 business days after the end of the financial year to which it relates. This report was prepared according to Guidelines for Service Provider Annual Reports – July 2013 published by Queensland Water Supply Regulator on template provided.

The Annual Report provides that Redland City Council experienced water with 100% compliance with the Australian Drinking Water Guidelines.

ISSUES

The purpose of Drinking Water Quality Management Plan (DWQMP) Annual Report is to:

- report on the performance of Redland Water's drinking water service with respect to water quality
- report on the performance in implementing the actions detailed in DWQMP
- assist the Water Supply Regulator to determine whether the approved DWQMP and any approved conditions have been complied with.
- Provides a mechanism for RW to report publicly on their performance in managing drinking water quality.

STRATEGIC IMPLICATIONS

Drinking Water Quality Management Plan has to be consistent with other RCC strategic documents such as the Corporate Plan, Redland Water Annual Performance Plan and the Water Netserv Plan.

Legislative Requirements

The Act requires Redland Water (RW) to submit The Drinking Water Quality Management Plan (DWQMP) Annual Report. Current DWQMP was approved by the Regulator on 16 June 2014.

Risk Management

The DWQMP incorporates risk management. Water quality risk is listed in the Risk Register as “RWW-2” – Health effects from adverse water quality.

Financial

There should be no direct impact on the budget from the adoption of the Annual Report; however future annual reports might be used to develop future budgets.

People

Key RW staff that improved RW business are identified in Appendix B of the Annual Report.

Environmental

Nil

Social

The Annual Report will demonstrate a direction for the RW business that aims to support transparency, accountability and to build confidence in quality of drinking water supplied to the Redland community.

Alignment with Council's Policy and Plans

The Annual Report supports Council's Corporate Plan in respect to providing essential physical infrastructure that supports community well-being and manages Council's existing infrastructure assets to ensure current service standards are maintained or improved.

CONSULTATION

Nil

OPTIONS

1. That Council endorse the Drinking Water Quality Management Plan DWQMP Annual Report 2013-14
2. That Council does not endorse the Drinking Water Quality Management Plan DWQMP Annual Report 2013-14

OFFICER'S RECOMMENDATION

That Council resolves to endorse the Drinking Water Quality Management Plan (DWQMP) Annual Report 2013-14.

REDLAND WATER

SPID: 541

Drinking Water Quality Management Plan (DWQMP) – Annual Report

2013/14

REDLAND CITY COUNCIL
REDLAND WATER
PO BOX 21 CLEVELAND QLD 4163
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- ADWG 2004 Australian Drinking Water Guidelines (2004). Published by the National Health and Medical Research Council of Australia
- ADWG 2011 Australian Drinking Water Guidelines (2011). Published by the National Health and Medical Research Council of Australia
- E. coli Escherichia coli, a bacterium which is considered to indicate the presence of faecal contamination and therefore potential health risk
- mg/L Milligrams per litre
- NTU Nephelometric Turbidity Units
- ALS ALS Laboratory Group
- CFU/100mL Colony forming units per 100 millilitres
- < Less than
- > Greater than
- QUU SAS Queensland Urban Utilities Scientific Analytical Services

Introduction

This report documents the performance of Redland Water's drinking water service with respect to water quality and performance in implementing the actions detailed in the DWQMP as required under the *Water Supply (Safety and Reliability) Act 2008* (the Act).

The report assists the Regulator to determine whether the approved DWQMP and any approval conditions have been complied with and provides a mechanism for providers to report publicly on their performance in managing drinking water quality.

It has been prepared in accordance with the *Guideline for Service Provider Annual Reports, July 2013* published by the Department of Environment and Resource Management, Queensland, accessible at www.dews.qld.gov.au.

• Overview of Operations

Redland City Council covers an area of approximately 537 square kilometres and has a population of approximately 145,000 people. Redland Water provides drinking water to Redland City residents through four water supply schemes:

Redland City and Southern Moreton Bay Islands Supply Scheme

Dunwich Supply Scheme

Amity Point Supply Scheme

Point Lookout Supply Scheme

Redland Water is responsible for receiving bulk water from Seqwater and delivering it to residents through its distribution network. This is done whilst ensuring that the water meets the Australian Drinking Water Guidelines (ADWG).

Redland Water manages drinking water quality through approved an Drinking Water Quality Management Plan (DWQMP) which protects public health by ensuring the provision of a safe water supply.

Redland Water manages, operates and maintains pumping stations and mains as part of its distribution network. Redland Water manages, operates and maintains reservoirs only in each of the North Stradbroke Island (NSI) township schemes and not on the mainland. Redland Water does not operate any re-chlorination facilities in its network.

• Notifications to the Regulator under sections 102 and 102A of the Act

This financial year there was no instance where the Regulator was notified under sections 102 or 102A of the Act.

3.1 Non-compliances with the water quality criteria and corrective and preventive actions undertaken.

100% compliance with the water quality criteria was achieved in all four water supply schemes.

3.2 Prescribed incidents or Events reported to the Regulator and corrective and preventive actions undertaken.

Incident Description:

No incident was reported.

Corrective and Preventative Actions:

Nil.

• Actions taken to implement the DWQMP

4.1 Progress in implementing the risk management improvement program.

Refer to the Appendices B for a summary of progress in implementing each of the Improvement Program actions.

4.2 Revisions made to the operational monitoring program to assist in maintaining the compliance with water quality criteria¹ in verification monitoring.

Verification monitoring is the only available option to monitor drinking water quality in Redland City Council area. Dosing systems are owned and operated by Seqwater and Seqwater is responsible for operational monitoring of the system.

4.3 Amendments made to the DWQMP

Following the dissolution of Allconnex Water the Redland City Council was required by the Regulator to review and resubmit their DWQMP by 1 July 2013. Proposed amendments included:

- Registered service details
- Details of infrastructure
- Water quality information
- Updated operation and maintenance procedures
- Updated management of incidents and emergencies
- Updated Risk management improved program
- Updated verification monitoring

Amendments to the DWQMP were submitted to the Regulator on 28 June 2013 with further information provided to the Regulator on 14 November 2013 and 24 February 2014.

Amended DWQMP was approved by the Regulator on 3 April 2014.

Approved DWQMP was scheduled for review by 1 July 2014 and the plan was reviewed by the Redland City Council on 27 May 2014. The plan was current and did not require any amendment and was submitted to the Regulator on 5 June 2014.

Current DWQMP was approved by the Regulator on 16 June 2014 and is due for review by 1 July 2016.

• Customer complaints related to water quality

Redland Water is required to report on the number of complaints, general details of complaints, and the responses undertaken.

Throughout the year the following complaints about water quality were received:

Table 1 - complaints about water quality, (including per 1000 customers)

	Suspected Illness	Discoloured water	Taste and odour	Total
Redland City Mainland Supply Scheme	0.06	1.12	0.33	1.51
Dunwich Water Supply Scheme	0	2.1	0	2.1
Point Lookout Water Supply Scheme	0	0	1.26	1.26
Amity Point Water Supply Scheme	0	0	0	0
Total	0.06	3.22	1.59	4.86

¹ Refer to *Water Quality and Reporting Guideline for a Drinking Water Service* for the water quality criteria for drinking water.

5.1 Suspected Illness

Complaints are sometimes received from customers who suspect their water may be associated with an illness they are experiencing. Redland Water investigates each complaint relating to alleged illness from our water quality, typically by testing the customers tap and closest reticulation sampling point for the presence of *E. Coli* and free Chlorine concentration.

During 2013/14, there were no confirmed cases of illness arising from the water supply system.

- As a response to customer complaint, the water main was flushed and samples were taken.
- All samples tested complied with ADWG for parameter tested. Investigation of each complaint found no public health risks.

5.2 Discoloured water

- As a response to customer complaint, the water main was flushed.
- Regular mains flush program is in place to address this issue.

There was one burst on a large diameter water main and no dirty water complaints were received as a result of this event.

Dirty water complaints were related to dead-end mains and distribution system areas with low consumption. The area was flushed to remove the dirty water and to achieve detectable chlorine residual results.

5.3 Taste and odour

- As a response to customer complaint, the water main was flushed, a sample was taken for taste and odour and free Chlorine concentration test.
- All samples tested complied with ADWG for parameter tested.
- Field staff explained to customer a requirement for free Chlorine concentration in drinking water.

The taste and odour complaints received are usually related to Chlorine taste in the water supply. Investigation of each complaint found no public health risks.

- **Outcome of the review of the DWQMP and how issues raised have been addressed**

The next internal review of the DWQMP is due before 1 July 2016.

- **6.1 Hazards and hazardous events that affected the quality of drinking water during the year and which were not addressed in the DWQMP.**

There were no new hazards or hazardous events identified during the year that were not addressed in the approved DWQMP

- **Findings and recommendations of the DWQMP auditor**

Redland Water is due for DWQMP external audit by 30 June 2016.

Appendix A – Summary of compliance with water quality criteria

The results from the verification monitoring program have been compared against the levels of the water quality criteria specified by the Regulator in the *Water Quality and Reporting Guideline for a Drinking Water Service*.

The reported statistics do not include results derived from repeat samples, or from emergency or investigative samples undertaken in response to an elevated result.

Table 2 - Verification monitoring results

Verification Monitoring Redland City and Southern Moreton Bay Islands Supply Scheme July 2013 - June 2014

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	20	20	~	20	68	47
Aluminium	QUU SAS	mg/L	0.001	Quarterly	20	20	~	0.03	0.05	0.03
Arsenic	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.010	0.035	0.018
Cadmium	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	20	20	~	18.0	32.0	22.6
Chloride	QUU SAS	mg/L	1	Quarterly	20	20	~	21	59	36
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	2067	1930	0	<0.1	1.8	0.7
Chromium	QUU SAS	mg/L	0.001	Quarterly	20	10	0	<0.001	0.001	0.001
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	20	1	~	<1	4	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	20	20	~	178	370	248
Copper	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.003	0.018	0.008
Cyanide	ALS	mg/L	0.004	Quarterly	20	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	124	124	0	0.1	1.0	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	20	20	~	52	98	68
Iron	QUU SAS	mg/L	0.001	Quarterly	20	20	~	0.007	0.041	0.013
Lead	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	20	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	20	20	~	1.3	10	3.7
Manganese	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.002	0.016	0.005
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.015	0.530	0.196
pH	Redland Laboratory	pH Units	0.1	Weekly	2088	2088	~	7	8.1	7.5
Potassium	QUU SAS	mg/L	0.01	Quarterly	20	20	~	0.60	2.60	1.3
Selenium	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	20	20	~	2.3	13.0	9.5
Sodium	QUU SAS	mg/L	1	Quarterly	20	20	~	12	34	21
Sulphate	Redland Laboratory	mg/L	1	Quarterly	20	20	0	2	46	16
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	20	20	~	104	250	156
Total THMs	QUU SAS	µg/L	<10	Monthly	72	71	0	<10	240	97
Turbidity	Redland Laboratory	NTU	1	Weekly	935	10	~	<1	3	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	20	19	0	<0.001	0.010	0.004

Verification Monitoring Amity Point Water Supply Scheme July 2013 - June 2014

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	29	42	35
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.057	0.060	0.058
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.002	0.003	0.002
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	9.2	11.0	10.2
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	28	54	38
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	98	98	0	0.7	1.5	1.0
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	4	4	~	<1	<1	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	157	265	200
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.002	0.003	0.002
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	57	57	0	0.6	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	30	43	36
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.014	0.023	0.018
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	1.9	2.9	2.3
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.001	0.018	0.005
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.210	0.230	0.220
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7.5	8.2	7.8
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.67	0.91	0.8
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	7.7	8.4	8.1
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	19	33	25
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	3	6	5
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	83	168	116
Total THMs	QUU SAS	µg/L	<10	Monthly	12	12	0	15	67	36
Turbidity	Redland Laboratory	NTU	1	Weekly	57	0	~	<1	<1	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	1	0	<0.001	0.002	0

Verification Monitoring Dunwich Water Supply Scheme July 2013 - June 2014

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	21	22	22
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.015	0.023	0.019
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.010	0.012	0.011
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	8.8	11.0	9.9
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	21	23	22
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	100	100	0	0.4	2.3	1.2
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	4	1	~	<1	1	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	124	130	127
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.009	0.014	0.012
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	57	57	0	0.4	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	28	33	31
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.029	0.066	0.049
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.78	1.1	0.9
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	2	0	<0.001	0.002	0.001
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.072	0.120	0.089
pH	Redland Laboratory	pH Units	0.1	Weekly	103	103	~	7.2	7.9	7.6
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.39	0.44	0.42
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	10.0	11.0	10.5
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	13	15	14
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	1	6	3
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	75	92	80
Total THMs	QUU SAS	µg/L	<10	Monthly	12	12	0	12	41	20
Turbidity	Redland Laboratory	NTU	1	Weekly	57	1	~	<1	1	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	3	0	<0.001	0.002	0.001

Verification Monitoring Point Lookout Water Supply Scheme July 2013 - June 2014										
Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	16	18	17
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.026	0.031	0.028
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.016	0.019	0.018
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	1.0	1.2	1.1
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	43	47	45
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	98	98	0	0.1	1.5	1.1
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	4	0	~	<1	<1	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	203	217	209
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.010	0.018	0.015
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	57	57	0	0.4	0.8	0.7
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	31	36	33
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.009	0.062	0.029
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	2.4	3.2	2.9
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.001	0.007	0.004
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.046	0.065	0.054
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7.3	8.5	7.8
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.98	1.20	1.1
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	9.5	11.0	10.0
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	26	30	28
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	6	7	6
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	121	130	126
Total THMs	QUU SAS	µg/L	<10	Monthly	12	7	0	<10	33	11
Turbidity	Redland Laboratory	NTU	1	Weekly	57	0	~	<1	<1	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.010	0.015	0.012

Table 3 - Reticulation *E. coli* verification monitoring

Drinking water scheme: Redland City and SMBI Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	70	60	56	60	56	56	66	56	63	63	56	49
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	734	738	735	732	725	722	718	718	725	718	718	711
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Redland City and SMBI Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	65	56	58	63	56	63						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	729	729	728	728	721	725	655	599	543	473	417	361
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Dunwich Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	10	8	8	10	8	8	10	8	10	8	8	6
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	104	104	104	104	104	104	104	104	106	104	104	102
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Dunwich Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	10	8	10	8	8	10						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	104	104	106	104	104	106	96	88	80	70	62	54
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Point Lookout Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	14	8	8	10	8	8	10	8	10	8	8	6
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	108	108	108	108	108	108	108	108	110	108	108	106
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Point Lookout Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	10	8	10	8	8	10						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	104	104	106	104	104	106	96	88	80	70	62	54
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Amity Point Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	10	8	8	10	8	8	10	8	10	8	8	6
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	104	104	104	104	104	104	104	104	106	104	104	102
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Amity Point Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	10	8	10	8	8	10						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	104	104	106	104	104	106	96	88	80	70	62	54
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Appendix B – Implementation of the DWQMP Risk Management Improvement Program

Risk Management Improvement Program – General Improvements – Completed Works

NO.	MANAGEMENT MEASURE/REQUIREMENT	PROPOSED ACTION/S	PRIORITY	RESPONSIBILITY	DUE DATE
RMIP-G19	Develop a system to more effectively manage the mains flushing program. Ensure townships and the 375mm main in Bunker Road South are included in the program.	Develop a system to more effectively manage the mains flushing program. Ensure townships and the 375mm main in Bunker Road South are included in the program. <i>Yearly flushing programs developed.</i>	2	Kevin McGuire	30/06/2013 <i>Completed</i>
RMIP-G10	Develop a detailed specification template specifically for Redland to help ensure only suitable materials, designs and commissioning procedures are used.	Develop a detailed specification template specifically for Redland to help ensure only suitable materials, designs and commissioning procedures are used. <i>Redland Water has participated in the preparation of the SEQ Design & Construction Code due for adoption by 1 July 2013.</i>	2	Matt Ingerman	30/06/2013 <i>Completed</i>
RMIP-G12	Increase radioactive monitoring to a 5 years interval	Include radioactive monitoring at 5 year intervals in the water quality monitoring program	3	Daniela Simon	30/06/2015 <i>Completed</i>
RMIP-G15	If it is decided to obtain water from the EPI rather than NSI WTP, then it is recommended that the possibility of taking one of the Heinemann Road reservoirs off line be investigated to reduce detention time and thereby help improve water quality in the zone.	Include the need to further investigate water quality in the Heinemann Road Reservoir Zone, in the relevant operating protocols, if water is received from the EPI. <i>Water has been supplied from EPI to Heinemann Road reservoirs over last 2 summers. In each case EPI water was blended with NSI water thereby lowering potential for water quality issues. Quality was monitored on each occasion and no negative impacts identified. Full supply from EPI may require more detailed assessment however.</i>	2	Brad Taylor	30/06/2013 <i>EPI & NSI blend completed.</i>
RMIP-G17	There are no water quality samples taken from some of the DMA's, it is recommended that a strategic review of the sampling locations is undertaken in respect to the new DMA boundaries. This should include the need for an additional sampling site in the Alexandra Hills High Level Zone.	There are no water quality samples taken from some of the DMA's, it is recommended that a strategic review of the sampling locations is undertaken in respect to the new DMA boundaries. This should include the need for an additional sampling site in the Alexandra Hills High Level Zone and moving some of the THM sites to the extremities of the system. <i>Strategic review undertaken – additional sampling site (M10) added to LLZ to track formation of THM throughout the greater water supply zone. M8 & M10 sample sites added to THM monthly sample monitoring program.</i>	2	Daniela Simon/Matt Ingerman	30/06/2013 <i>Completed</i>

11.2.2 SOLE SUPPLIERS – INFRASTRUCTURE & OPERATIONS**Dataworks Filename:** FM Tendering – Supply Services**Responsible/Authorising Officer:**
Gary Soutar
General Manager Infrastructure and
Operations**Author:****Brad Taylor**
Group Manager Water & Waste
Infrastructure

PURPOSE

The purpose of this report is to seek resolution from Council to enter into a contractual arrangement with various suppliers (**Suppliers**) without first inviting written quotes or tenders pursuant to section 235 of the *Local Government Regulation 2012 (LGR 2012)* for a period of 12 months.

Section 235 provides a number of exceptions to inviting written quotes or tenders in relation to medium-sized (\$15000 or more but less than \$200000 in a financial year) and large-sized (\$200000 or more in a financial year) contractual arrangements, however many of the goods and services that may be procured from the Suppliers during the relevant period will be worth less than these threshold amounts.

The relevant exceptions in section 235 are where Council resolves:

- a. it is satisfied that there is only 1 supplier who is reasonably available (s235(a));
or
- b. because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders (s235(b)).

Council's Water & Waste Operations requires goods and services from the Suppliers due to, in most circumstances, there being only 1 supplier that is reasonably available and, in one other circumstance, the specialised nature of the maintenance works to be performed at Council's various wastewater treatment plants (WWTPs).

BACKGROUND

Council's Water & Waste Operations utilise specialised equipment manufactured, supplied and installed by the Suppliers, or that can only be reasonably serviced and maintained by the Suppliers. Last financial year there was approximately \$369,000 spent on items provided by sole suppliers.

In most cases, the proprietary nature of this specialised equipment means that servicing and maintenance can only be provided by the Supplier, or parts can only be supplied by the Supplier. Further, these goods and services are not reasonably available from other suppliers, either because there is only 1 supplier, or because the supply from alternative suppliers will not result in a value for money procurement. In particular:

Council's water and waste infrastructure and operations utilise various equipment that requires ongoing servicing, maintenance, renewal and repair;

- the use of non-original or non-proprietary products often results in reduced reliability or failure, and the resulting cost implications;
- the cost benefit of using the Suppliers to supply the goods and services
- the consequences of failure result in an unacceptable risk to Council, including the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- The increased costs, reduced reliability and risk of failure associated with servicing and maintenance carried out by suppliers not familiar with the original or proprietary equipment or products, or from the use of non-original or nonproprietary parts during servicing and maintenance;
- Council's requirements in having repairs carried out reliably and without delay, and the unacceptable risk of the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- the impact on Council's community in the event of any interruption to Council's water and waste operations.

Further, specific information in relation to each of the Suppliers is set out below.

ISSUES

Sound Contracting Principles

In considering this procurement plan, the establishment of this arrangement and the list of Suppliers, Council's Water and Waste Operations have had regard to the sound contracting principles. In doing so, the principles of value for money and environmental protection were given more consideration, noting that there is only 1 supplier who is reasonably available for each of the goods and services required.

It should also be noted that despite the resolution, if made, and the establishment of this arrangement, consideration will be given to the sound contracting principles throughout the period of the arrangement and on each occasion that goods or services are procured. In particular:

- Council's Water and Waste Operations will continuously monitor the performance of the Suppliers, and the value for money achieved from the Suppliers, throughout the period of the arrangement;
- Where appropriate and practical, a written quote will be sought from a Supplier before goods or services are procured.

Resolution

Accordingly, a resolution is sought from Council to enter into a contractual arrangement for a period of 12 months from the date of the resolution with the below Suppliers without first inviting written quotes or tenders.

Suppliers

Section 235(a) Suppliers:

- 1 Air Met Scientific Pty Ltd – ABN 73 006 849 949**

This Supplier provides maintenance and renewal of Council's existing gas detection equipment and parts. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by Supplier using the Supplier's proprietary equipment and parts.

2 Aildos Oceania Pty Ltd – ABN 53 106 582 665

Supply and maintenance of existing dosing pumps and equipment renewal. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

3 BEST (Biological Environmental Sustainable Technologies) Solutions Australasia Pty Ltd – ABN 21 155132237

Supply and delivery of odour control dosing chemical. Only some chemicals work in certain of Council's catchments to reduce odour in particular circumstances, and this is the only supplier of this chemical.

4 Biolab Australia Pty Ltd – ABN 17 005 878 017

Services for online analysers for ammonia and nitrate as well as chemical cassettes for odour detection. It provides unique chemicals to support all their instrumentation equipment. Biolab is the only supplier of these chemical cassettes and is the supplier of the compatible components required for the cassettes to work.

5 Bioremedy Pty Ltd - ABN 49 027 112 101

Supply of calcium nitrate chemical for odour control. Only some chemicals work in certain of Council's catchments to reduce odour in particular circumstances, and this is the only supplier of this chemical.

6 Burkitt Pty Ltd – ABN 98 087 732 116

Provides maintenance and renewal of existing (liquid) process control valves. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

7 Cleantec International – ABN 43 105 668 951

Provides maintenance and renewal of existing odour control equipment at Capalaba WWTP and pump station (PS) 141. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

8 Danfoss Australia P/L – ABN 93 004 385 997

Provides maintenance and renewal of existing variable speed drives. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

9 DHI Water & Environment Pty Ltd – ABN 69 086 137 911

This Supplier is the Australian supplier of hydraulic software modules used by Council for network analysis of water supply and wastewater network systems and flood watch software. Modification of the software can only be undertaken by the Supplier because of the software licence and licence renewal, upgrades

and support must be provided by the Supplier. This software is required to undertake water supply and wastewater network analysis.

10 Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904

Ecotox is the only laboratory in Australia that can provide the services (sample analysis in relation to toxicity) needed to meet Environmental Protection Agency (EPA) and WWTP licence requirements.

11 Flottweg Australia – ABN 89 147 749 095

Parts and maintenance for the Capalaba WWTP centrifuge. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

12 Grundfos Pumps Pty Ltd – ABN 90 007 920 765

Supplies and maintains existing dosing pumps and equipment renewal. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

13 Hach Pacific Pty Ltd – ABN 45 114 408 838

Provides maintenance and replacements for water network pressure loggers. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

14 HMA Group – ABN 48 010 489 086

Provides maintenance and renewal of existing valves and non-return valves. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

15 Hydrobac Pty Ltd – ABN 62 790 824 461

Supply and control of odour control dosing chemical. Only some chemicals work in certain of Council's catchments to reduce odour in particular circumstances, and this is the only supplier of this chemical.

16 ITT Flygt Water and Waste Water – ABN 28 000 832 922

Custom made manufacturing of pumps and mixers for WWTPs. This company has supplied custom made Flygt pumps for treatment of sewerage water. These pumps have been manufactured as per Council's requirements and specification to fit in wet wells in Council's WWTPs. The maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

17 KSB Australia – ABN 29 006 414 642

Manufactures submersible pumps for wet wells. KSB has custom built pumps to fit dry wells at Council's pump stations and WWTPs. The company is required to manufacture custom made pump parts for critical spares and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

18 Magytec International Pty Ltd – ABN 96 003 490 006

This Supplier is the only agent for the manufacturer of Council's specialist belt filter press equipment and the only supplier that can supply the proprietary parts and has the expertise to perform the service and maintenance on the equipment.

19 Mann's Logan Crane Hire – ABN 95 879 142 306

This supplier is the only local supplier with the proven ability to respond in planned and emergent timeframes, and is also the only local supplier of Franna (light mobile cranes). When Council requires these services, they are often required urgency to avoid environmental impact and comply with environmental and licence obligations e.g. from overflow. The cost and time implications of engaging a non-local supplier will not satisfy Council's requirements.

It is also noted that Council has established an approved contractor list for under section 231 of the LGR 2012, however there are no local suppliers on the list that supply Franna plant.

20 MEP Instruments – ABN 93 081 861 645

This Supplier is the Australian agent for Metrohm pH meters used in Council's laboratory and WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment, parts and consumables.

21 Merck Pty Ltd – ABN 80 001 239 818

Manufacturer of laboratory deioniser. Sole supplier of parts, consumables and servicing. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment, parts and consumables.

22 Miele Australia Pty Ltd – ABN 96 005 635 398

Manufacturer of laboratory dishwasher. This existing equipment was manufactured and supplied by the Supplier and the maintenance and servicing is carried out by the Supplier using the Supplier's proprietary equipment and parts.

23 Mono Pumps Australia – ABN 77 004 449 478

This Supplier manufactured and supplied Council's sludge handling pumps, dosing pumps and critical spares for pumps already custom fitted in Council's reticulation systems. The maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

- 24 Multitrode Pty Ltd – ABN 43 010 679 419**
Manufacturers of critical backup system components required for pump stations and reservoir level sensors. Critical spares and sensors are needed to contain appropriate water levels at the pump stations. The maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 25 Perten Instruments Australia P/L - ABN 98 002 954 243**
This Supplier is the Australian agent for Gerhart instruments, being the existing instruments, and the maintenance and renewal is required to be carried out by the Supplier using the proprietary equipment and parts.
- 26 Prominent Fluid Control – ABN 83 080 688 795**
Manufacturers of dosing pumps that have been customised for critical dosing applications at Dunwich and Point Lookout WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 27 Schneider Electric – ABN 42 004 969 304**
This Supplier is the distributor for Clear SCADA software, and the supply of licensing and annual support for Clear SCADA software used in water and sewerage telemetry licences. Schneider also provides services to maintain licences for control of SCADA systems to several WWTPs.
- 28 SEW Eurodrive – ABN 27 006 076 053**
This Supplier supplies gearboxes and motors for WTPs and is used for repair and replacement of several motors and gearboxes installed in several of Council's WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 29 Sibelco Australia Limited – ABN 20 000 971 844**
This Supplier supplies hydrated lime used at Council's WWTPs. It is the only supplier in Australia for this product. The market was tested by conducting a tender (T-1571-11/12-RDW Provision of a Preferred Supplier/s Arrangement for the Supply, Delivery and Unloading of Chemicals for Redland Water WWTPs). The results from this tender showed that no other tendering company was able to supply hydrated lime to Council. Hydrated lime is a vital chemical that is used in the treatment of wastewater at several WWTPs.
- 30 Siemens Ltd – ABN 98 004 347 880**
This is the Supplier of PLC hardware, specialised activated carbon for odour control facilities and chlorine residual analyser equipment. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 31 SMC Pneumatics Aust Pty Ltd– ABN 64 000 543 519**
Provides maintenance and renewal of existing (pneumatic) process control valves. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

32 Spirac Pty Ltd – ABN 69 119 874 038

This Supplier is the Manufacturer of dewatering equipment for screw wash presses and grit collection bins and is used for the replacement of liners for existing screw conveyors, and designed template wear plates. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

33 Thermo Fischer Scientific P/L – ABN 52 058 390 917

Provides maintenance and renewal of existing auto samplers. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts. The Supplier is the sole supplier of the equipment and parts.

34 Vega Australia – ABN 55 003 346 905

This Supplier is the manufacturer of level control systems in reticulation systems. This supplier is used for repair of existing equipment in several WWTPs and pump stations. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

35 Wallace & Tiernan Pty Ltd – ABN 82 000 130 414

This Supplier is the Manufacturer of chorine monitoring equipment in reticulation systems and used to repair and replace existing equipment at the Dunwich and Point Lookout WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

36 Wilo Australia Pty Ltd - 87 150 449 540

Manufactures submersible pumps for wet wells. The Supplier has custom built pumps to fit dry wells at Council's pump stations and WWTPs. The company is required to manufacture custom made pump parts for critical spares and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

37 Weir Services Australia Pty Ltd – ABN 53 000 114 910

Manufacturers of aerator gearboxes for WWTPs. These gearboxes are critical assets for Council's WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

38 YSI Australia Pty Ltd – ABN 14 128 153 168

This Supplier is the sole supplier of dissolved oxygen meter parts and consumables used in laboratory and WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

Section 235(b) Supplier:

39 M Strong (Sole Trader – strongRope) – ABN 86 498 927 293

This Supplier is the manufacturer of custom built polymer slings used to replace stainless steel chains for pump lifting equipment. Lifting slings are custom made

to fit lifting gear equipment for several of Council's WWTPs. There are very few suppliers that carry out this specialised service which requires the splicing of slings to meet Council's strength requirements. The slings supplied by this Supplier have been tested and certified to meet Council's requirements and Council has invested significant resources to ensure these requirements were met.

It would be impractical and disadvantageous for Council to invite quotes from other suppliers as Council would need to invest significant resources again in relation to testing and certification to ensure Council's requirements were met.

STRATEGIC IMPLICATIONS

Legislative Requirements

In accordance with Section 235(a) and (b) of the LGR 2012, a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if:

- a. the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- b. the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite written quotes or tenders.

Risk Management

The resolution, if made, and the establishment of this arrangement, will assist in the management of the following identified risks:

- reduced reliability or failure, and the resulting cost implications resulting from the use of non-original or non-proprietary products;
- the consequences of failure, including the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- the increased costs, reduced reliability and risk of failure associated with servicing and maintenance carried out by suppliers not familiar with the original or proprietary equipment or products, or from the use of non-original or nonproprietary parts during servicing and maintenance;
- Council's requirements in having repairs carried out reliably and without delay, and the unacceptable risk of the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- the impact on Council's community in the event of any interruption to Council's water and waste operations.

Financial

There are no implications.

People

There are no implications.

Environmental

Environmental issues and potential impact have been considered, including Council's EPA and relevant licence obligations, general environmental considerations and staff and public safety. As noted above, various Suppliers have been identified to assist with meeting Council's obligations, including the selection of Suppliers to:

- to meet Council's EPA and WWTP licence requirements;
- to ensure reliability of equipment, maintenance, servicing, parts and products;
- to ensure the supply of equipment, chemicals and consumables to monitor and control odour;
- to ensure repairs are carried out reliably and without delay to avoid the unavailability of Council's water and waste infrastructure, environmental impact and breaches of safety obligations.

Social

There are no implications.

Alignment with Council's Policy and Plans

This report is consistent with Council's Procurement Policy and legislative requirements.

CONSULTATION

Consultation in this process has included the following:

- General Manager Infrastructure & Operations;
- General Counsel;
- Group Manager Water & Waste Infrastructure;
- Group Manager Water & Waste Operations;
- Senior Procurement Officer.

OFFICER'S RECOMMENDATION

That Council resolves, in accordance with Section 235(a) and (b) of the *Local Government Regulation 2012*, as follows:

- a. The local government is satisfied that the suppliers numbered 1 to 38 below are the only suppliers reasonably available to supply the goods or services required by Council from suppliers;**
 - b. Because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite written quotes or tenders from suppliers other than supplier numbered 39 below; and**
 - c. This contractual arrangement be for a period of 12 months:**
 - 1. Air Met Scientific Pty Ltd – ABN 73 006 849 949**
 - 2. Alldos Oceania Pty Ltd – ABN 53 106 582 665**
-

3. **BEST (Biological Environmental Sustainable Technologies) Solutions Australasia Pty Ltd – ABN 21 155132237**
4. **Biolab Australia Pty Ltd – ABN 17 005 878 017**
5. **Bioremedy Pty Ltd - ABN 49 027 112 101**
6. **Burkitt Pty Ltd – ABN 98 087 732 116**
7. **Cleantec International – ABN 43 105 668 951**
8. **Danfoss Australia P/L – ABN 93 004 385 997**
9. **DHI Water & Environment Pty Ltd – ABN 69 086 137 911**
10. **Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904**
11. **Flottweg Australia – ABN 89 147 749 095**
12. **Grundfos Pumps Pty Ltd – ABN 90 007 920 765**
13. **Hach Pacific Pty Ltd – ABN 45 114 408 838**
14. **HMA Group– ABN 48 010 489 086**
15. **Hydrobac Pty Ltd – ABN 62 790 824 461**
16. **ITT Flygt Water and Waste Water – ABN 28 000 832 922**
17. **KSB Australia – ABN 29 006 414 642**
18. **Magytec International Pty Ltd – ABN 96 003 490 006**
19. **Mann’s Logan Crane Hire– ABN 95 879 142 306**
20. **MEP Instruments – ABN 93 081 861 645**
21. **Merck Pty Ltd – ABN 80 001 239 818**
22. **Miele Australia Pty Ltd – ABN 96 005 635 398**
23. **Mono Pumps Australia – ABN 77 004 449 478**
24. **Multitrode Pty Ltd – ABN 43 010 679 419**
25. **Perten Instruments Australia P/L - ABN 98 002 954 243**
26. **Prominent Fluid Control – ABN 83 080 688 795**
27. **Schneider Electric – ABN 42 004 969 304**
28. **SEW Eurodrive – ABN 27 006 076 053**
29. **Sibelco Australia Limited – ABN 20 000 971 844**

30. **Siemens Ltd – ABN 98 004 347 880**
31. **SMC Pneumatics Aust Pty Ltd– ABN 64 000 543 519**
32. **Spirac Pty Ltd – ABN 69 119 874 038**
33. **Thermo Fischer Scientific P/L – ABN 52 058 390 917**
34. **Vega Australia – ABN 55 003 346 905**
35. **Wallace &Tiernan Pty Ltd – ABN 82 000 130 414**
36. **Wilo Australia Pty Ltd - 87 150 449 540**
37. **Weir Services Australia Pty Ltd – ABN 53 000 114 910**
38. **YSI Australia Pty Ltd – ABN 14 128 153 168**
39. **M Strong (Sole Trader – strongRope) – ABN 86 498 927 293**

**11.3 PORTFOLIO 5 (CR LANCE HEWLETT)
OPEN SPACE, SPORT AND RECREATION****11.3.1 RUSSELL ISLAND BOWLS CLUB - LEASE RENEWAL****Dataworks Filename:** L. 149842**Attachment:** [Russell Island Bowls Club Site Plan](#)**Authorising Officer:****Gary Soutar
General Manager Infrastructure and Operations****Responsible Officer:****Lex Smith
Group Manager City Services****Author:****Terri McDonald
Acting Senior Property Officer**

PURPOSE

The purpose of this report is to recommend that Council grant a renewal of the Russell Island Bowls Club lease for a further 20 years.

BACKGROUND

Russell Island Bowls Club currently hold a 20 year lease over Lot 3 on RP 31228, which is due to expire on 31 May 2015. The club is planning to put in a second bowling green and extend and renovate the existing clubhouse and are seeking Council approval for a further 20 year lease in order to do this. The club is seeking Council approval, at this time, to ensure eligibility to apply for up to \$100,000 of a state grant through the Department of National Parks, Recreation, Sport and Reserves – *Get Playing* funding program.

Get Playing aims to assist local sport and recreation organisations with facility development so more Queenslanders are encouraged to become involved in the sport and recreation activity of their choice. Applications for the funding close on 1 September 2014.

ISSUES

Whilst the Russell Island Bowls Club lease does not expire until 31 May 2015, it is a requirement of the grant to have at least three years of tenure or Council approval for renewal of tenure to guarantee at least three years future tenure at the premises when submitting an application for funding.

The proposed improvement projects fall within the current lease area therefore no extension of lease footprint is required. Council officers have undertaken a sustainability check of the club's audited financial statements, committee details, certificate of incorporation and insurance details and are satisfied with the high score results.

The planned improvements also align with the objectives of Council's Jackson Road Community Precinct Landscape Master Plan.

STRATEGIC IMPLICATIONS

Legislative Requirements

Under S.236 of the *Local Government Regulation 2012 - Exceptions for valuable non-current asset contracts*

(1)(c)(iii) A local government may dispose of a valuable non-current asset other than by a tender or auction if the disposal is for the purpose of renewing the lease of land to the existing tenant of the land but subject to;

(2) An exception mentioned in subsection (1)(a) to (d) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

Risk Management

The existing and proposed new lease requires Russell Island Bowls Club to provide evidence of property and public liability insurance annually and perform all structural and routine maintenance, electrical and fire safety testing for the premises.

The Russell Island Bowls Club Inc currently maintains the premises to a good standard and has worked closely with Council's Facility Services Unit to comply with the recent leased building condition audit.

Financial

All costs associated with the preparation and registration of a new lease will be met by the Russell Island Bowls Club.

People

Officers from Council's City Sport & Recreation Team have consulted with the club regarding their future plans and sustainability.

Environmental

The proposed improvement projects align with Council's Jackson Road Community Precinct Landscape Master Plan purpose to progress the corporate objectives regarding green living, wise planning and design and also strong and connected communities.

Social

The proposed improvement projects support Council's Jackson Road Community Precinct Landscape Master Plan purpose to provide a co-ordinated and strategic approach to the development and provision of leisure, culture, sport and recreation facilities, services and opportunities to meet current and emerging community needs.

Alignment with Council's Policy and Plans

The Russell Island Bowls Club has requested a new 20 year lease, POL-3071 provides for standard lease term of 10 years, with leases of 20 or 30 years where the lessee invests significant funds into infrastructure.

As the club has previously invested significant improvements, a 20 year term is considered to comply with policy.

CONSULTATION

Consultation has been undertaken with:

- Russell Island Bowls Club
- Divisional Councillor
- Council's Sport & Recreation Officer

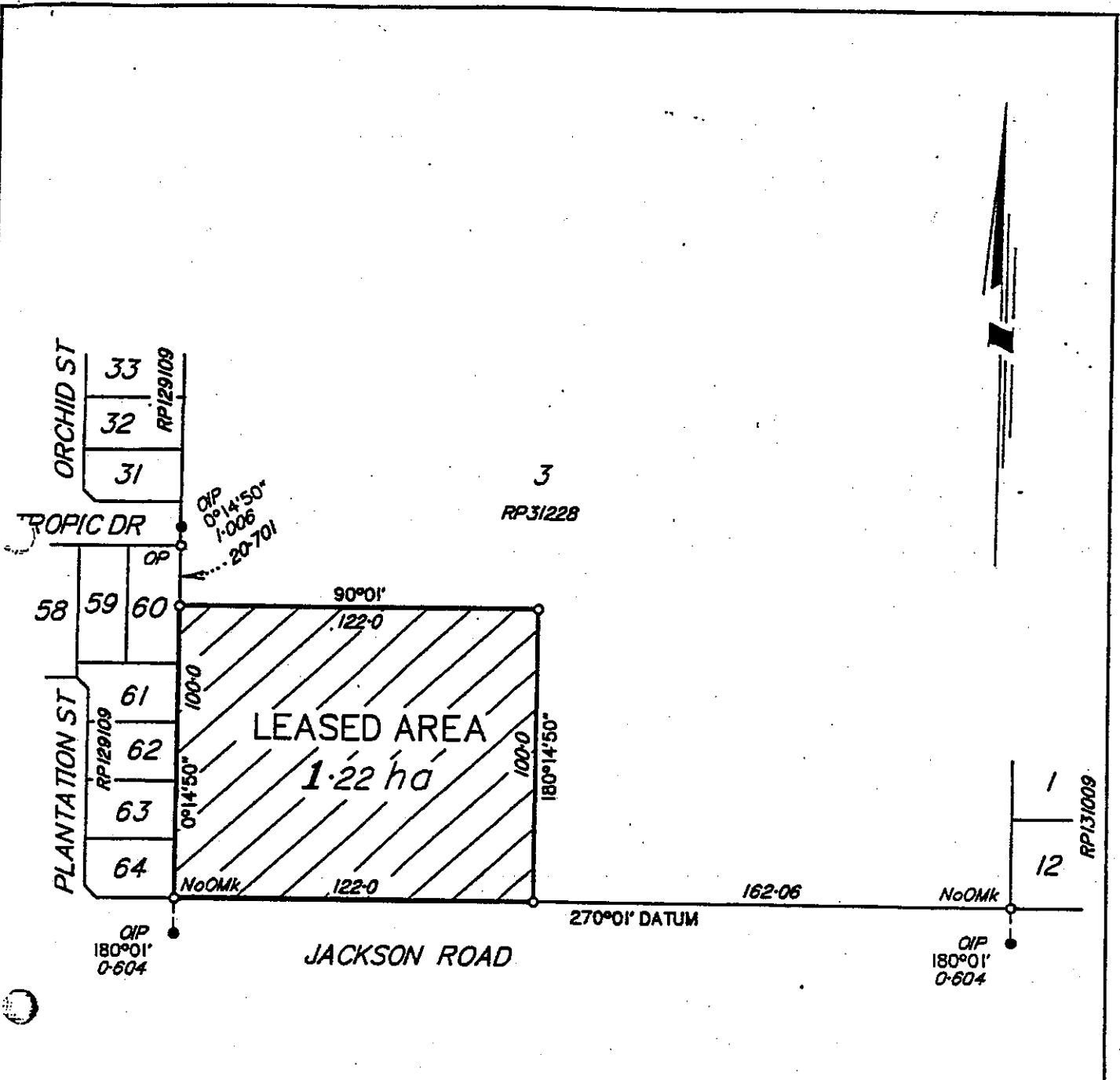
OPTION

1. That Council:
 - a. Renew the Russell Island Bowls Club Inc lease described as part of Lot 3 on RP31228 (37-71 Jackson Road Russell Island) for a term of 20 years over the area shown on the attached Site Plan, under terms and conditions considered satisfactory to the Chief Executive Officer; and
 - b. Delegate authority to the Chief Executive Officer under s.257(1)(b) of the *Local Government Act 2009* to sign all documents in relation to this matter.

OFFICER'S RECOMMENDATION

That Council resolves to:

- 1. Renew the Russell Island Bowls Club lease described as part of Lot 3 on RP31228 (37-71 Jackson Road Russell Island) for a term of 20 years over the area shown on the attached Site Plan, under terms and conditions considered satisfactory to the Chief Executive Officer; and**
- 2. Delegate authority to the Chief Executive Officer under s.257(1)(b) of the *Local Government Act 2009* to sign all documents in relation to this matter.**



I, Peter Donald Benfer hereby certify that I have surveyed the land comprised in this plan by personally, for whose work I accept responsibility, that the plan is accurate, that the said survey was performed in accordance with the Surveyors Act 1977 and the Surveyors Regulation 1992 and that the said survey was completed on 4/4/1995

NOTE: AREA TO BE LEASED IS SHOWN HACHURED

P.D. Benfer
Licensed Surveyor

Date: 5/4/1995

LEASE PLAN

of part of Lot 3 on RP31228

Title reference: 16972225

SURVEYED BY Peter Donald Benfer, Licensed Surveyor

DATE 4/4/1995

SCALE 1:2000

LOCAL AUTHORITY REDLAND S C

LOCALITY

RUSSELL IS


PARISH

RUSSELL

COUNTY

Stanley

**11.4 PORTFOLIO 6 (CR MARK EDWARDS)
CORPORATE SERVICES****11.4.1 JULY 2014 MONTHLY FINANCIAL REPORTS**

Datworks Filename:	FM Monthly Financial Reports
Attachment:	<u>Monthly Financial Report July 2014</u>
Authorising Officer:	 Bill Lyon Chief Executive Officer
Responsible Officer:	Linnet Batz Chief Financial Officer
Author:	Deborah Corbett-Hall Service Manager Corporate Finance

PURPOSE

The purpose is to present the July 2014 Monthly Financial Performance Report to Council and explain the content and analysis of the report. Section 204(2) of the *Local Government Regulation 2012* requires the Chief Executive Officer of a local government to present statements of its accounts to the local government on a monthly basis.

BACKGROUND

Council adopts an annual budget and then reports on performance against the budget on a monthly basis. This is not only a legal requirement but enables the organisation to periodically review its financial performance and position and respond to changes in community requirements, market forces or other outside influences. The Corporate Financial Reporting Team compiles the attached document following end of month accruals, deferrals, allocation journals and reconciliations.

ISSUES*Carryover Budget Review*

Council is presently working through its carryover budget review – considering projects that have straddled the two financial years 2013/14 and 2014/15. Carryovers result from unforeseen delays in weather conditions or approvals/permits etc. As per previous years, Council will continue to consider the affordability and deliverability of the capital program in its entirety and will utilise the formal budget reviews during the financial year to ensure Council continues to be financially sustainable.

End of Year Accounts Finalisation

Queensland Audit Office will review the financial statements and accompanying disclosures in the coming months. Until final audit certification is obtained, opening balances of assets, liabilities and equity accounts are subject to change as per previous years.

STRATEGIC IMPLICATIONS

Council has either achieved or favourably exceeded the following Key Financial Stability and Sustainability Ratios as at the end of July 2014:

- Ability to pay our bills – current ratio;
- Ability to repay our debt – debt servicing ratio;
- Cash balance;
- Cash balances – cash capacity in months;
- Longer term financial sustainability – debt to asset ratio;
- Operating surplus ratio;
- Net financial liabilities;
- Interest cover ratio; and
- Asset consumption ratio.

The following measures were not met during the first month of the financial year:

- Level of dependence on general rate revenue;
- Operating performance; and
- Asset sustainability ratio.

Rates were levied in July and this explains the large dependence on rates revenue – this ratio is calculated on an accrual basis and not cash basis. The rating cycle and associated accounts receivable also explains the result of the operating performance cash measure for the month of July – the increase in accounts receivable more than offsets the cash received (rates are due for payment in August). The asset sustainability ratio was not achieved as at the end of July 2014 - this is a stretch target and Council reviewed its ten year capital program as part of the 2014/15 annual budget development process to ensure renewal expenditure continues to be prioritised. Council also adopted a Capital Works Prioritisation Policy on 21 May 2014 with the following as its first principle within the policy statements: *Council will maintain its existing infrastructure, adopting a primary strategy of 'renewing' its existing assets ahead of other 'upgrade' and/or 'new' works.*

Legislative Requirements

The July 2014 financials are presented in accordance with the legislative requirement of section 204(2) of the *Local Government Regulation 2012*, requiring the Chief Executive Officer to present the financial report to a monthly Council meeting.

Risk Management

July 2014 revenues and expenditures have been noted by the Executive Leadership Group and relevant officers who can provide further clarification and advise around actual to budget variances.

Financial

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

People

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

Environmental

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

Social

Nil impact expected as the purpose of the attached report is to provide financial information to Council based upon actual versus budgeted financial activity.

Alignment with Council's Policy and Plans

This report has a relationship with the following items of the Corporate Plan:

8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's

Redlands 2030 vision and goals

8.7 Ensure Council resource allocation is sustainable and delivers on Council and community priorities; and

8.8 Provide clear information to citizens about how rates, fees and charges are set and how Council intends

CONSULTATION

Consultation has taken place amongst Council departmental officers, Financial Services Group Officers and the Executive Leadership Group.

OPTIONS

1. That Council resolves to note the End of Month Financial Reports for July 2014 and explanations as presented in the attached Monthly Financial Performance Report.
2. That Council requests additional information.

OFFICER'S RECOMMENDATION

That Council resolves to note the End of Month Financial Reports for July 2014 and explanations as presented in the attached Monthly Financial Performance Report



Monthly Financial Report

July 2014



Redland
CITY COUNCIL

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1. INTRODUCTION AND OVERVIEW

This monthly report is designed to illustrate the financial performance and position of Redland City Council compared to its adopted budget at an organisational level for the period ending 31 July 2014. The year to date and annual budget referred to in this report reflects the Original Budget approved by Council on 26 June 2014. Note: all amounts are rounded to the nearest thousand dollars.

2. KEY HIGHLIGHTS AND RATIOS

KEY FINANCIAL INFORMATION				
Financial Stability Ratios	Target	Original Budget 2014/2015	July 2014	Status
Level of Dependence on General Rate Revenue (%)	Target less than 37.5%	34.80%	54.16%	✘
Ability to Pay Our Bills - Current Ratio	Target between 1.1 and 4.1	2.94	2.94	✔
Ability to Repay Our Debt - Debt Servicing Ratio (%)	Target less than or equal to 10%	3.52%	1.94%	✔
Cash Balance \$M	Target greater than or equal to \$40M	\$49.157	\$83.699M	✔
Cash Balances - Cash Capacity in Months	Target 3 to 4 months	3.06	3.91	✔
Longer Term Financial Stability - Debt to Asset Ratio (%)	Target less than or equal to 10%	2.58%	2.74%	✔
Operating Performance (%)	Target greater than or equal to 20%	9.6%	-52.14%	✘
Financial Sustainability Ratios	Target	Original Budget 2014/2015	July 2014	Status
Operating Surplus Ratio (%)	Target between 0% and 10% (on average over the long-term)	-4.96%	44.13%	✔
Net Financial Liabilities (%)	Target less than 60% (on average over the long-term)	14.23%	-28.56%	✔
Interest Cover Ratio (%)	Target between 0% and 5%	-0.23%	-0.03%	✔
Asset Sustainability Ratio (%)	Target greater than 90% (on average over the long-term)	39.68%	7.91%	✘
Asset Consumption Ratio (%)	Target between 40% and 80%	66.04%	65.05%	✔

Status Legend

KPI target achieved	✔
KPI target not achieved	✘

2. KEY HIGHLIGHTS AND RATIOS (cont.)

KEY FINANCIAL INFORMATION

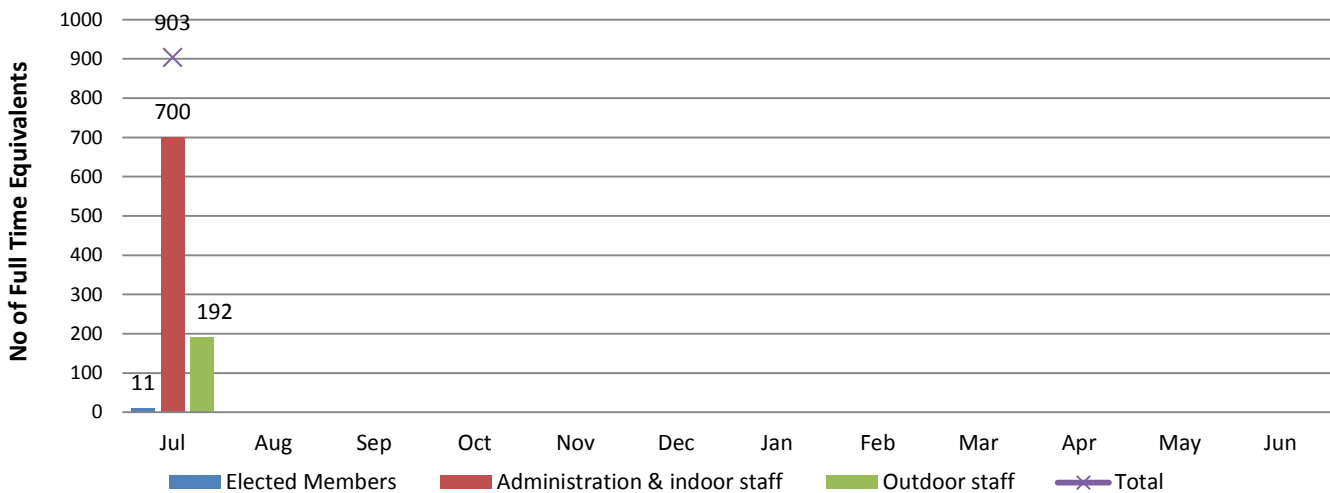
Key Financial Results	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000	YTD Variance %	Status YTD Variance
Operating Surplus/(Deficit)	(11,226)	14,212	14,772	561	4%	✓
Recurrent Revenue	226,144	32,451	33,477	1,028	3%	✓
Recurrent Expenditure	237,370	18,239	18,706	466	3%	🔔
Capital Works Expenditure	61,899	1,936	1,858	(77)	-4%	✓
Closing Cash & Investments	49,157	99,202	83,699	(15,503)	-16%	✗

Status Legend:

Above budgeted revenue or under budgeted expenditure	✓
Below budgeted revenue or over budgeted expenditure	✗
Below budgeted revenue or over budgeted expenditure <10%	🔔

KEY NON-FINANCIAL INFORMATION

Full Time Equivalent Employees 2014-2015



Workforce reporting - July 2014: Headcount	Employee Type					
	Casual	Perm Full	Perm Part	Temp Full	Temp Part	Grand Total
Office of CEO	13	83	12	13	-	125
Organisational Services	4	97	9	7	5	128
Community and Customer Service	35	252	47	26	4	369
Infrastructure and Operations	11	314	9	22	3	365
Total	63	746	77	68	12	987

Note: Full Time Equivalent Employees includes all full time employees at a value of 1 and all other employees, at a value less than 1. The table above demonstrates the headcount by department and does not include a workload weighting.



3. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF COMPREHENSIVE INCOME

For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Recurrent Revenue				
Rates Charges	81,366	20,340	18,807	(1,533)
Levies & Utility Charges	124,757	10,759	12,192	1,433
<i>Less: Pensioner Remissions</i>	(2,743)	(686)	(677)	9
Fees & Charges	10,629	918	1,213	295
Operating Grants & Subsidies	3,983	529	1,026	498
Operating Contributions & Donations	260	17	8	(9)
Interest External	3,872	323	305	(18)
Other Revenue	4,021	251	603	353
Total Recurrent Revenue	226,144	32,451	33,477	1,028
Capital revenue				
Grants, Subsidies & Contributions	15,050	1,385	755	(630)
Non-Cash Contributions	3,146	262	-	(262)
Total Capital Revenue	18,196	1,647	755	(892)
TOTAL REVENUE	244,340	34,098	34,232	136
Recurrent Expenses				
Employee Costs	76,094	6,714	6,562	(152)
Goods & Services	106,425	6,954	7,580	625
Finance Costs	3,643	304	297	(7)
Depreciation & Amortisation	51,209	4,267	4,267	-
Total Recurrent Expenses	237,370	18,239	18,706	466
Capital Expenses				
(Gain)/Loss on Disposal of Non-Current Assets	(3,192)	(110)	(134)	(23)
Total Capital Expenses	(3,192)	(110)	(134)	(23)
TOTAL EXPENSES	234,178	18,129	18,572	443
NET RESULT	10,161	15,969	15,660	(307)
Other Comprehensive Income/(Loss)				
Increase/(decrease) in Asset Revaluation Surplus	-	-	-	-
TOTAL COMPREHENSIVE INCOME	10,161	15,969	15,660	(307)

4. OPERATING STATEMENT

OPERATING STATEMENT For the period ending 31 July 2014

	Annual	YTD	YTD	YTD
	Original Budget \$000	Budget \$000	Actual \$000	Variance \$000
Revenue				
Rates Charges	81,366	20,340	18,807	(1,533)
Levies & Utility Charges	124,757	10,759	12,192	1,433
<i>Less: Pensioner Remissions</i>	(2,743)	(686)	(677)	9
Fees & Charges	10,629	918	1,213	295
Operating Grants & Subsidies	3,983	529	1,026	498
Operating Contributions & Donations	260	17	8	(9)
Interest External	3,872	323	305	(18)
Other Revenue	4,021	251	603	353
Total Revenue	226,144	32,451	33,477	1,028
Expenses				
Employee Costs	76,094	6,714	6,562	(152)
Goods & Services	107,098	7,021	7,402	381
Finance Costs Other	281	23	-	(23)
Other Expenditure	315	16	1	(15)
Net Internal Costs	(988)	(82)	177	260
Total Expenses	182,799	13,692	14,142	451
Earnings Before Interest, Tax & Depreciation (EBITD)	43,345	18,759	19,335	577
Interest Expense	3,362	280	296	16
Depreciation	51,209	4,267	4,267	-
Operating Surplus/(Deficit)	(11,226)	14,212	14,772	561

Overview

The year to date operating surplus of \$14.77M is \$561K above the year to date budget. The favourable variance is primarily due to operating revenue being higher than budget by \$1.03M offset by operating expenses being higher than budget by \$451K.

The quarter 1 rates notices were issued in July 2014 and water consumption was higher than anticipated, contributing to the higher than anticipated operating surplus at the end of July 2014. Special Charges budgeted revenue (see p.7) was phased across the year, whereas the actual charges for quarter 1 was recognised in July 2014. Employee costs and good and services are relatively on track as at the end of July.

4. OPERATING STATEMENT (cont.)

REDLAND WATER SUMMARY OPERATING STATEMENT For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total Revenue	94,706	7,587	8,262	675
Total Expenses	49,157	3,127	4,088	961
Earnings Before Interest, Tax & Depreciation (EBITD)	45,550	4,460	4,174	(286)
Interest Internal	21,681	1,807	1,807	-
Depreciation	16,987	1,416	1,416	-
Operating Surplus/(Deficit)	6,881	1,237	951	(286)

REDWASTE OPERATING STATEMENT For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total Revenue	19,967	1,657	1,553	(103)
Total Expenses	16,200	1,398	1,458	60
Earnings Before Interest, Tax & Depreciation (EBITD)	3,767	259	96	(163)
Interest Expense External	42	4	3	(1)
Interest Internal	313	26	26	-
Depreciation	556	46	46	-
Operating Surplus/(Deficit)	2,856	183	20	(164)

Utility Charges Breakup For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Utility Charges				
Refuse Charges	18,797	1,566	1,570	4
Special Charges	3,795	45	950	905
Environment Levy	5,637	1,409	1,411	1
Landfill Remediation Charge	4,102	342	343	1
Wastewater Charges	38,161	3,180	3,311	131
Water Access Charges	17,592	3,335	3,531	197
Water Consumption Charges	36,674	882	1,076	194
Total Utility Charges	124,757	10,759	12,192	1,433

5. CAPITAL FUNDING STATEMENT

CAPITAL FUNDING STATEMENT For the period ending 31 July 2014

	Annual	YTD	YTD	YTD
	Original Budget \$000	Budget \$000	Actual \$000	Variance \$000
Sources of Capital Funding				
Capital Contributions & Donations	6,188	1,247	681	(566)
Capital Grants & Subsidies	8,862	138	74	(64)
Proceeds on Disposal of Non-current Assets	4,049	182	134	(48)
Capital Transfers (To) From Reserves	4,602	(1,087)	(668)	419
Non-cash Contributions	3,146	262	-	(262)
New Loans	-	-	-	-
Funding from General Revenue	42,787	1,839	1,991	152
Total Sources of Capital Funding	69,633	2,581	2,212	(369)
Applications of Capital Funds				
Contributed Assets	3,146	262	-	(262)
Capitalised Goods & Services	56,263	1,681	1,346	(334)
Capitalised Employee Costs	5,636	255	512	257
Loan Redemption	4,589	382	353	(30)
Total Applications of Capital Funds	69,633	2,580	2,211	(369)
Other Budgeted Items				
WDV of Assets Disposed	(857)	(71)	-	71
Transfers to Constrained Operating Reserves	(13,124)	(1,880)	(2,920)	(1,040)
Transfer from Constrained Operating Reserves	12,180	219	212	(7)

Overview



Council's capital works expenditure is on track with year to date actual expenditure of \$1.86M which is only \$80K below year to date budget of \$1.94M.

Total capital commitments at the end of July 2014 (where budget is approved) was \$2.57M.

6. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION As at 31 July 2014

	Annual	YTD
	Original Budget \$000	Actual Balance \$000
CURRENT ASSETS		
Cash & Investments	49,157	83,699
Accounts Receivable	34,311	58,698
Inventories	943	838
Prepaid Expenses	1,320	8,628
Non-Current Assets - Held for Sale	467	354
Total Current Assets	86,198	152,217
NON-CURRENT ASSETS		
Property, Plant & Equipment	2,021,416	1,987,081
Accounts Receivable	-	-
Financial Assets	-	73
Total Non-Current Assets	2,021,416	1,987,154
TOTAL ASSETS	2,107,614	2,139,371
CURRENT LIABILITIES		
Accounts Payable	17,301	12,375
Current Employee Provisions	2,468	13,070
Current Loans	5,247	4,124
Current Landfill Rehabilitation Provisions	1,144	1,530
Other Liabilities	3,201	20,754
Total Current Liabilities	29,361	51,853
NON-CURRENT LIABILITIES		
Non-Current Loans	49,149	54,507
Non-Current Employee Provisions	10,998	1,893
Non-Current Landfill Rehabilitation Provisions	28,189	33,926
Non-Current Trade & Other Payables	693	478
Total Non-Current Liabilities	89,029	90,804
TOTAL LIABILITIES	118,390	142,657
NET ASSETS	1,989,224	1,996,714
COMMUNITY EQUITY		
Retained Earnings	1,943,301	1,923,226
Cash Constrained Reserves	45,923	73,488
TOTAL COMMUNITY EQUITY	1,989,224	1,996,714

The 2013/14 accounts are still being finalised and therefore the opening balances on the 2014/15 Statement of Financial Position are subject to change until Council obtains Queensland Audit Office certification in October 2014.



7. STATEMENT OF CASH FLOWS

STATEMENT OF CASH FLOWS For the period ending 31 July 2014

	Annual	YTD
	Original Budget \$000	Actual \$000
CASH FLOWS FROM OPERATING ACTIVITIES		
Rates Charges (net)	78,623	18,130
Utility Charges	111,427	(7,504)
Fees & Charges	10,879	1,902
Operating Grants & Subsidies	3,983	618
Cash Contributions	260	8
Sale of Developed Land	-	-
Other Revenue	4,021	603
Receipts from Customers	209,192	13,757
Employee costs	(79,473)	(5,657)
Materials & services	(109,237)	(12,017)
Other expenses	(596)	(1)
Payments to Suppliers & Employees	(189,306)	(17,675)
Interest Received	3,872	305
Borrowing Costs	(3,362)	(3,719)
Net Cash Inflow / (Outflow) from Operating Activities	20,396	(7,332)
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments - Property, Plant & Equipment	(61,899)	(1,858)
Proceeds - Capital Subsidies, Grants & Contributions	15,050	755
Proceeds - Sales of Property, Plant & Equipment	4,049	134
Net Cash Inflow / (Outflow) from Investing Activities	(42,800)	(969)
Proceeds of Borrowings	-	-
Repayment of borrowings	(4,589)	(4,234)
Net Cash Inflow / (Outflow) from Financing Activities	(4,589)	(4,234)
Net Increase / (Decrease) in Cash Held	(26,993)	(12,535)
Cash at Beginning of Year	76,150	96,235
Cash at End of Financial Period	49,157	83,699

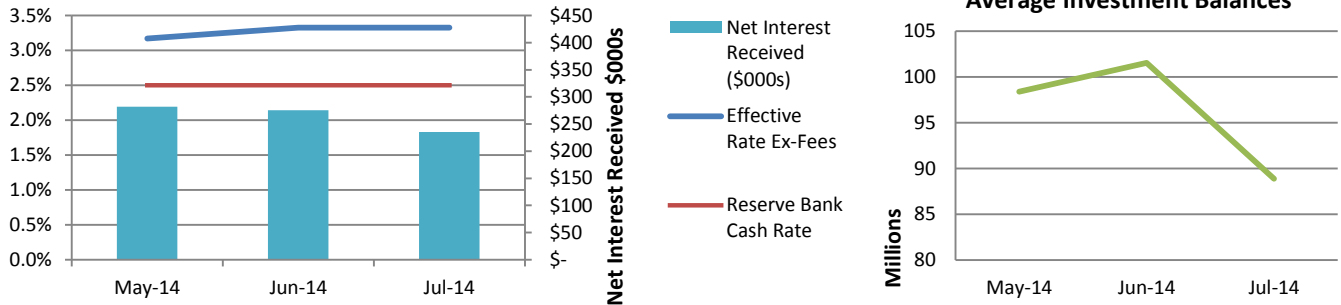
The 2013/14 accounts are still being finalised and therefore the opening balances on the 2014/15 Statement of Financial Position are subject to change until Council obtains Queensland Audit Office certification in October 2014.



8. INVESTMENT & BORROWINGS REPORT

For the Period Ending 31 July 2014

INVESTMENT RETURNS



Total Investment at End of Month was \$82.68M

Current Position

All Council investments are currently held in the Capital Guaranteed Cash Fund which is a fund operated by the Queensland Treasury Corporation (QTC).

The movement in interest earned is indicative of both the interest rate and the surplus cash balances held, the latter of which is affected by business cash flow requirements on a monthly basis. The sharp decline in average investment balances is mainly due to the annual prepayment of the debt for 2014-15 financial year as provided by the Debt Policy.

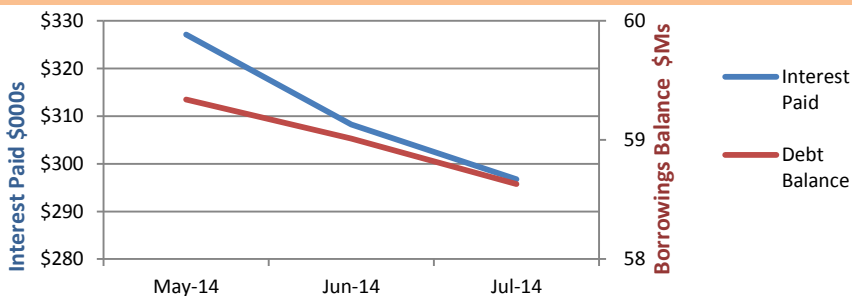
The QTC interest rate has consistently outperformed the UBS Australia Bank Bill Index benchmark in recent history.

Future Strategy

The Tax and Treasury Team's recommendation that Council diversify its investments outside of QTC to maximise returns has received approval from management. The Team is following procurement procedures to achieve this outcome. In the meantime the Team ensures Council maximises its interest on a *daily* basis by depositing surplus funds at QTC for a higher rate than is achieved from the bank transaction account.

Council adopted its revised Investment Policy in April 2014 for the 2014-15 financial year

BORROWING COSTS

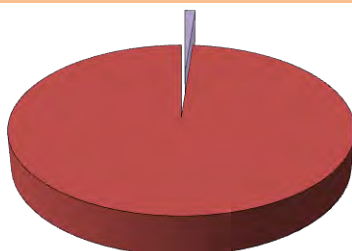


Current Position

Debt is split into 9, 12, and 15 year pools with repayment made *annually* in advance for 2014-15. This has resulted in the decrease in interest paid.

Council did not undertake any new borrowings in the 2013-14 financial year.

Total Borrowings at End of Month was \$58.63M



- RedWaste 1.2%
- General Pool allocated to capital works 98.8%

Future Strategy

Future strategy is to review the implications of repaying debt annually in advance to ensure that there is no market value realisation adjustments under the accounting standards in order to minimise interest expenses. Further analysis will also be undertaken as to the potential to better allocate the debt across Council business in order to appreciate the true cost of capital projects undertaken.

Council adopted its revised Debt Policy in June 2014 for the 2014-15 financial year



9. CASH CONSTRAINED RESERVES

Reserves as at 31 July 2014	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
Special Projects Reserve:				
Weinam Creek Reserve	2,782	-	-	2,782
Redland Work Cover Reserve	4,965	9	(54)	4,920
Red Art Gallery Commissions & Donations Res	17	-	-	17
SMBI Capital Reserve	3,894	289	-	4,184
	11,659	299	(54)	11,903
Utilities Reserve:				
RedWaste Reserve	3,045	83	-	3,128
Redland Water Reserve	8,300	-	-	8,300
Redland WasteWater Reserve	1,600	-	-	1,600
	12,945	83	-	13,028
Constrained Works Reserve:				
Tree Planting Reserve	70	1	0	71
Parks Reserve	2,408	128	-	2,536
SP1 Wellington Pt Rd Infra Reserve	463	-	-	463
Redland Bay Sth Rd Infra Reserve	647	-	-	647
East Thornlands Road Infra Reserve	674	-	-	674
Contributions to Car Parking Reserve	340	-	-	340
Community Facility Infrastructure Reserve	441	13	-	454
Retail Water Renewal & Purchase Reserve	5,750	95	(4)	5,840
Sewerage Renewal & Purchase Reserve	7,402	144	(9)	7,537
Constrained Works Res-Cap Grants & Contribs	1,999	-	-	1,999
Transport Trunk Infrastructure Reserve	5,846	193	-	6,039
Cycling Trunk Infrastructure Reserve	706	64	-	770
Stormwater Infrastructure Reserve	1,938	43	-	1,982
Constrained Works Res-Opr Grants & Contribs	550	-	-	550
	29,235	681	(13)	29,903
Separate Charge Reserve - Environment:				
Environment Charge Acquisition Reserve	6,936	-	-	6,936
Environment Charge Maintenance Reserve	1,505	1,411	(158)	2,757
	8,441	1,411	(158)	9,693
Special Charge Reserve - Other:				
Bay Island Rural Fire Levy Reserve	-	11	-	11
SMBI Translink Reserve	3	237	-	240
	3	248	-	251
Special Charge Reserve - Canals:				
Raby Bay Canal Reserve	5,189	652	-	5,841
Aquatic Paradise Canal Reserve	2,160	214	-	2,375
Sovereign Waters Lake Reserve	480	13	-	493
	7,829	880	-	8,709
TOTALS	70,112	3,601	(225)	73,488



10. OVERDUE RATES DEBTORS

Comparison July 2013 to July 2014

Comparatively, the 2014/15 financial year has commenced with a marginally lower percentage overdue.

Payments

From a payment perspective, a higher number of payments have been received in comparison to the previous period in 2013/14.

Month/Year	AustPost		Bpay		IVR		Direct Debit		Receipt		Internet		Total	
	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount
Jul-13	3,043	\$1,513,295	15,047	\$5,631,225	1,419	\$964,107	1,512	\$125,578	2,799	\$2,327,524	860	\$547,552	24,680	\$11,109,280
Jul-14	3,122	\$1,706,943	16,660	\$6,776,035	1,279	\$910,536	2,795	\$228,024	2,534	\$1,927,540	1,011	\$686,459	27,401	\$12,235,536
Variance	79	\$193,647.71	1,613	\$1,144,810.19	-140	-\$53,571.03	1,283	\$102,445.62	-265	-\$399,984.11	151	\$138,907.57	2,721	\$1,126,255.95
% Variance	3%	13%	11%	20%	-10%	-6%	85%	82%	-9%	-17%	18%	25%	11%	10%

Payment Channel	Count of Transactions	Sum of Transactions	% Count of Transactions	% Sum of Transactions
AustPost	3,122	\$1,706,942.97	11%	14%
Bpay	16,660	\$6,776,034.70	61%	55%
IVR	1,279	\$910,536.20	5%	7%
Direct Debit	2,795	\$228,023.55	10%	2%
Receipt	2,534	\$1,927,539.62	9%	16%
Internet	1,011	\$686,459.11	4%	6%
Total	27,401	\$12,235,536.15	100%	100%

Overall Trend June 2014 to July 2014

As expected the amount of debt overdue has decreased with the issue of the July rates notice and the increase in payments received.

Comparison July 2013 to July 2014

Days Overdue	Total						Mainland					
	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$2,254,185	4.01%	\$2,269,780	3.55%	\$15,595	-0.46%	\$1,653,663	2.94%	\$1,603,898	2.51%	-\$49,765	-0.43%
90 - 180 days	\$910,331	1.62%	\$974,100	1.52%	\$63,769	-0.10%	\$618,126	1.10%	\$629,586	0.98%	\$11,460	-0.11%
>180 days	\$1,725,221	3.07%	\$2,188,593	3.42%	\$463,372	0.35%	\$775,490	1.38%	\$916,009	1.43%	\$140,520	0.05%
Total	\$4,889,738	8.69%	\$5,432,474	8.49%	\$542,736	-0.20%	\$3,047,279	5.42%	\$3,149,494	4.92%	\$102,215	-0.49%

Nth Stradbroke Is / Coochiemudlo Is / Garden Is

Days Overdue	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$55,370	0.10%	\$75,017	0.12%	\$19,647	0.02%
90 - 180 days	\$21,773	0.04%	\$21,988	0.03%	\$215	0.00%
>180 days	\$38,587	0.07%	\$43,964	0.07%	\$5,377	0.00%
Total	\$115,731	0.21%	\$140,968	0.22%	\$25,238	0.01%

SMBI

Days Overdue	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$545,152	0.97%	\$590,865	0.92%	\$45,713	-0.05%
90 - 180 days	\$270,432	0.48%	\$322,527	0.50%	\$52,094	0.02%
>180 days	\$911,144	1.62%	\$1,228,620	1.92%	\$317,476	0.30%
Total	\$1,726,728	3.07%	\$2,142,011	3.35%	\$415,283	0.28%

Trend - June 2014 to July 2014

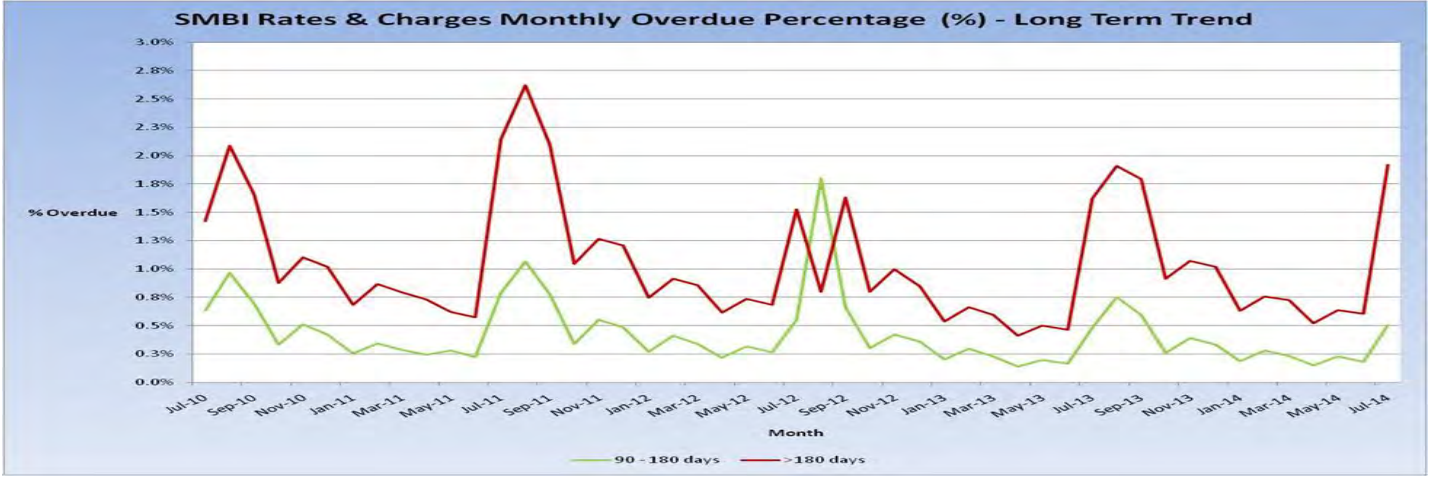
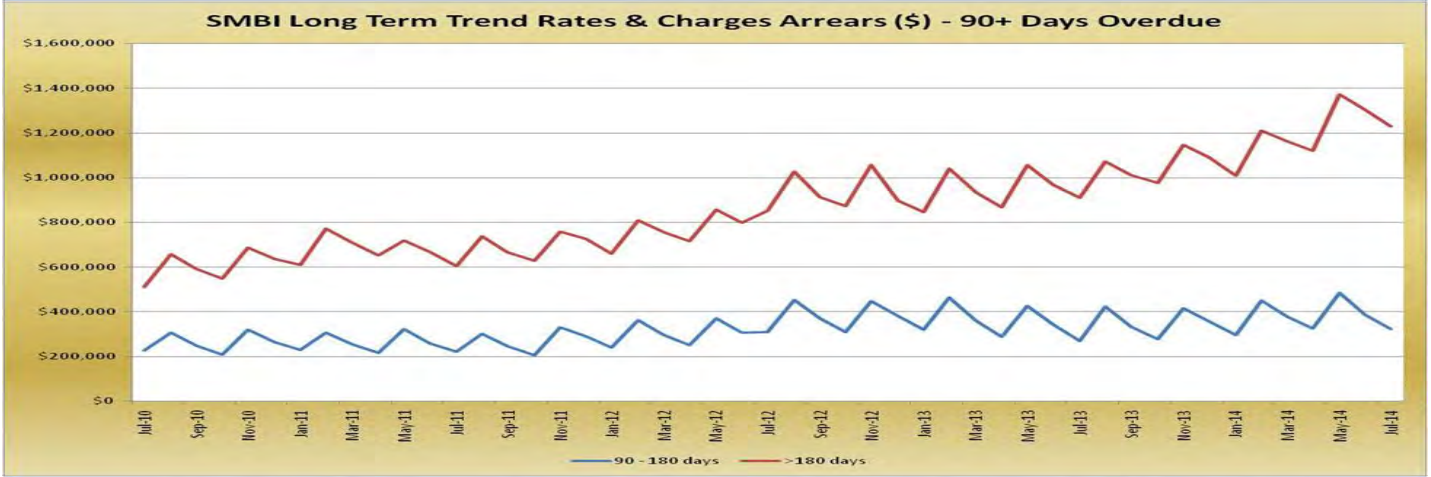
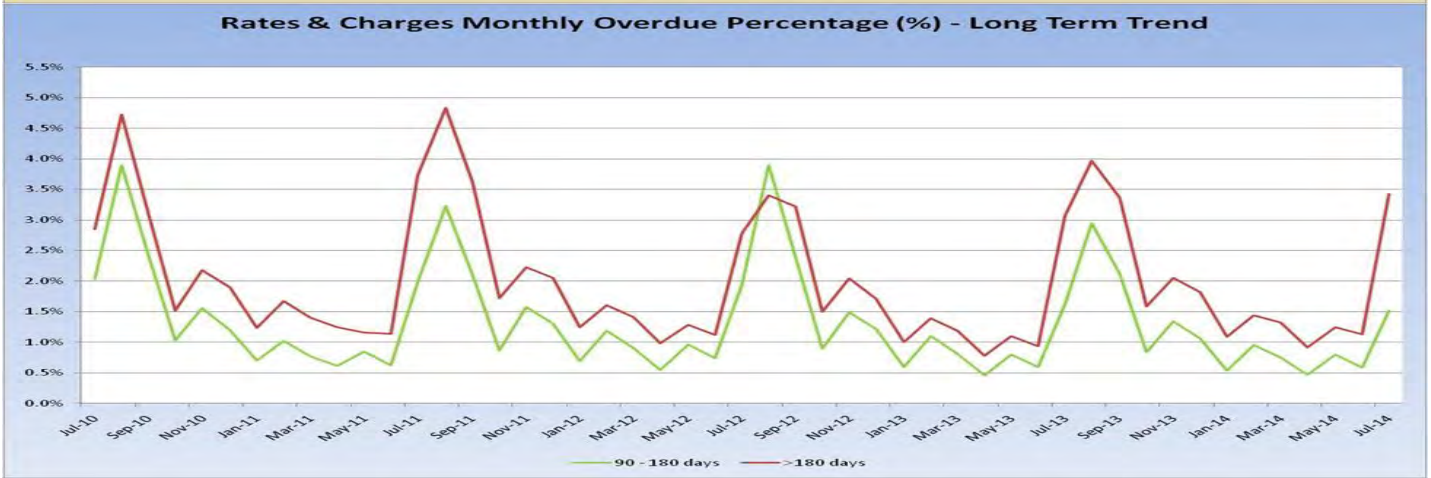
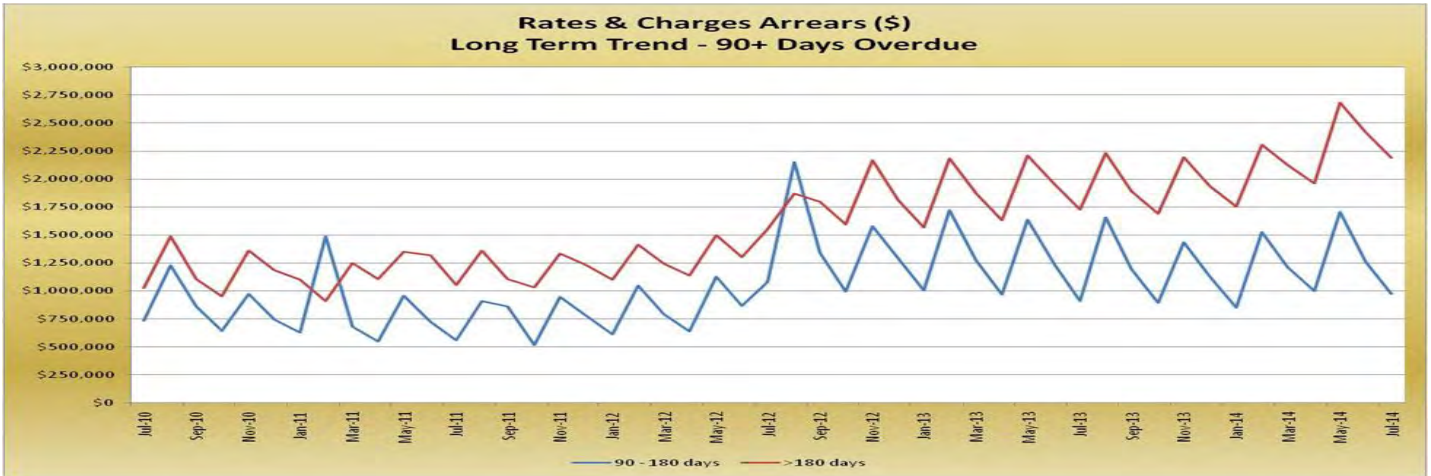
Days Overdue	Total						Mainland					
	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$3,073,953	1.43%	\$2,269,780	3.55%	-\$804,174	2.12%	\$2,248,565	1.05%	\$1,603,898	2.51%	-\$644,667	1.46%
90 - 180 days	\$1,259,396	0.59%	\$974,100	1.52%	-\$285,295	0.94%	\$844,699	0.39%	\$629,586	0.98%	-\$215,112	0.59%
>180 days	\$2,417,633	1.13%	\$2,188,593	3.42%	-\$229,040	2.29%	\$1,070,009	0.50%	\$916,009	1.43%	-\$154,000	0.93%
Total	\$6,750,982	3.15%	\$5,432,474	8.49%	-\$1,318,509	5.35%	\$4,163,273	1.94%	\$3,149,494	4.92%	-\$1,013,779	2.98%

Nth Stradbroke Is / Coochiemudlo Is / Garden Is

Days Overdue	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$101,265	0.05%	\$75,017	0.12%	-\$26,249	0.07%
90 - 180 days	\$27,524	0.01%	\$21,988	0.03%	-\$5,536	0.02%
>180 days	\$44,661	0.02%	\$43,964	0.07%	-\$697	0.05%
Total	\$173,450	0.08%	\$140,968	0.22%	-\$32,481	0.14%

SMBI

Days Overdue	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$724,123	0.34%	\$590,865	0.92%	-\$133,258	0.59%
90 - 180 days	\$387,174	0.18%	\$322,527	0.50%	-\$64,647	0.32%
>180 days	\$1,302,964	0.61%	\$1,228,620	1.92%	-\$74,344	1.31%
Total	\$2,414,260	1.13%	\$2,142,011	3.35%	-\$272,249	2.22%



11. GLOSSARY

Definition of Ratios

Level of Dependence on General Rate Revenue: <i>This ratio measures Council's reliance on operating revenue from general rates (excludes utility revenues)</i>	$\frac{\text{General Rates - Pensioner Remissions}}{\text{Total Operating Revenue - Gain on Sale of Developed Land}}$
Current Ratio: <i>This measures the extent to which Council has liquid assets available to meet short term financial obligations</i>	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$
Debt Servicing Ratio: <i>This indicates Council's ability to meet current debt instalments with recurrent revenue</i>	$\frac{\text{Interest Expense + Loan Redemption}}{\text{Total Operating Revenue - Gain on Sale of Developed Land}}$
Cash Balance - \$M:	Cash Held at Period End
Cash Capacity in Months: <i>This provides an indication as to the number of months cash held at period end would cover operating cash outflows</i>	$\frac{\text{Cash Held at Period End}}{[(\text{Cash Operating Costs} + \text{Interest Expense}) / \text{Period in Year}]}$
Debt to Asset Ratio: <i>This is total debt as a percentage of total assets, i.e. to what extent will our long term debt be covered by total assets</i>	$\frac{\text{Current and Non-current loans}}{\text{Total Assets}}$
Operating Performance: <i>This ratio provides an indication of Redland City Council's cash flow capabilities</i>	$\frac{\text{Net Cash from Operations + Interest Revenue and Expense}}{\text{Cash Operating Revenue + Interest Revenue}}$
Operating Surplus Ratio*: <i>This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes</i>	$\frac{\text{Net Operating Surplus}}{\text{Total Operating Revenue}}$
Net Financial Liabilities*: <i>This is an indicator of the extent to which the net financial liabilities of Council can be serviced by operating revenues</i>	$\frac{\text{Total Liabilities - Current Assets}}{\text{Total Operating Revenue}}$
Interest Cover Ratio: <i>This ratio demonstrates the extent which operating revenues are being used to meet the financing charges</i>	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$
Asset Sustainability Ratio*: <i>This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out</i>	$\frac{\text{Capital Expenditure on Replacement of Assets (Renewals)}}{\text{Depreciation Expenditure}}$
Asset Consumption Ratio: <i>The average proportion of 'as new' value remaining in the infrastructure assets. This ratio seeks to highlight the aged condition of our physical assets</i>	$\frac{\text{WDV of Infrastructure Assets}}{\text{Gross Current Replacement Cost of Infrastructure Assets}}$

* These targets are set to be achieved on average over the longer term and therefore are not necessarily expected to be met on a monthly basis.

**11.5 PORTFOLIO 7 (CR JULIE TALTY)
PLANNING & DEVELOPMENT****11.5.1 DECISIONS MADE UNDER DELEGATED AUTHORITY 13.07.2014 TO
02.08.2014**

Datworks Filename: Reports to Council - Portfolio 7 Planning and Development

Attachment: [Decisions Made Under Delegated Authority 13 07 2014 to 02 08 2014](#)

Authorising Officer:



Louise Rusan
General Manager Community & Customer Services

Responsible Officer: David Jeanes
Group Manager City Planning & Assessment

Author: Debra Weeks
Group Support officer

PURPOSE

The purpose of this report is for Council to note that the decisions listed below were made under delegated authority for Category 1, 2 and 3 development applications.

This information is provided for public interest.

BACKGROUND

At the General Meeting of 27 July, 2011, Council resolved that development assessments be classified into the following four Categories:

Category 1 – Minor Complying Code Assessments and Compliance Assessments and associated administrative matters, including correspondence associated with the routine management of all development applications;

Category 2 – Complying Code Assessments and Compliance Assessments and Minor Impact Assessments;

Category 3 – Moderately Complex Code & Impact Assessments; and

Category 4 – Major and Significant Assessments.

The applications detailed in this report have been assessed under:-

- Category 1 criteria - defined as complying code and compliance assessable applications, including building works assessable against the planning scheme, and other applications of a minor nature, including all accelerated applications.
- Category 2 criteria - defined as complying code assessable and compliance assessable applications, including operational works, and Impact Assessable applications without submissions of objection. Also includes a number of process related delegations, including issuing planning certificates, approval of

works on and off maintenance and the release of bonds, and all other delegations not otherwise listed.

- Category 3 criteria that are defined as applications of a moderately complex nature, generally mainstream impact assessable applications and code assessable applications of a higher level of complexity. Impact applications may involve submissions objecting to the proposal readily addressable by reasonable and relevant conditions. Both may have minor level aspects outside a stated policy position that are subject to discretionary provisions of the Planning Scheme. Applications seeking approval of a plan of survey are included in this category. Applications can be referred to Development and Community Standards Committee for a decision.

OFFICER'S RECOMMENDATION

That Council resolves to note this report.

Decisions Made Under Delegated Authority 13.07.2014 to 19.07.2014

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
BWP002426	Design & Siting - Dwelling	Category1	DBR Building Certification	21 Poloni Place, Wellington Point QLD 4160	Concurrence Agency Response	18/07/2014	Approved	1
BWP002279	Combined Design & Siting + Build Over/Near Relevant Infrastructure - Dwelling	Category1	Metricon Homes Qld	122 Thornlands Road, Thornlands QLD 4164	Concurrence Agency Response	16/07/2014	Approved	3
BWP002408	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	31-37 Moreton Road, Thornlands QLD 4164	Concurrence Agency Response	15/07/2014	Approved	3
BWP002412	Design & Siting - Outbuilding	Category1	The Certifier Pty Ltd	27 Flamingo Crescent, Thornlands QLD 4164	Concurrence Agency Response	18/07/2014	Approved	3
MCU013254	Dual Occupancy	Category1	Javica Pty Ltd	15 Portmarnock Drive, Victoria Point QLD 4165	Code Assessment	17/07/2014	Development Permit	4
ROL005773	Boundary Realignment - 2 into 2	Category1	Gregory Neil Henwood	49 Mill Street, Redland Bay QLD 4165	Code Assessment	16/07/2014	Development Permit	5
ROL005774	Boundary Realignment - 2 lots into 2 lots	Category1	Margaret Helen Broome	59 Oasis Drive, Russell Island QLD 4184	Code Assessment	18/07/2014	Development Permit	5
BWP002406	Design and Siting - Dwelling	Category1	Bold Properties	14 Camlet Place, Mount Cotton QLD 4165	Concurrence Agency Response	16/07/2014	Approved	6
BWP002405	Design & Siting - Domestic Outbuilding	Category1	DBR Building Certification	30 Palana Drive, Alexandra Hills QLD 4161	Concurrence Agency Response	14/07/2014	Approved	7

Decisions Made Under Delegated Authority 13.07.2014 to 19.07.2014

MCU013290	Secondary Dwelling House	Category1	Cooloola Building Approvals	11A Allambee Crescent, Capalaba QLD 4157	Code Assessment	18/07/2014	Development Permit	9
MCU012870	Aged Care & Special Needs Housing	Category1	Paynter Dixon Queensland Pty Ltd	62 Collingwood Road, Birkdale QLD 4159	Impact Assessment	14/07/2014	Permissible Change - Development Permit	10
OPW001469	Operational Works - ROL 1 into 3 Lots	Category1	Civil & Property Development Consulting Pty Ltd	17 David Street, Thorneside QLD 4158	Code Assessment	15/07/2014	Permissible Change - Development Permit	10
BWP002407	Design & Siting - Carport	Category1	Sean Prentiss Higgins	12 Carinyan Drive, Birkdale QLD 4159	Concurrence Agency Response	14/07/2014	Approved	10
Category 2								
MCU013231	Community Facility	Category2	Alexandra Hills Men's Shed	Judy Holt Sportsfield, 539-553 Old Cleveland Road East, Birkdale QLD 4159	Code Assessment	16/07/2014	Development Permit	8
OPW001657	Operational Works - Civil Works - Multiple dwelling x 17 (SmartEda)	Category2	Projects And Designs Pty Ltd	281 Old Cleveland Road East, Capalaba QLD 4157	Code Assessment	18/07/2014	Compliance Certificate	9
OPW001657	Operational Works - Civil Works - Multiple dwelling x 17 (SmartEda)	Category2	Projects And Designs Pty Ltd	281 Old Cleveland Road East, Capalaba QLD 4157	Compliance Assessment	18/07/2014	Compliance Certificate	9

Decisions Made Under Delegated Authority 20.07.2014 to 26.07.2014

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
BWP002435	Design & Siting - Dwelling House	Category1	Antonios Conias	100 Spurs Drive, Wellington Point QLD 4160	Concurrence Agency Response	22/07/2014	Approved	1
MCU013242	Home Business	Category1	Phillip Thomas Bowman	18-20 Finnegan Street, Dunwich QLD 4183	Code Assessment	21/07/2014	Development Permit	2
BWP002425	Design & Siting - Setbacks	Category1	Applied Building Approvals	6 Stringybark Court, Thornlands QLD 4164	Concurrence Agency Response	24/07/2014	Approved	3
BWP002428	Design & Siting - Roofed Patio	Category1	Jane Maree Thompson	6 Touriga Street, Thornlands QLD 4164	Concurrence Agency Response	21/07/2014	Approved	3
MCU013266	Dwelling House	Category1	Pauline Anne Watson	102 High Central Road, Macleay Island QLD 4184	Code Assessment	22/07/2014	Development Permit	5
MCU013276	Dwelling House	Category1	Bay Island Designs	106 The Esplanade, Karragarra Island QLD 4184	Code Assessment	24/07/2014	Development Permit	5
BWP002414	Design & Siting - Dwelling (Future Lot 243 SP269150 Golden Wattle Avenue)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	21/07/2014	Approved	6
BWP002415	Design & Siting - Dwelling (Future Lot 255 SP269150 Golden Wattle Ave)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	21/07/2014	Approved	6

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
BWP002416	Design & Siting - Dwelling (Future Lot 236 SP269150 Golden Wattle Avenue)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	23/07/2014	Approved	6
BWP002417	Design & Siting - Dwelling (Future Lot 259 SP269150 Golden Wattle Avenue)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	22/07/2014	Approved	6
BWP002419	Design & Siting - Dwelling House	Category1	Coral Homes (Qld) Pty Ltd	20 Bouquet Street, Mount Cotton QLD 4165	Concurrence Agency Response	25/07/2014	Approved	6
BWP002424	Design & Siting - Carport	Category1	DBR Building Certification	9 Sylvia Court, Capalaba QLD 4157	Concurrence Agency Response	24/07/2014	Approved	7
BWP002401	Design & Siting - Outbuildings	Category1	Kaj Andrew Coulter	5 Princeton Avenue, Alexandra Hills QLD 4161	Concurrence Agency Response	21/07/2014	Approved	8
MCU013234	Dwelling House	Category1	Total Lifestyle Builders	12 Wardley Street, Capalaba QLD 4157	Code Assessment	21/07/2014	Development Permit	9
BWP002421	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	10 Moloi Crescent, Birkdale QLD 4159	Concurrence Agency Response	22/07/2014	Approved	10
BWP002423	Combined Design and Siting and Build Over or Near Underground Infrastructure - Dwelling	Category1	Metricon Homes Pty Ltd	17 Baywalk Place, Thorneside QLD 4158	Concurrence Agency Response	25/07/2014	Approved	10
Category 2								

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
MCU013268	Estate Sales Office	Category2	Ausbuild Pty Ltd	345-357 Redland Bay Road, Thornlands QLD 4164	Code Assessment	24/07/2014	Development Permit	3
OPW001247.2BE	Operational Works (Bulk Eathworks) – ROL - Industrial Subdivision x 19 lots (SB004975)	Category2	HIB Pty Ltd	847-897 German Church Road, Redland Bay QLD 4165	Code Assessment	24/07/2014	Development Permit	5
OPW001669	Operational and Landscaping Works for Renaissance Victoria Point Retirement Village - Stage 25 - 8 Units	Category2	Renaissance Victoria Point Pty Ltd	36-40 Bunker Road, Victoria Point QLD 4165	Compliance Assessment	24/07/2014	Approved	6
OPW001670	Operational Works Civil ONLY - MCU - Multiple dwelling x 10 (SmartEda)	Category2	Projects And Designs Pty Ltd	150 Finucane Road, Alexandra Hills QLD 4161	Code Assessment	23/07/2014	Compliance Certificate	8
OPW001673	Landscaping Works - Multiple Dwelling x 10	Category2	Home Town Villas Ltd	150 Finucane Road, Alexandra Hills QLD 4161	Compliance Assessment	21/07/2014	Compliance Certificate	8

Decisions Made Under Delegated Authority 27.07.2014 to 02.08.2014

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
BWP002410	Build Over relevant infrastructure - Carport	Category1	JDC Designs & Planning	69 Masthead Drive, Cleveland QLD 4163	Concurrence Agency Response2	01/08/2014	Approved	2
ROL005775	Standard Format - 1 into 2	Category1	Susan Ann Myrowkah	47 Coburg Street East, Cleveland QLD 4163	Code Assessment	28/07/2014	Development Permit	2
OPW001677	Advertising Device	Category1	Tomasy Pty Ltd	Victoria Point Town Centre, 349-369 Colburn Avenue, Victoria Point QLD 4165	Code Assessment	01/08/2014	Development Permit	4
BWP002295	Domestic Additions	Category1	Wessel Johannes Willem Geldenhuys	94 Treasure Island Avenue, Karragarra Island QLD 4184	Code Assessment	01/08/2014	Development Permit	5
BWP002433	Design & Siting - Carport	Category1	Ian Kenneth Smith	17 Orchid Drive, Mount Cotton QLD 4165	Concurrence Agency Response	01/08/2014	Approved	6
BWP002432	Design & Siting - Outbuildings (Carport & Shed)	Category1	Strickland Certification Pty Ltd	20 Chelsea Crescent, Alexandra Hills QLD 4161	Concurrence Agency Response	31/07/2014	Approved	7
OPW001301	Standard Format - 1 into 2	Category1	HCE Engineers Scarlett Constructions	15 Jennifer Street, Birkdale QLD 4159	Code Assessment	30/07/2014	Extension to Relevant Period - Approved	8

Category 2

Decisions Made Under Delegated Authority 27.07.2014 to 02.08.2014

MC009730	Multiple Dwelling x 10	Category2	Bleuscape Design Pty Ltd	24-26 Valley Road, Wellington Point QLD 4160	Code Assessment	01/08/2014	Permissible Change - Development Permit	1
OPW001678	Driveway Crossover	Category2	Owen C Davies	32 Mindarie Crescent, Wellington Point QLD 4160	Code Assessment	28/07/2014	Development Permit	1
OPW001668	Operational Works - MCU -Multiple Dwellings x 3 (smart eda)	Category2	Covey & Associates Pty Ltd	64 Haggup Street, Cleveland QLD 4163	Code Assessment	31/07/2014	Approved	2
MCU013202	Shop	Category2	Powercat Partners Pty Ltd	101 Valley Way, Mount Cotton QLD 4165	Code Assessment	30/07/2014	Negotiated Decision - Development Permit	6
OPW001681	Earthworks for erosion control	Category2	Troy Christian Nelson	282A Avalon Road, Sheldon QLD 4157	Code Assessment	01/08/2014	Development Permit	6
OPW001542	Operational works (Civil only)- Multiple dwelling x 10	Category2	Structerre Consulting Engineers	156 Finucane Road, Alexandra Hills QLD 4161	Compliance Assessment3	28/07/2014	Permissible Change - Compliance Certificate	8

11.5.2 APPEALS LIST CURRENT AS AT 06.08.2014

Datworks Filename: Reports to Council - Portfolio 7 Planning and Development

Authorising Officer:



Louise Rusan
General Manager Community & Customer Services

Responsible Officer: David Jeanes
Group Manager City Planning & Assessment

Author: Janice Johnston
Acting Service Manager Planning Assessment

PURPOSE

The purpose of this report is for Council to note the current appeals

BACKGROUND

Information on appeals may be found as follows:

1. Planning and Environment Court

- a) Information on current appeals and declarations with the Planning and Environment Court involving Redland City Council can be found at the District Court web site using the "Search civil files (eCourts) Party Search" service: <http://www.courts.qld.gov.au/esearching/party.asp>
- b) Judgements of the Planning and Environment Court can be viewed via the Supreme Court of Queensland Library web site under the Planning and Environment Court link: <http://www.sclqld.org.au/qjudgment/>

2. Department of State Development, Infrastructure and Planning (SDIP)

The DSDIP provides a Database of Appeals (<http://services.dip.qld.gov.au/appeals/>) that may be searched for past appeals and declarations heard by the Planning and Environment Court.

The database contains:

- A consolidated list of all appeals and declarations lodged in the Planning and Environment Courts across Queensland of which the Chief Executive has been notified.
 - Information about the appeal or declaration, including the appeal number, name and year, the site address and local government.
-

ISSUES

1.	File Number:	Appeal 1963 of 2009 (MC010715)
Applicant:		JT George Nominees P/L
Application Details:		Preliminary Approval for MCU for neighbourhood centre, open space and residential uses (concept master plan). Cnr Taylor Rd & Woodlands Dve, Thornlands.
Appeal Details:		Applicant appeal against refusal.
Current Status:		The appellant has submitted amended plans to all parties. Council and co-respondents are considering the amended plans.
Hearing Date:		Listed for review 1 October 2014.

2.	File Number:	Appeal 2675 of 2009. (MC010624)
Applicant:		L M Wigan
Application Details:		Material Change of Use for residential development (Res A & Res B) and preliminary approval for operational works 84-122 Taylor Road, Thornlands
Appeal Details:		Applicant appeal against refusal.
Current Status:		Preliminary point application was struck out by the Court and therefore the appeal process will continue. The appellant has submitted amended plans to all parties. Council and co-respondents are considering the amended plans.
Hearing Date:		Listed for review 14 August 2014.

3.	File Number:	Appeal 4521 of 2013 (MCU012995)
Applicant:		D Polzi and ML Polzi
Application Details:		Material Change of Use for a Landscape Supply Depot
Appeal Details:		Submitter appeal against development permit approval.
Current Status:		Mediation held 10 April 2014. A confidential report was presented to the 21 May 2014 General Meeting that outlines options for resolving the appeal. Negotiations with the parties are continuing. Review date is 21 August 2014.

4.	File Number:	Appeal 4564 of 2013 (ROL005669)
Applicant:		Ausbuild Projects Pty Ltd
Application Details:		Reconfiguration of Lots (6 into 259) and Material Change of Use (Dwelling Houses)
Appeal Details:		Applicant appeal against refusal.
Current Status:		Adjourned until 4 September 2014.

5.	File Number:	Appeal 1760 of 2014 (ROL005698)
Applicant:		Ausbuild Pty Ltd
Application Details:		Reconfiguration of Lots (8 lots) and Material Change of Use (Dwelling Houses)
Appeal Details:		Applicant appeal against refusal.
Current Status:		Mediation has been held. Next review date set for 5 September 2014.

6.	File Number:	Appeal 2630 of 2014 (MCU012906)
Applicant:		Jackson & others
Application Details:		Material Change of Use for a Cemetery
Appeal Details:		Submitter appeal against approval.
Current Status:		Appeal filed on 10 July 2014.

OFFICER'S RECOMMENDATION

That Council resolves to note this report.

**11.6 PORTFOLIO 8 (CR MURRAY ELLIOTT)
INFRASTRUCTURE****11.6.1 ESTABLISHMENT OF COASTAL ADAPTATION STEERING COMMITTEE**

Datworks Filename: RTT – Coastal Management - Shoreline Erosion

Attachments: [Attachment 1: Coastal Adaptation Steering Committee Terms of Reference](#)
[Attachment 2: Amity Point Shoreline Erosion Management Plan Reference Group Terms of Reference](#)
[Attachment 3: Norfolk Beach Shoreline Erosion Management Plan Reference Group Terms of Reference](#)

Authorising Officer:



Gary Soutar
General Manager Infrastructure & Operations

Responsible Officer:

Murray Erbs
Group Manager City Infrastructure

Author:

Tim Mitchell
Planner Infrastructure Projects

PURPOSE

The purpose of this report is to seek Council endorsement for the establishment of the Coastal Adaptation Steering Committee. The role of the committee will be to oversee the city-wide coastal adaptation strategy and identify priority areas for further investigation or development of local Shoreline Erosion Management Plans (SEMPs) and Implementation Plans. This will be achieved by facilitating dialogue between State and RCC to establish consistent policies and agreed mitigation strategies for shoreline erosion.

The steering committee will ensure consistent information is provided to the community on shoreline erosion issues and make recommendations where required to the planning scheme and other planning processes as well as specific SEMPs and action timelines for consideration and adoption by Council.

BACKGROUND

The establishment of the Coastal Adaptation Steering Committee (steering committee) is based on a previous report to Council regarding the draft studies for Amity Point and Norfolk Beach Shoreline Erosion Management Plans (SEMP). On 5 March 2014 Redland City Council resolved as follows;

1. Delay the presentation of a report to Council on the Draft Amity Point Foreshore Erosion Management Plan (SEMPS) until at least end of June 2014;
2. Establish an Advisory Committee (as per guidelines) with Amity Point community representation to oversee further development of the plan; and

3. Engage with the State Government in order to achieve reasonable policy and legislative amendments to allow Amity Point property owners to be able to defend their properties without unnecessary red tape.

In response to the above resolution, Council officers have prepared a community engagement and communication plan that includes the establishment of SEMP Reference Groups to provide local knowledge and input into the preparation of local shoreline erosion options starting with Amity Point and Coochiemudlo Island. It is envisaged the steering committee will guide the development local SEMP through policy positions and industry expertise.

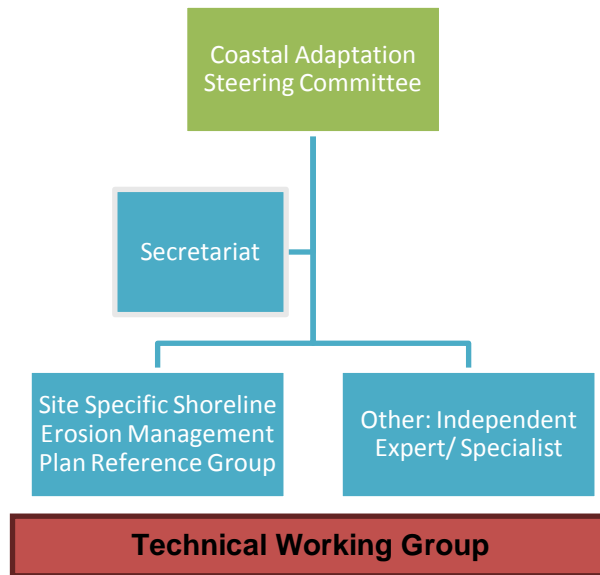
The steering committee will ensure a transparent decision making process and guide the development of a city wide strategy for coastal adaptation. The role of steering committee members will be to:

- Involve senior officers at State Government and Local Government levels that can make strong policy decisions;
- Provide overarching shoreline erosion planning for the city and a consistent approach to handling identified shoreline erosion issues in locations across the city;
- Sign off on the establishment of SEMP reference groups, and their terms of reference, and ratify membership of these groups;
- Contribute advice, information and insight on shoreline erosion and practical management options based on professional knowledge and expertise;
- Independently review and comment on existing technical data;
- Source and consider further shoreline erosion research relevant to specific study sites, including current university research, as it becomes available;
- Recommend the final implementation plan to Council and to the State;
- Regularly update SEMP reference groups.

The steering committee will be chaired by the Mayor, Cr Karen Williams and the preferred composition of the steering committee will be made up of:

- Two Councillors (one of which shall be the Mayor with the other being the spokesperson for the Infrastructure & Operations portfolio);
 - Two senior State Government coastal management/environmental representatives from the Department of Environment and Heritage Protection (DEHP) and the Department of National Parks, Sport and Racing (DNPSR); State Government members will be responsible for expediting all State approvals identified during the planning processes;
 - Three Council engineering and environmental assessment planners at Group Manager level;
 - A senior Council Communication, Engagement and Tourism team representative;
 - An independent shoreline erosion expert nominated by the National Committee for Coastal and Ocean Engineers;
 - A representative from QYAC;
 - One seat, to be filled on occasions by a nominated representative of the relevant reference group when discussion of a particular SEMP is on the agenda; and
 - A senior representative from the State Assessment Referral Agency (SARA) from the Department of State Development, Infrastructure and Planning (DSDIP).
-

The relationship between the Steering Committee, Council's Project team and the SEMP Reference Groups is outlined below in the hierarchical governance structure.



ISSUES

Redland City Council local government area has approximately 220 kilometres of coastline ranging from Tingalpa Creek to Logan River on the mainland and including the island of Southern Moreton Bay and North Stradbroke. These are dynamic, ever-changing environments, each with their own set of challenges due to the varying natural forces of wave action, currents, wind and extreme weather, compounded sometimes by human activity. A number of significant erosion issues have been identified in the city that would benefit from a holistic approach to coastal management.

In response to recent significant erosion at both of these locations Council engaged consultants BMT WBM Pty Ltd, to prepare Shoreline Erosion Management Plans (SEMP) for Amity Point (North Stradbroke Island) and Norfolk Beach (Coochiemudlo Island). The draft SEMP's on release to the public for the purpose of providing transparent information on potential risks caused a significant amount of community interest and feedback. It is recognized that more work is now needed to effectively engage the communities and seek greater input into the development of full SEMPS including associated feasible management actions that can be implemented. The amount of community interest generated by the draft documents has also demonstrated the need for a whole of city approach to coastal management.

It is recommended that Council now finalise the current draft Amity Point and Norfolk Beach studies as Shoreline Erosion Studies (SES), and use these documents as background studies for development of SEMP's. The amended title of these projects will better reflect the scope of each project being the initial phase in creating a city-wide coastal adaptation strategy.

STRATEGIC IMPLICATIONS

Legislative Requirements

There is a number of Federal and State legislation that guides coastal management decision making for local governments. In particular, the state government's Coastal Management Plan, under the Coastal Protection and Management Act 1995 has been developed to guide management planning, activities and works that are not defined as assessable development under the Sustainable Planning Act 2009 (SPA). The Coastal Management Plan also assists Council in developing a SEMP.

Risk Management

The development of a coastal adaptation strategy, guided by the steering committee, ensures a transparent and consultative decision making process which provides a consistent policy base and sustainable management actions.

Financial

There are no sitting fees for Steering Committee members representing Council, State Government or community organisations. A sitting fee may by agreement be provided for the independent expert(s). This is expected to be minimal and will be included with a future budget that will be sought when realistic costs are known.

People

The steering committee will involve key stakeholders, including state agencies and industry experts, and guide the development of a coastal adaptation strategy. The establishment of specific reference groups for the townships of Amity Point and Coochiemudlo Island will also ensure that there is significant community consultation and input into the development of specific Shoreline Erosion Management Plans and the coastal adaptation strategy.

Environmental

The steering committee will be responsible for the development of the coastal adaptation strategy and associated implementation plans that will outline a policy position and actions to manage shoreline erosion.

Social

N/A

Alignment with Council's Policy and Plans

Corporate Plan 2010-2015

3. Embracing the bay

3.2 Better manage our foreshores through coordinated planning with special focus on resilience to the impacts of flooding and storm tides

Redlands 2030 Community Plan

Embracing the bay

Goal 4 Respectful planning

Decisions about facilities and developments impacting on the foreshore are guided by the community's strong connections to the bay and commitment to safeguarding the various foreshore and marine habitats distinctive to the region

CONSULTATION

Consultation has occurred with Council's Communications Department, who have drafted the Terms of Reference for the Coastal Adaptation Steering Committee and Shoreline Erosion Reference Groups for Amity Point and Coochiemudlo Island.

OPTIONS

1. That Council finalise the draft reports for Amity Point and Norfolk Beach as Shoreline Erosion Studies to assist community engagement in the development of Shoreline Erosion Management Plans for each site and establish the Coastal Adaptation Steering Committee to guide the development of a city-wide coastal adaptation strategy in accordance with the appended Terms of Reference, or
2. That Council NOT proceed with the development of a Coastal Adaptation Strategy and subsequent shoreline erosion management plans.

OFFICER'S RECOMMENDATION

That Council resolves to finalise the draft reports for Amity Point and Norfolk Beach as Shoreline Erosion Studies to assist community engagement in the development of Shoreline Erosion Management Plans for each site and establish the Coastal Adaptation Steering Committee to guide the development of a city-wide coastal adaptation strategy in accordance with the appended Terms of Reference.

Redland City Council

Coastal Adaptation Steering Committee

Terms of Reference

Executive summary

On 5 March 2014 Redland City Council resolved unanimously to;

- Delay the presentation of a report to Council on the Draft Amity Point Foreshore Erosion Management Plan (SEMP) until at least end of June 2014;
- Establish an Advisory Committee (as per guidelines) with Amity Point community representation to oversee further development of the plan; and
- Engage with the State Government in order to achieve reasonable policy and legislative amendments to allow Amity Point property owners to be able to defend their properties without unnecessary red tape.

In response to point two of this resolution, Council officers have prepared a community engagement and communication plan that includes the establishment of separate Reference Groups for preparation of shoreline erosion options at Amity Point and Coochiemudlo Island.

In addition, a high-level Coastal Adaptation Steering Committee chaired by the Mayor, and involving senior State Government representatives, will oversee these and other SEMPs Reference Groups established in the Redlands, and inform and provide authority to Council's city wide planning and assessment of shoreline erosion issues.

The recommendation that this group be chaired by the Mayor and established at Group Manager level or above and involve key state agencies, also addresses point three of the above resolution.

It acknowledges that in addition to 220 kilometres of mainland and island coastline and the Amity Point area (listed as a state priority for erosion management), there are separate SEMPs required for Coochiemudlo and five additional Redland city locations in the next financial year, including a city wide shoreline erosion management plan.

Given the ongoing potential for SEMP engagements to raise community expectations that "Red Tape" and 'expense' of seawalls protection and certification could/ should be reduced; the authority of such a steering committee, in particular state representation, is seen as vitally important to addressing these issues, providing a clear policy direction for resolution of shoreline erosion issues and by providing clear information for the community.

The frequency of the steering committee meetings and the detail of membership have yet to be formally agreed but meetings may be either bi-monthly or quarterly.

Background

Redland City Council administers 220 kilometres of mainland and island coastline within its boundaries. The bay shoreline extends from Tingalpa Creek south to the Logan River on the mainland. Offshore, many of the southern Moreton Bay islands and North Stradbroke Island, including some 50km of ocean beach, are part of the city.

Redland City Council

Coastal Adaptation Steering Committee

Terms of Reference

These are dynamic, ever-changing environments, each with their own set of challenges due to the varying natural forces of wave action, currents, wind and extreme weather, compounded sometimes by human activity.

A number of significant erosion issues have been identified in the city that would benefit from a holistic approach to coastal management.

For example, there are on-going foreshore erosion problems at Amity Point on North Stradbroke Island, where a number of houses are at risk. The community has already lost significant areas of land to the sea, and development and assets continue to be threatened. There are also major public safety concerns over the risk of dramatic bank subsidence into Rainbow Channel and rock wall failure. Consequently, Amity Point is considered a priority area under State coastal management planning provisions.

The eastern shoreline of Coochiemudlo Island, particularly Norfolk Beach, is affected by long-term progressive erosion. While there is no private property at risk, it does affect public access and recreational amenity in eroded areas.

Other known erosion hot spots requiring attention include Waterloo Bay at Thorneside and Russell Island.

As the controlling local authority, Redland City Council is bound by a comprehensive overlay of State and Federal coastal management legislation, regulations and policies, as well as its own policies and planning strategies.

Its coastal management obligations include development of shoreline erosion management plans (SEMPs) as a pre-requisite to State approval of foreshore erosion mitigation actions.

Redland Council recognises the threat persistent erosion plays on the environmental, cultural and socio-economic fabric of waterfront communities. Wherever possible it follows an established strategy supporting natural processes and managing accordingly.

As such, Council intends to develop a whole-of-city strategy to manage vulnerable areas into the future as well as preparing specific SEMPS and action plans to safeguard critical areas. This will enable Council to satisfy its State and Federal coastal management responsibilities and to be proactive in working with communities and key stakeholder groups to address local shoreline erosion.

Factors that must be considered in this holistic planning process include:

- The long-term environmental, cultural and socio-economic well-being of affected Redland communities
- Compliance with Redland City Council's established policy and planning requirements, and public safety responsibilities;
- Local knowledge and expertise of local residents in erosion prone areas;
- Compliance with Queensland and Commonwealth Government planning

Redland City Council

Coastal Adaptation Steering Committee

Terms of Reference

requirements, environmental and coastal management legislation, regulation and policies;

- All relevant technical data, including further shoreline erosion research to be undertaken by Council, and other relevant external scientific studies and technical data known to have been produced or held by specialist Redlands residents.

Lead agency

Redland City Council (RCC).

Sponsoring agencies

- Redland City Council;
- Department of Environment and Heritage Protection (DEHP); Department of National Parks, Sport and Racing (DNPSR).

Other city wide stakeholders

- Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC); SEQ Catchments.

Other stakeholders

Engineers Australia – National Committee for Coastal and Ocean Engineers.

Project manager (RCC)

Murray Erbs, Group Manager City Infrastructure.

Purpose

The primary purpose of the Steering Committee is to:

- Oversee the whole city coastal adaptation management plan and priorities areas for further investigation or requiring local SEMP's;
- Facilitate dialogue between State and RCC to establish consistent policies and agreed mitigation strategies for shore line erosion;
- Provide consistent information to the community on shore line erosion management;
- Make recommendations where required to the planning scheme and other planning processes including local SEMP's and action timelines for consideration and adoption by Council.

Review

This steering group and its membership will be reviewed by Council annually.

Role

Members of the steering committee will:

- Involve senior officers at State Government and Local Government levels that can make strong policy decisions;
- Provide overarching shoreline erosion planning for the city and a consistent approach to handling identified shoreline erosion issues in locations across

Redland City Council

Coastal Adaptation Steering Committee

Terms of Reference

- the city;
- Sign off on the establishment of SEMP reference groups, and their terms of reference, and ratify membership of these groups;
- Contribute advice, information and insight on shoreline erosion and practical management options based on professional knowledge and expertise;
- Independently review and comment on existing technical data;
- Source and consider further shoreline erosion research relevant to specific study sites, including current university research, as it becomes available;
- Recommend the final implementation plan to Council and to the State;
- Regularly update SEMP reference groups.

Membership

The Steering Committee will be chaired by the Mayor, Cr Karen Williams. It will comprise:

- Two Councillors (one of which shall be the Mayor with the other being the spokesperson for the Infrastructure & Operations portfolio);
- Two senior State Government coastal management/environmental representatives from the Department of Environment and Heritage Protection (DEHP) and the Department of National Parks, Sport and Racing (DNPSR) ; State Government members will be responsible for expediting all State approvals identified during the planning processes;
- Three Council engineering and environmental assessment planners at Group Manager level;
- A senior Council Communication, Engagement and Tourism team representative;
- An independent shoreline erosion expert nominated by the National Committee for Coastal and Ocean Engineers;
- A representative from QYAC;
- One seat, to be filled on occasions by a nominated representative of the relevant reference group when discussion of a particular SEMP is on the agenda; and
- A senior representative from the State Assessment Referral Agency (SARA) from the Department of State Development, Infrastructure and Planning (DSDIP).

Chair

The Chair, the Mayor Cr Williams, will convene the Coastal Adaptation Steering Committee meetings.

If the designated Chair is not available, then the Deputy Mayor or a delegated councillor (referred to as the Acting Chair) will be responsible for convening and conducting that meeting. The Acting Chair is responsible for informing the Chair as to the salient points/decisions raised or agreed to at that meeting.

Redland City Council

Coastal Adaptation Steering Committee

Terms of Reference

Selection Process

RCC officers will be nominated by the relevant General Manager, in consultation with the Project Manager.

Senior State Government representatives will be nominated by DEHP, DNPSR and DSDIP and must have authority to act, give advice and make decisions.

An independent shoreline erosion expert will be selected in consultation with the National Committee of Coastal Engineers (Chapter of Engineers Australia).

The final make-up of the steering committee will be ratified by RCC Executive Leadership Group and the other project sponsors.

Meetings

Meetings for this steering committee will be held regularly. The times of these meetings will be negotiated with the team to suit the availability of members.

Protocols

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Steering Committee members will respect the role of the chair as facilitator in the conduct of meetings;
- All members will respect the right of every member of the committee to speak and put forward their views;
- Members will comply with the chair's decisions in relation to allocation of time to agenda items;
- Minutes will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

Agenda items

All agenda items must be forwarded to the Project Manager by close of business 10 working days prior to the next scheduled meeting.

The Steering Committee agenda, with attached meeting papers, will be distributed at least three working days prior to the next scheduled meeting.

The Chair has the right to refuse to list an item on the formal agenda, but members may raise an item under 'Other Business' if necessary and as time permits.

Minutes and meeting papers

The Minutes of each meeting will be provided by the Project Manager.

Full copies of the Minutes, including attachments, shall be provided to all Steering Committee members no later than 10 working days following each meeting.

Redland City Council

Coastal Adaptation Steering Committee

Terms of Reference

By agreement of the Committee, out-of-session decisions will be deemed acceptable. Where agreed, all out-of-session decisions shall be recorded in the minutes of the next scheduled Steering Committee meeting.

The Minutes of each Steering Committee meeting will be monitored and maintained by the Project Manager as a complete record as required under provisions of the Public Records Act 2002.

Proxies to meetings

Members of the Steering Committee can nominate a proxy to attend a meeting if the member is unable to attend.

The Chair will be informed of the substitution at least five working days prior to the scheduled nominated meeting.

The nominated proxy shall have voting rights at the attended meeting. The nominated proxy must provide relevant comments/feedback from the Steering Committee member they are representing to the attended meeting.

Quorum requirements

A minimum of seven Steering Committee members is required for the meeting to be recognised as an authorised meeting for the recommendations or resolutions to be valid.

The quorum must contain at least two members from the lead agency (RCC) and one member from each sponsoring agency.

Confidentiality

Steering Committee members will be asked to review and comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

Payment for Service

There are no sitting fees for Steering Committee members representing Council, the State Government, or community organisations. A sitting fee may by agreement be provided for the independent expert (s).

Conflict of Interest

If a committee member holds any office or position of trust or responsibility in a company or other organisation involved in the community (whether profit or not) and has any vested or personal interest in matters for discussion, the member must disclose the interest to Council and the other members of the committee.

Redland City Council
Coastal Adaptation Steering Committee
Terms of Reference

Ending an Appointment

The appointment of Steering Committee members may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements; Repeated failure by a reference group member to adhere to the protocols.

Contact with the Media

Media enquiries relating to the work of the Steering Committee are to be managed according to Council's corporate media policy guidelines.

All media requests are to be directed to Council's Communication, Engagement and Tourism Group on media@redlands.qld.gov.au or Phone:7382 8726.

**Redland City Council
Reference Group
Terms of Reference
Amity Point Shoreline Erosion Management Plan**

Executive summary

On 5 March 2014 Redland City Council resolved unanimously to;

- Delay the presentation of a report to Council on the Draft Amity Point Foreshore Erosion Management Plan (SEMP) until at least end of June 2014;
- Establish an Advisory Committee with Amity Point community representation to oversee further development of the plan; and
- Engage with the State Government in order to achieve reasonable policy and legislative amendments to allow Amity Point property owners to be able to defend their properties without unnecessary red tape.

In response to point two of this resolution, Council officers have prepared a community engagement and communication plan that includes the establishment of separate Reference Groups (for the purpose of being advisory committees, as per community engagement guidelines) for preparation of shoreline erosion options at both Amity Point and Coochiemudlo Island.

This document refers to this work and suggested terms of reference for an Amity Point SEMP Reference Group.

In addition, a high-level Shoreline Erosion Management Steering Committee chaired by the Mayor, and involving senior state government representatives, will oversee this and other SEMP Reference Groups established in the Redlands, and inform and provide authority to Council's city wide planning and assessment of shoreline erosion issues.

Background

Amity Point on North Stradbroke Island has a history of coastal erosion, with records showing the foreshore has steadily retreated since 1886. This has threatened development and assets, with the community already losing significant areas of land to the sea, including Cabarita, the Pilot Station and South Passage Bar, Amity Racecourse and the Amity School.

Over the years rock sea walls and groynes have been built by residents along the shoreline facing Rainbow Channel to protect individual property, and houses have been relocated. Slumping of the channel banks occurs, particularly where Rainbow Channel is closest to shore, such as occurred early in 2011.

The area at Amity Point from Geera Street to Wallum Inlet is identified in the South East Queensland Coastal Plan Erosion Prone Area. Redland City Council has an established 'retreat strategy' for the urban residential area of on the seaward side of Amity Point, west of Ballow Street. The area is zoned sub-area UR3, meaning all future buildings and structures in the designated zone must be demountable and capable of being removed.

Redland City Council
Reference Group
Terms of Reference
Amity Point Shoreline Erosion Management Plan

This policy of drawing the line of development back as shoreline erosion continues has been in place for some time.

It complies with both existing Council policy and State planning requirements for coastal areas and has the greatest likelihood of success at less cost, while leaving the foreshore in a natural state.

A number of properties are at immediate risk of shoreline erosion. While local residents would like the sea wall retained and to have the freedom to continue to make rock repairs, the current structures do not meet State Government requirements under coastal protection law.

Redland Council recognises the threat persistent erosion plays on the cultural and socio-economic welfare of the Amity community and, in particular, the public safety issue of dramatic bank slumping into Rainbow Channel.

In December 2013, Redland City Council released a draft consultant's report for a proposed Amity Point SEMP for community viewing and comment. This report was prepared for Council by BMT WBM Pty Ltd

On Saturday 22 February, 2014 Council organised an Amity Point community meeting on the draft report and erosion management issues.

Attended by about 150 people, the meeting clearly articulated the need for community involvement and expert local knowledge in the development of the final plan to safeguard lives and property.

Council has agreed to defer tabling the SEMP report until Amity Point community representatives and the State Government can comment on the draft document.

A three-stage consultation and engagement process will occur to:

- Further engage with the Amity Point community and affected property owners, including establishment of a reference group; with community representation;
- Conduct further research into shoreline erosion issues; and
- Complete the SEMP and prepare a Draft Implementation Plan for formal consideration and adoption by Council.

Factors that must be considered in this planning process include:

- The long- term cultural and socio-economic well-being of the Amity Point community Compliance with Redland City Council planning requirements and public safety responsibilities;
- Local knowledge and expertise of Amity Point residents;
- Council's established retreat policy for shoreline erosion-prone areas on

**Redland City Council
Reference Group
Terms of Reference
Amity Point Shoreline Erosion Management Plan**

North Stradbroke Island;

- Compliance with Queensland and Commonwealth Government planning requirements, environmental and coastal management legislation, regulation and policies;
- All relevant technical data, including further shoreline erosion research to be undertaken by Council, and other relevant external scientific studies.

Purpose

The primary purpose of the reference group is to:

- Work with Redland City Council officers to contribute their expertise and knowledge to shoreline erosion planning for Amity Point;
- Provide valuable local input to enable Council to tailor the SEMP and Draft Implementation Plan to meet the current and long term needs of the community.

The reference group will have the opportunity to be directly represented on the Redland City Council Shoreline Erosion Management Steering Committee on occasions when Amity Point erosion matters are listed on the agenda.

Project Manager

RCC Senior Marine Infrastructure Adviser Rodney Powell.

Role

Members of this reference group will:

- Be briefed on Council and State policy requirements for coastal protection and management, and the three stage consultation and engagement process during the completion of the SEMP, including preparation of a Draft Implementation Plan;
- Contribute advice, information and insight on shoreline erosion and practical management options based on personal and professional knowledge and experience of local conditions and community economic, cultural, historical and environmental considerations;
- Independently review and comment on existing technical data, and any further shoreline erosion research, as it becomes available;
- Share information and reports on the progress and direction of the SEMP action planning process to relevant community networks.

Composition

The reference group will be chaired by the relevant Divisional Councillor.

It will involve members drawn from the affected property owners and local residential community, community groups and professional members of our community.

Redland City Council
Reference Group
Terms of Reference
Amity Point Shoreline Erosion Management Plan

The members will represent a cross section of interests and be in a position to represent and provide feedback to larger community networks.

Councillors can nominate members. Membership may include Traditional Owners and professional and research bodies.

State Government representatives will also be invited to participate. The Amity community can also nominate others with independent, value-adding views who live outside Amity Point.

Selection Process

The Mayor will write to key local groups, inviting them to nominate a representative to be part of the reference group.

A mayoral letter will also be written to Amity Point residents, inviting them to nominate themselves or another resident as community representatives on the reference group.

All appointments to the reference group, including replacement appointees, will reflect the following attributes:

For individual residents.

Selected representation based on:

- Professional knowledge and experience;
- Strong local knowledge pertinent to local erosion management issues, as well as the wider cultural, historic and economic interest of the island residents, including the Traditional Owners;
- Strong connection to the community and demonstrated willingness and ability to communicate objectively on these projects to other members of their community.

For organisations.

Sample sector representation that reflects key local interests from among but not restricted to:

- The Amity Point Progress Association;
- Qandamooka Yoolooburrabee Aboriginal Corporation;
- Stradbroke Island Management Association;
- Straddie Chamber of Commerce;
- Moreton Bay Seafood Industry Association/ Qld Seafood Industry;
- Other relevant community groups.

The final make-up of the reference group will be ratified by the city-wide Shoreline Erosion Management Steering Committee.

Meetings

Meetings for this reference group are expected to be held regularly from mid 2014 until the SEMP is completed. The times of these meetings will be

Redland City Council
Reference Group
Terms of Reference
Amity Point Shoreline Erosion Management Plan

negotiated with the team to suit the members.

Protocols

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Reference group members will respect the role of the facilitator in the conduct of meetings;
- All members will respect the right of every member of the Team to speak and put forward their views;
- Members will comply with the facilitator's decisions in relation to allocation of time to agenda items;
- Minutes will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

Context

While the reference group will act as an important forum, it must be noted that the group does not have authority to approve or refuse elements of the management plan or make policy decisions. The role of the community reference group is to provide advice and expert local knowledge to Council and to represent the needs of the community in the development of the Implementation Plan.

Timing and Appointment

Members of the reference group will be appointed until the completion of the SEMP, including submission of a Draft Implementation Plan to Council for formal consideration.

Ending an Appointment

Reference group members' appointment may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements;
- Repeated failure by a reference group member to adhere to the protocols.

Confidentiality

From time to time reference group members may be asked to review and comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

Payment for Service

Redland City Council
Reference Group
Terms of Reference
Amity Point Shoreline Erosion Management Plan

There are no sitting fees for the Community Reference Group.

Contact with the Media

Media enquiries relating to the work of the community reference group are to be managed according to Council's corporate media policy guidelines.

All media requests are to be directed to Council's Communication, Engagement and Tourism Group on media@redlands.qld.gov.au or Phone: 3829 8726.

References:

- ~  [Amity Point Shoreline Erosion Management Plan - Draft report](#) [PDF 8.8MB]
- ~ Community Feedback summary from 22 February community meeting;
- ~ Amity erosion web content:
<http://www.redland.qld.gov.au/AboutRedlands/NorthStradbrokeIsland/Pages/Amity-erosion.aspx>.

Redland City Council
Reference Group
Terms of Reference
Norfolk Beach Shoreline Erosion Management Plan

Executive Summary

The Norfolk Beach Shoreline Erosion Management Plan (SEMP) is one of several being undertaken in erosion prone areas of Redland City.

As part of Council's community engagement program for this SEM, a Reference Group with local community representation will be established to contribute to the further development of the plan.

This document refers to this work and suggested terms of reference for a Norfolk Beach SEM Reference Group.

In addition, a high-level Shoreline Erosion Management Steering Committee chaired by the Mayor, and involving senior state government representatives, will oversee this and other SEM Reference Groups established in the Redlands, and inform and provide authority to Council's city wide planning and assessment of shoreline erosion issues.

Background

The eastern shoreline of Coochiemudlo Island, and particularly Norfolk Beach, is subject to progressive erosion.

High tides and winds associated with Tropical Cyclone Oswald during the Australia Day weekend in 2013 caused significant erosion to the eastern beaches of Coochiemudlo Island. Damage to the Norfolk Beach Track and general loss of vegetation due to shoreline recession was of particular concern

While no private property or infrastructure is at risk, other than a public toilet, Norfolk Beach is likely to continue to recede due to slow sand loss to adjacent beaches. These are natural processes but rapid erosion in recent times has affected beach access, badly undermined two old Eucalypts regarded by locals as iconic trees.

Shoreline erosion may in future limit the usability of the area continue to impact upon the shoreline boundary of the island's precious melaleuca wetlands. These wetlands are one of the few freshwater wetlands in Moreton Bay and are a 'Wetland of International Importance' under the Ramsar Convention.

There is an active and informed foreshore protection culture in the local community, particularly the Coastcare group, which has a strong and influential presence.

Coochiemudlo is also home to individuals with expertise and local knowledge valuable to coastal management planning for the island. Apart from islanders who have lived there for 50 years, there is a dredging expert, retired cartographer with a large collection of maps and documents charting the island, and a coastal research engineer who has plotted the processes that shape the island for 20 years.

Redland City Council (RCC) recognises the impact of shoreline erosion on the environmental, cultural and socio-economic wellbeing of island communities such as

Redland City Council
Reference Group
Terms of Reference
Norfolk Beach Shoreline Erosion Management Plan

Coochiemudlo Island, and the need for both residents and the State Government to be involved in future management strategies.

A draft consultant's report for a proposed Norfolk Beach Shoreline Erosion Management Plan (SEMP) was informally released to the Coastcare group in February 2014. It has yet to be circulated more widely, or publicly listed on the RCC website.

Coastcare has stated that is supportive of the Draft SEMP as "an important step towards preserving the ecological diversity and visual amenity of our vegetated sandy foreshores for future generations."

This report was prepared for Council by BMT WBM Pty Ltd to enable Council to satisfy its State and Federal coastal management responsibilities and to be proactive in planning shoreline erosion management. SEMPs are required by the State as a pre-requisite to approved shoreline erosion mitigation measures.

The report suggests a 'do-nothing' approach would be unacceptable to the Coochiemudlo community because of the risk of the beaches on the eastern shoreline becoming substantially narrower over time, and their composition gradually changing to become predominantly mudflat.

The draft SEMP report recommends:

- relocating the Norfolk Beach track 22 metres inland
- Beach nourishment: using imported sand for protection works to maintain five rocky outcrops or headlands that help control the alignment of the beach.
It is suggested efforts be concentrated initially at the southern end of the beach (defined in the report as Control Points 1 and 2), and the results observed;
- Beach monitoring to assess long-term change, including an annual beach erosion dune scarp survey.

Remediation work was also carried out in February 2014 to stabilise a 60 metre area of shoreline at the northern end of the beach around the two old eucalyptus trees. The existence of these trees at the current beach line suggests long term foreshore erosion because they are at least 60 years old and would not have grown adjacent to the beach.

RCC is awaiting retrospective approval from the state for the sandbagging of these trees. While a formal response has not yet been made, the State Government representatives have indicated on a visit to the island early in March that they do not approve this action as a necessary or desirable part of coastal management.

In March 2014 Redland City Council decided to permanently close an un gazetted road along the foreshore, known as Norfolk Beach Road, because sections of the track had fallen away. The track had been closed to vehicles for more than a year.

No further technical studies are expected to be undertaken as part of the SEMP. Council has undertaken two beach profile surveys along Norfolk Beach in May 2013 and January 2014.

Redland City Council
Reference Group
Terms of Reference
Norfolk Beach Shoreline Erosion Management Plan

Considerable community discussion and some engagement has already taken place on the island, including walk-arounds with Coastcare members.

Further consultation and engagement will now occur to:

- Continue to engage with Coochiemudlo Island residents, including establishment of a reference group; with community representation;
- Complete the SEMP and prepare a Draft Implementation Plan for formal consideration and adoption by Council.

Factors that must be considered in this planning process include:

- The long- term cultural and socio-economic well-being of the Coochie community
- Compliance with Redland City Council planning requirements and public safety responsibilities;
- Local knowledge and expertise of Coochiemudlo Island residents, including the body of relevant information held by specialists living on the island
- Compliance with Queensland and Commonwealth Government planning requirements , environmental and coastal management legislation, regulation and policies;
- The adjacent Ramsar-listed freshwater wetlands;
- Proximity of the island, and erosion-prone areas, to Moreton Bay Marine Park;
- Proximity to a known Aboriginal burial ground on the island;
- The historical significance of Norfolk Beach as the landing point of explorer Matthew Flinders on 19 July 1799 during his search for a river in the southern part of Moreton Bay;
- New Coochiemudlo Jetty project;
- Channel dredging at Victoria Point.

Purpose

The primary purpose of the reference group is to:

- Work with Redland City Council officers to contribute their expertise and knowledge to shoreline erosion planning for Norfolk Beach and the wider Coochiemudlo shoreline;
- Provide valuable local input to enable Council to tailor the SEMP and Draft Implementation Plan to meet the current and long term needs of the community.

The reference group will have the opportunity to be directly represented on the Redland City Council Shoreline Erosion Management Steering Committee on occasions when Norfolk Beach erosion matters are listed on the agenda.

Project Manager

RCC Coastal & Waterway Adviser Toby Ehram.

Redland City Council
Reference Group
Terms of Reference
Norfolk Beach Shoreline Erosion Management Plan

Role

Members of this reference group will:

- Be briefed on Council and State policy requirements for coastal protection and management, and the consultation and engagement process during the completion of the SEMP, including preparation of a Draft Implementation Plan;
- Contribute advice, information and insight on shoreline erosion and practical management options based on personal and professional knowledge and experience of local conditions and community economic, cultural, historical and environmental considerations;
- Independently review and comment on existing technical data;
- Share information and reports on the progress and direction of the SEMP action planning process to relevant community networks.

Composition

The reference group will be chaired by the relevant Divisional Councillor.

It will involve members drawn from the local residential community, community groups and professional members of the Coochiemudlo Island community.

The members will represent a cross section of interests and be in a position to represent and provide feedback to larger community networks. Councillors can nominate members.

Membership may include Traditional Owners and professional and research bodies.

State Government representatives will be invited to participate. The Coochiemudlo community may also nominate others with independent, value-adding views who live outside the island.

Selection Process

The Mayor will write to key local groups, inviting them to nominate a representative to be part of the reference group.

A mayoral letter will also be written to Coochiemudlo Island residents, inviting them to nominate themselves or another resident as community representatives on the reference group.

All appointees to the reference group, including replacement appointments, will reflect the following attributes:

For individual residents:

- Professional knowledge and experience; or
- Strong local knowledge pertinent to local erosion management issues, as well as the wider cultural, historic and economic interest of the island residents, including Traditional Owners;

Redland City Council
Reference Group
Terms of Reference
Norfolk Beach Shoreline Erosion Management Plan

- Strong connection to the community and demonstrated willingness and ability to communicate objectively on these projects to other members of their community.

For organisations:

Sample sector representation that reflects key local interests from among but not restricted to:

- Coochiemudlo Coastcare Group;
- Qandamooka Yoolooburrabee Aboriginal Corporation;
- Coochiemudlo Island Progress Association;
- Coochiemudlo Island Community Coordinating Committee
- Coochie Surf Lifesaving Club
- Other relevant community groups.

The final make-up of the reference committee will be ratified by the city-wide Steering Committee on Shoreline Erosion Management.

Meetings

Meetings for this reference group are expected to be held regularly from mid 2014 until the SEMP is completed. The times of these meetings will be negotiated with the team to suit the availability of members.

Protocols

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Reference group members will respect the role of the chair as facilitator in the conduct of meetings;
- All members will respect the right of every member of the reference group to speak and put forward their views;
- Members will comply with the chair's decisions in relation to allocation of time to agenda items;
- Minutes will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

Context

While the reference group will act as an important forum, it must be noted that the group does not have authority to approve or refuse elements of the management plan or make policy decisions. The role of the reference group is to provide advice and expert local knowledge to Council and to represent the needs of the community in the development of the Implementation Plan.

Redland City Council
Reference Group
Terms of Reference
Norfolk Beach Shoreline Erosion Management Plan

Timing and Appointment

Members of the reference group will be appointed until the completion of the SEMP, including submission of a Draft Implementation Plan to Council for formal consideration.

Ending an Appointment

Reference group members' appointment may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements;
- Repeated failure by a reference group member to adhere to the protocols.

Confidentiality

From time to time reference group members may be asked to review and comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

Payment for Service

There are no sitting fees for the Community Reference Group.

Contact with the Media

Media enquiries relating to the work of the community reference group are to be managed according to Council's corporate media policy guidelines.

All media requests are to be directed to Council's Communication, Engagement and Tourism Group on media@redlands.qld.gov.au or Phone: 3829 8726.

References:

Draft consultant's report - [R.B20447.003.03.Final.pdf](#);
Coochiemudlo Land Management Plan.

11.6.2 ANIMAL SHELTER OFFICE UPGRADE AND KENNEL UPGRADE**Dataworks Filename:** CP PDG Functional Scopes**Attachments:** [Site Plan for Proposed new Demountable Building Animal Shelter South Street Mapping and Aerial Photograph Animal Shelter South Street](#)**Responsible/Authorising Officer:****Louise Rusan
General Manager Community & Customer
Services****Authors:****Gary Photinos
Manager City Planning & Environment
Donna Wilson
Service Manager Compliance**

PURPOSE

That Council approve the reallocation of a further \$350,000 in the capital work program to the existing \$200,000 set aside for the Animal Shelter Office Upgrade and Kennel Extensions at its subsequent budgetary review meeting.

BACKGROUND

Currently provision has been made for \$200,000 in the current capital works program to undertake the Animal Shelter Office Extension.

Detailed costs to undertake this work have now been estimated at \$400,000, which would only provide an additional 85 square metres, and make the existing converted 3 bedroom house compliant.

An alternative proposal has been investigated to provide a completely new purpose built demountable building of 265 square metres and upgrade the old kennel complex for \$550,000. The delivery of the project using a demountable building is anticipated to be completed by January 2015 if Council approval can be obtained at this time.

ISSUES**Displacement of Compliance and Local Laws Staff from Cleveland Administration Building**

The Local Laws Team was displaced from the Council Administration Building during the implementation of the Integrated Customer Contact Centre in 2009- 2010. The construction and extension of the centre on the ground floor of the Council Administration Building required several staff to be relocated to the office accommodation at the Animal Shelter in South Street Thornlands. The office accommodation at the Animal Shelter consists of a converted Class 1, three (3) bedroom high set dwelling into a partially compliant Class 5 office facility. The

double car garage under the house was converted to office accommodation, and the upstairs floor strengthened.

Although works were undertaken to change the classification of the building, and properly house all staff at the time, it was only partially compliant. Due to higher priorities in the CAPEX program the animal shelter upgrade was approved for the current financial year.

Original Proposal to Build an Extension on the Existing House

Original costings in 2010 estimated that an 85 square metre extension would be \$200,000. More recent costings to undertake this work, including the required upgrade to the house and surrounding pathways to ensure compliance, are now estimated to be \$400,000. In consultation with the Project Delivery Group alternatives to reduce the cost were investigated. These involved the consideration of demountable buildings in lieu of conventional constructions.

Proposal to provide new Office Accommodation and Kennel Upgrade

In consultation with the Project Delivery Group it has been determined that a very cost effective 265 square metre demountable building can be provided to accommodate the Compliance Unit, which comprises of the Animal Management Team, the Local Laws Team and the Infringements Team at the Animal Shelter. This option would negate any works to be undertaken on the existing non compliant building as all staff would now be accommodated in the new building. Conventional construction costs to provide this building are estimate to be \$2800 per square metre, in comparison to \$1200 per square metre to provide a demountable building.

Kennel Upgrade now Also Required for Re homing Animals

Council was notified this year by the RSPCA that it will no longer be able to accept Council's unwanted animals.

Currently, Council's Animal Management Operations must deal with animals that have been surrendered or impounded. The objective in most cases is to have the animals returned to their owners where possible. However, there are animals that have not been returned to their owners for various reasons and under a long standing agreement are delivered on weekly basis to the RSPCA now situated at Wacol. These animals are assessed and where possible re homed with new owners or euthanised

Currently Council's Animal Shelter facilities are not appropriate to facilitate re homing of animals as the current kennels are not designed to display animals for re homing or sale back into the community. Existing kennels and facilities can be upgraded to facilitate the display of suitable animals for sale. In addition, current front counter office facilities consist of an awning on the side of the existing converted 3 bedroom house.

The proposed new demountable office building will also accommodate a new front counter and reception area to facilitate the re-homing strategy, provide an education centre and enhance the customer experience.

Re homing pets is part of an overall animal management strategy where animals selected for adoption are desexed, vaccinated, micro chipped, completed a behaviour assessment and provided to new families as pets. The strategy is

necessary to contribute to reducing the euthanasia rate which is currently benchmarked at 15%. Without the re homing of pets as part of the overall strategy the euthanasia rates could be as high as 60%.

STRATEGIC IMPLICATIONS

Legislative Requirements

The current office accommodation in the converted 3 bedroom dwelling has been partially compliant with building regulations for 5 years and additional funds are required to rectify this matter.

Risk Management

The proposed reallocation of additional funds will mitigate any risks associated with the existing building.

Financial

It's difficult to provide any commentary on the reason why the conversion of the existing 3 bedroom house was not satisfactorily completed 5 years ago.

The original estimate of \$200,000 was based on the provision of an additional 85 square metre building only to properly accommodate all staff and provide the additional room to re home animals. The new costings include the additional costs of retrofitting of the existing building to make it compliant as well as the provision of extensions and associated site preparation works bringing the new estimate to \$400,000.

From an asset management perspective, providing a new purpose built demountable building to accommodate staff and the new re homing facilities is a more prudent decision. The new demountable building can be provided at half the cost of a conventional building and be fully compliant.

Estimates are:

- New demountable building: \$318 000
- Site Preparation Works \$80 000
- Water, sewerage, electricity and IT \$50 000
- Landscaping \$10 000
- Contingencies \$30 000
- Kennel Upgrade and Modifications: \$60 000
- Total \$548 000

People

Additional training for staff to assess animal behaviours for re homing purposes has been provided by RSPCA free of charge.

Environmental

There are no environment impacts associated with the proposed new building. It does not materially change the use or create any intensification of the site. The

Animal Shelter is currently positioned in an Industrial estate with a Community Purposes zoning.

Social

Where the RSPCA has reached capacity with its own facilities and no longer able to deal with our unwanted animals, the re homing of animals will provide social benefits for our community.

Alignment with Council's Policy and Plans

The proposed reallocation of funds to accommodate the new Animal Shelter Office and kennel upgrade is consistent with Council's strategies to increase community safety, health and well being. In addition, it represents long term asset management planning that supports sustainability of service delivery and value for money within an environment of financial constraint.

CONSULTATION

Consultation with the Project Delivery Group regarding the construction of the new building, asset management on the old building and costings has been undertaken, and that information has been incorporated into this report.

The RSPCA has been providing ongoing assistance with upskilling Council staff to commence the re homing of animals, as they no longer have the capacity to provide service to Council.

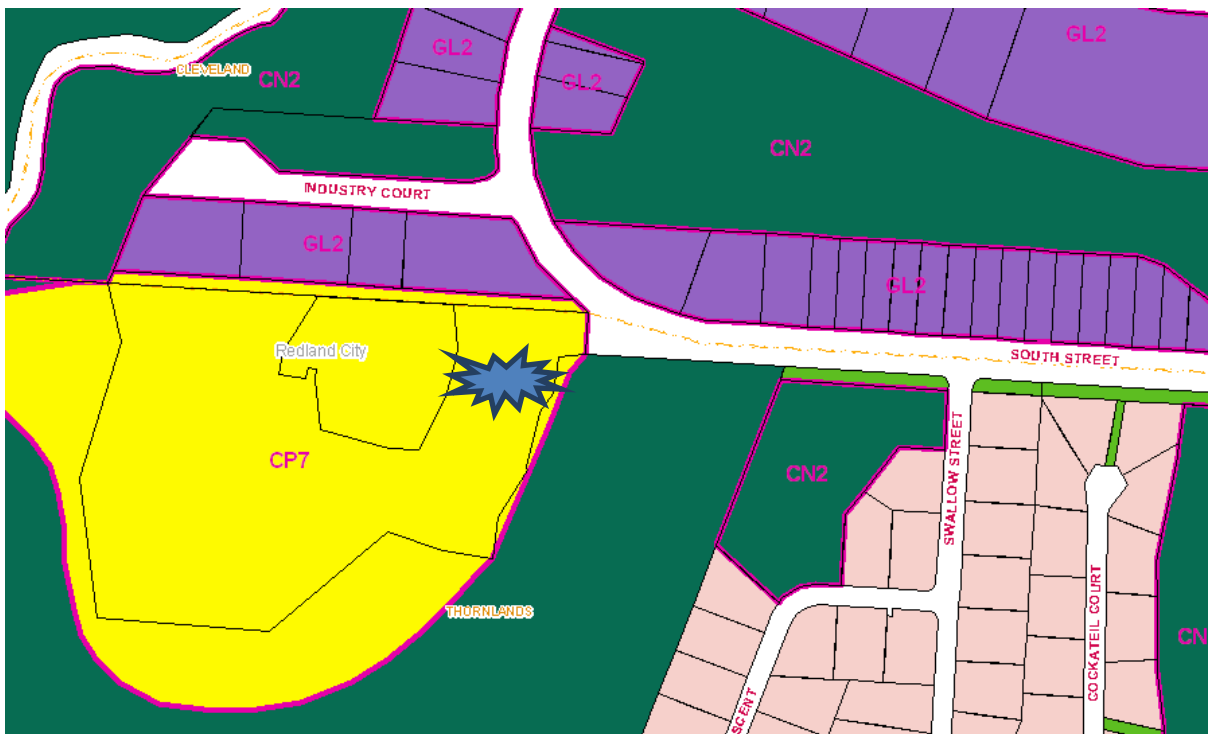
OPTIONS

1. That Council approve the reallocation of a further \$350,000 in the capital works program to the existing \$200,000 set aside for the Animal Shelter Office Upgrade and Kennel Extensions at its subsequent budgetary review meeting.
2. That Council approve the reallocation of \$250,000 in the capital works program to the existing \$200,000 and undertake a retrofit of the existing 3 bedroom house to make it fully compliant, provide additional office accommodation of approximately 85 square metres, and undertake kennel extensions for re homing purposes.

OFFICER'S RECOMMENDATION

That Council resolves to approve the reallocation of a further \$350 000 in the capital work program to the existing \$200,000 set aside for the Animal Shelter Office Upgrade and Kennel Extensions at its subsequent budgetary review meeting.

Mapping and Aerial Photograph Animal Shelter South Street



Site Plan for Proposed new Demountable Building Animal Shelter South Street



View from South Street





Animal Shelter office



Kennel complex to be refurbished for re homing

12 MAYORAL MINUTE**12.1 MANDATORY TRAINING LIST – (ATTACHMENT TO GL-3076-001)**

The Mayor gave notice that at the General Meeting scheduled for Wednesday, 20 August 2014 she intends to move as follows:

That Council resolves to approve amendments to the Mandatory Training List attached to the Expenses Reimbursement and Provision of Facilities for Councillors (GL-3076-001) as below, by:

- 1. Inserting ‘Quandamooka Country Cultural Heritage Training’ into the list; and**
- 2. Removing from the list: Institute of Public Works Engineering Australia National Conference and Queensland State Conference.**

**Mandatory Training
Expenses Reimbursement and Provision of Facilities
for Councillors Guideline GL-3076-001**

The following is a list of training requirements which require mandatory attendance by at least one, and in some cases all Councillors. Guidance is provided alongside each item. Payment of expenses incurred in attending these events does not affect each Councillor’s discretionary training budget:

- 1. Australian Local Government Association - National General Assembly (It is usual for one or more Councillors to attend this event. The most senior Councillor, usually the Mayor, attending the event will be the official voting delegate of Council.)**
- 2. Local Government Association of Queensland - State Conference (It is usual for one or more Councillors to attend this event. Council will resolve prior to the event which one or more of its attendees will have delegated voting authority as it is usual for Council to have several votes on each motion before the Conference.)**
- 3. Local Government Association of Queensland - Civic Leaders and Financial Summit (It is usual for the Mayor, Deputy Mayor and CEO only to be invited to attend this event.)**
- 4. Local Government Association of Queensland - Elected Member Professional Development (All Councillors attend this training.)**
- 5. Courses provided by providers other than the Local Government Association of Queensland (e.g. the Department of Local Government), which relate to updating Councillors with regard to their core responsibilities, e.g. changes to legislation. (All Councillors attend this training.)**
- 6. Redland City Council training programmes which are required to enable Councillors to fulfil their core responsibilities, e.g. information technology,**

occupational health and safety, Councillor induction, code of conduct and meeting procedures. (All Councillors attend this training.)

The following is a list of other training opportunities which whilst not mandatory, in the sense that one or more Councillors must attend every event, they are of sufficient relevance to a Councillor's responsibilities to be of significant potential benefit to each elected member, and it is likely that a Councillor will wish to attend and present his/her learnings back to the full Council. In that regard, attendance, whilst not mandatory, will not require the use of a Councillor's discretionary training budget to meet the associated costs:

7. Local Government Association of Queensland – Infrastructure Summit
8. Local Government Association of Queensland – Disaster Management Conference
9. Local Government Association of Queensland – Community Wellbeing Symposium
10. Local Government Managers Australia – National Congress
11. Local Government Managers Australia (Queensland) – Queensland State Conference
12. Planning Institute of Australia – National Congress
13. Planning Institute of Australia – Queensland State Conference
14. Queensland Environmental Law Association – State Conference
15. Australian Local Government Women's Association – National Conference
16. Australian Local Government Women's Association – Queensland State Conference
17. Quandamooka Country Cultural Heritage Training

13 NOTICES OF MOTION TO REPEAL OR AMEND RESOLUTIONS

In accordance with s.262 *Local Government Regulation 2012*.

14 NOTICES OF MOTION**14.1 NOTICE OF MOTION – CR EDWARDS****14.1.1 REQUEST STATE TO AMEND THE SEQ INFRASTRUCTURE PLAN AND PROGRAM 2008-2026**

On 7 August 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Edwards gave notice that he intends to move as follows:

That Council resolves to:

- 1. Request the State to amend the South East Queensland Infrastructure Plan and Program 2008-2026 (SEQIPP) to include future consideration for a bridge between the mainland and Russell Island;**
- 2. Request the State to consult with the Southern Moreton Bay Island Community to ensure any alternate transport proposals are reflective of the community needs; and**
- 3. Acknowledge that the approval, funding and construction of any mainland to Island bridge is a State responsibility.**

14.2 NOTICE OF MOTION – CR OGILVIE**14.2.1 REQUEST FOR REPORT – INTERNET SPEEDS AND WIFI IN CLEVELAND CBD**

On 12 August 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Ogilvie gave notice that he intends to move as follows:

That Council resolves to request a report on the following:

- 1. The feasibility of utilising direct wireless technology to enhance internet speeds in the Cleveland CBD area; and**
- 2. The viability of provision of free public wi-fi nodes in the Cleveland CBD.**

14.3 NOTICE OF MOTION – CR BISHOP**14.3.1 REQUEST FOR BRIEFING NOTE – RCC INVOLVEMENT IN ‘100 RESILIENT CITIES’ CHALLENGE**

On 12 August 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Bishop gave notice that he intends to move as follows:

That Council resolves to ask officers to prepare a briefing note regarding the feasibility of Redland City Council completing an application for involvement with the Rockefeller Foundation’s ‘100 Resilient Cities’ Challenge.

15 URGENT BUSINESS WITHOUT NOTICE

A Councillor may bring forward an item of urgent business if the meeting resolves that the matter is urgent.

16 CLOSED SESSION**16.1 OFFICE OF CEO****16.1.1 TENDER T-1674-13/14-FNS PROVISION OF BANKING, FINANCING AND TRANSACTION SERVICES****Dataworks Filename: FM Tendering – Supply Services****Authorising Officer:****Bill Lyon
Chief Executive Officer****Responsible Officer:****Linnet Batz
Chief Financial Officer****Author:****Rukmie Lutherus
Taxation & Treasury Manager**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

"(e) contracts proposed to be made by it."

16.1.2 RP DATA**Datworks Filename:** R&V Reporting – R&V RpData 2013-14**Authorising Officer:****Bill Lyon**
Chief Executive Officer**Responsible Officer:****Linnet Batz**
Chief Financial Officer**Author:****Noela Barton**
Service Manager Revenue and Recovery

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

"(e) contracts proposed to be made by it."

16.1.3 CARBON TAX ADJUSTMENTS**Datworks Filename:****FM Corporate Budget****Responsible/Authorising Officer:****Bill Lyon
Chief Executive Officer****Author:****Linnet Batz
Chief Financial Officer**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

"(c) the local government's budget"

16.2 INFRASTRUCTURE & OPERATIONS**16.2.1 CITY ENTRY STATEMENTS AND SIGNAGE EOI REVIEW****Datworks Filename: RTT Advertising Signs/Structures****Authorising Officer:****Gary Soutar
General Manager Infrastructure and Operations****Responsible Officer:****Murray Erbs
Group Manager City Infrastructure****Author:****Christine Cartwright
Adviser Infrastructure Projects**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

"(e) contracts proposed to be made by it."

**16.2.2 AMENDMENT TO THE REDWASTE ANNUAL PERFORMANCE PLAN AND
CHANGES TO RECYCLEWORLD OPERATION****Dataworks Filename: WM Operations - RecycleWorld****Authorising/Responsible Officer:****Gary Soutar
General Manager Infrastructure and
Operations****Author:****Robert Walford
Service Manager - Waste Operations**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

- (h) *other 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.***

**16.2.3 RESOLUTION OF COUNCIL TO CALL EXPRESSIONS OF INTEREST FOR
WASTE SERVICES COLLECTION CONTRACT****Datworks Filename: WM Kerbside Collection Contract 2016****Responsible/Authorising Officer:****Gary Soutar
General Manager - Infrastructure and
Operations****Author:****Robert Walford
Service Manager - RedWaste**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

"(e) contracts proposed to be made by it."

16.2.4 REDLAND CITY COUNCIL RABY BAY RISK ASSESSMENT WORKSHOP**Dataworks Filename: RTT: Maintenance Canals - Raby Bay****Authorising Officer:****Gary Soutar
General Manager Infrastructure and Operations****Responsible Officer:****Giles Tyler
A/Group Manager City Infrastructure****Author:****Rodney Powell
Senior Adviser Marine Infrastructure**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

- (h) *other 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.***

**16.2.5 EXPRESSION OF INTEREST – POINT LOOKOUT WASTE WATER
TREATMENT PLANT UPGRADE**

Datworks Filename: WW Planning – Waste Water Treatment
Plants

Responsible/Authorising Officer:



**Gary Soutar
General Manager - Infrastructure and
Operations**

Author:

**Bradley Taylor
Group Manager Water & Waste
Infrastructure**

EXECUTIVE SUMMARY

Council or Committee has a broad power under Section 275(1) of the *Local Government Regulation 2012* to close a meeting to the public where there are genuine reasons why the discussion on a matter should be kept confidential.

OFFICER RECOMMENDATION

That the meeting be closed to the public to discuss this matter pursuant to Section 275(1) of the *Local Government Regulation 2012*.

The reason that is applicable in this instance is as follows:

"(e) contracts proposed to be made by it."

17 MEETING CLOSURE