



**Redland**  
CITY COUNCIL

# **MINUTES**

## **GENERAL MEETING**

**Wednesday, 17 February 2016**

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

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

PORTFOLIO	SPOKESPERSON
1. Office of the CEO (including Internal Audit)	Cr Mark Edwards
2. Organisational Services (excluding Internal Audit and Emergency Management)	Mayor Karen Williams
3. City Planning and Assessment	Cr Julie Talty
4. Community & Cultural Services, Environment & Regulation	Cr Lance Hewlett
5. Infrastructure & Operations	Cr Paul Gleeson
6. Emergency Management	Cr Alan Beard

## 1 DECLARATION OF OPENING

The Mayor declared the meeting open at 9.32am and acknowledged the Quandamooka people, who are the traditional custodians of the land on which Council meets.

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

## 2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

Cr K Williams	Mayor
Cr A Beard	Deputy Mayor & Councillor Division 8
Cr W Boglary	Councillor Division 1
Cr C Ogilvie	Councillor Division 2
Cr K Hardman	Councillor Division 3 – entered at 9.35am
Cr L Hewlett	Councillor Division 4
Cr M Edwards	Councillor Division 5 – by teleconference
Cr J Talty	Councillor Division 6 – entered at 9.35am
Cr M Elliott	Councillor Division 7 – entered at 9.37am
Cr P Gleeson	Councillor Division 9
Cr P Bishop	Councillor Division 10

## EXECUTIVE LEADERSHIP GROUP:

Mr B Lyon	Chief Executive Officer
Mr L Wallace	Acting General Manager Organisational Services
Mrs L Rusan	General Manager Community & Customer Services
Mr G Soutar	General Manager Infrastructure & Operations
Mrs D Corbett-Hall	Acting Chief Financial Officer
Mrs A Daly	Head of Human Resources

## MINUTES:

Mrs E Striplin	Corporate Meetings & Registers
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**LEAVE OF ABSENCE:****COUNCIL RESOLUTION**

Moved by: Cr A Beard  
Seconded by: Cr P Bishop

**That Leave of Absence be granted for Cr Mark Edwards who is attending the Australian Small Islands Forum on Norfolk Island and that permission be granted for Cr Edwards to take part in the General Meeting by teleconferencing.**

**CARRIED 8/0**

Crs Boglary, Ogilvie, Hewlett, Edwards, Beard, Gleeson, Bishop and Williams voted FOR the motion.

Crs Hardman, Elliott and Talty were not present when the motion was put.

**3 DEVOTIONAL SEGMENT**

Pastor Peter Grieve of 3C Church and a member of the Ministers' Fellowship, led Council in a brief devotional segment.

**4 RECOGNITION OF ACHIEVEMENT**

The Mayor gave recognition to the following outstanding Redlanders for their service in the community:

This is the time in the agenda that we have the opportunity to recognise our special Redlanders. Today we have the great privilege of officially acknowledging some incredible people in our community who have received the Order of Australia recently. These people are four outstanding Redlanders and they've received Australia Day Honours this year in recognition of their service to their communities. It's one of the privileges as Mayor, to be able to acknowledge and encourage people to take that step in public service outside of the government to make sure their communities, whether it be here in Redlands or abroad, is taken care of and contributed to through their volunteering. I'm really pleased that three of the four recipients can be here this morning. Gentlemen, if you'd like to make your way to the front to receive your certificate.

**4.1 DR ROSS DUNN – OUR CITY'S NEWEST MEMBER OF THE ORDER OF AUSTRALIA (AM)**

A Birkdale resident, Dr Dunn was recognised for his significant service to dentistry as a clinician, to public dental health initiatives in developing countries and to professional organisations. He has been a dental Practitioner since 1976. He was the owner of Complete Dental Wynum until 2010 and is currently establishing a public dental health service in Timor Leste. Since 1995 he has volunteered his time and professional expertise to a number of NGO-sponsored dental missions in Outback Australia, Bangladesh, Cambodia and Africa. Congratulations Dr Dunn. We look forward to learning more about your success as you move forward with your latest public dental health initiative.

**4.2 MR MERVYN REID – MEDAL OF THE ORDER OF AUSTRALIA (OAM)**

A resident of Thornlands, Mr Reid was recognised for Service to Veterans and their families, including helping veterans at the Greenslopes Private Hospital over the past 20 years through a number of organisations. He is an active member of the Redlands Sub-branch of the RSL and the Veterans Advisory Board of the South Eastern District for Queensland branch of the RSL. He is also president of the Airfield Defence Guard Association and has been involved with the Brisbane ANZAC Day Planning Committee for many many years. Congratulations on your well-deserved award Mervyn.

**4.3 MR STATHIS E. EFSTATHIS – MEDAL OF THE ORDER OF AUSTRALIA (OAM)**

A resident of Raby Bay, Mr Efstathis received his medal in recognition of his extensive service to the Greek Community of Queensland over many years. A member of a number of community organisations over the past 50 years, Mr Efstathis has served in a host of executive positions, which has earned him life membership of the Greek Orthodox Community of St George, Brisbane. The Kastellorizan Association of Queensland and the Greek Orthodox Youth Association. Awarded the Australian Kastellorizan of the year in 2013, Mr Efstathis is also committed to the local community. He was instrumental in establishing the Victoria Point Community Bank Branch of Bendigo Bank in 2004 and also served as the Honorary Chairman of the Pelicans Nest Shopping Centre Body Corporate, Victoria Point, for 15 years. Congratulations Stathis, the Redlands and the wider Greek community are indebted for your services.

**4.4 MR GEORGE HILL – EMERGENCY SERVICES MEDAL (ESM)**

Resident of Thornlands and a career lifesaver who wasn't able to be here today deserves a mention for his Emergency Services Medal. Many of us know George as a result of his service in the Redlands through surf lifesaving. Mr Hill commenced as a cadet surf lifesaver in 1979 and is a life member of the Point Lookout Surf Life Saving Club, where he has served two terms as Honorary President. With more than 1300 hours of voluntary beach patrol to his name, Mr Hill was instrumental in the introduction of unmanned aerial vehicles patrolling some beaches in Queensland. This medal is a well-deserved recognition and I would like to extend our congratulations to George in his absence. Many of you would know that George has been a very big part of the surf lifesaving family here in the Redlands and across Queensland and we continue to have great partnerships with surf lifesaving Queensland as a result of people like George. Once again congratulations to all those recipients and once again I say I'm very proud to be able to serve in a city where we have such outstanding Citizens. So on behalf of the people of Redlands we thank them.

#### **4.5 BAYVIEW CONSERVATION AREA TRAILS FACILITY**

Cr Talty acknowledged the work of Council officers as follows:

The gate is now open at the Bayview Conservation area at the intersection of Valley Way and German Church Road. Access to the day area has been made possible by recently completed fencing works by the City Spaces Group. I want to congratulate the City Spaces Group for their commitment to providing walking trails and cycling networks in our natural areas. Now that Council has adopted the Bayview Conservation Area Trails Facilities concept and development plan, we can expect to see greater access and improved facilities being developed in the area. I want to thank Council staff in particular, Rory House, Dominic Newlands, Leo Newland, Angela Wright from City Spaces and I want to thank Donna Wilson and her Local Laws Compliance Team for dealing with the unlawful motorbike use and feral animals (pigs) control. Also Michael Maher, Community Bushcare Officer, for organising the Bayview Volunteer Trail Care Group and Dean Villani for being the Vounteer Trail Care Leader. I also want to thank all the volunteers in the Trail Care Group and the RATS Cycling Club for the many hundreds of hours of labour that has gone into the building and ongoing maintenance of the track network. The RATS Cycling Club has 470 members with over a third of the club membership being juniors and children. The gates are now open from 6am to 6.30pm every day. If you want to see what all the excitement is about, get down to the Bayview Conservation Area.

#### **5 RECEIPT AND CONFIRMATION OF MINUTES**

##### **5.1 GENERAL MEETING MINUTES 27 JANUARY 2016**

##### **COUNCIL RESOLUTION**

**Moved by:** Cr P Bishop  
**Seconded by:** Cr P Gleeson

**That the minutes of the General Meeting of Council held 27 January 2016 be confirmed.**

**CARRIED 11/0**

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Elliott, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

#### **6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES / CEO REPORT**

The Chief Executive Officer updated Council on [Market Led Proposals \(MLPs\)](#)

**BRIEFING NOTE**  
**FOR THE**  
**COUNCIL GENERAL MEETING**  
**DATE: 17 FEBRUARY 2016**

- FOR INFORMATION**
- FOR ENDORSEMENT**
- DECISION TO BE MADE**
- OTHER - *specify* \_\_\_\_\_**

**SUBJECT:**     **MARKET LED PROPOSALS (MLPs)**

**PURPOSE:**    To provide the Council with an update on MLPs

**MLPs**

As per resolution:

RCC is working on the report. Due to January period and availability of key personnel slow to engage State, Treasury and get consultant on board. Report will be ready for new Council to consider

**Overview**

Entities in the private sector may wish to initiate and submit a proposal to the Queensland Government where the usual competitive tendering process has not been commenced by the government. Private sector proposals of this nature are referred to as market-led proposals. Queensland Treasury has established a framework to respond to market-led proposals to support this initiative and Redland City Council has identified this as an opportunity to respond to unsolicited approaches from the private sector that would benefit the Redlands community.

Council is continuously looking for innovative ways to continue to be financially sustainable, meaning maintaining the community's financial and infrastructure capital. One option is to partner with other levels of government and the private sector to gain economies of scale when local and state government assets are being created or maintained.

There are no immediate financial impacts of progressing a process for market-led proposals. Council will seek advice from relevant experts should it be approached to consider a market-led proposal for infrastructure opportunities in Redland City. Any financial implications will be considered in conjunction with Council's Financial Strategy policy positions and long-term forecasts and assumptions.

**Approach:**

See Attachment



## List of Possible Projects

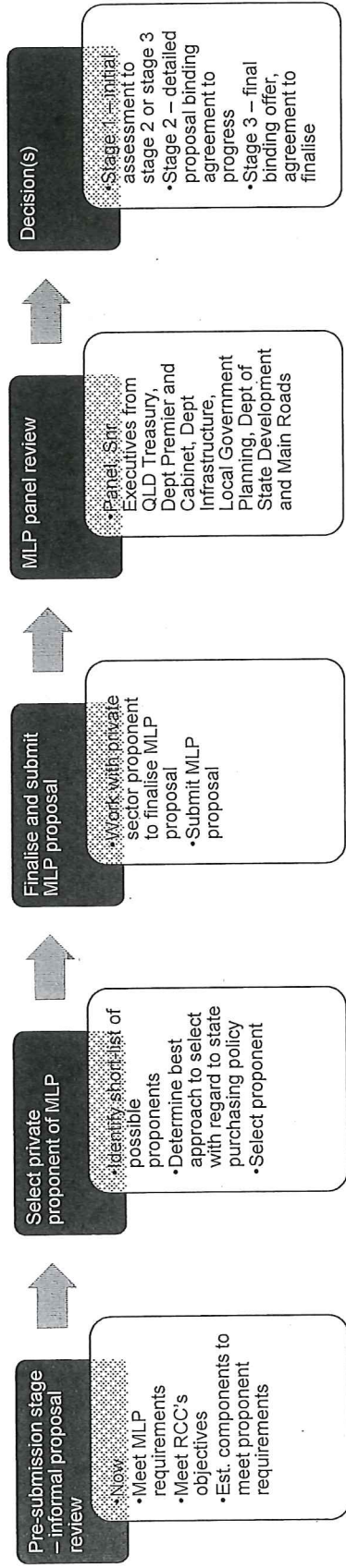
POSSIBLE INFRASTRUCTURE OPPORTUNITIES THAT MAY LEND THEMSELVES TO MARKET-LED PROPOSALS	TYPE OF INFRASTRUCTURE	LEGISLATED JURISTCTION
Congestion Redland Bay Road	Transport	State
Congestion Duncan/Mount Cotton Road	Transport	State
Congestion Old Cleveland Road/Finucane Rd	Transport	State
Eastern bus way and terminal at Capalaba	Transport	State
Park and ride at Victoria Point	Transport	State
Cleveland rail to increase to dual line	Transport	State
Light rail option from Cleveland CBD to Toondah	Transport	State, RCC (potential)
Junner Street port at Dunwich redevelopment	Transport	RCC
Weinam Creek redevelopment	Transport	RCC
Aquatic centre upgrade and Surf Life Saving College	Recreational	RCC
Regional sporting facility and community assets in Southern Redlands	Recreational	RCC
Industrial hub and light rail connections to Shoreline	Transport	State & RCC (potential)
Community use facilities at State schools	Social	State
Eco tourism conservation accommodation options	Commercial	RCC & Private
Tertiary Education Facility	Educational	State & Private
Medical Hub	Medical	State & Private

### RECOMMENDATION

That the Council notes the update on MLPs.

  
 Bill Lyon  
 Chief Executive Officer  
 Redland City Council

# High level view of market-led proposal process





**7 PUBLIC PARTICIPATION****MOTION TO ADJOURN MEETING AT 9.57AM**

Moved by: Cr P Gleeson

Seconded by: Cr J Talty

That Council adjourn the meeting for a 15 minute public participation segment.

CARRIED 11/0

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Elliott, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

1. Mr R Harris of Macleay Island addressed Council on SMBI and associated issues.

**MOTION TO RESUME MEETING AT 10.07AM**

Moved by: Cr M Elliott

Seconded by: Cr A Beard

That the meeting proceedings resume.

CARRIED 11/0

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Elliott, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

**8 PETITIONS AND PRESENTATIONS**

Nil.

**9 MOTION TO ALTER THE ORDER OF BUSINESS**

Nil.

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

Nil.

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## 11 REPORTS TO COUNCIL

### 11.1 PORTFOLIO 1 (CR MARK EDWARDS)

#### OFFICE OF CEO (INCLUDING INTERNAL AUDIT)

##### 11.1.1 REVIEW OF COMPETITIVE NEUTRALITY COMPLAINT PROCESS POLICY AND GUIDELINE

**Objective Reference:** A1344970  
Reports and Attachments (Archives)

**Attachments:** [POL-0028 Competitive Neutrality Complaint Process](#)  
[GL-0028-002 Competitive Neutrality Complaint Process](#)

**Authorising Officer:**   
Deborah Corbett-Hall  
Acting Chief Financial Officer

**Responsible Officer:** Richard Cahill  
Finance Manager Business Partnering

**Report Author:** Tina Marshall  
Group Support Officer

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## PURPOSE

This report presents to Council the outcome of a review on Corporate Policy POL-0028 Competitive Neutrality Complaint Process and its associated Guideline GL-0028-002 Competitive Neutrality Complaint Process for Council to adopt.

## BACKGROUND

Corporate Policy POL-0028 was last adopted by the Mayor and Chief Executive Officer in October 2012 and GL-0028-002 by the General Manager Corporate Services in June 2012. Both the Policy and Guideline were due for renewal in late 2015 in line with Council's process and timeframes.

## ISSUES

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

- Repealed *Local Government (Beneficial Enterprises and Business Activities) Regulation 2010* replaced by *Local Government Regulation 2012*.
  - Queensland Competition Authority (QCA) replaced by Queensland Productivity Commission (QPC) due to changes to the legislation stated above.
  - The QPC is the only authorized body to investigate a formal complaint.
  - Local Government register of business activities to which competitive neutrality applies replaces the requirement for Council to include a summary of investigation notices in its annual report.
-

Subsequently, Guideline GL-0028-001 Competitive Neutrality Complaint Process – Council as a Referee was made obsolete on 18 December 2015 as Council is no longer authorized to act as referee in a formal complaints process.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

#### *Local Government Act 2009*

- Section 48 sets out the requirement by council to adopt a process for resolving competitive neutrality complaints, definitions of a complaint and affected person, a regulation may provide for the process for resolving competitive neutrality complaints and that the local government does not have to resolve a competitive neutrality complaint relating to a business activity prescribed under a regulation.

#### *Local Government Regulation 2012*

- Subdivision 2 (Sections 43-55) outlines the process for complaints and Subdivision 3 (Section 56) outlines the requirements for a register.

### **Risk Management**

Competitive neutrality complaints received by Council in relation to its business activities are processed in accordance, and align with current legislation.

### **Financial**

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

### **People**

Nil impact expected as the purposes of the attached report is to provide an updated Corporate Policy and Guideline on the Competitive Neutrality Complaint Process.

### **Environmental**

Nil impact expected as the purposes of the attached report is to provide an updated Corporate Policy and Guideline on the Competitive Neutrality Complaint Process.

### **Social**

To ensure the fair and equitable management of competitive neutrality complaints received by Council in relation to its business activities.

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

The review of Corporate Policy POL-0028 Competitive Neutrality Complaint Process and its associated Guideline GL-0028-002 aligns to Council's Corporate Plan 2015-2020 key outcome 8, inclusive and ethical governance.

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

**CONSULTATION**

The amended Policy and Guideline has been prepared in consultation with the Acting Chief Financial Officer, Finance Manager Business Partnering and Group Support Officer Financial Services Group.

**OPTIONS**

1. That Council resolves to:
  - a) Note the review of Corporate Policy POL-0028 Competitive Neutrality Complaint Process and Guideline GL-0028-002 Competitive Neutrality Complaint Process; and
  - b) Adopt the amended Corporate Policy POL-0028 Competitive Neutrality Complaint Process and Guideline GL-0028-002 Competitive Neutrality Complaint Process.
2. That Council requests additional information and/or changes to these documents.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr M Edwards  
Seconded by: Cr A Beard

That Council resolves to:

1. Note the review of Corporate Policy POL-0028 Competitive Neutrality Complaint Process and Guideline GL-0028-002 Competitive Neutrality Complaint Process; and
2. Adopt the amended Corporate Policy POL-0028 Competitive Neutrality Complaint Process and Guideline GL-0028-002 Competitive Neutrality Complaint Process.

**CARRIED 11/0**

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Elliott, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

### Competitive Neutrality Complaint Process

#### Version Information

#### Head of Power

Section 43 of the *Local Government Act 2009* requires that under the competitive neutrality principle, an entity that is conducting a business activity in competition with the private sector should not enjoy a net advantage over competitors only because the entity is in the public sector.

In accordance with section 48 of the *Local Government Act 2009*, a local government must adopt a process for resolving competitive neutrality complaints.

#### Policy Objective

To ensure the fair and equitable management of competitive neutrality complaints received by Council in relation to its business activities.

#### Policy Statement

Council has a complaints process for any business activities to which competitive reforms have been applied – this means any business activity where corporatisation, commercialisation, full cost pricing or the code of competitive conduct has been applied.

A competitive neutrality complaint is a complaint that:

- relates to the failure of a local government to conduct a business activity in accordance with the competitive neutrality principle; and
- is made by an affected person.

An affected person is:

- a person who competes with the local government in relation to the business activity and claims to be adversely affected by a competitive advantage that the person alleges is enjoyed by the local government; or
- a person who wants to compete with the local government in relation to the business activity and claims to be hindered from doing so by a competitive advantage that the person alleges is enjoyed by the local government.

In accordance with section 48(5) of the *Local Government Act 2009*, Council does not have to resolve a competitive neutrality complaint relating to a business activity prescribed under a regulation.

Council will ensure the public can inspect a copy of the QPC report in person at Council offices as soon as practicable after receiving the report. Pursuant to section 56 of the *Local Government Regulation 2012*, Council must establish a register of business activities to which the competitive neutrality principle applies, including a list of current investigation notices, the business activities to which the complaints relate and Council's response to the QPC's recommendations on the complaint.

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#### CMR Team use only



### Document Control

- Only the Chief Financial Officer can approve amendments to this guideline. Please forward any requests to change the content of this document to the Finance Manager, Business Partnering.
- Approved amended documents must be submitted to the Corporate Meetings & Registers Team to place the document on the Policy, Guidelines and Procedures Register.

### Version Information

Version number	Date	Key Changes
2	October 2012	<ul style="list-style-type: none"><li>▪ Updated for <i>Local Government Act 2009</i> which required rewording throughout the policy</li><li>▪ Simplified Policy Objective by removal of history</li><li>▪ Move the policy from City Enterprises to Financial Services to align with the two Guidelines GL-0028-001 Competitive Neutrality Process and GL-0028-002 Competitive Neutrality Complaints Process – QCA</li></ul>
3	February 2016	<ul style="list-style-type: none"><li>▪ Repealed <i>Local Government (Beneficial Enterprises and Business Activities) Regulation 2010</i> – replaced by <i>Local Government Regulation 2012</i> and updated for rewording throughout the policy</li><li>▪ Queensland Competition Authority (QCA) replaced by Queensland Productivity Commission (QPC) to reflect changes to the legislation as stated above.</li></ul>

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## Competitive Neutrality Complaint Process

### Version Information

### Scope

This guideline applies to Redland City Council business activities to which competitive neutrality reforms have been applied and where there has been the occurrence of a competitive neutrality complaint.

### Purpose

The *Local Government Act 2009* and the *Local Government Regulation 2012* require that a local government adopts a complaints process in relation to Local Government business activities that have been subject to competitive neutrality reforms.

A complaint process is the means by which a competitor or potential competitor can lodge and have investigated a complaint. The complaint must pertain to a Council business activity and be based upon the notion that the activity is not complying with the competitive neutrality principles applying to it.

The intent of this document is to ensure that Council employees understand the complaint process and the involvement of the Queensland Productivity Commission (QPC) in the complaint process.

### Actions and Responsibilities

#### Resolution of Competitive Neutrality Concerns prior to a Formal Complaint

The complaint process falls into two stages. At the time of receipt (written or verbal) of the concern, a 'Preliminary Complaints Process' is followed. The process requires a review officer to investigate the issues raised and provides an opportunity to resolve the issues with the complainant. This allows the Council the opportunity to resolve the concern in the early stages.

If the concern is not resolved in the preliminary process, then it can enter the 'Formal Complaints Process' where the QPC will investigate the complaint. As explained further in this guideline, the QPC will provide a report to the Council indicating whether the complaint is justified, and if so will also include recommendations on how the business activity could comply with competitive neutrality principles in the future.

The review officer is appointed by the Chief Executive Officer (CEO).

### Preliminary Complaints Process

Section 44(2) of the *Local Government Regulation 2012* states that Council must ensure the process deals with the following a) resolving the matter before making a complaint and b) recording all complaints, decisions and recommendations.

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#### CMR Team use only

The Preliminary Complaint Process provides a mechanism where persons can raise their concerns about possible non-compliance with competitive neutrality principles applying to a business activity, with a view to resolving concerns without having to use the formal complaint process.

- If the concern cannot be resolved at the point of contact, then the concern shall be recorded and from that point shall be considered a Preliminary Complaint.
- The Preliminary Complaint shall be passed to Records Management Unit as quickly as possible, who shall register in the complaints index on Objective and distribute the file to the review officer.
- The review officer shall, within seven days acknowledge receipt of the concerns in writing, to the person expressing the concerns.
- The review officer shall undertake to investigate the concerns, and in doing so will seek to establish the facts relating to the concerns expressed by the person. Investigation of the matter may involve meeting with the person, collecting data, and holding further meetings.
- The review officer will develop a proposed response to the concerns and seek, within a reasonable time, the person's views on the proposed response.
- The review officer will provide a report to the Chief Executive Officer on the concerns, which shall include the proposed response to the person, and the person's views on the proposed response.
- The Chief Executive Officer shall make a response, or shall direct the review officer to make a response to the person.
- The review officer shall record all correspondence in the Complaints file and Objective will be updated as appropriate.

## Formal Complaints Process

When the review officer becomes aware a person proposes to make a complaint about the business activities of Council, the review officer shall ensure the person has the following information to enable the person to make the complaint:

- the competitive neutrality complaint must be made in writing to Council or the QPC;
- response from the Preliminary Process;
- how to contact the Council or QPC;
- requirements for a complaint;
- who can complain ("affected person" please refer s. 48(3) of the *Local Government Act 2009*)
- what is competitive advantage; and
- what are the grounds for a complaint.

Section 45(1) of the *Local Government Regulation 2012* states that a person who wants to make a competitive neutrality complaint must make the complaint in writing to Council or the QPC. The complaint must contain;

- details of the business entity's alleged failure to comply with the competitive neutrality principle in conducting the business activity the subject of the competitive neutrality complaint; and
- information that shows—
  - the person (the complainant) is, or could be, in competition with the business entity; and
  - how the complainant is, or may be, adversely affected by the business entity's alleged failure; and

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### CMR Team use only

- the complainant has made a genuine attempt to resolve the complaint through the process mentioned at the section above entitled “Resolution of Competitive Neutrality Concerns prior to a Formal Complaint”.

Section 45(3) of the *Local Government Regulation 2012* requires Council to give the complaint to the QPC as soon as is practicable.

The QPC must investigate and report on the complaint, subject to Section 48 of the *Local Government Regulation 2012*.

It is worth noting that if a complaint is received by Council it does not stop the business entity from conducting the business activity.

## **Role of QPC**

In deciding whether to investigate the complaint, the QPC (the authority) may, by written notice given to a complainant, require the complainant to give the authority further information about the complaint within the reasonable time stated in the notice.

QPC may refuse to investigate a complaint if the QPC reasonably believes that:

- the complainant has not shown that the complainant made a genuine attempt to resolve the matter
- the complainant is not, or will not be, in competition with the relevant local government after the QPC considers:-
  - whether the complainant is, or will be, supplying goods or services that are similar to the goods or services the business activity supplies; and
  - the laws relating to competition that apply to the business activity
- the complainant is not, or is unlikely to be, adversely affected if the business activity is not conducted in a way that complies with the competitive neutrality principle
- the complaint is frivolous or vexatious

In accordance with the *section 48(2) of the Local Government Regulation 2012*, if the QPC decides not to investigate a complaint, the authority must, within 14 days after making the decision, give to the complainant and Council a written notice stating its decision and the reasons for the decision.

*Section 49 of the Local Government Regulation 2012* requires that before starting an investigation, QPC must give reasonable notice of the investigation.

The notice must be given to—

- the local government carrying on the significant business activity; and
- the complainant; and
- if a corporatized business entity is conducting the business activity – the corporatized business entity; and
- any other person the authority considers appropriate.

The notice must—

- state the authority’s intention to conduct the investigation; and

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### CMR Team use only

- state the subject matter of the complaint or be accompanied by a copy of the complaint; and
- invite the complainant to make written, or, if the authority approves, oral, submissions to the authority on the subject matter within a reasonable time stated in the notice; and
- state the authority's address.

In conducting an investigation, QPC must have regard to the following matters—

- the need to ensure compliance with the principle of competitive neutrality;
- any local government policies or guidelines about the application of the principle of competitive neutrality;
- any directions about the application of the principle of competitive neutrality;
- any arrangements between local government and the business entity about a competitive advantage gained or disadvantage suffered by the business entity;
- social welfare and equity considerations including community service obligations and the availability of goods and services to consumers;
- any laws about the application of the principle of competitive neutrality;
- any legislation or government policies relating to ecologically sustainable development;
- any legislation or government policies relating to occupational health and safety or industrial relations;
- the need to promote competition;
- the need for efficient resource allocation; and
- economic and regional development issues, including employment and investment growth.

The QPC is not limited by the above criteria when considering the matters they may consider when investigating a complaint.

## **QPC Report to Council**

The QPC must report the results of an investigation to the relevant local government and if a corporatized business entity is conducting the business activity – the corporatized business entity.

The authority must, in a report—

- state whether the complaint the subject of the investigation has been substantiated;
- if the authority decides the local government has a competitive advantage—include
  - its recommendations on how the local government can conduct the business activity in a way that complies with the competitive neutrality principle; and
  - the reasons for the recommendations; and
  - for a complaint about a building certifying activity – comments on how carrying out the statutory building functions has resulted in a competitive advantage
- if the authority considers the local government suffers a competitive disadvantage include—
  - recommendations on how the disadvantage suffered by the local government could be overcome; and
  - the reasons for the recommendations; and
  - comments about the competitive disadvantage, including the effect of the disadvantage on the local government.

## Public Availability of QPC Report and Register

Section 53 of the *Local Government Regulation 2012* requires the local government to ensure the public can inspect a copy of the report as soon as practicable after being given the report.

Section 56 of the *Local Government Regulation 2012* states that Council must establish a register of business activities to which the competitive neutrality principle applies.

The register must state the following

- a) business activities to which Council has applied the competitive neutrality principle and the date applied to each activity
- b) business activities to which the code of competitive conduct applies and the date applied to each activity
- c) a list of:
  - i. current investigation notices for competitive neutrality complaints
  - ii. the business activities to which the complaints relate; and
  - iii. Council's responses to the QPC's recommendations on the complaints

## Local government response to QPC's report – action by Council

On receipt of the QPC's report, the local government must decide, by resolution, whether to implement the recommendations in the report, outlining the reasons for the decision in the resolution.

The local government must make the resolution—

- within one month after the QPC gives the report to the local government; or
- if the local government does not ordinarily meet within that month—at the first meeting of the local government after that month.

The local government must, within seven days after making the resolution, give notice of the resolution to —

- the complainant; and
- the QPC; and
- if a corporate entity is conducting the business activity—the corporate entity.

If a corporate entity is conducting the business activity, the corporate entity must implement the recommendations as soon as practicable.

## Reference Documents

- Competitive Neutrality Complaint Process Policy (POL-0028)
- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Queensland Competition Authority Act 1997*

## Document Control

# guideline document

- Only the Chief Financial Officer can approve amendments to this guideline. Please forward any requests to change the content of this document to the Finance Manager, Business Partnering.
- Approved amended documents must be submitted to the Corporate Meetings & Registers Team to place the document on the Policy, Guidelines and the Procedures Register.

## Version Information

Version No.	Date	Key Changes
4	February 2016	<ul style="list-style-type: none"><li>• Repealed <i>Local Government (Beneficial Enterprises and Business Activities) Regulation 2010</i></li><li>• Replaced by <i>Local Government Regulation 2012</i></li><li>• Rewording to this guideline due to the above changes</li><li>• Queensland Competition Authority (QCA) replaced by the Queensland Productivity Commission (QPC)</li><li>• The QPC is the only authorized body to investigate a formal complaint</li><li>• Local Government register of business activities to which competitive neutrality applies replaces the requirement for Council to include a summary of investigation notices in its annual report</li><li>• Note GL-0028-001 is no longer valid as Council is no longer authorized to act as referee in a formal complaints process</li></ul>

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### CMR Team use only

**Department:** Financial Services Group  
**Group:** Business Partnering  
**Approved:** Chief Financial Officer

**Effective date:**  
**Version:** 4  
**Review date:**  
**Page:** 6 of 6

**11.1.2 JANUARY 2016 MONTHLY FINANCIAL REPORT**

<b>Objective Reference:</b>	<b>A1374699</b> <b>Reports and Attachments (Archives)</b>
<b>Attachment:</b>	<a href="#"><u>January 2016 Monthly Financial Report</u></a>
<b>Authorising Officer:</b>	 <b>Deborah Corbett-Hall</b> <b>Acting Chief Financial Officer</b>
<b>Responsible Officer:</b>	<b>Leandri Brown</b> <b>Acting Finance Manager Corporate</b> <b>Finance</b>
<b>Report Author:</b>	<b>Udaya Panambala-Arachchilage</b> <b>Acting Corporate Financial Reporting</b> <b>Manager</b>

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**PURPOSE**

The purpose is to present the January 2016 Monthly Financial Performance Report to Council.

**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*****Final Budget Review 2015-2016 and development of Budget 2016-2017***

Council is working towards a final budget review for 2015-2016 to be finalised early in the fourth quarter of the financial year. This final budget review should also factor in carry forward projects (of a capital nature) and be consistent with the 2016-2017 budget submissions that officers are currently compiling.

**STRATEGIC IMPLICATIONS**

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

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



The following ratios did not meet the target at the end of January 2016:

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

Council continues to monitor its renewal spend and depreciation expense to improve performance against the asset sustainability target.

The last two ratios above fluctuate in line with the rating cycle. General rates for quarter three were levied in January 2016 resulting in Council's dependence on this revenue stream to increase this month. The operating performance ratio is a cash measure and expected to improve in February when general rates are due for payment.

### **Legislative Requirements**

The January 2016 financials are presented in accordance with the legislative requirement of section 204(2) of the *Local Government Regulation 2012*, requiring the Chief Executive Officer to present the financial report to a monthly Council meeting.

### **Risk Management**

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

### **Financial**

There are no direct financial impacts to Council resulting from this report; however it provides an indication of financial outcomes at the end of January 2016.

### **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 2015-2020 Corporate Plan:

#### **8. Inclusive and ethical governance**

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

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

### **CONSULTATION**

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

### **OPTIONS**

1. That Council resolves to note the monthly financial report for January 2016 and explanations as presented in the attached report.
2. That Council requests additional information.

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

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

**That Council resolves to note the monthly financial report for January 2016 and explanations as presented in the attached report.**

**CARRIED 11/0**

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Elliott, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.



# Monthly Financial Report

January 2016

## CONTENTS

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## 1. EXECUTIVE SUMMARY

This monthly report is designed to illustrate the financial performance and position of Redland City Council compared to its adopted budget at an organisational level for the period ended 31 January 2016. The year to date and annual revised budget referred to in this report reflects the revised budget as adopted by Council on 18 November 2015. Note: all amounts are rounded to the nearest thousand dollars.

### Key financial highlights and overview

Key Financial Results	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	YTD Variance %	Status
Operating Surplus/(Deficit)	263	15,318	18,348	3,030	-20%	✓
Recurrent Revenue	240,509	153,770	154,055	285	0%	✓
Recurrent Expenditure	240,246	138,452	135,707	(2,745)	-2%	✓
Capital Works Expenditure	84,050	30,243	27,654	(2,589)	-9%	✓
Closing Cash & Cash Equivalents	97,201	144,542	133,883	(10,659)	-7%	🔔

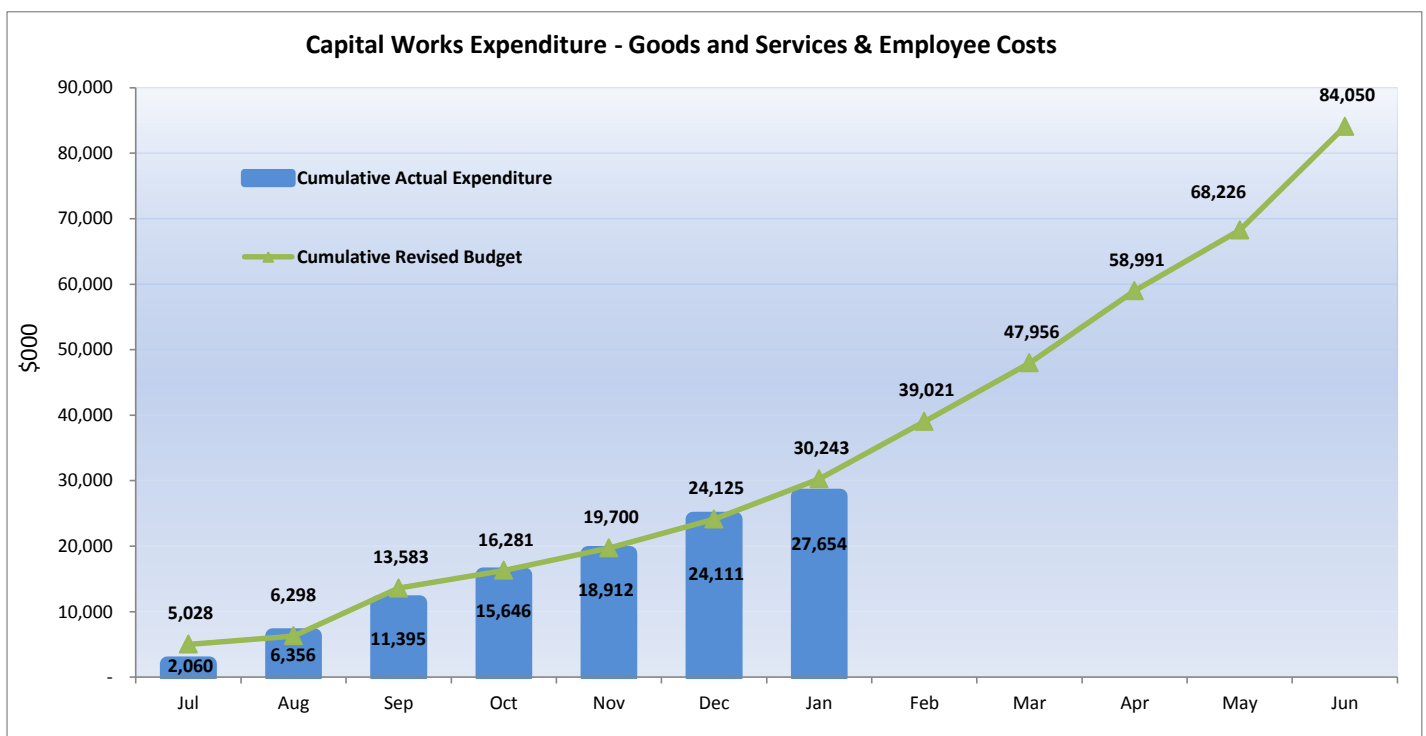
#### Status Legend:

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

The year to date operating surplus of \$18.35M exceeded the year to date revised budget by \$3.03M. Lower than expected bulk water consumption has contributed to lower than expected levies and utility charges revenue from bulk water charges (\$1.89M unfavourable variance) as well as a favourable variance in the expense for bulk water costs. Increased development activities continue to boost related fees and charges revenue. Also, the timing of the financial assistance grant is a contributing factor to the favourable operating surplus variance.

Capitalised works expenditure is behind budget by \$2.59M. This is mainly attributable to the timing of works for a number of projects which are delayed, have not yet commenced or are still in the early stages of being progressed.

Council's cash and cash equivalent balance increased slightly from last month to end of January but is behind the YTD budgeted cash balance. This is mainly due to lower than expected receipts from the customers.



## 2. KEY PERFORMANCE INDICATORS

### Key performance indicators

Financial Stability Ratios and Measures of Sustainability	Target	Annual Revised Budget 2015/2016	YTD January 2016	Status
Operating Surplus Ratio (%)	Target between 0% and 10% (on average over the long-term)	0.11%	11.91%	✓
Asset Sustainability Ratio (%)	Target greater than 90% (on average over the long-term)	73.06%	24.09%	✗
Net Financial Liabilities (%)	Target less than 60% (on average over the long-term)	-13.07%	-58.24%	✓
Level of Dependence on General Rate Revenue (%)	Target less than 37.5%	33.54%	38.71%	✗
Ability to Pay Our Bills - Current Ratio	Target between 1.1 & 4.1	3.44	3.76	✓
Ability to Repay Our Debt - Debt Servicing Ratio (%)	Target less than or equal to 10%	3.31%	3.01%	✓
Cash Balance \$M	Target greater than or equal to \$40M	\$97.201M	\$133.883M	✓
Cash Balances - Cash Capacity in Months	Target 3 to 4 months	5.89	8.48	✓
Longer Term Financial Stability - Debt to Asset Ratio (%)	Target less than or equal to 10%	2.06%	2.11%	✓
Operating Performance (%)	Target greater than or equal to 20%	16.81%	19.40%	✗
Interest Cover Ratio (%)	Target between 0% and 5%	-0.12%	-0.42%	✓

#### Status Legend

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

#### STATEMENT OF COMPREHENSIVE INCOME

For the period ending 31 January 2016

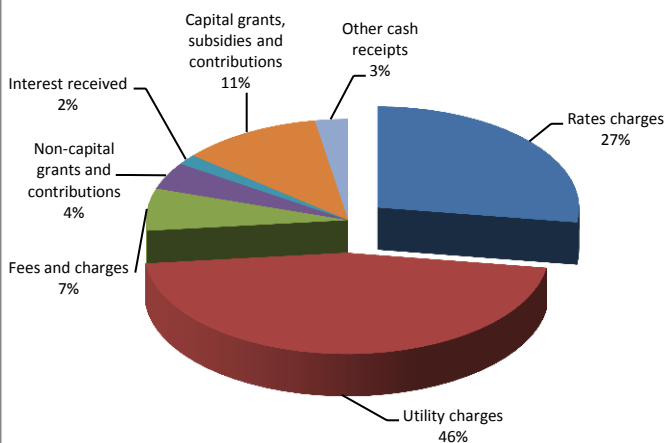
	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Revised	Actual	Variance
	Budget	Budget	Budget	\$000	\$000
	\$000	\$000	\$000		
<b>Recurrent revenue</b>					
Rates, levies and charges	207,421	208,121	136,287	133,814	(2,473)
Fees and charges	11,638	12,335	7,535	8,364	829
Rental income	890	975	554	495	(59)
Interest received	3,355	3,555	2,199	2,546	347
Investment returns	3,234	3,234	-	-	-
Sales revenue	3,385	3,685	2,291	2,277	(14)
Other income	645	645	464	726	262
Grants, subsidies and contributions	7,584	7,959	4,440	5,833	1,393
<b>Total recurrent revenue</b>	<b>238,152</b>	<b>240,509</b>	<b>153,770</b>	<b>154,055</b>	<b>285</b>
<b>Capital revenue</b>					
Grants, subsidies and contributions	13,176	19,634	12,181	17,558	5,377
Non-cash contributions	3,079	3,079	46	298	252
<b>Total capital revenue</b>	<b>16,255</b>	<b>22,713</b>	<b>12,227</b>	<b>17,856</b>	<b>5,629</b>
<b>TOTAL INCOME</b>	<b>254,407</b>	<b>263,222</b>	<b>165,997</b>	<b>171,911</b>	<b>5,914</b>
<b>Recurrent expenses</b>					
Employee benefits	77,404	78,398	46,400	45,980	(420)
Materials and services	106,010	108,054	60,818	58,200	(2,618)
Finance costs	4,657	3,820	2,082	2,075	(7)
Depreciation and amortisation	49,975	49,975	29,152	29,452	300
<b>Total recurrent expenses</b>	<b>238,046</b>	<b>240,246</b>	<b>138,452</b>	<b>135,707</b>	<b>(2,745)</b>
<b>Capital expenses</b>					
(Gain)/Loss on disposal of non-current assets	412	412	973	971	(2)
<b>Total capital expenses</b>	<b>412</b>	<b>412</b>	<b>973</b>	<b>971</b>	<b>(2)</b>
<b>TOTAL EXPENSES</b>	<b>238,458</b>	<b>240,658</b>	<b>139,425</b>	<b>136,678</b>	<b>(2,747)</b>
<b>NET RESULT</b>	<b>15,949</b>	<b>22,564</b>	<b>26,572</b>	<b>35,233</b>	<b>8,661</b>
<b>Other comprehensive income/(loss)</b>					
Items that will not be reclassified to a net result					
Revaluation of property, plant and equipment	-	-	-	28	28
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>15,949</b>	<b>22,564</b>	<b>26,572</b>	<b>35,261</b>	<b>8,689</b>

## 4. STATEMENT OF CASH FLOWS

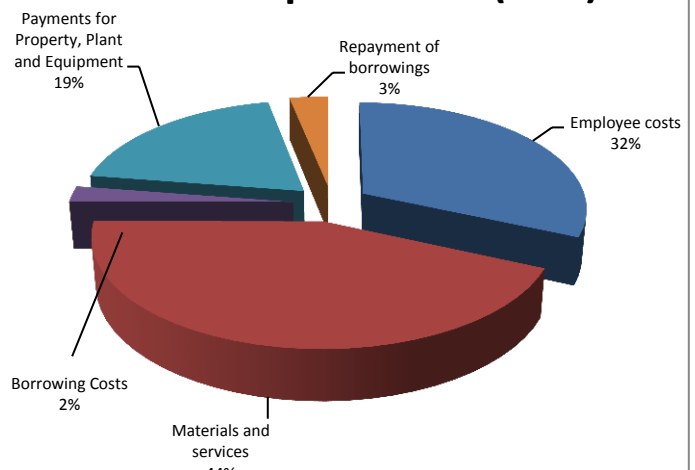
### STATEMENT OF CASH FLOWS For the period ending 31 January 2016

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from customers	223,088	224,738	146,529	127,286
Payments to suppliers and employees	(189,183)	(194,815)	(108,956)	(107,070)
	<b>33,905</b>	<b>29,923</b>	<b>37,573</b>	<b>20,216</b>
Interest received	3,355	3,555	2,199	2,546
Rental income	890	975	554	495
Non-capital grants and contributions	7,584	8,840	5,322	6,723
Borrowing costs	(3,257)	(3,257)	(1,900)	(3,399)
<b>Net cash inflow / (outflow) from operating activities</b>	<b>42,476</b>	<b>40,037</b>	<b>43,748</b>	<b>26,581</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for property, plant and equipment	(78,098)	(84,051)	(30,243)	(27,623)
Payments for intangible assets	-	-	-	(31)
Proceeds from sale of property, plant and equipment	1,716	1,716	268	625
Capital grants, subsidies and contributions	13,176	19,634	12,181	17,558
Other cash flows from investing activities	3,234	3,234	-	-
<b>Net cash inflow / (outflow) from investing activities</b>	<b>(59,972)</b>	<b>(59,467)</b>	<b>(17,794)</b>	<b>(9,471)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Proceeds of borrowings	-	-	-	-
Repayment of borrowings	(4,696)	(4,696)	(2,739)	(4,554)
<b>Net cash inflow / (outflow) from financing activities</b>	<b>(4,696)</b>	<b>(4,696)</b>	<b>(2,739)</b>	<b>(4,554)</b>
<b>Net increase / (decrease) in cash held</b>	<b>(22,191)</b>	<b>(24,127)</b>	<b>23,215</b>	<b>12,556</b>
Cash and cash equivalents at the beginning of the year	84,087	121,327	121,327	121,327
<b>Cash and cash equivalents at the end of the financial year / period</b>	<b>61,896</b>	<b>97,201</b>	<b>144,542</b>	<b>133,883</b>

### Cash Funding (YTD)



### Cash Expenditure (YTD)



Total Cash Funding (Actual YTD)	155,232
Total Cash Funding (Annual Revised Budget)	262,692
% of Budget Achieved YTD	59%

Total Cash Expenditure (Actual YTD)	142,678
Total Cash Expenditure (Annual Revised Budget)	286,819
% of Budget Achieved YTD	50%



## 5. STATEMENT OF FINANCIAL POSITION

### STATEMENT OF FINANCIAL POSITION As at 31 January 2016

	Annual	Annual	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual Balance \$000
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	61,896	97,201	144,542	133,883
Trade and other receivables	26,046	25,017	25,017	55,830
Inventories	845	774	779	764
Non-current assets held for sale	354	1,309	5,019	8,763
Other current assets	1,154	1,104	1,104	5,473
<b>Total current assets</b>	<b>90,295</b>	<b>125,404</b>	<b>176,461</b>	<b>204,713</b>
<b>NON-CURRENT ASSETS</b>				
Investment property	893	956	956	956
Property, plant and equipment	2,118,731	2,277,059	2,241,569	2,238,597
Intangible assets	916	2,839	3,159	3,169
Other financial assets	73	73	73	73
Investment in other entities	10,063	10,063	6,353	2,609
<b>Total non-current assets</b>	<b>2,130,676</b>	<b>2,290,990</b>	<b>2,252,110</b>	<b>2,245,404</b>
<b>TOTAL ASSETS</b>	<b>2,220,971</b>	<b>2,416,395</b>	<b>2,428,571</b>	<b>2,450,117</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables	15,369	20,050	20,696	22,262
Borrowings	5,559	4,482	4,482	4,482
Provisions	8,053	8,422	13,899	10,993
Other current liabilities	1,282	3,529	3,529	16,740
<b>Total current liabilities</b>	<b>30,263</b>	<b>36,481</b>	<b>42,606</b>	<b>54,477</b>
<b>NON-CURRENT LIABILITIES</b>				
Borrowings	44,200	45,277	47,234	47,228
Provisions	10,769	12,209	12,289	13,284
<b>Total non-current liabilities</b>	<b>54,969</b>	<b>57,487</b>	<b>59,523</b>	<b>60,512</b>
<b>TOTAL LIABILITIES</b>	<b>85,232</b>	<b>93,968</b>	<b>102,129</b>	<b>114,989</b>
<b>NET COMMUNITY ASSETS</b>	<b>2,135,739</b>	<b>2,322,427</b>	<b>2,326,442</b>	<b>2,335,128</b>
<b>COMMUNITY EQUITY</b>				
Asset revaluation surplus	668,685	827,411	827,411	827,439
Retained surplus	1,415,250	1,426,495	1,403,960	1,416,047
Constrained cash reserves	51,804	68,521	95,071	91,642
<b>TOTAL COMMUNITY EQUITY</b>	<b>2,135,739</b>	<b>2,322,427</b>	<b>2,326,442</b>	<b>2,335,128</b>

## 6. OPERATING STATEMENT

### OPERATING STATEMENT For the period ending 31 January 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
<b>Revenue</b>					
Rates charges	82,760	83,460	62,420	61,686	(734)
Levies and utility charges	128,121	128,121	76,337	74,449	(1,888)
<i>Less: Pensioner remissions and rebates</i>	(3,460)	(3,461)	(2,471)	(2,321)	150
Fees and charges	11,638	12,335	7,535	8,364	829
Operating grants and subsidies	7,053	7,427	4,225	5,526	1,301
Operating contributions and donations	531	531	216	307	91
Interest external	3,355	3,555	2,199	2,546	347
Investment returns	3,234	3,234	-	-	-
Other revenue	4,920	5,305	3,309	3,498	189
<b>Total revenue</b>	<b>238,152</b>	<b>240,509</b>	<b>153,770</b>	<b>154,055</b>	<b>285</b>
<b>Expenses</b>					
Employee benefits	77,404	78,398	46,400	45,980	(420)
Materials and services	106,542	108,586	61,072	58,335	(2,737)
Finance costs other	1,400	563	182	181	(1)
Other expenditure	347	347	259	306	47
Net internal costs	(879)	(879)	(513)	(441)	72
<b>Total expenses</b>	<b>184,814</b>	<b>187,014</b>	<b>107,400</b>	<b>104,361</b>	<b>(3,039)</b>
<b>Earnings before interest, tax and depreciation (EBITD)</b>	<b>53,338</b>	<b>53,495</b>	<b>46,370</b>	<b>49,694</b>	<b>3,324</b>
Interest expense	3,257	3,257	1,900	1,894	(6)
Depreciation and amortisation	49,975	49,975	29,152	29,452	300
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>106</b>	<b>263</b>	<b>15,318</b>	<b>18,348</b>	<b>3,030</b>

### Levies and utility charges breakup For the period ending 31 January 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
<b>Levies and utility charges</b>					
Refuse charges	20,051	20,051	11,696	11,541	(155)
Special charges	3,874	3,874	2,950	2,958	8
Environment levy	5,830	5,830	4,372	4,447	75
Landfill remediation charge	2,677	2,677	1,562	1,585	23
Wastewater charges	40,114	40,114	23,400	24,383	983
Water access charges	17,817	17,817	10,393	10,456	63
Water consumption charges	37,759	37,759	21,964	19,079	(2,885)
<b>Total Levies and utility charges</b>	<b>128,121</b>	<b>128,121</b>	<b>76,337</b>	<b>74,449</b>	<b>(1,888)</b>

## 7. CAPITAL FUNDING STATEMENT

### CAPITAL FUNDING STATEMENT For the period ending 31 January 2016

	Annual	Annual	YTD	YTD	YTD
	Original Budget \$000	Revised Budget \$000	Revised Budget \$000	Actual \$000	Variance \$000
<b>Sources of capital funding</b>					
Capital contributions and donations	6,133	9,993	10,049	14,181	4,132
Capital grants and subsidies	7,043	9,641	2,132	3,377	1,245
Proceeds on disposal of non-current assets	1,716	1,716	268	625	357
Capital transfers (to)/ from reserves	14,566	9,341	(14,126)	(9,454)	4,672
Non-cash contributions	3,079	3,079	46	298	252
New loans	-	-	-	-	-
Funding from general revenue	53,336	58,056	34,659	21,670	(12,989)
<b>Total sources of capital funding</b>	<b>85,873</b>	<b>91,825</b>	<b>33,028</b>	<b>30,697</b>	<b>(2,331)</b>
<b>Application of capital funds</b>					
Contributed assets	3,079	3,079	46	298	252
Capitalised goods and services	72,366	79,411	27,430	24,682	(2,748)
Capitalised employee costs	5,732	4,639	2,813	2,972	159
Loan redemption	4,696	4,696	2,739	2,745	6
<b>Total application of capital funds</b>	<b>85,873</b>	<b>91,825</b>	<b>33,028</b>	<b>30,697</b>	<b>(2,331)</b>
<b>Other budgeted items</b>					
Transfers to constrained operating reserves	(11,131)	(11,131)	(8,438)	(8,301)	137
Transfers from constrained operating reserves	10,509	11,101	5,326	3,946	(1,380)
WDV of assets disposed	2,128	2,128	1,241	1,597	356

## 8. REDLAND WATER & REDWASTE STATEMENTS

### REDLAND WATER SUMMARY OPERATING STATEMENT For the Period Ending 31 January 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	97,659	97,959	57,206	55,471	(1,735)
Total expenses	53,982	53,304	31,678	28,852	(2,825)
Earnings before interest, tax and depreciation (EBITD)	43,677	44,655	25,528	26,618	1,090
Interest expense	-	-	-	-	-
Depreciation	17,081	17,081	9,964	9,803	(161)
<b>Operating surplus/(deficit)</b>	<b>26,596</b>	<b>27,574</b>	<b>15,564</b>	<b>16,816</b>	<b>1,252</b>

### REDLAND WATER CAPITAL FUNDING STATEMENT For the Period Ending 31 January 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital contributions, donations, grants and subsidies	3,500	3,500	3,516	4,995	1,479
Net transfer (to)/from constrained capital reserves	(2,714)	5,812	303	(945)	(1,248)
Other	3,000	3,000	-	-	-
Funding from utility revenue	17,680	11,229	3,427	3,217	(211)
<b>Total sources of capital funding</b>	<b>21,466</b>	<b>23,541</b>	<b>7,246</b>	<b>7,267</b>	<b>21</b>
Contributed assets	3,000	3,000	-	-	-
Capitalised expenditure	18,466	20,541	7,246	7,267	21
Loan redemption	-	-	-	-	-
<b>Total applications of capital funds</b>	<b>21,466</b>	<b>23,541</b>	<b>7,246</b>	<b>7,267</b>	<b>21</b>

### REDWASTE SUMMARY OPERATING STATEMENT For the Period Ending 31 January 2016

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Total revenue	21,810	21,710	12,669	12,559	(111)
Total expenses	15,678	15,662	8,927	8,897	(30)
Earnings before interest, tax and depreciation (EBITD)	6,131	6,047	3,743	3,661	(81)
Interest expense	42	42	24	22	(2)
Depreciation	553	553	322	308	(14)
<b>Operating surplus/(deficit)</b>	<b>5,537</b>	<b>5,453</b>	<b>3,396</b>	<b>3,331</b>	<b>(65)</b>

### REDWASTE CAPITAL FUNDING STATEMENT For the Period Ending 31 January 2016

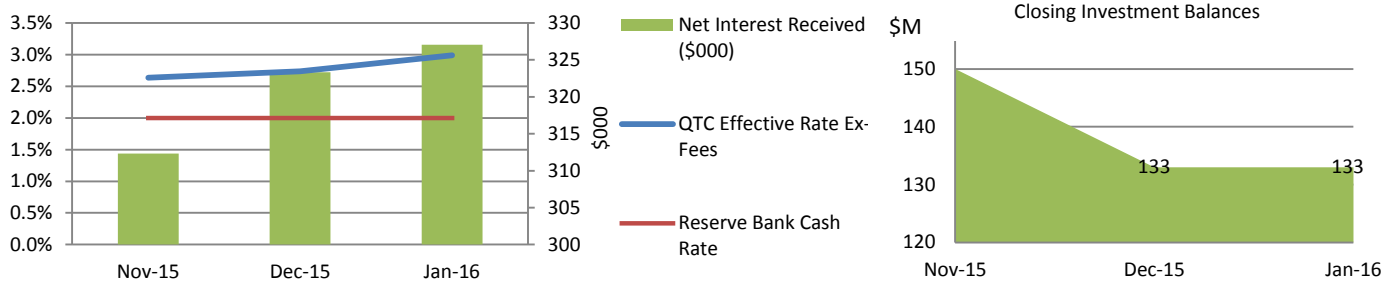
	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Capital contributions, donations, grants and subsidies	-	-	-	-	-
Net transfer (to)/from constrained capital reserves	-	-	-	-	-
Other	-	-	-	-	-
Funding from utility revenue	1,639	2,226	451	478	27
<b>Total sources of capital funding</b>	<b>1,639</b>	<b>2,226</b>	<b>451</b>	<b>478</b>	<b>27</b>
Contributed assets	-	-	-	-	-
Capitalised expenditure	1,570	2,157	411	436	25
Loan redemption	69	69	40	42	2
<b>Total applications of capital funds</b>	<b>1,639</b>	<b>2,226</b>	<b>451</b>	<b>478</b>	<b>27</b>



## 9. INVESTMENT & BORROWINGS REPORT

For the Period Ending 31 January 2016

### INVESTMENT RETURNS



**Total Investment at End of Month was \$133.29M**

#### Current Position

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

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

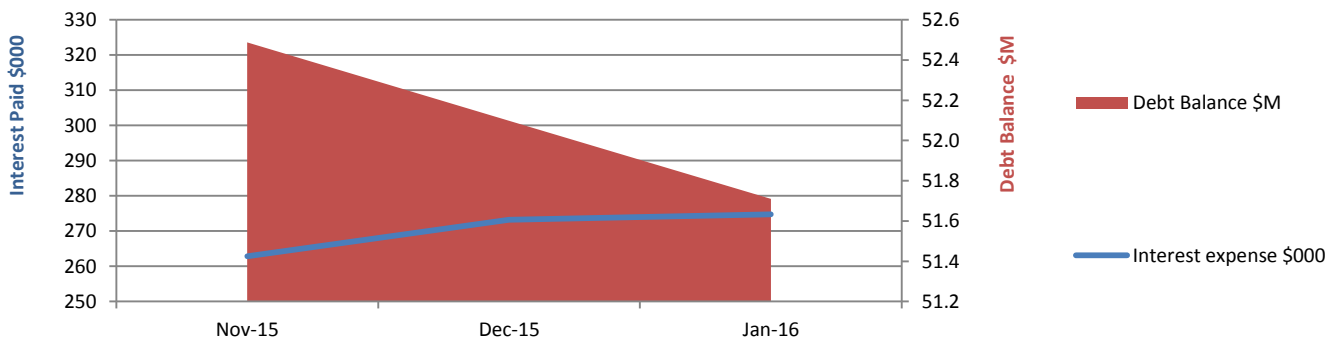
Note: the Reserve Bank reduced the cash rate down to 2% in its May sitting and maintained this position through to its January sitting.

The Tax and Treasury Team's recommendation that Council diversify its investments outside of QTC to maximise returns has received approval from management. The Team is working through the guidelines and will commence reviewing term deposit rates in the market to take advantage of any opportunities.

Where such opportunities are not identified, the team ensures Council maximises its interest earnings on a daily basis by depositing surplus funds at QTC for a higher rate than is achieved from the bank transaction account.

Council adopted its revised Investment Policy in April 2015 for the 2015-16 financial year

### BORROWING COSTS



**Total Borrowings at End of Month was \$51.71M**



#### Current Position

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

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

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

### 10. CONSTRAINED CASH RESERVES

Reserves as at 31 January 2016	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
<b>Special Projects Reserve:</b>				
Weinam Creek Reserve	2,492	256	(466)	2,283
Red Art Gallery Commissions & Donations Reserve	2	-	-	2
	<b>2,494</b>	<b>256</b>	<b>(466)</b>	<b>2,285</b>
<b>Utilities Reserve:</b>				
Redland Water Reserve	8,300	-	-	8,300
Redland WasteWater Reserve	1,600	-	-	1,600
	<b>9,900</b>	<b>-</b>	<b>-</b>	<b>9,900</b>
<b>Constrained Works Reserve:</b>				
Tree Planting Reserve	23	56	-	79
Parks Reserve	6,006	2,486	(3)	8,489
East Thornlands Road Infrastructure Reserve	674	-	-	674
Community Facility Infrastructure Reserve	979	374	-	1,353
Retail Water Renewal & Purchase Reserve	7,478	897	(199)	8,176
Sewerage Renewal & Purchase Reserve	9,500	3,082	(2,835)	9,747
Constrained Works Reserve-Cap Grants & Contributions	1,410	584	(699)	1,295
Transport Trunk Infrastructure Reserve	13,565	4,391	-	17,956
Cycling Trunk Infrastructure Reserve	3,099	1,816	-	4,915
Stormwater Infrastructure Reserve	3,722	1,058	-	4,780
Constrained Works Reserve-Opr Grants & Contributions	1,246	-	(113)	1,133
	<b>47,702</b>	<b>14,744</b>	<b>(3,849)</b>	<b>58,597</b>
<b>Separate Charge Reserve - Environment:</b>				
Environment Charge Acquisition Reserve	6,878	-	(61)	6,817
Environment Charge Maintenance Reserve	1,729	4,447	(2,850)	3,326
	<b>8,607</b>	<b>4,447</b>	<b>(2,911)</b>	<b>10,143</b>
<b>Special Charge Reserve - Other:</b>				
Bay Island Rural Fire Levy Reserve	-	127	(111)	16
SMBI Translink Reserve	2	720	-	722
	<b>2</b>	<b>847</b>	<b>(111)</b>	<b>738</b>
<b>Special Charge Reserve - Canals:</b>				
Raby Bay Canal Reserve	5,806	2,040	(1,804)	6,042
Aquatic Paradise Canal Reserve	2,834	669	(47)	3,456
Sovereign Waters Lake Reserve	487	42	(47)	481
	<b>9,127</b>	<b>2,751</b>	<b>(1,898)</b>	<b>9,979</b>
<b>TOTALS</b>	<b>77,832</b>	<b>23,045</b>	<b>(9,235)</b>	<b>91,642</b>

Closing Cash and Cash Equivalents	<b>133,883</b>
Reserves as percentage of cash balance	<b>68%</b>

## 11. GLOSSARY

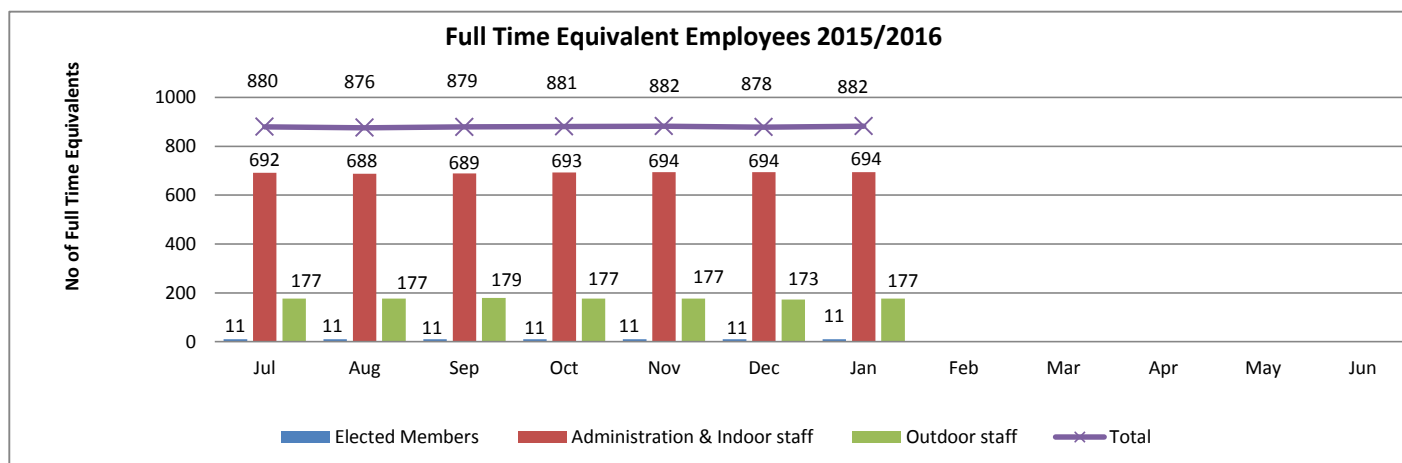
### Definition of ratios

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

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

## 12. APPENDIX: ADDITIONAL AND NON-FINANCIAL INFORMATION

### Workforce reporting



Workforce reporting - YTD January 2016: Headcount	Employee Type						
	Casual	Contract of Service	Perm Full	Perm Part	Temp Full	Temp Part	Grand Total
Office of CEO	12	3	85	9	7	3	119
Organisational Services	3	6	103	7	6	5	130
Community and Customer Service	39	5	244	52	25	8	373
Infrastructure and Operations	16	6	306	10	14	1	353
<b>Total</b>	<b>70</b>	<b>20</b>	<b>738</b>	<b>78</b>	<b>52</b>	<b>17</b>	<b>975</b>

Note: Full Time Equivalent Employees includes all full time employees at a value of 1 and all other employees, at a value less than 1. The table above demonstrates the headcount by department (excluding agency staff) and does not include a workload weighting. It includes casual staff in their non-substantive roles as at the end of the period where relevant.

### Overdue rates debtors

#### Comparison January 2015 to January 2016

Days Overdue	Total					
	Jan-15	% Overdue	Jan-16	% Overdue	\$ Variance	% Variance
<90	\$2,220,201	1.29%	\$1,980,406	1.13%	-\$239,795	-0.16%
90 - 180 days	\$1,107,221	0.64%	\$969,081	0.55%	-\$138,139	-0.09%
>180 days	\$2,219,704	1.29%	\$2,509,159	1.43%	\$289,455	0.14%
<b>Total</b>	<b>\$5,547,126</b>	<b>3.22%</b>	<b>\$5,458,646</b>	<b>3.11%</b>	<b>-\$88,479</b>	<b>-0.11%</b>

Days Overdue	Mainland					
	Jan-15	% Overdue	Jan-16	% Overdue	\$ Variance	% Variance
<90	\$1,588,976	0.92%	\$1,400,192	0.80%	-\$188,784	-0.12%
90 - 180 days	\$726,834	0.42%	\$614,077	0.35%	-\$112,757	-0.07%
>180 days	\$1,060,170	0.62%	\$1,380,262	0.79%	\$320,093	0.17%
<b>Total</b>	<b>\$3,375,979</b>	<b>1.96%</b>	<b>\$3,394,531</b>	<b>1.94%</b>	<b>\$18,552</b>	<b>-0.03%</b>

Days Overdue	Nth Stradbroke Is / Coochiemudlo Is / Garden Is					
	Jan-15	% Overdue	Jan-16	% Overdue	\$ Variance	% Variance
<90	\$90,314	0.05%	\$65,488	0.04%	-\$24,826	-0.02%
90 - 180 days	\$46,631	0.03%	\$43,156	0.02%	-\$3,475	0.00%
>180 days	\$58,704	0.03%	\$76,838	0.04%	\$18,134	0.01%
<b>Total</b>	<b>\$195,649</b>	<b>0.11%</b>	<b>\$185,482</b>	<b>0.11%</b>	<b>-\$10,167</b>	<b>-0.01%</b>

Days Overdue	SMBI					
	Jan-15	% Overdue	Jan-16	% Overdue	\$ Variance	% Variance
<90	\$540,912	0.31%	\$514,726	0.3%	-\$26,186	-0.02%
90 - 180 days	\$333,756	0.19%	\$311,849	0.2%	-\$21,907	-0.02%
>180 days	\$1,100,830	0.64%	\$1,052,059	0.6%	-\$48,772	-0.04%
<b>Total</b>	<b>\$1,975,498</b>	<b>1.15%</b>	<b>\$1,878,633</b>	<b>1.07%</b>	<b>-\$96,864</b>	<b>-0.08%</b>





**11.2 PORTFOLIO 2 (MAYOR KAREN WILLIAMS)****ORGANISATIONAL SERVICES (EXCLUDING INTERNAL AUDIT AND EMERGENCY MANAGEMENT)****11.2.1 OPERATIONAL PLAN QUARTERLY PERFORMANCE REPORT  
DECEMBER 2015****Objective Reference:** A1337379**Attachment:** [Operational Plan Quarterly Performance Report December 2015](#)**Authorising Officer:****Luke Wallace  
Acting General Manager Organisational  
Services****Responsible Officer/Report Author:** **Meg Warnock  
Acting Group Manager Corporate  
Governance****PURPOSE**

The purpose of this report is to provide a progress report against the Operational Plan 2015/16 for the second quarter from 1 October to 31 December, 2015. This report is the second report for the Operational Plan 2015/16.

**BACKGROUND**

The *Local Government Act 2009* (the Act) requires Council to adopt an Operational Plan each year. The Operational Plan 2015/16 forms an important part of Council's strategic planning and sets out the work Council plans to deliver towards achievement of the Corporate Plan 2015-2020.

The Act also requires the Chief Executive Officer to present a written assessment of the Council's progress towards implementing the annual operational plan at meetings of Council, at least quarterly.

**ISSUES**

The report provides a status update for each project, together with a comment outlining progress for the quarter. The information in the report has been provided by the responsible departments for each project.

Projects	Number
Completed	5
On Track	61
Monitor	13
Concern	2
Cancelled	0
<b>Total</b>	<b>81</b>

There have been two minor changes in the October – December quarter since the adoption of the Operational Plan 2015/16 on 3 June 2015. The changes are listed below:

- Activity 7.5.4 ‘Disaster Management Hub’ is amended to ‘Redland Aquatic and Emergency Precinct’.
- Activity 7.5.4 Investigate options for a Redland Aquatic and Emergency Precinct is now the responsibility of the Redlands Investment Corporation.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

Council’s Operational Plan 2015/16 is an important statutory plan which sets out Council’s plans to deliver the Corporate Plan 2015-2020 to achieve the vision, outcomes and goals of the Redlands 2030 Community Plan. The Operational Plan 2015/16 includes a wide range of projects which directly contribute to the delivery of Council’s agreed outcomes. Tracking progress against this plan provides a useful assessment of Council’s performance in delivering against its plans.

The *Local Government Regulation 2012* (section 174) states that “*the chief executive officer must present a written assessment of the local government’s progress towards implementing the annual operational plan at meetings of the local government held at regular intervals not more than 3 months*”. Under the same section of the regulation, Council is allowed to amend the plan at any time before the end of the financial year.

### **Risk Management**

The risk of not delivering against Council’s operational plan is that Council does not achieve the commitments set out in the longer term corporate and community plans. Each project would have associated risks which would be managed by the relevant area of Council.

### **Financial**

The Operational Plan 2015/16 is funded from the annual budget.

### **People**

Projects listed in the Operational Plan 2015/16 are managed by the individual area in Council responsible for the project. The status and comments of projects in the attached report have been provided by the relevant officer for each project and compiled by Council’s Corporate Governance Group. Although delivery of the plan itself is dependent on staff resources and some projects relate to people issues, there are no direct impacts on people resulting from this report.

### **Environmental**

Some projects within the Operational Plan 2015/16 directly contribute to Council’s environmental commitments. However, this report does not have any direct environmental impacts.

### **Social**

Some projects within the Operational Plan 2015/16 directly contribute to Council’s social commitment. However, this report does not have any direct social impacts.

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

Council's Operational Plan 2015/16 outlines planned activities and projects against the eight outcomes in the Corporate Plan 2015-2020. As such, it is a key planning document and consistent with both the Corporate Plan 2015-2020 and the Redlands 2030 Community Plan.

**CONSULTATION**

The Corporate Governance Group has prepared the attached report in consultation with relevant officers and managers within Council. The status and comments have been provided by the officers involved in delivering the particular projects within the Operational Plan 2015/16.

**OPTIONS**

1. That Council resolves to note the Quarterly Operational Plan Performance Report for December 2015 and approves the changes to the Operational Plan 2015/16 listed in this report.
2. That Council requests additional information in relation to the proposed changes to the Operational Plan 2015/16 or the attached progress report.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

**Moved by:** Cr A Beard  
**Seconded by:** Cr P Gleeson

**That Council resolves to note the Quarterly Operational Plan Performance Report for December 2015 and approves the changes to the Operational Plan 2015/16 listed in this report.**

**CARRIED 10/0**

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

Cr Elliott was not present when the motion was put.



# Operational Plan 2015 - 16

December 2015



# Summary

Outcome	Complete	On Track	Monitor	Concern	Cancelled	Total
1 Healthy natural environment	0	12	0	0	0	12
2 Green living	2	5	2	0	0	9
3 Embracing the bay	0	8	1	0	0	9
4 Quandamooka Country	1	4	1	1	0	7
5 Wise planning and design	0	4	5	0	0	9
6 Supportive and vibrant economy	2	5	1	0	0	8
7 Strong and connected communities	0	10	1	0	0	11
8 Inclusive and ethical governance	0	13	2	1	0	16
<b>Total:</b>	5	61	13	2	0	81

**On Track:**

The project is progressing on time and on budget and is on track for delivery by 30 June, 2016.

**Monitor:**

There are issues with timeframes and/or budget but it is still expected that with close monitoring the project can be delivered by 30 June, 2016.

**Concern:**

There are significant delays or budget issues and it is unlikely that the project will be delivered by 30 June, 2016.

# 1. Healthy natural environment

## Strategies

1.1 Redland City's natural assets including flora, fauna, habitats, biodiversity, ecosystems and waterways are managed, maintained and monitored.

1.2 Threatened species are maintained and protected, including the vulnerable koala species.

1.3 Community and private landholder stewardship of natural assets increases.

1.4 Visitors experience our natural assets through high standard facilities, trails, interpretation and low impact commercial ventures.

Project	Op Plan Ref	Lead	Status	Comment
S Rehabilitate riparian corridors on Council land to prevent entry of sediments and nutrients to waterways.	1.1.2	City Spaces	On Track	Works are continuing as required with large riparian plantings recently completed at Donald Road, Firtree Street and Sunnybay Drive. Future riparian revegetation projects are currently being planned for areas within Coolwynpin and Hilliard's catchments.
S Create new maps for conservation areas with horse, bike, walking and canoe trails and upload new web pages for easy public access.	1.4.1	City Spaces	On Track	Bayview Conservation Area Plan adopted in December 2015. Map for public use is currently in development. Redland track park map to be updated to show multi-use trails.
S Improve parking access safety at four popular conservation areas, and update interpretive information and signage.	1.4.2	City Spaces	On Track	The Enhancing the Visitor Experience Program was adopted in December 2015. It outlines a number of access points and car parks that need improving. A business case for the program has been completed with a request for funding in the 16/17 budget for these projects.
S Investigate and monitor water bodies to improve conditions and prevent downstream inputs of sediments and nutrients.	1.1.1	Environment & Regulation	On Track	Collaborative research with Griffith University students, Environment and Education and City Infrastructure was completed. Findings are to be communicated to the Strategic Planning and Development Assessment areas of Council. Priority fish passage improvement project identified for Hilliard's Creek, in partnership with SEQ Catchments, City Spaces and industry partners.
S Promote and facilitate recruitment and participation in bushcare activities.	1.1.3	Environment & Regulation	On Track	Council facilitated 79 working meetings with 39 conveners from the community. One new group started and completed a recruitment event. Council advertised in Our Redlands magazine for new members. The 20 year anniversary of the Bushcare Program took place at IndigiScapes on 14 November 2015. First aid training for all groups was completed 7 November 2015.
S Coordinate major community plantings and partner with conservation groups to undertake restoration activities.	1.1.4	Environment & Regulation	On Track	Council hosted Conservation Volunteers Australia team in November 2015 for four days of work at priority restoration sites.

## 1. Healthy natural environment

Project	Op Plan Ref	Lead	Status	Comment
S Undertake works with community bushland care groups in threatened ecological communities and community planting for koalas and glossy black cockatoos.	1.2.1	Environment & Regulation	On Track	Council partnered with Coochie Coast Care and the Queensland Herbarium to identify and map occurrences of threatened species on Coochiemudlo Island. Twelve bushcare groups are undertaking restoration activities in threatened ecological communities.
S Provide community education programs for wildlife protection and management.	1.2.2	Environment & Regulation	On Track	Osprey nest site interpretive signage project has been completed. Training was provided to bushcare volunteers and Koala Conservation Area Program participants on koala conservation. Six Redlands After Hours Wildlife Ambulance volunteers and two Redlands Wildlife Care Network volunteers were recruited. Council hosted a community event for Halloween at Black Swamp wetland. Citizen Science Portal built partnerships with community members, schools and businesses and helped support volunteerism.
S Monitor sites for threatened species.	1.2.3	Environment & Regulation	On Track	North Stradbroke Island (NSI) urban koala survey was completed on 10 October 2015, involving 37 volunteers from NSI and the mainland. Ongoing monitoring of flying fox populations at camp sites across the city. Ongoing monitoring of breeding success in the nesting boxes installed by the Glossy Black Conservancy and Council on Russell and Macleay Islands.
S Review koala area provisions and mapping within Local Law 2 including consultation with community.	1.2.4	Environment & Regulation	On Track	Review completed. Public consultation on the review outcomes is scheduled to commence on 17 February 2016.
S Provide education programs and training events at IndigiScapes.	1.3.1	Environment & Regulation	On Track	Tallowood Veteran Tree signage complete with seat. Events for the quarter include: Koala Management Workshop, Sustainable Gardening Workshop, Property Planning Workshop, Waste Educators Meeting, RSPCA Information Workshop, two Japanese delegation visits, Early Learning Centres Workshop, numerous private group tours and volunteer training programs. Numerous school visits for waste and general environmental education events. 2015 photo competition successfully completed.
S Provide training program opportunities and property visits for private landholders managing their land for improved environmental outcomes.	1.3.2	Environment & Regulation	On Track	Habitat Protection held a Property Management Planning Workshop at IndigiScapes for participating landholders. 63 property visits were conducted by extension officers with follow up environmental management works undertaken on most properties. Targeted inspection program for Hymenachne, Hymenachne amplexicaulis (a new Class 2 Declared Weed). Ground work began with Habitat Protection participants and SEQ Catchments on a 'Wild about Macadamias' project.

## 2. Green living

### Strategies

- 2.1 Council's policies and plans support ecologically sustainable development and respond to climate change issues.
- 2.2 Sustainable building design (including solar panels and water tanks) is supported through education and advocacy.
- 2.3 Council's waste management plans address current and future needs, and include plans for closed landfills and regional collaboration.
- 2.4 Council and the community actively recycle and reduce waste.
- 2.5 Transport planning reflects a desire to maximise economic, environmental and liveability outcomes through quality road design, public transport, pedestrian and cycling strategies.

Project	Op Plan Ref	Lead	Status	Comment
S Monitor and review asset and service management plans for active and public transport infrastructure, to ensure all necessary community engagement, permits and approvals are in place to allow delivery of current and future capital and operational programs.	2.5.1	City Infrastructure	On Track	Program has been agreed with Project Delivery Group for 2016/17 and submitted in the final asset and service management plan, delivered before Christmas 2015. Current capital works remain on track and operational expenditure will continue to be reviewed.
S Undertake a joint investigation with Brisbane City Council and Department of Transport and Main Roads to develop an integrated transport plan that determines cross-boundary transport and infrastructure priorities for road and public transport.	2.5.2	City Infrastructure	On Track	A draft response has been prepared summarising the outcomes of a joint workshop held in November 2015. The report is currently being reviewed and circulated to determine next actions.
S Construction of 'in and out' trails to link the Bayview Staging Area to the existing trails in the Bayview Conservation Area.	2.5.3	City Spaces	Completed	In and out trails have been completed. The upgrade of the remaining Bayview Conservation Area Trails is the subject of a grant application to the State Government 15/16 budget, and documented in a business case for the 16/17 budget for completion of the trails.
S Consider climate change issues in the new Redland City Plan, including safety and resilience to hazards, by managing risks as a result of storm tide inundation relating to changes associated with climate change.	2.1.3	Economic Sustainability & Major Projects	On Track	Relevant provisions are contained in the draft Redland City Plan 2015.
S Include performance outcomes promoting a sub-tropical and climate responsive design character in the Redland City Plan residential zone codes.	2.2.1	Economic Sustainability & Major Projects	On Track	Relevant provisions are contained in the draft Redland City Plan 2015.
S Undertake a comprehensive review of Council's Climate Change Action Plan in line with Council's new Green Living Policy Statement.	2.1.1	Environment & Regulation	Monitor	Review of the Climate Change Action Plan will commence in February 2016.



## 2. Green living

Project	Op Plan Ref	Lead	Status	Comment
§ Investigate additional community garden spaces for the Runnymede site.	2.1.2	Environment & Regulation	On Track	Environment and Education are working with Economic Sustainability and Major Projects and the Horizon Foundation to investigate opportunities for incorporation into the Runnymede Site Master Plan.
§ Engineered landfill capping solution and rehabilitation of the approval area of Birkdale landfill remediation.	2.3.1	Water & Waste Infrastructure	Monitor	Current construction program indicates mid June 2016 completion but there could be extensions due to wet weather and/or other events.
§ Finalise development of the waste reduction and recycling plan (waste strategy).	2.4.1	Water & Waste Infrastructure	Completed	Adopted by Council in December 2015.

### 3. Embracing the bay

#### Strategies

- 3.1 Council collaborates with partners to understand, nurture and protect Moreton Bay's marine health and values.
- 3.2 Communities on the islands and foreshores enjoy equitable access to development opportunities and community services.
- 3.3 Our community is ready for and adapting to changing coastlines, storm tide and severe weather.
- 3.4 Redland City's residents and visitors can easily access the foreshore and use recreation infrastructure for boating and non-boating activities.
- 3.5 Priority Development Areas support equitable outcomes for island residents, such as access to transport and facilities.

Project	Op Plan Ref	Lead	Status	Comment
S Monitor and review asset and service management plans for stormwater infrastructure, to implement strategies that facilitate delivery of current and future capital and operational programs to improve waterway health.	3.1.1	City Infrastructure	On Track	The asset and service management plan is being reviewed and up dated. This includes the program of works for capital and operational programs which have been presented to the Portfolio Management Office.
S Undertake development of a coastal adaptation strategic plan to establish high level policy for management of the extensive city coastline.	3.3.1	City Infrastructure	On Track	Council is currently assessing potential management options for current and emerging risks. This phase of the project will also include a cost benefit analysis to determine the most appropriate management actions.
S Monitor and review asset and service management plans for marine and canal infrastructure, to implement strategies that facilitate delivery of current and future capital and operational programs to improve access to waterways and the bay.	3.4.2	City Infrastructure	On Track	Revision of the asset and service management plan has been completed and is in final draft stage. Portfolio Management Office documentation has been completed for all upcoming programs. The Aquatic Paradise Dredging project is currently out for tender. Raby Bay revetment wall projects are under construction.
S Promote and encourage safe use of bathing reserves at North Stradbroke Island.	3.4.1	City Spaces	On Track	Bathing reserve visitations are higher compared to last year for both NSI and Wellington Point. There was a stone fish incident at Victoria Point in January 2016. On the advice SLSQ Council placed public notification signs on all forshore areas.
S Engage with the Healthy Waterways partnership to promote the values of the bay and publicise annual waterways ecosystem health conditions for the bay.	3.1.2	Environment & Regulation	On Track	Local Waterways Health Report Card was released in October 2015. Council participated in the Regional Report Card launch under the revised reporting process. Redland's catchments received a C+ grade. Connect to Creek week activities are under development for 9-17 April 2016.
S Finalise identification of opportunities for transport and services at Toondah Harbour and Weinam Creek.	3.2.1	Redlands Investment Corporation	On Track	Finalising agreement with Walker Corporation.

### 3. Embracing the bay

Project	Op Plan Ref	Lead	Status	Comment
§ Undertake assessment and negotiate the Development Management Agreement that is prepared by the preferred developer in order to obtain approval from State and Council.	3.5.1	Redlands Investment Corporation	On Track	Assessment completed and Development Management Agreement to be signed by the State Government.
§ Undertake the assessment and negotiate the Environmental Impact Study that is prepared by the preferred developer in order to obtain approval from State and Council.	3.5.2	Redlands Investment Corporation	Monitor	Environmental Impact Study will commence in Q3 and will take 18 months to complete.
§ Assess development applications lodged by the preferred developer and negotiate outcomes in accordance with the Priority Development Area Scheme to decide the applications.	3.5.3	Redlands Investment Corporation	On Track	Developer is expected to lodge application at the beginning of 2016.

## 4. Quandamooka Country

### Strategies

- 4.1 Council's organisational and staff capacity to deliver positive outcomes for Aboriginal communities, including the Quandamooka People, is improved through policy, cultural awareness training and cultural heritage training for elected members and Council staff.
- 4.2 Council's and the community's respect and understanding of the Quandamooka peoples' relationship with their traditional land and waters continue to improve.
- 4.3 Council continues to support and resource the delivery of commitments under the Indigenous Land Use Agreement (ILUA) with the Quandamooka People.
- 4.4 Council works with the Quandamooka Traditional Owners to help them achieve their goal of establishing North Stradbroke Island (Minjerribah) as a global eco-cultural tourism destination.

Project	Op Plan Ref	Lead	Status	Comment
S Promote Indigenous cultural tourism.	4.4.1	Communication, Engagement & Tourism	On Track	Council commissioned a drawing of a whale by Quandamooka artist Delvene Cockatoo-Collins that will be used to promote Indigenous cultural tourism on NSI. Council has incorporated Jandai language for townships and sacred places in a cartoon-style map of NSI.
S Deliver the 'Pacific Tides' event and community workshops as part of the Quandamooka Festival.	4.2.2	Community & Cultural Services	Completed	Event was delivered as part of Quandamooka Festival in August 2015 with funding from Council and State Government.
S Distribute information to staff to increase level of understanding and cultural awareness.	4.1.1	Corporate Governance	On Track	Quandamooka Estate - People of the Bay information distributed to new employees at Corporate Orientation. Senior Advisor continues to send communications about contemporary Aboriginal issues to relevant stakeholders.
S Engage Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC) to undertake two training sessions for Redland City Council staff and elected members.	4.1.2	Corporate Governance	On Track	Awaiting proposed dates from QYAC to schedule cultural heritage training.
S Observe protocols of Welcome to Country and the acknowledgement of Country.	4.2.1	Corporate Governance	On Track	Welcome to Country performed at ILUA Consultative Committee and Capital Works Forums (2 & 11 Dec). Welcome to Country was also performed at Citizenship Awards, RedFest and the Chinese Consulate visitation.
S Develop a Cultural Heritage policy and guideline in line with the draft Cultural Heritage Management Plan from QYAC.	C/F	Corporate Governance	Monitor	Indigenous Community Policy POL-3081 is under review and requires consultation with QYAC regarding cultural heritage.
S Develop and implement an Indigenous education, training and employment strategy and action plan.	4.3.1	Human Resources	Concern	Council is awaiting an update from QYAC regarding the development of the Strategy through consultations with external stakeholders.

## 5. Wise planning and design

### Strategies

- 5.1 Growth and development in the city is sustainably managed through the adoption and implementation of the Redland City Plan and Local Government Infrastructure Plan.
- 5.2 Redland City's character and liveability are enhanced through a program of master planning, place-making and centre improvement strategies, including maximising opportunities through the catalyst Toondah Harbour Priority Development Area and Redlands Health and Wellbeing Precinct projects to build a strong and connected Cleveland.
- 5.3 An effective and efficient development assessment process delivers quality development that is consistent with legislation, best practice and community expectations.
- 5.4 Regional collaboration and targeted advocacy drives external funding for key infrastructure upgrades and enhanced community outcomes.

Project	Op Plan Ref	Lead	Status	Comment
S Provide expert advice to internal and external stakeholders on transport, stormwater drainage and marine infrastructure networks by monitoring and reviewing asset and service management standards.	5.3.1	City Infrastructure	On Track	The Black Spot Program construction was completed at Wellington and Queen Streets, Cleveland. Work at Wellington and Coburg Streets, Cleveland commenced 18 November 2015 and are still under construction.
S Submit grant applications to secure external funding from State and Federal agencies for works that improve safety, usability and integration of the city's marine, road, public and active transport networks.	5.4.2	City Infrastructure	On Track	All current major funding streams remain on track for application submissions for 2016/17. All current funding acquittals and agreements are up to date.
S Develop the amendment, financial sufficiency analysis and compliance review of the Local Government Infrastructure Plan.	5.1.1	City Planning & Assessment	Monitor	Consultant providing expert technical assistance, financial analysis and statutory third party compliance review with the draft plan. Reviewed demographic forecast from Urbis. This has been finalised for input into network infrastructure demand modelling and corroborated by draft Treasury demographic forecasts. Project at risk of slippage due to delay in Treasury forecast being finalised as part of the regional Plan review. Now expected January 2016.
S Deliver Development Concept Plan for the Commonwealth owned land in Birkdale.	5.2.2	City Planning & Assessment	Monitor	Preliminary technical studies presented in a Councillor workshop in October 2015. Council sent a letter to Air Services Australia requesting urgent advice on any land use and/or building restrictions that may be imposed on the subject land with the continued operation of the secondary ground radar facility. Further work on the project was placed on hold pending receipt of this advice.
S Develop and deliver a comprehensive e-planning tool.	5.3.2	City Planning & Assessment	Monitor	PLAN browse module has been completed. Release of TRACK module (Planning & Development Online replacement) has been delayed due to Objective and Property & Rating migration not being finalised. Once the migration is complete, TRACK will go live. Work on the final two e-planning modules (LODGE and PLAN enquire) will commence in 2016 as anticipated.

## 5. Wise planning and design

Project	Op Plan Ref	Lead	Status	Comment
§ Implement agreed recommendations from the Infrastructure Charges Review Project.	C/F	City Planning & Assessment	Monitor	Property & Rating charges system solution continues to be delayed due to Information Management resourcing. A stakeholder review of the scope of works is to be undertaken to assess the value in proceeding with a Policy Charges Solution.
§ Finalise completion of the new planning scheme for Redland City.	5.1.2	Economic Sustainability & Major Projects	On Track	Public consultation ceased on 27 November 2015. All 'correctly made' submissions are being logged and assessed.
§ Deliver Development Concept Plan for the Redlands Health and Wellness Precinct.	5.2.1	Economic Sustainability & Major Projects	On Track	Scope has been rewritten and is with Metro South for review. Metro South will workshop internally and call for new tenders by February 2016.
§ Undertake actions as required within Netserv Plan.	5.4.1	Water & Waste Infrastructure	Monitor	Currently updating Netserv Plan to take into account the new Master Planning. Delays expected due to Local Government Council election in March 2016.

## 6. Supportive and vibrant economy

### Strategies

- 6.1 Council supports infrastructure that encourages business and tourism growth.
- 6.2 Redland City delivers events, activities and performances that bring economic and social benefits to the community.
- 6.3 Council's involvement in the state government's North Stradbroke Island Economic Transition Committee supports and aligns with Council's strategic objectives, which help deliver long-term economic sustainability for North Stradbroke Island (Minjerribah).
- 6.4 Council receives a return on the community's investment in land to enhance economic and community outcomes.
- 6.5 Growth in key sectors identified in Council's economic development framework is supported through the development and implementation of action plans by the Industry Economic Development Advisory Board.
- 6.6 Development will be facilitated specifically in the Toondah Harbour Priority Development Area (PDA) and the Weinam Creek PDA with a focus on economic growth.

Project	Op Plan Ref	Lead	Status	Comment
S Deliver and attract events to Redland City in accordance with the Events Strategy.	6.2.1	Communication, Engagement & Tourism	On Track	New events were attracted and held in Redland City during this period. They included the Relish Food Festival and the Retro Eat Boutique Market held in Cleveland and the City Slider at Capalaba. These events attracted more than 21,000 people.
S Work with event organisers to streamline permits and processes with Council engagement.	6.2.2	Communication, Engagement & Tourism	On Track	Monthly meetings with event organisers continue and processes are becoming more streamline, including the introduction of stakeholders' meetings at the beginning of each event application.
S Advocate to the State, and where necessary, federal governments, to ensure funding is provided for infrastructure projects.	6.1.1	Economic Sustainability & Major Projects	On Track	Continue to advocate to State and Federal Governments for priority infrastructure funding.
S Revitalise Cleveland CBD area in conjunction with Priority Development Area development plans.	6.1.2	Economic Sustainability & Major Projects	On Track	'Renew Cleveland' is seeking further opportunities to activate vacant premises. Officers from across Council have met to identify priority CBD projects.
S Advocate to the state government to establish a definitive mine closure date for North Stradbroke Island.	6.3.1	Economic Sustainability & Major Projects	Completed	Queensland Government has confirmed mine closure date as 2019.
S Deliver an action plan for each of the industry and employment sectors represented on the Economic Development Advisory Board.	6.5.1	Economic Sustainability & Major Projects	On Track	Economic Development Board Chair and two Board Members have been appointed.
S Develop an operational structure for the Redlands Investment Corporation.	6.4.1	Redlands Investment Corporation	Completed	Operational structure has been developed.

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## 6. Supportive and vibrant economy

Project	Op Plan Ref	Lead	Status	Comment
S The developer of Toondah Harbour will need to obtain the required development approvals before development can commence. Council will complete the roles allocated to Council under the Economic Development Act Queensland.	6.6.1	Redlands Investment Corporation	Monitor	Application not yet made.

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## 7. Strong and connected communities

### Strategies

- 7.1 Festivals, event and activities bring together and support greater connectivity between cross-sections of the community.
- 7.2 Council maximises community benefit from the use of its parklands and facilities by improving access to, and the quality and share use of, public spaces and facilities by groups for sporting, recreational and community activities.
- 7.3 Council's assessment of community issues and needs provides timely opportunities to pursue grants and partnerships that realise long-term benefits.
- 7.4 Council supports volunteerism and participation in civic projects through clear and supportive Council processes to reduce red-tape, and engage and recruit volunteers for Council projects.
- 7.5 The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies.

Project	Op Plan Ref	Lead	Status	Comment
S Improve the management of access to parks and facilities through implementation of a Venue Management System.	7.2.1	City Spaces	On Track	Delivered and implemented in line with the new financial year. Staff training is ongoing. New templates and customer communications plan being developed.
S Conduct planning for the Surf Lifesaving Queensland Operations Hub and joint SES emergency response centre for Point Lookout, including Native Title and design relating to the establishment of a greenfield site located on East Coast Road.	C/F	City Spaces	Monitor	Ongoing discussions with stakeholders to find a suitable location. Meeting with QYAC to occur with SLSQ next quarter.
S Implement Redland Libraries Strategy and state government funded program 'First 5 Forever'.	7.1.1	Community & Cultural Services	On Track	Implementation commenced 2015. Draft strategy completed. Councillor workshop to occur with new Council prior to final report for adoption of Strategy.
S Develop and launch Redland Libraries Connect program.	7.1.2	Community & Cultural Services	On Track	Grant obtained from State Library of Queensland. Partnering with Donald Simpson Centre, Redland District Committee on the Ageing and others.
S Implement new Redland Youth Strategy.	7.1.3	Community & Cultural Services	On Track	Redlands Youth Strategy was endorsed by Council on 18 November 2015. 200 young people provided comment on the draft Youth Strategy at the Young Leaders Forum held in October 2015. Youth Service providers also provided feedback. 100 young people were consulted on site regarding the future development of the Mount Cotton Skate Park in December 2015.
S Attract grant funding to Redland City for events and festivals that support creative arts and economic benefit.	7.3.1	Community & Cultural Services	On Track	Art Gallery exhibition is on tour as part of funding arrangement. 2018 Commonwealth Games Working Group discussed access to funding for local festivals and events as part of the Commonwealth Games Program.

## 7. Strong and connected communities

Project	Op Plan Ref	Lead	Status	Comment
§ Conduct a joint exercise to test both the Disaster Management Plan and the Business Continuity Plan.	7.5.1	Disaster Planning & Operations	On Track	Collaborating with Corporate Governance to design an exercise for delivery prior to June 2016.
§ Inform and prepare the community through community engagement and education.	7.5.2	Disaster Planning & Operations	On Track	Community engagement continues with planned monthly events. In December 2015 delivered a community display and engagement at Christmas by Starlight.
§ Develop and implement a Disaster Recovery Plan.	7.5.3	Disaster Planning & Operations	On Track	Disaster Recovery Plan is under development and on track to be delivered prior to June 2016.
§ Investigate compatible services that would be managed by community based or government funded organisations to create a seniors precinct and general community hub.	7.4.1	Economic Sustainability & Major Projects	On Track	Business Case for operational project has been completed.
§ Investigate options for a Redland Aquatic and Emergency Precinct.	7.5.4	Redlands Investment Corporation	On Track	Working with Redland City Council and stakeholders to progress.

## 8. Inclusive and ethical governance

### Strategies

- 8.1 Council's Information Management Strategy and technology systems are engineered to increase efficiency and provide excellent customer service outcomes.
- 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.
- 8.3 Implementation of the Corporate Plan is well coordinated across Council and through a delivery mechanism that provides clear line of sight, accountability and performance measurement for all employees.
- 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.
- 8.5 Council uses meaningful tools to engage with the community on diverse issues so that the community is well informed and can contribute to decision making.

Project	Op Plan Ref	Lead	Status	Comment
S Achieve a return on training and coaching investment through increased knowledge and involvement for staff and leaders who are responsible to deliver improvements that improve customer value.	8.4.3	Business Transformation	On Track	30 staff were trained this quarter in Lean basics. The WinLog stands at a savings of 4,883 hours of staff time and 4,777 hours saved to the community with a total savings of \$262,740. Manager Business Transformation was appointed December 2015. A 2016 roadmap has been developed to coordinate and facilitate significant efficiency savings across Council.
S Monitor and review asset and service management plans for roads and bridges, car parks, traffic facilities and street lighting infrastructure, to implement strategies that facilitate delivery of current and future capital and operational programs.	8.2.2	City Infrastructure	On Track	A review of the asset and service management plans for traffic facilities and street lighting was completed in December 2015 and the draft document was submitted for peer review. The current 10 year capital and operational expenditure programs are based on the review and were submitted for approval in December 2015.
S Implement a planning and development portal.	8.1.4	City Planning & Assessment	Monitor	This project depends on outcomes of the Council website redevelopment project. Several workshop sessions have been held with the web content writers to progress the development of the content and functionality required.
S Implement phase one of Council's new internet site.	8.1.2	Communication, Engagement & Tourism	On Track	Project team has commenced meeting with business content owners to determine requirements against information architecture.
S Deliver community engagement training to officers within Council.	8.5.1	Communication, Engagement & Tourism	On Track	Refresher training was completed through the delivery of the engagement program for Redland City Plan 2015.
S Undertake a review of Council's performance reporting policy and guideline to ensure alignment to the new Corporate Plan 2015-2020.	8.3.1	Corporate Governance	On Track	Review underway with continued consultation with stakeholders.

## 8. Inclusive and ethical governance

Project	Op Plan Ref	Lead	Status	Comment
§ Embed Council's new vision, mission and values through a range of communication and engagement activities.	8.3.3	Corporate Governance	On Track	Corporate Plan banners have been circulating to various Council units and used during long service leave awards, Mayor and CEO awards and a unit team planning day. Corporate Plan desk calendar, including vision, mission and values is prepared for circulation in January.
§ Undertake a comprehensive review of Council's plans and strategies to assess alignment to the new Corporate Plan 2015-2020, and recommend changes and create a framework for future strategy development.	8.3.4	Corporate Governance	Monitor	Due to staffing issues, this project has not progressed as planned. However, work will continue in Q3 in consultation with internal stakeholders.
§ Provide an integrated asset management solution to enable achievement of strategic asset management within Council.	8.2.1	Financial Services	Concern	The project was put on hold during December 2015 to provide an opportunity to review the current approach and forecast spend. A working group has been created, a review of project scope is being undertaken and a report will be provided to the Executive Leadership Team with options on how the project could recommence.
§ Develop a new people strategy that responds to current and emerging workforce issues, enabling Council to attract and retain the best people, cultivate the best leaders and allow our people to thrive.	8.3.2	Human Resources	On Track	Draft People Strategy 75% completed. Further consultations with Human Resources and organisational stakeholders to occur.
§ Implement a robust Integrated Leadership Framework and Program to build strong, visible and capable leadership that will enable leaders to work at level to deliver on business objectives and outcomes.	8.3.5	Human Resources	On Track	Leadership Development Program is on schedule. An Integrated Leadership Development Framework 2016-2020 is being finalised with a four year road map for capability development at all leader levels. Leadership Effectiveness Plans are being finalised for Executive, Senior and Service Managers for 2016. Inspired and Connected Leaders Program continuing in 2016 with Senior Manager Program commencing in 2016. Concept plans for leader development being finalised for 2016-2017.
§ Build internal change capability throughout the organisation.	8.4.1	Human Resources	On Track	The process of building organisational change capability continues with assistance, support, advice, guidance and tools provided through the Human Resource Change Office to managers on a one-on-one basis. This is to successfully help achieve project outcomes and manage the people side of change in the delivery of significant Council wide projects, including the Portfolio Management Office implementation project.
§ Establish and employ a workforce planning methodology to ensure Council has the right people in the right roles at the right time.	8.4.2	Human Resources	On Track	Currently seeking quotes from external providers to conduct workforce planning, with pilot in one Department initially.

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## 8. Inclusive and ethical governance


Project	Op Plan Ref	Lead	Status	Comment
§ Implement and further develop business intelligence tools within Council to provide accessible, accurate and timely data to assist with management of services and decision making.	8.1.1	Information Management	On Track	Business Intelligence is now in production. Phase II has commenced to deliver operational reporting.
§ Achieve full implementation of the Objective System within Council.	8.1.3	Information Management	On Track	Final cutover is scheduled for end of January 2016. Workflow (Phase II) has now commenced.
§ Implement the Portfolio Management Office development including the Project Management Framework and supporting recommendations.	8.4.4	Portfolio Management Office	On Track	The Portfolio Management Office implementation is being managed as part of a three year implementation program. The focus for 2015-16 has been on building core basic project management capability, with more advanced elements being rolled out progressively during 2017-18 and 2018-19.

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**11.3 PORTFOLIO 3 (CR JULIE TALTY)****CITY PLANNING AND ASSESSMENT****11.3.1 DECISIONS MADE UNDER DELEGATED AUTHORITY FOR CATEGORY 1, 2 & 3 DEVELOPMENT APPLICATIONS**

**Objective Reference:** A1347926  
Reports and Attachments (Archive)

**Attachment:** [Decisions Made Under Delegated Authority 10.01.2016 to 30.01.2016](#)

**Authorising Officer:**   
Kim Kerwin  
Acting General Manager Community & Customer Services

**Responsible Officer:** David Jeanes  
Group Manager City Planning & Assessment

**Report Author:** Debra Weeks  
Senior Business Support Officer

**PURPOSE**

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

This information is provided for public interest.

**BACKGROUND**

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

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

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

Category 3 – Moderately Complex Code & Impact Assessments; and

Category 4 – Major and Significant Assessments

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

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

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

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

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

**Moved by: Cr J Talty**

**Seconded by: Cr P Gleeson**

**That Council resolves to note this report.**

**CARRIED 10/0**

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

Cr Elliott was not present when the motion was put.

Decisions Made Under Delegated Authority 10.01.2016 to 16.01.2016								
Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
<b>Category 1</b>								
BWP003302	Patio	Category1	Keith Ronald Shaw Noela Estelle Shaw	28 Sommerssea Drive, Cleveland QLD 4163	Concurrence Agency Response	11/01/2016	Approved	2
BWP003339	Referral Agency Response - Dwelling House	Category1	Paul Aldoiu	7 Centre Road, Russell Island QLD 4184	Concurrence Agency Response	14/01/2016	Approved	5
BWP003136	Domestic Outbuilding- Shed	Category1	The Certifier Pty Ltd	1-19 Hillcrest Road, Sheldon QLD 4157	Permissible Change	15/01/2016	Development Permit	6
MCU013627	Secondary Dwelling	Category1	The Certifier Pty Ltd	141-143 Sanctuary Drive, Mount Cotton QLD 4165	Code Assessment	15/01/2016	Development Permit	6
ROL005921	Standard Format - 1 into 2	Category1	Mr Michael J & Mrs Lynn P Driver As Trustee	75 Barron Road, Birkdale QLD 4159	Permissible Change	13/01/2016	CompPermit	8
MCU013383	MCU- Dwelling House - Urban Residential	Category1	Antech Constructions Pty Ltd  Anthony James Fiteni	3 Baywalk Place, Thorneside QLD 4158	Permissible Change	14/01/2016	Development Permit	10
<b>Category 2</b>								
OPW001957	Operational Works - ROL 1 into 2	Category2	Hosgood Company 3 Pty Ltd As Trustee	2-6 Starkey Street, Wellington Point QLD 4160	Code Assessment	12/01/2016	Development Permit	1
BWP003346	Building over or near Sewerage Line	Category2	GMA Certification Group Pty Ltd	23 Dundas Street, Ormiston QLD 4160	Concurrence Agency Response	13/01/2016	Approved	1



Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
OPW001958	Pontoon	Category2	Aqua Pontoons Pty Ltd	48A Sentinel Court, Cleveland QLD 4163	Code Assessment	14/01/2016	Development Permit	2
MC012074	General Industry	Category2	Paul Harding Haerse Robyn Ann Haerse	16 Robert Street, Russell Island QLD 4184	Extension to Relevant Period	14/01/2016	Approved	5
ROL005967	Combined Reconfiguring a Lot (One (1) into Three (3) Lots) and Material Change of Use for Multiple Dwelling (6 Units)	Category2	Place Design Group Pty Ltd	54 Valantine Road, Birkdale QLD 4159	Code Assessment	13/01/2016	Development Permit	8
MCU013578	Place of Worship - Extensions	Category2	The Certifier Pty Ltd	450-452 Mount Cotton Road, Capalaba QLD 4157	Impact Assessment	15/01/2016	Development Permit	9

**Decisions Made Under Delegated Authority 17.01.2016 to 23.01.2016**

<b>Application</b>	<b>Description</b>	<b>Category</b>	<b>Applicant</b>	<b>Property Address</b>	<b>Application Type</b>	<b>Decision Date</b>	<b>Decision</b>	<b>Division</b>
<b>Category 1</b>								
MCU013645	Dwelling House	Category1	Antech Constructions Pty Ltd	13 Sleath Street, Ormiston QLD 4160	Code Assessment	21/01/2016	Development Permit	1
BWP003297	Design & Siting - Dwelling House	Category1	The Certifier Pty Ltd	9 Beasley Drive, Redland Bay QLD 4165	Concurrence Agency Response	21/01/2016	Approved	6
MCU013644	Dwelling House	Category1	The Certifier Pty Ltd	9 Beasley Drive, Redland Bay QLD 4165	Code Assessment	21/01/2016	Development Permit	6
BWP003343	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	11 Cashmere Court, Wellington Point QLD 4160	Concurrence Agency Response	19/01/2016	Approved	8
<b>Category 2</b>								
OPW001874	Operational Works - ROL 1 into 5	Category2	Palacio Property Group Pty Ltd Structerre Consulting Engineers	188-200 Waterloo Street, Cleveland QLD 4163	Code Assessment	18/01/2016	Development Permit	3
OPW001925	Operational Works 42 units & Facility Road works & Drainage associated with MC009386	Category2	Villa World Seascape Pty Ltd	The Boulevards Redland Bay, 35 Weinam Street, Redland Bay QLD 4165	Compliance Assessment	18/01/2016	Compliance Certificate	5
OPW001929	Operational Works - ROL 1 into 3	Category2	Hugh Alexander Mcgilvray	13 Beenwerrin Crescent, Capalaba QLD 4157	Code Assessment	21/01/2016	Development Permit	9
<b>Category 3</b>								
MCU013519	Vehicle Depot	Category3	Michell Town Planning & Development	672-676 Mount Cotton Road, Sheldon QLD 4157	Impact Assessment	20/01/2016	Development Permit	6

<b>Application</b>	<b>Description</b>	<b>Category</b>	<b>Applicant</b>	<b>Property Address</b>	<b>Application Type</b>	<b>Decision Date</b>	<b>Decision</b>	<b>Division</b>
MCU013520	Vehicle Depot	Category3	Michell Town Planning & Development	668-670 Mount Cotton Road, Sheldon QLD 4157	Impact Assessment	20/01/2016	Development Permit	6

Decisions Made Under Delegated Authority 24.01.2016 to 30.01.2016								
Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
<b>Category 1</b>								
BWP003348	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	19 Tolson Terrace, Ormiston QLD 4160 15 Tolson Terrace, Ormiston QLD 4160	Concurrence Agency Response	27/01/2016	Approved	1
MCU013655	BULK Overlay Assessment- Dwelling houses	Category1	Edgarange Pty Ltd Sutgold Pty Ltd	15 Tolson Terrace, Ormiston QLD 4160	Code Assessment	27/01/2016	Development Permit	1
			Edgarange Pty Ltd Sutgold Pty Ltd	17 Tolson Terrace, Ormiston QLD 4160	Code Assessment	27/01/2016	Development Permit	1
			Edgarange Pty Ltd Sutgold Pty Ltd	19 Tolson Terrace, Ormiston QLD 4160	Code Assessment	27/01/2016	Development Permit	1
			Edgarange Pty Ltd Sutgold Pty Ltd	42 Tolson Terrace, Ormiston QLD 4160	Code Assessment	27/01/2016	Development Permit	1
			Edgarange Pty Ltd Sutgold Pty Ltd	48 Tolson Terrace, Ormiston QLD 4160	Code Assessment	27/01/2016	Development Permit	1
ROL005999	Standard Format: 1 into 2 Lots	Category1	Landmark	5 Pelican Street, Victoria Point QLD 4165	Code Assessment	25/01/2016	Development Permit	4
ROL006003	Standard Format: 1 into 2 lots	Category1	ME & JR Hall Super Fund	58 Benfer Road, Victoria Point QLD 4165	Code Assessment	25/01/2016	Development Permit	4
BWP003354	Design and Siting - Domestic Additions	Category1	Building Approvals & Advice	31 Wilmott Street, Victoria Point QLD 4165	Concurrence Agency Response	27/01/2016	Approved	4
BWP003355	Design and Siting - Dwelling	Category1	Bartley Burns Certifiers & Planners	35 Waterline Boulevard, Thornlands QLD 4164	Concurrence Agency Response	27/01/2016	Approved	4
ROL006004	Standard Format 1 into 2 Lots	Category1	East Coast Surveys Pty Ltd	4 Talburpin Esplanade, Redland Bay QLD 4165	Code Assessment	25/01/2016	Development Permit	5

Decisions Made Under Delegated Authority 24.01.2016 to 30.01.2016								
BWP003351	Design and Siting - Dwelling	Category1	Elizabeth Anne Oliveri	2 Junee Street, Redland Bay QLD 4165	Concurrence Agency Response	29/01/2016	Approved	5
BWP003316	Domestic Outbuilding	Category1	BMW Certification Pty Ltd	68-70 Campbell Road, Sheldon QLD 4157	Code Assessment	28/01/2016	Development Permit	6
BWP003320	Shed	Category1	Professional Planning Group	101 Pioneer Road, Sheldon QLD 4157	Code Assessment	29/01/2016	Development Permit	6
MCU013642	Dwelling house	Category1	Mark Yeaman Broad	273-277 Redland Bay Road, Capalaba QLD 4157	Code Assessment	27/01/2016	Development Permit	7
BWP003349	Design & Siting - Shed	Category1	Pronto Building Approvals	6 Kookaburra Street, Birkdale QLD 4159	Concurrence Agency Response	25/01/2016	Approved	8
MCU013659	Home Business	Category1	Aurora Beauty	30 Valantine Road, Birkdale QLD 4159	Code Assessment	25/01/2016	Development Permit	8
Category 2								
OPW001943	Operational Works Civil Multiple Dwellings X 5	Category2	Curtin Developments Pty Ltd	7 Yarrow Court, Cleveland QLD 4163	Compliance Assessment	25/01/2016	Compliance Certificate	2
MC008862	Child Care Centre	Category2	Colonial Investments MJ & J Pty Ltd As Trustee	54-60 Cavendish Street, Russell Island QLD 4184	Extension to Relevant Period	28/01/2016	Approved	5
SB005372	Combined MCU and Standard Format Reconfiguration 2 in 16 Lots - refer to MC011236 for PC approval	Category2	Steve Cooper & Associates	119 Bunker Road, Victoria Point QLD 4165	Permissible Change	29/01/2016	Development Permit	6
OPW001968	Excavation and Fill	Category2	Paul John Mandla	65 Greenfield Road, Capalaba QLD 4157	Code Assessment	29/01/2016	Development Permit	9

**11.3.2 APPEALS LIST CURRENT AS AT 1 FEBRUARY 2016**

**Objective Reference:** A1347909  
Reports and Attachments (Archives)

**Authorising Officer:**

  
Kim Kerwin  
Acting General Manager Community & Customer  
Services

**Responsible Officer:** David Jeanes  
Group Manager City Planning & Assessment

**Report Author:** Chris Vize  
Service Manager Planning Assessment

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**PURPOSE**

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

**BACKGROUND**

Information on appeals may be found as follows:

**1. Planning and Environment Court**

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

**2. Department of Infrastructure, Local Government and Planning (DILGP)**

The DILGP provides a Database of Appeals (<http://www.dlg.qld.gov.au/resources/tools/planning-and-environment-court-appeals-database.html>) that may be searched for past appeals and declarations heard by the Planning and Environment Court.

The database contains:

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

**ISSUES**

<b>1.</b>	<b>File Number:</b>	Appeal 2675 of 2009. (MC010624)
<b>Applicant:</b>		<b>L M Wigan</b>
<b>Application Details:</b>		Material Change of Use for residential development (Res A & Res B) and preliminary approval for operational works. 84-122 Taylor Road, Thornlands.
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		A minor change to the application was allowed by the Court on 4 November 2015. The matter is listed for a hearing in May 2016.

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

<b>3.</b>	<b>File Number:</b>	Appeal 795 of 2015 (MCU013316)
<b>Applicant:</b>		<b>James Tovey Wilson</b>
<b>Application Details:</b>		Material Change of Use for Mixed Use – Tourist Accommodation (71 units), Apartment Building (28 units), Refreshment Establishment and Shop 18-20 Waterloo Street Cleveland
<b>Appeal Details:</b>		Submitter appeal against development approval.
<b>Current Status:</b>		The matter has been adjourned to 5 February 2016.

<b>4.</b>	<b>File Number:</b>	Appeal 3441 of 2015 (MCU013378)
<b>Applicant:</b>		<b>Urban Potentials Pty Ltd</b>
<b>Application Details:</b>		Material Change of Use for a Service Station 4 – 6 Government Rd, Redland Bay
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		Appeal filed in Court on 2 September 2015. No directions orders have been made by the Court.

<b>5.</b>	<b>File Number:</b>	Appeal 3474 of 2015 (ROL005815)
<b>Applicant:</b>		<b>Palacio Property Group Pty Ltd</b>
<b>Application Details:</b>		Reconfiguring a Lot (1 into 5 Lots) 188 – 200 Waterloo Street, Cleveland
<b>Appeal Details:</b>		Applicant appeal against refusal of conversion application.
<b>Current Status:</b>		Appeal filed in Court on 4 September 2015. Matter is listed for review on 6 May 2016.

<b>6.</b>	<b>File Number:</b>	Appeal 3641 of 2015 (MCU012812)
<b>Applicant:</b>		<b>King of Gifts Pty Ltd and HTC Consulting Pty Ltd</b>
<b>Application Details:</b>		Material Change of Use for Combined Service Station (including car wash) and Drive Through Restaurant 604-612 Redland Bay, Road, Alexandra Hills
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		Appeal filed in Court on 16 September 2015. No directions orders have been made by the Court.

<b>7.</b>	<b>File Number:</b>	Appeal 3988 of 2015 (MCU013389)
<b>Applicant:</b>		<b>Yajoc Pty Ltd</b>
<b>Application Details:</b>		Material Change of Use for 12 Multiple Dwelling Units 48 - 50 Little Shore St Cleveland
<b>Appeal Details:</b>		Applicant appeal against conditions.
<b>Current Status:</b>		Appeal filed in Court on 13 October 2015. Parties attended a without prejudice meeting on 18 November 2015.

<b>8.</b>	<b>File Number:</b>	Appeal 4472 of 2015 (MCU013409)
<b>Applicant:</b>		<b>Every Bodies Physio Pty Ltd</b>
<b>Application Details:</b>		Material Change of Use for a Health Care Centre and Refreshment Establishment 687-689 Old Cleveland Road East, Wellington Point
<b>Appeal Details:</b>		Applicant appeal against preliminary approval.
<b>Current Status:</b>		Appeal filed in Court on 17 November 2015. Parties attended a without prejudice meeting on 8 December 2015.



<b>9.</b>	<b>File Number:</b>	Appeal 4541 of 2015 (ROL005873)
<b>Applicant:</b>		<b>Loncor Properties Pty Ltd</b>
<b>Application Details:</b>		Reconfiguring a Lot (1 into 43 lots) 35-41 Wrightson Road, Thornlands
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		Appeal filed in Court on 20 November 2015. Matter is listed for review on 24 February 2016.

<b>10.</b>	<b>File Number:</b>	Appeals 4940 of 2015, 2 of 2016 and 44 of 2016 (MCU013296)
<b>Applicant:</b>		<b>Lipoma Pty Ltd, Lanrex Pty Ltd and Victoria Point Lakeside Pty Ltd</b>
<b>Application Details:</b>		Preliminary Approval for Material Change of Use for Mixed Use Development and Development Permit for Reconfiguring a Lot (1 into 2 lots) 128-144 Boundary Road, Thornlands
<b>Appeal Details:</b>		Submitter appeals against approval.
<b>Current Status:</b>		Appeals filed in Court on 18 December 2015, 4 and 6 January 2016.

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

**Moved by: Cr J Talty**  
**Seconded by: Cr P Gleeson**

**That Council resolves to note this report.**

**CARRIED 10/0**

Crs Boglary, Ogilvie, Hardman, Hewlett, Edwards, Talty, Beard, Gleeson, Bishop and Williams voted FOR the motion.

Cr Elliott was not present when the motion was put.

**12 MAYORAL MINUTE**

Nil

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

Nil

**14 NOTICES OF MOTION**

Nil

**15 URGENT BUSINESS WITHOUT NOTICE**

Nil

**16 MEETING CLOSURE**

There being no further business, the Mayor declared the meeting closed at 10.14am.

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

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