



Redland
CITY COUNCIL

MINUTES

GENERAL MEETING

Wednesday, 27 April 2016

**The Council Chambers
35 Bloomfield Street
CLEVELAND QLD**

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1 DECLARATION OF OPENING

The Mayor declared the meeting open at 9.31am and acknowledged the Quandamooka people, who are the traditional custodians of the land on which Council meets.

The Mayor also paid Council's respect to their elders, past and present, and extended that respect to other indigenous Australians who are present.

2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

MEMBERS PRESENT:

Cr K Williams	Mayor
Cr W Boglary	Councillor Division 1
Cr P Mitchell	Councillor Division 2
Cr P Gollè	Councillor Division 3
Cr L Hewlett	Councillor Division 4
Cr M Edwards	Councillor Division 5
Cr J Talty	Councillor Division 6
Cr M Elliott	Councillor Division 7 – entered at 9.43am
Cr T Huges	Councillor Division 8
Cr P Gleeson	Councillor Division 9
Cr P Bishop	Councillor Division 10

EXECUTIVE LEADERSHIP GROUP:

Mr B Lyon	Chief Executive Officer
Mr N Clarke	General Manager Organisational Services
Mrs L Rusan	General Manager Community & Customer Services
Mr G Soutar	General Manager Infrastructure & Operations
Mrs D Corbett-Hall	Acting Chief Financial Officer

MINUTES

Mrs E Striplin	Corporate Meetings & Registers
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3 DEVOTIONAL SEGMENT

Reverend Jim de Witte, of Redlands Christian Reformed Church and member of the minister's fellowship, led Council in a brief devotional segment.

4 RECOGNITION OF ACHIEVEMENT

4.1 GRAEME PROWSE

Councillor Gleeson acknowledged the achievement of Graeme Prowse:

Graeme Prowse has been a proud Redlander for as long as he can remember.

He's been a towering figure within Redlands boxing for more than 30 years. He's trained state and Australian champs, he's been a national coach who has taken national teams to international competition.

He's won countless boxing titles himself.

Now he's a very proud Redlander with a world masters boxing belt as his most prized possession.

For Graeme national and now international fame has been a long time coming. But for those who know what motivates him, it was probably inevitable that he tasted success at this elite level.

While Graeme has collected plenty of boxing accolades at schoolboy, golden gloves, state and regional level over more than 50 years, the one thing that eluded him was the fact he'd never had the chance to win a national belt himself.

That really hurt.

So three years ago he decided to do something about it. After a few years out of the sport, he got back into serious training – with just one goal in mind – that missing national title.

The fact he was approaching 60 years of age was immaterial. He was fit, he had run marathons and half marathons, and now he knew there were fights for him at his age he jumped straight back into the ring.

In quick succession he reeled off Queensland, WA, South Australian and then national masters titles.

A shot at the world title was the logical next step.

Graeme, who was born at Wheapsted Manor 61 years ago and has lived and worked in the Redlands for all but about six years of his life, was helped on the way by many locals, who chipped in to help him raise the money to send him to the US. I was pleased to have played a very small role in helping raise the funds.

He did the rest.

In February, Graeme arrived in Kansas City to take on the formerly undefeated US Masters champ in his 61kg-plus weight division.

Three rounds later the title was heading back to the Redlands, and Graeme had the belt after inflicting the first Masters defeat on his New York opponent, winning each of the three rounds and being declared a unanimous victor by the five judges.

Typifying his calm demeanour, Graeme summed up the fight thus: "I landed a few more on him than he did on me."

Now he's back in the Redlands and back in training for the coming state and national masters titles.

If he can raise the money, there may be another trip to the US to show his win was no fluke.

Knowing Graeme Prowse, nothing will stop him.

I know Redlanders will dig deep to help our home-grown champ have another crack at the title.

A Certificate of Achievement from Redland City Council is a far cry from a world title belt, but we are proud of you Graeme, and I would ask you to come forward to receive this small token on behalf of the city.

You certainly are one of our favourite sons.

5 RECEIPT AND CONFIRMATION OF MINUTES**5.1 GENERAL MEETING MINUTES 2 MARCH 2016****COUNCIL RESOLUTION**

Moved by: Cr M Edwards
Seconded by: Cr P Gleeson

That the minutes of the General Meeting of Council held 2 March 2016 be confirmed.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

5.2 POST-ELECTION MEETING MINUTES 14 APRIL 2016**COUNCIL RESOLUTION**

Moved by: Cr W Boglary
Seconded by: Cr M Elliott

That the minutes of the Post-Election Meeting of Council held 14 April 2016 be confirmed.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES

Nil

7 PUBLIC PARTICIPATION**MOTION TO ADJOURN MEETING AT 9.44AM**

Moved by: Cr P Bishop
Seconded by: Cr J Talty

That Council adjourn the meeting for a 30 minute public participation segment.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

1. Mrs J Douglass of Cleveland congratulated the new Council and addressed Council in relation to Toondah Harbour Petition.
2. Mr T Taranto of Cleveland congratulated the new Council and their commitment to work collaboratively.
3. Mrs P Spence of Birkdale addressed Council in relation to Heritage properties.
4. Mr R Kelly of Ormiston addressed Council in relation to noise monitoring.
5. Mrs M Sealy of Victoria Point addressed Council in relation to Teak Lane Conservation Park.

MOTION TO EXTEND PUBLIC PARTICIPATION FOR A FURTHER 10 MINUTES AT 10.17AM

Moved by: Cr M Elliott
Seconded by: Cr M Edwards

That Council extend the public participation segment by a further 10 minutes.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

6. Ms L Woods of Thornlands and spokesperson for CARP addressed Council in relation to RCC Draft City Plan.

MOTION TO RESUME MEETING AT 10.25AM

Moved by: Cr M Elliott
Seconded by: Cr P Bishop

That the meeting proceedings resume.

CARRIED 9/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Elliott, Huges, Bishop and Williams voted FOR the motion.

Crs Talty and Gleeson were not present when the motion was put.

8 PETITIONS AND PRESENTATIONS**8.1 CR EDWARDS – AUSTRALIAN SMALL ISLANDS FORUM 2016**

Cr Edwards reported:

I would like to present a brief report regarding my attendance at the Australian Small Islands Forum held from the 16th to the 19th February this year.

The Australian Small Islands Forums were originally developed and hosted by Lord Howe Island in April 2012 and Redlands were represented by Council Officer Frank Pearce. The purpose of the initial event was to develop island connections with an aim to lobby government for targeted support of island specific issues. The success of this Forum led to a desire for the event to be held every two years.

The 2014 Forum was scheduled to be held at Flinders Island however logistical and financial considerations prevented this from happening. The Norfolk Island ASIF steering committee stepped in to host as an alternative venue for 2015 however this was deferred until February 2016.

This year's Forum covered a diverse range of issues including PR, Marketing and Promotion of island opportunities, up-skilling and capacity building, economic development and funding opportunities, building strong communities, cultural heritage and sustainability, tourism marketing and benchmarking, environmental considerations for islands and other topics of interest to island communities.

The session on Building Strong Communities was written by Frank Pearce, and as he was unable to attend, was delivered by Council Officer Kim Kerwin and I participated in the Q&A session answering questions around the communities on our Moreton Bay Islands.

The Forum, whilst still in its infancy, has delivered a forum for discussion on a range of topics that most participants would have gained a benefit from. As Norfolk Island is currently transitioning from self-government to a Council based structure of administration with a greater governance role from NSW and the Commonwealth, there is a heightened degree of anxious concern about the future of their island community. I believe that the input from both Kim and myself regarding shared governance would have alleviated some concerns.

There are several things I have come away from the conference with that I believe can have an application to our bay islands. Our islands see tourism as the logical avenue to help build sustainable on island economies. In that regard, the more successful islands have a central point to coordinate dates for tourist activities. This ensures that there is minimum conflicting event dates and that from a tourist's perspective, there is a daily variety of engaging activities. For our islands, I intend to meet with the local tourism board to pursue this process. In developing tourism, all islands face similar issues such as transport, cost and capacity. The seasonality also places challenges on business operators and the downward spiral of some operators that chase a greater share in a diminishing market was evidenced on Norfolk Island by a high number of empty shop fronts. I believe that there are lessons gained from the forum that I can engage with local island businesses.

At the conclusion of the Forum I took the opportunity to suggest improvements for the next Forum, scheduled in two years. Some of my suggestions were to have a paid membership in order to have the Forum itself sustainable. Also for all attendees to present an issue that they believe needs to be addressed by higher levels of government. An agreed issue by the Forum should then be the focus to take to government for the intervening two years. I also suggested that the Forum should also include a Federal Government Minister and State Government representatives in order for them to have a deeper understanding of island community issues and where funding opportunities could be targeted.

I believe the Australian Small Islands Forum to be a valuable voice for island communities at a strategic policy level and the involvement of this Council not only ensures our islands are at the table for future Federal discussions but we also have expertise within our staff that can contribute and benefit the Australian Small Islands Forum.

Councillor Edwards tabled the report.

9 MOTION TO ALTER THE ORDER OF BUSINESS

9.1 ITEM 14.1.1 – NOTICE OF MOTION – CR HEWLETT – TEAK LANE VICTORIA POINT

COUNCIL RESOLUTION

Moved by: Cr L Hewlett

Seconded by: Cr P Bishop

That this item be discussed as the first item of business.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

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

Nil

11 NOTICES OF MOTION**11.1 NOTICE OF MOTION - CR HEWLETT****11.1.1 TEAK LANE VICTORIA POINT****COUNCIL RESOLUTION**

Moved by: Cr L Hewlett

Seconded by: Cr P Gollè

That Council resolves that the Chief Executive Officer writes to the Minister, Department of Natural Resources and Mines, and advises that Council has changed its view regarding its earlier request to relinquish the trusteeship of the property described as 32a Teak Lane, Victoria Point; and requests that trusteeship be returned to Council to maintain it as public open space.

CARRIED 6/5

Crs Boglary, Gollè, Hewlett, Huges, Talty and Gleeson voted FOR the motion.

Crs Mitchell, Edwards, Elliott, Bishop and Williams voted AGAINST the motion.

12 REPORTS TO COUNCIL

12.1 OFFICE OF CEO

12.1.1 REVIEW CORPORATE POLICY 2557 – COUNCIL PENSIONER REBATE POLICY

Objective Reference: A856489
Reports and Attachments (Archives)

Attachment: [POL-2557 Council Pensioner Rebate Policy](#)

Authorising Officer: 
Deborah Corbett-Hall
Acting Chief Financial Officer

Responsible Officer: Noela Barton
Finance Manager, Financial Operations

Report Author: Noela Barton
Finance Manager, Financial Operations

PURPOSE

This report presents to Council the outcome of a review on Corporate policy *POL-2557 Council Pensioner Rebate Policy* (the Policy) and includes an updated policy for Council to adopt, which improves clarity around eligibility requirements.

BACKGROUND

Corporate Policy POL-2557 Council Pensioner Rebate Policy was last reviewed in August 2008 and is overdue for review.

ISSUES

The review found:

1. The head of power needs to be updated with reference to current legislation.
 2. The policy is considered to be socially responsible in its application as it enables:
 - The rebate to commence from the latter of either the date of application or the date of purchase of the property for first time approved applicants.
 - The continuance of uninterrupted application of the rebate where the approved first time applicant was bequeathed the property under the terms of a Will and the property was their principle place of residence prior to the death of the previous 'approved pensioner' owner.
 - Where existing approved pensioner owners sell and buy a replacement property within the City's boundaries to uninterrupted continuance of the rebate if their application is received prior to or within 90 days of property settlement.
 - Amendments from maximum rate to part rate or from eligible to ineligible are applied from the following quarter and are not pro-rated.
-

- It extends the definition of *life tenant* to include pensioners occupying a property under a documented legal arrangement that is not a Will or Court Order where the property is their principal place of residence and they are legally responsible for payment of the rates and charges levied on the property.
3. For ease of administration the policy aligns to the Queensland Government Pensioner Rate Subsidy Scheme (PRSS) with respect to ownership, residential requirements and Trusteeship. This continues to be an administrative advantage as it reduces the complexity of administering a State subsidy and a Council subsidy.
 4. Overall, the policy has been effective with the exception that it is not clear in the policy that:
 - Persons in receipt of Total and Permanent Incapacity (TPI), Extreme Disablement Adjustment (EDA) and War Widow(er)'s benefits issued by the Department of Veterans' Affairs are entitled to a maximum rate of concession, dependent upon percentage of ownership of the property.
 - The criteria for determining life tenants.
 - The definition of 'approved pensioner', 'principal place of residence' and 'spouse'.

The policy presented to Council for adoption with this report has been updated to accommodate these exceptions and updates the Head of Power.

STRATEGIC IMPLICATIONS

Legislative Requirements

Local Government Regulation 2012

- Section 119 allows that a concession may be granted to a ratepayer for rates or charges.
- Section 120 sets out the conditions that a concession may be granted.
- Section 120(1) enables a concession to be granted to land owned or occupied by a pensioner.
- Section 121 sets out the type of concessions that may be applied.
- Section 122 sets out requirements for granting a concession.

Risk Management

This report presents to Council the outcome of a review on Corporate Policy POL-2557 Council Pensioner Rebate Policy and in managing risk it presents an updated policy that clarifies eligibility requirements.

Financial

In 2015-2016 a budget of \$2.79m has been allocated toward Council's pensioner rebate. The changes put forward in the updated policy will not have a financial impact, as they are for clarification purposes only.

People

Clarifying eligibility requirements will clear up any confusion that Council officers may have when verifying eligibility with Centrelink or providing information to the ratepayer.

Environmental

Nil impact expected as the purpose of the report is the review of Corporate policy *POL-2557 Council Pensioner Rebate Policy*.

Social

Nil impact expected as the purpose of the report is the review of Corporate policy *POL-2557 Council Pensioner Rebate Policy*.

Alignment with Council's Policy and Plans

The review of Corporate policy *POL-2557 Council Pensioner Rebate Policy* aligns to Council's Corporate Plan 2015-2020 key outcome 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.

CONSULTATION

Consultation has been held with Rating Services staff and feedback was sought from the Integrated Customer Contact Centre.

OPTIONS

1. That Council resolves to note the review of Corporate Policy *POL-2557 Council Pensioner Rebate Policy* and adopt the revised policy, which updates the Head of Power and clarifies eligibility requirements.
2. That Council resolves to note the review of Corporate Policy *POL-2557 Council Pensioner Rebate Policy* with no change to the existing policy.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Edwards

Seconded by: Cr M Elliott

That Council resolves to:

1. Note the review of Corporate Policy *POL-2557 Council Pensioner Rebate Policy*; and
2. Adopt the attached revised policy, which updates the Head of Power and clarifies eligibility requirements.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

Council Pensioner Rebate Policy

[Version Information](#)

Head of Power

Chapter 4, Part 10 of the *Local Government Regulation 2012* sets out the circumstances and conditions that a local government can provide a concession on rates or charges for land.

Section 120(1) enables the concession to be granted if the land is owned or occupied by a pensioner.

Policy Objective

The policy objective is to state Council's commitment to actively promote and apply a rebate on the General Rate to all eligible pensioners.

Definitions

Approved pensioner – a pensioner who:

1. is and remains an eligible holder of a Queensland 'Pensioner Concession Card' issued by Centrelink or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – For All Conditions' (Gold Card) issued by the Department of Veterans' Affairs; and
2. is the owner or life tenant (either solely or jointly) of the property which is located in Queensland and which is his/her principal place of residence; and
3. has, either solely or jointly with a co-owner, the legal responsibility for the payment of the rates and charges levied in respect of the property.

Principal place of residence – a residential dwelling, in which at least one of the registered owner/s of the land, or a person who is a life tenant made under a Will, Court Order, or documented legal arrangement, lives on an ongoing daily basis. Where the occupation is transient (i.e. less than 3 months), temporary or of a passing nature this is not sufficient to establish occupation as a principal place of residence.

Spouse – a person's partner in marriage or a de facto relationship, where the de facto partner is 1 of 2 persons who are living together as a couple on a genuine domestic basis but who are not married to each other or related by family and the gender of the persons is irrelevant.

Policy Statement

Council will:

1. Apply a rebate on the General Rate to all approved pensioners who meet the following eligibility criteria. The person is:

- a. The holder of a Queensland Pensioner Concession Card issued by Centrelink or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – For All Conditions' (Gold Card) issued by the Department of Veterans' Affairs;
- b. The registered owner (either solely or jointly) of the property which is their principal place of residence; and
- c. The life-tenant under a Will, Court Order or documented legal arrangement (either solely or jointly) of the property, which is their principal place of residence.

Note: For the purposes of policy administration, the holders of Department of Veterans' Affairs pension cards identified as Totally and Permanently Incapacitated (TPI), Extreme Disablement Adjustment (EDA), or War Widow/er's are entitled to receive the maximum pension concession dependent upon the approved pensioners proportionate share of the gross General Rate as detailed under statement 3.

2. Apply a tiered rebate scheme based on the following pensioner types:
 - a. Pensioners in receipt of a maximum pension; and
 - b. Pensioners in receipt of a part pension.
3. In part, administer the rebate in the same likeness as Statement 2 'Ownership', Statement 4 'Residential Requirements' and Statement 5 'Trusteeship' of the Queensland State Government Policy 2-5, *Queensland Government Pensioner Rate Subsidy Scheme*, as detailed below:
 - a. Ownership – The rebate will apply only to the approved pensioner's proportionate share of the gross General Rate. For the purposes of determining proportionate share, regard shall be given to conveyancing practice that requires the nature and extent of co-ownership to be recorded on the Transfer (Form 1) lodged in the Titles Office and the Property Transfer Information (Form 24) received for change of ownership and rates purposes.

This method of determining the approved pensioner's proportionate share shall apply except where the co-owners are:

- i. An approved pensioner and his/her spouse; or
- ii. An approved pensioner and a bank, other financial institution, or government department where the latter holds joint title for debt security purposes and has no responsibility for rates, charges or other costs of maintaining the property.

In either of these situations, the tenure is to be treated as sole ownership and the subsidy approved in full.

It is not a requirement for the spouse to also reside at the property but it must be established in these cases that the approved pensioner is wholly responsible for the payment of all rates and charges levied in respect of the property. The approved pensioner's responsibility for payment of all rates and charges in this circumstance must be established by sighting and

placing on a file a copy of a court order or statutory declaration completed by the applicant.

- b. Residential Requirements – Where a pensioner, for reasons of ill health or infirmity (e.g. Poor health, feeble in body or health, physically weak, especially through age) resides some or all of the time in alternative accommodation such as a nursing home or similar type accommodation (where personal care is available on site and provided as required) or with family or friends, the residence may be regarded as the ‘principle place of residence’ if it is not occupied on a paid tenancy basis during the absence of the approved pensioner owner/s and the approved pensioner owner/s remain solely responsible for the payment of rates and charges levied in respect of the said property.
 - c. Trusteeship – In the case of property held in trusteeship the applicant, in order to be considered for eligibility, must be considered to have legal responsibility for payment of all rates and charges levied in respect of the property, regardless of whether the applicant is the trustee or the beneficiary of the trust.
 - d. Life Tenants – the criteria for determining life tenants will be that:
 - i. The property in respect of which the general rate is levied must be the principal place of residence of the pensioner and the pensioner must actually reside on the property (i.e. a life tenant cannot reside in a nursing home and claim the subsidy, as may occur with ordinary home ownership); and
 - ii. The pensioner must not have a major interest in other residential property; and
 - iii. The life tenancy must be created by a valid Will which applies to the property in question, or by a Supreme or Family Court Order, or a documented legal arrangement (either solely or jointly); and
 - iv. There must be no provision in the Will, Court Order or documented legal arrangement that relieves the life tenant from the obligation to pay the rates and charges levied in respect of the property.
4. Consistently apply the rebate for new or existing applicants, as follows:
- a) New ‘first time’ applicants:
 - The rebate to commence from the latter of either the date of application, or the date of purchase of a property; or
 - Where the principal place of residence was bequeathed to the applicant under the terms of a Will and it was their principle place of residence prior to the death of the previous owner; where the previous owner had an existing entitlement to the Council Pensioner Rebate, the entitlement will continue uninterrupted if application is received prior to or within 90 days of the death of the previous owner.

b) Existing applicants:

- Where a replacement property is acquired within the City's boundaries the entitlement to the rebate will continue uninterrupted if application is received prior to or within 90 days of the property settlement.
 - Amendments from maximum rate to part rate or from eligible to ineligible will commence in the following quarter.
5. Carry out regular advertising and actively promote the subsidies and rebates available to pensioners in the City.
6. Process applications in a timely manner to ensure approved concessions are applied on the next rate notice issue.
7. Confirm continuing eligibility annually with Centrelink and the Department of Veterans' Affairs that pensioners approved to receive a rebate on their General Rate remain eligible.

For approved pensioners who are a life tenant under a documented legal arrangement, confirming continuing eligibility will also include seeking verification in writing from the registered owner of the property that:

- a) The property remains the principal place of residence of the eligible person; and
- b) The person remains legally responsible for payment of the rates and charges levied on the property.

Version Information


Version number	Date	Key Changes
3	January 2016	<ol style="list-style-type: none">1. Updated Head of Power with current legislation2. To clarify eligibility requirements, updated policy includes:<ol style="list-style-type: none">i. Persons in receipt of Total and Permanent Incapacity (TPI), Extreme Disablement Adjustment (EDA) and War Widow(er)'s benefits issued by the Department of Veterans' Affairs are entitled to a maximum rate of concession, dependent upon percentage of ownership of the property.ii. The criteria for determining life tenants.iii. The definition of 'approved pensioner', 'principal place of residence' and 'spouse'.3. Reworded Statement 3 and 4 to correct grammar.4. Removed Statement 5 and inserted as a Note under Statement 1.5. Renumbered statements following original Statement 5:<ul style="list-style-type: none">• Statement 6 becomes 5• Statement 7 becomes 6• Statement 8 becomes 76. Statement 9 included in Statement 77. Minor wording change for Statement 7 for grammatical purposes.

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12.1.2 REVISED FEES & CHARGES GUIDELINE AND PROCEDURE

Objective Reference: A1618709
Reports and Attachments (Archives)

Attachment: [GL-1837-002 External Fees and Charges](#)
[PR-1837-002-001 External Fees and Charges](#)
[Amendments Following Adoption](#)

Authorising Officer: 
Deborah Corbett-Hall
Acting Chief Financial Officer

Responsible Officer: Richard Cahill
Finance Manager Business Partnering

Report Author: Helen Griffith
Management Accountant Commercial Business

PURPOSE

This report presents to Council the outcome of a review on Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption for Council to adopt.

BACKGROUND

Corporate Guideline GL-1837-002 External Fees and Charges and Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption are due for renewal in line with Council's process and timeframes.

ISSUES

The Policy and Guideline presented to Council contains the following amendments:

- Repealed *Local Government (Finance, Plans and Reporting) Regulation 2010* replaced by *Local Government Regulation 2012*.
- Previous reference to internal stakeholders revised to reflect current corporate structure.
- Flowchart of chain of responsibilities updated to reflect revised approval process in Corporate Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption.
- Definitions updated to improve clarity of some of the terms used throughout the Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption.

STRATEGIC IMPLICATIONS

Legislative Requirements

Local Government Act 2009

- Section 97 – Cost Recovery Fees, in part states:
 - (1) A local government may, under a local law or a resolution, fix a cost- recovery fee.
 - (2) A cost-recovery fee is a fee for:-
 - (a) An application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an application fee); or
 - (b) Recording a change of ownership of land; or
 - (c) Giving information kept under a Local Government Act; or
 - (d) Seizing property or animals under a Local Government Act; or
 - (e) The performance of another responsibility imposed on the local government under the Building Act 1975 or the Plumbing and Drainage Act 2002.

Risk Management

Fees and Charges are developed in line with various legislative requirements under the *Local Government Act 2009*, and the methodology and approach will ultimately support the basis for Council to charge correctly for a product or service.

Financial

There are no direct financial impacts to Council resulting from this report.

People

Nil impact expected as the purposes of the attached report is to provide an updated Corporate Guideline and Procedure to support all internal staff involved in the development and subsequent amendment of external fees and charges.

Environmental

Nil impact expected as the purposes of the attached report is to provide an updated Corporate Guideline and Procedure to support all internal staff involved in the development and subsequent amendment of external fees and charges.

Social

Is intended to be of assistance to officers and management Council-wide and it should be regarded as an instructive procedure and guide to support all internal staff involved in the development and subsequent amendment of external fees and charges.

Alignment with Council's Policy and Plans

The review of Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption aligns to Council's Corporate Plan 2015-2020 key outcome 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.

CONSULTATION

The amended Guideline and Procedure has been prepared in consultation with the Acting Chief Financial Officer and Finance Manager Business Partnering.

OPTIONS

1. That Council resolves to:
 - a) Note the review of Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption; and
 - b) Adopt the amended Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption.
2. That Council requests additional information and/or changes to these documents.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Edwards
Seconded by: Cr W Boglary

That Council resolves to:

1. **Note the review of Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption; and**
2. **Adopt the amended Corporate Guideline GL-1837-002 External Fees and Charges and its associated Procedure PR-1837-002-001 External Fees and Charges Amendments Following Adoption.**

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

External Fees and Charges

[Version Information](#)

Scope

This guideline has been produced to assist Council officers in preparing information associated with their Fees and Charges Schedule. It is intended to be of assistance to officers and management Council-wide and it should be regarded as an instructive guide to applying a standardised approach to estimating and costing fees and charges.

In developing fees and charges, Council officers need to acknowledge various legislative requirements under the *Local Government Act 2009*. Additionally, the methodology and approach to costing requires significant attention by Council officers, as this will ultimately support the basis for Council to charge for a product or service.

It should be noted that, whatever the purpose of the costing exercise for a particular fee or charge, the approach used and any assumptions made in developing the costs must be clearly stated and kept for future reference.

Purpose

To provide Council officers with the appropriate Guideline for developing an accurate and supportable Fees and Charges Schedule. This Guideline has been prepared to assist a wide range of users and therefore it must be noted, that this Guideline is general-purpose in nature and there is no universally applied methodology to costing all fees and charges.

A primary objective of this Guideline is to enable Council to be able to demonstrate that a genuine attempt has been made to accurately calculate a full cost price for its full range of fees and charges.

Definitions

Activity Based Costing (ABC) is a costing model that identifies activities in an organisation and assigns the cost of each activity resource to all products and services according to the actual consumption by each; it assigns more indirect costs (overheads) into direct costs.

Benchmarking is the process of comparing fees and charges against the fees and charges adopted by other similar profiled Local Governments.

Direct Costs are expenses which can be directly and clearly attributable to the activity being costed. These costs may include employee wages and/or goods and services expenditure that are directly used in the process of providing a service or product.

Full Cost is the total cost of all expenditure, direct and indirect, used in the production of a product or service or in carrying out an activity or project. This includes both external and internal costs.

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Goods and Services Tax (GST) is a Federal tax introduced on 1 July 2000 as a value-added tax collected at each stage in the production and distribution chain. It is designed to be ultimately paid by consumers (customers) rather than business. It is administered by the Australian Taxation Office (ATO). Businesses registered for GST are required to charge a rate of 10% on goods and services that are taxable supplies. The GST-registered business must pass on this amount of GST to the ATO.

Generally, commercial charges attract GST while regulatory fees are exempt. However, in some instances, including by regulation under section 97 of the *Local Government Act 2009*, GST may be included in a regulatory fee. Where the GST inclusive price is quoted, the GST is calculated as 1/11th of the GST inclusive price, e.g. if the inclusive price (paid by customer) is \$440.00 the GST component is \$40.00 (1/11th of \$440).

Indirect Costs are expenses that, while related to an activity, are not directly attributable to it. This often includes corporate overhead expenditure such as; information management, financial management, human resource management and facility management costs.

Revenue Account Stream refers to our Finance System account codes which are made up of; a Job Number (being a specific five digit number allocated by the Finance One system to identify each project or activity in Councils budget) plus an SGA (significant group activity number) plus a Task (a further drill down into the SGA) plus Revenue Natural Account (a six digit number starting with 6). For example; 11034.248.0034.626202 – relates to a Land Development Job 11034, SGA 248 which is the significant group activity for Engineering Assessment, and task of 0034 which relates to Management Costs, and revenue account number 626202 which relates to Subdivision Application Fees.

Other Fees is effectively where a head of power is provided to Council to set a fee or charge other than that provided for under section 262(3)(c) and section 97(2) of the *Local Government Act 2009*.

Non-Regulatory Charges (Commercial) under Section 262(3)(c) of the *Local Government Act 2009*, Council is able to charge for services and facilities it supplies which are not covered under Section 97(2) of the *Local Government Act 2009*. Unlike regulatory charges, Council has the option to factor in a margin for providing a non-regulatory charge.

Appropriate margins that Council could include may be derived through a benchmarking exercise with similar services provided by other local authorities. Council needs to be cognisant of public perception surrounding charging a fee on a commercial basis, and therefore, close attention needs to be given when determining a non-regulatory (commercial) charge, that to balance an appropriate return to Council against providing value for money to the community.

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Consumer Price Index - Redland City Council Blended (RCC CPI) is a specific index calculated by the Financial Services Group that theoretically represents the cost to Council of providing the full range of community obligations. The calculation of this index is proportionately calculated based on Council's expected/budgeted mix of expenditure for a given financial year. This is primarily made up of the following indexes; Underlying CPI, General Construction; Roads and Bridges; RCC Employee Costs EBA increase.

Regulatory Fees are fees determined under Section 97(2) of the *Local Government Act 2009*. A regulatory fee must not be more than the cost to the local government of providing the service or taking the action for which the fee is charged. Regulatory fees in nature include the total cost of all resources used in the production of a good or service or in the carrying amount of an activity.

Return on Assets (ROA) is a calculation, expressed as a percentage, of how efficient management is at utilising its assets to generate earnings. ROA is calculated by dividing an organisation's annual earnings by its total assets.

Underlying "Consumer Price Index" (CPI) is a measure that examines the weighted average of prices of a "basket of consumer goods and services", such as transportation and food etc. The CPI is calculated by taking price changes for each item in the predetermined basket of goods and averaging them; the goods or services are weighted according to their importance. Changes in the CPI are used to assess price changes associated with the cost of living for the general population.

Actions and Responsibilities

Stakeholders include Group Managers, Business Partnering Unit, Internal Audit Group, Service Managers (support role), Team Leaders (support role).

The Group Managers shall:

1. Undertake full cost pricing of all regulatory fees, non-regulatory charges and other charges for which they are responsible;
2. When carrying this pricing exercise, the primary aim should be the focus on the "output", in this case an individual fee or charge. There are various factors to be considered when conducting a costing exercise, these factors should include:
 - size;
 - volume;
 - regularity/frequency;
 - quality, and;
 - accountability – who is accountable for the activity etc.
3. This exercise is to be completed concurrently with the annual budget process as to accurately identify expected Council expenditure and revenue. However, where appropriate or when required, Council officers shall undertake a costing exercise such as Activity Based Costing (ABC), to ensure the current costing basis for fees and charges remains accurate. ABC provides a prime methodology to achieve costing outcomes and it provides a uniform approach to achieve full cost pricing through the inclusion of both direct and indirect costs. Under sections 262(3)(c) and 97(2) of the *Local Government Act 2009* and various other sections

of Acts (e.g. *Sustainable Planning Act*), Council may adopt non-regulatory charges, regulatory fees and other fees. Section 262(3)(c) of the *Local Government Act 2009* provides that a local government may rely on its power as a legal entity to charge for services and facilities it supplies other than a service or facility for which a regulatory or other fee may be fixed.

Section 97 of the *Local Government Act 2009* defined as follows:-

97 Cost-recovery fees

- (1) A local government may, under a local law or a resolution, fix a cost- recovery fee
- (2) A **cost-recovery fee** is a fee for:-
 - (a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an **application fee**); or
 - (b) recording a change of ownership of land; or
 - (c) giving information kept under a Local Government Act; or
 - (d) seizing property or animals under a Local Government Act; or
 - (e) the performance of another responsibility imposed on the local government under the *Building Act 1975* or the *Plumbing and Drainage Act 2002*
- (3) A local law or resolution for subsection (2)(d) or (e) must state:-
 - (a) the person liable to pay the cost-recovery fee; and
 - (b) the time within which the fee must be paid
- (4) A cost recovery fee must not be more than the cost to the local government of taking the action for which the fee is charged
- (5) However, an application fee may also include a tax:-
 - (a) in the circumstances and for a purpose prescribed under a regulation; and
 - (b) if the local government decides, by resolution, that the purpose of the tax benefits its local government area.
- (6) The local law or resolution that fixes an application fee that includes a tax must state the amount, and the purpose, of the tax
- (7) If an application fee that includes a tax is payable in relation to land, the tax applies only in relation to land that is rateable land
- (8) A local government may fix a cost-recovery fee by resolution even if the fee had previously been fixed by a local law

Other Acts also make provision for local government to raise charges in association with activities undertaken under their jurisdiction; for example, *Right to Information Act 2009* and *Evidence Act 1977*.

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4. Prior to deciding how to approach a costing exercise, firstly the nature of a fee or charge needs to be considered. Council offers the community with a variety of products and services and all fees and charges can be classified into one of the following three categories; regulatory, non-regulatory and other. The following outlines the basis in which Council needs to approach costing its range of fees and charges.

4.1 Cross Subsidisation

Cross Subsidisation refers to the concept of activities that are bringing in a financial gain to Council, subsidising those activities running at a financial loss but that are deemed to be a social benefit to community.

4.2 Developing and Fixing Regulatory Fees

When determining the cost of a regulatory fee under section 97(2) of the *Local Government Act 2009*, Council **must not charge more than** the cost to Council for the provision of that service. Council should calculate the total cost of the regulatory fee, and this would usually include direct and indirect costs such as administration, operations and maintenance expenditure, salaries for Council staff directly appointed to assist in delivering a service, and any other item of expenditure that can be deemed attributable to delivering the service being provided by Council. In addition to the direct salaries for Council staff, indirect costs can also be applied to the costing of a fee or charge, for example, indirect salary expenditure and indirect corporate overhead costs, as mentioned above.

Example:

4WD Beach Access Permits								Estimated Cost per annum	
Step	Item/Description	Officer/Level	Level	Minutes	Hours	Annual Salary	Oncosts	Amount	
1	In advance over the phone as part of caravan or camping booking 50% - permit mailed out	Admin 2.4	2.4	10.00	0.17	\$ 38,820	0.80	4.23	\$ 59,245.05
2	Supervisor 20%	Level 4	4.4	5.00	0.08	\$ 46,766	0.48	2.55	\$ 35,685.58
3	On NSI ranger provides- 70% paid by effpos - issues 50%	Park Ranger- Level 5	5.3	10.00	0.17	\$ 49,892	1.03	5.44	\$ 76,142.31
4	Ranger checks for permits	Park Ranger- Level 5	5.3	5.00	0.08	\$ 49,892	0.51	2.72	\$ 38,071.15
5	Ranger banks	Park Ranger- Level 5	5.3	2.00	0.03	\$ 49,892	0.21	1.09	\$ 15,228.46
6	Cash Mgt	Level 2.4	2.4	3.00	0.05	\$ 38,820	0.24	1.27	\$ 17,773.51
7	Database data entry	Level 6	6.3	5.00	0.08	\$ 55,096	0.57	3.00	\$ 42,041.67
									20.30 \$ 284,187.73
Other Costs									
Materials Costs (inclusive of stationery, ancillary expenses and a corporate allocation)									10.21 \$ 142,940.00
									30.51 \$ 427,127.73

Metrics	
Estimated transactions p/a	14,000
Hours p/a (52 w x 36.25hours)	1,885
On-costs	23.29%

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4.3 Developing Non Regulatory Charges

Like regulatory and other fees and charges, the costing of Council's commercial charges requires particular attention. Firstly, a full cost price needs to be calculated for all commercial charges in order for Council to recover the appropriate costs.

In most instances, the recovery of full cost price is deemed the minimal recoverable charge set by Council. Unlike regulatory and other fees and charges, Council has the option to apply a margin in addition to the full cost price (see definition above). There is no universally accepted margin to apply, however Council officers need to be cognisant of benchmarks from other local government bodies and private sector operators for similar products or services provided.

In addition to this, whilst including a margin within a price for a commercial fee or charge, careful consideration must be given to ensure a value for money product or service is provided. In some cases, it is also usual for Council to apply a margin that covers Council for a return on their assets (ROA). While setting a commercial fee or charge Council officers need to ensure that a perception of commercial competitiveness is conveyed to the public.

4.4 Developing Other Fees & Charges

Where a fee/charge is fixed by legislation or alternatively where legislation provides a specific head of power for a local government to set fees/charges in relation to a function imposed on the local government, the provisions under section 262(3)(c) and section 97(2) of the *Local Government Act 2009* do not apply.

An example of this is section 514(5) of the *Environmental Protection Act 1994*. This effectively means that Council may make a regulatory fee or a non-regulatory charge where the head of power is provided through other legislative means.

4.5 Ability to Change Fees and Charges

Whilst it is usual that Council will adopt a revised schedule of fees and charges on an annual basis, under the relevant sections of the *Local Government Act 2009* mentioned above, Council can amend and/or add to its schedule of fees and charges during a financial year. A formal report to Council for adoption is required for such additions, deletions and/or amendments.

4.6 Supporting Documentation

Ensure all supporting documentation used in the calculation of fees and charges are retained in a central location.

The Business Partnering Unit shall;

1. Co-ordinate the annual review and development of the Schedule of Fees and Charges in accordance with Section 97(2) of the *Local Government Act 2009*. This shall be done in liaison with the group managers;
2. Arrange for the Fees and Charges Schedule to be taken to the General Meeting of Council for formal adoption;

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3. Provide assistance to group managers with the development of costing profiles that adequately support fees and charges; and
4. Arrange for Council's financial system to adequately recognise Council's fees and charges revenue.

Finance Contacts

All communications in reference to Fees and Charges should be forwarded to the Business Partnering Unit outlook address (listed as Business Partnering Services).

Reference Documents

- *Local Government Act 2009* – Section 97(2)
- *Local Government Act 2009* – Section 262(2)(c)

Associated Documents

POL-1837 Revenue Policy

PR-1837-002 External Fees and Charges Amendments Following Adoption

Fees and Charges Annual Costing Template (provided by Business Partnering Unit)

Document Control

- Only the Chief Financial Officer can approve amendments to this guideline. All requests to change the content of this document should be forwarded to the Business Partnering Unit in the first instance.
- Approved amended documents must be submitted to the Meetings and Registers Team, Corporate Governance Group to place the document on the Policy, Guidelines and Procedures Register.

Version Information

Version number	Date	Key Changes
3	Apr 2016	Update to approval process Update definition of terms and stakeholders Update contact details Update to legislation, <i>Local Government (Finance, Plans and Reporting) Regulation 2010</i> repealed and replaced by <i>Local Government Regulation 2012</i>

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External Fees and Charges Amendments following Adoption

[Version Information](#)

Scope

This procedure has been developed to support all internal staff involved in the development and subsequent amendment of external fees and charges.

Purpose

This procedure outlines the actions required by all staff with respect to amending the published Fees and Charges Schedule following its adoption during each annual budget development process.

Definitions

Owner is the Department or Group staff member responsible for updating the schedule to correct errors/omissions.

Refer Guideline GL-1837-002 External Fees and Charges for definitions applicable to fees and charges.

Actions and Responsibilities

Guideline GL-1837-002 External Fees and Charges provides guidance to staff on how to compile the annual Fees and Charges schedule (the Schedule).

Following the adoption of the Schedule, if errors/omissions are found in any section of the Schedule, they must be corrected as soon as possible. As per sections 97-98 of the *Local Government Act 2009* Council must resolve to amend or add the fee/charge/unit/explanation and this is done by the owner of the incorrect fee/charge etc submitting a report to a General Meeting detailing:

- what the error is;
- what corrective action is required; and
- any forecast or actual financial implications of the correction.

For example, the units of a fee may be incorrectly adopted as 'per day' instead of 'per hour'. The corrective action would be to update the [relevant] section of the Fees and Charges schedule with 'per hour' as opposed to 'per day'. The forecasted financial implications of the correction would be 'this correction is anticipated to recover [x] times more revenue than previously budgeted for [\$xx annual increase] and the revised budget with account number JJJJJ.SSS.TTT.62NNNN will be increased at the upcoming quarterly budget review'.

Once Council has resolved to amend the Schedule, the owner needs to provide the Business Partnering Unit with a copy of the Objective report and resolution of Council and be available for questions if the need arises.

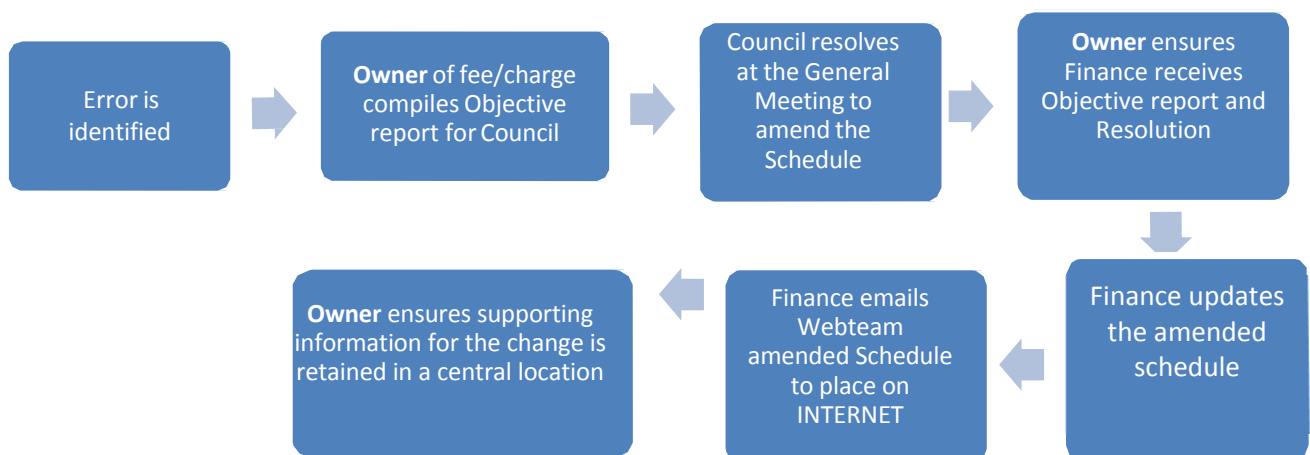
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The amendments are then made by the Business Partnering Unit in the Schedule.

On completion of the revised schedule, the front cover should reflect the new amended date e.g. 'Amended 27 July General Meeting'. The revised document can then be emailed to the Marketing and Communications Web Team with the request to replace the current Fees and Charges Schedule on the internet (under the Payments & E-Services tab).

To ensure the ICCC staff are aware of the updates, the owner should email the Operational Leadership Group (OLG) with the changes to the Schedule.

In summary, the flowchart below outlines the stages of required actions:



Reference Documents

Local Government Act 2009

Local Government Regulation 2012

Related Documents

POL-1837 Revenue Policy

Guideline GL-1837-002 External Fees and Charges

Fees and Charges Annual Costing Template (provided by the Business Partnering Unit)

Document Control

- Only the Chief Financial Officer can approve amendments to this document. All requests to change the content of this document should be forwarded to the Business Partnering Unit in the first instance.
- Approved amended documents must be submitted to the Office of the Chief Executive Officer to place the document on the Policy, Guidelines and Procedures register.

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procedure document

PR-1837-002-001

Version Information

Version number	Date	Key Changes
2	Mar 2016	Update to approval process and flowchart Update definition of terms and stakeholders <i>Local Government (Finance, Plans and Reporting) Regulation 2010</i> repealed and replaced by <i>Local Government Regulation 2012</i>

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Department: Office of CEO
Group: Financial Services Group
Approved: Acting Chief Financial Officer
Date of Approval: 27 April 2016

Effective date: 27 April 2016
Version: 2
Review date: 30 April 2019
Page: 3 of 3

12.1.3 MONTHLY FINANCIAL REPORTS - FEBRUARY 2016 AND MARCH 2016

Objective Reference: A1589330
Reports and Attachments (Archives)

Attachments: [February 2016 Monthly Financial Report](#)
[March 2016 Monthly Financial Report](#)

Authorising Officer: 
Deborah Corbett-Hall
Acting Chief Financial Officer

Responsible Officer: Carolyn Jackson
Acting Finance Manager Corporate Finance

Report Author: Leandri Brown
Corporate Financial Reporting Manager

PURPOSE

The purpose is to note the year to date financial results as at 29 February 2016 and 31 March 2016.

BACKGROUND

Council adopts an annual budget and then reports on performance against the budget on a monthly basis as required by legislation.

ISSUES***Timing of general meeting in March 2016***

Due to election timeframes there was only one general meeting in March 2016 where the actual financial performance for the financial year up to the end of February 2016 could be reviewed; however it was not possible for Council's monthly close out processes, required accruals and deferrals to be completed by the date of that meeting. As such the general meeting on 27 April 2016 is receiving two monthly financial report attachments for February 2016 and March 2016 respectively.

Final Budget Review and development of Budget 2016-2017

Council is working towards a final budget review to be finalised following the end of the third quarter of the financial year. This final budget review should also factor in carry forward projects (of a capital nature) and be consistent with the 2016-2017 budget submissions that officers will be finalising over the coming weeks.

Interim audit for financial year 2015-2016

The Queensland Audit Office (QAO) is commencing the 2015-2016 interim external audit on 11 April 2016. As per previous years, this visit affords the opportunity for the shell financials and notes to be presented to QAO for feedback as well as interim reviews to be undertaken on Council's system of controls, transactions and balances in preparation for the end of the financial year.

STRATEGIC IMPLICATIONS

Council continued to report a strong financial position and favourable operating result at the end of February 2016 and March 2016 respectively.

Quarter 3 rates were issued in January 2016 and were due for payment in February. As such the ratios that are dependent on cash receipts such as the cash balance, cash capacity and operating performance ratios improved on last month's result. March 2016 is not a rating or a payment month, resulting in some of the ratios dropping back.

Council has either achieved or favourably exceeded the following Key Financial Stability and Sustainability Ratios as at the end of February 2016 and March 2016:

- Operating surplus ratio;
- Net financial liabilities;
- Level of dependence on general rates revenue;
- 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 performance; and
- Interest cover ratio.

Asset sustainability is the only ratio that did not to meet the target at the end of February 2016 and March 2016. Although the asset sustainability ratio is a stretch target, Council continues to monitor its renewal spend and depreciation expense on infrastructure assets. As at the end of March 2016 Council achieved 45% of its budgeted renewal spend for the financial year.

Legislative Requirements

The February 2016 and March 2016 financial results 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

The February 2016 and March 2016 financial results have been noted by the Executive Leadership Team and relevant officers who can provide further clarification and advice around actual to budget variances.

Financial

There are no direct financial impacts to Council resulting from these reports; however it provides an indication of financial outcomes at the end of February 2016 and March 2016 respectively.

People

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

Environmental

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

Social

Nil impact expected as the purpose of the attached reports 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 2015-2020 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.

8.2 Council produces and delivers against sustainable financial forecasts as a result of best practice Capital and Asset Management Plans that guide project planning and service delivery across the city.

CONSULTATION

Council departmental officers, Financial Services Group officers and the Executive Leadership Team are consulted on financial results and outcomes throughout the February and March periods.

OPTIONS

1. That Council resolves to note the financial position, results and ratios for February 2016 and March 2016 as presented in the attached Monthly Financial Reports.
2. That Council requests additional information.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Edwards
Seconded by: Cr P Gleeson

That Council resolves to note the financial position, results and ratios for months of February 2016 and March 2016 as presented in the attached Monthly Financial Reports.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.



Monthly Financial Report

February 2016

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1. EXECUTIVE SUMMARY

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 ended 29 February 2016. The year to date and annual revised budget referred to in this report reflects the revised budget as adopted by Council on 18 November 2015. Note: all amounts are rounded to the nearest thousand dollars.

Key financial highlights and overview

Key Financial Results	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	YTD Variance %	Status
Operating Surplus/(Deficit)	263	11,837	11,385	(452)	-4%	🔔
Recurrent Revenue	240,509	168,237	166,898	(1,339)	-1%	🔔
Recurrent Expenditure	240,246	156,400	155,513	(887)	-1%	✅
Capital Works Expenditure	84,050	36,189	32,195	(3,994)	-11%	✅
Closing Cash & Cash Equivalents	97,201	140,176	156,953	16,777	12%	✅

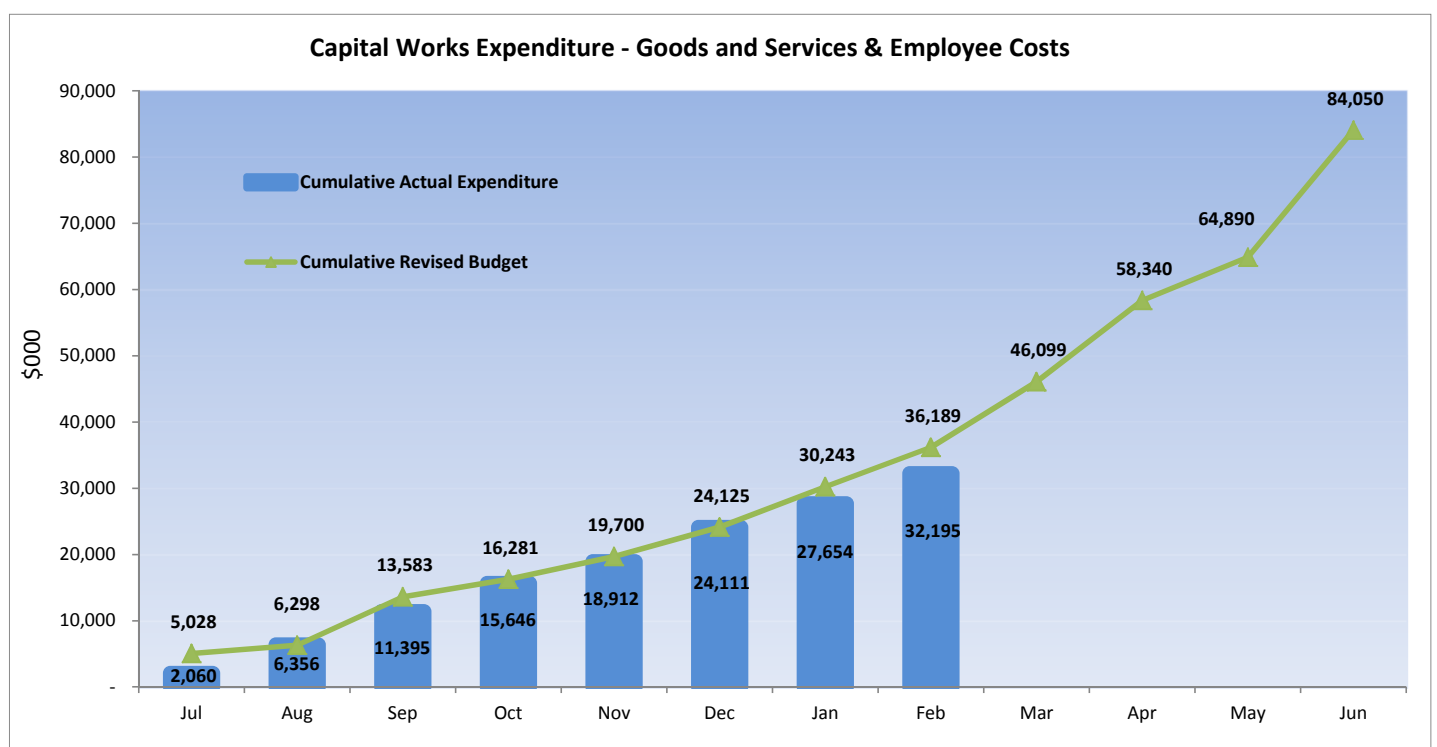
Status Legend:

Above budgeted revenue or under budgeted expenditure	✅
Below budgeted revenue or over budgeted expenditure <10%	🔔
Below budgeted revenue or over budgeted expenditure >10%	❌

The year to date operating result is showing an unfavourable variance of \$452K to the year to date revised budget. Lower than expected water consumption has contributed to lower than expected levies and utility charges revenue, especially bulk water charges revenue with a \$3.07M unfavourable variance to the budget. Similarly the lower consumption has contributed to a favourable variance in the expense for bulk water costs. Increased development activities continue to boost related fees and charges revenue.

Capitalised works expenditure is behind budget by \$3.99M due to timing of works for a number of projects which are delayed or are still in the early stages of being progressed. Capital works that are no longer expected to be undertaken in this financial year will be addressed during the final budget review for financial year ended 30 June 2016.

Council's cash balance exceeded the budgeted cash balance. This is a cyclical occurrence in the rating cycle as the January general rates notices fell due for payment in February.



2. KEY PERFORMANCE INDICATORS

Key performance indicators

Financial Stability Ratios and Measures of Sustainability	Target	Annual Revised Budget 2015/2016	YTD February 2016	Status
Operating Surplus Ratio (%)	Target between 0% and 10% (on average over the long-term)	0.11%	6.82%	✓
Asset Sustainability Ratio (%)	Target greater than 90% (on average over the long-term)	73.06%	33.82%	✗
Net Financial Liabilities (%)	Target less than 60% (on average over the long-term)	-13.07%	-50.90%	✓
Level of Dependence on General Rate Revenue (%)	Target less than 37.5%	33.54%	36.27%	✓
Ability to Pay Our Bills - Current Ratio	Target between 1.1 & 4.1	3.44	4.15	✓
Ability to Repay Our Debt - Debt Servicing Ratio (%)	Target less than or equal to 10%	3.31%	3.18%	✓
Cash Balance \$M	Target greater than or equal to \$40M	\$97.201M	\$156.953M	✓
Cash Balances - Cash Capacity in Months	Target 3 to 4 months	5.89	9.84	✓
Longer Term Financial Stability - Debt to Asset Ratio (%)	Target less than or equal to 10%	2.06%	2.10%	✓
Operating Performance (%)	Target greater than or equal to 20%	16.81%	27.72%	✓
Interest Cover Ratio (%)	Target between 0% and 5%	-0.12%	-0.42%	✓

Status Legend

KPI target achieved or exceeded	✓	KPI target not achieved	✗
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3. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF COMPREHENSIVE INCOME

For the period ending 29 February 2016

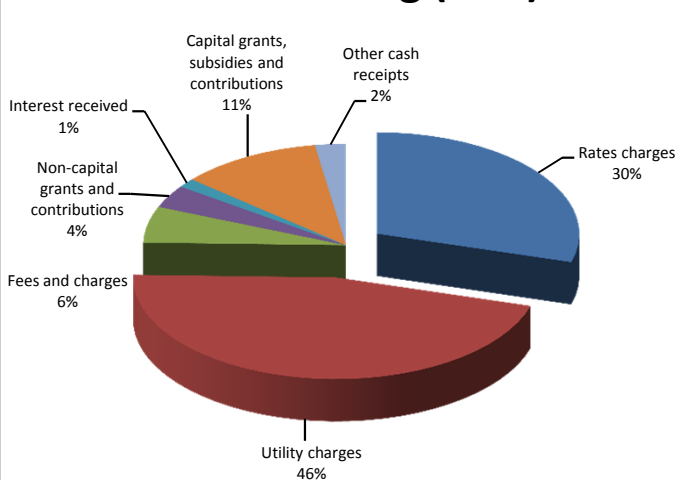
	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Revised	Actual	Variance
	Budget	Budget	Budget	\$000	\$000
	\$000	\$000	\$000		
Recurrent revenue					
Rates, levies and charges	207,421	208,121	146,655	143,990	(2,665)
Fees and charges	11,638	12,335	8,319	9,377	1,058
Rental income	890	975	683	587	(96)
Interest received	3,355	3,555	2,470	2,850	380
Investment returns	3,234	3,234	1,000	-	(1,000)
Sales revenue	3,385	3,685	2,566	2,669	103
Other income	645	645	480	817	337
Grants, subsidies and contributions	7,584	7,959	6,064	6,608	544
Total recurrent revenue	238,152	240,509	168,237	166,898	(1,339)
Capital revenue					
Grants, subsidies and contributions	13,176	19,634	13,457	22,597	9,140
Non-cash contributions	3,080	3,080	53	324	271
Total capital revenue	16,256	22,714	13,510	22,921	9,411
TOTAL INCOME	254,407	263,223	181,747	189,819	8,072
Recurrent expenses					
Employee benefits	77,404	78,398	52,931	52,576	(355)
Materials and services	106,010	108,055	67,769	66,828	(941)
Finance costs	4,657	3,819	2,383	2,406	23
Depreciation and amortisation	49,975	49,975	33,317	33,703	386
Total recurrent expenses	238,046	240,246	156,400	155,513	(887)
Capital expenses					
(Gain)/Loss on disposal of non-current assets	412	412	872	1,252	380
Total capital expenses	412	412	872	1,252	380
TOTAL EXPENSES	238,458	240,658	157,272	156,765	(507)
NET RESULT	15,949	22,565	24,475	33,054	8,579
Other comprehensive income/(loss)					
Items that will not be reclassified to a net result					
Revaluation of property, plant and equipment	-	-	-	28	28
TOTAL COMPREHENSIVE INCOME	15,949	22,565	24,475	33,082	8,607

4. STATEMENT OF CASH FLOWS

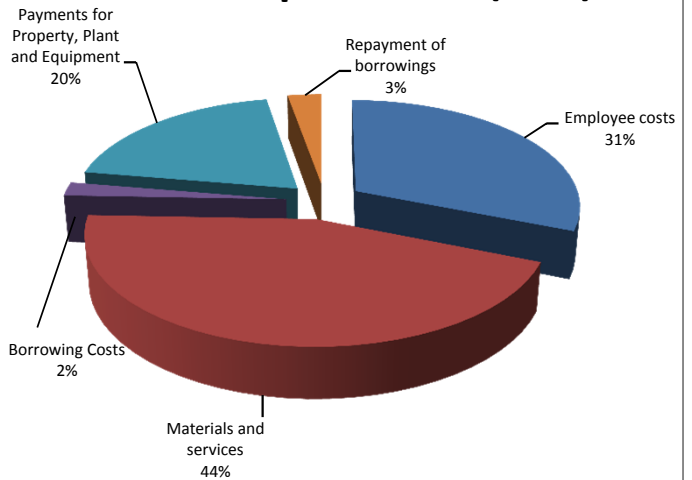
STATEMENT OF CASH FLOWS For the period ending 29 February 2016

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	223,088	224,738	157,973	165,913
Payments to suppliers and employees	(189,184)	(194,815)	(122,737)	(124,300)
	33,905	29,922	35,236	41,613
Interest received	3,355	3,555	2,470	2,850
Rental income	890	975	683	587
Non-capital grants and contributions	7,584	8,840	6,946	7,261
Borrowing costs	(3,257)	(3,257)	(2,171)	(3,356)
Net cash inflow / (outflow) from operating activities	42,477	40,036	43,164	48,955
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for property, plant and equipment	(78,098)	(84,051)	(36,189)	(32,162)
Payments for intangible assets	-	-	-	(32)
Proceeds from sale of property, plant and equipment	1,716	1,716	547	864
Capital grants, subsidies and contributions	13,176	19,634	13,457	22,597
Other cash flows from investing activities	3,234	3,234	1,000	-
Net cash inflow / (outflow) from investing activities	(59,972)	(59,467)	(21,185)	(8,733)
CASH FLOWS FROM FINANCING ACTIVITIES				
Proceeds of borrowings	-	-	-	-
Repayment of borrowings	(4,696)	(4,696)	(3,130)	(4,596)
Net cash inflow / (outflow) from financing activities	(4,696)	(4,696)	(3,130)	(4,596)
Net increase / (decrease) in cash held	(22,191)	(24,128)	18,849	35,626
Cash and cash equivalents at the beginning of the year	84,087	121,327	121,327	121,327
Cash and cash equivalents at the end of the financial year / period	61,896	97,201	140,176	156,953

Cash Funding (YTD)



Cash Expenditure (YTD)



Total Cash Funding (Actual YTD)	200,071
Total Cash Funding (Annual Revised Budget)	262,692
% of Budget Achieved YTD	76%

Total Cash Expenditure (Actual YTD)	164,470
Total Cash Expenditure (Annual Revised Budget)	286,819
% of Budget Achieved YTD	57%

5. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION As at 29 February 2016

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual Balance \$000
CURRENT ASSETS				
Cash and cash equivalents	61,896	97,201	140,176	156,953
Trade and other receivables	26,046	25,017	25,017	23,068
Inventories	845	774	779	759
Non-current assets held for sale	354	1,309	4,277	5,982
Other current assets	1,154	1,104	1,104	4,541
Total current assets	90,295	125,404	171,353	191,303
NON-CURRENT ASSETS				
Investment property	893	956	956	956
Property, plant and equipment	2,118,731	2,277,059	2,243,283	2,238,519
Intangible assets	916	2,839	3,095	3,111
Other financial assets	73	73	73	73
Investment in other entities	10,063	10,063	7,095	5,333
Total non-current assets	2,130,676	2,290,990	2,254,502	2,247,992
TOTAL ASSETS	2,220,971	2,416,395	2,425,855	2,439,295
CURRENT LIABILITIES				
Trade and other payables	15,369	20,048	20,566	20,993
Borrowings	5,559	4,482	4,482	4,482
Provisions	8,053	8,422	13,800	10,853
Other current liabilities	1,282	3,529	3,529	9,766
Total current liabilities	30,263	36,480	42,377	46,094
NON-CURRENT LIABILITIES				
Borrowings	44,200	45,277	46,843	46,824
Provisions	10,769	12,209	12,290	13,426
Total non-current liabilities	54,969	57,487	59,133	60,250
TOTAL LIABILITIES	85,232	93,967	101,510	106,344
NET COMMUNITY ASSETS	2,135,739	2,322,428	2,324,345	2,332,951
COMMUNITY EQUITY				
Asset revaluation surplus	668,685	827,411	827,411	827,439
Retained surplus	1,415,250	1,426,496	1,403,141	1,413,995
Constrained cash reserves	51,804	68,521	93,793	91,517
TOTAL COMMUNITY EQUITY	2,135,739	2,322,428	2,324,345	2,332,951

6. OPERATING STATEMENT

OPERATING STATEMENT For the period ending 29 February 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
Revenue					
Rates charges	82,760	83,460	62,420	62,589	169
Levies and utility charges	128,121	128,121	86,765	83,759	(3,006)
<i>Less: Pensioner remissions and rebates</i>	(3,461)	(3,461)	(2,530)	(2,358)	172
Fees and charges	11,638	12,335	8,319	9,377	1,058
Operating grants and subsidies	7,053	7,427	5,765	6,198	433
Operating contributions and donations	531	531	299	410	111
Interest external	3,355	3,555	2,470	2,850	380
Investment returns	3,234	3,234	1,000	-	(1,000)
Other revenue	4,919	5,305	3,729	4,073	344
Total revenue	238,152	240,509	168,237	166,898	(1,339)
Expenses					
Employee benefits	77,404	78,398	52,931	52,576	(355)
Materials and services	106,542	108,586	68,132	67,226	(906)
Finance costs other	1,400	563	212	253	41
Other expenditure	347	347	223	297	74
Net internal costs	(879)	(879)	(586)	(695)	(109)
Total expenses	184,814	187,014	120,912	119,657	(1,255)
Earnings before interest, tax and depreciation (EBITD)	53,338	53,495	47,325	47,241	(84)
Interest expense	3,257	3,257	2,171	2,153	(18)
Depreciation and amortisation	49,975	49,975	33,317	33,703	386
OPERATING SURPLUS/(DEFICIT)	106	263	11,837	11,385	(452)

Levies and utility charges breakup For the period ending 29 February 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
Levies and utility charges					
Refuse charges	20,051	20,051	13,367	13,195	(172)
Special charges	3,874	3,874	2,950	2,957	7
Environment levy	5,830	5,830	4,373	4,446	73
Landfill remediation charge	2,677	2,677	1,785	1,812	27
Wastewater charges	40,114	40,114	26,742	27,867	1,125
Water access charges	17,817	17,817	11,878	11,949	71
Water consumption charges	37,759	37,759	25,670	21,533	(4,137)
Total Levies and utility charges	128,121	128,121	86,765	83,759	(3,006)

7. CAPITAL FUNDING STATEMENT

CAPITAL FUNDING STATEMENT For the period ending 29 February 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
Sources of capital funding					
Capital contributions and donations	6,133	9,993	10,066	15,790	5,724
Capital grants and subsidies	7,043	9,641	3,391	6,807	3,416
Proceeds on disposal of non-current assets	1,716	1,716	547	864	317
Capital transfers (to)/ from reserves	14,566	9,341	(13,413)	(10,268)	3,145
Non-cash contributions	3,080	3,079	53	324	271
Funding from general revenue	53,336	58,056	38,728	22,151	(16,577)
Total sources of capital funding	85,873	91,825	39,372	35,668	(3,704)
Application of capital funds					
Contributed assets	3,080	3,079	53	324	271
Capitalised goods and services	72,366	79,411	32,904	28,778	(4,126)
Capitalised employee costs	5,732	4,639	3,285	3,417	132
Loan redemption	4,696	4,696	3,130	3,149	19
Total application of capital funds	85,873	91,825	39,372	35,668	(3,704)
Other budgeted items					
Transfers to constrained operating reserves	(11,131)	(11,131)	(8,445)	(8,350)	95
Transfers from constrained operating reserves	10,509	11,101	5,897	4,934	(963)
WDV of assets disposed	2,128	2,128	1,419	2,115	696

8. REDLAND WATER & REDWASTE STATEMENTS

REDLAND WATER SUMMARY OPERATING STATEMENT For the Period Ending 29 February 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	97,659	97,959	65,903	63,087	(2,816)
Total expenses	53,982	53,304	35,713	33,342	(2,371)
Earnings before interest, tax and depreciation (EBITD)	43,677	44,655	30,190	29,745	(445)
Depreciation	17,081	17,081	11,387	11,186	(201)
Operating surplus/(deficit)	26,596	27,574	18,803	18,559	(244)

REDLAND WATER CAPITAL FUNDING STATEMENT For the Period Ending 29 February 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital contributions, donations, grants and subsidies	3,500	3,500	3,516	5,331	1,815
Net transfer (to)/from constrained capital reserves	(2,714)	5,812	929	(668)	(1,597)
Other	3,000	3,000	-	-	-
Funding from utility revenue	17,680	11,229	4,506	3,389	(1,117)
Total sources of capital funding	21,466	23,541	8,951	8,052	(899)
Contributed assets	3,000	3,000	-	-	-
Capitalised expenditure	18,466	20,541	8,950	8,052	(898)
Total applications of capital funds	21,466	23,541	8,950	8,052	(898)

REDWASTE SUMMARY OPERATING STATEMENT For the Period Ending 29 February 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	21,810	21,710	14,474	14,384	(90)
Total expenses	15,678	15,662	10,099	10,084	(15)
Earnings before interest, tax and depreciation (EBITD)	6,131	6,047	4,375	4,300	(75)
Interest expense	42	42	28	26	(2)
Depreciation	553	553	368	353	(15)
Operating surplus/(deficit)	5,537	5,453	3,979	3,921	(58)

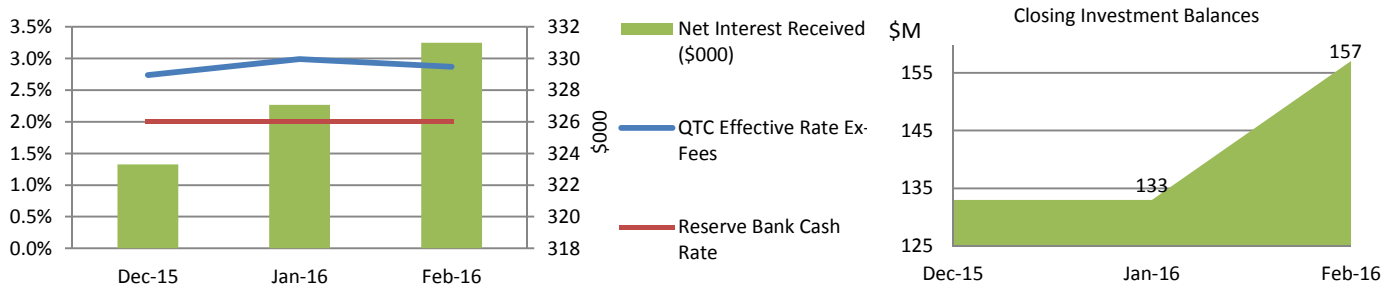
REDWASTE CAPITAL FUNDING STATEMENT For the Period Ending 29 February 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Funding from utility revenue	1,639	2,226	537	528	(9)
Total sources of capital funding	1,639	2,226	537	528	(9)
Capitalised expenditure	1,570	2,157	491	480	(11)
Loan redemption	69	69	46	48	2
Total applications of capital funds	1,639	2,226	537	528	(9)

9. INVESTMENT & BORROWINGS REPORT

For the Period Ending 29 February 2016

INVESTMENT RETURNS



Total Investment at End of Month was \$156.79M

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 movement in investment balance is reflective of the rating cycle.

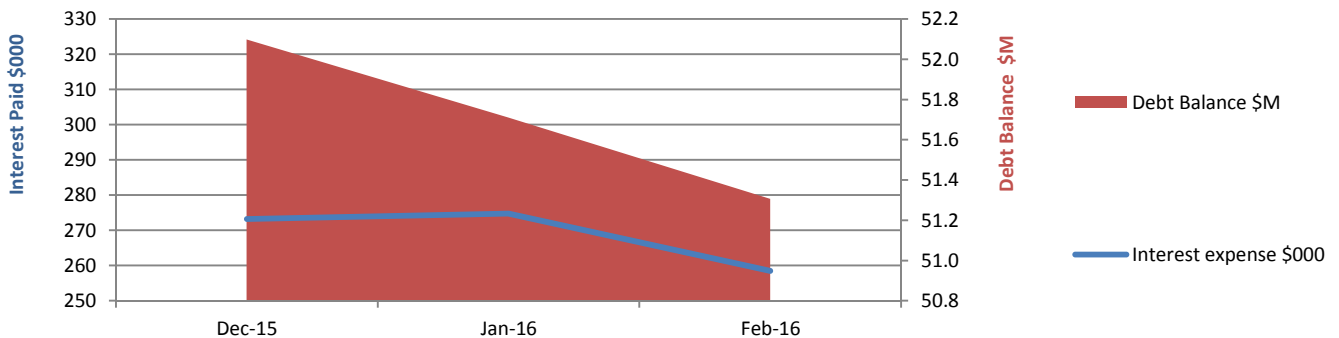
Note: the Reserve Bank reduced the cash rate down to 2% in its May sitting and maintained this position through to its February sitting.

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 working through the guidelines and will commence reviewing term deposit rates in the market to take advantage of any opportunities.

Where such opportunities are not identified, the team ensures Council maximises its interest earnings 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 2015 for the 2015-16 financial year

BORROWING COSTS



Total Borrowings at End of Month was \$51.31M



Current Position

Debt is split into 6, 9 and 12 year pools with repayment made *annually* in advance for 2015-16.

By prepaying the interest annually in 2015-16, it is expected that Council will save in excess of \$50,000 in interest over the financial year.

Council adopted its revised Debt Policy in June 2015 for the 2015-16 financial year

10. CONSTRAINED CASH RESERVES

Reserves as at 29 February 2016	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
Special Projects Reserve:				
Weinam Creek Reserve	2,492	256	(472)	2,276
Red Art Gallery Commissions & Donations Reserve	2	-	-	2
	2,494	256	(472)	2,278
Utilities Reserve:				
Redland Water Reserve	8,300	-	-	8,300
Redland WasteWater Reserve	1,600	-	-	1,600
	9,900	-	-	9,900
Constrained Works Reserve:				
Tree Planting Reserve	23	58	-	81
Parks Reserve	6,006	2,813	(141)	8,678
East Thornlands Road Infrastructure Reserve	674	-	-	674
Community Facility Infrastructure Reserve	979	421	-	1,400
Retail Water Renewal & Purchase Reserve	7,478	945	(201)	8,222
Sewerage Renewal & Purchase Reserve	9,500	3,370	(3,447)	9,423
Constrained Works Reserve-Cap Grants & Contributions	1,410	584	(699)	1,295
Transport Trunk Infrastructure Reserve	13,565	4,941	-	18,506
Cycling Trunk Infrastructure Reserve	3,099	2,052	-	5,151
Stormwater Infrastructure Reserve	3,722	1,168	-	4,890
Constrained Works Reserve-Opr Grants & Contributions	1,246	-	(113)	1,133
	47,702	16,352	(4,601)	59,453
Separate Charge Reserve - Environment:				
Environment Charge Acquisition Reserve	6,878	-	(54)	6,824
Environment Charge Maintenance Reserve	1,729	4,447	(3,346)	2,830
	8,607	4,447	(3,400)	9,654
Special Charge Reserve - Other:				
Bay Island Rural Fire Levy Reserve	-	160	(111)	49
SMBI Translink Reserve	2	720	(474)	248
	2	880	(585)	297
Special Charge Reserve - Canals:				
Raby Bay Canal Reserve	5,806	2,050	(1,859)	5,997
Aquatic Paradise Canal Reserve	2,834	674	(47)	3,461
Sovereign Waters Lake Reserve	487	42	(52)	477
	9,127	2,766	(1,958)	9,935
TOTALS	77,832	24,701	(11,016)	91,517

Closing Cash and Cash Equivalents	156,953
Reserves as percentage of cash balance	58%

11. GLOSSARY

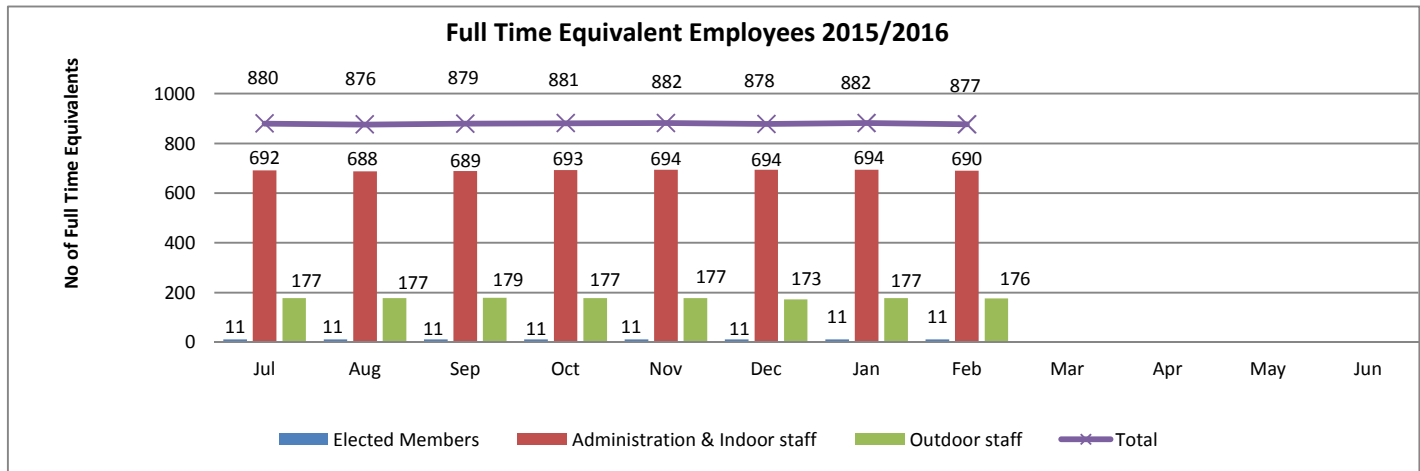
Definition of ratios

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>	$\frac{\text{Net Operating Surplus}}{\text{Total Operating Revenue}}$
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>	$\frac{\text{Capital Expenditure on Replacement of Infrastructure Assets (Renewals)}}{\text{Depreciation Expenditure on Infrastructure Assets}}$
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>	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total Operating Revenue}}$
Level of Dependence on General Rate Revenue: <i>This ratio measures Council's reliance on operating revenue from general rates (excludes utility revenues)</i>	$\frac{\text{General Rates} - \text{Pensioner Remissions}}{\text{Total Operating Revenue} - \text{Gain on Sale of Developed Land}}$
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>	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue} - \text{Gain on Sale of Developed Land}}$
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>	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$
Interest Cover Ratio: <i>This ratio demonstrates the extent which operating revenues are being used to meet the financing charges</i>	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$

* 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.

12. APPENDIX: ADDITIONAL AND NON-FINANCIAL INFORMATION

Workforce reporting



Workforce reporting - YTD February 2016: Headcount	Employee Type							Grand Total
	Casual	Contract of Service	Perm Full	Perm Part	Temp Full	Temp Part		
Office of CEO	9	3	83	10	7	3	115	
Organisational Services	2	6	103	10	10	3	134	
Community and Customer Service	40	5	242	54	24	5	370	
Infrastructure and Operations	18	6	302	11	13	0	350	
Total	69	20	730	85	54	11	969	

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 (excluding agency staff) and does not include a workload weighting. It includes casual staff in their non-substantive roles as at the end of the period where relevant.

Overdue rates debtors

Comparison January 2015 to January 2016

Days Overdue	Total		Mainland		Nth Stradbroke Is / Coochiemudlo Is / Garden Is		SMBI	
	Jan-15	% Overdue	Jan-16	% Overdue	Jan-15	% Overdue	Jan-16	% Overdue
<90	\$2,220,201	1.29%	\$1,980,406	1.13%	\$90,314	0.05%	\$65,488	0.04%
90 - 180 days	\$1,107,221	0.64%	\$969,081	0.55%	\$46,631	0.03%	\$43,156	0.02%
>180 days	\$2,219,704	1.29%	\$2,509,159	1.43%	\$58,704	0.03%	\$76,838	0.04%
Total	\$5,547,126	3.22%	\$5,458,646	3.11%	\$195,649	0.11%	\$185,482	0.11%

Days Overdue	Total		Mainland		Nth Stradbroke Is / Coochiemudlo Is / Garden Is		SMBI	
	Jan-15	% Overdue	Jan-16	% Overdue	Jan-15	% Overdue	Jan-16	% Overdue
<90	\$1,588,976	0.92%	\$1,400,192	0.80%	\$540,912	0.31%	\$514,726	0.3%
90 - 180 days	\$726,834	0.42%	\$614,077	0.35%	\$333,756	0.19%	\$311,849	0.2%
>180 days	\$1,060,170	0.62%	\$1,380,262	0.79%	\$1,100,830	0.64%	\$1,052,059	0.6%
Total	\$3,375,979	1.96%	\$3,394,531	1.94%	\$1,975,498	1.15%	\$1,878,633	1.07%

Days Overdue	Total		Mainland		Nth Stradbroke Is / Coochiemudlo Is / Garden Is		SMBI	
	Jan-15	% Overdue	Jan-16	% Overdue	Jan-15	% Overdue	Jan-16	% Overdue
<90	\$2,220,201	1.29%	\$1,980,406	1.13%	\$90,314	0.05%	\$65,488	0.04%
90 - 180 days	\$1,107,221	0.64%	\$969,081	0.55%	\$46,631	0.03%	\$43,156	0.02%
>180 days	\$2,219,704	1.29%	\$2,509,159	1.43%	\$58,704	0.03%	\$76,838	0.04%
Total	\$5,547,126	3.22%	\$5,458,646	3.11%	\$195,649	0.11%	\$185,482	0.11%

Days Overdue	Total		Mainland		Nth Stradbroke Is / Coochiemudlo Is / Garden Is		SMBI	
	Jan-15	% Overdue	Jan-16	% Overdue	Jan-15	% Overdue	Jan-16	% Overdue
<90	\$1,588,976	0.92%	\$1,400,192	0.80%	\$540,912	0.31%	\$514,726	0.3%
90 - 180 days	\$726,834	0.42%	\$614,077	0.35%	\$333,756	0.19%	\$311,849	0.2%
>180 days	\$1,060,170	0.62%	\$1,380,262	0.79%	\$1,100,830	0.64%	\$1,052,059	0.6%
Total	\$3,375,979	1.96%	\$3,394,531	1.94%	\$1,975,498	1.15%	\$1,878,633	1.07%



Monthly Financial Report

March 2016

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1. EXECUTIVE SUMMARY

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 ended 31 March 2016. The year to date and annual revised budget referred to in this report reflects the revised budget as adopted by Council on 18 November 2015. Note: all amounts are rounded to the nearest thousand dollars.

Key financial highlights and overview

Key Financial Results	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	YTD Variance %	Status
Operating Surplus/(Deficit)	263	3,144	6,187	3,043	97%	✓
Recurrent Revenue	240,509	181,317	183,032	1,715	1%	✓
Recurrent Expenditure	240,247	178,173	176,845	(1,328)	-1%	✓
Capital Works Expenditure	84,050	43,118	38,951	(4,167)	-10%	✓
Closing Cash & Cash Equivalents	97,201	132,164	144,308	12,144	9%	✓

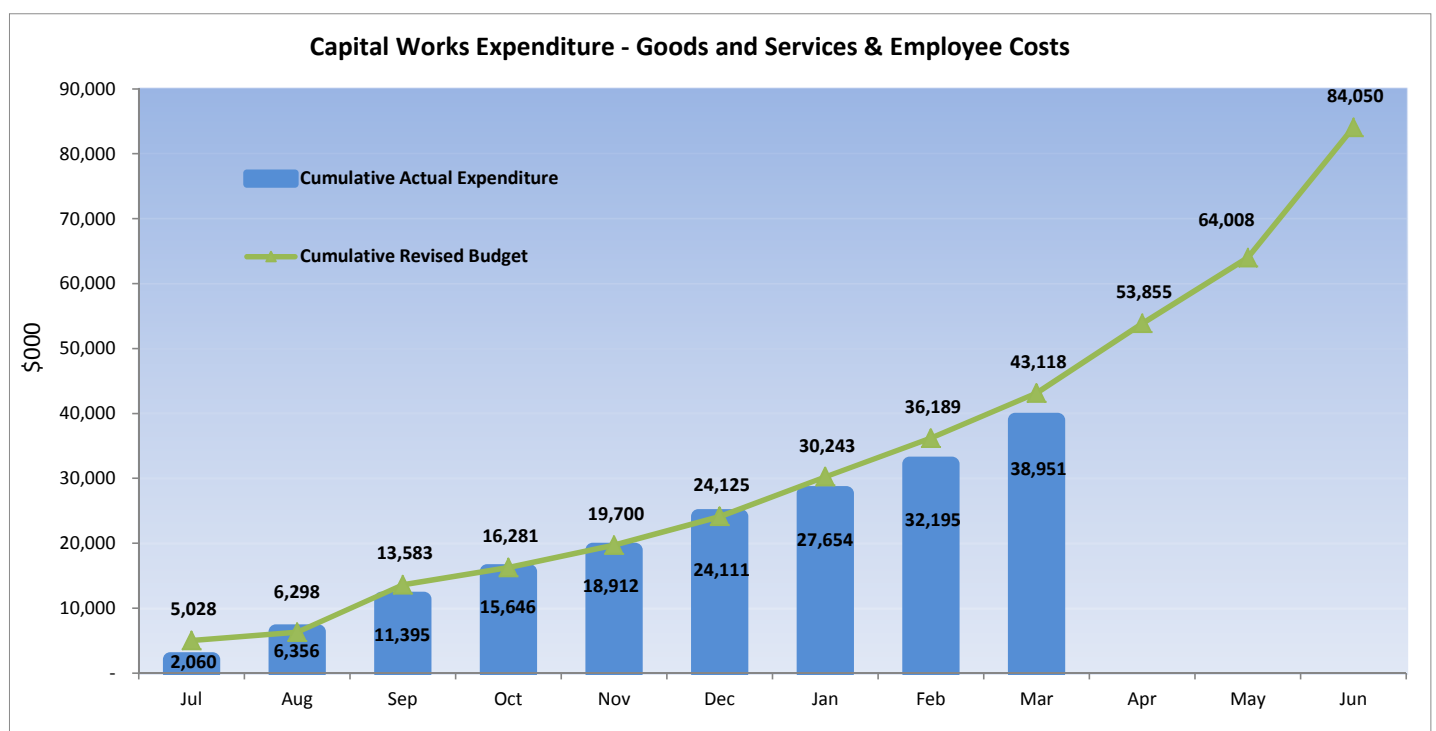
Status Legend:

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

The year to date operating result shows a favourable variance of \$3.04M to the year to date revised budget. General rates revenue is boosted by payments received in advance as well as a small percentage of growth. Increased development activities continue to boost related fees and charges revenue. The favourable variances in employee costs and material and services expenses contributed to the overall favourable operating result. The final budget review will amend the anticipated investment returns from Redland Investment Corporation.

Capitalised works expenditure is behind budget by \$4.17M due to timing of works for a number of projects which are delayed or are still in the early stages of being progressed. Capital works that are no longer expected to be undertaken in this financial year will be addressed during the final budget review for financial year ended 30 June 2016.

Council's cash balance exceeded the budgeted cash balance due to higher than anticipated receipts from customers and lower than expected payments to suppliers.



2. KEY PERFORMANCE INDICATORS

Key performance indicators

Financial Stability Ratios and Measures of Sustainability	Target	Annual Revised Budget 2015/2016	YTD March 2016	Status
Operating Surplus Ratio (%)	Target between 0% and 10% (on average over the long-term)	0.11%	3.38%	✓
Asset Sustainability Ratio (%)	Target greater than 90% (on average over the long-term)	73.06%	33.14%	✗
Net Financial Liabilities (%)	Target less than 60% (on average over the long-term)	-13.07%	-43.75%	✓
Level of Dependence on General Rate Revenue (%)	Target less than 37.5%	33.54%	33.66%	✓
Ability to Pay Our Bills - Current Ratio	Target between 1.1 & 4.1	3.44	4.47	✓
Ability to Repay Our Debt - Debt Servicing Ratio (%)	Target less than or equal to 10%	3.31%	3.26%	✓
Cash Balance \$M	Target greater than or equal to \$40M	\$97.201M	\$144.308M	✓
Cash Balances - Cash Capacity in Months	Target 3 to 4 months	5.89	9.11	✓
Longer Term Financial Stability - Debt to Asset Ratio (%)	Target less than or equal to 10%	2.06%	2.10%	✓
Operating Performance (%)	Target greater than or equal to 20%	16.81%	22.15%	✓
Interest Cover Ratio (%)	Target between 0% and 5%	-0.12%	-0.48%	✓

Status Legend

KPI target achieved or exceeded	✓	KPI target not achieved	✗
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3. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF COMPREHENSIVE INCOME

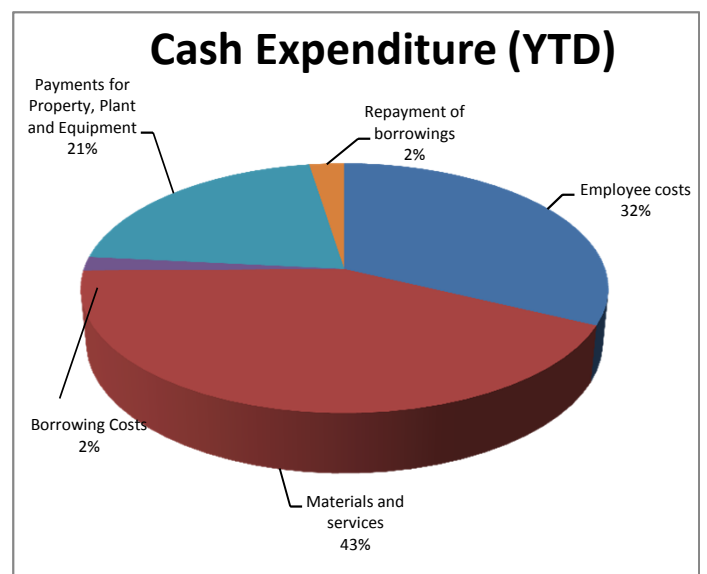
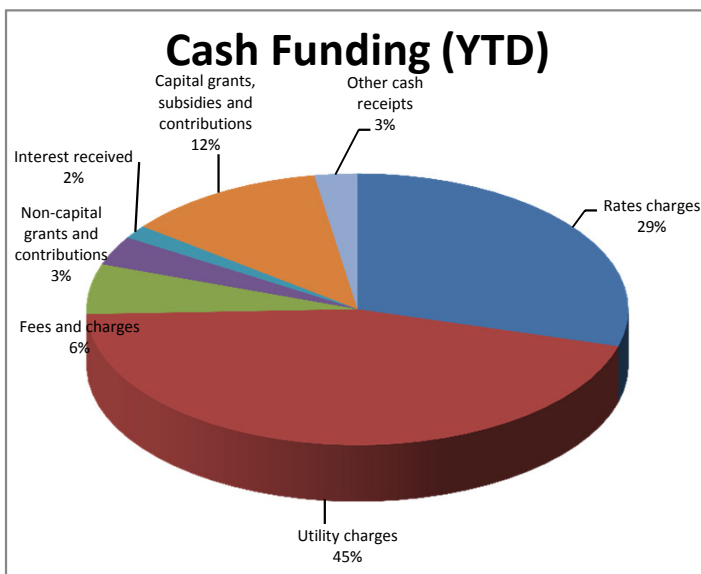
For the period ending 31 March 2016

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Revised	Actual	Variance
	Budget	Budget	Budget	\$000	\$000
	\$000	\$000	\$000		
Recurrent revenue					
Rates, levies and charges	207,421	208,121	156,724	157,964	1,240
Fees and charges	11,638	12,335	9,498	10,648	1,150
Rental income	890	975	790	628	(162)
Interest received	3,355	3,555	2,741	3,307	566
Investment returns	3,234	3,234	2,000	-	(2,000)
Sales revenue	3,385	3,685	2,837	2,902	65
Other income	645	645	548	957	409
Grants, subsidies and contributions	7,584	7,959	6,179	6,626	447
Total recurrent revenue	238,152	240,509	181,317	183,032	1,715
Capital revenue					
Grants, subsidies and contributions	13,176	19,634	17,080	25,123	8,043
Non-cash contributions	3,079	3,079	60	367	307
Total capital revenue	16,256	22,713	17,140	25,490	8,350
TOTAL INCOME	254,407	263,222	198,457	208,522	10,065
Recurrent expenses					
Employee benefits	77,404	78,398	59,975	59,330	(645)
Materials and services	106,010	108,054	78,037	76,533	(1,504)
Finance costs	4,657	3,820	2,680	2,744	64
Depreciation and amortisation	49,975	49,975	37,481	38,238	757
Total recurrent expenses	238,046	240,247	178,173	176,845	(1,328)
Capital expenses					
(Gain)/Loss on disposal of non-current assets	412	412	606	1,895	1,289
Total capital expenses	412	412	606	1,895	1,289
TOTAL EXPENSES	238,458	240,659	178,779	178,740	(39)
NET RESULT	15,949	22,563	19,678	29,782	10,104
Other comprehensive income/(loss)					
Items that will not be reclassified to a net result					
Revaluation of property, plant and equipment	-	-	-	28	28
TOTAL COMPREHENSIVE INCOME	15,949	22,563	19,678	29,810	10,132

4. STATEMENT OF CASH FLOWS

STATEMENT OF CASH FLOWS For the period ending 31 March 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	223,088	224,738	169,560	171,917
Payments to suppliers and employees	(189,184)	(194,815)	(140,302)	(139,235)
	33,905	29,923	29,258	32,682
Interest received	3,355	3,555	2,741	3,307
Rental income	890	975	790	628
Non-capital grants and contributions	7,584	8,840	7,061	7,279
Borrowing costs	(3,257)	(3,257)	(2,443)	(3,333)
Net cash inflow / (outflow) from operating activities	42,477	40,037	37,407	40,563
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for property, plant and equipment	(77,998)	(84,051)	(43,118)	(38,919)
Payments for intangible assets	(100)	-	-	(32)
Proceeds from sale of property, plant and equipment	1,716	1,716	990	865
Capital grants, subsidies and contributions	13,176	19,634	17,080	25,123
Other cash flows from investing activities	3,234	3,234	2,000	-
Net cash inflow / (outflow) from investing activities	(59,972)	(59,467)	(23,048)	(12,963)
CASH FLOWS FROM FINANCING ACTIVITIES				
Proceeds of borrowings	-	-	-	-
Repayment of borrowings	(4,696)	(4,696)	(3,522)	(4,619)
Net cash inflow / (outflow) from financing activities	(4,696)	(4,696)	(3,522)	(4,619)
Net increase / (decrease) in cash held	(22,191)	(24,127)	10,837	22,981
Cash and cash equivalents at the beginning of the year	84,087	121,327	121,327	121,327
Cash and cash equivalents at the end of the financial year / period	61,896	97,201	132,164	144,308



Total Cash Funding (Actual YTD)	209,119
Total Cash Funding (Annual Revised Budget)	262,692
% of Budget Achieved YTD	80%

Total Cash Expenditure (Actual YTD)	186,138
Total Cash Expenditure (Annual Revised Budget)	286,819
% of Budget Achieved YTD	65%

5. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION As at 31 March 2016

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual Balance \$000
CURRENT ASSETS				
Cash and cash equivalents	61,896	97,201	132,164	144,308
Trade and other receivables	26,046	25,017	25,017	25,586
Inventories	845	774	779	772
Non-current assets held for sale	354	1,309	3,535	5,982
Other current assets	1,154	1,104	1,104	3,826
Total current assets	90,295	125,403	162,599	180,474
NON-CURRENT ASSETS				
Investment property	893	956	956	956
Property, plant and equipment	2,118,731	2,277,059	2,245,941	2,240,186
Intangible assets	916	2,839	3,031	3,047
Other financial assets	73	73	73	73
Investment in other entities	10,063	10,063	7,837	5,333
Total non-current assets	2,130,676	2,290,990	2,257,838	2,249,595
TOTAL ASSETS	2,220,971	2,416,395	2,420,437	2,430,069
CURRENT LIABILITIES				
Trade and other payables	15,369	20,050	20,437	22,207
Borrowings	5,559	4,482	4,482	4,482
Provisions	8,053	8,422	13,701	10,598
Other current liabilities	1,282	3,529	3,529	3,085
Total current liabilities	30,263	36,479	42,149	40,372
NON-CURRENT LIABILITIES				
Borrowings	44,200	45,277	46,451	46,439
Provisions	10,769	12,209	12,290	13,578
Total non-current liabilities	54,969	57,488	58,741	60,017
TOTAL LIABILITIES	85,232	93,967	100,890	100,389
NET COMMUNITY ASSETS	2,135,739	2,322,428	2,319,547	2,329,680
COMMUNITY EQUITY				
Asset revaluation surplus	668,685	827,411	827,411	827,439
Retained surplus	1,415,250	1,426,496	1,401,074	1,411,245
Constrained cash reserves	51,804	68,521	91,062	90,996
TOTAL COMMUNITY EQUITY	2,135,739	2,322,428	2,319,547	2,329,680

6. OPERATING STATEMENT

OPERATING STATEMENT For the period ending 31 March 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
Revenue					
Rates charges	82,760	83,460	62,420	63,657	1,237
Levies and utility charges	128,121	128,121	96,891	96,687	(204)
<i>Less: Pensioner remissions and rebates</i>	(3,461)	(3,461)	(2,587)	(2,380)	207
Fees and charges	11,638	12,335	9,498	10,648	1,150
Operating grants and subsidies	7,053	7,427	5,780	6,201	421
Operating contributions and donations	531	531	398	425	27
Interest external	3,355	3,555	2,741	3,307	566
Investment returns	3,234	3,234	2,000	-	(2,000)
Other revenue	4,919	5,305	4,176	4,487	311
Total revenue	238,152	240,509	181,317	183,032	1,715
Expenses					
Employee benefits	77,404	78,398	59,975	59,330	(645)
Materials and services	106,542	108,586	78,461	77,008	(1,453)
Finance costs other	1,400	563	237	313	76
Other expenditure	347	347	234	321	87
Net internal costs	(879)	(879)	(658)	(796)	(138)
Total expenses	184,814	187,014	138,249	136,176	(2,073)
Earnings before interest, tax and depreciation (EBITD)	53,338	53,495	43,068	46,856	3,788
Interest expense	3,257	3,257	2,443	2,431	(12)
Depreciation and amortisation	49,975	49,975	37,481	38,238	757
OPERATING SURPLUS/(DEFICIT)	106	263	3,144	6,187	3,043

Levies and utility charges breakup For the period ending 31 March 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
Levies and utility charges					
Refuse charges	20,051	20,051	15,038	14,876	(162)
Special charges	3,874	3,874	2,950	2,958	8
Environment levy	5,830	5,830	4,373	4,451	78
Landfill remediation charge	2,677	2,677	2,008	2,042	34
Wastewater charges	40,114	40,114	30,085	31,604	1,519
Water access charges	17,817	17,817	13,362	13,463	101
Water consumption charges	37,759	37,759	29,075	27,293	(1,782)
Total Levies and utility charges	128,121	128,121	96,891	96,687	(204)

7. CAPITAL FUNDING STATEMENT

CAPITAL FUNDING STATEMENT For the period ending 31 March 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
Sources of capital funding					
Capital contributions and donations	6,133	9,993	10,233	17,603	7,370
Capital grants and subsidies	7,043	9,641	6,847	7,520	673
Proceeds on disposal of non-current assets	1,716	1,716	990	865	(125)
Capital transfers (to)/ from reserves	14,566	9,341	(11,453)	(10,193)	1,260
Non-cash contributions	3,079	3,079	60	367	307
Funding from general revenue	53,336	58,056	40,023	26,690	(13,333)
Total sources of capital funding	85,873	91,825	46,700	42,852	(3,848)
Application of capital funds					
Contributed assets	3,079	3,079	60	367	307
Capitalised goods and services	72,366	79,411	39,611	35,082	(4,529)
Capitalised employee costs	5,732	4,639	3,507	3,869	362
Loan redemption	4,696	4,696	3,522	3,534	12
Total application of capital funds	85,873	91,825	46,700	42,852	(3,848)
Other budgeted items					
Transfers to constrained operating reserves	(11,131)	(11,131)	(8,589)	(8,513)	76
Transfers from constrained operating reserves	10,509	11,101	6,813	5,542	(1,271)
WDV of assets disposed	2,128	2,128	1,596	2,760	1,164

8. REDLAND WATER & REDWASTE STATEMENTS

REDLAND WATER SUMMARY OPERATING STATEMENT For the Period Ending 31 March 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	97,659	97,959	74,300	74,317	17
Total expenses	53,982	53,304	41,019	37,993	(3,026)
Earnings before interest, tax and depreciation (EBITD)	43,677	44,655	33,281	36,324	3,043
Depreciation	17,081	17,081	12,811	12,709	(102)
Operating surplus/(deficit)	26,596	27,574	20,470	23,615	3,145

REDLAND WATER CAPITAL FUNDING STATEMENT For the Period Ending 31 March 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital contributions, donations, grants and subsidies	3,500	3,500	3,516	5,876	2,360
Net transfer (to)/from constrained capital reserves	(2,714)	5,812	1,709	(566)	(2,275)
Other	3,000	3,000	-	16	16
Funding from utility revenue	17,680	11,229	5,770	4,573	(1,197)
Total sources of capital funding	21,466	23,541	10,995	9,899	(1,096)
Contributed assets	3,000	3,000	-	16	16
Capitalised expenditure	18,466	20,541	10,995	9,882	(1,113)
Total applications of capital funds	21,466	23,541	10,995	9,898	(1,097)

REDWASTE OPERATING STATEMENT For the Period Ending 31 March 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	21,810	21,710	16,282	16,215	(67)
Total expenses	15,678	15,662	11,307	11,259	(48)
Earnings before interest, tax and depreciation (EBITD)	6,131	6,047	4,975	4,956	(19)
Interest expense	42	42	31	29	(2)
Depreciation	553	553	415	398	(17)
Operating surplus/(deficit)	5,537	5,453	4,529	4,529	-

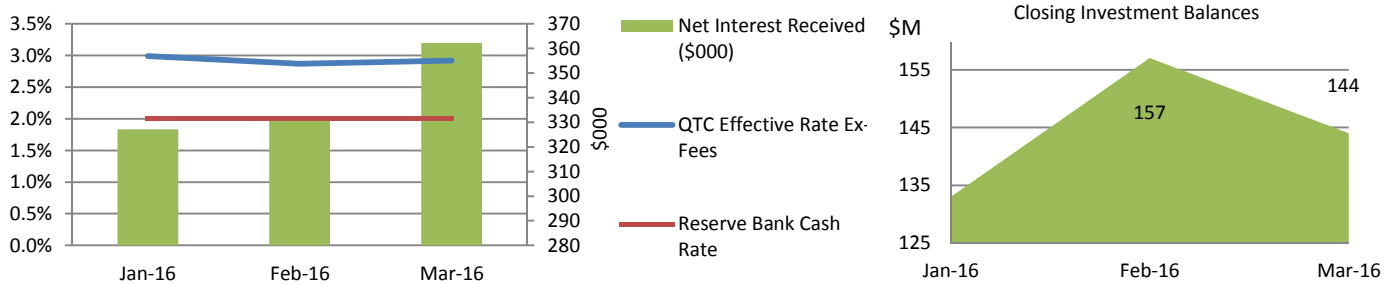
REDWASTE CAPITAL FUNDING STATEMENT For the Period Ending 31 March 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Funding from utility revenue	1,639	2,226	831	719	(112)
Total sources of capital funding	1,639	2,226	831	719	(112)
Capitalised expenditure	1,570	2,157	779	665	(114)
Loan redemption	69	69	52	54	2
Total applications of capital funds	1,639	2,226	831	719	(112)

9. INVESTMENT & BORROWINGS REPORT

For the Period Ending 31 March 2016

INVESTMENT RETURNS



Total Investment at End of Month was \$144.08M

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 movement in investment balance is reflective of the rating cycle.

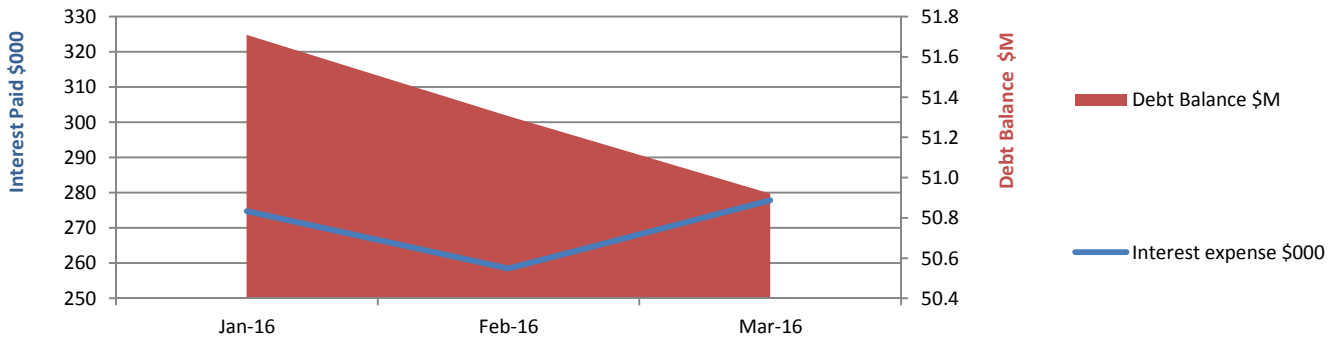
Note: the Reserve Bank reduced the cash rate down to 2% in its May 2015 sitting and maintained this position through to its March 2016 sitting.

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 working through the guidelines and will commence reviewing term deposit rates in the market to take advantage of any opportunities.

Where such opportunities are not identified, the team ensures Council maximises its interest earnings 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 2015 for the 2015-16 financial year

BORROWING COSTS



Total Borrowings at End of Month was \$50.92M



Current Position

Debt is split into 6, 9 and 12 year pools with repayment made *annually* in advance for 2015-16.

By prepaying the interest annually in 2015-16, it is expected that Council will save in excess of \$50,000 in interest over the financial year.

Council adopted its revised Debt Policy in June 2015 for the 2015-16 financial year

10. CONSTRAINED CASH RESERVES

Reserves as at 29 February 2016	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
Special Projects Reserve:				
Weinam Creek Reserve	2,492	394	(472)	2,414
Red Art Gallery Commissions & Donations Reserve	2	-	-	2
	2,494	394	(472)	2,416
Utilities Reserve:				
Redland Water Reserve	8,300	-	-	8,300
Redland WasteWater Reserve	1,600	-	-	1,600
	9,900	-	-	9,900
Constrained Works Reserve:				
Tree Planting Reserve	23	59	-	82
Parks Reserve	6,006	3,021	(165)	8,862
East Thornlands Road Infrastructure Reserve	674	-	-	674
Community Facility Infrastructure Reserve	979	465	-	1,444
Retail Water Renewal & Purchase Reserve	7,478	1,023	(205)	8,296
Sewerage Renewal & Purchase Reserve	9,500	3,837	(4,089)	9,248
Constrained Works Reserve-Cap Grants & Contributions	1,410	584	(699)	1,295
Transport Trunk Infrastructure Reserve	13,565	5,548	- 120.00	18,993
Cycling Trunk Infrastructure Reserve	3,099	2,269	- 72.00	5,296
Stormwater Infrastructure Reserve	3,722	1,269	-	4,991
Constrained Works Reserve-Opr Grants & Contributions	1,246	-	(103)	1,143
	47,702	18,075	(5,453)	60,324
Separate Charge Reserve - Environment:				
Environment Charge Acquisition Reserve	6,878	-	(59)	6,819
Environment Charge Maintenance Reserve	1,729	4,451	(3,637)	2,543
	8,607	4,451	(3,696)	9,362
Special Charge Reserve - Other:				
Bay Island Rural Fire Levy Reserve	-	167	(161)	6
SMBI Translink Reserve	2	721	(714)	9
	2	888	(875)	15
Special Charge Reserve - Canals:				
Raby Bay Canal Reserve	5,806	2,058	(2,820)	5,044
Aquatic Paradise Canal Reserve	2,834	679	(47)	3,466
Sovereign Waters Lake Reserve	487	43	(61)	469
	9,127	2,780	(2,928)	8,979
TOTALS	77,832	26,588	(13,424)	90,996

Closing Cash and Cash Equivalents	144,308
Reserves as percentage of cash balance	63%

11. GLOSSARY

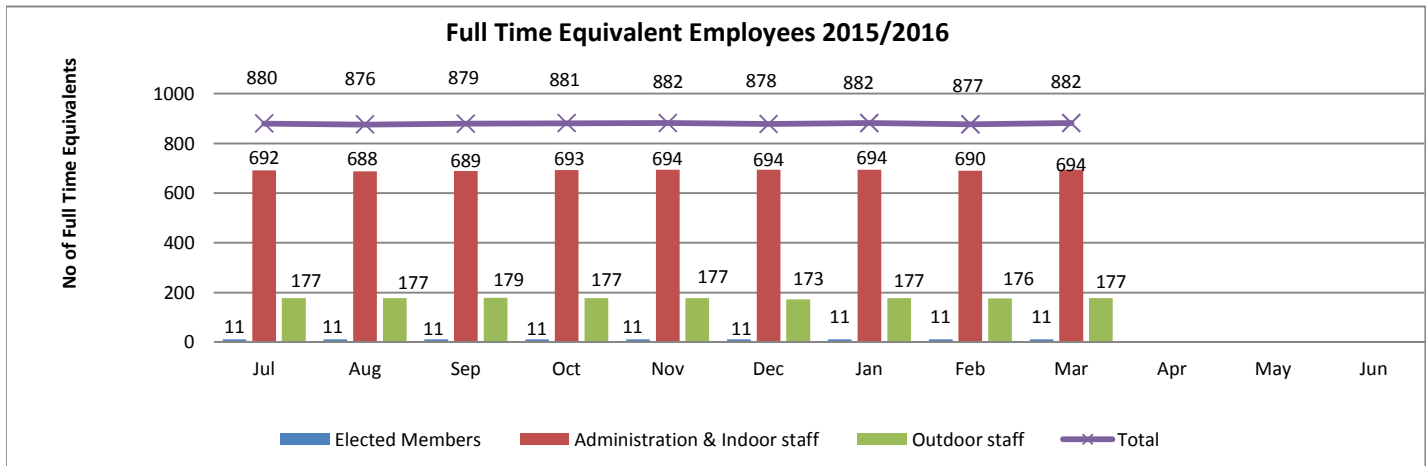
Definition of ratios

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>	$\frac{\text{Net Operating Surplus}}{\text{Total Operating Revenue}}$
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>	$\frac{\text{Capital Expenditure on Replacement of Infrastructure Assets (Renewals)}}{\text{Depreciation Expenditure on Infrastructure Assets}}$
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>	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total Operating Revenue}}$
Level of Dependence on General Rate Revenue: <i>This ratio measures Council's reliance on operating revenue from general rates (excludes utility revenues)</i>	$\frac{\text{General Rates} - \text{Pensioner Remissions}}{\text{Total Operating Revenue} - \text{Gain on Sale of Developed Land}}$
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>	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue} - \text{Gain on Sale of Developed Land}}$
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>	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$
Interest Cover Ratio: <i>This ratio demonstrates the extent which operating revenues are being used to meet the financing charges</i>	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$

* 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.

12. APPENDIX: ADDITIONAL AND NON-FINANCIAL INFORMATION

Workforce reporting



Workforce reporting - YTD March 2016: Headcount	Employee Type						
	Casual	Contract of Service	Perm Full	Perm Part	Temp Full	Temp Part	Grand Total
Office of CEO	12	3	84	10	8	3	120
Organisational Services	4	6	101	11	10	3	135
Community and Customer Service	39	5	245	51	22	6	368
Infrastructure and Operations	17	6	310	11	10	0	354
Total	72	20	740	83	50	12	977

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 (excluding agency staff) and does not include a workload weighting. It includes casual staff in their non-substantive roles as at the end of the period where relevant.


Comparison March 2015 to March 2016

Total							Mainland						
Days Overdue	Mar-15	% Overdue	Mar-16	% Overdue	\$ Variance	% Variance	Days Overdue	Mar-15	% Overdue	Mar-16	% Overdue	\$ Variance	% Variance
<90	\$2,841,796	1.65%	\$2,836,425	1.6%	-\$5,371	-0.03%	<90	\$2,101,044	1.22%	\$2,126,742	1.2%	\$25,698	-0.01%
90 - 180 days	\$1,250,254	0.73%	\$1,097,688	0.6%	-\$152,566	-0.10%	90 - 180 days	\$864,312	0.50%	\$714,032	0.4%	-\$150,281	-0.10%
>180 days	\$2,676,564	1.56%	\$2,723,491	1.6%	\$46,927	0.00%	>180 days	\$1,393,526	0.81%	\$1,528,169	0.9%	\$134,643	0.06%
Total	\$6,768,614	3.94%	\$6,657,604	3.80%	-\$111,010	-0.14%	Total	\$4,358,882	2.53%	\$4,368,943	2.49%	\$10,061	-0.04%

Nth Stradbroke Is / Coochiemudlo Is / Garden Is							SMBI						
Days Overdue	Mar-15	% Overdue	Mar-16	% Overdue	\$ Variance	% Variance	Days Overdue	Mar-15	% Overdue	Mar-16	% Overdue	\$ Variance	% Variance
<90	\$79,215	0.05%	\$84,748	0.0%	\$5,533	0.00%	<90	\$661,537	0.38%	\$624,935	0.4%	-\$36,602	-0.03%
90 - 180 days	\$44,339	0.03%	\$39,047	0.0%	-\$5,292	0.00%	90 - 180 days	\$341,603	0.20%	\$344,610	0.2%	\$3,007	0.00%
>180 days	\$58,858	0.03%	\$98,602	0.1%	\$39,744	0.02%	>180 days	\$1,224,180	0.71%	\$1,096,719	0.6%	-\$127,461	-0.09%
Total	\$182,412	0.11%	\$222,397	0.13%	\$39,985	0.02%	Total	\$2,227,320	1.29%	\$2,066,264	1.18%	-\$161,056	-0.12%

12.2 ORGANISATIONAL SERVICES

12.2.1 NOMINATIONS OF COUNCILLORS FOR COUNCIL OF MAYORS (SEQ) STANDING COMMITTEES

Objective Reference:	A1649843 Reports and Attachments (Archives)
Attachments:	<u>Economic Development Committee Terms of Reference</u> <u>Infrastructure and Planning Committee Terms of Reference</u> <u>Waterways and Environment Committee Terms of ReferenceA1649843</u>
Authorising Officer:	 Nick Clarke General Manager Organisational Services
Responsible Officer:	Luke Wallace Group Manager Corporate Governance
Report Author:	Joanne Costin Team Leader Governance Services

PURPOSE

The purpose of this report is to seek a decision to nominate Councillors as representatives of Redland City Council to Council of Mayors (SEQ) Standing Committees.

BACKGROUND

In addition to the statutory duties associated with Council's General Meetings, there are also a number of regional committees where Council is required to be represented, or where it is in Council's best interest to be represented by elected representatives.

A Councillor's role as the representative of Redland City Council includes promoting Redland's policies, strategies and objectives and ensuring that Council's interests are represented in regional policy development.

To assist Councillors and ensure effective capture and communication of information, these positions are often supported, either formally or informally, by nominated officers.

The Council of Mayors (SEQ) was established in September 2005 as an independent political advocacy organisation to represent the interests of South East Queensland. Their mission is to consistently deliver better regional funding, policy and collaborative outcomes for the mayors, councils and communities of South East Queensland.

At its Board meeting of 25 July 2014, the Council of Mayors (SEQ) approved a restructure of the organisation's taskforces and committees to better align with the strategic plan of the organisation. This resulted in the creation of the Economic Development Committee, the Infrastructure and Planning Committee and the Waterways and Environment Committee.

The Committees provide the means by which advocacy plans are developed, positions are formed and project delivery is monitored. Membership comprises elected representatives and each member council can invite officers to attend meetings as advisers and participants, with additional issue-specific representatives invited to join as required.

ISSUES

The following issues are relevant to Council's consideration of this matter;

- Redland City Council is a member of the Council of Mayors (SEQ)
- Elected Mayors are automatically members of the Board of the Council of Mayors (SEQ)
- The Board is supported by three Committees which ensure alignment with, and delivery of, the organisation's strategic plan
- Council is invited to provide a current Councillor to act as a member of each of these Committees along with an alternate member
- The Committees meet four times each year

CONSULTATION

Consultation has been undertaken with Councillors to determine suitable Committee members and alternate members.

OFFICER'S RECOMMENDATION

That Council resolves that two Councillors (Councillor Member, and a Councillor alternate Member), be nominated as representatives of Redland City Council to each of the following Council of Mayors (SEQ) Standing Committees:

- Economic Development Committee
- Infrastructure and Planning Committee
- Waterways and Environment Committee

COUNCIL RESOLUTION

Moved by: Cr W Boglary

Seconded by: Cr P Bishop

That Council resolves that the following councillors be nominated as representatives of Redland City Council to the Council of Mayors (SEQ) Standing Committees:

- Economic Development Committee – Councillor Paul Bishop; with Councillor Karen Williams as alternate member
- Infrastructure and Planning Committee – Councillor Murray Elliott; with Councillor Julie Talty as alternate member
- Waterways and Environment Committee – Councillor Wendy Boglary; with Councillor Peter Mitchell as alternate member

These nominations will be reviewed after twelve months.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.



TERMS OF REFERENCE

Economic Development Committee

Version: V1.0
Date: 26 September 2014

Document Signoff

Version History

Version	Author	Change	Date
0.1	Scott Smith	Initial Draft	12 September 2014
1.0	Scott Smith	Adopted by Board	26 September 2014

Distribution List

Distributed to the following representatives of member councils: Mayors; Committee members and nominated alternates; Council Coordinators; and Council of Mayors (SEQ) staff

Member councils: Brisbane City Council; City of Gold Coast; Ipswich City Council; Lockyer Valley Regional Council; Logan City Council; Moreton Bay Regional Council; Noosa Council; Redland City Council; Scenic Rim Regional Council; Somerset Regional Council; Sunshine Coast Council; and, Toowoomba Regional Council.

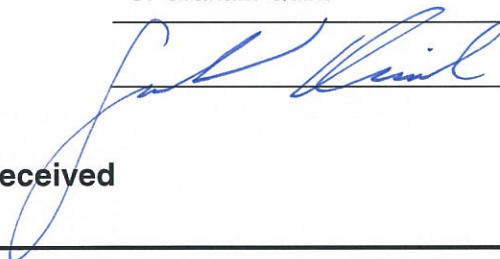
Distribution date:

Council of Mayors (SEQ) Sign-off

Meeting Date: 26 September 2014

Adopted: Item 4.3

Chair: Cr Graham Quirk

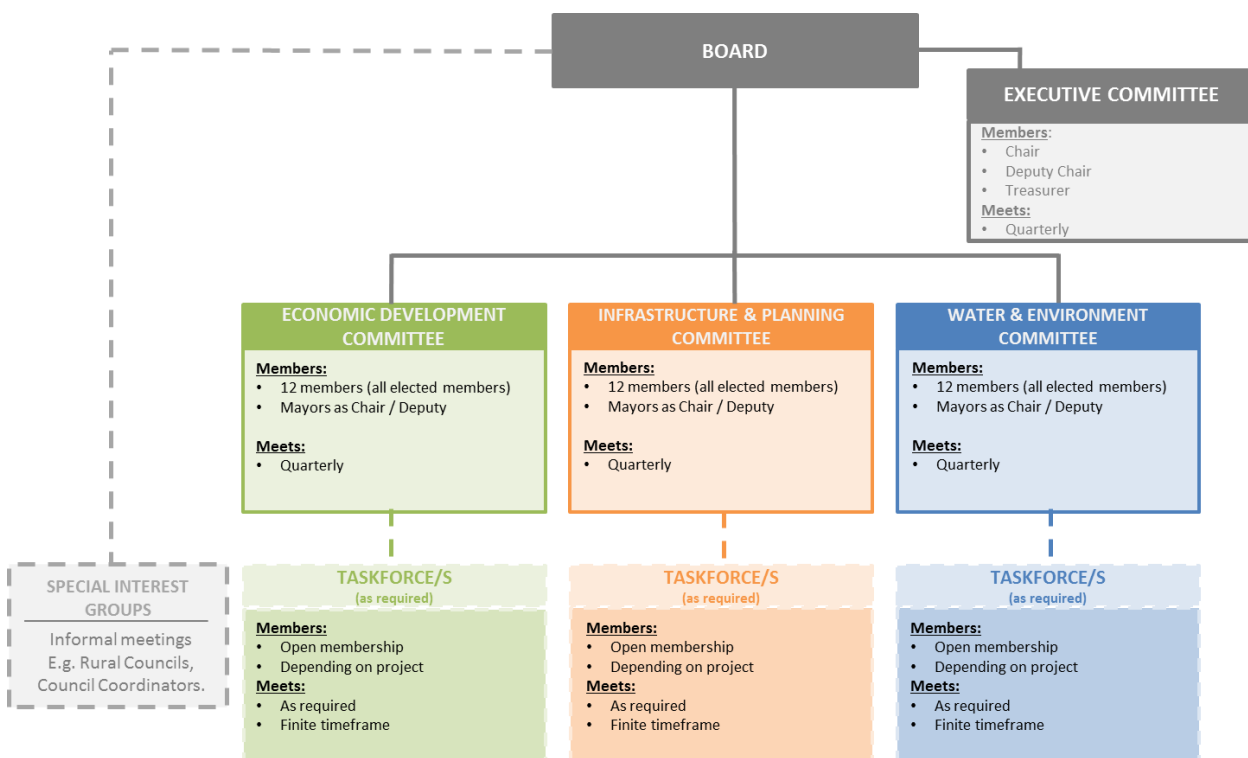
Signature:  Date: 12/10/14

Document Received

Name	Position	Signature	Date
Cr Graham Quirk	Chair		12/10/14
Cr Mark Jameson	Deputy Chair		

1.1 BACKGROUND

The Council of Mayors (SEQ) Board meeting on July 25 2014 approved a proposal by the Executive Director to restructure the organisation's Committees and Taskforces to better align with the adopted Strategic Plan and resourcing. As a result, the Council of Mayors (SEQ) will establish four (4) standing committees which are responsible for forming a regional view on relevant policy, legislation, projects and guidelines. These will be the Executive Committee, Economic Development Committee, Infrastructure and Planning Committee and Water and Environment Committee. The overall structure and reporting lines are shown in the following diagram.



The Committees provide the means by which advocacy plans are developed, positions are formed and project delivery is monitored. Membership will comprise elected representatives and each member council can invite officers to attend meetings as advisers and participants, with additional issue-specific representatives invited to join as required. The Chair and Deputy Chair will ideally be Mayors to provide a strong leadership for the committee and a link back to the Board.

The Committees will focus on strategic issues that link to the relevant goals and objectives of the Council of Mayors (SEQ) as outlined in the annual Strategic Plan.

If additional assistance is required by a Committee, it is preferred that Committees establish short-term and task-specific taskforces rather than standing technical officer groups. All supporting groups must be approved by the Committee.

Routine issues related to the goals and objectives of the Council of Mayors (SEQ) will be referred to the relevant Committee by the secretariat to bring a response back to the Council of Mayors (SEQ) Board. The Council of Mayors (SEQ) secretariat will support the planning and implementation of advocacy on issues aligned to the Strategic Plan, and provide the secretariat function for the Committees.

1.2 PURPOSE

The Economic Development Committee will operate to develop Council of Mayors (SEQ)'s hosted collaboration role in relation to Economic Development issues facing the region and oversee projects and outcomes that facilitate the advancement of economic development opportunities in the SEQ Region.

The Economic Development Committee will achieve this by:

1. Providing advice to the Council of Mayors (SEQ) Board on policy and legislation to ensure that Economic Development issues are addressed appropriately.
2. Encouraging collaboration between member councils on strategic regional Economic Development issues as identified by the Mayors.
3. Facilitating networking and information exchange by communicating with member councils, other levels of government and the private sector.
4. Group members reporting back to their respective councils.

It will be supported by the Economic Development Coordinator in Council of Mayors (SEQ).

1.3 OBJECTIVES

The Council of Mayors (SEQ) Economic Development Committee has been established to provide a forum for member councils to explore coordinated strategic economic development within the region.

The Committee's general responsibilities include:

1. Provide strategic advice and recommendations to the Council of Mayors (SEQ) Board on strategic and policy issues related to the goals and objectives of the Council of Mayors (SEQ) Strategic Plan
2. Respond to tasks identified by the Council of Mayors (SEQ) Board
3. Prepare and approve advocacy and project plans
4. Contribute to the development of regional policy positions for consideration by the Council of Mayors (SEQ) Board
5. Contribute to the development of agendas for their meetings
6. Contribute information and advice for input by the Council of Mayors (SEQ) Board to external regional bodies, including the Regional Planning Committee and other regional bodies.

The targets and milestones from the current adopted Council of Mayors (SEQ) Strategic Plan will be used to drive the agenda of the Committee.

1.4 MEMBERSHIP

The Council of Mayors (SEQ) Board at the meeting of 26 September 2014 approved the following membership of the Committee:

Council	Councillor
Brisbane City Council	Lord Mayor Graham Quirk (Committee Chair) Cr Julian Simmonds (Proxy)
City of Gold Coast	Cr Jan Grew Cr Lex Bell (Proxy)
Ipswich City Council	Cr Andrew Antonioli
Lockyer Valley Regional Council	Cr Tanya Milligan Cr Peter Friend (Proxy)
Logan City Council	Mayor Pam Parker Cr Luke Smith (Proxy)
Moreton Bay Regional Council	Cr Brian Battersby Cr Bob Millar (Proxy)
Noosa Council	Cr Joe Jurisevic
Redland City Council	Mayor Karen Williams Cr Alan Beard (Proxy)
Scenic Rim Regional Council	Cr Duncan McInnes Cr Nigel Waistell (Proxy)
Somerset Regional Council	Mayor Graham Lehmann Cr Dan Hall (Proxy)
Sunshine Coast Council	Mayor Mark Jamieson (Deputy Chair) Cr Stephen Robinson (Proxy)
Toowoomba Regional Council	Mayor Paul Antonio Cr Mike Williams (Proxy)

Other attendees at the meeting include the Council of Mayors (SEQ) officers and senior Council officers as invited by the Chair.

1.5 WORKING ARRANGEMENTS

Committees will generally be scheduled prior to each Council of Mayors (SEQ) Board meeting in consultation with the Chair. The schedule allows time for the Committee meeting reports to be included in the Board agenda papers circulated two weeks prior to each meeting. Dates will be set in advance for the year where possible.

Committee agendas will be forwarded two weeks prior to each meeting and the minutes of Committee meetings will be circulated approximately one week following the relevant meeting.

1.6 DELEGATIONS OF AUTHORITY

The Board has not delegated executive authority to this Committee.



TERMS OF REFERENCE

Infrastructure and Planning Committee

Version: V1.0
Date: 26 September 2014

Document Signoff

Version History

Version	Author	Change	Date
0.1	Scott Smith	Initial Draft	12 September 2014
1.0	Nicola Woodcock	Adopted by Board	26 September 2014

Distribution List

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Distribution date:

Council of Mayors (SEQ) Sign-off

Meeting Date: 26 September 2014

Adopted: Item 4.3

Chair: Cr Graham Quirk

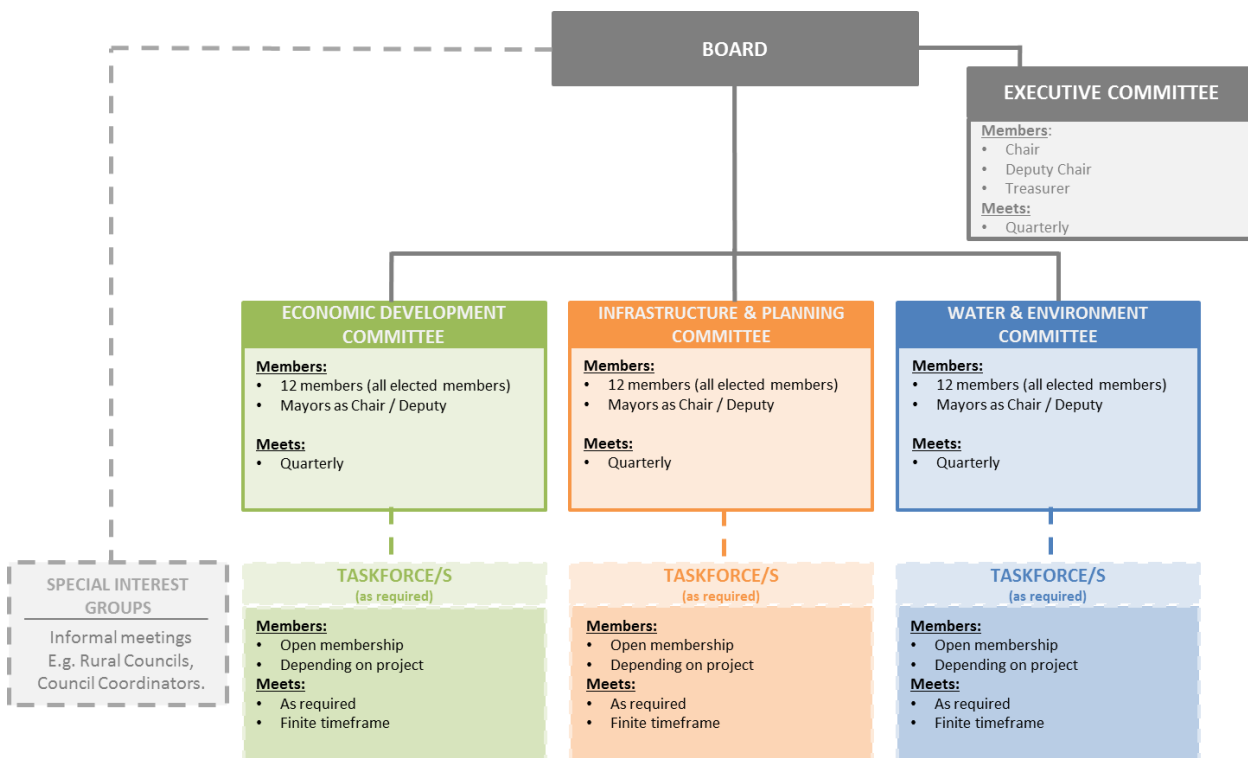
Signature:  Date: 12/10/14

Document Received

Name	Position	Signature	Date
Cr John Brent	Chair		
Cr Mike Gillam	Deputy Chair		

1.1 BACKGROUND

The Council of Mayors (SEQ) Board meeting on July 25 2014 approved a proposal by the Executive Director to restructure the organisation's Committees and Taskforces to better align with the adopted Strategic Plan and resourcing. As a result, the Council of Mayors (SEQ) will establish four (4) standing committees which are responsible for forming a regional view on relevant policy, legislation, projects and guidelines. These will be the Executive Committee, Economic Development Committee, Infrastructure and Planning Committee and Water and Environment Committee. The overall structure and reporting lines are shown in the following diagram.



The Committees provide the means by which advocacy plans are developed, positions are formed and project delivery is monitored. Membership will comprise elected representatives and each member council can invite officers to attend meetings as advisers and participants, with additional issue-specific representatives invited to join as required. The Chair and Deputy Chair will ideally be Mayors to provide a strong leadership for the committee and a link back to the Board.

The Committees will focus on strategic issues that link to the relevant goals and objectives of the Council of Mayors (SEQ) as outlined in the annual Strategic Plan.

If additional assistance is required by a Committee, it is preferred that Committees establish short-term and task-specific taskforces rather than standing technical officer groups. All supporting groups must be approved by the Committee.

Routine issues related to the goals and objectives of the Council of Mayors (SEQ) will be referred to the relevant Committee by the secretariat to bring a response back to the Council of Mayors (SEQ) Board. The Council of Mayors (SEQ) secretariat will support the planning and implementation of advocacy on issues aligned to the Strategic Plan, and provide the secretariat function for the Committees.

1.2 PURPOSE

The Infrastructure and Planning Committee will operate to develop Council of Mayors (SEQ)'s hosted collaboration role in relation to infrastructure and planning issues facing the region and oversee projects and outcomes that facilitate the advancement of infrastructure and planning opportunities in the SEQ Region.

The Infrastructure and Planning Committee will achieve this by:

1. Providing advice to the Council of Mayors (SEQ) Board on policy and legislation to ensure that Infrastructure and Planning issues are addressed appropriately.
2. Encouraging collaboration between member councils on strategic regional Infrastructure and Planning issues as identified by the Mayors.
3. Facilitating networking and information exchange by communicating with member councils, other levels of government and the private sector.
4. Group members reporting back to their respective councils.

It will be supported by the Infrastructure and Planning Coordinator in Council of Mayors (SEQ).

1.3 OBJECTIVES

The Council of Mayors (SEQ) Infrastructure and Planning Committee has been established to provide a forum for member councils to explore coordinated strategic Infrastructure and Planning within the region.

The Committee's general responsibilities include:

1. Provide strategic advice and recommendations to the Council of Mayors (SEQ) Board on strategic and policy issues related to the goals and objectives of the Council of Mayors (SEQ) Strategic Plan
2. Respond to tasks identified by the Council of Mayors (SEQ) Board
3. Prepare and approve advocacy and project plans
4. Contribute to the development of regional policy positions for consideration by the Council of Mayors (SEQ) Board
5. Contribute to the development of agendas for their meetings
6. Contribute information and advice for input by the Council of Mayors (SEQ) Board to external regional bodies, including the Regional Planning Committee and other regional bodies.

The targets and milestones from the current adopted Council of Mayors (SEQ) Strategic Plan will be used to drive the agenda of the Committee.

1.4 MEMBERSHIP

The Council of Mayors (SEQ) Board at the meeting of 26 September 2014 approved the following membership of the Committee:

Council	Councillor
Brisbane City Council	Cr Adrian Schrunner Cr Ian McKenzie (<i>Proxy</i>)
City of Gold Coast	Cr Cameron Caldwell Cr Lex Bell (<i>Proxy</i>)
Ipswich City Council	Cr Paul Tully
Lockyer Valley Regional Council	Cr Janice Holstein Cr Katy McLean (<i>Proxy</i>)
Logan City Council	Cr Cherie Dalley Cr Don Petersen (<i>Proxy</i>)
Moreton Bay Regional Council	Cr Mike Gillam (Deputy Chair) Cr Adrian Raedel (<i>Proxy</i>)
Noosa Council	Cr Frank Wilkie
Redland City Council	Mayor Karen Williams Cr Julie Talty (<i>Proxy</i>)
Scenic Rim Regional Council	Mayor John Brent (Committee Chair) Cr Jennifer Sanders (<i>Proxy</i>)
Somerset Regional Council	Cr Dan Hall Cr Jim Madden (<i>Proxy</i>)
Sunshine Coast Council	Cr Rick Baberowski Cr Tim Dwyer
Toowoomba Regional Council	Cr Carol Taylor Cr Bill Cahill (<i>Proxy</i>)

Other attendees at the meeting include the Council of Mayors (SEQ) officers and senior Council officers as invited by the Mayor.

1.5 WORKING ARRANGEMENTS

Committees will generally be scheduled prior to each Council of Mayors (SEQ) Board meeting in consultation with the Chair. The schedule allows time for the Committee meeting reports to be included in the Board agenda papers circulated two weeks prior to each meeting. Dates will be set in advance for the year where possible.

Committee agendas will be forwarded two weeks prior to each meeting and the minutes of Committee meetings will be circulated approximately one week following the relevant meeting.

1.6 DELEGATIONS OF AUTHORITY

The Board has not delegated executive authority to this Committee



TERMS OF REFERENCE

Waterways and Environment Committee

Version: V1.0

Date: 26 September 2014

Document Signoff

Version History

Version	Author	Change	Date
0.1	Scott Smith	Initial Draft	12 September 2014
1.0	Nicola Woodcock	Amended and adopted by Board	26 September 2014

Distribution List

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Distribution date:

Council of Mayors (SEQ) Sign-off

Meeting Date: 26 September 2014

Adopted: Item 4.3

Chair: Cr Graham Quirk

Signature:

Date:

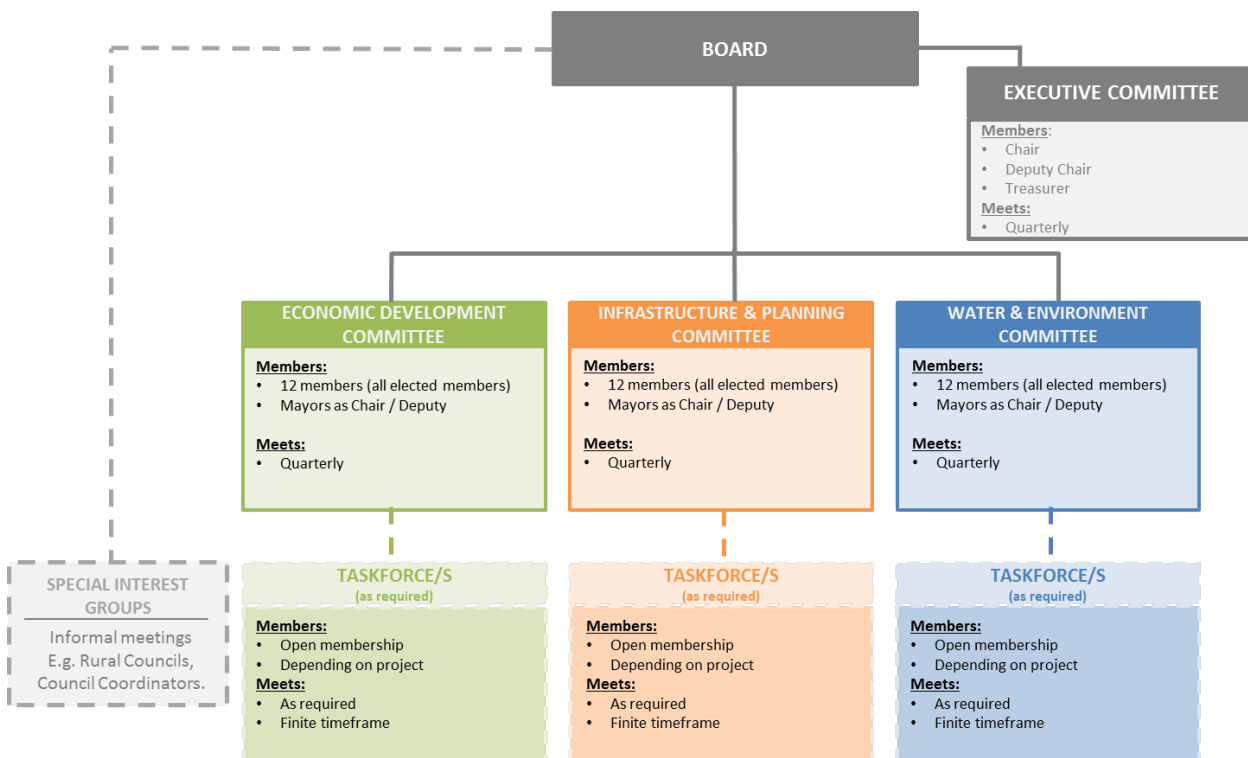
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Document Received

Name	Position	Signature	Date
Cr Karen Williams	Chair		
Cr Victor Attwood	Deputy Chair		

1.1 BACKGROUND

The Council of Mayors (SEQ) Board meeting on July 25 2014 approved a proposal by the Executive Director to restructure the organisation's Committees and Taskforces to better align with the adopted Strategic Plan and resourcing. As a result, the Council of Mayors (SEQ) will establish four (4) standing committees which are responsible for forming a regional view on relevant policy, legislation, projects and guidelines. These will be the Executive Committee, Economic Development Committee, Infrastructure and Planning Committee and Water and Environment Committee. The overall structure and reporting lines are shown in the following diagram.



The Committees provide the means by which advocacy plans are developed, positions are formed and project delivery is monitored. Membership will comprise elected representatives and each member council can invite officers to attend meetings as advisers and participants, with additional issue-specific representatives invited to join as required. The Chair and Deputy Chair will ideally be Mayors to provide a strong leadership for the committee and a link back to the Board.

The Committees will focus on strategic issues that link to the relevant goals and objectives of the Council of Mayors (SEQ) as outlined in the annual Strategic Plan.

If additional assistance is required by a Committee, it is preferred that Committees establish short-term and task-specific taskforces rather than standing technical officer groups. All supporting groups must be approved by the Committee.

Routine issues related to the goals and objectives of the Council of Mayors (SEQ) will be referred to the relevant Committee by the secretariat to bring a response back to the Council of Mayors (SEQ) Board. The Council of Mayors (SEQ) secretariat will support the planning and implementation of advocacy on issues aligned to the Strategic Plan, and provide the secretariat function for the Committees.

1.2 PURPOSE

The Waterways and Environment Committee will operate to develop Council of Mayors (SEQ)'s hosted collaboration role in relation to waterways and environment issues facing the region and oversee projects and outcomes that facilitate the advancement of waterways and environment opportunities in the SEQ Region.

The Waterways and Environment Committee will achieve this by:

1. Providing advice to the Council of Mayors (SEQ) Board on policy and legislation to ensure that Waterways and Environment issues are addressed appropriately.
2. Encouraging collaboration between member councils on strategic regional waterways, waste management and environment issues as identified by the Mayors.
3. Facilitating networking and information exchange by communicating with member councils, other levels of government and the private sector.
4. Group members reporting back to their respective councils.

It will be supported by the Waterways and Environment Coordinator in Council of Mayors (SEQ).

1.3 OBJECTIVES

The Council of Mayors (SEQ) Waterways and Environment Committee has been established to provide a forum for member councils to explore coordinated strategic waterways, waste management and environment within the region.

The Committee's general responsibilities include:

1. Provide strategic advice and recommendations to the Council of Mayors (SEQ) Board on strategic and policy issues related to the goals and objectives of the Council of Mayors (SEQ) Strategic Plan
2. Respond to tasks identified by the Council of Mayors (SEQ) Board
3. Prepare and approve advocacy and project plans
4. Contribute to the development of regional policy positions for consideration by the Council of Mayors (SEQ) Board
5. Contribute to the development of agendas for their meetings
6. Contribute information and advice for input by the Council of Mayors (SEQ) Board to external regional bodies.

The targets and milestones from the current adopted Council of Mayors (SEQ) Strategic Plan will be used to drive the agenda of the Committee.

1.4 MEMBERSHIP

The Council of Mayors (SEQ) Board at the meeting of 26 September 2014 approved the following membership of the Committee:

Council	Councillor
Brisbane City Council	Cr Matthew Bourke Cr Fiona King (<i>Proxy</i>)
City of Gold Coast	Cr Paul Taylor Cr William Owen-Jones (<i>Proxy</i>)
Ipswich City Council	Cr Victor Attwood (Deputy Chair)
Lockyer Valley Regional Council	Cr Jim McDonald Cr Derek Pingel (<i>Proxy</i>)
Logan City Council	Cr Trevina Schwarz Cr Russell Lutton (<i>Proxy</i>)
Moreton Bay Regional Council	Cr Peter Flannery Cr Gary Parson (<i>Proxy</i>)
Noosa Council	Cr Tony Wellington
Redland City Council	Mayor Karen Williams (Committee Chair) Cr Lance Hewlett (<i>Proxy</i>)
Scenic Rim Regional Council	Cr Nadia O'Carroll Cr Rick Stanfield (<i>Proxy</i>)
Somerset Regional Council	Cr Kirsten Moriarty Cr Helen Brieschke (<i>Proxy</i>)
Sunshine Coast Council	Cr Jenny McKay
Toowoomba Regional Council	Cr Nancy Sommerfield Cr Sue Englart (<i>Proxy</i>)

Other attendees at the meeting include the Council of Mayors (SEQ) officers and senior Council officers as invited by the Mayor.

1.5 WORKING ARRANGEMENTS

Committees will generally be scheduled prior to each Council of Mayors (SEQ) Board meeting in consultation with the Chair. The schedule allows time for the Committee meeting reports to be included in the Board agenda papers circulated two weeks prior to each meeting. Dates will be set in advance for the year where possible.

Committee agendas will be forwarded two weeks prior to each meeting and the minutes of Committee meetings will be circulated approximately one week following the relevant meeting.


1.6 DELEGATIONS OF AUTHORITY

The Board has not delegated executive authority to this Committee.

12.3 COMMUNITY AND CUSTOMER SERVICES**12.3.1 DECISIONS MADE UNDER DELEGATED AUTHORITY FOR CATEGORY 1, 2 AND 3 DEVELOPMENT APPLICATIONS**

Objective Reference: A1642167
Reports and Attachments (Archives)

Attachment: [Decisions Made Under Delegated Authority 14.02.2016 to 09.04.2016](#)

Authorising Officer: 
Louise Rusan
General Manager Community and Customer Services

Responsible Officer: David Jeanes
Group Manager City Planning and Assessment

Report Author: Natalie Manning
Senior Business 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 General Meeting for a decision.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Elliott
Seconded by: Cr P Gleeson

That Council resolves to note this report.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

Decisions Made Under Delegated Authority 14.02.2016 to 20.02.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
MCU012994	Dual Occupancy	Category1	Strickland Certification Pty Ltd	56 Rose Street, Ormiston QLD 4160	Permissible Change	15/02/2016	Development Permit	1
BWP003408	Design & Siting - Dwelling	Category1	Antech Constructions Pty Ltd	22 George Street, Ormiston QLD 4160	ConRef	17/02/2016	Approved	1
BWP003338	Design and Siting - Domestic Outbuilding	Category1	Lockyer Sheds	3 Cook Street, Amity QLD 4183	ConRef	16/02/2016	Approved	2
BWP003392	Combined Design & Siting & Building over Sewer - Dwelling	Category1	Bartley Burns Certifiers & Planners	42 Russell Street, Cleveland QLD 4163	ConRef	18/02/2016	Approved	2
BWP002157	Design & Siting - Dwelling House x 31	Category1	Henley Properties Qld Pty Ltd	284-286 Redland Bay Road, Thornlands QLD 4164	Permissible Change	18/02/2016	Development Permit	4
BWP003386	Design & Siting - Dwelling	Category1	Coral Homes (Qld) Pty Ltd	27A Oakland Avenue, Redland Bay QLD 4165	ConRef	17/02/2016	Approved	5
MCU013676	Dwelling and Shed - ADA	Category1	Bay Island Designs	14 Koonwarra Parade, Macleay Island QLD 4184	Code Assessment	18/02/2016	Development Permit	5
BWP003377	Design and Siting - Dwelling	Category1	Approve It Building Services	71 Sarsenet Circuit, Mount Cotton QLD 4165	ConRef	17/02/2016	Approved	6
BWP003382	Design & Siting - Dwelling	Category1	Clarendon Homes Qld Pty Ltd	268 German Church Road, Mount Cotton QLD 4165	ConRef	17/02/2016	Approved	6
BWP003384	Design & Siting - Carport	Category1	The Certifier Pty Ltd	1 Jagera Place, Mount Cotton QLD 4165	ConRef	17/02/2016	Approved	6
BWP003387	Design & Siting - Dwelling	Category1	Simonds Homes	65 Sarsenet Circuit, Mount Cotton QLD 4165	ConRef	18/02/2016	Approved	6
BWP003394	Design & Siting - Carport	Category1	Applied Building Approvals	5 Magnetic Place, Redland Bay QLD 4165	ConRef	18/02/2016	Approved	6

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
BWP003398	Design and Siting - Shed	Category1	Queensland Shed Markets	13-15 Winston Road, Sheldon QLD 4157	ConRef	19/02/2016	Approved	6
MCU013658	Dwelling House	Category1	Dixon Homes Pty Ltd (Sherwood)	303 Redland Bay Road, Capalaba QLD 4157	Code Assessment	17/02/2016	Development Permit	7
ROL006011	Standard Format - 1 into 2 Lots	Category1	Statewide Survey Group Pty Ltd Consulting Surveyors	30 Bayford Street, Birkdale QLD 4159	Code Assessment	15/02/2016	Development Permit	8
BWP003388	Design & Siting - Carport	Category1	The Certifier Pty Ltd	16 Archer Place, Wellington Point QLD 4160	ConRef	17/02/2016	Approved	8
MCU013660	Combined Dwelling House & Domestic	Category1	Gary Marshall Marian Marshall	30 Stanley Street, Capalaba QLD 4157	Code Assessment	17/02/2016	Development Permit	9
BWP003389	Design & Siting - Shed	Category1	Bartley Burns Certifiers & Planners	9 Mitchell Street, Capalaba QLD 4157	ConRef	18/02/2016	Approved	9
BWP003383	Design & Siting - Carport	Category1	The Certifier Pty Ltd	16 Boambillee Street, Thorneside QLD 4158	ConRef	16/02/2016	Approved	10
Category 2								
OPW001962	Operational Works - ROL 1 into 2	Category2	David James Entwistle	6 Base Street, Victoria Point QLD 4165	Code Assessment	18/02/2016	Development Permit	4
MCU012655	Dwelling House	Category2	Bay Island Designs	5 Koonwarra Parade, Macleay Island QLD 4184	Extension to Relevant Period	15/02/2016	Approved	5
MCU013536	New Emergency Services Building	Category2	Bay Island Designs	10-16 Lucas Drive, Lamb Island QLD 4184	Permissible Change	16/02/2016	Development Permit	5
OPW001880	Operational Works - 16 Lots	Category2	Urban Engineering Solutions Pty Ltd	119 Bunker Road, Victoria Point QLD 4165	Permissible Change	15/02/2016	Development Permit	6
OPW001931	Excavation, Erosion & Sediment Management (Civil & Landscaping)	Category2	DRW Consulting	87-89 Boundary Road, Thornlands QLD 4164	Compliance Assessment3	19/02/2016	Compliance Certificate	6

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
MCU013613	Multple Dwelling - 13 dwellings	Category2	Wolter Consulting Group	39-41 Surman Street East, Birkdale QLD 4159	Code Assessment	19/02/2016	Development Permit	8
OPW001949	Operational Works - Prescribed Tidal Works - Associated with dredging of the Aquatic Paradise Canal Estate	Category2	Redland City Council	17 Boom Court, Birkdale QLD 4159	Code Assessment	18/02/2016	Development Permit	10

Decisions Made Under Delegated Authority 21.02.2016 to 27.02.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
OPW001688	Advertising Device	Category1	Redland City Council As Trustee Redland Performing Arts Centre	Redlands Performing Arts Centre, 2-16 Middle Street, Cleveland QLD 4163	Permissible Change	26/02/2016	Development Permit	2
BWP003169	Additions	Category1	The Certifier Pty Ltd	10 Bowsprit Parade, Cleveland QLD 4163	Code Assessment	26/02/2016	Development Permit	2
BWP003399	Design and Siting - Dwelling House	Category1	Bartley Burns Certifiers & Planners	21 Vassi Concord, Cleveland QLD 4163	Concurrence Agency Response	23/02/2016	Approved	2
BWP003365	Design & Siting - Carport	Category1	The Certifier Pty Ltd	5 Hopgood Close, Thornlands QLD 4164	Concurrence Agency Response	25/02/2016	Approved	3
ROL005998	Standard Format: 1 into 2 Lots	Category1	East Coast Surveys Pty Ltd	8 Heeler Court, Redland Bay QLD 4165	Code Assessment	25/02/2016	Development Permit	4
MCU013671	Dwelling and shed	Category1	Bay Island Designs	45 Attunga Street, Macleay Island QLD 4184	Code Assessment	24/02/2016	Development Permit	5
MCU013677	Dwelling and Shed - ADA	Category1	Bay Island Designs	10 Canaipa Road, Russell Island QLD 4184	Code Assessment	26/02/2016	Development Permit	5
MCU013684	DWELLING HOUSE - ADA	Category1	Zebra Design And Build	7-9 Frenchem Terrace, Macleay Island QLD 4184	Code Assessment	25/02/2016	Development Permit	5
ROL006010	Standard Format - 4 into 8 Lots	Category1	Carndale Pty Ltd	Redlands Business Park, 40-42 Jardine Drive, Redland Bay QLD 4165	Code Assessment	25/02/2016	Development Permit	6
BWP003359	Combined Design and Siting and Build Over or Near Underground Infrastructure - Dwelling	Category1	Coral Homes (Qld) Pty Ltd	261 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	25/02/2016	Approved	6

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
BWP003393	Design & Siting - Dwelling	Category1	Suncoast Building Approvals	2 Lacebark Close, Mount Cotton QLD 4165	Concurrence Agency Response	22/02/2016	Approved	6
MCU013631	Dual Occupancy	Category1	JDC Designs & Planning Marina Nikolic As Trustee	81 Vienna Road, Alexandra Hills QLD 4161	Code Assessment	23/02/2016	Development Permit	7
MCU013461	Dual Occupancy	Category1	Jayantha Maduragoda Gamage JDC Designs & Planning	25 Currawong Drive, Birkdale QLD 4159	Permissible Change	26/02/2016	Development Permit	8
BWP003380	Combined Design and Siting and Build Over or Near Underground Infrastructure - Dwelling House	Category1	Building Code Approval Group Pty Ltd	111A Spurs Drive, Wellington Point QLD 4160	Concurrence Agency Response	24/02/2016	Approved	8
BWP003402	Design and Siting - Dwelling House	Category1	Impact Homes Pty Ltd	16A Nottinghill Street, Birkdale QLD 4159	Concurrence Agency Response	22/02/2016	Approved	8
BWP003397	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	1 Cencig Street, Birkdale QLD 4159	Concurrence Agency Response	23/02/2016	Approved	10
BWP003401	Design & Siting - Secondary Dwelling, Carport and Boatport	Category1	Applied Building Approvals	11 Wahoo Court, Birkdale QLD 4159	Concurrence Agency Response	24/02/2016	Approved	10
BWP003403	Design and Siting - Dwelling House	Category1	Bartley Burns Certifiers & Planners	Star Place, 4 Zephyr Court, Birkdale QLD 4159	Concurrence Agency Response	24/02/2016	Approved	10
BWP003404	Design and Siting - Dwelling House	Category1	Bartley Burns Certifiers & Planners	Star Place, 4A Zephyr Court, Birkdale QLD 4159	Concurrence Agency Response	24/02/2016	Approved	10

Decisions Made Under Delegated Authority 28.02.2016 to 05.03.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
ROL006007	Standard Format 1 lot into 2	Category1	Rosemary Jean Rowe	140 Wellington Street, Ormiston QLD 4160	Code Assessment	29/02/2016	Development Permit	1
MCU013552	Multiple Dwelling - 5 townhouses	Category1	Development Management Solutions Pty Ltd	159 Middle Street, Cleveland QLD 4163	Code Assessment	3/03/2016	Development Permit	2
ROL006006	Standard Format - 1 into 4 Lots	Category1	Microwell Pty Ltd	83 Princess Street, Cleveland QLD 4163	Code Assessment	1/03/2016	Development Permit	2
BWP003414	Design & Siting - Dwelling	Category1	Bartley Burns Certifiers & Planners	7 Dell Street, Cleveland QLD 4163	ConRef	3/03/2016	Approved	2
BWP003400	Design & Siting - Carport	Category1	The Certifier Pty Ltd	12 Wobur Street, Cleveland QLD 4163	ConRef	4/03/2016	Approved	3
BWP003412	Combined Design & Siting - Dwelling & BOS	Category1	Bartley Burns Certifiers & Planners	29 Ziggys Drive, Thornlands QLD 4164	ConRef	1/03/2016	Approved	3
BWP003416	Design & Siting - Patio, Carport & Shed & Building over of near Infrastructure	Category1	Building Code Approval Group Pty Ltd	21-23 Beach Street, Cleveland QLD 4163	ConRef	3/03/2016	Approved	3
BWP003421	Design and Siting - boundary setback	Category1	Platinum Building Approvals	22 South Street, Thornlands QLD 4164	ConRef	3/03/2016	Approved	3
BWP003422	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	22A South Street, Thornlands QLD 4164	ConRef	4/03/2016	Approved	3
BWP003424	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	24A South Street, Thornlands QLD 4164	ConRef	3/03/2016	Approved	3
BWP003385	Design & Siting - Garage	Category1	Applied Building Approvals	31 Taylor Street, Russell Island QLD 4184	ConRef	3/03/2016	Approved	5
BWP003409	Design & Siting - Carport	Category1	The Certifier Pty Ltd	11 Lancaster Circuit, Redland Bay QLD 4165	ConRef	1/03/2016	Approved	5

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
MCU013687	Dwelling House - ADA	Category1	Natalie Sprite	43 Perulpa Drive, Lamb Island QLD 4184	Code Assessment	2/03/2016	Development Permit	5
BWP003437	Design and Siting - Shed	Category1	All Approvals Pty Ltd	90 Penzance Drive, Redland Bay QLD 4165	ConRef	4/03/2016	Approved	5
BWP003410	Design & Siting - Dwelling	Category1	Metricon Homes Pty Ltd	4 Vanstone Way, Redland Bay QLD 4165	ConRef	29/02/2016	Approved	6
BWP003411	Combined Design & Siting - Dwelling & BOS	Category1	Impact Homes Pty Ltd	263 German Church Road, Mount Cotton QLD 4165	ConRef	2/03/2016	Approved	6
BWP003413	Design & Siting - Dwelling	Category1	Simmonds Homes	30 Golden Wattle Avenue, Mount Cotton QLD 4165	ConRef	3/03/2016	Approved	6
OPW001978	Operational Works - Domestic Driveway Crossover	Category1	Gregory Keith Philp	16 Blaxland Street, Capalaba QLD 4157	Code Assessment	29/02/2016	Development Permit	9
BWP003425	Design and Siting - Dwelling House	Category1	Applied Building Approvals	16 Platypus Court, Capalaba QLD 4157	ConRef	29/02/2016	Approved	9
BWP003390	Combined - Design & Siting and Build over or near relevant infrastructure - Dwelling House	Category1	Madison Construction	9 Baywalk Place, Thorneside QLD 4158	ConRef	2/03/2016	Approved	10
Category 2								
OPW001904	Operational Works - Prescribed Tidal Works Pontoon	Category2	Philip Murray Impey	22 Piermont Place, Cleveland QLD 4163	Code Assessment	4/03/2016	Development Permit	2
MCU012783	Dwelling House	Category2	Bruce Clayton Victor Dean	59 Main View Drive, Russell Island QLD 4184	Code Assessment	29/02/2016	Approved	5

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
OPW001976	Operational works - Renaissance Retirement village -	Category2	Renaissance Victoria Point Pty Ltd	36-40 Bunker Road, Victoria Point QLD 4165	Compliance Assessment2	2/03/2016	Approved	6
Category 3								
MCU013418	Multiple Dwelling x 5	Category3	East Coast Surveys Pty Ltd	3 Seabreeze Court, Ormiston QLD 4160	Negotiated Decision	4/03/2016	Development Permit	1

Decisions Made Under Delegated Authority 06.03.2016 to 12.03.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Divisions
Category 1								
BWP003433	Design and Siting - Dwelling House	Category1	Dixon Homes Pty Ltd (Sherwood)	14 Kefford Street, Wellington Point QLD 4160	ConRef	10/03/2016	Approved	1
MCU013674	Dwelling House and Private Swimming Pool	Category1	Building Code Approval Group Pty Ltd Resort Homes Brisbane Pty Ltd	23 Seacrest Court, Cleveland QLD 4163	Code Assessment	8/03/2016	DevPermit1	2
BWP003419	Design & Siting - Dwelling House & garage	Category1	Steve Bartley & Associates Pty Ltd	8A Angela Crescent, Cleveland QLD 4163	ConRef	7/03/2016	Approved	2
BWP003426	Design & Siting - Dwelling House	Category1	Steve Bartley & Associates Pty Ltd	146 Bay Street, Cleveland QLD 4163	ConRef	7/03/2016	Approved	2
BWP003423	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	24 South Street, Thornlands QLD 4164	ConRef	7/03/2016	Approved	3
MCU013690	Home Business - ADA	Category1	Jackie Collison	21 Chardonnay Court, Thornlands QLD 4164	Code Assessment	8/03/2016	DevPermit1	3
BWP003434	Design and Siting - Dwelling House	Category1	Javica Investments Pty Ltd	14 Poppy Street, Thornlands QLD 4164	ConRef	10/03/2016	Approved	4
ROL005954	Standard Format: 1 into 3 lots	Category1	Gavin John Buhse	22-28 Dart Street, Redland Bay QLD 4165	Permissible Change	8/03/2016	DevPermit1	5
BWP003438	Design & Siting - Carport	Category1	Laurence Henry Gyles	2 Walnut Court, Macleay Island QLD 4184	ConRef	11/03/2016	Approved	5
MCU013698	Overlay Assessment - Alfresco Area, Garage, House, Porch	Category1	Inspire Style And Living Pty Ltd	5 Tomarah Court, Redland Bay QLD 4165	Code Assessment	11/03/2016	DevPermit1	6
BWP003443	Design and Siting - Carport	Category1	DBR Building Certification	7 Sagamore Street, Capalaba QLD 4157	ConRef	8/03/2016	Approved	9

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Divisions
ROL006012	Boundary Realignment	Category1	Kevin Holt Consulting	62 Collingwood Road, Birkdale QLD 4159	Code Assessment	8/03/2016	DevPermit1	10
BWP003428	Design and Siting	Category1	Bartley Burns Certifiers & Planners	55 Birkdale Road, Birkdale QLD 4159	ConRef	7/03/2016	Approved	10
BWP003429	Design and Siting	Category1	Cyber Drafting & Design	2 Moloaa Crescent, Birkdale QLD 4159	ConRef	9/03/2016	Approved	10
BWP003431	Design and Siting - Dwelling House	Category1	Dixon Homes Pty Ltd (Sherwood)	300-302 Birkdale Road, Birkdale QLD 4159	ConRef	9/03/2016	Approved	10
BWP003432	Design and Siting - Dwelling House	Category1	Dixon Homes Pty Ltd (Sherwood)	300-302 Birkdale Road, Birkdale QLD 4159	ConRef	9/03/2016	Approved	10
Category 2								
OPW001947	Combined Operational Works and Landscape Works - ROL 1 into 5	Category2	AJFM Enterprises Pty Ltd	18-26 Duke Street, Wellington Point QLD 4160	Code Assessment	10/03/2016	DevPermit1	1
OPW001983	Operational Works - Prescribed Tidal Works - Pontoon	Category2	Aqua Pontoons Pty Ltd	9 Sentinel Court, Cleveland QLD 4163	Code Assessment	9/03/2016	DevPermit1	2
OPW001971	Multiple Dwellings x 63 units (across 6 stages)	Category2	Sutgold Pty Ltd	212 Colburn Avenue, Victoria Point QLD 4165	Compliance Assessment	7/03/2016	CompCert	4
OPW001977	Landscaping Works - Renaissance - Stage 32 - 7 x Units	Category2	Renaissance Victoria Point Pty Ltd	36-40 Bunker Road, Victoria Point QLD 4165	Compliance Assessment	8/03/2016	Approved	6
MCU013698	Overlay Assessment - Alfresco Area, Garage, House, Porch	Category2	Platinum Building Approvals	5 Tomarah Court, Redland Bay QLD 4165	Code Assessment	11/03/2016	DevPermit1	6
MCU013625	Vehicle Repair Premises	Category2	Autosports Castle Hill Pty Ltd	50-52 Redland Bay Road, Capalaba QLD 4157	Impact Assessment	11/03/2016	DevPermit1	9

Decisions Made Under Delegated Authority 13.03.2016 to 19.03.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
MCU013683	Dwelling House in Overlays	Category1	Osman Designs	13 Morris Street, Ormiston QLD 4160	Code Assessment	18/03/2016	Development Permit	1
BWP003449	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	106-112 Delancey Street, Ormiston QLD 4160	ConRef	17/03/2016	Approved	1
BWP003450	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	106-112 Delancey Street, Ormiston QLD 4160	ConRef	17/03/2016	Approved	1
ROL006014	Standard Format - 1 into 2	Category1	Suzanne Kate Hembrow	16 Portsmouth Place, Cleveland QLD 4163	Code Assessment	18/03/2016	Development Permit	2
BWP003448	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	4A Nicole Street, Cleveland QLD 4163	ConRef	17/03/2016	Approved	2
ROL006000	Detached Dwelling and Subdivision 1 into 2 lots	Category1	Allan Van Planning Pty Ltd Leigh Kristen De Silva	6 Lexia Court, Thornlands QLD 4164	Code Assessment	17/03/2016	Development Permit	3
BWP003424	Design and Siting - Boundary Setback	Category1	Platinum Building Approvals	24A South Street, Thornlands QLD 4164	Permissible Change	18/03/2016	Development Permit	3
BWP003466	Design and Siting - Dwelling	Category1	Allan Van Planning Pty Ltd Leigh Kristen De Silva	6 Lexia Court, Thornlands QLD 4164	ConRef	16/03/2016	Approved	3
MCU013501	Dual Occupancy	Category1	Dixon Homes Pty Ltd (Sherwood)	69 Benfer Road, Victoria Point QLD 4165	Code Assessment	14/03/2016	Development Permit	4
BWP003446	Design and Siting - Dwelling House	Category1	David James Entwistle	6 Base Street, Victoria Point QLD 4165	ConRef	14/03/2016	Approved	4
BWP002964	Design & Siting - Dwelling House	Category1	Steven Christopher Coles	13 Topaz Street, Russell Island QLD 4184	Permissible Change	16/03/2016	Development Permit	5
MCU013682	Dwelling House & Shed	Category1	Bay Island Designs	31 Attunga Street, Macleay Island QLD 4184	Code Assessment	14/03/2016	Development Permit	5
BWP003441	Design & Siting - Domestic Addition	Category1	Ashcroft Architects Pty Ltd (Redland Bay)	1A Bay Street, Redland Bay QLD 4165	ConRef	15/03/2016	Approved	5

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
BWP003314	Design & Siting - Fence & Carport	Category1	Applied Building Approvals	18 Settlers Circuit, Mount Cotton QLD 4165	ConRef	15/03/2016	Approved	6
BWP003405	Design and Siting - Shed	Category1	Bartley Burns Certifiers & Planners	717-721 Mount Cotton Road, Sheldon QLD 4157	ConRef	16/03/2016	Approved	6
MCU013685	Dwelling House	Category1	Dixon Homes Pty Ltd (Sherwood)	5 Beasley Drive, Redland Bay QLD 4165	Code Assessment	16/03/2016	Development Permit	6
MCU013686	Dual Occupancy	Category1	Temptation Homes Pty Ltd	1 Joshua Place, Redland Bay QLD 4165	Code Assessment	17/03/2016	Development Permit	6
BWP003452	Design and Siting	Category1	Impact Homes Pty Ltd	28 Golden Wattle Avenue, Mount Cotton QLD 4165	ConRef	17/03/2016	Approved	6
BWP003454	Design & Siting - Shed	Category1	Craig Ian Currey	12 Flindersia Drive, Mount Cotton QLD 4165	ConRef	18/03/2016	Approved	6
BWP003455	Design and Siting - Detached Dwelling	Category1	BA Group Australia Pty Ltd McCarthy Homes (QLD) Pty Ltd	274 German Church Road, Mount Cotton QLD 4165	ConRef	18/03/2016	Approved	6
BWP003447	Design & Siting - Outbuilding	Category1	Strickland Certification Pty Ltd	1 Sevenoaks Street, Alexandra Hills QLD 4161	ConRef	17/03/2016	Approved	7
MCU013565	Multiple Dwelling (3 Units)	Category1	Steffan Town Planning	164 Finucane Road, Alexandra Hills QLD 4161	Code Assessment	16/03/2016	Development Permit	8
ROL006015	Standard Format: 1 into 2 Lots	Category1	Marcelo Gulman	140 Allenby Road, Wellington Point QLD 4160	Code Assessment	15/03/2016	Development Permit	8
OPW001980	Advertising Device	Category1	Boystown	20 Loraine Street, Capalaba QLD 4157	Code Assessment	16/03/2016	Development Permit	9
BWP003451	Design and Siting - Additions	Category1	Elaine L Cox Richard Lionel Cox	1 Willowie Crescent, Capalaba QLD 4157	ConRef	18/03/2016	Approved	9
MCU013681	Combined Dwelling House and Domestic Outbuilding	Category1	Country Building Approvals	37 David Street, Thorneside QLD 4158	Code Assessment	14/03/2016	Development Permit	10

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
BWP003427	Domestic Outbuilding	Category1	Strickland Certification Pty Ltd	24 Keel Street, Birkdale QLD 4159	Code Assessment	18/03/2016	Development Permit	10
BWP003444	Design & Siting - Dwelling House	Category1	James Michael South	29 Bandiera Street, Birkdale QLD 4159	ConRef	14/03/2016	Approved	10
Category 2								
MCU013680	Refreshment establishment	Category2	Michell Town Planning & Development	27 Mooloomba Road, Point Lookout QLD 4183	Code Assessment	15/03/2016	Development Permit	2
MCU013582	Intensive agriculture	Category2	East Coast Surveys Pty Ltd	89-93 Giles Road, Redland Bay QLD 4165	Code Assessment	15/03/2016	Development Permit	6
Category 3								
ROL005958	Stage 1 - Standard Format - 5 into 100 lots	Category3	Sutgold Pty Ltd	Falkirk Parade, Redland Bay QLD 4165	Impact Assessment	15/03/2016	Development Permit	5

Decisions Made Under Delegated Authority 20.03.2016 to 26.03.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
BWP003465	Design and Siting - Domestic Additions	Category1	Cert 1 Private Building Certification	19 Angela Crescent, Cleveland QLD 4163	Concurrence Agency Response	24/03/2016	Approved	2
ROL006005	Standard Format: 1 into 2	Category1	Harry Pty Ltd	109 Colburn Avenue, Victoria Point QLD 4165	Code Assessment	21/03/2016	Development Permit	4
BWP003461	Design & Siting - Carport	Category1	Mark Lionel Harris	62 Point O'Halloran Road, Victoria Point QLD 4165	Concurrence Agency Response	22/03/2016	Approved	4
BWP003430	Shed	Category1	Ross Galvin	86-90 Avalon Road, Sheldon QLD 4157	Code Assessment	22/03/2016	Development Permit	6
MCU013702	Dwelling House	Category1	Checkpoint Building Surveyors (Coomera)	2 Joshua Place, Redland Bay QLD 4165	Code Assessment	23/03/2016	Development Permit	6
MCU013715	Dwelling House - Overlay Assessment	Category1	Clarendon Homes Qld Pty Ltd Professional Certification Group	8 Beasley Drive, Redland Bay QLD 4165	Code Assessment	23/03/2016	Development Permit	6
MCU013716	Dwelling House - Overlay Assessment	Category1	Henley Properties Qld Pty Ltd	21 Vanstone Way, Redland Bay QLD 4165	Code Assessment	23/03/2016	Development Permit	6
BWP003418	Design & Siting - Shed	Category1	DBR Certification	13 Swallow Street, Thornlands QLD 4164	Concurrence Agency Response	21/03/2016	Approved	7
BWP003470	Design & Siting - Shed	Category1	Phillip Meads Pty Ltd	25 Palana Drive, Alexandra Hills QLD 4161	Concurrence Agency Response	24/03/2016	Approved	7
BWP003459	Design and Siting	Category1	ABC Certification Pty Ltd The Shed Company (Brisbane South)	40 Barron Road, Birkdale QLD 4159	Concurrence Agency Response	22/03/2016	Approved	8
BWP003463	Design & Siting - Carport	Category1	Janis Ann Clarke John Brian Clarke	31 Roger Street, Birkdale QLD 4159	Concurrence Agency Response	23/03/2016	Approved	10
Category 2								

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
MCU012380	Shop, Refreshment Establishment, Education Facility and Reconfiguring a Lot (1 into 3 Lots)	Category2	Sumvista Pty Ltd	623-635 Main Road, Wellington Point QLD 4160	Extension to Relevant Period	23/03/2016	Approved	1
OPW001998	Operational Works - Domestic Driveway Crossover	Category2	Thomas Marshall	235 Main Road, Wellington Point QLD 4160	Code Assessment	24/03/2016	Development Permit	1
OPW001989	Driveway Crossover	Category2	The Certifier Pty Ltd	10 Bowsprit Parade, Cleveland QLD 4163	Code Assessment	23/03/2016	Development Permit	2
OPW001994	Operational Works - Prescribed Tidal Works Pontoon	Category2	Aqua Pontoons Pty Ltd	29 Plymouth Court, Cleveland QLD 4163	Code Assessment	24/03/2016	Development Permit	2
OPW001990	Secondary Driveway Crossover	Category2	All Approvals Pty Ltd	90 Penzance Drive, Redland Bay QLD 4165	Code Assessment	21/03/2016	Development Permit	5
MCU013636	EXTENSIONS AND ALTERATIONS TO A SHOPPING CENTRE	Category2	Consult Planning	51 Cambridge Drive, Alexandra Hills QLD 4161	Code Assessment	23/03/2016	Development Permit	7
MCU013421	Development Permit for Material Change of Use for an extension to an existing Hotel and Tourist Accommodation (40 short-term accommodation (hotel) units).	Category2	Hill-Mac Pty Ltd	Alexandra Hills Hotel/Motel, 332 Finucane Road, Alexandra Hills QLD 4161	Permissible Change	24/03/2016	Development Permit	8

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
OPW001785.3	Combined Civil & Landscaping - Stage 3 - Shops Drive Through Refreshment and Commercial Offices	Category2	Erobin Holdings Pty Ltd As Trustee	110-114 Birkdale Road, Birkdale QLD 4159	Compliance Assessment3	24/03/2016	Compliance Certificate	10

Decisions Made Under Delegated Authority 27.03.2016 to 02.04.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
OPW002000	Operational Works - Domestic Driveway Crossover	Category1	Osman Designpac	216 Main Road, Wellington Point QLD 4160	Code Assessment	1/04/2016	Development Permit	1
BWP003462	Design & Siting - Outbuilding	Category1	Building Code Approval Group Pty Ltd	25 Gonzales Street, Amity QLD 4183	ConRef	29/03/2016	Approved	2
BWP003467	Design and Siting - Additions	Category1	William Edward Flowerday	52 Eastbourne Terrace, Macleay Island QLD 4184	ConRef	31/03/2016	Approved	5
ROL005926	Standard Format: 1 into 5 Lots	Category1	Bakdev Pty Ltd As Trustee	50 Bailey Road, Birkdale QLD 4159	Negotiated Decision	30/03/2016	Development Permit	8
ROL006017	Standard Format: 1 into 3 Lots	Category1	Building Code Approval Group Pty Ltd	37-43 Albert Street, Ormiston QLD 4160	Code Assessment	31/03/2016	Development Permit	8
Category 2								
OPW001986	Backyard Fill	Category2	Kim Marie Hadley Aaron Thomas Todd	7 Duchess Place, Cleveland QLD 4163	Code Assessment	31/03/2016	Development Permit	2
OPW001691.5	Operational Works - Stage 5 - ROL 33 Lots (known as Esperance Stage 5) CIVIL & LANDSCAPING	Category2	Sheehy & Partners Pty Ltd	376-386 Boundary Road, Thornlands QLD 4164	Code Assessment	30/03/2016	Development Permit	3
OPW001691.6	Operational Works - Stage 6 - ROL 17 Lots (known as Esperance Stage 6) CIVIL & LANDSCAPING	Category2	Sheehy & Partners Pty Ltd	376-386 Boundary Road, Thornlands QLD 4164	Code Assessment	30/03/2016	Development Permit	3
OPW001982	Operational Works – ROL 2 into 4	Category2	Bmj Designs	12-14 Maud Street, Birkdale QLD 4159	Code Assessment	29/03/2016	Development Permit	10


Decisions Made Under Delegated Authority 03.04.2016 to 09.04.2016

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 1								
ROL006013	BOUNDARY REALIGNMENT 2 INTO 2 LOTS	Category1	Ian Lesley Stubbs	9-11 Rose Street, Ormiston QLD 4160	Code Assessment	8/04/2016	Development Permit	1
BWP003471	Design & Siting - Domestic Additions	Category1	Bruce Elliott Kerry Elliott	7 Poloni Place, Wellington Point QLD 4160	ConRef	4/04/2016	Approved	1
ROL006019	Standard Format: 1 into 2 lots	Category1	East Coast Surveys Pty Ltd	12 Kinsail Court, Cleveland QLD 4163	Code Assessment	8/04/2016	Development Permit	2
MCU013694	Dwelling House	Category1	Casey Jackson Homes Pty Ltd	62-66 Ziegenfusz Road, Thornlands QLD 4164	Code Assessment	5/04/2016	Development Permit	3
BWP003474	Design & Siting - Patio	Category1	The Certifier Pty Ltd	8 Parklands Court, Victoria Point QLD 4165	ConRef	7/04/2016	Approved	4
MCU013695	New Dwelling & Shed - ADA	Category1	Bay Island Designs	9 Cluan Street, Macleay Island QLD 4184	Code Assessment	4/04/2016	Development Permit	5
MCU013696	Caretaker Dwelling	Category1	EA & EE Heidenreich Pty Ltd	118 Kingfisher Road, Mount Cotton QLD 4165	Code Assessment	6/04/2016	Development Permit	6
BWP003456	Design and Siting - 5 lots	Category1	Ingenious Homes Pty Ltd Pacific Approvals Pty Ltd	99 Sugargum Avenue, Mount Cotton QLD 4165	ConRef	6/04/2016	Approved	6
BWP003479	Design & Siting - Shed	Category1	Doric James Torkington Sharyn Lynette Torkington	2 Jennifer Street, Birkdale QLD 4159	ConRef	7/04/2016	Approved	8
BWP003458	Design and Siting - Front Set back	Category1	DBR Certification	21 Callaghan Way, Capalaba QLD 4157	ConRef	7/04/2016	Approved	9
MCU013701	Secondary Dwelling	Category1	Laa Tay	12 Caston Court, Birkdale QLD 4159	Code Assessment	7/04/2016	Development Permit	10
BWP003473	Design & Siting - Dwelling	Category1	Building Code Approval Group Pty Ltd	21 Hooper Street, Birkdale QLD 4159	ConRef	6/04/2016	Approved	10

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
Category 2								
OPW001969	Operational works for ROL 1 into 2	Category2	Kasey Marie Goetze Trent William Goetze	33 Hardy Road, Wellington Point QLD	Compliance Assessment	5/04/2016	Compliance Permit	1
OPW002001	Prescribed Tidal Works - Pontoon	Category2	Aqua Pontoons Pty Ltd	5 Martingale Court, Cleveland QLD 4163	Code Assessment	5/04/2016	Development Permit	2
OPW001988	Operational Works - ROL 1 into 2	Category2	HCE Engineers	75 Barron Road, Birkdale QLD 4159	Compliance Assessment	7/04/2016	Compliance Permit	8
Category 3								
ROL005924	Standard Format: 1 into 64 Lots	Category3	Harridan Pty Ltd C/- Cottrell Cameron & Steen Surveys	70-92 Muller Street, Redland Bay QLD 4165	Impact Assessment	4/04/2016	Development Permit	6

12.3.2 APPEALS LIST CURRENT AS AT 13 APRIL 2016

Objective Reference: A1642272
Reports and Attachments (Archives)

Authorising Officer: 
Louise Rusan
General Manager Community and Customer Services

Responsible Officer: David Jeanes
Group Manager City Planning and Assessment

Report Author: Kim Peeti
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 Infrastructure, Local Government and Planning (DILGP)

The DILGP provides a Database of Appeals (<http://www.dlg.qld.gov.au/resources/tools/planning-and-environment-court-appeals-database.html>) 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 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:		A minor change to the application was allowed by the Court on 4 November 2015. Mediation booked for 26 April 2016. The matter is listed for a hearing in May 2016.

2.	File Number:	Appeals 178, 179, 180 & 181 of 2015 (ROL005722 – ROL005725 inclusive)
Applicant:		Villa World Development Pty Ltd
Application Details:		Reconfiguring a Lot - 1 into 37 lots (Stage 4), 1 into 32 lots (Stage 5), 1 into 32 lots (Stage 6) and 1 into 33 lots (Stage 7).
Appeal Details:		Applicant appeals against refusal of request for Negotiated Infrastructure Charges Notices.
Current Status:		Court review set down for 5 May 2016.

3.	File Number:	Appeal 3441 of 2015 (MCU013378)
Applicant:		Urban Potentials Pty Ltd
Application Details:		Material Change of Use for a Service Station 4 – 6 Government Rd, Redland Bay
Appeal Details:		Applicant appeal against refusal.
Current Status:		Appeal filed in Court on 2 September 2015. Mediation set for 12 April 2016. Review set down for 19 April 2016.

4.	File Number:	Appeal 3474 of 2015 (ROL005815)
Applicant:		Palacio Property Group Pty Ltd
Application Details:		Reconfiguring a Lot (1 into 5 Lots) 188 – 200 Waterloo Street, Cleveland
Appeal Details:		Applicant appeal against refusal of conversion application.
Current Status:		Appeal filed in Court on 4 September 2015. Appeal to be discontinued or new court orders obtained. Next review date is in June 2016.

5.	File Number:	Appeal 3641 of 2015 (MCU012812)
Applicant:		King of Gifts Pty Ltd and HTC Consulting Pty Ltd
Application Details:		Material Change of Use for Combined Service Station (including car wash) and Drive Through Restaurant 604-612 Redland Bay, Road, Alexandra Hills
Appeal Details:		Applicant appeal against refusal.
Current Status:		Appeal filed in Court on 16 September 2015. WOP held December 2015. Direction orders obtained 18 February 2016. Mediation booked for 9 March 2016 with matter listed for review 31 March 2016.

6.	File Number:	Appeal 3988 of 2015 (MCU013389)
Applicant:		Yajoc Pty Ltd
Application Details:		Material Change of Use for 12 Multiple Dwelling Units 48 - 50 Little Shore St Cleveland
Appeal Details:		Applicant appeal against conditions.
Current Status:		Appeal filed in Court on 13 October 2015. Preliminary hearing on the early build issue deferred while parties discuss other options. Mediation held 7 April 2016. Review set down for 29 April 2016.

7.	File Number:	Appeal 4541 of 2015 (ROL005873)
Applicant:		Loncor Properties Pty Ltd
Application Details:		Reconfiguring a Lot (1 into 43 lots) 35-41 Wrightson Road, Thornlands
Appeal Details:		Applicant appeal against refusal.
Current Status:		Appeal filed in Court on 20 November 2015. Orders to progress to August hearing.

8.	File Number:	Appeals 4940 of 2015, 2 of 2016 and 44 of 2016 (MCU013296)
Applicant:		Lipoma Pty Ltd, Lanrex Pty Ltd and Victoria Point Lakeside Pty Ltd
Application Details:		Preliminary Approval for Material Change of Use for Mixed Use Development and Development Permit for Reconfiguring a Lot (1 into 2 lots) 128-144 Boundary Road, Thornlands
Appeal Details:		Submitter appeals against approval.
Current Status:		Appeals filed in Court on 18 December 2015, 4 January 2016 and 6 January 2016. Directions orders obtained 19 February 2016. Trial will be held in August 2016.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Elliott
Seconded by: Cr M Edwards

That Council resolves to note this report.


CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

12.3.3 MCU013558 – 4 WARDLEY STREET, CAPALABA

Objective Reference: A1481752
Reports and Attachments (Archives)

Attachment: [Proposal Plan](#)

Authorising Officer: 
Louise Rusan
General Manager Community and Customer Services

Responsible Officer: Stephen Hill
Acting Group Manager City Planning and Assessment

Report Author: Scott Pearson
Planning Officer

PURPOSE

This Category 4 application is referred to Council at the request of the Divisional Councillor. Council has received an application seeking a Development Permit for a Material Change of Use - Undefined Use (Rooming Accommodation) on land at 4 Wardley Street, Capalaba.

The application has been assessed against the relevant provisions of the Redlands Planning Scheme. The key issue identified in the assessment is:

- Whether the proposed use is in accordance with the intent of the Urban Residential Zone Code.

The application did not trigger referral to any state agencies. It did require public notification, during which time two (2) properly made and two (2) not properly made submissions were received.

Overall, the proposal is considered to be appropriate and it is recommended that the application be granted a Development Permit subject to conditions identified in the Officer's Recommendation.

BACKGROUND

There are no previous town planning applications over the subject site. There was no pre-lodgement meeting to discuss the proposal prior to lodging. The application has however resulted from Council issuing a show cause notice after investigating the site and finding that the proposed use was already occurring without a lawful approval.

The Divisional Councillor has requested that this application be brought before Council for a determination.

ISSUES

SITE DESCRIPTION

The site has an area of 779.0m² and is currently improved by a single detached dwelling. The site contains a number of existing trees and the land generally falls from the front of the site towards the rear.

The site is located on the western side of Wardley Street. The surrounding properties are predominantly zoned Urban Residential and contain mostly single detached dwellings. Overall, the character of the area is generally consistent with that expected in an Urban Residential neighbourhood.

DEVELOPMENT PROPOSAL

The application is for an Undefined Use (Rooming Accommodation). Essentially, the existing Dwelling will be converted internally to include 4 rooms (each with a lounge, ensuite, mezzanine/bedroom and patio area) with a communal kitchen and dining area. The individual units will then be rented out to tenants. There will be a maximum of 5 people residing on the premises at any one time.

The dwelling is two storey. There is an existing pool and landscaping around the house. There is also existing car parking for 4 cars and an internal driveway with access to Wardley Street. No further extensions or additions to the existing Dwelling are proposed. This application is merely to gain approval for the use occurring within the house.

APPLICATION ASSESSMENT

Sustainable Planning Act 2009

The application has been made in accordance with the *Sustainable Planning Act 2009* Chapter 6 – Integrated Development Assessment System (IDAS) and constitutes an application for Material Change of Use under the Redlands Planning Scheme.

SEQ Regional Plan 2009-2031

The site is located within the Urban Footprint in the SEQ Regional Plan 2009-2031. The proposal does not conflict with the regional plan policies associated with this classification.

State Planning Policies & Regulatory Provisions

SEQ Koala Conservation SPRP

The site is within a Priority Koala Assessable Development Area under the SEQ Koala Conservation SPRP and is entirely classified as “Medium Value Other”. An assessment against Table 6, Column 2 of the Koala Conservation SPRP is not required, as the proposed development meets the development thresholds listed in column 1 of Table 6. There are no requirements under the SPRP.

SPRP (Adopted Charges)

The development is subject to infrastructure charges in accordance with the SPRP (adopted charges) and Council’s adopted resolution. Details of the charges applicable have been provided under the Infrastructure Charges heading of this report.

State Planning Policy July 2014

The proposed development is outside the scope of the policy, as it does not involve a land area greater than 2500m² and does not result in an impervious area greater than 25% of the net developable area.

There are no other mapped hazards affecting the site and therefore no further provisions to assess the proposal against in this instance.

Redlands Planning Scheme

The application has been assessed under the Redlands Planning Scheme version 7.

The application is subject to impact assessment and therefore the entire Planning Scheme is applicable. However, only the following codes are considered relevant to the assessment:

- Urban Residential Zone Code;
- Dwelling House Code. It is noted that the proposal has been assessed against this code and not the Multiple Dwelling Use Code as the proposal is most similar to a community residence, as defined in the RPS, which is assessed against the Dwelling House Code;
- Domestic Driveway Crossover Code;
- Erosion Prevention and Sediment Control Code;
- Excavation and Fill Code;
- Infrastructure Works Code;
- Stormwater Management Code.

The most pertinent parts of this assessment are discussed below:

Appropriateness of Use

With regards to the Urban Residential Zone Code, the proposal is for a residential use within a residential zone. It is utilising an existing dwelling and there is no additional built form, so the proposal complies in terms of height, setbacks and site coverage. Private open space and landscaping have been provided as well as adequate car parking, being 1 space per room.

Noise will be of a residential nature, consistent with the surrounds. Traffic movements are also considered to be consistent with that experienced in a residential zone. Particularly because no more than 5 people will be residing on site at any time and it is reasonable to assume there may be 1 car per person, which can occur on any typical residential home site. Four on-site car parking spaces have been proposed and there is room on Wardley Street for an additional car. Wardley Street is also classified as an Access Place, which has a traffic catchment of 15 lots, which will not be exceeded considering there are only 11 lots accessing Wardley Street. Finally, all necessary infrastructure has already been provided to the lot and the existing kerbside waste collection service will continue to function accordingly.

Given the above, there is not considered to be any conflict with the Probable Solutions and Specific Outcomes under the zone code. The proposal is also considered to be consistent with the Overall Outcomes under s4.24.7. The application complies with (2)(a)(i) in terms of providing a range of residential uses which are low-rise, maximise supply and provide for housing choice and affordability.

The built form is maintained by the fact the existing single detached dwelling is being reused. So too will the amenity and environment outcomes be achieved by the fact that no new buildings are proposed and the existing dwelling does not detract from the streetscape. As above, all necessary infrastructure has already been provided to the site. Therefore the proposal complies with the Overall Outcomes of the zone code.

There are no Use Codes that apply to rooming accommodation. However, the proposal is similar to a community residence which is defined as 'Any dwelling used for accommodation for a maximum of six persons comprising a single household who require assistance or support with daily living needs, share communal spaces and who may be unrelated'. The proposed rooming accommodation is almost identical aside from the assisted living. A community residence is assessed against the Dwelling House Code and so the current proposal has been assessed against this code too.

The proposal is considered to comply with Specific Outcomes S7-9 of the Dwelling House Code which relate to a community residence. The use is located within walking distance of centres, community uses and public transport. The property is 433m walking distance from the Ney Road shopping centre, it is 378m from a church on Ney Road and approximately 400m from the Capalaba state school, there is also a bus stop 196m away on Wentworth Drive. Traffic is considered to be consistent with that expected in the area as discussed previously. Finally, the proposal protects the amenity of neighbours and maintains the existing residential character considering there are no additional buildings and the use will operate within the existing detached dwelling.

Although the Draft City Plan 2015 has not yet been gazetted, it is worth considering in light of the current proposal. This is because Rooming Accommodation will be listed as a specific use in the next scheme. In the Low Density Residential Zone (which this site is intended to be zoned) the proposal would trigger an Impact Assessable MCU application. The same as the current level of assessment.

The purpose of the Low density residential zone is *"to provide for residential areas with a high level of amenity and characterised by dwelling houses on a range of lot sizes which achieve a general sense of openness and low density streetscapes"*. The proposal is considered to be consistent with this purpose and comply with the overall outcomes under s6.2.1.2(2) in terms of maintaining a low density streetscape character and buildings of a house like scale. Overall, the proposal is generally considered to comply with the built form and amenity criteria for assessment under the Low Density Residential Zone Code.

Even though it is listed as a use, there are no specific use codes for this particular development under the Draft City Plan. Brisbane City Council has however adopted a Rooming Accommodation Use Code under the BCC City Plan 2014, which has been considered below given it provides additional guidance on what to consider in assessing this type of development.

It is noted that Rooming Accommodation is self-assessable under the Brisbane City Plan if involving an existing premises with no increase in gross floor area, where accommodating 5 persons or less and complying with all self-assessable acceptable outcomes.

Extract from Brisbane City Plan 2014:

9.3.19 Rooming accommodation code

Performance outcomes	Acceptable outcomes	RCC Assessment
Section A—If self-assessable or assessable development accommodating 5 persons or less		
<p>PO1</p> <p>Development does not:</p> <p>(a) detrimentally impact on the amenity of any adjacent dwelling or sensitive use;</p> <p>(b) exceed anticipated residential density;</p> <p>(c) exceed infrastructure demand assumptions.</p>	<p>AO1</p> <p>Development accommodates not more than 5 persons in a dwelling at any one time.</p> <p>Note—The total of 5 persons includes persons residing in a dwelling house and any secondary dwelling on the same lot.</p>	Conditioned
<p>PO2</p> <p>Development:</p> <p>(a) is consistent with the anticipated form, bulk and scale of residential development in the immediate vicinity;</p> <p>(b) maintains the appearance of a residential use of premises occupied by 1 household.</p>	<p>AO2</p> <p>Development involving a Class 1a building or a building that would be so defined if not for the rooming accommodation use, provides no more than:</p> <p>(a) 1 meter box;</p> <p>(b) 1 letter box;</p> <p>(c) 3 bins.</p> <p>Note—Building classifications are defined in the National Construction Code. A Class 1a building is a dwelling house, townhouse, row house or similar. Rooming accommodation of less than 300m² gross floor area is defined as a Class 1b building.</p>	Complies
<p>PO3</p> <p>Development:</p> <p>(a) accommodates residents' vehicles on site;</p> <p>(b) does not result in overflow resident parking on the street.</p>	<p>AO3</p> <p>Development provides a minimum of 2 on-site parking spaces.</p> <p>Note—Vehicle parking may be provided in tandem.</p> <p>Note—This car parking rate is for development that accommodates 5 persons or less where in a zone in the residential zones category. Car parking rates for rooming accommodation in other circumstances are included in the Transport, access, parking and servicing planning scheme policy.</p>	Complies

Performance outcomes	Acceptable outcomes	RCC Assessment
Section A—If self-assessable or assessable development accommodating 5 persons or less		
<p>PO4</p> <p>Development provides a readily accessible refuse and recycling storage space that is not visible from the public realm or any adjacent dwelling or sensitive use.</p>	<p>AO4</p> <p>Development provides storage for 3 bins:</p> <p>(a) located under or behind a structure or a building; or</p> <p>(b) if located forward of the building line, within a storage space with a minimum dimension of 1.8m width and 0.7m depth;</p> <p>(c) screened from view of adjacent streets or public spaces by a 1.5m high permanent screen.</p> <p>Note—Screening must be permanently fixed and durable and incorporate solid or translucent sheeting, perforated or slatted panels or fixed louvres that have a maximum of 25% openings, with a maximum opening dimension of 50mm.</p>	<p>Conditioned</p>
<p>PO5</p> <p>Development provides:</p> <p>(a) acceptable standards of health, safety and amenity for residents;</p> <p>(b) for the safe evacuation of occupants.</p>	<p>AO5.1</p> <p>Development provides:</p> <p>(a) hygienic and adequately sized and configured kitchen, dining, sanitary and laundry facilities;</p> <p>(b) adequately sized common areas and bedrooms;</p> <p>(c) storage facilities;</p> <p>(d) vermin control;</p> <p>(e) adequate ventilation to habitable rooms;</p> <p>(f) emergency telephone access.</p> <p>Note—Compliance with this acceptable outcome can be achieved by satisfying the requirements of MP 5.7 - Residential Services Building Standard of the Queensland Development Code. These requirements are applicable to all rooming accommodation including otherwise exempted services.</p>	<p>Complies</p>
	<p>AO5.2</p> <p>Development provides:</p>	<p>Covered in Additional Approvals under Residential Services</p>

Performance outcomes	Acceptable outcomes	RCC Assessment
Section A—If self-assessable or assessable development accommodating 5 persons or less		
	<p>(a) an early warning system;</p> <p>(b) emergency lighting;</p> <p>(c) safe and secure paths of travel to exits;</p> <p>(d) emergency escape exits;</p> <p>(e) protected exit paths;</p> <p>(f) exit signage;</p> <p>(g) portable fire extinguishers;</p> <p>(h) fire hose reels;</p> <p>(i) fire-fighting water supply;</p> <p>(j) smoke hazard management;</p> <p>(k) sprinkler systems.</p> <p>Note—Compliance with this acceptable outcome can be achieved by satisfying the requirements of MP 2.1 - Fire Safety in Budget Accommodation Buildings of the Queensland Development Code. These requirements will vary depending on the proposed gross floor area.</p>	(Accreditation) Act 2002
<p>PO6</p> <p>Development including associated site works such as retaining walls, filling and excavation ensures that if a surface or roof-water drainage system connection is required to be made through an adjoining property, the surface of roof-water drainage system is managed to prevent water seepage, concentration of run-off or ponding on an adjoining property.</p> <p>Note—The Queensland Development Code outlines requirements for surface and roof-water drainage systems for Class 1 buildings and Class 10 buildings and structures where a surface or roof-water drainage connection is not required to be made through an adjoining property.</p>	<p>AO6</p> <p>Development including associated site works such as retaining walls, filling and excavation ensures that if a surface or roof-water drainage system connection is required to be made through an adjoining property, the owner of the adjoining property has provided a written permission for the connection.</p>	N/A

Overall, the proposed use is considered to be consistent with what would be expected for this type of development and is considered to comply with the Specific Outcomes of the Urban Residential Zone and Dwelling House Codes.

In terms of the other relevant RCC Codes, the development will utilise the existing driveway crossover, there is no new building that would affect erosion and sediment control, no excavation or fill is required, infrastructure has already been provided to the lot and there is no change to the impervious area that would require addressing stormwater management.

There are no overlays applicable to the site either.

INFRASTRUCTURE CHARGES

The proposed development is subject to infrastructure charges in accordance with the State Planning Regulatory Provisions (adopted charges). However, this application for material change of use from residential dwelling to Rooming Accommodation does not attract any infrastructure charges as the use is not considered to be significantly different to a dwelling house.

STATE REFERRALS

The application did not trigger any referral requirements.

PUBLIC CONSULTATION

The proposed development is Impact assessable and undertook public notification of the proposal in accordance with the Sustainable Planning Act. There were two (2) properly made and two (2) not properly made submissions received by Council during the notification period. The issues raised are discussed below:

Issue: The proposal conflicts with the current Redlands Planning Scheme and the City Plan 2015 overall outcomes.

Officer Response: The application has been assessed against the Redlands Planning Scheme and consideration has been given to the Draft City Plan. Overall, the proposal is considered to comply with the intent of the Urban Residential Zone Code and Dwelling House Codes. Furthermore, the proposal is not considered to be in conflict with the Draft City Plan which would also trigger an impact assessment process as discussed above.

Issue: The applicant has addressed Brisbane City Council codes.

Officer Response: The current RPS does not contain any specific codes relating to rooming accommodation. Consideration of the proposal against the assessment criteria developed by BCC for this specific type of development is good practice. The RPS Dwelling House Code is relevant and the proposal has been assessed against this and is considered to comply.

Issue: The proposal will result in undesirable traffic and car parking outcomes.

Officer Response: Conditions have been imposed limiting the number of people allowed to reside on site and park on site, which will in turn help manage impacts on the road network, which is considered capable of accommodating the additional vehicle movements generated by the development.

DEEMED APPROVAL

The approval of this application has not been issued under Section 331 of the *Sustainable Planning Act 2009*.

STRATEGIC IMPLICATIONS**Legislative Requirements**

The request has been assessed in accordance with the *Sustainable Planning Act 2009*.

Risk Management

The applicant will have appeal rights to the Planning and Environment Court against any decision.

Financial

Nil.

People

Not applicable. There are no implications for staff.

Environmental

Nil.

Social

Nil.

Alignment with Council's Policy and Plans

The assessment and officer's recommendation align with Council's policies and plans as described within the "issues" section of this report.

CONSULTATION

The Planning Assessment Team has consulted with other assessment teams where appropriate. No concerns have been raised by Council's internal technical teams. Health have suggested an additional approval clause be included in any decision stating that a permit to operate a residential service in accordance with the *Residential Services (Accreditation) Act 2002* should be sought by the applicant.

A copy of the original proposal was provided to the divisional Councillor. The Councillor has requested that the application be brought to Council for determination.

OPTIONS

Council's options are to:

1. Approve the application subject to conditions;
2. Issue a preliminary approval subject to meeting additional requirements; or
3. Issue a refusal.

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION

Moved by: Cr M Elliott
Seconded by: Cr M Edwards

That Council resolves to issue a Development Permit Approval for a Material Change of Use for an Undefined Use (Rooming Accommodation) on land described as Lot 13 on RP131142 and situated at 4 Wardley Street, Capalaba, subject to the following conditions:

ASSESSMENT MANAGER CONDITIONS	TIMING
1. Comply with all conditions of this approval, at no cost to Council, at the timing periods specified in the right-hand column. Where the column indicates that the condition is an ongoing condition, that condition must be complied with for the life of the development.	
Approved Plans and Documents	
2. Undertake the development in accordance with the approved plans and documents referred to in Table 1, subject to the conditions of this approval and any notations by Council on the plans	Prior to the use commencing and ongoing.

Plan/Document Title	Reference Number	Prepared By	Plan/Doc. Date
Site Plan	Sheet 1 of 4 No 002	Alec Charlwood	18/11/15
Ground Floor Plan	Sheet 2 of 4 No 002	Alec Charlwood	18/11/15
First Floor Plan	Sheet 3 of 4 No 002	Alec Charlwood	18/11/15
Elevations	Sheet 4 of 4 No 002	Alec Charlwood	18/11/15

Table 1: Approved Plans and Documents

Design	
3. Locate, design and install outdoor lighting, where required, to minimise the potential for light spillage to cause nuisance to neighbours.	Prior to the use commencing and ongoing.
4. Ensure the development accommodates no more than 5 persons residing in the Rooming Accommodation at any one time.	Prior to the use commencing and ongoing.
5. Provide no more than: <ul style="list-style-type: none"> a) 1 meter box; b) 1 letter box; and c) 3 bins. 	Prior to the use commencing and ongoing.
Services and Infrastructure	
6. Provide storage for 3 bins which are: <ul style="list-style-type: none"> a) located under or behind a structure or a building; or b) if located forward of the building line, within a storage space with a minimum dimension of 1.8m width and 0.7m depth; and c) screened from view of adjacent streets or public spaces by a 1.5m high permanent screen. 	Prior to the use commencing and ongoing.
7. Convey roof water and surface water in accordance with the Redlands Planning Scheme Policy 9 Chapter 6 – Stormwater Management to a lawful point of discharge.	Prior to the use commencing and ongoing.
8. Manage stormwater discharge from the site in accordance with the Redlands Planning Scheme Policy 9 Chapter 6 – Stormwater Management, so as to not cause an actionable nuisance to adjoining properties.	Prior to the use commencing and ongoing.

ADDITIONAL APPROVALS

The following further Development Permits and/or Compliance Permits may be necessary to allow the development to be carried out.

- Building Works approval for change of classification to Class 1b.

Further approvals, other than a Development Permit or Compliance Permit, are also required for your development. This includes, but is not limited to, the following:

- Plumbing and drainage works.
- Permit to operate a residential service in accordance with the Residential Services (Accreditation) Act 2002.

ASSESSMENT MANAGER ADVICE

- **Live Connections**
Redland Water is responsible for all live water and wastewater connections. Contact *must* be made with Redland Water to arrange live works associated with the development. Further information can be obtained from Redland Water on 07 3829 8999.
- **Hours of Construction**
Please be aware that you are required to comply with the *Environmental Protection Act* in regards to noise standards and hours of construction.
- **Coastal Processes and Sea Level Rise**
Please be aware that development approvals issued by Redland City Council are based upon current lawful planning provisions which do not necessarily respond immediately to new and developing information on coastal processes and sea level rise. Independent advice about this issue should be sought.
- **Survey and As-constructed Information**
Upon request, the following information can be supplied by Council to assist survey and engineering consultants to meet the survey requirements:
 - a) A map detailing coordinated and/or levelled PSMs adjacent to the site.
 - b) A listing of Council (RCC) coordinates for some adjacent coordinated PSMs.
 - c) An extract from Department of Natural Resources and Mines SCDM database for each PSM.
 - d) Permanent Survey Mark sketch plan copies.
 This information can be supplied without charge once Council received a signed declaration from the consultant agreeing to Council's terms and conditions in relation to the use of the supplied information.
Where specific areas within a lot are being set aside for a special purpose, such as building sites or environmental areas, these areas should be defined by covenants. Covenants are registered against the title as per Division 4A of the *Land Title Act 1994*.
- **Services Installation**
It is recommended that where the installation of services and infrastructure will impact on the location of existing vegetation identified for retention, an experienced and qualified arborist that is a member of the Australian Arborist Association or equivalent association, be commissioned to provide impact reports and on site supervision for these works.
- **Fire Ants**
Areas within Redland City have been identified as having an infestation of the Red Imported Fire Ant (RIFA). It is recommended that you seek advice from the Department of Agriculture, Fisheries and Forestry (DAFF) RIFA Movement Controls in regards to the movement of extracted or waste soil, retaining soil, turf, pot plants, plant material, baled hay/straw, mulch or green waste/fuel into, within and/or out of the City from a property inside a restricted area. Further information can be obtained from the DAFF website www.daff.qld.gov.au
- **Cultural Heritage**
Should any aboriginal, archaeological or historic sites, items or places be identified, located or exposed during the course or construction or operation of the development, the *Aboriginal and Cultural Heritage Act 2003* requires all activities to cease. For indigenous cultural heritage, contact the Department of Environment and Heritage Protection.

LOST 6/5

Crs Mitchell, Edwards, Elliott, Bishop and Williams voted FOR the motion.

Crs Boglary, Gollè, Hewlett, Huges, Talty and Gleeson voted AGAINST the motion.

PROCEDURAL MOTION – ADJOURN MEETING

Moved by: Cr J Talty
Seconded by: Cr P Bishop

That the meeting stand adjourned at 11.14am for 15 minutes.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

PROCEDURAL MOTION – RESUME MEETING AT 11.35AM

Moved by: Cr J Talty
Seconded by: Cr M Elliott

That the proceedings of the meeting resume.

CARRIED 10/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson and Williams voted FOR the motion.

Cr Bishop was not present when the motion was put.

The meeting resumed with Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson and Williams present.

Cr Bishop entered the meeting at 11.36am

The grounds for the refusal of Item 11.3.3 *MCU013558 – 4 Wardley Street Capalaba* are recorded as follows:

1. The proposal is in conflict with the Urban Residential zone code because it is out of character in this location and would give rise to unacceptable amenity impacts.
2. The use is not anticipated by the current planning scheme and is in conflict with the overall outcomes of the urban residential zone code.

GENERAL NOTES:

DO NOT SCALE DRAWINGS. FIGURE DIMENSIONS TAKE PRECEDENCE OVERALL.

THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ENGINEERS COMPUTATIONS & DRAWINGS

THE BUILDER AND SUBCONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS, SETBACKS, LEVELS AND SPECIFICATIONS AND ALL OTHER RELEVANT DOCUMENTATION PRIOR TO THE COMMENCEMENT OF ANY WORKS. REPORT ALL DISCREPANCIES TO THIS OFFICE FOR CLARIFICATION.

INSTALLATION OF ALL SERVICES SHALL COMPLY WITH THE RESPECTIVE SUPPLY AUTHORITY REQUIREMENTS.

ALL WORK TO COMPLY WITH THE BUILDING CODE OF AUSTRALIA, OTHER RELEVANT BYLAWS & AUTHORITIES.

ALL GLASS TO COMPLY WITH AS 1288-2006
SAFETY GLAZING IN ACCORDANCE WITH THE NCC (BCA), AS1288 & AS2047
ALL TIMBER TO COMPLY WITH AS1684-2006
ALL MASONRY TO COMPLY WITH AS3700-2011
INSTALLATION OF SMOKE DETECTORS TO COMPLY WITH AS3786-1993
WATERPROOFING OF WET AREAS TO COMPLY WITH AS3740-2010

UNLESS NOTED OTHERWISE, EXCAVATIONS TO BE BATTERED AT 45° MAX. FOR SAND/SILT/FILL SITES. ALL BATTERS TO BE KEPT WITHIN PROPERTY BOUNDARIES

THE BUILDER AND SUBCONTRACTOR SHALL ENSURE THAT ALL STORMWATER DRAINS, SEWER PIPES AND THE LIKE ARE LOCATED AT A SUFFICIENT DISTANCE FROM ANY BUILDINGS FOOTING AND / OR SLAB EDGE BEAMS SO AS TO PREVENT MOISTURE PENETRATION, DAMPNESS, WEAKENING AND UNDERMINING OF ANY BUILDING AND ITS FOOTING SYSTEM.

LOCATION OF STORMWATER SYSTEM ARE INDICATIVE ONLY

DOWNPIPES TO SERVE <12m OF GUTTER. INSTALL DOWNPIPE WITHIN 1200mm OF VALLEY OR PROVIDE OVERFLOWS TO GUTTER

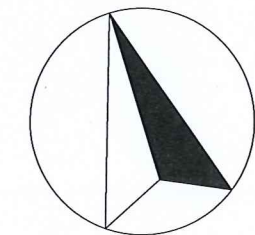
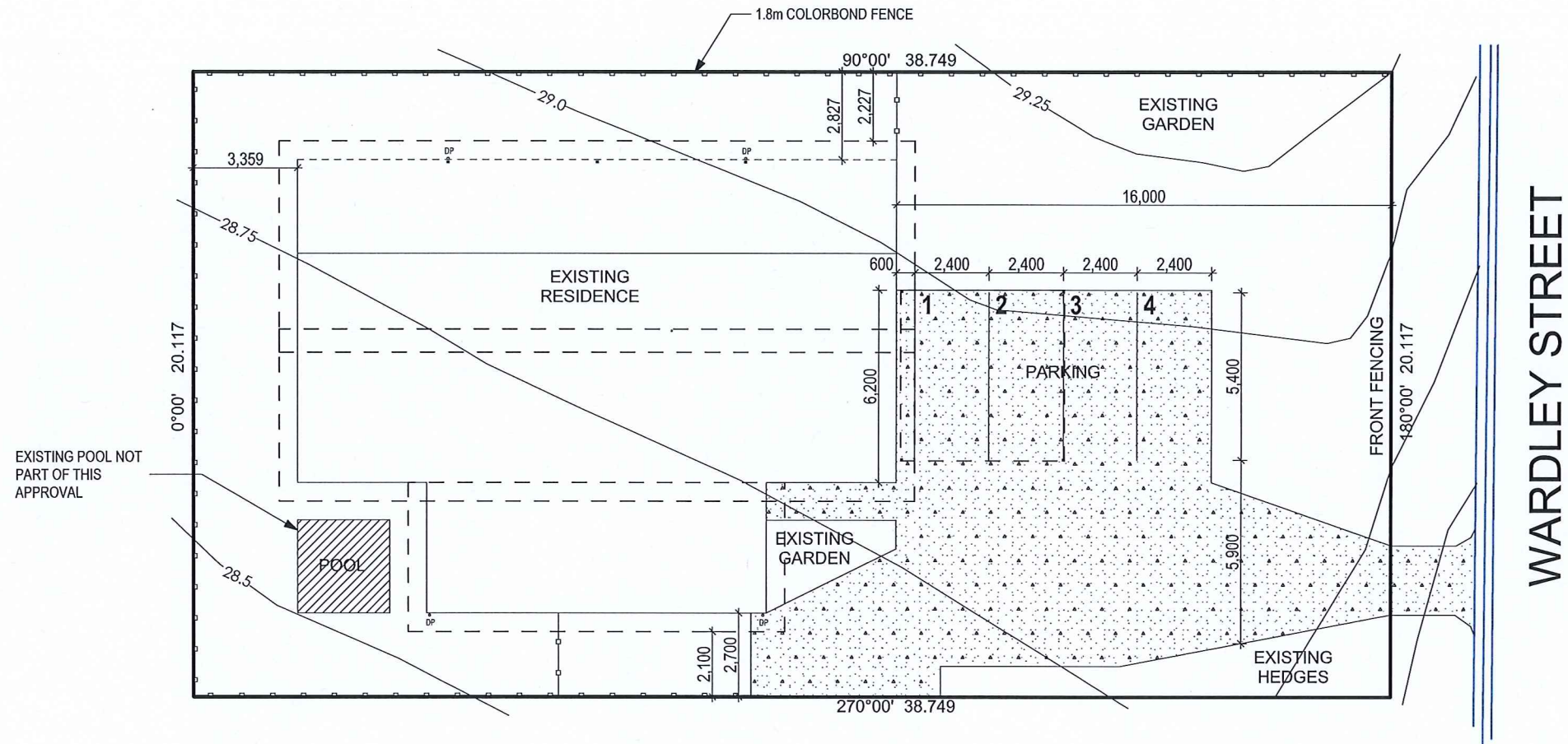
INSULATION TO BE AS PER SPECIFICATION & TO BE READ IN CONJUNCTION WITH ENERGY REPORT

DOORS TO WC TO HAVE LIFT OFF HINGES, UNLESS 1200mm CLEAR BETWEEN PAN & DOORWAY.

STEP SIZES (OTHER THAN FOR SPIRAL STAIRS) TO BE:
RISERS (R) 190mm MAXIMUM AND 115mm MINIMUM.
GOING (G) 355mm MAXIMUM AND 240mm MINIMUM
2R + 1G = 700mm MAXIMUM AND 550mm MINIMUM
WHERE NO STEP PROVIDED, SITE MUST BE GRADED TO ENSURE MAXIMUM STEP DOWN OF 190MM FROM EXTERNAL DOOR TO FSL.

SITE ANALYSIS:

BUILDING AREA: 247.62m²
SITE AREA: 780m²
SITE COVERAGE: 31.75%



Alec Charwood QBCC: 1043429 Ph: 0410 650 745	<table border="1"> <tr> <th>Nº</th> <th>AMENDMENTS</th> <th>DATE</th> <th>INT</th> </tr> <tr> <td>001</td> <td>CARPORT</td> <td>17/11/15</td> <td>SMT</td> </tr> <tr> <td>002</td> <td>CARPORT RE-SIZE</td> <td>18/11/15</td> <td>SMT</td> </tr> </table>	Nº	AMENDMENTS	DATE	INT	001	CARPORT	17/11/15	SMT	002	CARPORT RE-SIZE	18/11/15	SMT	COUNCIL PLANS	SITE PLAN	LOT 13	
	Nº	AMENDMENTS	DATE	INT													
	001	CARPORT	17/11/15	SMT													
	002	CARPORT RE-SIZE	18/11/15	SMT													
© The plan & design of this house is owned by Alec Charwood & under the copyright act of 1968 cannot be reproduced in any shape or form without prior written authorisation. Any doing so will be liable for action under the act.		CLIENT: JOHN SINCLAIR	JOB ADDRESS: LOT 13 WARDLEY STREET CAPALABA REDLAND C.C.														
		PLAN NO: RP131142 JOB NO: #Pln	SHEET: 1 OF 4	SCALE: 1:200													
		CHECK: ASC	DATE: 14/07/15														

13 NOTICE OF MOTION TO REPEAL OR AMEND A RESOLUTION

Nil

14 MAYORAL MINUTE**14.1 NOMINATION OF DISTRICT 2 (SOUTH-EAST) SOUTHERN REGION ON THE POLICY EXECUTIVE OF THE LOCAL GOVERNMENT AUTHORITY QUEENSLAND****COUNCIL RESOLUTION**

Moved by: Mayor K Williams

That Council resolves to:

1. Nominate Mayor Karen Williams to represent District Number 2 (South-East), Southern Region on the Policy Executive of the Local Government Association of Queensland for the period of 30 June 2016 to mid-June 2020; and
2. Instruct the Chief Executive Officer to sign and submit this nomination to the Returning Officer prior to the deadline of 5pm on Friday 29 April 2016.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

15 CLOSED SESSION**MOTION TO CLOSE THE MEETING AT 11.36AM**

Moved by: Cr W Boglary

Seconded by: Cr P Mitchell

That the meeting be closed to the public pursuant to Section 275(1) of the *Local Government Regulation 2012*, to discuss the following items:

15.1.1 URGENT BUSINESS – CR EDWARDS – LAND ACQUISITION

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.*

15.2.1 VICTORIA POINT LIBRARY LEASE REVIEW

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

- (e) contracts proposed to be made by it; and*
- (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.*

15.3.1 VICTORIA POINT LIBRARY LEASE REVIEW

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.*

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

MOTION TO REOPEN MEETING AT 12.09PM

Moved by: Cr M Elliott

Seconded by: Cr P Gleeson

That the meeting be again opened to the public.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

15.1 URGENT BUSINESS - CR EDWARDS

Moved by: Cr M Edwards

Seconded by: Cr L Hewlett

That permission be granted for Cr Edwards to bring forward an item of urgent business.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

15.1.1 LAND ACQUISITION

A confidential item of Urgent Business from was presented to Council for consideration in accordance with Section 275(1) of the *Local Government Regulation 2012*.

COUNCIL RESOLUTION

Moved by: Cr M Edwards

Seconded by: Cr L Hewlett

That Council resolves to:

1. Instruct Redlands Investment Corporation to strategically acquire land as described in the confidential attachment;
2. Instruct Redlands Investment Corporation to keep councillors informed as valuations are obtained, prior to entering into any contracts to purchase land; and
3. Ensure the identity of the land referred to remains confidential until the acquisitions have been completed.


CARRIED 10/1

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson and Williams voted FOR the motion.

Cr Bishop voted AGAINST the motion.

15.2 COMMUNITY AND CUSTOMER SERVICES**15.2.1 VICTORIA POINT LIBRARY LEASE REVIEW**

Objective Reference: A1601508
Reports and Attachments (Archives)

Authorising Officer: 
Louise Rusan
General Manager Community and Customer
Services

Responsible Officer: Greg Jensen
Group Manager Community and Cultural Services

Report Author: Greg Jensen
Group Manager Community and Cultural Services

EXECUTIVE SUMMARY

A confidential report from General Manager Organisational Services was presented to Council for consideration in accordance with Section 275(1) of the *Local Government Regulation 2012*.

COUNCIL RESOLUTION

Moved by: Cr J Talty
Seconded by: Cr L Hewlett


That Council resolves to:

1. Confirm its intention to renew the lease of property at the Victoria Point Lakeside Shopping Centre, 11-17 Bunker road, Victoria Point for the purpose of a public library;
2. Agree to enter into a lease arrangement with the Lessor, Victoria Point Lakeside Pty Ltd generally in accordance with the Lease Renewal Proposal document submitted to Council dated 11 February 2016, and subject to final negotiation;
3. Authorise the Chief Executive Officer to execute all documents related to the above; and
4. Ensure that this report and attachment remain confidential.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

15.3 ORGANISATIONAL SERVICES**15.3.1 PRIORITY DEVELOPMENT AREAS: EXTENSION TO WEINAM CREEK
REQUEST FOR PROPOSAL PROCESS**

Objective Reference:	A224703 Reports and Attachments (Archives)
Authorising Officer:	 Nick Clarke General Manager Organisational Services
Responsible Officer:	Peter Kelley CEO Redland Investment Corporation
Report Author:	Peter Kelley CEO Redland Investment Corporation

PURPOSE

This report outlines the request from Walker Group Holdings to extend the Request for Proposal (RFP) process for Weinam Creek Priority Development Area (PDA) project. A letter from Walker Group Holdings requesting an extension is attached.

The report recommends:

- That the Weinam Creek Request for Proposal process be extended until the 1st August 2016.

BACKGROUND

On 1 May 2013, Council resolved to call for expressions of interest for development proposals at both sites; Weinam Creek and Toondah Harbour.

On 16 July 2014, Council noted the methodology for the competitive bid process. For example, Council noted that a resolution would be sought from Council to proceed to the RFP stage, following Council's consideration of the evaluation panel's reports from the expression of interest process.

On 4 September 2014, Council resolved to endorse the evaluation panel's recommendations on the expression of interest (EOI) process. The evaluation panel recommended that the government parties enter into exclusive dealings with Walker Group Holdings Pty Ltd to develop the subject land in the Toondah Harbour and Weinam Creek PDAs.

On 17 December 2014 Council resolved to endorse the Master Plan for Toondah Harbour, endorse the evaluation panel's recommendation to award Preferred Developer status to Walker Group Holdings and to extend the Request for Proposal process for Weinam Creek.

Since December 2014 Walker Group Holdings have provided technical and financial due diligence which was accepted by Council by way of resolution on 25 March 2015.

Post March 2015 Walker Group Holdings, Economic Development Queensland (EDQ) and Redland City Council (RCC) negotiated the Development Management Agreement (DMA) and Infrastructure Agreement (IA) for Toondah Harbour.

An involved and complicated process which stretched resources on all sides, culminated in the signing of the draft DMA and IA on 24 December 2015.

During this period, Walker Group Holdings prioritised Toondah Harbour negotiations and was not able to allocate the necessary resources to the Weinam Creek project. Walker Group was able to present three alternative options for Weinam Creek, discussed in a Council Workshop on 1 December 2015. Councillors agreed that Option 2 of the attached Master Plan was preferred but needed more work.

On 21 December 2015 Council resolved to delegate to the Chief Executive Officer pursuant to section 257(1) (b) of the Local Government Act 2009 power to make, amend or discharge the Development Agreement; and power to make, amend or discharge the Infrastructure Agreement, and power to make, amend or discharge any agreement required to comply with obligations in the Development Agreement for Toondah Harbour.

Walker Group staff have now prioritised Weinam Creek PDA and have assured RCC that a revised proposal utilising RCC's preferred Master Plan option will be provided to RCC by mid-2016.

ISSUES

Assessment

On 16 March 2016 The evaluation panel met to discuss Walker Group's request for an extension, the evaluation panel for the RFP process was:

- General Manager Organisational Services, RCC
- CEO Redland Investment Corporation, RIC
- Development Assessment Manager, RCC
- Director, Urban Development, EDQ
- Senior Development Manager, EDQ and
- State Government Architect, Department of Housing and Public Works.

The evaluation panel discussed Walker Group's request for an extension until 1st June 2016 and amongst other things discussed the potential of recommencing the process to establish alternative interest. The panel considered the original proposals, current market conditions, timing, likelihood of alternative proposals and the quality of work completed to date on Toondah Harbour.

The panel considered the timing of the local government election and decided unanimously to recommend the RFP process for Walker Group be extended to 1st August 2016 to provide sufficient time for the newly-elected council to properly consider the updated proposal.

STRATEGIC IMPLICATIONS

Legislative Requirements

Council is bound by the requirements of the Probity Plan being overseen by HWL Ebsworth.

Risk Management

A probity plan was developed to avoid risk throughout the competitive bid process. Council must act fairly and impartially. Probity guidelines were followed to ensure conformity of process, improve accountability, encourage commercial competition, preserve public and bidder competence, and improve the defensibility of process and decisions to legal challenge. A probity advisor has been present at all panel deliberations.

Financial

Resourcing of the PDA projects is provided for in the budget for 2015/16.

People

An evaluation panel was formed to oversee the competitive bid process. On-going support will be required from officers in the following groups: City Planning and Environment, City Infrastructure, Infrastructure and Planning, and Development Assessment.

Environmental

The environmental benefits associated with both sites are quite substantial if development associated with the sites is undertaken in a manner that recognises the unique attributes and ecosystems that operate at each of the sites.

Social

The implementation of these projects has the potential to increase public amenity and open space at both sites, enabling greater recreational use.

Alignment with Council's Policy and Plans

The recommendation primarily supports Council's strategic priorities of delivering a healthy natural environment, green living, wise planning and design, a supportive and vibrant economy, strong and connected communities, and of embracing the bay.

CONSULTATION

Consultation has occurred between senior staff of Council and EDQ in undertaking the competitive bid process. Consultation with the probity advisor will continue to ensure that the process conforms to that detailed in the evaluation and probity plans.

OPTIONS

1. That Council resolves to:
 1. Note the contents of this report;
 2. Endorse the evaluation panel's recommendation that the Weinam Creek RFP process for Walker Group Holdings Pty Ltd is extended to 1 August 2016; and
 3. Note that the attachments to this report remain confidential and that the report itself may be published in the minutes.
2. That Council resolves to seek further information from the evaluation panel.

**OFFICER'S RECOMMENDATION/
COUNCIL RESOLUTION**

Moved by: Cr M Edwards
Seconded by: Cr J Talty

That Council resolves to:

1. Note the contents of this report;
2. Endorse the evaluation panel's recommendation that the Weinam Creek RFP process for Walker Group Holdings Pty Ltd is extended to 1 August 2016; and
3. Note that the attachments to this report remain confidential and that the report itself may be published in the minutes.

CARRIED 11/0

Crs Boglary, Mitchell, Gollè, Hewlett, Edwards, Talty, Elliott, Huges, Gleeson, Bishop and Williams voted FOR the motion.

16 MEETING CLOSURE

There being no further business, the Mayor declared the meeting closed at 12.09pm

Signature of Chairperson: _____

Confirmation date: _____