



**Redland**  
CITY COUNCIL

# **MINUTES**

## **GENERAL MEETING**

**Wednesday, 18 December 2013**

The Council Chambers  
35 Bloomfield Street  
CLEVELAND QLD

---

**Table of Contents**

---

<b>Item</b>	<b>Subject</b>	<b>Page No</b>
1	DECLARATION OF OPENING .....	3
2	RECORD OF ATTENDANCE AND LEAVE OF ABSENCE.....	3
3	DEVOTIONAL SEGMENT.....	3
4	RECOGNITION OF ACHIEVEMENT.....	4
4.1	NORMAN ARTHUR CLAYTON DEAN.....	4
4.2	REDLAND CITY COUNCIL OFFICERS AND COUNCILLORS .....	5
5	RECEIPT AND CONFIRMATION OF MINUTES.....	6
5.1	GENERAL MEETING MINUTES 4 DECEMBER 2013 .....	6
6	MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES.....	6
7	PUBLIC PARTICIPATION.....	6
8	PETITIONS/PRESENTATIONS .....	7
8.1	CONFERENCE REPORT - CR OGILVIE (DIVISION 2).....	7
8.2	CONFERENCE REPORT - CR BOGLARY (DIVISION 1) AND CR TALTY (DIVISION 6).....	7
9	MOTION TO ALTER THE ORDER OF BUSINESS .....	7
10	DECLARATION OF MATERIAL PERSONAL INTEREST OR CONFLICT OF INTEREST ON ANY ITEMS OF BUSINESS .....	8
11	MOTION TO ADJOURN GENERAL MEETING FOR THE CONDUCT OF THE COORDINATION COMMITTEE MEETING .....	8
12	MOTION TO RECONVENE GENERAL MEETING .....	8
13	ADOPTION OF COMMITTEE MEETING REPORT & RECOMMENDATIONS .....	8
13.1	COORDINATION COMMITTEE MEETING – 18 DECEMBER 2013 .....	8
14	MAYORAL MINUTE .....	8
15	NOTICES OF MOTION TO REPEAL OR AMEND RESOLUTIONS.....	8
16	NOTICES OF MOTION.....	8
17	LATE ITEMS .....	9

---

- 17.1 OFFICE OF CEO.....9**
  - 17.1.1 FINANCIAL STRATEGY 2014-2024.....9
  - 17.1.2 NOVEMBER 2013 MONTHLY FINANCIAL REPORTS..... 12
- 17.2 COMMUNITY & CUSTOMER SERVICES ..... 15**
  - 17.2.1 INCREASED BUDGET ALLOCATION FOR CAPITAL PROJECT - RELOCATION OF RPAC BOX OFFICE ..... 15
- 18 URGENT BUSINESS WITHOUT NOTICE ..... 18**
  - 18.1 CR EDWARDS - SPEED LIMIT KARRAGARRA ISLAND..... 18
  - 18.2 CR HEWLETT – NORFOLK BEACH TREES LOSS PREVENTION..... 18
  - 18.3 CR OGILVIE – AMITY SHORELINE EROSION MANAGEMENT ..... 19
- 19 MEETING CLOSURE ..... 19**

## 1 DECLARATION OF OPENING

The Mayor declared the meeting open at 10.32am and acknowledged the Quandamooka people, who are the traditional custodians of the land on which Council meets.

## 2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

### MEMBERS PRESENT:

Cr K Williams	Mayor
Cr A Beard	Deputy Mayor & Councillor Division 8
Cr W Boglary	Councillor Division 1
Cr C Ogilvie	Councillor Division 2 – entered at 10.33am
Cr K Hardman	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
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 B Taylor	Acting General Manager Infrastructure & Operations
Mrs D Corbett-Hall	Acting Chief Financial Officer

### OFFICERS:

Mr L Smith	Group Manager City Spaces
Mr M Erbs	Group Manager City Infrastructure

### MINUTES:

Mrs E Striplin	Corporate Meetings & Registers Team Officer
----------------	---

### COUNCILLORS ABSENT DURING THE MEETING

Cr Ogilvie left the meeting at 11.25am (during Item 7) and returned at 11.28am  
Cr Elliott left the meeting at 11.24am (during Item 7) and returned at 11.30am  
Cr Edwards left the meeting at 11.28am (after Item 7) and returned at 11.30am

## 3 DEVOTIONAL SEGMENT

Rev Dr David Elvery, Birkdale Baptist Church and member of the Ministers' Fellowship led Council in a brief devotional segment.

## **4 RECOGNITION OF ACHIEVEMENT**

### **4.1 NORMAN ARTHUR CLAYTON DEAN**

The Mayor gave recognition, to one of our fellow Redlanders who has now passed, Mr Norman Arthur Clayton Dean who we bid farewell last Friday.

Norman, who was 95, has been an icon in Redland City for many years. The fact his funeral the Cleveland Uniting Church drew so many mourners said so much for his standing within and outside of our community.

Norm Dean has left a legacy and an indelible impression on so many of us here in the room and across the community.

The Mayor recalled her last memory of Norm, earlier this year, when she was fortunate to be involved in the opening of the new wing of the Redlands Museum. Norm's determination for that organisation certainly paid off for the whole community and Norm was really quite smug at the fact that we saw yet another extension of our City by recognising the past. At the same time, he was also humbled by the reality that this had been achieved on his watch. That was typical of Norm Dean. He was a humble man, from the old school. He gave so much to the community and asked for so little in return. His reward was to do something good for the City he loved.

A former POW, who worked on the Burma-Thailand rail during World War II, Norm represented a very special era in the history of this country and of this City.

In the Redlands Norm will be remembered as the man who refused to give up the fight for our museum and he was a driving force behind its establishment, where he served for 30 years as its president.

Norm will also be remembered as a successful businessman and tireless advocate for the business sector here in Redlands. He was one of the initiating members of the Rotary Club, which spanned his working life and into retirement. Retirement for Norm was just another era of achievement and another challenge to be faced.

Norm Dean was certainly a man you did not ignore, albeit he was small in stature, he was big of heart and his legacy will live on in this City, and within the Museum walls - the man who fought and won the battle to convince people, firstly of the need for a Museum, then to have the history of the Redlands recorded, nurtured and flourish in our amazing Redlands Museum.

The Mayor recalled a story from his funeral about Norm driving all the way to NSW to bring back a piece of ancient equipment strapped to the top of his car - that was how dedicated he was, even in his later years.

Norm's passing will leave a huge gap, in fact a gap we will probably never fill. Not just for his family but for those close to him, which is really the whole of the City of Redlands.

Oh behalf of Council, the Mayor extended her sincerest sympathy to his family and Vale Norman Arthur Clayton Dean.

## 4.2 REDLAND CITY COUNCIL OFFICERS AND COUNCILLORS

The Mayor recognised, being the end of the year and obviously a big year for the City and Council, that she would like to take the opportunity to acknowledge work and contribution from each of the members of this organisation, including Councillors here today:

We have achieved quite a deal in a short amount of time, including the fact that we have just recently hosted six investor delegations from Asia, with the Deputy Mayor Ma of Qinhuangdao actually coming to visit this afternoon, so we're certainly putting ourselves on the map nationally and internationally. Now we just need to convert that particular interest into something that is going to be tangible in this City and I'm certainly sure that Council is committed to doing that.

We have also had a new approach from government this year with the PDAs - another opportunity to put Redland City on map through Weinam Creek and Toondah Harbour, and the collaboration we have had with Economic Development Queensland and Deputy Premier Jeff Seeney's office and Department of State Development, Infrastructure and Planning, has been outstanding.

On top of all that we have also maintained a very strong and sustainable financial future, with the financial future which looks better than it has for a lot of years, looking this financial year toward a small surplus for the first time in a long time.

Of course all of these things couldn't have been achieved without the people that sit around the room here each fortnight - each and every one of the Councillors and of course a particular acknowledgement to the Council Officers who tolerate us most days, inspire us on some and challenge us on others.

I would like to take the opportunity on behalf of Council to wish the best of the festive season to our executive officer Bill Lyon and to each and every one of the General Managers who sit here with us and give us the best advice possible on the day, extending the wish also to those who are filling in, and to your departments. And the hundreds of Officers who have probably encountered a significant amount of change, not only in the last couple of years, but over the last five or six years and it really is a credit to their work ethic and their stamina that we are still here all smiling at the end of 2013. So congratulations to them, we are fortunate at Council to have such a very high calibre group of people.

On behalf of the residents I say thank you to all of those people and I look forward to 2014 which is always going to be a better year than the one before us. We have some big challenges ahead of us, including the review of the planning scheme, impacts of new state planning policies, probably making our decisions tougher, and we look forward to the ability to collaborate with each and every one of the Councillors around the room so that we can make the best decisions possible for our community. To do that we all need to work collaboratively as an organisation and a community.

On behalf of Council and the organisation, to those in the gallery and to those who obviously won't fit in the gallery, I would like to wish you a very Happy, Blessed, Holy Christmas, a Safe 2014 and may you use this time to reflect on the things that are really important in your life, which is normally your family and friends.

**5 RECEIPT AND CONFIRMATION OF MINUTES****5.1 GENERAL MEETING MINUTES 4 DECEMBER 2013****COUNCIL RESOLUTION**

Moved by: Cr P Gleeson

Seconded by: Cr J Talty

That the Minutes of the General Meeting of Council held 4 December 2013 be confirmed.

**CARRIED 11/0**

[General Meeting Minutes 4 December 2013](#)

**6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES**

There are no matters outstanding.

**7 PUBLIC PARTICIPATION****MOTION TO ADJOURN MEETING**

Moved by: Cr P Bishop

Seconded by: Cr K Hardman

That Council adjourn the meeting for a 45 minute public participation segment.

**CARRIED 11/0**

1. Mrs J Ritchie, resident of Cleveland, addressed Council regarding the VPO at 62 Beachcrest Road, Wellington Point.
2. Mrs F Jackson, resident of Thornlands, addressed Council regarding application from Crematorium at 156 Woodlands Drive, Thornlands.
3. Mr C Jackson, resident of Thornlands, addressed Council regarding application from Crematorium at 156 Woodlands Drive, Thornlands.
4. Mr R Fennelly, resident of Thornlands, addressed Council regarding application from Crematorium at 156 Woodlands Drive, Thornlands.
5. Mrs B Wills, resident of Hardy Road, addressed Council regarding their application to change conditions of an existing Development Application.
6. Mrs V Roberts-Thomson, resident of Coochiemudlo Island and representative of the Coochiemudlo Island Coast care, addressed Council regarding the value of Coochiemudlo Island beaches.
7. Mrs M Haines, representative of Queenslanders for safe Water, Air and Food Inc., addressed Council regarding water fluoridation.

**MOTION TO RESUME MEETING**

Moved by: Cr M Elliott

Seconded by: Cr A Beard

That the meeting proceedings resume.

**CARRIED 11/0**

## 8 PETITIONS/PRESENTATIONS

### 8.1 CONFERENCE REPORT - CR OGILVIE (DIVISION 2)

Moved by: Cr C Ogilvie  
Seconded by: Cr P Gleeson

That the attached report regarding Cr Ogilvie's visit to Japan be tabled.

Attachment: [Cr Ogilvie Visit to Japan 2012/13](#)

CARRIED 11/0

### 8.2 CONFERENCE REPORT - CR BOGLARY (DIVISION 1) AND CR TALTY (DIVISION 6)

Moved by: Cr W Boglary  
Seconded by: Cr J Talty

That the attached report regarding Crs Boglary and Talty's recent attendance at the Local Government 117<sup>th</sup> Annual Conference be tabled.

Attachment: [Cr Boglary and Talty Conference Report](#)

CARRIED 11/0

## 9 MOTION TO ALTER THE ORDER OF BUSINESS

### **COUNCIL RESOLUTION**

Moved by: Cr P Gleeson  
Seconded by: Cr L Hewlett

That a late item from the Chief Financial Officer – *Financial Strategy 2014-2024*, be accepted and discussed as Item 17.1.1

CARRIED 11/0

### **COUNCIL RESOLUTION**

Moved by: Cr J Talty  
Seconded by: M Edwards

That a late item from the Chief Financial Officer – *November 2013 Monthly Financial Reports*, be accepted and discussed as Item 17.1.2

CARRIED 11/0

### **COUNCIL RESOLUTION**

Moved by: Cr P Bishop  
Seconded by: Cr W Boglary

That a late item from the General Manager Community & Customer Services – *Increased Budget Allocation for Capital Project – Relocation of RPAC Box Office*– be accepted and discussed as Item 17.2.1.

CARRIED 11/0



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

The Mayor declared a perceived conflict of interest in Item 7.1.5 of the Coordination Committee *MCU012906 Cemetery at 156 Woodlands Drive, Thornlands* (see item for details)

**11 MOTION TO ADJOURN GENERAL MEETING FOR THE CONDUCT OF THE COORDINATION COMMITTEE MEETING****COUNCIL RESOLUTION**

Moved by: Cr P Bishop  
Seconded by: Cr C Ogilvie

That the General Meeting be adjourned at 11.35am to enable the conduct of the Coordination Committee meeting.

CARRIED 11/0

**12 MOTION TO RECONVENE GENERAL MEETING****COUNCIL RESOLUTION**

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

That the General Meeting be reconvened at 12.51pm.

CARRIED 11/0

**13 ADOPTION OF COMMITTEE MEETING REPORT & RECOMMENDATIONS****13.1 COORDINATION COMMITTEE MEETING – 18 DECEMBER 2013**

Moved by: Cr M Elliott  
Seconded by: Cr L Hewlett

That the Report and Recommendations of the Coordination Committee meeting held 18 December 2013 be adopted.

[Coordination Committee Report 18 December 2013](#)

CARRIED 11/0

**14 MAYORAL MINUTE**

Nil

**15 NOTICES OF MOTION TO REPEAL OR AMEND RESOLUTIONS**

Nil

**16 NOTICES OF MOTION**

Nil

## 17 LATE ITEMS

### 17.1 OFFICE OF CEO

#### 17.1.1 FINANCIAL STRATEGY 2014-2024

**Dataworks Filename:** FM Financial Strategy

**Attachment:** [Financial Strategy 2014-2024](#)

**Authorising Officer:**



**Bill Lyon**  
**Chief Executive Officer**

**Responsible Officer:**

**Gavin Holdway**  
**Chief Financial Officer**

**Author:**

**Grant Tanham-Kelly**  
**Service Manager Financial Management**

---

## PURPOSE

In conjunction with Council's financial management framework and in accordance with Section 171 of *The Local Government Regulation 2012*, this report presents to Council an update to the Financial Strategy and seeks Council's adoption of the Financial Strategy for the period 2014 to 2024.

## BACKGROUND

Council considers its longer term strategic financial management policies, alongside its deliberations for setting the 2014/15 Budget, with a view to refining a 10 year financial policy framework in order to guide the achievement of the objective of financial sustainability for the City.

The Financial Strategy provides Council with an agreed roadmap for managing its financial resources and processes and is aligned with the objectives and priorities of its Community, Corporate and Operational Plans. Within the framework of the Financial Strategy, guidance is provided to support decision-making with respect to capital and operating revenue and expenditure and asset and service management levels.

The Financial Strategy is reviewed annually and represents Council's commitment in continuing to review and set clear financial objectives and targets in order to demonstrate long term financial sustainability and stewardship. These are expressed in the Financial Strategy by the inclusion of long-term forecasts for the operating statement, balance sheet, cash flows and measures of sustainability.

The content of the Financial Strategy and Long-term Financial Forecast represents a point in time and is subject to change up until the adoption of the 2014-15 corporate budgets.

## ISSUES

The long-term financial forecast highlights a number of areas for consideration and action in formulating decisions on revenue raising and operational and capital resourcing over the life of the Financial Strategy. These can be summarised as:

- Current forecasts predict increases in general rate revenue to generally be in line with the ABS Consumer Price Index (CPI);
- Current forecasts predict a stable cash balance throughout year 1 to 10, which remains within relevant measures of financial sustainability;
- Current forecasts predict an operational surplus from years 1 to 10; and
- Current forecasts predict low amounts of borrowing and the costs of servicing these debts is within relevant measures of financial sustainability

The Financial Strategy provides a clear indication of a solid financial position for Council over the life of the Strategy and ensures that plans are in place for the achievement of financial sustainability measures.

I would like to acknowledge and thank all Councillors and staff in the development of the Financial Strategy for their support, input and feedback.

## Legislative Requirements

Council's 10 year Financial Strategy provides the policy framework to guide future decision making.

The adoption of a Financial Strategy is good business practice but is also supported through the following State legislation:

- The Local Government Act 2009,
- The Local Government Regulation 2012

The detailed strategies and financial performance measures in the Financial Strategy set out financial priorities and boundaries that encourage efficient management of resources, equitable pricing models and measurable milestones.

## Financial

The Financial Strategy is Councils financial policy framework used to guide decision making on financial resource allocation over the longer term in order to demonstrate and achieve financial sustainability.

As such, the Strategy is the first reference point for such decisions and will be reviewed annually to ensure that alignment with community and corporate objectives is maintained. As a matter of good financial practice, officers continually update the 10-year financial forecast following each adopted quarterly budget review during the year. This ensures that any short-term material financial movements are reflected immediately and any future financial impacts are identified and managed accordingly within the life of the Strategy.

Importantly, the Strategy should be considered as a guide only as with any forecast and long-term policy framework, inputs, drivers and economic influences change frequently.

### **People**

Nil impact expected

### **Environmental**

Nil impact expected

### **Social**

Nil impact expected

## **Alignment with Council's Policy and Plans**

### **9. An efficient and effective organisation**

Council is well respected and seen as an excellent organisation which manages resources in an efficient and effective way

- 9.5 Ensure robust long term financial planning is in place to protect the financial sustainability of Council
- 9.6 Implement long term asset management planning that supports innovation and sustainability of service delivery, taking into account the community's aspirations and capacity to pay for desired service levels
- 9.7 Develop our procurement practices to increase value for money within an effective governance framework

## **CONSULTATION**

Consultation has been carried out with all Councillors, Executive Leadership Group, Senior Service Managers and Financial Staff in the development of the Strategy.

## **OPTIONS**

1. Council resolves to adopt the Financial Strategy 2014-2024 as discussed during budget workshops; or
2. Council resolves to amend the Financial Strategy 2014-2024

## **OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION**

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

**That Council resolve to adopt the Financial Strategy 2014-2024 as discussed during budget workshops.**

**CARRIED 9/2**

Crs Ogilvie and Bishop voted against the Council Resolution.

**17.1.2 NOVEMBER 2013 MONTHLY FINANCIAL REPORTS****Dataworks Filename:** FM Monthly Financial Reports to Committee**Attachment:** [Monthly Financial Report November 2013](#)**Authorising Officer:****Bill Lyon  
Chief Executive Officer****Responsible Officer:****Gavin Holdway  
Chief Financial Officer****Author:****Deborah Corbett-Hall  
Service Manager Corporate Finance**

---

**PURPOSE**

The purpose is to present the November 2013 Monthly Financial Performance Report to Council and explain the content and analysis of the report. Section 204(2) of the *Local Government Regulation 2012* requires the Chief Executive Officer of a local government to present statements of its accounts to the local government on a monthly basis.

**BACKGROUND**

The Corporate Plan contains a strategic priority to support the organisation's capacity to deliver services to the community by building a skilled, motivated and continually learning workforce, ensuring assets and finances are well managed, corporate knowledge is captured and used to best advantage, and that services are marketed and communicated effectively.

**ISSUES**

Council has formally reviewed its 2013-14 adopted budget on two occasions: carryover review and the first quarter budget review. Council continues to forecast a small operating surplus at 30 June 2014 in line with original budget expectations through frequent financial monitoring and management undertaken by Council departmental officers, Financial Services Group Officers and the Executive Leadership Group.

**STRATEGIC IMPLICATIONS**

Council annually adopts key financial stability and sustainability ratios as part of its annual operation plan and budget.

The following adopted 2013-14 Key Financial Stability and Sustainability Ratios were either achieved or favourably exceeded by Council as at the end of November 2013:

- 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 stability – debt to asset ratio;
- Operating performance;
- Operating surplus ratio;
- Net financial liabilities;
- Interest cover ratio; and
- Asset consumption ratio.

The following ratios were outside the target range at the end of November 2013:

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

Of note, the Level of dependence on general rate revenue ratio narrowly missed the upper threshold in a month where rates were due for payment. The Asset sustainability ratio continues to be challenging for Council although the target is '*on average over the long-term*' and Council's long term financial strategy includes risks for mitigation as well as opportunities to move closer to the long-term target.

### **Legislative Requirements**

The November 2013 financials are presented in accordance with the legislative requirement of section 204(2) of the Local Government Regulation 2012, requiring the Chief Executive Officer to present the financial report to a monthly Council meeting.

### **Risk Management**

November 2013 revenues and expenditures have been noted by the Executive Leadership Group and relevant officers who can provide further clarification and advise around actual to budget variances.

The November 2013 financial report provides an indication of financial outcomes one month out from the half yearly results at the end of December 2013. Officers can provide further clarification and advice around actual to budget variances and work has already commenced in readiness for the second quarter budget review. Of particular note, variance analysis of November's operational goods and services expenditure has identified budget phasing (timing) differences. The budget phasing will be adjusted during the month of December in the lead up to the organisation's second quarter budget review which will also consider budget adjustments of a permanent nature where applicable.

### **Financial**

There are no direct financial impacts to Council resulting from this report; however it provides an indication of financial outcomes at the end of November 2013.

### **People**

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

## Environmental

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

## Social

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

## Alignment with Council's Policy and Plans

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

### 8. Inclusive and ethical governance

Deep engagement, quality leadership at all levels, transparent and accountable democratic processes and a spirit of partnership between the community and Council will enrich residents' participation in local decision making to achieve the community's Redlands 2030 vision and goals.

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

8.8 Provide clear information to citizens about how rates, fees and charges are set and how Council intends to finance the delivery of the Community Plan and Corporate Plan.

## CONSULTATION

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

## OPTIONS

1. Council resolves to note the End of Month Financial Reports for November 2013 and explanations as presented in the attached Monthly Financial Performance Report.
2. Council requests additional information.

## OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

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

**That Council resolve to note the End of Month Financial Reports for November 2013 and explanations as presented in the attached Monthly Financial Performance Report.**

**CARRIED 11/0**

## 17.2 COMMUNITY & CUSTOMER SERVICES

### 17.2.1 INCREASED BUDGET ALLOCATION FOR CAPITAL PROJECT - RELOCATION OF RPAC BOX OFFICE

**Datworks Filename:** RPAC

**Authorising/Responsible Officer:**



**Louise Rusan  
General Manager Community & Customer  
Services**

**Author:**

**Greg Jensen  
Group Manager Community & Cultural  
Services**

---

#### PURPOSE

The purpose of this report is to seek approval from Council to increase the current approved budget allocation of \$150,000 with an additional \$50,000 to the capital project for box office relocation at RPAC. Current budget is insufficient to meet the scope of works and the available window of opportunity to complete the works requires an approval outside the quarterly budget process.

#### BACKGROUND

The 2013/14 Capital Program includes a project Job number 20611 for the relocation of the current box office and development of a coffee nook in the Redland Performing Arts Centre.

The detailed design of the refurbishment has been costed by the architects to provide an indicative cost for construction. The current budget for the project is \$150,000.

The cost estimate from the architects is that the project will be in the order of \$160,000 for construction.

The current budget has been partially expended with design costs and allocations have been set aside for Project Delivery Groups recoveries for managing the project to completion. The cost for these services is in the order of \$35,000 leaving an available budget of \$115,000 for construction.

#### ISSUES

In an effort to bring the project back into budget a review of the scope of the project was done by the Group Manager Community and Cultural Services and Project Delivery Group staff. The nature of the works makes it difficult and more costly to stage the works over 2 separate projects due to the requirement for services such as air-conditioning, electrical, data and security for the box office. Staging the works would mean having to re-do some of these works at a later time that results in rework, further disruption to the performance season and additional cost.

As part of the relocation of the box office a coffee nook will be created to provide an additional revenue opportunity to the business both during performances and also as an attractor to the site when there are no performances being held. This has the



benefit of making the building more accessible and raising the profile of the site to patrons. It also allows for additional offerings such as informal events in the foyer with live entertainment, bar, catering and beverage sales.

Part of the increase in cost is the result of the workplace health and safety obligations Council has to provide a safe workplace to staff that are exposed in a public environment and are handling cash. These are also required to monitor access to back stage areas that would result in potential public safety risks if the public were not supervised. The additional requirement for duress alarms and security cameras has increased the original estimate. These security measures will be monitored by Council Facility Services Unit as they currently do for other Council sites managing cash.

Due to the performance season in 2014 the only time this work can be performed is in the February to March period otherwise it will disrupt performances and result in lost or reduced revenue and patron dissatisfaction.

The new Creative Arts Redlands 2014 Program is to be launched in January that will describe some of the new features of the Redland Performing Arts Centre so a decision needs to be made to proceed so as not to misinform the patrons and public.

This project is a key project to making the current performing arts centre a performance precinct that will continue to attract patrons and visitors to Cleveland. It will have benefits to the revitalisation of the Cleveland CBD as it provides additional opportunities especially after hours that currently do not exist in Cleveland.

If approval is not provided then the project will need to be deferred for a year until the next window of opportunity in 2015. This will have result in lost opportunity for Council and the Cleveland CBD Revitalisation Project.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

Regulation 173 of the Local Government Regulations 2012, requires Council to approve by resolution increases in budget for Council approved projects such as the Relocation RPAC Box Office prior to expenditure being committed through a contract. This resolution must then be taken into account as part of the amendment process for the Local Government budget e.g. quarterly review process.

### **Risk Management**

The risk of not approving the project increase are that there are lost revenue opportunities and the Redland Performing Arts Centre will remain closed when a performance is not being held decreasing its opportunity to attract visitors to the Cleveland CBD.

### **Financial**

To enable this project to proceed Council will need to approve an increase in the current budget by \$50,000. These funds will be sourced through the second quarter review process in early 2014 through either identifying savings through other capital projects that will be deferred or a need to increase the capital program by \$50,000.

### **People**

There are no known people impacts.

## Environmental

There is no known impact to the environment.

## Social

The ability to complete the project this financial year enables the social benefits to be realised rather than being deferred a year. It also supports the concept of greater community interaction in the Redland Performing Arts Centre.

## Alignment with Council's Policy and Plans

The recommendation primarily supports Council's Operational Plan strategy 7.4 – "Increase the participation of people from all age groups and backgrounds in local heritage, the arts and cultural expression".

## CONSULTATION

The Chief Financial Officer was consulted prior to drafting the report and the Acting Chief Financial Officer, Project Delivery Group, Manager Creative Arts and General Manager Customer and Community Services have been consulted in drafting this report and are supportive of the recommendations.

## OPTIONS

1. That Council resolve as follows:

1. That Council approve a \$50,000 increase in the project budget for Job 20611 Relocation RPAC Box Office;
2. That a submission is put to Council as part of the Second Quarter Budget Review process where additional funds are required as a prior approved submission by Council resolution; and
3. Where additional funds are not required due to savings identified as part of the capital program review during the Second Quarter Budget Review process then funds are transferred to the Job 20611 Relocation RPAC Box Office.

2. That Council not approve a \$50,000 increase in the project budget for Job 20611 Relocation RPAC Box Office and the project is resubmitted for the 2014/15 capital program with increased funding.

## OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION

**Moved by:** Cr P Bishop  
**Seconded by:** Cr M Edwards

**That Council resolve to approve a \$50,000 increase in the project budget for Job 20611 Relocation RPAC Box Office.**

**CARRIED 10/1**

Cr Gleeson voted against the Council Resolution

**18 URGENT BUSINESS WITHOUT NOTICE****18.1 CR EDWARDS - SPEED LIMIT KARRAGARRA ISLAND**

Permission was granted for Cr Edwards to bring forward the following item as Urgent Business:

**COUNCIL RESOLUTION**

Moved by: Cr M Edwards

Seconded by: Cr W Boglary

That Council resolve to authorise Council Officers to investigate and seek all the necessary approvals that are required to allow the implementation of a 40km/h speed limit on all the public roads in Karragarra Island.

**CARRIED 11/0**

**18.2 CR HEWLETT – NORFOLK BEACH TREES LOSS PREVENTION**

Permission was granted for Cr Hewlett to bring forward the following item as Urgent Business:

**COUNCIL RESOLUTION**

Moved by: Cr L Hewlett

Seconded by: Cr P Bishop

That Council resolve as follows:

1. That funds of approximately \$20,000 be allocated immediately to the current OPEX budget to urgently facilitate the priority protection works to prevent the loss of two significant trees and natural resources on historic Norfolk Beach, Coochiemudlo island; and
2. That this remediation be undertaken as per quotes already received by Council in order to maintain biodiversity and a protective buffer to the Ramsar-listed Melaleuca Wetlands, Conservation Emerald Fringe, private dwellings and Council infrastructure and to maintain the aesthetics of the beach and foreshore.

**CARRIED 10/1**

Cr Talty voted against the Council Resolution.

**18.3 CR OGILVIE – AMITY SHORELINE EROSION MANAGEMENT**

Permission was granted for Cr Ogilvie to bring forward the following item as Urgent Business:

**COUNCIL RESOLUTION**

Moved by: Cr C Ogilvie

Seconded by: Cr P Bishop

That Council resolve to delay consideration of the Draft Amity Shoreline Erosion Management Plan Report until March 2014 so that the community might have an opportunity to review the draft and make comment.

**CARRIED 11/0**

**19 MEETING CLOSURE**

There being no further business, the Mayor declared the meeting closed at 1.33pm.

Signature of Chairperson: \_\_\_\_\_

Confirmation date: \_\_\_\_\_