



Redland
CITY COUNCIL

AGENDA

GENERAL MEETING

**Wednesday, 18 October 2017
commencing at 9.30am**

**The Council Chambers
91-93 Bloomfield Street
CLEVELAND QLD**

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1 DECLARATION OF OPENING

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

Recognition of the Traditional Owners

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

2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

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

3 DEVOTIONAL SEGMENT

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

4 RECOGNITION OF ACHIEVEMENT

Mayor to present any recognition of achievement items.

5 RECEIPT AND CONFIRMATION OF MINUTES

5.1 GENERAL MEETING MINUTES 4 OCTOBER 2017

Motion is required to confirm the Minutes of the General Meeting of Council held on 4 October 2017.

6 PUBLIC PARTICIPATION

In accordance with s.31 of POL-3127 Council Meeting Standing Orders:

1. In each meeting (other than special meetings), a period of 15 minutes may be made available by resolution to permit members of the public to address the local government on matters of public interest relating to the local government. This period may be extended by resolution.
2. Priority will be given to members of the public who make written application to the CEO no later than 4.30pm two days before the meeting. A request may also be made to the chairperson, when invited to do so, at the commencement of the public participation period of the meeting.
3. The time allocated to each speaker shall be a maximum of five minutes. The chairperson, at his/her discretion, has authority to withdraw the approval to address Council before the time period has elapsed.
4. The chairperson will consider each application on its merits and may consider any relevant matter in his/her decision to allow or disallow a person to address the local government, e.g.
 - a) Whether the matter is of public interest;
 - b) The number of people who wish to address the meeting about the same subject
 - c) The number of times that a person, or anyone else, has addressed the local government previously about the matter;
 - d) The person's behaviour at that or a previous meeting; and

- e) If the person has made a written application to address the meeting.
5. Any person invited to address the meeting must:
- a) State their name and suburb, or organisation they represent and the subject they wish to speak about;
 - b) Stand (unless unable to do so);
 - c) Act and speak with decorum;
 - d) Be respectful and courteous; and
 - e) Make no comments directed at any individual Council employee, Councillor or member of the public, ensuring that all comments relate to Council as a whole.

7 PETITIONS AND PRESENTATIONS

Councillors may present petitions or make presentations under this section.

8 MOTION TO ALTER THE ORDER OF BUSINESS

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

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

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

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

The Councillor must—

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

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

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

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

- (a) the Councillor;
- (b) a spouse of the Councillor;
- (c) a parent, child or sibling of the Councillor;
- (d) a partner of the Councillor;

- (e) an employer (other than a government entity) of the Councillor;
- (f) an entity (other than a government entity) of which the Councillor is a member;
- (g) another person prescribed under a regulation.

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

The Councillor must—

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

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

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

*A **conflict of interest** is a conflict between—*

- (a) *a Councillor's personal interests (including personal interests arising from the Councillor's relationships, for example); and*
- (b) *the public interest;*

that might lead to a decision that is contrary to the public interest.

10 REPORTS TO COUNCIL

10.1 ORGANISATIONAL SERVICES

10.1.1 REDLAND CITY COUNCIL MEETING SCHEDULE 2018

Objective Reference:	A2568090 Reports and Attachments (Archives)
Attachment:	<u>Meeting Schedule January-December 2018</u>
Authorising Officer:	John Oberhardt General Manager Organisational Services
Responsible Officer:	Paul Holtom Group Manager Corporate Services
Report Author:	Lizzi Striplin Corporate Meetings & Registers Coordinator

PURPOSE

The purpose of this report is for Council to adopt the Council meeting calendar for 2018.

BACKGROUND

The *Local Government Act 2009* (LG Act) requires Councils to at least once in each year, publish in a newspaper circulating generally in its area, a notice of the days and times when its meetings are to be held. Council also publishes this information at its customer service centres and on its website.

ISSUES

The attached meeting calendar for 2018 has been developed to meet legislative requirements under the LG Act.

STRATEGIC IMPLICATIONS

Legislative Requirements

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

Risk Management

There are no significant risk management issues associated with this report.

Financial

There are no specific financial implications associated with this report.

People

Adopting Council's meeting calendar allows Council's Elected Representatives and those officers involved in Council's meetings to effectively plan for their 2018 Council meeting commitments.

Environmental

There are no specific environmental implications associated with this report.

Social

Early adoption of Council's meeting schedule provides benefit to members of the community wishing to attend Council meetings.

Alignment with Council's Policy and Plans

This report aligns with Council's policies and plans and contributes to Inclusive and Ethical Governance.

CONSULTATION

Consultation has occurred with the Executive Leadership Team, Councillors and the Corporate Meetings and Registers Team.

OPTIONS

1. That Council resolves to adopt the attached 2018 meeting calendar.
2. That Council amends the proposed 2018 meeting calendar.

OFFICER'S RECOMMENDATION

That Council resolves to adopt the attached 2018 meeting calendar.

REDLAND CITY COUNCIL
PROPOSED MEETING SCHEDULE
JANUARY – DECEMBER 2018

JANUARY 2018		
24	Wednesday 9.30am	General Meeting
FEBRUARY 2018		
7	Wednesday 9.30am	General Meeting
21	Wednesday 9.30am	General Meeting
MARCH 2018		
7	Wednesday 9.30am	General Meeting
21	Wednesday 9.30am	General Meeting
APRIL 2018		
18	Wednesday 9.30am	General Meeting
MAY 2017		
9	Wednesday 9.30am	General Meeting
23	Wednesday 9.30am	General Meeting
JUNE 2018		
6	Wednesday 9.30am	General Meeting
20	Wednesday 9.30am	General Meeting
20	Wednesday 1.00pm	Special Meeting – Adoption of 2018/19 Budget
JULY 2018		
11	Wednesday 9.30am	General Meeting – School holidays
25	Wednesday 9.30am	General Meeting
AUGUST 2018		
8	Wednesday 9.30am	General Meeting
22	Wednesday 9.30am	General Meeting
SEPTEMBER 2018		
5	Wednesday 9.30am	General Meeting
OCTOBER 2018		
10	Wednesday 9.30am	General Meeting
24	Wednesday 9.30am	General Meeting
NOVEMBER 2018		
7	Wednesday 9.30am	General Meeting
21	Wednesday 9.30am	General Meeting
DECEMBER 2018		
12	Wednesday 9.30am	General Meeting

10.1.2 REPORT OF THE AUDIT COMMITTEE MEETING – 7 SEPTEMBER 2017

Objective Reference:	A1969109 Reports and Attachments (Archives)
Attachment:	<u>Audit Committee Minutes – 7 September 2017</u>
Authorising Officer:	John Oberhardt General Manager Organisational Services
Responsible Officer:	Siggy Covill Group Manager Internal Audit and Risk
Report Author:	Kailesh Naidu Principal Adviser Internal Audit

PURPOSE

The purpose of this report is to present the minutes of the Audit Committee meeting on 7 September 2017 to Council for adoption in accordance with Section 211 of the *Local Government Regulation 2012*.

BACKGROUND

The primary objective of the Audit Committee is to assist Council in fulfilling its corporate governance role and oversight of financial measurement and reporting responsibilities imposed under the *Local Government Act 2009*, the *Financial Accountability Act 2009* and other relevant legislation.

To fulfil this objective and in order to enhance the ability of Councillors to discharge their legal responsibility, it is necessary that a written report is presented to Council as soon as practicable after a meeting of the Audit Committee about the matters reviewed at the meeting and the Committee's recommendations about these matters.

ISSUES

Please refer to the attached Minutes of the Audit Committee meeting held on 7 September 2017.

STRATEGIC IMPLICATIONS**Legislative Requirements**

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

Risk Management

There are no opportunities or risks for Council resulting from this report.

Financial

There are no financial implications impacting Council as a result of this report.

People

There are no implications on people as a result of this report.

Environmental

There are no environmental impacts resulting from this report.

Social

There are no social implications as a result of this report.

Alignment with Council's Policy and Plans

Relationship to Corporate Plan 2015-2020: 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.

8.4 A continuous improvement focus underpins the organisation, creating a supportive environment for ideas and positive, well-managed change that enhances internal and external outcomes.

CONSULTATION

The Audit Committee minutes are presented for confirmation as a true and accurate record of proceedings at its next meeting.

OPTIONS

1. That Council resolves to accept this report, which summarises the issues discussed at the Audit Committee meeting of 7 September 2017;
2. That Council resolves to accept this report and requests additional information; or
3. That Council resolves not to accept this report and requests an alternative method of reporting.

OFFICER'S RECOMMENDATION

That Council resolves to accept this report, which summarises the issues discussed at the Audit Committee Meeting of 7 September 2017.



Redland
CITY COUNCIL

MINUTES

AUDIT COMMITTEE MEETING

Thursday, 7 September 2017

Commencing at 9.30 am

**Council Chambers
1st floor Administration Building
Bloomfield Street Cleveland QLD 4163**

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1 DECLARATION OF OPENING

The Chairperson declared the meeting open at 9.30 am.

2 RECORD OF ATTENDANCE AND APOLOGIES

Membership:

Cr Paul Gleeson	Councillor Member and Chairperson
Cr Wendy Boglary	Alternate Member (Deputy Mayor)
Mr Virendra Dua	External Member

Secretary:

Mr Kailesh Naidu	Acting Group Manager Internal Audit and Risk
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Attendees:

Mr Andrew Chesterman	Chief Executive Officer
Ms Louise Rusan	General Manager Community and Customer Services
Mr John Oberhardt	General Manager Organisational Services
Ms Deborah Corbett-Hall	Chief Financial Officer
Ms Joy Manalo	Principal Adviser Finance
Ms Ashley Carle	Bentleys - QAO Audit Representative
Ms Melissa Read	Queensland Audit Office

Observers:

Cr Tracey Hugues
Cr Paul Golle

Minutes:

Ms Fiona McCandless	PA to General Manager Organisational Services
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Apologies:

Cr Karen Williams	Councillor Member (Mayor)
Ms Sigggy Covill	Group Manager Internal Audit and Risk
Mr Peter Best	General Manager Infrastructure and Operations
Mr Peter Dowling	External Member
Mr Martin Power	Bentleys - QAO Audit Representative

3 RECEIPT AND CONFIRMATION OF MINUTES

The minutes of the Audit Committee meeting of 20 July 2017 were presented for confirmation by the Committee.

3.1 BUSINESS ARISING FROM PREVIOUS MINUTES

The Chair asked that any business arising from the previous minutes of this Committee be carried forward to the next scheduled Audit Committee meeting on 12 October 2017.

COMMITTEE DECISION

That the Audit Committee notes the receipt and confirmation of the prior minutes as presented.

4 COUNCIL FINANCIAL REPORTS**4.1 DRAFT ANNUAL FINANCIAL STATEMENTS**

The Chief Financial Officer presented the draft annual financial statements of Council to the Audit Committee.

COMMITTEE DECISION

1. That the Audit Committee notes the draft annual financial statements as presented; and
2. That the Chief Financial Officer updates wording to the notes to the draft financial statements as discussed to provide further clarity in the disclosures .

5 UPDATE FROM EXTERNAL AUDITORS

Bentleys presented an update to the Committee.

COMMITTEE DECISION

That the Audit Committee notes the update as presented.

6 MEETING CLOSURE

The meeting closed at 10.05 am.

10.1.3 FIRE MANAGEMENT REVIEW REPORT UPDATE

Objective Reference: A2601205
Reports and Attachments (Archives)

Attachment: [Bushfire Review Tracking Sheet](#)

Authorising/Responsible Officer: Andrew Ross
General Counsel

Report Author: Michael Tait
Acting Service Manager
Disaster Planning and Operations

PURPOSE

The purpose of this report is to provide a three month progress update on the actions taken to achieve the recommendations outlined in the Fire Management Plan Review Report 2017 from Queensland Fire and Emergency Service (the Fire Review).

BACKGROUND

Following the fires on Macleay and Russell Islands in late 2016, the Training and Emergency Management Unit of Queensland Fire and Emergency Service was engaged to review the level of fire preparedness across the Redland City area.

Following the review, the Training and Emergency Management Unit produced the Fire Review which contained 56 recommendations to improve community safety.

The 56 recommendations that have been divided into six separate categories:

1. Illegal dumping and hoarding
2. Low community resilience and disaster preparedness
3. Emergency response capacity across multiple agencies
4. Maintenance plans and access trails
5. Local Laws and legislation
6. Access to water and fire hydrants

The Council resolution of 26 July 2017 required a report to be brought back to Council to outline a full response and progress on the recommendations within three months.

ISSUES

Recognising a whole of Council approach is needed to address the recommendations, a Steering Committee was established which is chaired by Council's Legal Counsel and consists of senior managers from Environment and Regulation; City Spaces; Water and Waste Operations; Communications, Engagement and Tourism; Corporate Services; Internal Audit and Risk; Information Management and Disaster Planning and Operations. It is the role of the Steering Committee to engage with state government agencies to provide additional support and resources as required.

To date, actions toward addressing 52 of the 56 recommendations have been initiated. These actions are detailed in the attachment and summarised below according to the six categories.

1. Illegal dumping and hoarding

- A multi-agency tour of Russell Island was held on the 12th of September to highlight the need for a whole of government approach to improving community safety across the Southern Moreton Bay Islands. Agencies represented on the tour included: Queensland Reconstruction Authority; Department of Infrastructure, Local Government & Planning; Queensland Fire and Emergency Services; Department of Communities, Child Safety & Disability Services; Department of Science, Information Technology & Innovation; and Optus. Multi-agency working groups were established following the visit to investigate options addressing issues of improved telecommunications, social isolation, substandard housing and homelessness; hoarding and accumulation and vegetation management.
- The opening hours for the waste transfer stations on Russell Island and Macleay Island have been extended to 7 days per week (up from 5 days a week) from September through to the end of Jan 2018. This initiative supports the 'Spring Clean SMBI' campaign that was launched in September. Usage of the waste transfers stations during the extend hours period will be monitored to determine benefit. It was noted that during the multi-agency tour of Russell Island, there appeared to be a visual reduction of car bodies across the island.

2. Low community resilience and disaster preparedness

- The Spring Clean SMBI and Southern Redlands' awareness campaigns were launched to encourage the community to join with Council in better preparing their properties in event of disaster. The 'Spring Clean campaigns have included letters and information flyers delivered to residents and land owners across SMBI, Redland Bay, Mt Cotton and Sheldon. This has been accompanied by a strong social media and print media campaign which has included media releases, advertising editorials in island and local newspapers, posters at mainland and island jetties, information flyers and advertising on passenger ferries.
- Over 300 hours of community engagement has been undertaken across the city since January targeting community groups and networks, schools, events and markets, and conducting 'Street Speaks' at numerous locations throughout the city. The SMBI Community Champions have also been promoting disaster preparedness through markets and community engagements they have attended.

3. Emergency response capacity across multiple agencies

- The disaster management plans that are assessed annually by the Inspector General of Emergency Management are currently being reviewed to simplify the plans. The review is based on feedback and learning's from the 2017 annual exercise and plan assessment.
- The disaster plan website will also undergo redesign to incorporate an information hub that will provide a greater level of event specific information. The website will also include an interactive mapping product that will allow the user to view all natural hazards and emergency/evacuation information at a

property level, street level, suburb level and city wide. Quotes are currently being assessed.

- Improvements to island and mainland evacuation centres have been applied for in the current round of LGGSP funding. Improvements to the centres include: upgrades to amenities, installation of generator back-up power supply and digital signage to display community safety messaging and event specific information. Additional training and familiarisation of the SBMI Community Champions in the operation of island evacuation centres has also taken place in September.
- Council, in consultation with QFES are costing the installation of emergency and fire danger rating signage at prominent locations.
- Improvements have been made to Council's external Red-E-Map site to display the latest natural hazard and emergency service mapping.
- Council has assisted the SES recruitment program through advertising, website and community gatherings – Orange Angels campaign.
- Local marine based organisations (including Police, Volunteer Marine Rescue, State Emergency Service and Coast Guard) have met to determine responsibilities and resourcing during disaster operations. The group has nominated a Maritime Coordinator who will be a liaison to the Local Disaster Coordination Centre during activation.
- A two day risk assessment workshop was held in September, facilitated by QFES Risk Assessment Unit to review the impact of natural hazards across Redland City. The risk assessment will engage members of the Local Disaster Management Group in determining vulnerabilities in terms of community, infrastructure, economy and environment.

4. Maintenance plans and access trails

- Council, in consultation with QFES is currently undertaking a full review of its fire mitigation program. QFES has provided access for Council to use the SABRE modelling tool, a predictive tool that can determine the benefits achieved from the mitigation program – SABRE provides the science behind the program. Training in the use of SABRE for key officers responsible for Council's mitigation programs.
- Fire access trails are constructed around the boundary between private land and council-managed land by Council as part of normal business. The design and planning of additional fire access trails is being undertaken as part of the overall review of the mitigation program. Council has engaged an ecological consultant to advise on the provision of additional access trails whilst still preserving the integrity of sensitive native flora.
- An agreed lexicon of terminology for fire mitigation and response operations is being developed in partnership with QFES. Council and QFES are exploring options for joint involvement in future fire mitigation activities across the city.
- Council is engaging with the Quandamooka Yoolooburrabee Aboriginal Corporation to undertake cultural heritage assessments across the city to ensure future mitigation works do not affect cultural significant sites.

- Council is working to raise the profile of fire mitigation work throughout the city by extending resident notifications to incorporate all mitigation activities, not just prescribed burns. The current notification process (which includes notification to external agencies, surrounding residents and internally within Council) will be extended to include signage at key community locations for upcoming work.

5. Local Laws and legislation

- Council is reviewing Local Law 6 – Protection of Vegetation with regard to the content contained within the local law and its relationship to the City Plan which is believed to absorb many aspects of the local law.
- To assist with community awareness and understanding of Local Laws, there is a fact sheet available explaining vegetation management on private property. In addition, Council officers are developing a fact sheet to explain land owner obligations under Local Law 3.
- Preparations are being made to display vegetation protection order information via Council's external mapping system.
- Council is focusing on issues of overgrown properties, fire hazards, illegal dumping and non-compliant structures across SMBI. Council officers have mapped these issues across SMBI and are developing a program of work based on achieving greater community safety through risk assessment and socially responsible intervention.
- Enforcement processes have been revised in respect to overgrown properties to reduce compliance times and incentivise the maintenance of properties. Unnecessary reminders in regards to overgrown property have been removed to reduce timeframes to circa 40 days for compliance. Infringement notices will not be issued if landowners provide evidence agreeing to undertake a regular maintenance.

6. Access to water and fire hydrants

- Council has recently assessed its hydrant maintenance program which is undertaken is part of routine operations. Waterlines that had been previously valved off across SMBI due to no use and inaccessibility have been re-opened, tested and are fully operational.
- Rural fire brigades across SMBI have been provided with updated mapping of hydrant locations for operational use.
- To support QFES fire response operations, Council have on standby a bulk water tanker that will be made available on request from QFES on days forecast FDI 30+ or Wildfire Alert Level 3. The fittings and connections on Council's bulk water tankers have been assessed and are compliant with QFES requirements.

Recommendations yet to be initiated include:

37. Conduct an education campaign for residents on how to access contact details for neighbouring properties for mutual vegetation and property management.
38. Undertake a periodic survey of residents and land-owners to ensure local laws are being understood.

49. Council to use the SABRE site created for this study to undertake its own detailed analysis of areas covered by VPOs on the mainland.
50. Work with QFES to roll out additional awareness and educational material that explains how residents can best manage vegetation on blocks covered by VPOs.

STRATEGIC IMPLICATIONS

Legislative Requirements

In accordance with section 4A Guiding Principles of the Queensland Disaster Management Act 2003; local government is primarily responsible for taking preventative and preparatory measures to reduce the likelihood and severity of an event occurring and ensure the community, resources and services are able to cope with the effects of an event within their local government area.

Risk Management

The bush fire review offers substantial opportunity to build community resilience and focus efforts on continuous improvement to mitigate the effects of potential bush fires. Since the bush fire review was received in July 2017 there has been an increased focus across Council to address community safety and fire mitigation issues in the Redlands. Council is committed to the safety of the community and sees this as an opportunity to improve current practices, establish new partnerships and work with the community in pursuit of a more resilient and better prepared Redland City.

Financial

Addressing the 56 recommendation requires a whole of Council approach with a number of areas responsible for delivering against the recommendations. These areas of Council are currently absorbing those costs associated with delivery of the recommendations into their existing budgets. To achieve this, current workloads have been reprioritised to free up resources and personnel, whilst other programs of work have been bought forward within the current financial year.

Where possible, the recommendations are being incorporated into business as usual activities. However, there are recommendations that require substantial forward planning and additional budget to implement. Budget planning has commenced as the extent of additional works is being determined. Additional budget required to implement the recommendations will be sort through Council's budget review process in December 2017 or via future budgeting processes.

People

In undertaking actions in response to the recommendations, Council officers have reprioritise workloads and bought work forward. The refocusing of work has created additional workloads for those teams responsible for delivery of outcomes. An Officer from both Council's Compliance and Conservation Fire Management Teams have been dedicated to the delivery of outcomes to address the recommendations that have been assigned to their respective teams.

Environmental

The fire mitigation work is conducted in accordance with cultural heritage requirements and considers environmental and ecological sensitivities. Council is working with the Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC) to seek assistance in undertaking an assessment of known significant cultural heritage

sites across the city. QYAC will be provided with a list of prioritised sites for consideration based on the recommendations of the fire review. Council officers will also establish a central point for all communications with QYAC regarding matters relating to work around areas of significant cultural heritage.

Council has engaged an ecological consultant to provide advice as to how to provide additional access trails in accordance with recommendations whilst still preserving the integrity of sensitive native flora. Working with QFES, Council has identified 24 additional fire trails proposed for Russell Island. Council has been provide access for the use of the SABRE tool to identify vegetated areas that require specific works and provide a greater level of safety to the community if their treatment is prioritised. Conducting SABRE assessment will enable Council to identify areas that may benefit from mitigation activities other than fuel reduction in order to better respond to the risk.

Social

The overarching purpose of the Fire Management Plan Review Report is to improve community safety across Redland City. In the course of delivering on the recommendations, investigations have found that there are a number of social issues that are impacting the Southern Moreton Bay Islands. These issues require a whole of government response, consequently, Council has engaged with: Queensland Reconstruction Authority; Department of Infrastructure, Local Government & Planning; Queensland Fire and Emergency Services; Department of Communities, Child Safety & Disability Services; Department of Science, Information Technology & Innovation; Department of Housing and Public Works; Services and Optus.

Addressing these issues is based on risk assessment and socially responsible intervention. The most vulnerable residents have been identified and mapped. It is proposed that multi-agency outreach teams meet with residents to offer support services and safer living arrangements. Officers from both the Department of Communities, Child Safety & Disability Services and Council will meet with those vulnerable residents to offer additional social and support services designed to improve their level of safety, and in turn that of the broader community.

Alignment with Council's Policy and Plans

This report aligns with the following key outcome of the 2015-2020 Corporate Plan:

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

CONSULTATION

General Counsel
Group Manager Environment and Regulation
Group Manager City Spaces
Group Manager Water and Waste Operations
Group Manager Communications, Engagement and Tourism
Group Manager Corporate Services
Group Manager Internal Audit and Risk
Chief Information Officer
Project Officer Disaster Planning and Operations
Queensland Fire and Emergency Service

OPTIONS

The following options are open to Council:

1. That Council resolves to accept the fire report recommendations and endorse the following action plan:
 1. Council continues to implement actions in response to the 56 recommendations provided in the Redland City Council - Fire Management Plan Review Report 2017;
 2. Council seeks approval for additional budget required to implement those actions through Council's budget review process in December 2017 or via future budgeting processes;
 3. That a further report be provided to Council within six months, on the progress of the action plan; and
 4. Council continue to work collaboratively with external partners to achieve improved community safety through cost effective measures.
2. That Council resolves to endorse and implement an amended action plan; or
3. That Council resolves to not implement any action plan.

OFFICER'S RECOMMENDATION

That Council resolves to accept the fire report recommendations and endorse the following action plan:

- 1. Council continues to implement actions in response to the 56 recommendations provided in the Redland City Council - Fire Management Plan Review Report 2017;**
- 2. Council seeks approval for additional budget required to implement those actions through Council's budget review process in December 2017 or via future budgeting processes;**
- 3. That a further report be provided to Council within six months, on the progress of the action plan; and**
- 4. Council continue to work collaboratively with external partners to achieve improved community safety through cost effective measures.**

Summary of Recommendations	Response action as at 1 October 2017	Responsibility
Scope Point 1- Level of Vulnerability to SMBI		
1.1 Illegal dumping on Council & private land		
<p>1. Raise community awareness of local laws via all available reporting and communication channels, encouraging residents to report instances of illegal dumping. Leverage off the Queensland Department of Environment and Heritage program: "See It, Report It, Stop It."</p>	<p>Information brochures have been distributed to residents of the Southern Moreton Bay Islands and southern Redlands including Mt Cotton, Sheldon and Redland Bay encouraging residents to "spring clean" their properties to reduce fire hazards ahead of fire and storm season.</p>	<p>Group Manager Environment and Regulation</p>
<p>2. Investigate the viability of operating Council's waste transfer stations seven days per week on Russell and Macleay Islands, in the same manner as Lamb and Karragarra Islands.</p>	<p>A trial period of extended opening from 5 to 7 days per week at the Waste transfer stations (WTS) on Russell and Macleay Islands commenced 18 September 2017 and will run until the end of Jan 2018. During this period, increases to the number of visits and the total volume of waste deposited will be tracked and reported on to determine the effectiveness of this recommendation.</p>	<p>Group Manager Water and Waste Operations</p>
<p>3. Investigate alternatives to the existing disposal fees for commercial green waste, and the inclusion of mulching or chipping facilities at waste transfer stations to convert bulky green waste into a usable commodity for council and community.</p>	<p>The option of providing mulch as a usable commodity from green waste collected at tipping sites has been decided against due to previous incidents of asbestos being mixed with green waste. If large amounts of green waste are generated by the 'Spring Clean SMBI' campaign, a minor cost saving is possible if green waste was mulched at each island dump site prior to transportation back to the mainland. Green waste levels will be monitored accordingly. The storing of excessive amounts of green waste creates a substantial risk of fire and as such does little to alleviate fire hazards.</p>	<p>Group Manager Water and Waste Operations</p>

<p>4. Coordinate a systematic clean-up of impacted areas using council personnel and resources with assistance from volunteer community groups or organisations such as 'Clean up Australia'. As many illegal dumping locations are on private land, a partnership between Council and land-owners may be considered to assist in cost recovery. Any coordinated clean-up would include safety considerations for those involved</p>	<p>Council's Local Laws and Development Assessment officers in partnership with Qld Dept. of Communities are identifying residents who may be in need of assistance as a primary focus. An offer of help is being extended where necessary to assist those residents unable to initiate a clean-up of their own property.</p>	<p>Group Manager City Spaces</p>
<p>5. Consult with RFS Regional Office to identify their needs with regard to vehicle wrecks for road crash rescue training. While the vehicles will still require removal from the islands, the costs would be partially offset by the training opportunities for emergency services.</p>	<p>A number of dumped/abandoned vehicles have already been removed from the SMBI. Discussions were held with senior RFS officers to determine if any remaining abandoned vehicles could be used for training purposes. At this time their advice is that no further vehicles are required for officer training.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>6. Implement a proactive approach to Council's local law enforcement on the SMBI, which will likely require additional enforcement personnel and up-skilling of additional enforcement officers to assess matters relating to Local Law 3, including fuel loadings and reduction of hoarding and unsightly blocks.</p>	<p>Officers are currently progressing the review of audit findings to determine a prioritised work program based on a risk assessment and socially responsible intervention. Local Laws Team are reprioritising work to provide two Local Laws Officers to focus primarily on the SMBI overgrown properties, fire hazards, illegal dumping and illegal camping. Development Control Unit are supporting with a whole of property compliance approach with a focus on illegal building work, shipping containers, unlawful dwellings and associated local law activities such as temporary homes and unsightly accumulation.</p> <p>A revised work instruction in respect to overgrown property to cut-down compliance times and incentivise the maintenance of property has commenced. Unnecessary reminders in regards overgrown property have been removed to reduce timeframes to circa 40 days for compliance. For second reminders and ongoing reminders, implementations of infringement notices to stop the practice of Council being a "reminder" service for absentee land owners. Infringement notices will not be issued should landowners provide evidence of signing up to a regular maintenance program.</p>	<p>Group Manager Environment and Regulation</p>
<p>7. Investigate the feasibility of access control to popular illegal dump sites. As many dump sites are on private land, cost recovery must be considered.</p>	<p>There is no provision with RCC's local laws which require a private owner to fence their property. Any illegal dumping becomes the owner's responsibility to remove. There is no intention by RCC to enter into arrangements with individual land owners to either fence or restrict access to private land.</p>	<p>Group Manager Environment and Regulation</p>

<p>8. For illegal dumping or excessive build-up of fuel on private land, consider involvement of QFES, in accordance with the <i>Fire and Emergency Services Act 1990</i> Section 69 which states, “the occupier of a premises must take measures to reduce the risk of fire occurring and reduce the potential danger to persons, property and the environment in the event of a fire occurring”.</p>	<p>As part of the "Spring Clean" program, land owners on SMBI and the southern Redlands area have received letters requesting they join with Council in addressing build up of litter/vegetation on their land that could be a fire hazard.</p>	<p>Group Manager Environment and Regulation</p>
<p>1.2 Build up of vegetation and ground fuel on Council & private land</p>		
<p>9. Implement the recommended prescribed burn schedule contained within the QFES Predictive Services Report on council-managed land (Annexure A).</p>	<p>RCC is continuing to engage with QFES to review and implement the prescribed burn schedule which was supplied as part of the QFES Predictive Services Report .</p>	<p>Group Manager City Spaces</p>
<p>10. Council should investigate the use of RFS and other service providers to assist or undertake these tasks. When conditions are favourable, the prescribed burn program must be a high priority.</p>	<p>RCC and QFES officers are working collaboratively to ensure joint involvement in future fire mitigation tasks. Future prescribed burns will commence after the current bushfire season has ended in early 2018.</p>	<p>Group Manager City Spaces</p>
<p>11. In the event of prolonged unfavourable weather that limits prescribed burning, consideration must be given to implementing or strengthening fire access trails into fire breaks, as detailed in Rob Friend and Associates Fire Break Assessment Report for Redland Shire Council – 1996 and the Parsons Brinckerhoff SMBI Firebreak Report for Redland Shire Council – 2005.</p>	<p>RCC are working with QFES to review current fire trails and have identified an additional 24 proposed fire trails for Russell Island. To a large degree this work already occurs as business as usual for RCC, however more public awareness and notification is essential to help the community to be more aware of Council's efforts and continuing works programs.</p>	<p>Group Manager City Spaces</p>

<p>12. When implementing any fire mitigation strategy, Council should ensure activities have a high profile and are publicised using all available channels. Council should report annually on prescribed burning outcomes in a manner that meets public accountability objectives, including publishing details of targets, area burnt, and funds expended on the program, as well as impacts on biodiversity. Council should lead by example with responsible management of fuel loadings on undeveloped land. Any publication of fire mitigation activities is to be accompanied by a call-to-action for private land-owners to help ensure a "Safer SMBI".</p>	<p>RCC currently notifies residents of prescribed burn activities. this notification service will be extended to include other fire mitigation activities such as slashing and manual removal of both overgrown vegetation, weeds and rubbish. Current notification process for prescribe burns includes: a stakeholders notification to external agencies (QFES, QYAC, QPS etc.) and internally within Council; a letterbox drop to surrounding residents within a reasonable proximity of the upcoming burn.</p>	<p>Group Manager City Spaces</p>
<p>13. Implement an awareness-raising campaign for SMBI residents to promote a call-to-action to create a "Safer SMBI". The aim of this campaign will be to inform them of the good work being done by Council and other land-owners, as well as educating residents and land-owners of their obligations under Local Law 3, Part 3 – Overgrown and Unsightly Blocks and Part 4 – Fire and Fire Hazards. The campaign also offers an opportunity to clarify the significant confusion among SMBI residents regarding Local Law 6 – Protection of Vegetation.</p>	<p>RCC launched the 'Spring Clean SMBI' campaign to encourage residents to clean-up their properties in conjunction with work being performed by Council's operational crews on Council owned/managed land. The campaign includes leaflet drops, posters, media releases, digital profiles, advertising on passenger ferries, letters to residents and vacant land owners and advertising in the Friendly Bay Islander along with an editorial for the September edition. The same "Spring Clean" campaign has also commenced on the mainland in the southern region of the city around Mt Cotton, Sheldon and Redland Bay.</p>	<p>Group Manager Communications, Events and Tourism</p>
<p>14. Encourage a closer working relationship between Council and RFS volunteers on the SMBI in the identification and management of blocks with excessive fuel loads on both council and private land.</p>	<p>This has become a BAU activity with Russell Island RFS joining RCC officers in recent prescribed burns during August 2017. Regular meetings between Russell Island RFS and RCC officers are continuing. Council Officers also meet on a regular basis with the Southern Region Fire Managers Group, with representatives from QFES, NRM, QPWS, QYAC, SEQ, Water etc. in attendance.</p>	<p>Group Manager City Spaces</p>
<p>15. Upgrade the Red-e-map system to indicate which blocks are council-managed and which are privately owned. While this knowledge will not reduce the fuel loading on the ground, it will assist residents to identify who they need to mediate with in order to resolve issues.</p>	<p>Council's redimap system already identifies land parcels across the city that are owned and maintained by Council. This information is available to the public via Council's external web site.</p>	<p>Chief Information Officer</p>
<p>1.3 Hording and excess build up of green, household and commercial waste on private land</p>		

<p>16. Consider engaging counselling services to assist residents that display hoarding behaviours. Council should ensure that enforcement officers are trained in dealing with vulnerable residents and those that exhibit hoarding tendencies. Benefits may exist in partnering with organisations such as Pathways, developed by Catholic Community Services (NSW & ACT). This group provides a central point of information on hoarding and its website provides links to resources and support groups.</p>	<p>RCC is currently identifying the at risk vulnerable residents and with the assistance of the Dept. of Communities who have made staff available to visit SMBI together with Council officers to offer assistance and services to residents in need.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>1.4 Low personal level of resilience relating to wildfire and other emergency issues</p>		
<p>17. Introduce and improve emergency information signage on the SMBI. Recommended signage should include a basic map of the relevant island, evacuation routes, information sources, e.g. ABC Radio 612 AM, Council's website and emergency locations, such as assembly areas, neighbourhood safer places and locations of emergency services facilities. These signs are to be displayed at the ferry and barge terminals, and could either stand alone or become part of the current Fire Danger Rating signs on the SMBI.</p>	<p>RCC, with support of QFES have commenced costing the installation of emergency information and fire danger rating signage at the island ferry terminals.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>18. Erect evacuation area signs and neighbourhood safer places signage at relevant locations, with each including relevant emergency contact details. Council should liaise with Area Fire Management Groups to complete this matter.</p>	<p>A grant application has been submitted seeking funding to source electronic signage which would be placed at evacuation centres across the SMBI, NSI and the mainland to display event specific emergency information and updates.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>19. Council partner with RFS to analyse the results of the Predictive Services Report and Bushfire Analysis Tool to tailor a new advance warning protocol. This new protocol may include tailored information to ensure vulnerable residents are accounted for and advised within 24 to 48 hours prior to an event, providing them with ample time to enact their own Bushfire Survival Plan.</p>	<p>A multi agency tour of Russell Island was undertaken on the 12th of September to highlight both the remote location and limited phone/internet services available on the SMBI. As such early warning sms services would be of limited benefit. A request for more efficient telecommunications access is being pursued to assist in providing more adequate early warning facilities. The emergency alert network is already available through the State Disaster Coordination Centre and Redland City Council has prepared emergency alert messaging that can be sent out across this network to a polygon area of vulnerable residents.</p>	<p>Service Manager Disaster Planning and Operations / Chief Information Officer</p>

<p>20. Council should consider partnering with existing volunteer organisations to ensure vulnerable communities are targeted with relevant safety messages, programs and instructions. To be effective these need to be part of a well-designed long-term community education program that captures people's attention, allowing for local needs and circumstances, and regularly evaluated and improved. Programs with primary significance include, for example, Bushfire Survival Plans and Prepare, Act, Survive.</p>	<p>Council's volunteer Community Champions have commenced community engagement activities and are distributing information to residents throughout the SMBI from September 2017 in commencement of this recommendation.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>21. Conduct street audits to identify residents, addresses and locations requiring tailored emergency assistance during emergencies or evacuation, in collaboration with relevant authorities and community groups. The results are to be maintained in a register that is shared with emergency services and other relevant support organisations with pre-arranged responsibility for assisting the recorded residents.</p>	<p>Data identifying the more at risk residents on the SMBI in need of additional support has been gathered, mapped and provided to Council officers who will be visiting each site with representatives from the Qld Dept. of Communities. An assessment will be made as to any additional areas of assistance which can be offered to vulnerable residents.</p>	<p>Group Manager Environment and Regulation</p>
<p>22. Create a simplified or abbreviated Disaster Management Plan. In order to achieve this, the document may be limited to each island community and specific to seasonal risks. Included in this abbreviated plan should be critical information sources, e.g. ABC Radio 612 AM, Council's website, and a map that highlights critical points, such as evacuation routes, evacuation centres, assembly areas and neighbourhood safer places. Delivery of this information is tailored to meet the needs of the community.</p>	<p>The current disaster management plan has been audited by the Inspector General of Emergency Management with work progressing on a simplified plan for each island and suburb of Redland City. The simplified plan will be released prior to 2018 after endorsement by the Local Disaster Management Group and Council. Upgrades are also being made to the online disaster management plan to improve its usability and mapping capability.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>23. Given the limited access many SMBI residents have to emergency warnings and advice due to communication challenges, identification of alternatives must be given high priority. Council is to investigate other feasible methods to notify residents of emergencies that require their attention.</p>	<p>A multi-agency meeting was held on the 12th of September which served to highlight the remote nature of the SMBI. Difficulties associated with access were a primary concern as was the viability of early warning systems, poor communications, and improvement to telecommunications infrastructure. A multi-agency working group have been established to develop options to improve telecommunications across SMBI and southern NSI.</p>	<p>Service Manager Disaster Planning and Operations and Chief Information Officer</p>
<p>24. Complete an audit of the fire hydrant maintenance program to ensure community expectations of accessibility and usability are being achieved.</p>	<p>A maintenance program has been completed which included the re-pressurising of some hydrant lines that were previously valved off due to either non-use or being located in isolated areas. All lines have been tested, are now operational and their continuing maintenance has been absorbed into the BAU activities of Redland Water.</p>	<p>Group Manager Water and Waste Operations</p>

<p>1.5 Limited initial emergency response personnel and equipment on each of the SMBI and lack of clear or workable inter-island deployment procedures for RFS personnel</p>		
<p>25. Assist the RFS and SES to encourage new membership via council communications, website, community gatherings and other appropriate channels.</p>	<p>A recruitment drive was undertaken following the Russell Island fires by both SES and RFS. Council supported with advertising for "Orange Angels" in local papers and at local events. Rural fire undertook a recruitment program across SMBI, confirming new members have undertaken fire management skill and basic fire fighting training in 2017. Senior brigade officers have completed AIIMS training in 2017 and all senior brigade members have also undertaken advanced fire fighting training. This additional training by RFS was in direct response to the Russell Island fire.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>26. Local RFS brigades have stated that road crash rescue training is cost-prohibitive due to the expense of removing wrecked cars from the island. Council should investigate any cost-neutral transport opportunities to assist with removal of cars after training. This would enable RFS to provide training opportunities to personnel with direct benefit to SMBI communities.</p>	<p>This recommendation is aligned with work resulting from recommendation 5 in that the eventual costs associated with removing dumped/wrecked vehicles from the islands could be reduced if the removal of vehicles is performed via Council's SMBI waste transfer stations.</p>	<p>Service Manager Disaster Planning and Operations and Rural Fire Service</p>
<p>27. Assist RFS and SES to facilitate a Memorandum of Understanding (MOU) with operators of ferries, barges and other vessels in the area to establish a structured procedure for inter- island support to enable SMBI services to respond as a group to other islands. Investigation should occur with all island units to confirm their availability to respond.</p>	<p>A meeting with QPS, VMR , SES and Coast Guard was held 18 July 2017 outlined marine responsibilities and resources available for disaster operations. An MOU with commercial ferry and barge providers was recommended to move large numbers of the public in the event of evacuations and for the movement of emergency personnel and vehicles. Discussions are ongoing with QFES in establishing an MOU with ferry/barge operators.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>1.6 No workable secondary evacuation routes at all on each of the SMBI</p>		
<p>28. Monitor the condition and usability of the evacuation routes listed in the Disaster Management Plan and conduct pre-fire season assessments of the amount and condition of fine fuels adjacent. The primary evacuation routes are to be considered as a minimum of Type 1 fire breaks with at least five to 10 metres of maintained land from the road edge to the start of vegetation.</p>	<p>An RCC officer has been tasked with assessing requirements to achieve this recommendation in conjunction with RFS and QYAC. As the bushfire season has commenced future works are currently being planned for and manual removal of overgrown vegetation occurring as a BAU activity.</p>	<p>Group Manager City Spaces</p>

<p>29. Investigate any option to open a second evacuation route on Russell Island, which will be partially achieved if all fire trails and access tracks listed in Appendix A are utilised. If implemented, this new evacuation route must be communicated to the community and emergency plans updated.</p>	<p>The intent of this recommendation was to ensure there was a viable method of evacuation for residents on the southern tip of Russell Island. Through Exercise Exodus it was shown that an evacuation by water from the southern end of Russell Island was an effective alternate evacuation solution.</p>	<p>Group Manager City Spaces</p>
<p>Scope Point 2- Review of Council's current maintenance plan for SMBI to ensure it is scheduled for maximum benefit</p>		
<p>30. Create access trails within the southern zone of Russell Island to allow RFS units to enter for fire suppression activities. These trails would ideally be constructed and maintained to Type 3 fire trail as described in the Rob Friend and Associates Fire Break Assessment Report 1996.</p>	<p>This recommendation is being considered as part of the fire trail review with QFES. A Council Officer has been re-tasked to undertake these works - Council has already undertaken planning to install an additional 4 klms of trails and approximately 1klm of 'rocked trails through wetland areas. This Officer is also investigating, mapping and providing costs for additional access trails on both Russell and Macleay Islands as per Appendix A of the review.</p>	<p>Group Manager City Spaces</p>
<p>31. Revisit the current fire management practices detailed in Redland City Council Bushfire Action Plan 2016, specifically Section 3 (South) of Russell Island. The plan recommends the consideration of possible burns to maintain regional ecosystems. Given that protection of life and property is always to be placed above environmental concerns, prescribed burns should be considered to reduce fine fuel loadings that currently increase the significant impact of wildfire. As detailed in QFES PSU Risk Analysis Report (3.2 Key Assumptions) prescribed burning of ecological zones has not been programmed. Council should explore how best to incorporate these zones into the proposed prescribed burn schedule.</p>	<p>This work will continue to be reviewed in conjunction with all key stakeholders. Council's fire management officers have engaged an ecological consultant to provide advice as to how to provide additional access trails whilst still preserving the integrity of sensitive native flora.</p>	<p>Group Manager City Spaces</p>
<p>32. As the current Redland City Council Fire Management Operations Guidelines were prepared by QFES in 2007, it is recommended that this document be fully assessed to ensure it still presents an accurate guide for operations.</p>	<p>This review work is currently underway with regular meetings between QFES, RFS and RCC officers.</p>	<p>Group Manager City Spaces</p>

<p>33. Conduct an analysis of the SMBI using SABRE tool to identify areas that require specific works to provide a greater level of safety to the community. Conducting an assessment at FDI 30+ will enable Council to identify areas that may benefit from activities other than fuel mitigation in order to better respond to the risk.</p>	<p>Access to the SABRE tool has being provided to Council officers with initial training in the use of the tool will be undertaken in November 2017. Additionally, details of Council's ongoing prescribed burns is being supplied to QFES for uploading in order to keep the predictive modelling current.</p>	<p>Chief Information Officer</p>
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<p>Scope Point 3- Review of Local Laws, Fire and Emergency Services Act and other assoc. legislation</p>		
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<p>34. Council to upgrade the Red-e-map system that displays properties that are currently covered by a VPO. Additional information should be made available to indicate:</p> <ol style="list-style-type: none"> 1. Who requested the VPO 2. Date of notice of VPO 3. Date of VPO confirmation 4. Vegetation type being protected. 	<p>Work has commenced by RCC's Environment and Education unit to ensure the accuracy of current VPO data prior to the data being displayed on Council's external Redimap site.</p>	<p>Chief Information Officer</p>
<p>35. Consider an audit of possible dangerous trees on public land and make the results of this audit visible to public.</p>	<p>The ongoing assessment of dangerous trees on Council land is a BAU activity.</p>	<p>Group Manager City Spaces</p>
<p>36. Produce a simple, easy to understand document that clearly states the obligations to land- owners relating to Local Law 3 – Community and Environmental Management and Local Law 6 – Protection of Vegetation. As current confusion is significant, examples and pictures must be given that clearly detail and demonstrate the hierarchy of these laws. This document can be promoted and distributed amongst SMBI residents and land-owners.</p>	<p>A fact sheet current exists for managing vegetation on private property, however it is not widely utilised. The introduction of the City Plan will have impacts on Local Law 6 which will require re-drafting of current information sheets. Council officers are also in the process of developing a fact sheet to explain Local Law 3.</p>	<p>Group Manager Environment and Regulation</p>
<p>37. Conduct an education campaign for residents via social media, community meetings and other channels on how to access contact details for neighbouring properties for mutual vegetation and property management.</p>	<p>Adjoin property owner details can be sourced by land owners upon request to Council. This information will be incorporated into future community engagement activities and education campaigns.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>38. Undertake a periodic survey of residents and land-owners to ensure local laws are being understood.</p>	<p>This recommendation will be actioned once fact sheets have been redrafted following the release of the City Plan and a community education program has been established and implemented.</p>	<p>Group Manager Environment and Regulation</p>
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<p>Scope Point 4- Review of current QFES mapping data utilised by QFES for planning and response to wildfires</p>		

No Recommendations		
Scope Point 5- Review Council fire access trails to ensure they are fit for use by QFES		
<p>39. Implement recommended fire access trails as per Fire Trail Assessment (Appendix A). As some recommended fire access trails would be constructed and maintained on private land to enhance safety for the community, negotiation between Council and private land-owners will be required. It is recommended that the land-owner agree to provide access while Council provides the trail maintenance. Fire access tracks should be controlled by bollards or similar to reduce the likelihood of improper use. If negotiations for trails on private land are not positive, the <i>Fire and Emergency Services Act 1990</i> Section 69 provides legislative power to require fire access or fire breaks to be created. For this to be enacted QFES would require further analysis to be conducted and legal implications considered.</p>	<p>Extensive work is being undertaken to expand the number of fire access trails through Council owned land. A framework needs to be drafted to encourage discussion and cooperation between RCC and residents on the possible installation of access trails through private property. Council's City Spaces team is also reviewing the option of using existing road reserves where no VPO exists to provide additional access through RCC land.</p>	<p>Group Manager City Spaces</p>
<p>40. Conduct an internal audit of fire access trails and tracks to ensure they meet the requirements laid out in Rob Friend and Associates Fire Break Assessment Report for Redland Shire Council - 1996 and the Parsons Brinckerhoff SMI Firebreak Report for Redland Shire Council – 2005. The project team's visual assessment of fire trails indicated that the standards detailed were not being adhered to in all cases. All fire trails should be maintained with consideration to the standard detailed in the Redland City Council Fire Management Operational Guideline 7 – Preparedness. Height of the trails to be maintained to ensure suitability of RFS medium attack units.</p>	<p>A full time officer has been re-tasked to undertake the audit of fire access trails and tracks to ensure they meet the necessary requirements.</p>	<p>Group Manager City Spaces</p>
<p>41. Annual inspection and maintenance by Council of all fire access track bollards and locks. Inspections revealed some padlocks were impossible to use due to exposure to the elements and poor maintenance. Encourage a partnership between RFS units on the SMI and Council to perform periodic inspections of fire access trails to ensure they are fit-for-purpose. Council to implement a quick and easy to use process to report findings and submit requests for repairs or servicing.</p>	<p>An audit of all assets within Council's conservation reserves is currently taking place. The audit will assess the condition and usability of all access gates and locks. Any gates/locks that are found to be either damaged or not functioning are referred to maintenance crews for repair/replacement.</p>	<p>Group Manager City Spaces</p>

42. Implementation of proposed fire trails and data shared between Council and QFES for inclusion in fire management tools and QFES TOM System.	This process has been agreed to and is being shared with both QFES and RFS.	Group Manager City Spaces
Scope Point 1- Review Council's current maintenance plan to ensure it is scheduled for maximum benefit		
43. Implement a program to review fuel levels within all land management zones including Exclusion Zones.	This work is currently occurring in conjunction with RFS, QYAC and RCC	Group Manager City Spaces
44. Use FDI 20 for general bushfire risk decision-making regarding the efficacy of planned mitigation efforts. Sufficient mitigation effects achieved at this level represent a reasonable balance of resource expenditure and payoff.	Council's City Spaces team have adopted this practice into their BAU activities.	Group Manager City Spaces
45. Utilise QFES PSU to repeat a simulation-based approach to annual bushfire risk analysis, updating the latest fire scar history, fuel maps, disruptions, etc. The QFES PSU recommends Council provide the latest fuel treatment history and fire scar data as at March each year, and that this analysis is repeated at FDI 20.	QFES have provided access to the Sabre program to designated RCC officers. Initial training in the use of this program will be completed in November 2017, with more detailed sessions after the end of the current fire season.	Group Manager City Spaces
46. Use the SABRE site created for this study to undertake a detailed analysis of the mainland area for FDI 20+ to identify any areas or issues that may require attention.	At the close of the current fire season the sabre modelling tool will be updated to reflect the results of all fire mitigation burns completed throughout Redland City in 2017. This will ensure the most up to date information is available in future planning.	Group Manager City Spaces
Scope Point 2- Review Council's fire access trails to determine if they are sufficient for QFES use		

<p>47. As there is limited reduction of fine fuel by burning for all management zones except Wildfire Mitigation Zones (WMZ), an assumption is that fuel levels may reach a level outside of the expected level of 16 – 20 tonnes per hectare. For this reason, it is recommended that all trails bordering all management zones, except Wildfire Mitigation Zones, and urban or commercial development should be maintained to a minimum of Type 3, including the five-metre fuel reduced zone beyond the five-metre slash line. The existing trails appear to be maintained to a standard of Fire Break Type 5, which is a three to five-metre slashed area, but no additional fuel reduction has been undertaken beyond the slash line.</p>	<p>A Council officer has been tasked with an assessment of Council's existing fire trails and also the creation of new trails throughout the city. Work involving detailed planning and costing of periodic maintenance is being formulated to bring Council's access trails up to the recommended levels.</p>	<p>Group Manager City Spaces</p>
<p>48. Conduct a minimum six-monthly assessment of all perimeter trails and breaks to ensure they remain fit for purpose and meet the standard detailed in the Rob Friend and Associates Fire Break Assessment Report 1996. This would best be completed after storm season and before fire season.</p>	<p>This work is being undertaken as a standard operating procedure by the Conservation Management team.</p>	<p>Group Manager City Spaces</p>
<p>Scope Point 3- Local Laws and other legislation</p>		
<p>49. Council to use the SABRE site created for this study to undertake its own detailed analysis of areas covered by VPOs on the mainland</p>	<p>Work not yet commenced. It is envisaged that this assessment will be undertaken after completion of training in the use of the SABRE tool and VPO data to determined to be accurate.</p>	<p>Chief Information Officer</p>
<p>50. Work with QFES to roll out additional awareness and educational material that explains how residents can best manage vegetation on blocks covered by VPOs.</p>	<p>A fact sheet current exists for managing vegetation on private property, including properties with VPOs, however it is not widely utilised. Further activities to promote awareness is required.</p>	<p>Group Manager Environment and Regulation</p>
<p>Scope Point 4- Level of Vulnerability</p>		
<p>4.1</p>		

<p>51. Council to consider updating section 1.4 – Natural Disaster Vulnerability and section 2 – Locality Risk Profiles within the current Redland City Council Disaster Management Plan. Additional information to include:</p> <ol style="list-style-type: none"> 1. Fire weather appreciation information that clearly explains FDI levels and the levels upon which the Fire Mitigation Strategies are based. 2. Impact area map that displays potential ember attack areas. 3. Direct attack success probability. 	<p>A 2 day workshop was held on the 4th and 5th of September, facilitated by QFES Risk Assessment Unit to conduct a full risk assessment of natural hazards in accordance with the Qld Emergency Risk Management Framework. The comprehensive assessment will engage members of the Local Disaster Management Group in determining vulnerabilities in terms of community, infrastructure, economy and environment. Anticipated timeframe for this project up 6 months.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>4.2</p>		
<p>52. Conduct an assessment of the EZk4 and EZs1 to determine the environmental objective of these areas. Develop a plan to reduce and maintain the fire fuel loadings in these zones to below 16 tonnes per hectare.</p>	<p>"Exclusion Zones" across the city are being renamed "Low Burn Zones" indicating that the preferred treatment in these areas is to conduct low level burns specifically addressing ground fuels.</p>	<p>Group Manager City Spaces</p>
<p>53. Construct and maintain a fire access trail that follows the boundary between private land and council-managed land. The objective of this access track is to offer a level of protection to the adjacent houses and to provide rapid access for QFES resources to the rear of the properties in Teviot Street and the street leading from it to the east. The track is to commence at the access gate at the northern end of Teviot Road and tie in with Serpentine Creek at a point where the objective can be achieved. The following image indicates the proposed trail in yellow. Given the current fuel loadings and the fuel loadings observed in Exclusion Zones the minimum standard for the trail would be a Type 3 as indicated in the Rob Friend and Associates Report 1996. As this area is a border with Logan City Council it is likely that construction and maintenance of this trail will be a shared responsibility.</p>	<p>Fire access trails are constructed by RCC around the boundary between private land and council-managed land as part of business as usual processes. The design and planning of new fire access trails is currently being reviewed by a dedicated RCC officer as part of an overall plan to address the recommendations. This recommendation will be addressed in line with recommendations 39 and 40.</p>	<p>Group Manager City Spaces</p>

<p>54. On days of forecast FDI 30+ or QFES Wildfire Alert Level 3, Council is to ensure that a bulk water tanker be made available for immediate response on request from QFES. Confirmation of the availability of this resource is to be confirmed daily with QFES Brisbane Region on said days. To increase the safety of staff operating this vehicle, it is recommended that they achieve satisfactory completion of Fire Management Level 1, and be kitted with appropriate fire fighting personal protection equipment. Council is to confirm with QFES that the fittings on water tanker/s are compatible with both QFES Urban and Rural appliances.</p>	<p>Senior officers from QFES and Council have agreed on this approach. Additionally the fittings on available Council tankers have been assessed by Council's fire officer and confirmed to be compliant with QFES requirements.</p>	<p>Group Manager City Spaces</p>
<p>55. Liaise with QFES to identify any capacity to introduce a community-based bushfire education program via Volunteer Community Educators (VCEs). VCEs will use engagement strategies through the Prevention, Preparedness, Response and Recovery (PPRR) framework. VCEs will look to make resilient communities through effective leadership to develop, strengthen and sustain disaster resilience. Given the elevated risks identified in Mount Cotton and Sheldon, a program that includes specific information relevant to these locations would be of benefit to these communities. Council should continue the good work it is currently doing to promote and advertise these information and education sessions.</p>	<p>RCC, in partnership with QFES and LDMG agencies undertake community engagement activities based on the Prevention, Preparedness, Response and Recovery (PPRR) framework. The street speaks program, which uses an all hazards approach to building community resilience has focused on providing information to those communities most at risk during a disaster event, particularly the island communities and those in the southern Redlands such as Mt Cotton, Sheldon and Redland Bay.</p>	<p>Service Manager Disaster Planning and Operations</p>
<p>56. Perform an audit of the council area to identify all significant cultural and heritage locations and implement steps to ensure that these assets are protected from impact by wildfire.</p>	<p>A meeting was held on 31 August 2017 between RCC and QYAC to seek assistance in undertaking an audit of known significant cultural heritage sites across the city. Council's Organisational Services and City Spaces groups will provide QYAC with a list of prioritised sites for consideration. Additionally, Council officers will meet in late October 2017 and discuss a central point for all communications and requests for assistance with matters relating to work around areas of significant cultural heritage.</p>	<p>Group Manager Corporate Services</p>

10.1.4 SEPTEMBER 2017 MONTHLY FINANCIAL REPORT

Objective Reference:	A2633792 Reports and Attachments
Attachment:	<u>September 2017 Monthly Financial Report</u>
Authorising/Responsible Officer:	Deborah Corbett-Hall Chief Financial Officer
Report Authors:	Udaya Panambala Arachchilage Corporate Financial Reporting Manager Quasir Nasir Corporate Accountant

PURPOSE

The purpose of this report is to note the year to date financial results as at 30 September 2017 prior to the finalisation of the end of year process.

BACKGROUND

Council adopts an annual budget and then reports on performance against the budget on a monthly basis. This is not only a legal requirement but enables the organisation to periodically review its financial performance and position and respond to changes in community requirements, market forces or other outside influences.

ISSUES***Opening balances for 2017-18 financial year***

The opening balances for the current financial year are still to be finalised and audited. As such, the financial position for the month of September may adjust over the coming months until Council receives Queensland Audit Office certification at the end of October 2017.

Capital carryover budget 2017-18

Council adopted a carryover budget on 23 August 2017 to accommodate capital works straddling two financial years. The attached monthly financial report for September includes the carryover budget although as outlined above, the final audited 2016-17 balance sheet accounts will influence the opening balances and budgeted key performance indicators in 2017-18. Until the accounts have been finalised, the monthly financial report will reconcile to the financial management system.

Canal and lake charges change

In the 2016-17 financial year Council decided to temporarily end the special charges levied on canal and lake-front homeowners. The canal and lake reserve balances were frozen and quarantined with the only movement to the reserves being interest earned. The process for issuing refunds for the reserve balances quarantined for maintenance and repairs since 2011-12, has been worked through and Council is currently processing the refunds.

Council has since developed a new strategy for the management of the canal and lake estates. Special charges have been levied to canal and lake-front homeowners and the new 2017-18 canal and lake reserves will reflect the current year program for revenue and expenditure.

STRATEGIC IMPLICATIONS

Council continued to report a strong financial position and favourable operating result at the end of September 2017.

Council has either achieved or favourably exceeded the following key financial stability and sustainability ratios as at the end of September 2017:

- Operating surplus ratio;
- Net financial liabilities;
- Level of dependence on general rate revenue;
- Ability to pay our bills – current ratio;
- Cash balance;
- Cash balances – cash capacity in months;
- Longer term financial stability – debt to asset ratio; and
- Interest coverage ratio.

The following ratios did not meet the target at the end of September 2017:

- Asset sustainability ratio;
- Ability to repay our debt – debt servicing ratio; and
- Operating performance.

The asset sustainability ratio did not meet the target at the end of September 2017 and continues to be a stretch target for Council with renewal spend of \$4.14M and depreciation expense of \$13.62M year to date on infrastructure assets. This ratio is an indication of how Council currently maintains, replaces and renews its existing infrastructure assets as they reach the end of their useful life. Capital spend on non-renewal projects grow the asset base and therefore increases depreciation expense, resulting in a lower asset sustainability ratio. The upward revaluation of the infrastructure assets also results in a lower ratio.

Council's Capital Works Prioritisation Policy (POL-3131) demonstrates its commitment to maintaining existing infrastructure and the adoption of a renewal strategy for its existing assets ahead of 'upgrade' and/or 'new' works.

The percentage of operating income used to meet Council's current debt instalments amounted to 12.02% (target less than or equal to 10%). The spike in this ratio is due to the repayment of QTC borrowings during July. It is expected this ratio will decrease in coming months with an increase of operating income.

Council did not achieve its target operating performance ratio of greater than or equal to 15% with a result at the end of September 2017 of 10.67%. This ratio is a cash measure and therefore moves in line with the cash balances. It is also cyclical in nature as it peaks and troughs in line with the rating cycle and when rate payments are due. As Q1 rates were due for payment in August, this ratio dropped back from 31.82% in the prior month.

Legislative Requirements

The September 2017 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 September 2017 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 is no direct financial impact to Council as a result of this report; however it provides an indication of financial outcomes at the end of September 2017.

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 2015-20 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 period.

OPTIONS

1. That Council resolves to note the financial position, results and ratios for September 2017 as presented in the attached Monthly Financial Report.
2. That Council requests additional information.

OFFICER'S RECOMMENDATION

That Council resolves to note the financial position, results and ratios for September 2017 as presented in the attached Monthly Financial Report.

Monthly Financial Report

September 2017



MAKE A
DIFFERENCE
MAKE IT
COUNT

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1. EXECUTIVE SUMMARY

This monthly report illustrates the financial performance and position of Redland City Council compared to its adopted budget at an organisational level for the period ended 30 September 2017. The year to date and annual revised budget referred to in this report incorporates the changes from the budget capital carryovers adopted by Council on 23 August 2017.

The opening balances for the current year are still to be finalised and audited. As such, the financial position for the month of August may adjust over the coming months until Council receives Queensland Audit Office (QAO) certification at the end of October 2017.

Key Financial Highlights and Overview

Key Financial Results (\$000)	Annual Revised Budget	YTD Budget	YTD Actual	YTD Variance	YTD Variance %	Status Favourable ✓ Unfavourable ✗
Operating Surplus / (Deficit)	(11,136)	852	4,161	3,309	388%	✓
Recurrent Revenue	261,639	64,028	65,284	1,256	2%	✓
Recurrent Expenditure	272,775	63,176	61,123	(2,053)	-3%	✓
Capital Works Expenditure	94,860	10,043	10,436	393	4%	✗
Closing Cash & Cash Equivalents	140,234	162,204	150,765	(11,439)	-7%	✗

Council reported an operating surplus for the month of \$4.16M. Income includes a \$500K dividend declared by Council's wholly owned subsidiary Redland Investment Corporation. Bulk water consumption is higher than expected; resulting in higher than expected revenue. The favourable variance in recurrent expenditure is primarily due to underspend in contractor and consultant costs as well as vacancies across the organisation. This is partly offset by higher than expected bulk water purchase costs.

Of the \$5.08M for contractors, mowing the city's parks and open spaces was \$515K year to date.

Capital grants, subsidies and contributions are below budget due to timing of developer cash contributions.

Council's capital works expenditure exceeds budget by \$393K due to Information Management Data Centre costs above budget.

Council's cash balance is below budget due to higher than anticipated payments to suppliers and below budget receipt of developer cash contributions. Constrained cash reserves represent 62% of the cash balance.

2. KEY PERFORMANCE INDICATORS

Key Performance Indicators

Financial Stability Ratios and Measures of Sustainability	Status Achieved ✓ Not achieved ✗	Annual Revised Budget	YTD September 2017	Target
Operating Surplus Ratio (%)	✓	-4.26%	6.37%	Between 0% and 10% (on average over the long-term)
Asset Sustainability Ratio (%)	✗	70.86%	30.40%	Greater than 90% (on average over the long-term)
Net Financial Liabilities (%)*	✓	-23.95%	-133.70%	Less than 60% (on average over the long-term)
Level of Dependence on General Rate Revenue (%)	✓	33.93%	34.11%	Less than 37.5%
Ability to Pay Our Bills - Current Ratio	✓	2.74	3.65	Between 1.1 & 4.1
Ability to Repay Our Debt - Debt Servicing Ratio (%)	✗	2.99%	12.02%	Less than or equal to 10%
Cash Balance \$M	✓	\$140.234M	\$150.765M	Greater than or equal to \$50M
Cash Balances - Cash Capacity in Months	✓	7.87	7.69	Greater than 3 months
Longer Term Financial Stability - Debt to Asset Ratio (%)	✓	1.47%	1.38%	Less than or equal to 10%
Operating Performance (%)	✗	17.65%	10.67%	Greater than or equal to 15%
Interest Coverage Ratio (%)**	✓	-0.59%	-0.61%	Less than 5%

* The net financial liabilities ratio exceeds the target range when current assets are greater than total liabilities (and the ratio is negative)

** The interest coverage ratio exceeds the target range when interest revenue is greater than interest expense (and the ratio is negative)

The budgeted and actual results are based on unaudited opening balances which are subject to change until Queensland Audit Office certification is obtained in October 2017. The annual revised budgeted balances for 2017/2018 include the changes from the budget carryovers adopted by Council on 23 August 2017. However, until the accounts are finalised in October, the balances will reconcile to the financial management system and may be different to the published carryover budget.

3. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF COMPREHENSIVE INCOME

For the period ending 30 September 2017

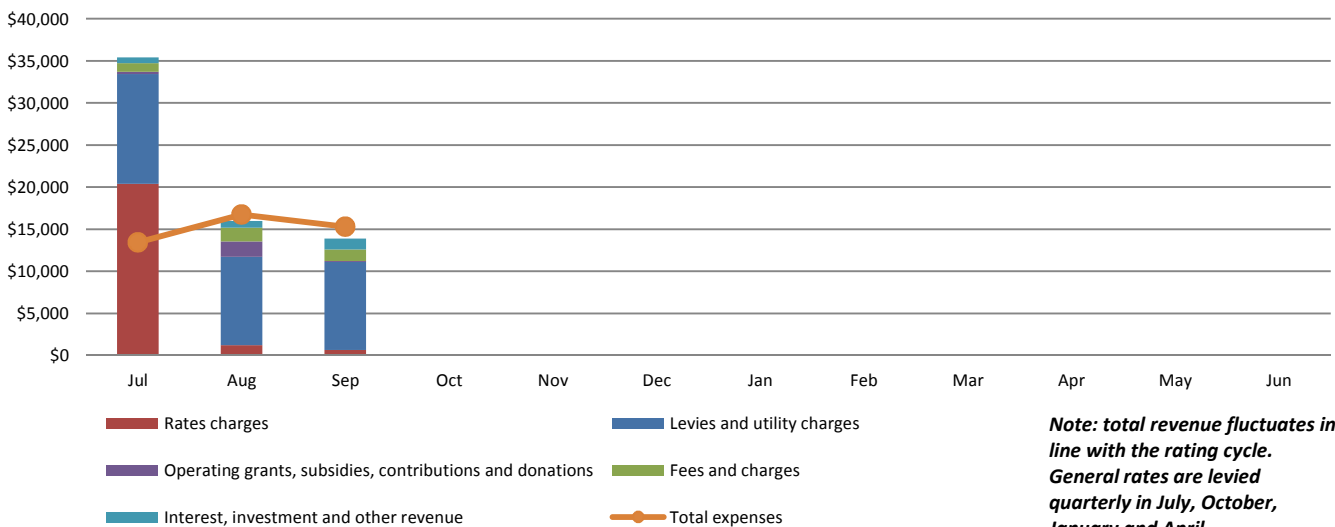
	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Budget \$000	Actual \$000	Variance \$000
Recurrent revenue					
Rates, levies and charges	227,186	227,186	55,697	56,285	588
Fees and charges	13,048	13,048	3,798	3,955	157
Rental income	839	839	221	224	3
Interest received	4,361	4,361	1,081	1,123	42
Investment returns	2,200	2,200	-	500	500
Sales revenue	3,823	3,823	960	895	(65)
Other income	684	684	108	89	(19)
Grants, subsidies and contributions	9,497	9,497	2,163	2,213	50
Total recurrent revenue	261,639	261,639	64,028	65,284	1,256
Capital revenue					
Grants, subsidies and contributions	33,013	33,035	7,285	2,536	(4,749)
Non-cash contributions	3,213	3,213	783	-	(783)
Total capital revenue	36,226	36,248	8,068	2,536	(5,532)
TOTAL INCOME	297,865	297,887	72,096	67,820	(4,276)
Recurrent expenses					
Employee benefits	85,677	85,677	21,563	20,557	(1,006)
Materials and services	125,787	125,787	26,278	24,838	(1,440)
Finance costs	3,112	3,112	785	817	32
Depreciation and amortisation	58,200	58,200	14,550	14,911	361
Total recurrent expenses	272,775	272,775	63,176	61,123	(2,053)
Capital expenses					
(Gain) / loss on disposal of non-current assets	289	36	-	(96)	(96)
Total capital expenses	289	36	-	(96)	(96)
TOTAL EXPENSES	273,064	272,811	63,176	61,027	(2,149)
NET RESULT	24,801	25,076	8,920	6,793	(2,127)
Other comprehensive income / (loss)					
Items that will not be reclassified to a net result					
Revaluation of property, plant and equipment	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	24,801	25,076	8,920	6,793	(2,127)

4. OPERATING STATEMENT

OPERATING STATEMENT For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Budget \$000	Actual \$000	Variance \$000
Revenue					
Rates charges	91,688	91,688	22,922	22,979	57
Levies and utility charges	138,824	138,824	33,603	34,136	533
<i>Less: Pensioner remissions and rebates</i>	(3,325)	(3,325)	(828)	(830)	(2)
Fees and charges	13,048	13,048	3,798	3,955	157
Operating grants and subsidies	8,795	8,795	2,015	2,072	57
Operating contributions and donations	702	702	148	141	(7)
Interest external	4,361	4,361	1,081	1,123	42
Investment returns	2,200	2,200	-	500	500
Other revenue	5,347	5,347	1,289	1,208	(81)
Total revenue	261,639	261,639	64,028	65,284	1,256
Expenses					
Employee benefits	85,677	85,677	21,563	20,557	(1,006)
Materials and services	126,040	126,040	26,367	24,952	(1,415)
Finance costs other	303	303	77	94	17
Other expenditure	489	489	96	73	(23)
Net internal costs	(741)	(741)	(185)	(187)	(2)
Total expenses	211,767	211,767	47,918	45,489	(2,429)
Earnings before interest, tax and depreciation (EBITD)	49,872	49,872	16,110	19,795	3,685
Interest expense	2,809	2,809	708	723	15
Depreciation and amortisation	58,200	58,200	14,550	14,911	361
OPERATING SURPLUS / (DEFICIT)	(11,136)	(11,136)	852	4,161	3,309

Actuals - Total Revenue and Expenses (\$000)



4. OPERATING STATEMENT - CONTINUED

LEVIES AND UTILITY CHARGES ANALYSIS For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget	\$000	\$000	\$000
	\$000	\$000			
Levies and utility charges					
Refuse collection rate charge	21,663	21,663	5,380	5,396	16
Special charges	4,083	4,083	1,021	1,020	(1)
SES separate charge	339	339	85	85	-
Environment separate charge	7,568	7,568	1,892	1,901	9
Separate charge landfill remediation	2,911	2,911	728	731	3
Wastewater charges	43,647	43,647	10,912	10,792	(120)
Water access charges	18,296	18,296	4,574	4,592	18
Water consumption charges	40,317	40,317	9,011	9,619	608
Total levies and utility charges	138,824	138,824	33,603	34,136	533

MATERIALS AND SERVICES ANALYSIS For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Revised	Actual	Variance
	Budget	Budget	Budget	\$000	\$000
	\$000	\$000	\$000		
Materials and services					
Contractors	34,121	34,131	5,638	5,082	(556)
Consultants	4,465	4,455	672	297	(375)
Other Council outsourcing costs*	17,355	17,376	4,125	3,854	(271)
Purchase of materials	44,300	44,300	9,772	10,290	518
Office administration costs	7,949	7,950	1,960	1,884	(76)
Electricity charges	5,751	5,751	1,429	1,235	(194)
Plant operations	4,466	4,466	1,083	1,051	(32)
Information technology resources	2,811	2,789	533	535	2
General insurance	1,363	1,363	341	331	(10)
Community assistance**	1,619	1,619	348	211	(137)
Other material and service expenses	1,840	1,840	466	182	(284)
Total materials and services	126,040	126,040	26,367	24,952	(1,415)

* Other Council outsourcing costs are various outsourced costs including refuse collection and disposal, waste disposal, legal services, traffic control, external training, valuation fees, etc.

** Community assistance costs represent community related costs including community grants, exhibitions & awards, donations and sponsorships.

EMPLOYEE BENEFITS AND FULL TIME EQUIVALENTS (FTE) For the period ending 30 September 2017

Month	FTE (Council employees and Councillors)*	Total staff wages and salaries (including Councillors) \$000	Annual leave and long service leave entitlements \$000	Superannuation \$000	Other employee related expenses (including agency costs) \$000	Less: capitalised employee expenses \$000	Total operating employee benefits \$000
July	900	5,336	626	635	333	481	6,449
August	899	6,005	702	685	627	520	7,499
September	902	5,225	617	642	597	471	6,609
Total employee benefits YTD		16,566	1,945	1,962	1,556	1,472	20,557

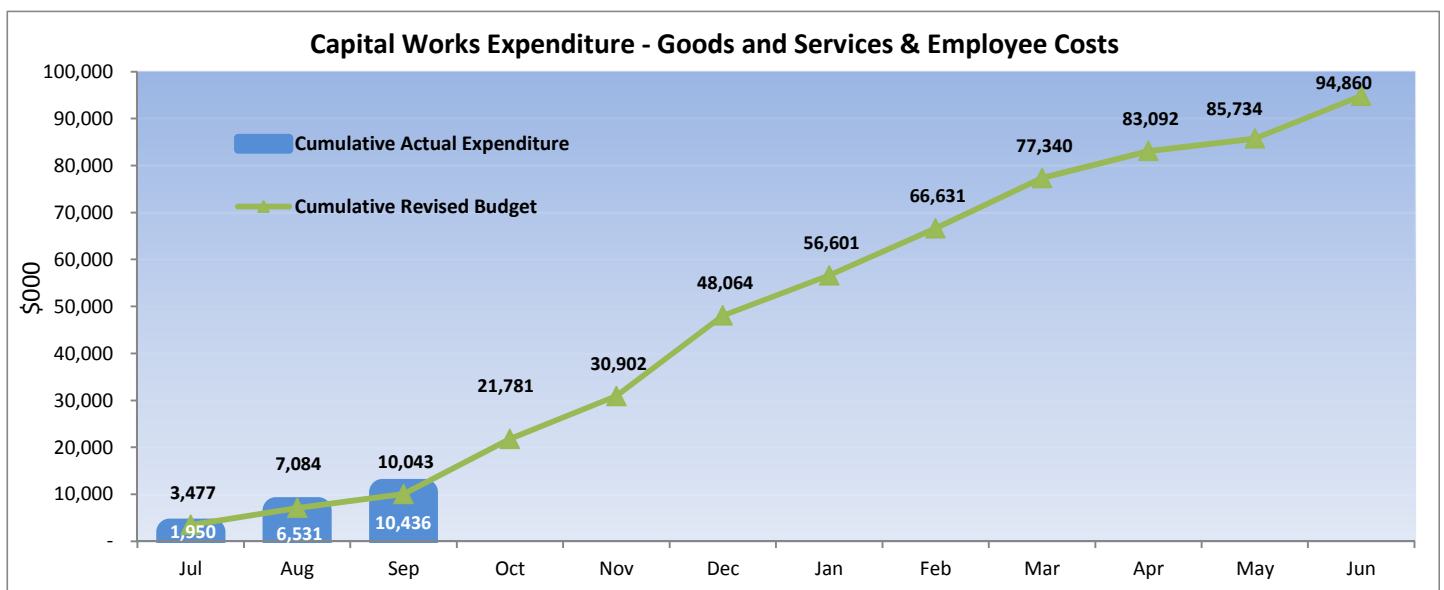
* Refer to page 14 for further information on FTE and headcount.

5. CAPITAL FUNDING STATEMENT

CAPITAL FUNDING STATEMENT For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Budget \$000	Actual \$000	Variance \$000
Sources of capital funding					
Capital contributions and donations	29,250	29,250	6,672	1,965	(4,707)
Capital grants and subsidies	3,763	3,785	613	572	(41)
Proceeds on disposal of non-current assets	1,180	1,433	-	109	109
Capital transfers (to) / from reserves	(14,106)	(13,493)	(5,752)	(1,703)	4,049
Non-cash contributions	3,213	3,213	783	-	(783)
New loans	867	867	867	-	(867)
Funding from general revenue	66,106	78,028	14,754	16,614	1,860
Total sources of capital funding	90,272	103,082	17,937	17,557	(380)
Application of capital funds					
Contributed assets	3,213	3,213	783	-	(783)
Capitalised goods and services*	74,965	87,599	8,718	8,964	246
Capitalised employee costs*	7,085	7,261	1,325	1,472	147
Loan redemption	5,010	5,010	7,111	7,121	10
Total application of capital funds	90,272	103,082	17,937	17,557	(380)
Other budgeted items					
Transfers to constrained operating reserves	(13,268)	(13,268)	(3,303)	(3,311)	(8)
Transfers from constrained operating reserves	11,565	11,565	1,835	977	(858)
Written down value (WDV) of assets disposed	1,468	1,468	-	13	13

* Total capital works expenditure depicted in the graph below is the total of capitalised goods and services and capitalised employee costs.



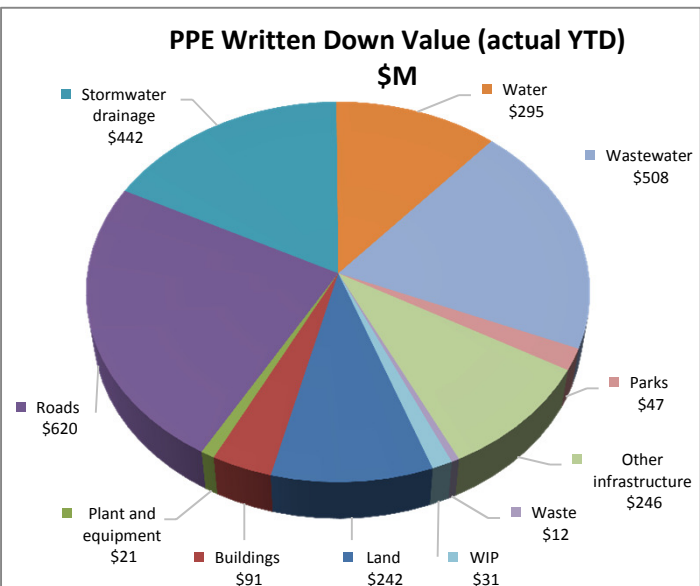
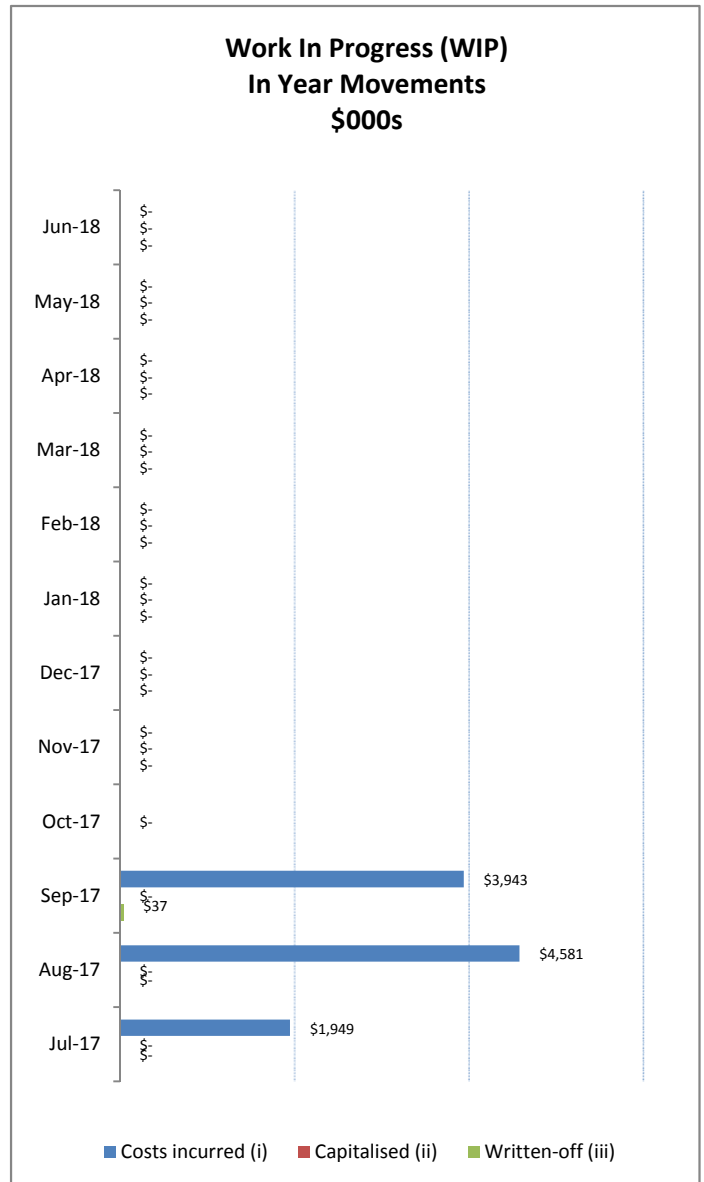
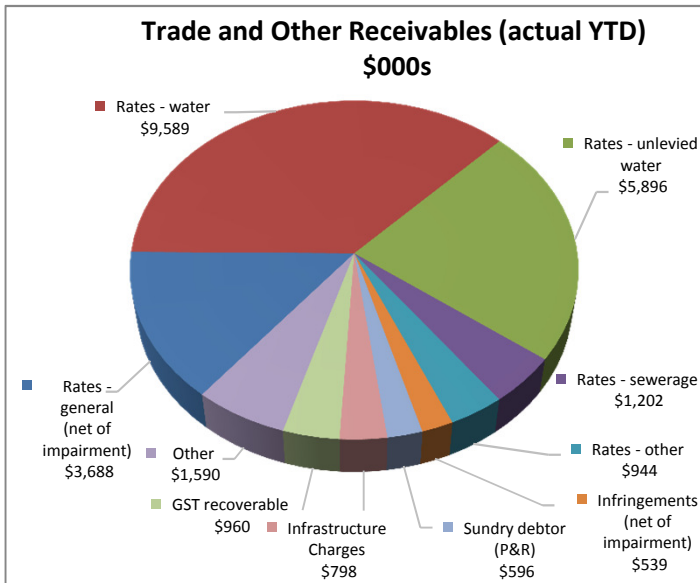
6. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION As at 30 September 2017

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Budget \$000	Actual Balance \$000
CURRENT ASSETS				
Cash and cash equivalents	133,650	140,234	162,204	150,765
Trade and other receivables	25,805	27,273	28,123	25,802
Inventories	678	556	556	562
Non-current assets held for sale	4,278	262	262	262
Other current assets	2,122	2,073	2,073	1,930
Total current assets	166,533	170,398	193,218	179,321
NON-CURRENT ASSETS				
Investment property	1,054	1,091	1,091	1,091
Property, plant and equipment	2,483,228	2,598,914	2,555,976	2,555,226
Intangible assets	1,215	1,844	2,654	2,640
Other financial assets	73	73	73	73
Investment in other entities	5,961	14,712	14,712	14,712
Total non-current assets	2,491,531	2,616,634	2,574,506	2,573,742
TOTAL ASSETS	2,658,064	2,787,032	2,767,724	2,753,063
CURRENT LIABILITIES				
Trade and other payables	21,411	39,792	39,306	28,653
Borrowings	7,701	7,713	7,713	7,713
Provisions	13,126	13,014	12,506	11,490
Other current liabilities	1,755	1,747	1,697	1,267
Total current liabilities	43,993	62,266	61,222	49,123
NON-CURRENT LIABILITIES				
Borrowings	33,461	33,343	31,242	30,366
Provisions	12,356	12,115	12,108	12,549
Total non-current liabilities	45,817	45,458	43,350	42,915
TOTAL LIABILITIES	89,811	107,724	104,572	92,038
NET COMMUNITY ASSETS	2,568,254	2,679,308	2,663,152	2,661,025
COMMUNITY EQUITY				
Asset revaluation surplus	963,349	1,070,838	1,070,838	1,070,838
Retained surplus	1,498,727	1,503,631	1,495,449	1,496,506
Constrained cash reserves	106,178	104,839	96,865	93,681
TOTAL COMMUNITY EQUITY	2,568,254	2,679,308	2,663,152	2,661,025

The budgeted and actual results are based on unaudited opening balances which are subject to change until Queensland Audit Office certification is obtained in October 2017. The annual revised budgeted balances for 2017/2018 include the changes from the budget carryovers adopted by Council on 23 August 2017. However, until the accounts are finalised in October, the balances will reconcile to the financial management system and may be different to the published carryover budget.

6. STATEMENT OF FINANCIAL POSITION - CONTINUED



- (i) *Costs incurred*: costs transferred into WIP for the construction or acquisition of fixed assets and at this point are non-depreciating.
(ii) *Capitalised*: costs transferred from WIP to recognise commissioned fixed assets and will be depreciated if applicable.
(iii) *Written-off*: costs transferred from WIP to operational expenditure. These costs are operational in nature and therefore will not be capitalised.

PROPERTY, PLANT AND EQUIPMENT (PPE) MOVEMENT*

For the period ending 30 September 2017

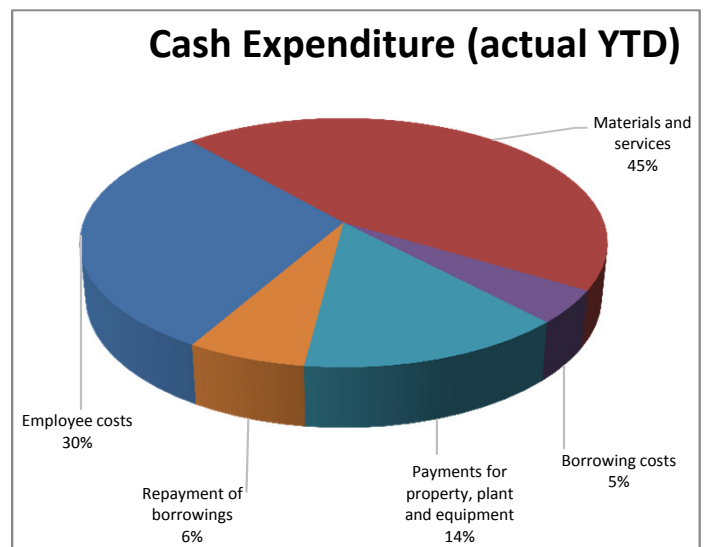
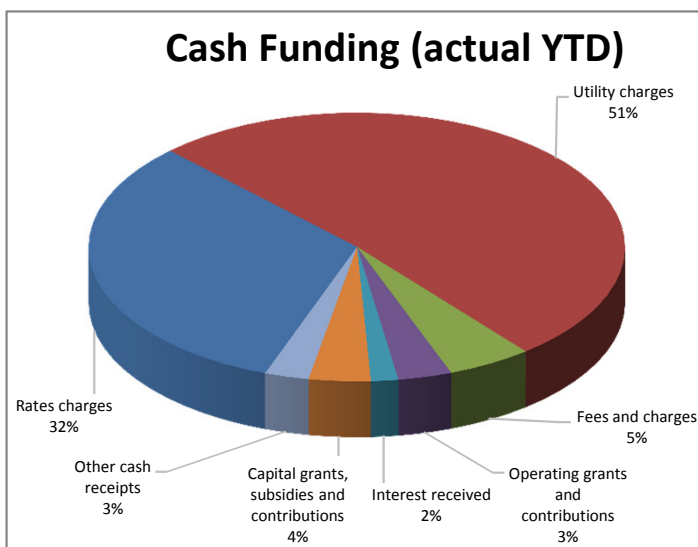
	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Budget \$000	YTD Actual Balance \$000
PPE movement				
Opening balance (includes WIP from previous years)	2,456,540	2,559,416	2,559,416	2,559,416
Acquisitions	3,215	3,215	783	-
Depreciation in year	(57,061)	(57,061)	(14,266)	(14,613)
Disposals	(1,468)	(1,468)	-	(13)
WIP in year movement	82,002	94,812	10,043	10,436
Closing balance	2,483,228	2,598,914	2,555,976	2,555,226

* This table includes movement relating to property, plant and equipment only and is exclusive of intangible assets.

7. STATEMENT OF CASH FLOWS

STATEMENT OF CASH FLOWS For the period ending 30 September 2017

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	244,741	244,741	60,563	62,272
Payments to suppliers and employees	(210,402)	(210,527)	(47,679)	(55,622)
	34,340	34,215	12,884	6,650
Interest received	4,361	4,361	1,081	1,123
Rental income	839	839	221	224
Non-capital grants and contributions	9,547	9,547	2,163	2,213
Borrowing costs	(3,175)	(3,175)	(3,175)	(3,187)
Net cash inflow / (outflow) from operating activities	45,912	45,787	13,174	7,023
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for property, plant and equipment	(82,005)	(94,815)	(10,043)	(10,436)
Payments for intangible assets	(45)	(45)	-	-
Proceeds from sale of property, plant and equipment	1,180	1,433	-	109
Capital grants, subsidies and contributions	33,013	33,035	7,285	2,536
Other cash flows from investing activities	2,200	2,200	(850)	(225)
Net cash inflow / (outflow) from investing activities	(45,656)	(58,192)	(3,608)	(8,016)
CASH FLOWS FROM FINANCING ACTIVITIES				
Proceeds of borrowings	867	867	867	-
Repayment of borrowings	(4,644)	(4,644)	(4,644)	(4,657)
Net cash inflow / (outflow) from financing activities	(3,777)	(3,777)	(3,777)	(4,657)
Net increase / (decrease) in cash held	(3,521)	(16,181)	5,789	(5,650)
Cash and cash equivalents at the beginning of the year	137,171	156,415	156,415	156,415
Cash and cash equivalents at the end of the financial year / period	133,650	140,234	162,204	150,765



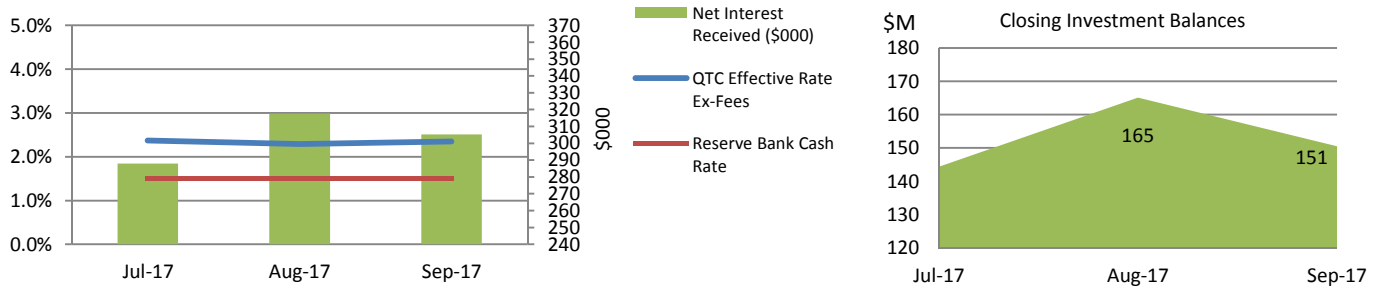
Total Cash Funding (Actual YTD)	68,252
Total Cash Funding (Annual Revised Budget)	297,023
% of Budget Achieved YTD	23%

Total Cash Expenditure (Actual YTD)	73,902
Total Cash Expenditure (Annual Revised Budget)	313,204
% of Budget Achieved YTD	24%

8. INVESTMENT & BORROWINGS REPORT

For the period ending 30 September 2017

INVESTMENT RETURNS - QUEENSLAND TREASURY CORPORATION (QTC)



Total Investment at End of Month was \$150.50M

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

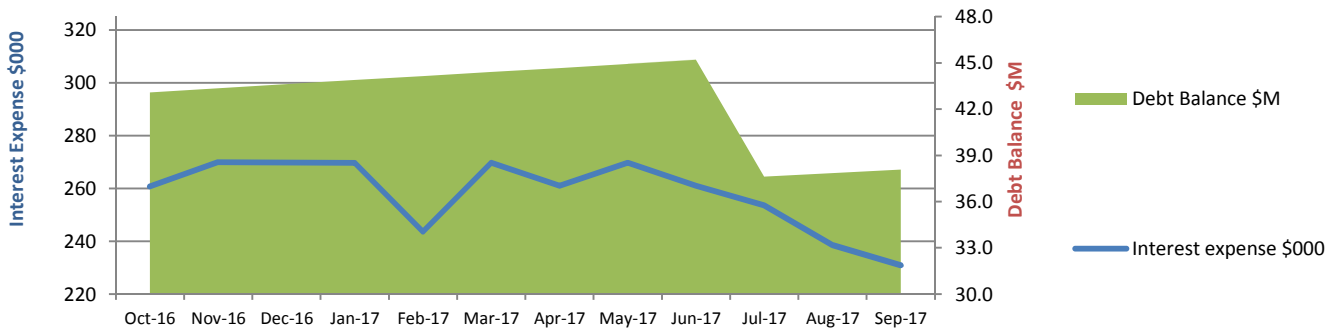
The movement in interest earned is indicative of both the interest rate and the surplus cash balances held, the latter of which is affected by business cash flow requirements on a monthly basis as well as the rating cycle.

Note: the Reserve Bank reduced the cash rate down to 1.5% in the August 2016 sitting - this has not changed in subsequent months.

On a daily basis, cash surplus to requirements is deposited with QTC to earn higher interest as QTC is offering a higher rate than what is achieved from Council's transactional bank accounts. The current annual effective interest rate paid by QTC of 2.35% exceeds the Bloomberg AusBond Bank Bill Index (previously the UBS Bank Bill Index) of 1.77% as at the end of September 2017 in accordance with Corporate POL-3013. Term deposit rates are being monitored to identify investment opportunities to ensure Council maximises its interest earnings.

Council adopted its revised Investment Policy (POL-3013) in May 2017 for the 2017/2018 financial year

BORROWINGS AND BORROWING COSTS



The existing loan accounts were converted to fixed rate loans on 1 April 2016 following a QTC restructure of loans and policies. In line with Council's debt policy, the principal debt repayment has been made *annually* in advance for 2017/2018 which will result in the loans being repaid approximately one year earlier.

The debt balance shows a decrease as the Annual Debt Service Payment was made during July 2017. Interest will accrue monthly based on the reduced debt balance.

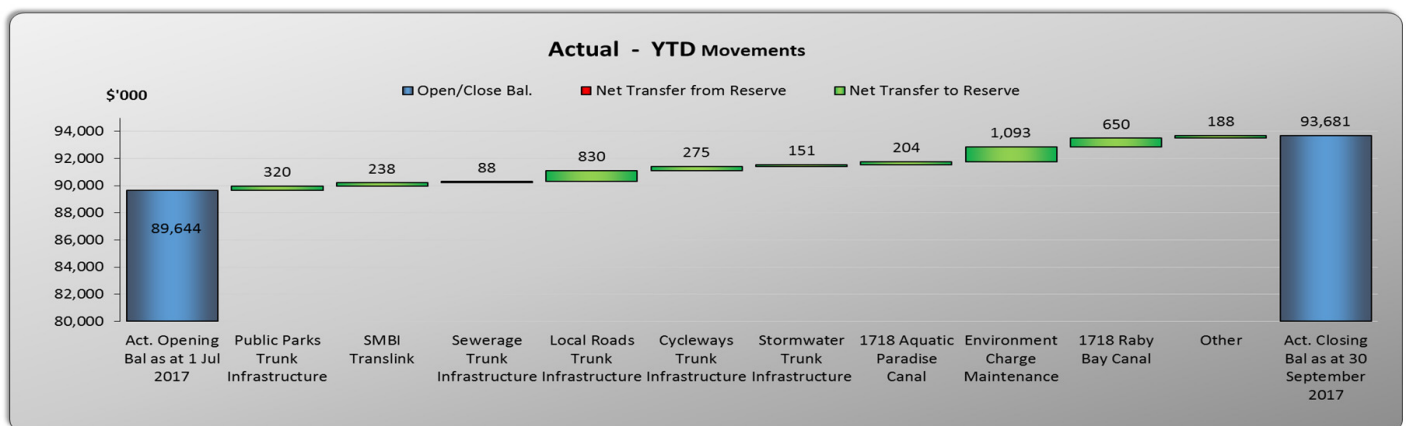
Total Borrowings at End of Month were \$38.08M

General pool allocated to capital works is 98.97% and 1.03% is attributable to RedWaste.

Council adopted its revised Debt Policy (POL-1838) in June 2017 for the 2017/2018 financial year

9. CONSTRAINED CASH RESERVES

Reserves as at 30 September 2017	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
Special Projects Reserve:				
Weinam Creek Reserve	3,075	145	(1)	3,219
Red Art Gallery Commissions & Donations Reserve	4	-	-	4
	3,079	145	(1)	3,223
Constrained Works Reserve:				
Public Parks Trunk Infrastructure Reserve	8,693	348	(28)	9,013
Land for Community Facilities Trunk Infrastructure Reserve	1,675	55	-	1,730
Water Supply Trunk Infrastructure Reserve	9,478	71	-	9,549
Sewerage Trunk Infrastructure Reserve	6,573	367	(279)	6,661
Constrained Works Reserve-Capital Grants & Contributions	1,154	-	(36)	1,118
Local Roads Trunk Infrastructure Reserve	30,570	856	(26)	31,400
Cycleways Trunk Infrastructure Reserve	8,343	275	-	8,618
Stormwater Trunk Infrastructure Reserve	7,553	151	-	7,704
Constrained Works Reserve-Operating Grants & Contributions	2,667	-	(44)	2,623
Tree Planting Reserve	86	8	-	94
	76,792	2,131	(413)	78,510
Separate Charge Reserve - Environment:				
Environment Charge Acquisition Reserve	618	-	(51)	567
Environment Charge Maintenance Reserve	1,387	1,901	(808)	2,480
	2,005	1,901	(859)	3,047
Special Charge Reserve - Other:				
Bay Island Rural Fire Levy Reserve	-	61	(52)	9
SMBI Translink Reserve	(6)	238	-	232
	(6)	299	(52)	241
Special Charge Reserve - Canals:				
Raby Bay Canal Reserve	4,778	16	-	4,794
Aquatic Paradise Canal Reserve	2,592	8	-	2,600
Sovereign Waters Lake Reserve	404	1	-	405
1718 Raby Bay Canal Reserve	-	701	(51)	650
1718 Aquatic Paradise Canal Reserve	-	218	(14)	204
1718 Sovereign Waters Lake Reserve	-	13	(6)	7
	7,774	957	(71)	8,660
TOTALS	89,644	5,433	(1,396)	93,681
				Closing cash and cash equivalents
				150,765
				Reserves as percentage of cash balance
				62%



Total Reserves increased by \$303K during the month. YTD growth in developer contributions totalled \$2.13M with drawdowns of \$333K. Increases are predominantly from developments in Cleveland, Ormiston, Capalaba and Birkdale. YTD growth in other reserves totalled \$3.30M, with drawdowns totalling \$1.06M. \$957K of the increase is attributed to canals and lakes. The original reserves for special charges levied on canal and lake-front homeowners remain temporarily frozen, the only increases are interest. New 2017/2018 canal and lake reserves reflect the current year program for revenue and expenditure. \$1.09M movement in the Environment Charge Maintenance Reserve is associated with the Environment Separate Charge (which was part of the July rate run), offset by YTD spending on designated projects.

Opening balances for reserves are unaudited and subject to change until Queensland Audit Office certification is obtained in October 2017.

10. REDLAND WATER STATEMENTS

REDLAND WATER SUMMARY OPERATING STATEMENT For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget	Budget	Actual	Variance
	\$000	\$000	\$000	\$000	\$000
Total revenue	105,147	105,147	25,223	25,615	392
Total expenses	59,688	59,688	13,763	13,800	37
Earnings before interest, tax and depreciation (EBITD)	45,459	45,459	11,460	11,815	355
Interest expense	18,265	18,265	4,566	4,566	-
Depreciation	18,457	18,457	4,614	5,463	849
Operating surplus / (deficit)	8,737	8,737	2,280	1,786	(494)

REDLAND WATER CAPITAL FUNDING STATEMENT For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget	Budget	Actual	Variance
	\$000	\$000	\$000	\$000	\$000
Capital contributions, donations, grants and subsidies	6,631	6,631	1,589	411	(1,178)
Net transfer (to) / from constrained capital reserves	(3,120)	(3,117)	(1,297)	(159)	1,138
Non-cash contributions	3,131	3,131	783	-	(783)
Funding from utility revenue	4,675	6,186	1,689	1,779	90
Total sources of capital funding	11,316	12,830	2,764	2,031	(733)
Contributed assets	3,131	3,131	783	-	(783)
Capitalised expenditure	8,185	9,699	1,981	2,031	50
Total application of capital funds	11,316	12,830	2,764	2,031	(733)

11. REDWASTE STATEMENTS

REDWASTE OPERATING STATEMENT For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget	Budget	Actual	Variance
	\$000	\$000	\$000	\$000	\$000
Total revenue	24,532	24,532	6,096	6,236	140
Total expenses	17,480	17,480	4,423	4,566	143
Earnings before interest, tax and depreciation (EBITD)	7,052	7,052	1,673	1,670	(3)
Interest expense	33	33	8	9	1
Depreciation	307	307	77	42	(35)
Operating surplus / (deficit)	6,712	6,712	1,588	1,619	31

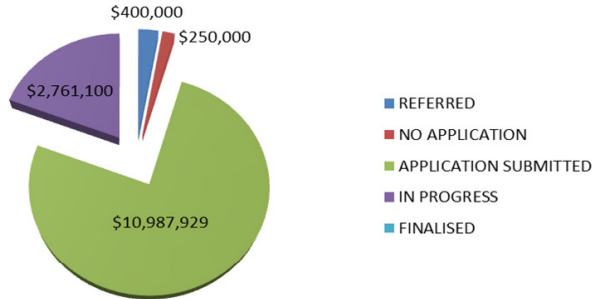
REDWASTE CAPITAL FUNDING STATEMENT For the period ending 30 September 2017

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Budget	Actual	Variance
	Budget	Budget	Budget	Actual	Variance
	\$000	\$000	\$000	\$000	\$000
Funding from utility revenue	317	333	175	69	(106)
Total sources of capital funding	317	333	175	69	(106)
Capitalised expenditure	240	249	67	78	11
Loan redemption	77	83	108	(9)	(117)
Total application of capital funds	317	333	175	69	(106)

12. APPENDIX: ADDITIONAL AND NON-FINANCIAL INFORMATION

External Funding Summary

Value of External Grant Applications by Status (YTD)

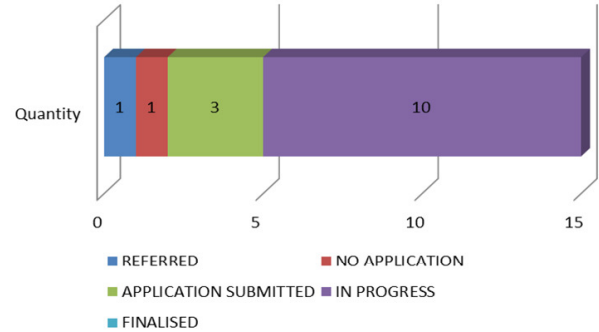


September 2017 Progress

APPLICATIONS SUBMITTED

- Local Government Grants and Subsidies Program, 8 projects applied for across organisation requesting contribution of \$10,777,929 for delivery up to June 2019
- Game On Grant, 4 events/programs for Commonwealth Games, maximum applied for with value of \$110,000

Number of External Grant Applications by Status (YTD)



Successful Funding Submissions YTD 2017/2018

Roads and Active Transport:

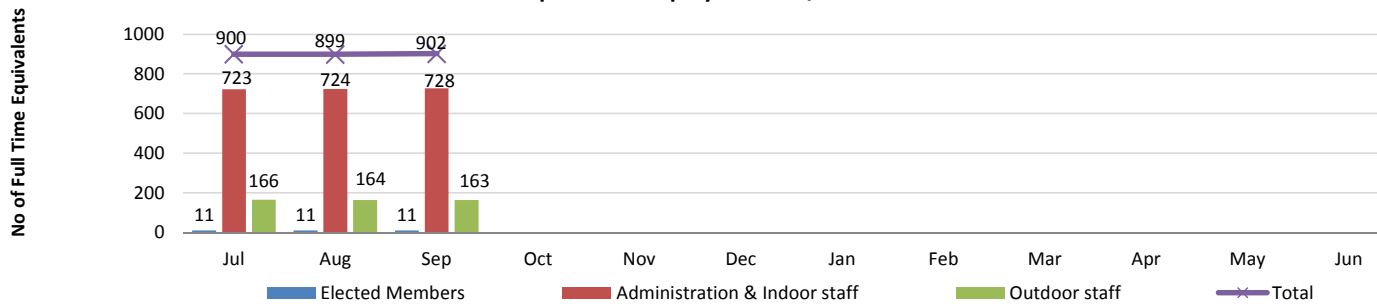
- \$875,000 for two Road Alliance projects to be completed in 2017/2018
- \$406,000 for city wide bus shelter renewals to be completed in 2017/2018
- \$15,000 for cycle network shared path design in 2017/2018

Economic Development:

- \$500,000 between 2017-2019 as part of the Advancing Regional Innovation Program (multiple partners including Logan City Council and Griffith University)

Workforce Reporting

Full Time Equivalent Employees 2017/2018



Workforce reporting - September 2017: Headcount

Employee Type

Department Level	Casual	Contract of Service	Perm Full	Perm Part	Temp Full	Temp Part	Total by Department
Office of CEO	12	2	26	5	6	0	51
Organisational Services	6	8	160	14	19	6	213
Community and Customer Service	30	5	241	60	32	12	380
Infrastructure and Operations	12	5	306	9	8	4	344
Total	60	20	733	88	65	22	988

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. Due to a change in the reporting structure in August 2017, Finance and Legal Services (including procurement) moves from the Office of CEO to join Organisational Services.



13. GLOSSARY

Key Terms

Written Down Value:

This is the value of an asset after accounting for depreciation or amortisation, and it is also called book value or net book value.

Work In Progress:

This represents an unfinished project that costs are still being added to. When a project is completed, the costs will be either capitalised (allocated to relevant asset class) or written off.

Definition of Ratios

Operating Surplus Ratio*:

This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes

Net Operating Surplus
Total Operating Revenue

Asset Sustainability Ratio*:

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

Capital Expenditure on Replacement of Infrastructure Assets (Renewals)
Depreciation Expenditure on Infrastructure Assets

Net Financial Liabilities*:

This is an indicator of the extent to which the net financial liabilities of Council can be serviced by operating revenues

Total Liabilities - Current Assets
Total Operating Revenue

Level of Dependence on General Rate Revenue:

This ratio measures Council's reliance on operating revenue from general rates (excludes utility revenues)

General Rates - Pensioner Remissions
Total Operating Revenue - Gain on Sale of Developed Land

Current Ratio:

This measures the extent to which Council has liquid assets available to meet short term financial obligations

Current Assets
Current Liabilities

Debt Servicing Ratio:

This indicates Council's ability to meet current debt instalments with recurrent revenue

Interest Expense + Loan Redemption
Total Operating Revenue - Gain on Sale of Developed Land

Cash Balance - \$M:

Cash balance include cash on hand, cash at bank and other short term investments.

Cash Held at Period End

Cash Capacity in Months:

This provides an indication as to the number of months cash held at period end would cover operating cash outflows

Cash Held at Period End
[[Cash Operating Costs + Interest Expense] / Period in Year]

Longer Term Financial Stability - Debt to Asset Ratio:

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

Current and Non-current loans
Total Assets

Operating Performance:

This ratio provides an indication of Redland City Council's cash flow capabilities

Net Cash from Operations + Interest Revenue and Expense
Cash Operating Revenue + Interest Revenue

Interest Coverage Ratio:

This ratio demonstrates the extent which operating revenues are being used to meet the financing charges

Net Interest Expense on Debt Service
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.

10.2 COMMUNITY & CUSTOMER SERVICES**10.2.1 DECISIONS MADE UNDER DELEGATED AUTHORITY FOR CATEGORY 1, 2 & 3 DEVELOPMENT APPLICATIONS**

Objective Reference:	A2626415 Reports and Attachments (Archives)
Attachment:	<u>Decisions Made under Delegated Authority 17.09.2017 to 30.09.2017</u>
Authorising Officer:	Louise Rusan Community & Customer Services
Responsible Officer:	David Jeanes City Planning & Assessment
Report Author:	Tamara Reid 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

That Council resolves to note this report.

Decisions Made under Delegated Authority 17.09.2017 to 23.09.2017

CATEGORY 1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
MCU014019	Dwelling House and Retaining Wall	Henley Properties (Qld) Pty Ltd	13 Vassi Concord Cleveland QLD 4163	@Code Assessment	18/09/2017	NA	Development Permit	2
CAR17/0120	Design & Siting - Domestic Outbuilding	The Certifier Pty Ltd	30 Fitzroy Street Cleveland QLD 4163	Referral Agency Response - Planning	21/09/2017		Approved	2
CAR17/0113	Design and Siting - Carport	Strickland Certification Pty Ltd	7 Jenmar Court Thornlands QLD 4164	Referral Agency Response - Planning	21/09/2017		Approved	3
CAR17/0112	Design & Siting - Dwelling House	Applied Building Approvals	64 Eastbourne Terrace Macleay Island QLD 4184	Referral Agency Response - Planning	19/09/2017		Approved	5
CAR17/0047	Design & Siting - Dwelling House	Checkpoint Building Surveyors (Coomera)	2 Treeline Place Redland Bay QLD 4165	Referral Agency Response - Planning	19/09/2017		Approved	6
BWP004382	Design and Siting - Carport	The Certifier Pty Ltd	2-4 Ridge Place Redland Bay QLD 4165	@Concurrence Agency Referral	19/09/2017	NA	Approved	6
MCU013981	Indoor Recreation Facility	I-Plan Town Planning Pty Ltd	100-102 Donald Road Redland Bay QLD 4165	@Impact Assessment	21/09/2017	NA	Development Permit	6
CAR17/0103	Design and Siting - Dwelling	Cornerstone Building Certification	12 Valleygreen Close Redland Bay QLD 4165	Referral Agency Response - Planning	18/09/2017		Approved	6

RAL17/0004	Change to Development Approval - SB004042.9	Robyn-Anne Mary BLUMSOM Raymond Harrison BLUMSOM	100 Valley Way Mount Cotton QLD 4165	Minor Change to Approval	19/09/2017		Approved	6
DBW17/0007	Private Swimming Pool	Brisbane Pools & Landscapes Pty Ltd	54 Orchid Drive Mount Cotton QLD 4165	Code	20/09/2017		Development Permit	6
CAR17/0111	Design and Siting - Carport	Fluid Approvals	23 Ellora Street Alexandra Hills QLD 4161	Referral Agency Response - Planning	18/09/2017		Approved	8
CAR17/0128	Design and Siting - Dwelling House	Building Code Approval Group Pty Ltd	8 Tomaszewski Circuit Alexandra Hills QLD 4161	Referral Agency Response - Planning	22/09/2017		Approved	8
CAR17/0129	Design and Siting- Build Near Sewer - Dwelling	Path Developments C/- Gma Certification	4A Kingsbury Court Alexandra Hills QLD 4161	Referral Agency Response - Planning	19/09/2017		Approved	8
MCU013970	Dual Occupancy for an existing building	JDA Consultants Pty Ltd	82 Cavell Street Birkdale QLD 4159	@Impact Assessment	19/09/2017	NA	Development Permit	10

CATEGORY 2

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
ROL006097	Stage 1 - Standard Format - 3 into 40 Lots	JT George Nominees Pty Ltd As Trustee	157-195 Woodlands Drive Thornlands QLD 4164	@Code Assessment	16/06/2017	20/09/17	Development Permit	6

OPW002231	Development Works - Stormwater, Pavements, Landscaping & Electrical Reticulation (associated with OPW002227 & OPW002185 MCU013731)	Hutchinson Builders	75 Boundary Street Redland Bay QLD 4165	SPA - 15 Day Compliance Assessment	22/09/2017	NA	Compliance Certificate Approved	6
MCU013959	Service Station and Advertising Device	Commercial Asset Management Services Pty Ltd	110 Redland Bay Road Capalaba QLD 4157	@Code Assessment	20/09/2017	NA	Development Permit	9

Decisions Made Under Delegated Authority 24.09.2017 to 30.09.2017

CATEGORY1

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
CAR17/0116	Design and Siting- Carport	Fastrack Building Certification	4 Seabreeze Court Ormiston QLD 4160	Referral Agency Response - Planning	26/09/2017	N/A	Approved	1
CAR17/0124	Design and Siting - Addition	Building Code Approval Group Pty Ltd Dominic Thomas CRAIG	8 Plumer Street Wellington Point QLD 4160	Referral Agency Response - Planning	26/09/2017	N/A	Approved	1
ROL006190	Reconfiguration of lots - Standard Format 1 into 2	Gregory Allan CASEY	22 Nelson Street Ormiston QLD 4160	@Code Assessment	26/09/2017	N/A	Development Permit	1
CAR17/0121	Design & Siting - Dwelling House	Steve Bartley & Associates Pty Ltd	85 Thornlands Road Thornlands QLD 4164	Referral Agency Response - Planning	28/09/2017	N/A	Approved	3
CAR17/0122	Design & Siting - Dwelling House	Steve Bartley & Associates Pty Ltd	83 Thornlands Road Thornlands QLD 4164	Referral Agency Response - Planning	26/09/2017	N/A	Approved	3
MCU17/0014	Extension to Currency Period - MC012074	Paul Harding HAERSE Robyn Ann HAERSE	16 Robert Street Russell Island QLD 4184	Minor Change to Approval	25/09/2017	N/A	Approved	5
ROL006214	Reconfiguring a Lot - Standard Format - 1 into 4 lots	Suzanne Kate HEMBROW	54 Marjorie Buckler Avenue Redland Bay QLD 4165	@Code Assessment	25/09/2017	NA	Application Has Lapsed	6
CAR17/0133	Design and Siting - Carport	The Certifier Pty Ltd	37 Handsworth Street Capalaba QLD 4157	Referral Agency Response - Planning	27/09/2017	N/A	Approved	9
RAL17/0007	Reconfiguring a Lot - Standard Format - 1 into 4 lots	East Coast Surveys Pty Ltd	26 Larbonya Crescent Capalaba QLD 4157	Code	27/09/2017	N/A	Development Permit	9

CAR17/0080	Design & Siting - Additions to existing house	The Certifier Pty Ltd	1 Dorsal Drive Birkdale QLD 4159	Referral Agency Response - Planning	28/09/2017	N/A	Approved	10
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CATEGORY 2

Application Id	Application Full Details	Applicant	Associated Property Address	Primary Category	Decision Date	Negotiated Decision Date	Decision Description	Division
OPW002229	Landscaping associated with MCU014002 Apartment Building x 14 Units - Stage 2	Javica Property Solutions	222 Middle Street Cleveland QLD 4163	SPA - 15 Day Compliance Assessment	28/09/2017	NA	Compliance Certificate Approved	2
ROL006194	Reconfiguring a Lot - Standard Format - 1 into 5 Lots and Reserve Lot	Morada Group 2 Pty Ltd C/ Property Projects Australia Pty Ltd	3 South Street Cleveland QLD 4163	@Code Assessment	25/09/2017	NA	Development Permit	3

10.2.2 PLANNING & ENVIRONMENT COURT MATTERS CURRENT AS AT 3 OCTOBER 2017

Objective Reference:	A2589458 Reports and Attachments (Archives)
Authorising Officer:	Louise Rusan General Manager Community & Customer Services
Responsible Officer:	David Jeanes Group Manager City Planning & Assessment
Report Author:	Chris Vize Service Manager Planning Assessment

PURPOSE

The purpose of this report is for Council to note the current appeals and other matters/proceedings in the Planning and Environment Court.

BACKGROUND

Information on these matters 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.
-

APPEALS

1.	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. Without Prejudice meeting held December 2015. Trial held 1-3 August 2017. Final submissions scheduled for 11 October 2017. Awaiting Judgment.

2.	File Number:	Appeal 4807 of 2016 (MCU013719)
Applicant:		IVL Group Pty Ltd and Lanrex Pty Ltd
Application Details:		Car Park at 32A Teak Lane, Victoria Point (Lot 12 on SP147233)
Appeal Details:		Applicant appeal against Council refusal
Current Status:		Appeal filed 6 December 2016. Appointed experts (except planning) to meet and prepare joint reports prior to mediation. Mediation held on 7 June 2017. Hearing commenced on 21 August 2017. Awaiting Judgment.

3.	File Number:	Appeal 1476 of 2017 (MC008414)
Applicant:		Cleveland Power Pty Ltd
Application Details:		Request to extend the relevant period – Biomass Power Plant at 70-96 Hillview Road, Mount Cotton (Lot 2 on RP30611)
Appeal Details:		Applicant appeal against Council refusal
Current Status:		Appeal filed 27 April 2017.

4.	File Number:	Appeal 2377 of 2017 (MCU013735)
Applicant:		Barro Group Pty Ltd
Application Details:		Tourist Accommodation (Mount Cotton Retreat) at 315-355 West Mount Cotton Road, Mount Cotton (Lot 9 on RP186559)
Appeal Details:		Submitter appeal against Council approval
Current Status:		Appeal filed 29 June 2017. The co-respondent (being the applicant) has filed a notice to withdraw their Notice of Election to Co-respond to the appeal on 24 August 2017.

5.	File Number:	Appeal 3492 of 2017 (OPW002185)
Applicant:		J Hutchinson Pty Ltd as agent for Gateway Central (QLD) Pty Ltd
Application Details:		Service Station and Retail Warehouse at 75 Boundary Street, Redland Bay (Lot 2 on RP49214)
Appeal Details:		Applicant appeal against action notice
Current Status:		Appeal filed 13 September 2017.

6.	File Number:	Appeal 3493 of 2017
	Applicant:	Gateway Central (QLD) Pty Ltd
	Application Details:	Service Station and Retail Warehouse at 75 Boundary Street, Redland Bay (Lot 2 on RP49214)
	Appeal Details:	Applicant appeal against enforcement notice
	Current Status:	Appeal filed 13 September 2017.

OTHER PLANNING & ENVIRONMENT COURT MATTERS/PROCEEDINGS

There are no other current matters.

OFFICER'S RECOMMENDATION

That Council resolves to note this report.

10.2.3 DELEGATIONS FOR PLANNING ACT 2016 AND PLANNING AND ENVIRONMENT COURT ACT 2016

Objective Reference:	A2552344 Reports and Attachments (Archives)
Attachments:	<ol style="list-style-type: none">1. <u>Delegation Register for Planning Act 2016</u>2. <u>Delegation Register for Planning and Environment Court Act 2016</u>
Authorising Officer:	Louise Rusan General Manager Community and Customer Services
Responsible Officer:	David Jeanes Group Manager City Planning and Assessment
Report Author:	Kim Peeti Principal Advisor Business Planning and Improvement

PURPOSE

The purpose of this report is to:

- Update delegations to the CEO under the *Planning Act 2016* (the Act) and *Planning Regulation 2017* (the Regulation) and update the limitation of powers conferred by delegation to include:
 - exemption certificates for development that has been categorised as assessable development only because of particular circumstances that no longer apply
 - starting an appeal in the Planning and Environment Court from a development tribunal.
- Provide delegations to the Chief Executive Officer (CEO) under the *Planning and Environment Court Act 2016* (*P&E Court Act*).

BACKGROUND

Section 257 of the *Local Government Act 2009* allows a local government to delegate a power under the *Local Government Act 2009* or another Act and specifically provides for a power to be delegated to the CEO. Section 259 of the *Local Government Act 2009* allows a CEO to then on-delegate powers to appropriately qualified officers, other than where the local government specifically directs that the power not be further delegated or it is a power to keep a register of interests.

On 21 June 2017 Council resolved to delegate powers and functions under the Act and Regulation to the CEO. Subsequently on 30 June 2017 the CEO approved on-delegations, with limitations, for officers to perform functions under this legislation.

The delegations adopted at this time essentially sought to translate the previous delegations under the *Sustainable Planning Act* and *Sustainable Planning Regulation* to the new Act and Regulation to ensure appropriate delegations were in place for commencement of the new legislation on 3 July 2017.

A number of new powers, including exemption certificates, were introduced under the Act and were deliberately excluded from these delegations to allow more time for these matters to be properly considered. Consequently these new powers currently remain with Council for decision.

Delegations under the *P&E Court Act* were not considered or decided at the time of the Council resolution in June 2017, as the delegations register template for this legislation was not yet available from the Local Government Association of Queensland (LGAQ).

ISSUES

Exemption Certificates

Section 46 of the Act allows Council to give a certificate that exempts the identified development from requiring a development approval. In accordance with s46(3) of the Act Council may give an exemption certificate if:

- a) for development for which there is a referral agency – each referral agency has agreed in writing to the exemption certificate being given; and
- b) any of the following apply –
 - i) the effects of the development would be minor or inconsequential, considering the circumstances under which the development was categorised as assessable development;
 - ii) the development was categorised as assessable development only because of particular circumstances that no longer apply;
 - iii) the development was categorised as assessable development because of an error.

The delegation sought relates to s46(3)(b)(ii) and its associated administrative functions – *the development was categorised as assessable development only because of particular circumstances that no longer apply*. The delegation will be limited to circumstances where overlays and zones have been addressed as part of an earlier approval. All other powers under s46(3)(b) would remain with Council for decision.

This ensures future development anticipated and intended by a recent higher order approval is allowed to proceed without unnecessarily escalating the level of assessment.

The most common scenario anticipated relates to development of dwelling houses and ancillary structures associated with an approved reconfiguration. The assessment of the reconfiguration application would have ground truthed the matters relevant to the zone and overlay constraints of the land and approved the creation of lots in locations appropriate to accommodate future dwellings. It is unnecessary to then require assessment of the intended end use against the same zone and overlay constraints that have already been addressed.

In such instances, the zone and overlay constraints are considered to no longer apply as they have already been appropriately addressed for the intended end use through the higher order approval. This satisfies s46(3)(b)(ii) of the Act:

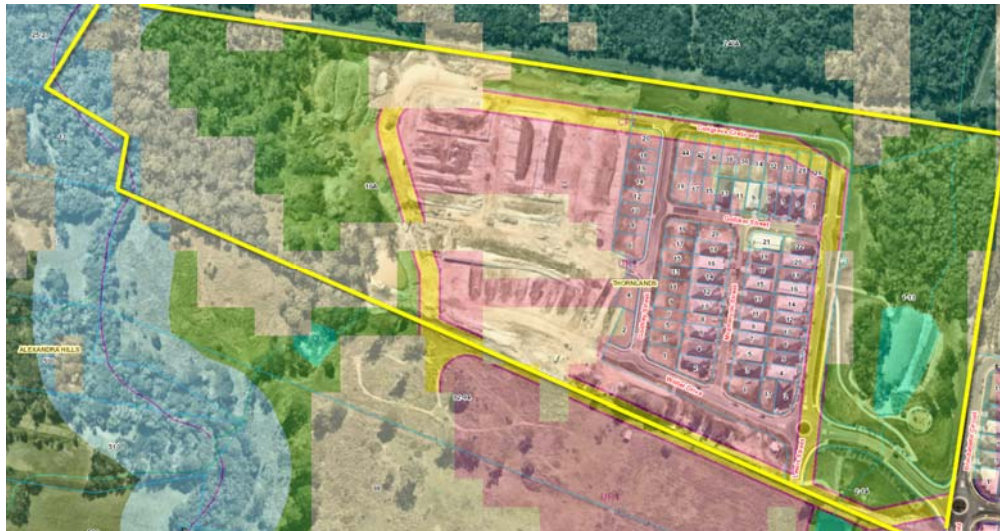
- ii) the development was categorised as assessable development only because of particular circumstances that no longer apply;**

Since the introduction of the Act in July 2017, Council has received two (2) requests for exemption certificates. Both requests were approved by Council, as per the officer's recommendation, at Council's [General meeting of 23 August 2017](#). These exemption certificate requests fit the scenario identified above. In both instances, exemption certificates were granted as the subsequent development of dwellings and ancillary structures were only categorised as assessable development because of particular circumstances that no longer apply as the previous reconfiguration applications already assessed relevant zones and overlays and approved the creation of the residential lots.

EXC17/0001: 70-92 Muller Street, Redland Bay – exemption certificate granted for dwellings and ancillary structures on all residential lots approved as part of Reconfiguring a Lot approval ROL005924.



EXC17/0003: 100-102 Kinross Road, Thornlands – exemption certificate granted for dwellings and ancillary structures on all residential lots approved as part of Reconfiguring a Lot approval ROL005753.



The addition proposed to the existing delegations to include exemption certificates does not alter the ability of Council to call-in any development application.

Starting an Appeal

Section 229 of the Act describes appeals to a tribunal or the P&E Court, including who may appeal a matter and the time period in which an appeal must be made (ie the appeal period). Section 230 of the Act stipulates the requirements for the notice of appeal.

The delegation sought is for limited powers under s229 and s230 to start an appeal in the P&E Court from a development tribunal in accordance with Schedule 1 Table 2 Item 1 of the Act. These matters are minor in nature, low cost and must be commenced within 20 business days. It is in the best interests of Council and the community to ensure these matters can be actioned in a timely manner by appropriately qualified officers. All other powers to start an appeal remain with Council.

P&E Court Act 2016

The now current planning legislation is supported by the new *P&E Court Act*. Previously, multiple pieces of legislation conferred jurisdiction on the P&E Court, however provisions establishing the jurisdiction and powers of the Court have now been transferred out of the planning legislation (i.e. previously the *Sustainable Planning Act 2009*) and into a stand-alone Act; the *P&E Court Act 2016*. In order for Council to properly and efficiently perform its business of development assessment and compliance it is appropriate for certain powers under the *P&E Court Act* to be delegated to the CEO to on-delegate to suitably qualified officers. Delegations for the *P&E Court Act* have been compiled based on the Local Government Association of Queensland (LGAQ) delegations register template.

Attachment 2 provides a list of delegations supplied by the LGAQ as part of their delegations register. This report seeks a resolution of Council to provide delegations to the CEO in accordance with s259 of the *Local Government Act 2009* and as listed in Attachment 2. Should Council resolve to adopt the recommendations of this report, appropriate on-delegations will be sought from the CEO following Council's decision.

STRATEGIC IMPLICATIONS

Legislative Requirements

This review and the recommendations of this report are in accordance with the legislative requirements relating to the delegation of powers to the CEO.

Risk Management

Council risks not meeting legislative obligations under the Act if these powers are not delegated. This also presents a risk to customers of additional costs and time delays. Delegating these powers presents an opportunity for Council to create time and cost savings for applicants and future residents.

Using the delegation registers supplied by the LGAQ helps ensure Council's delegations are accurate, consistent and in accordance with the relevant legislation.

Financial

There are no specific financial implications.

People

The recommendations of this report seek to provide delegations to the CEO and allow the appropriate on-delegation of powers to suitably qualified officers to provide for routine decisions and responsibilities required under the *Planning Act 2016*, the *Planning Regulation 2017* and the *Planning and Environment Court Act 2016*.

Environmental

There are no specific environmental implications associated with this report.

Social

There are no specific social implications associated with this report.

Alignment with Council's Policy and Plans

This review and officer's recommendation align with relevant Council policies and plans.

CONSULTATION

In preparing this report, City Planning and Assessment has consulted with Council's Legal Services Unit, Environment and Regulation Group and the Local Government Association of Queensland.

OPTIONS

Council's options are:

1. That Council resolves to delegate the Chief Executive Officer, under s257(1)(b) of the *Local Government Act 2009*, all functions and powers, including relevant limitations, as listed in Attachments 1 and 2 of this report.
2. That Council resolves to delegate to the Chief Executive Officer different or amended functions and powers.
3. That Council resolves to refuse the amendments to the adopted delegations to the Chief Executive Officer for the *Planning Act 2016* and to retain all powers under the *Planning and Environment Court Act 2016* without delegation to the CEO.

OFFICER'S RECOMMENDATION

That Council resolves to delegate the Chief Executive Officer, under s.257(1)(b) of the *Local Government Act 2009*, all functions and powers, including relevant limitations, as listed in Attachments 1 and 2 of this report.

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

Version Information	
Date Reviewed:	22/09/2017
Reprint Number:	03/07/2017
Updated Items:	
New Items:	Sections 46, 229(2), 230
Removed Items:	

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to make submissions to the Minister about the making or amending of a State Planning instrument.	Section 10 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give notice of a proposed planning scheme or proposed amendment to the chief executive and follow the process for making or amending a planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 18, 20 and 26 and as required under a notice give by the chief executive or in the Minister's rules.	Sections 18, 20 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works in the tidal area for Council's local government area	Section 19 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to follow the process for the making or amending of an LGIP as set out in the Minister's rules or as directed by the Minister. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 21 and 26 and as required in the Minister's rules.	Sections 21 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to follow the process for the making or amending of a planning scheme policy as set out in the Minister's rules or as directed by the Minister. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 22 and 26 and as required in the Minister's rules.	Sections 22 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to follow the process for the making or amending of a TLPI as set out in the Minister's rules or as directed by the Minister. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 23 and 26 and as required in the Minister's rules.	Sections 23 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to follow the process for repealing a TLPI or planning scheme policy. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 24.	Section 24 <i>Planning Act 2016</i>		This delegation does not include the power to decide to repeal the TLPI or planning scheme policy which is required to be exercised by Council pursuant to a resolution of Council (see subsection (1)).

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to review a planning scheme and a LGIP and follow the process for the review as set out in the Minister's rules or as directed by the Minister. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 25 and 26 and as required in the Minister's rules.	Sections 25 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to decide whether or not to agree to a superseded planning scheme request and give notice of the decision.	Section 29 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an affected party, to make submissions about the proposal to the Minister.	Section 37(4) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to include a note about the making, amendment, extension or repeal of a designation in Council's planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 42.	Section 42 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to give a certificate that exempts development from requiring a development approval where the development was categorised as assessable development only because of particular circumstances that no longer apply.	Section 46 <i>Planning Act 2016</i>		This delegation is limited to development categorised under s46(3)(b)(ii) in circumstances where overlays and zones have been addressed as part of an earlier approval. This delegation does not include any powers under s46(3)(b)(i) or s46(3)(b)(iii).
	Chief Executive Officer	Power to act as the “assessment manager” for all development applications, change representations, cancellation applications and extension applications received by Council under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of an assessment manager and consider all matters as detailed in sections 48, 51, 52, 53, 54, 59, 60, 61, 62, 63, 64, 65, 66, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 48, 51, 52, 53, 54, 59, 60, 61, 62, 63, 64, 65, 66, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 <i>Planning Act 2016</i>		This delegation is to be exercised in accordance with the development assessment rules made under the <i>Planning Act 2016</i> and prescribed by regulation.
	Chief Executive Officer	Power, as the owner of premises, to give written consent to the making of the development application.	Section 51(2)		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to act as a “referral agency” for all development applications and cancellation applications received by Council as a referral agency under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of a referral agency and consider all matters as detailed in sections 46, 52, 54, 55, 56, 57, 58, 65, 66, 67, 84, 85, 100, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 46, 52, 54, 55, 56, 57, 58, 65, 66, 67, 84, 85 100, 107 and 109 <i>Planning Act 2016</i>		This delegation is to be exercised in accordance with the development assessment rules made under the <i>Planning Act 2016</i> and prescribed by regulation.
	Chief Executive Officer	Power to consult with the Minister about making or amending the instrument mentioned in subsection (8)(c).	Section 64(9)		
	Chief Executive Officer	Power to act as a “responsible entity” for all change applications received by Council as a responsible entity under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of a responsible entity and consider all matters as detailed in sections 79, 80, 81, 82, 83, 93, 100, 105, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 79, 80, 81, 82, 83, 93 and 100, 105, 107 and 109 <i>Planning Act 2016</i>		This delegation is to be exercised in accordance with the development assessment rules made under the <i>Planning Act 2016</i> and prescribed by regulation.

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to act as an “affected entity” for all change applications received by Council as an affected entity under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of an affected entity and consider all matters as detailed in section 80 of the <i>Planning Act 2016</i> .	Section 80 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as the owner of land, to give written consent to the cancellation application.	Section 84(3)(b)(i) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a public utility, to give written consent to the cancellation application.	Section 84(3)(b)(iii) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as the owner of land, to give written consent to the extension application.	Section 86(2)(b)(ii) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to note an approval referred to in subsection (1) on Council’s planning scheme and give notice of the approval to the chief executive.	Section 89 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to comply with a direction given by the Minister.	Section 93(2) <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to make submissions in response to a proposed call in notice received by Council.	Section 102 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as the decision-maker, to give the Minister reasonable help.	Section 105(3) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a participating local government for a distributor-retailer, to enter a break-up agreement about the charges break-up and publish a copy of the agreement on the local government's website.	Section 115 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to carry out the steps required after making a charges resolution.	Section 118 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give an infrastructure charges notice. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 119, 120, 121 and 129.	Sections 119, 120, 121 and 129 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government that gave an infrastructure charges notice, to agree with the recipient about whether infrastructure may be provided instead of paying all or part of the levied charge.	Section 123 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a local government, to consider representations made on an infrastructure charges notice and, issue a negotiated notice or give a decision notice.	Section 125 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government with a LGIP that identifies adequate trunk infrastructure to service the subject premises, to impose a development condition requiring either or both of the following to be provided at a stated time: a) the identified infrastructure; and/or b) different trunk infrastructure delivering the same desired standard of service.	Section 128(1) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government with a LGIP that does not identify adequate trunk infrastructure to service the subject premises, to impose a development condition requiring development infrastructure necessary to service the premises to be provided at a stated time.	Section 128(2) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to impose an extra payment condition. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 130, 131, 132, 133, 134 and 135.	Sections 130, 131, 132, 133, 134 and 135 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power in the circumstances referred to in subsection (1) to, by notice given to the applicant, amend the infrastructure charges notice.	Section 137 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to consider and decide a conversion application. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 140, 141 and 142	Sections 140, 141 and 142 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to agree with an applicant that a levied charge, for the purpose of its recovery, is not taken to be rates.	Section 144(2) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to impose a development condition about non-trunk infrastructure.	Section 145 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power in the circumstances referred to in subsection (1) to:- (a) pay the amount of the levied charge to the State infrastructure provider; and (b) agree with the State infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levied charge will be paid.	Section 149 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to enter an infrastructure agreement. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in Chapter 4, Part 4.	Chapter 4, Part 4 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to give a show cause notice.	Section 167 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to give an enforcement notice.	Section 168 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to consult with a private certifier before giving an enforcement notice.	Section 169 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power as an enforcement authority to give notice of the giving or withdrawal of a show cause notice or an enforcement notice to the chief executive.	Section 170 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to bring offence proceedings for an offence against the Act.	Section 174 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to consent to proceedings being brought on behalf of the corporation.	Section 175(1)(a) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to:- (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the defendant.	Section 176(10) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority in an offence proceeding, to apply for an order for the payment of the expenses.	Section 178(1)(b) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to the start proceedings in the P&E Court for an enforcement order.	Section 180 <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as an enforcement authority, to:- (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the respondent.	Section 180(13) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order.	Section 181(4) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority in an offence proceeding, to apply for a disposal order.	Section 214 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power as an appellant to start an appeal in the P&E Court from a development tribunal.	Sections 229(2) and 230 <i>Planning Act 2016</i>		This delegation is limited to the power to start an appeal in the P&E Court from a development tribunal in accordance with Schedule 1 Table 2 Item 1 on the <i>Planning Act 2016</i> .
	Chief Executive Officer	Power as a respondent or co-respondent to be heard in an appeal.	Section 229(4) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, where an appeal is only about a referral agency's response, to apply to the tribunal or P&E Court to withdraw from the appeal.	Section 229(5) <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to elect to be a co-respondent in an appeal.	Section 230(6) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to start proceedings for a declaration by a tribunal. For avoidance of doubt, the power delegated includes the power to take all actions detailed in sections 239(1), 240 and 241.	Sections 239(1), 240 and 241, <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give the registrar information that the registrar reasonably requires for the proceedings.	Section 246(2) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to appear as a party to a tribunal proceeding.	Section 248 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to make submissions to the tribunal.	Section 249 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give notice to the Registrar once a tribunal's direction or order has been complied with.	Section 257 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give an applicant the planning and development certificate applied for.	Section 265 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to note the registration of premises on Council's planning scheme.	Section 267(13) <i>Planning Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as an owner of premises in an affected area, before entering into a lease of the premises with a person, to give a notice that states :- (a) the premises are in an affected area; and (b) that restrictions may apply to the person in taking proceedings about emissions from registered premises in the affected area.	Section 270 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to make an amendment of a type specified in subsection (1) by following the process set out in the rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in the rules.	Section 293(5) <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning and Environment Court Act 2016]

Version Information	
Date Reviewed:	13/09/2017
Reprint Number:	
Updated Items:	
New Items:	
Removed Items:	

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to start a declaratory proceeding.	Section 11(1) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as the assessment manager, to start a declaratory proceeding for a matter done, to be done or that should have been done in relation to the call in.	Section 12(2) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding, to participate in an ADR process.	Section 16 <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party, to confer with the ADR registrar about the way to conduct the P&E Court proceeding.	Section 16(3) <i>Planning and Environment Court Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning and Environment Court Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a party to a P&E Court proceeding, to agree to the resolution of all or part of the dispute in an ADR process.	Section 18(1) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding who has agreed on resolution of the dispute, or part of it, as a result of an ADR process to sign the resolution agreement.	Section 18(1) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding, to apply to the P&E Court for an order giving effect to an agreement reached as a result of an ADR process.	Section 20(1) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding, to agree to the ADR registrar disclosing information acquired as part of the ADR process.	Section 21(2)(a) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding conducted by the ADR Registrar to be heard as a party and to make submissions	Section 24(2) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding for which the ADR registrar is exercising, or has exercised, a power, to apply for a court review.	Section 26(2) <i>Planning and Environment Court Act 2016</i>		

REGISTER OF DELEGATIONS COUNCIL TO CEO

[Planning and Environment Court Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a party to a P&E Court proceeding, to consent in writing to the ADR registrar making an order or direction in the proceeding.	Section 27(1)(a) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power to consent to a person starting a declaratory proceeding or a proceeding for an enforcement order under the Planning Act on behalf of Council.	Section 41(2)(a) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power to pay the expenses, including legal costs, incurred by the representative in relation to the proceeding.	Section 41(3) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power, as a party to a P&E Court proceeding, to appeal a decision in the proceeding.	Section 63(1) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power to apply to the Court of Appeal for leave to appeal.	Section 64(1) <i>Planning and Environment Court Act 2016</i>		
	Chief Executive Officer	Power to file and serve a Notice of Appeal following the granting of leave by the Court of Appeal.	Section 64(2) <i>Planning and Environment Court Act 2016</i>		

10.2.4 ANNUAL SIGN LICENSING

Objective Reference:	A124442 Reports and Attachments (Archives)
Authorising Officer:	Louise Rusan General Manager Community and Customer Services
Responsible Officer:	Graham Simpson Group Manager Environment and Regulation
Report Author:	Alistair Michell Service Manager Development Control

PURPOSE

The purpose of this report is to determine whether the annual licensing of permanent signs should cease, be amended or continue.

BACKGROUND

It is considered that the annual licensing of signs is no longer appropriate given continued changes to the statutory head of power in which permanent sign approvals are issued.

The approval of permanent signs switched in 2006 from a local law framework (repealed *Local Law 11- Control of Signs*) to the *Redlands Planning Scheme* (RPS). It is now proposed to switch approval of permanent signs back to a local law framework upon adoption of the *Redland City Plan*.

These changes have subsequently led to variations in regard to the requirement for annual licensing of a sign dependant on the instrument under which they were approved. More specifically certain signs approved under repealed Local Law 11 attracted an annual license fee whilst the same or similar type of sign under the RPS did not.

It is also relevant that the purpose of annual sign licensing is considered to have limited benefits and was originally intended to discourage excessive sign size, whilst also providing a mechanism to check sign safety and amenity through regular inspection. The evidence suggests that inspections are detecting minimum on-going non-compliance.

Upon the adoption of the *Redland City Plan*, permanent signs will no longer be assessed under the planning scheme but under a redrafted *Subordinate Local Law 1.4 (Installation of Advertising Devices) 2015*. This change is considered to be an opportunity to review and finalise Council's position in relation to annual sign licensing.

Current Annual Licensing Arrangements

Permanent signs approved under repealed Local Law 11 prior to March 2006 (commencement of RPS) attracted a potential annual licensing requirement and the payment of an annual fee.

The annual licence only applied to those signs that were considered to exceed a maximum sign area formula that applied at the time. The purpose of annual licensing was primarily to minimise sign size and proliferation through requiring the payment of an annual fee for less desirable signage.

A secondary purpose was to monitor compliance with the local law in regards to safety and on-going maintenance of the sign. There are currently 157 permanent signs across the City with an annual licence requirement (139 are single signs and 18 licences are for 'packages' of two or more signs).

The fee charged for annual licensing is ultimately calculated for cost recovery to carry out an annual audit for permanent signs subject to licensing and is separate to the initial application/assessment fee.

With the introduction of the RPS, the approval process for permanent signs was transferred from Local Law 11 to the planning scheme. Following consideration of the relevant legislative provisions advice was received that permitted an annual fee to continue to be charged for those existing signs subject to annual licensing.

Permanent approved signs under the RPS did not attract an annual licence fee in the same manner as those signs under the previous *Local Law 11*.

ISSUES

Potential loss of revenue if annual licence fees discontinued

Based on 2016/17 figures, the revenue loss from no longer carrying out annual licensing is approximately \$42,000. Despite this, the annual licence fee is viewed as cost neutral and calculated on a full-cost recovery basis only.

If annual licensing is no longer carried out, it is anticipated that the resources currently directed to it would be reallocated to increased sign assessment work as a result of permanent sign approvals transferring from the planning scheme to Subordinate Local Law 1.4 upon adoption of the *Redland City Plan*.

Annual audits and reviews no longer being carried out

There is considered to be minimal or no risk associated with discontinuing annual licensing. Permanent signs, whether attracting an annual licence fee or not, are assessed to ensure that there are no or minimal amenity, environmental or safety issues. Additionally, conditions are placed on approvals that require the sign to be, among other things, maintained in good order and repair.

It should be noted that there are enforcement powers within the local law and/or *Planning Act 2017* to deal with unsafe, changed or unapproved signs as well as non-compliance with conditions of approval. Consistent with Council's standard approach to compliance, issues with signs will be addressed in a reactive manner in lieu of an annual licensing inspection.

The removal of annual license fees will also remove a cost to those businesses on which it is currently levied and reduce regulatory requirements.

In view of this it is considered that there is no public benefit in continuing to carry out annual audits on those signs currently subject to annual licensing.

STRATEGIC IMPLICATIONS

Legislative Requirements

There is no legislative requirement for the annual licensing of signs.

Risk Management

There is not considered to be any risk associated with discontinuing annual licensing. There have been limited areas of non-compliance identified through the annual review process and matters relating to future compliance can be suitably managed through standard investigation processes, similar to other development issues.

Financial

By ceasing annual sign licensing it is anticipated (based on 2016/17 figures) that Council will see a loss of revenue in the order of \$42,000 per annum.

The projected loss of revenue will be required to be reflected in Councils 2017-18 Revised Budget via a submission in the upcoming budget review process.

People

There are no people impacts.

Environmental

There are no environmental implications.

Social

There are no social implications.

Alignment with Council's Policy and Plans

N/A

CONSULTATION

Consultation has been undertaken with officers within the Development Control Unit and Financial Services Unit.

OPTIONS

Option 1

That Council resolves to:

1. Cease the annual licensing of permanent signs (including associated annual audits and reviews of these), discontinue charging an annual licence fee and write to current licence holders informing that annual licence fees are no longer payable; and
2. Amend its Fees and Charges for 2017/18 to delete the annual licence fee.

Option 2

That Council resolves to continue the annual licensing of existing licensed permanent signs as per the current arrangement.

OFFICER'S RECOMMENDATION

That Council resolves to:

1. **Cease the annual licensing of permanent signs (including associated annual audits and reviews of these), discontinue charging an annual licence fee and write to current licence holders informing that annual licence fees are no longer payable; and**
2. **Amend Council Fees and Charges for 2017/18 to delete the annual licence fee.**

10.3 INFRASTRUCTURE & OPERATIONS**10.3.1 CEMETERY FEE ADJUSTMENT**

Objective Reference:	A2527589 Reports and Attachments (Archives)
Authorising Officer:	Peter Best General Manager Infrastructure & Operations
Responsible Officer:	Lex Smith Group Manager City Spaces
Report Author:	Tim Goward Service Manager City Sport & Venues

PURPOSE

This report seeks Council's approval to amend the Cemetery Fees and Charges Schedule for 2017-2018, to include new fees and charges for the Bay Islands Memorial Garden, Russell Island and to reduce the fee payable for permission to install a monument.

BACKGROUND

On 26 June 2017, the 2017-2018 Fees and Charges Schedule was adopted by Council at a special meeting. Any additions or modifications to the fees and charges schedule thereafter require Council approval. An error has been identified in the current schedule for Permission to Install a Monument.

The establishment of the Bay Islands Memorial Garden on 136-146 High Street, Russell Island (Lot 1 RP73383) was approved at the General Meeting of 9 December 2015. This facility is now available for customers looking for memorialisation options on the Southern Moreton Bay Islands (SMBI) and accordingly requires a new fee schedule.

ISSUES**Amendment of existing fee**

On page 46 of the 2017-2018 Fees and Charges Schedule, the fee for permission to install a monument has been incorrectly listed as \$650 inclusive of GST. This fee should be amended to state \$360 inclusive of GST, which is consistent with other listed items of a similar nature.

Inclusion of new fees

Phase one construction of the Bay Islands Memorial Garden has recently been completed with 100 allotments available for immediate sale. Future stages have been planned to be developed as demand for this service evolves.

It is proposed that the new fees for the Bay Islands Memorial Garden are:

- Cremation Allotment, per site \$660 inclusive of GST; and
- Cremation internment and plaque, per site \$330 inclusive of GST.

The above fees have been developed in line with the standard financial methodologies commonly used to develop a fee or charge by connecting the activity of services being conducted and benchmarking against other local government authorities. The proposed fees reflect an accessible and affordable memorial option for SMBI residents and the broader community.

Options for burial and broader cemetery memorialisation will continue to be available for the community at other Council managed cemeteries at Cleveland, Redland Bay and Dunwich, in accordance with the existing fee structure.

STRATEGIC IMPLICATIONS

Legislative Requirements

Section 98 of the *Local Government Act 2009* requires a local government to keep a register of cost-recovery fees. For transparency, Council publishes all its annual fees and charges and not just cost-recovery fees.

Risk Management

There are no identified risks associated with the recommendations from this report.

Financial

With the first phase of the Bay Islands Memorial Garden now completed, in addition to setting the fees and charges for this service, a budget review will be performed as part of the Council budget review process, to account for the projected revenue for this service for the remainder of FY2017-2018.

People

No impact to Council staff.

Environmental

No environmental impacts.

Social

Council has undertaken community consultation for the establishment of the Bay Islands Memorial Garden which resulted in a positive response from SMBI residents. A number of expressions of interest have already been received by Council for the purchase of an allotment at this site.

Alignment with Council's Policy and Plans

This report has a relationship with the following items of the Redland City Council 2015-2020 Corporate Plan:

3. Embracing the Bay allowing communities on the island and foreshores to enjoy equitable access to development opportunities and community services.

CONSULTATION

Consultation has occurred with:

- Councillor Division 5, Cr Edwards;
- Group Manager City Spaces;
- Business Partnering Unit, Financial Services; and
- SMBI residents.

OPTIONS**Option 1**

That Council resolves to:

1. Amend page 46 of the Fees and Charges Schedule FY2017-2018 to reference the final charge for permission to install a monument as \$360.00 inclusive of GST; and
2. Create new fees for the Bay Islands Memorial Garden to include:
 - Cremation Allotment, per site \$660 inclusive of GST; and
 - Cremation internment and plaque, per site \$330 inclusive of GST.

Option 2

That Council resolves not to accept the Officer's Recommendation.

OFFICER'S RECOMMENDATION

That Council resolves to:

1. **Amend page 46 of the Fees and Charges Schedule FY2017-2018 to reference the final charge for permission to install a monument as \$360.00 inclusive of GST; and**
2. **Create new fees for the Bay Islands Memorial Garden to include:**
 - **Cremation Allotment, per site \$660 inclusive of GST; and**
 - **Cremation internment and plaque, per site \$330 inclusive of GST.**

10.3.2 DRINKING WATER QUALITY MANAGEMENT PLAN ANNUAL REPORT

Objective Reference:	A2589419 Reports and Attachments (Archives)
Attachment:	<u>Drinking Water Quality Management Plan 2016/17</u>
Authorising Officer:	Peter Best General Manager Infrastructure & Operations
Responsible Officer:	Bradley Taylor Group Manager Water & Waste Infrastructure
Report Author:	Daniela Simon Service Manager Scientific Services

PURPOSE

The purpose of this report is to seek approval for the attached Redland Water Drinking Water Quality Management Plan (DWQMP) annual report.

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

BACKGROUND

The *Act* requires Redland Water (RW) to submit its DWQMP annual report to the Queensland Water Supply Regulator (Department of Energy & Water Supply (DEWS)) within 120 business days following the end of the financial year to which it relates. This report was prepared according to the "Water Quality and Reporting Guideline for a Drinking Water Service – September 2010" published by the Queensland Water Supply Regulator on the template provided.

The annual report states that drinking water supplied by Redland City Council (RCC) achieved 100% compliance with the Australian drinking water guidelines for the parameters that were tested.

ISSUES

The purpose of the DWQMP annual report is to:

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

STRATEGIC IMPLICATIONS

Legislative Requirements

The *Act* requires RW to submit the DWQMP annual report. The updated DWQMP was submitted to the regulator on 23 June 2016 and the plan was approved by the regulator.

Risk Management

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

Financial

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

People

Key RW staff that improved RW business are identified in Appendix B of the annual report.

Environmental

Nil.

Social

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

Alignment with Council's Policy and Plans

The annual report supports Council's corporate plan in respect to providing essential physical infrastructure that supports community well-being and manages Council's existing infrastructure assets to ensure current service standards are maintained or improved.

The DWQMP has to be consistent with other RCC strategic documents such as the corporate plan, Redland Water annual performance plan and the Redland Water Netserv plan.

CONSULTATION

The Business Partnering team was consulted in the preparation of this report.

OPTIONS

1. That Council resolves to endorse the Drinking Water Quality Management Plan Annual Report 2016/17 as attached.
2. That Council resolves not to endorse the Drinking Water Quality Management Plan Annual Report 2016-17.

OFFICER'S RECOMMENDATION

That Council resolves to endorse the Drinking Water Quality Management Plan Annual Report 2016/17 as attached.

REDLAND WATER

SPID: 541

Drinking Water Quality Management Plan (DWQMP) – Annual Report

2016/17

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

1. Introduction

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

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

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

2. Overview of operations

Redland City Council covers an area of approximately 537 square kilometres and has a population of approximately 150,000 people. Redland Water provides drinking water to Redland City residents through four water supply schemes:

- Redland City and Southern Moreton Bay Islands Supply Scheme
- Dunwich Supply Scheme
- Amity Point Supply Scheme
- Point Lookout Supply Scheme

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

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

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

3. Notifications to the Regulator under sections 102 and 102A of the Act

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

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

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

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

Incident description: No incident was reported.

Corrective and preventative actions: Nil

4. Actions taken to implement the DWQMP

4.1 Progress in implementing the risk management improvement program

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

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

Verification monitoring is the only available option to monitor drinking water quality in the Redland City Council area. Seqwater owns, operates and monitors all chlorine dosing systems at the treatment plants and reservoirs and is responsible for operational monitoring of the system.

4.3 Amendments made to the DWQMP

DWQMP was reviewed on 20 June 2016 and was submitted for approval to the Regulator on 23 June 2016.

5. Customer complaints related to water quality

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

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

Table 1 – complaints about water quality, (including per 1000 connections)

Water Supply Scheme	Suspected Illness	Discoloured Water	Taste and Odour	Total
Redland City Mainland Water Supply Scheme	0.03	1.33	0.60	1.95
Dunwich Water Supply Scheme	0.00	2.16	0.00	2.16
Point Lookout Water Supply Scheme	0.00	1.67	0.00	1.67
Amity Point Water Supply Scheme	0.00	0.00	0.00	0.00
Total	0.03	1.33	0.58	1.94

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

5.1 Suspected illness

Complaints are sometimes received from customers who suspect their water may be associated with an illness they are experiencing. Redland Water investigates each complaint relating to alleged illness from our water supply, typically by testing the customer's tap and closest verification sampling point for the presence of *E. coli*, *Total coliforms* and free chlorine concentration.

During 2016/17 there were no confirmed cases of illness arising from the water supply system.

As a response to any suspected illness customer complaint, samples were taken and tested for *E.coli*, *Total coliforms* and free Chlorine.

All samples tested complied with ADWG for parameters tested. Investigation of each complaint found no public health risks.

5.2 Discoloured water

As a response to any discoloured water customer complaints, various water mains were flushed in the vicinity of the complaint.

A regular mains flush program is in place to address this issue.

Dirty water complaints were related to dead-end mains and distribution system areas with low consumption. Associated areas were flushed to remove the dirty water and to increase chlorine residual .

5.3 Taste and odour

As a response to any taste and odour customer complaints, samples were collected and tested for taste and odour and free chlorine concentration test.

All samples tested complied with ADWG for parameter tested.

Field staff explained to all customers the importance of free chlorine in drinking water.

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

Redland Water has also set up an internal water taste and odour panel to assist in determining the veracity of customer complaints.

6. Outcome of the review of the DWQMP and how issues raised have been addressed

The review of DWQMP included an update of demand projections, network information and verification monitoring water quality data. Procedures relevant to DWQMP and Emergency Response Plan were reviewed and information related to current use of EPI was updated. There were no changes made to risk rating. Please refer the Appendix B in regard to the required actions to be closed out.

The next internal review of the DWQMP is due before 1 July 2018.

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

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

7. Findings and recommendations of the DWQMP auditor

There was no external DWQMP audit carried out in 2016/17 Next external DWQMP audit is due by 1 July 2020.

Appendix A – Summary of compliance with water quality criteria

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

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

Table 2 – Chemical verification monitoring results

Table 3 – Reticulation E.coli verification monitoring results

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	20	20	~	20	70	47
Aluminium	QUU SAS	mg/L	0.001	Quarterly	20	20	~	0.03	0.05	0.03
Arsenic	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.012	0.035	0.021
Cadmium	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	20	20	~	18.0	27.0	22.9
Chloride	QUU SAS	mg/L	1	Quarterly	20	20	~	24	58	39
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	2421	2402	0	<0.1	2.1	0.8
Chromium	QUU SAS	mg/L	0.001	Quarterly	20	7	0	<0.001	0.001	0
Colour true	Redland Laboratory	Pt/Co U	2	Quarterly	20	0	~	<2	<2	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	20	20	~	180	380	271
Copper	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.003	0.020	0.008
Cyanide	ALS	mg/L	0.004	Quarterly	20	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	111	111	0	0.3	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	20	20	~	44	86	69
Iron	QUU SAS	mg/L	0.001	Quarterly	20	20	~	0.006	0.028	0.010
Lead	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	20	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	20	20	~	1.2	8.6	4.3
Manganese	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.002	0.005	0.003
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.027	0.290	0.199
pH	Redland Laboratory	pH Units	0.1	Weekly	1982	1982	~	7	8.0	7.4
Potassium	QUU SAS	mg/L	0.01	Quarterly	20	20	~	0.53	3.10	1.6
Selenium	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	20	20	~	1.8	12.1	8.9
Sodium	QUU SAS	mg/L	1	Quarterly	20	20	~	13	33	22
Sulphate	Redland Laboratory	mg/L	1	Quarterly	20	20	0	2	60	20
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	20	20	~	100	230	160
Total THMs	QUU SAS	µg/L	<10	Monthly	96	93	0	<10	140	67
Turbidity	Redland Laboratory	NTU	0.1	Weekly	901	901	~	0.1	5.5	0.2
Zinc	QUU SAS	mg/L	0.001	Quarterly	20	18	0	<0.001	0.012	0.003

Table 2 -Verification Monitoring Amity Point Water Supply Scheme July 2016- June 2017

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	34	36	35
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.052	0.057	0.055
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.052	0.057	0.055
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	9.6	9.9	9.7
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	44	50	48
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	132	132	0	0.3	1.5	1.0
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	2	Quarterly	4	0	~	<2	<2	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	220	240	230
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.002	0.004	0.003
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	55	55	0	0.7	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	36	41	38
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.015	0.025	0.018
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	2.3	2.7	2.6
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.270	0.280	0.273
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7.2	8	7.6
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.79	0.84	0.8
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	8.0	9.2	8.5
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	27	31	29
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	4	5	5
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	120	130	128
Total THMs	QUU SAS	µg/L	<10	Monthly	12	11	0	<10	56	34
Turbidity	Redland Laboratory	NTU	0.1	Weekly	55	4	~	0.1	0.4	0.2
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	1	0	<0.001	0.001	0

Table 2 -Verification Monitoring Dunwich Water Supply Scheme July 2016 - June 2017

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	19	20	20
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.007	0.012	0.010
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.011	0.012	0.011
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	8.5	9.7	9.0
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	22	28	24
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	134	134	0	0.4	1.5	1.0
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	2	Quarterly	4	0	~	<2	<2	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	120	130	125
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.014	0.020	0.019
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	55	55	0	0.2	1.0	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	28	33	31
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.023	0.034	0.030
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.87	0.97	0.93
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0.000
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.069	0.085	0.075
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7	8.1	7.5
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.37	0.43	0.41
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	10.2	12.2	11.1
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	12	13	13
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	1	2	1
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	66	73	70
Total THMs	QUU SAS	µg/L	<10	Monthly	12	12	0	10	33	19
Turbidity	Redland Laboratory	NTU	0.1	Weekly	55	55	~	0.2	0.6	0.3
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	2	0	<0.001	0.002	0

Table 2 -Verification Monitoring Point Lookout Water Supply Scheme July 2016 - June 2017

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	15	16	15
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.020	0.024	0.022
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.017	0.020	0.019
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	0.9	1.1	1.1
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	45	47	46
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	132	132	0	<0.1	1.6	1.1
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	1	0	<0.001	0.001	0
Colour true	Redland Laboratory	Pt/Co U	2	Quarterly	4	0	~	<2	<2	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	200	210	208
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.020	0.020	0.020
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	55	55	0	0.2	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	28	32	30
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.008	0.009	0.008
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	2.6	2.7	2.7
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.001	0.002	0.002
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.053	0.065	0.058
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7.2	8.3	7.8
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.93	1.10	1.1
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	9.6	12.3	11.0
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	26	29	28
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	6	7	7
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	110	120	118
Total THMs	QUU SAS	µg/L	<10	Monthly	12	6	0	<10	88	12
Turbidity	Redland Laboratory	NTU	0.1	Weekly	54	54	~	0.1	0.4	0.1
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.011	0.017	0.015

Table 3 - Reticulation *E. coli* verification monitoring

Drinking water scheme: Redland City and SMBI Water Supply Scheme

Year	2016											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	52	62	56	52	70	56	56	60	56	63	55	42
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	716	722	719	708	715	712	698	702	702	695	694	680
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Redland City and SMBI Water Supply Scheme

<i>Year</i>	<i>2017</i>											
<i>Month</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
No. of samples collected	71	56	56	48	70	56						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	735	735	732	717	724	721	651	595	539	469	413	357
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Dunwich Water Supply Scheme

Year	2016											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	8	10	8	8	10	8	8	10	8	10	8	6
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	102	104	104	102	104	104	102	104	104	104	104	102
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Dunwich Water Supply Scheme

Year	2017											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	10	8	8	8	10	8						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	104	104	104	102	104	104	94	86	78	68	60	52
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Point Lookout Water Supply Scheme

<i>Year</i>	<i>2016</i>											
<i>Month</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
No. of samples collected	8	10	8	8	10	8	8	10	8	10	8	6
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	102	104	104	102	104	104	102	104	104	104	104	102
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Point Lookout Water Supply Scheme

<i>Year</i>	<i>2017</i>											
<i>Month</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
No. of samples collected	10	8	8	8	10	8						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	104	104	104	102	104	104	94	86	78	68	60	52
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Amity Point Water Supply Scheme

Year	2016											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
No. of samples collected	8	10	8	8	10	8	8	10	8	10	8	6
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0	0	0	0	0	0	0
No. of samples collected in previous 12 month period	102	104	104	102	104	104	102	104	104	104	104	102
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Amity Point Water Supply Scheme

<i>Year</i>	<i>2017</i>											
<i>Month</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
No. of samples collected	10	8	8	8	10	8						
No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)	0	0	0	0	0	0						
No. of samples collected in previous 12 month period	104	104	104	102	104	104	94	86	78	68	60	52
No. of failures for previous 12 month period	0	0	0	0	0	0	0	0	0	0	0	0
% of samples that comply	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Compliance with 98% annual value	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Appendix B – Implementation of the DWQMP Risk Management Improvement Program

Risk Management Improvement Program – General Improvements – Update and Completed Works

No.	Risk Type	Management Measure / Requirement	Proposed Action/s	Priority	Responsibility	Due Date	Status	Date Reviewed	Review Comments	New Close out Date	Status	Close out comments
RMIP- GI8	General Improvement	Need to develop a system so O & M staff can more effectively provide asset condition feedback for use in asset management and planning.	Develop a system so O & M staff can more effectively provide asset condition feedback for use in asset management and planning.	2	Kevin McGuire	30/06/2013	Underway	27/05/2014	RCC commenced a project to replace its current maintenance management system. This project should provide better systems for asset condition feedback & recording.	30/06/2019		
RMIP-GI18	General Improvement	Manage water quality trends better	Procure database software solution integrated with RCC's BI	3	Daniela Simon	30/06/2019	Underway	30/06/2017	RCC completed review of 3 possible vendors and database will be purchased in 2017/18 financial year.	30/06/2019		
RMIP-GI19	General Improvement	Review ERP & Develop training and testing modules	Complete review of ERP including training examples	2	Kevin McGuire	30/06/2018	Underway	30/06/2017	ERP revision 5 was completed in June 2016 and emergency respond training will be carry out annually.	30/06/2018		
RMIP-GI20	General Improvement	Development of the maintenance hygiene procedure	Finalise draft procedure	3	Kevin McGuire	30/06/2019	Underway	30/06/2017	The maintenance hygien procedure is in draft version and going through consultation process.	30/06/2019		
RMIP-GI21	General Improvement	Ensure all procedures are reviewed within the appropriate timeframe. The operational procedures around managing the distribution network should be reviewed as priority.	Develop review schedule	3	Daniela Simon	30/06/2018	Completed	30/06/2017				The operational procedures were reviewed in 2016 with review schedule being 3 years; next review is due in 2019.
RMIP-GI22	General Improvement	Investigate the RCC Plumbing & Drainage department processes and records for annual certification of backflow prevention devices.	Develop review schedule	3	Bradley Taylor	30/06/2017	Underway	30/06/2017	Plumbing and drainage team are improving the tracking of RPZs. Re-certification requested for critical RCC installations at closed landfills and wastewater assets	30/06/2019		

11 MAYORAL MINUTE

In accordance with s.22 of POL-3127 Council Meeting Standing Orders, the Mayor may put to the meeting a written motion called a 'Mayoral Minute', on any matter. Such motion may be put to the meeting without being seconded, may be put at that stage in the meeting considered appropriate by the Mayor and once passed becomes a resolution of Council.

12 NOTICES OF MOTION TO REPEAL OR AMEND RESOLUTIONS

In accordance with s.262 Local Government Regulation 2012.

13 NOTICES OF MOTION

In accordance with s.3(4) of POL-3127 Council Meeting Standing Orders

14 URGENT BUSINESS WITHOUT NOTICE

In accordance with s.26 of POL-3127 Council Meeting Standing Orders, a Councillor may bring forward an item of urgent business if the meeting resolves that the matter is urgent.

Urgent Business Checklist	YES	NO
To achieve an outcome, does this matter have to be dealt with at a general meeting of Council?		
Does this matter require a decision that only Council can make?		
Can the matter wait to be placed on the agenda for the next Council meeting?		
Is it in the public interest to raise this matter at this meeting?		
Can the matter be dealt with administratively?		
If the matter relates to a request for information, has the request been made to the CEO or to a General Manager previously?		

15 CLOSED SESSION**15.1 OFFICE OF CEO****15.1.1 REDLANDS INVESTMENT CORPORATION – BUSINESS PLAN
1718-1819**

Objective Reference: A2624172
Reports and Attachments (Archives)

Authorising Officer: Andrew Chesterman
Chief Executive Officer

Responsible Officer: Peter Kelley
Chief Executive Officer
Redlands Investment Corporation

Report Author: Grant Tanham-Kelly
Chief Financial Officer
Redland Investment Corporation

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

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

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

- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

15.2 COMMUNITY & CUSTOMER SERVICES**15.2.1 PROVISION OF COUNCIL SERVICES**

Objective Reference:	A2623338 Reports and Attachments (Archives)
Authorising Officer:	Louise Rusan General Manager Community and Customer Services
Responsible Officer:	Kim Kerwin Group Manager Economic Sustainability and Major Projects
Report Author:	Craig Dickson Acting Strategic Adviser Community Programs

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

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

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

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

15.2.2 ASSESSMENT OF PROPOSAL

Objective Reference:	A2626052 Reports and Attachments (Archives)
Authorising Officer:	Louise Rusan General Manager Community and Customer Services
Responsible Officer:	Peter Kelley Chief Executive Officer Redlands Investment Corporation
Report Author:	Anca Butcher Redland Investment Corporation

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

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

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

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

15.3 INFRASTRUCTURE & OPERATIONS**15.3.1 DELEGATED AUTHORITY – COLLECTION, TRANSPORT AND PROCESSING OF GREEN WASTE AND TIMBER FROM REDLAND CITY COUNCIL WASTE TRANSFER STATIONS**

Objective Reference:	A2599614 Reports and Attachments (Archives)
Authorising Officer:	Peter Best General Manager Infrastructure & Operations
Responsible Officer:	Kevin McGuire Group Manager Water & Waste Operations
Report Author:	Claire Black Senior Contracts Advisor

EXECUTIVE SUMMARY

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

OFFICER'S RECOMMENDATION

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

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

(e) contracts proposed to be made by it

16 MEETING CLOSURE