



**Redland**  
CITY COUNCIL

# **AGENDA**

## **GENERAL MEETING**

**Wednesday, 19 March 2014  
commencing at 9.30am**

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

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

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

## **1 DECLARATION OF OPENING**

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

### **Recognition of the Traditional Owners**

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

## **2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE**

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

## **3 DEVOTIONAL SEGMENT**

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

## **4 RECOGNITION OF ACHIEVEMENT**

Mayor to present any recognition of achievement items.

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

### **5.1 GENERAL MEETING MINUTES 5 MARCH 2014**

Motion is required to confirm the Minutes of the General Meeting of Council held on 5 March 2014.

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

There are no matters outstanding.

## **7 PUBLIC PARTICIPATION**

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

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

## **8 PETITIONS AND PRESENTATIONS**

Councillors may present petitions or make presentations under this section.

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

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

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

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

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

*The Councillor must—*

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

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

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

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

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

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

*The Councillor must—*

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

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

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

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

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

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

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## 11 REPORTS TO COUNCIL

### 11.1 PORTFOLIO 2 (MAYOR KAREN WILLIAMS) (SUPPORTED BY DEPUTY MAYOR CR BEARD)

#### ECONOMIC DEVELOPMENT, GOVERNANCE, SERVICE DELIVERY, REGULATIONS AND EMERGENCY MANAGEMENT

##### 11.1.1 POLICY DEVELOPMENT PROGRAM

**Datworks Filename:** GOV Administrative Corporate Statutory  
Policy Documentation

**Attachments:** [Policy Guideline & Procedure  
Development Policy](#)  
[Policy Development Manual](#)

**Authorising/Responsible Officer:**



**Nick Clarke**  
General Manager Organisational Services

**Author:**

**Trevor Green**  
Principal Advisor Corporate and  
Democratic Governance

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## PURPOSE

The purpose of this report is for Council to adopt the attached Corporate Policy POL-001 – Policy, Guideline and Procedure Development; and Policy Development Manual.

## BACKGROUND

Policies play a strategic role in Council. They are developed in light of Council's Vision, Mission and long term plans and set out management's plans, rules, intents, and business processes. Clear and standardised policies, guidelines and procedures can save significant management time. The consistent use and interpretation of such policies enhances corporate governance. Regular reviews reduce risks from out-of-date policy documents.

At the General Meeting of 2 May 2001 Council approved the adoption of a policy management strategy, which included endorsement of the preparation of a new policy development manual in accordance with the adopted strategy. The policy development manual was subsequently written and has provided the framework for the development, review and approval of policy documents (policies, guidelines and procedures) for Council.

## ISSUES

A policy development manual is designed to provide staff with guidance and direction when developing, writing and reviewing policy documents (including policies, guidelines, procedures and associated documents). Adhering to this framework assists with good decision making and increased transparency and accountability.

Council's Policy Development Manual was last reviewed in 2006. While thorough in nature, its length is not conducive to quick and easy reference for those not regularly involved in policy document development.

Corporate Governance has recently conducted a review and update of Council's Policy Management Program. The aims of the review were to develop a new policy management program which will:

1. Reduce red tape, while maintaining high levels of responsibility and accountability in policy management; and ensuring appropriate involvement of Elected Representatives in the development of corporate policies;
2. Provide greater assistance to officers involved in the development of policy documents;
3. Provide an updated administrative system for the regular review and update of policy documents; and
4. Reduce Council's risks by ensuring policy documents are reviewed regularly and remain contemporary and appropriate.

The proposed policy management program involves:

1. A new Policy, Guideline and Procedure Development Corporate Policy;
2. A new Policy Development Manual (including a new system for the identification, notification and monitoring of policy document reviews);
3. Policy development training for officers; and
4. Greater involvement of Corporate Governance in the provision of advice and assistance where needed to officers involved in policy document development and review.

## **STRATEGIC IMPLICATIONS**

Policy documents play an important role in supporting Council's strategic direction. They are developed in light of Council's Vision, Mission and long term plans and set out management's plans, rules, intents, and business processes. The policy development program will provide the overarching direction for the development of Council's policies.

### **Legislative Requirements**

Policy documents also play an important role in supporting the interpretation and application of legislation affecting Council. The policy development program will provide the overarching direction for the development of Council's policies.

### **Risk Management**

The policy development program includes a review process which reduces risks from out-of-date policy documents.

### **Financial**

There are no specific financial implications associated with this report.

**People**

The policy development program will provide greater involvement of Corporate Governance in the provision of advice and assistance where needed to officers involved in policy document development and review, including policy development training.

**Environmental**

There are no specific environmental implications associated with this report.

**Social**

There are no specific social implications associated with this report.

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

The policy development program will provide the overarching direction for the development of Council's policies.

**CONSULTATION**

Consultation has occurred with Council's Executive Leadership Group and Senior Managers Group.

**OPTIONS**

1. That Council resolve to adopt the attached Corporate Policy POL-001 – Policy, Guideline and Procedure Development; and Policy Development Manual.
2. That Council resolve to adopt the attached Corporate Policy POL-001 – Policy, Guideline and Procedure Development; and Policy Development Manual, with amendments.
3. That Council resolve not to adopt the attached Corporate Policy POL-001 – Policy, Guideline and Procedure Development; and Policy Development Manual.

**OFFICER'S RECOMMENDATION**

**That Council resolve to adopt the following:**

1. **Corporate Policy POL-001 – Policy, Guideline and Procedure Development; and**
2. **Policy Development Manual.**



**Redland**  
CITY COUNCIL

# **Policy Development Manual**

A guide to the development of policies, guidelines and procedures  
for Council

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# Introduction

## Purpose and Aim of this Policy Development Manual

This policy manual has been developed to help staff and managers to manage the organisation effectively. Policies play a strategic role in Council. They are developed in light of Council's Vision, Mission and long term plans and set out management's plans, rules, intents, and business processes.

Clear and standardised policies, guidelines and procedures can save significant management time. The consistent use and interpretation of such policies enhances corporate governance. Regular reviews reduce risks from out-of-date policy documents.

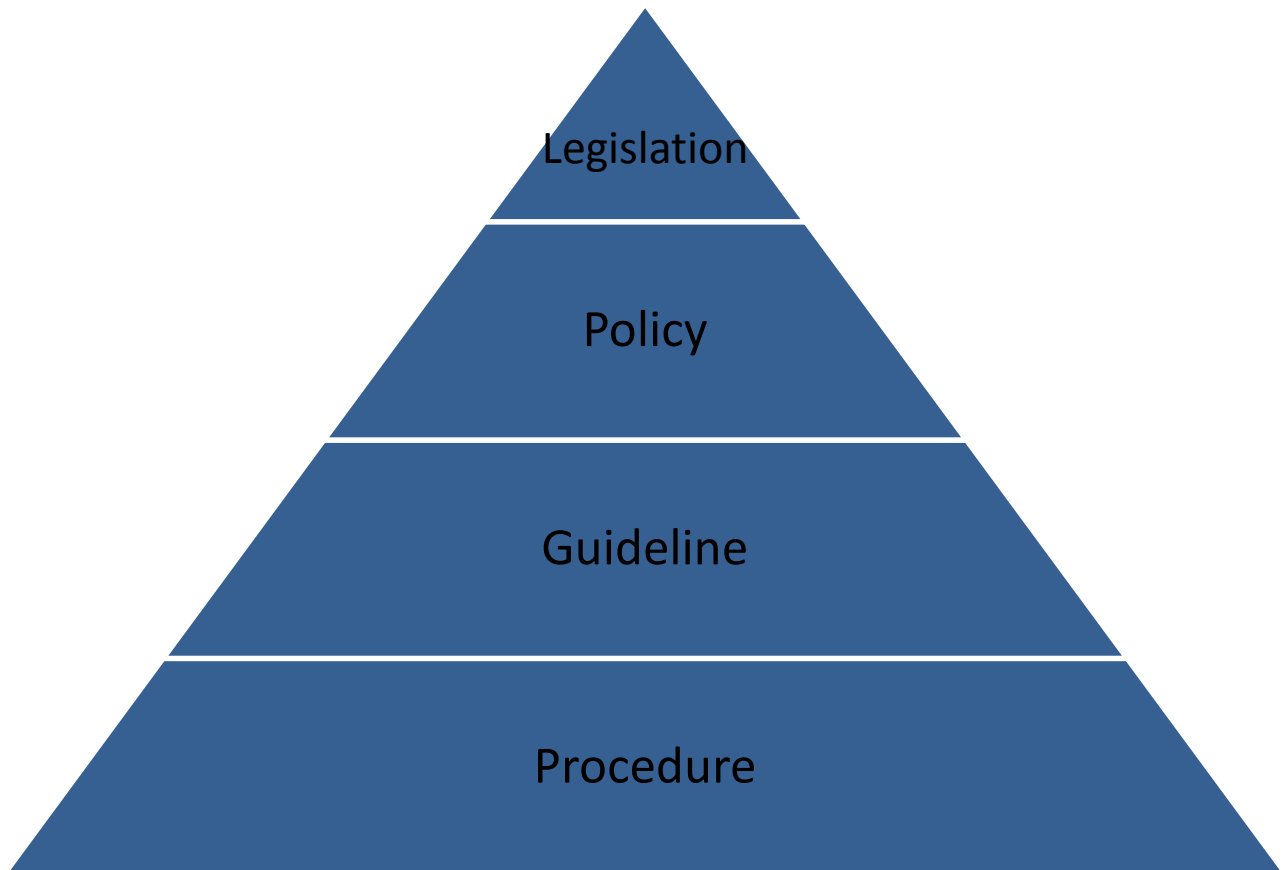
The Policy Development Manual provides staff with guidance and direction when developing, writing and reviewing **policy documents** (including policies, guidelines, procedures and associated documents). Adhering to this framework will assist with good decision making and increased transparency and accountability.

## Policy Development Principles

Consistent application of this policy development manual supports:

- better management of policies, guidelines and procedures within the organisation;
- consistency in policy documentation development, drafting and review;
- better policy outcomes;
- increased ability to address new and emerging issues;
- more effective implementation of the Corporate Plan; and
- enhanced corporate governance and reduced risks from out-of-date policy documents.

## Policy Hierarchy



**Legislation** - Federal, State or Redland City Council laws.

**Policy** - Council's position or commitment to achieve a stated objective.

**Guidelines** - Requires legislation or policy as head of power.  
- Provides extra information and depth to legislation or policy, without being prescriptive in terms of administrative process.

**Procedures** - Provide specific direction and administrative processes.



# Policies

## What is a Policy?

*A policy is a clear and definitive statement issued at the highest level, which clearly outlines Council's position or commitment to achieve a stated objective.*

## Types of Policy

### Corporate Policy

*A corporate policy relates to a stated corporate objective. In most instances it will relate both internally and externally to Council.*

### Administrative Policy

*An administrative policy relates to the internal management of Council.*

## Policy Development

- See Policy Document Development Process in this Manual.
- Only includes Council's position or commitment to achieve a stated objective.
- Use guidelines to provide extra information and depth to a policy.
- Use procedures to provide specific direction and outlines administrative process.
- One test of a good Policy is that it will fit on one side of an A4 sheet of paper.

**Approval** – A new **corporate policy** must be approved by Council resolution (via a report to Council).

– A new **administrative policy** is approved by the Chief Executive Officer, or the Executive Leadership Group member where relating only to the named group (via a hard copy signed document).

Upon review, all policy approvals are made dependant on the level of change (major, minor or administrative) in accordance with the Policy Review Approval Risk Matrix (see Appendix 2).

# Guidelines

## What is a Guideline?

*In most cases a policy requires a guideline. The guideline provides extra information as a broad direction that will support the achievement of policy outcomes.*

## Guideline Development

- See Policy Document Development Process in this Manual.
- Has legislation or policy as head of power.
- Provides depth to legislation or policy, without being prescriptive in terms of administrative processes.
- Use procedures to provide specific direction and administrative processes.

**Approval** – A **guideline** (new or review) may be approved by the relevant General Manager (via a hard copy signed document).

- In some cases, a corporate policy and associated guideline may be jointly approved by Council resolution (via a report to Council). This occurs in circumstances where it makes sense to have the Guideline endorsed by Council (for clarity, context etc) at the same time the Policy is being approved.

# Procedure

## What is a Procedure?

*Procedures are the specific direction and administrative processes required to achieve policy objectives or outcomes so as to ensure consistency, accuracy and reliability in output.*

## Procedure Development

- See Policy Document Development Process in this Manual.
- Has legislation, policy or guideline as head of power.
- Provides specific direction and administrative processes.
- Use the associated guideline to help structure the procedure content.

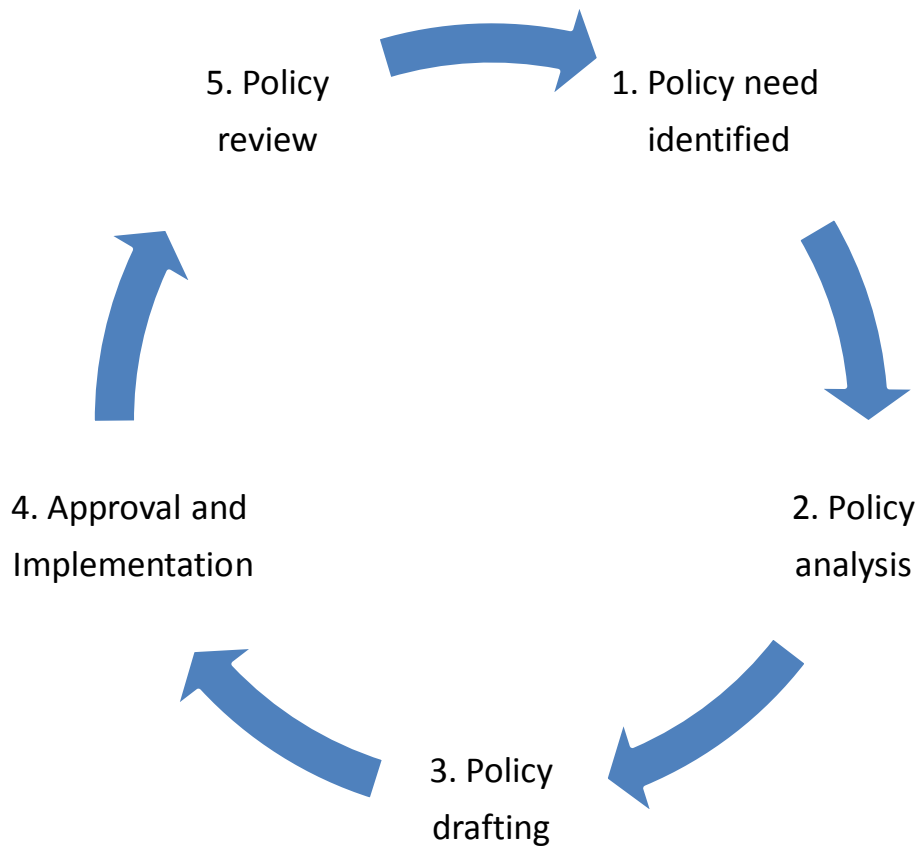
**Approval** – A **procedure** (new or review) may be approved by the relevant Group Manager (via a hard copy signed document).

# Policy Document Development Process

The diagram below shows the steps that need to be undertaken in the policy development process for policy documents. The details for each step of the cycle are briefly explained in Table 1 on the following page. More detail can be found in Appendix 1.

**Consultation** – Consultation is a key part of the process. It is important that appropriate and thorough consultation occurs with stakeholders at each stage. Stakeholders may include some or all of the following (this list is not exhaustive):

- Councillors
- Executive Leadership Group
- Operational Leadership Group
- Groups/Units specifically affected
- General community
- Community groups specifically affected



**Table 1: Functions for Policy Document Development Process**

<b>Step 1</b>	<b>Need for Policy or Policy Review</b>	<ol style="list-style-type: none"> <li>1. A need is identified for a new policy document; or</li> <li>2. An issue arises that requires a policy document to be reviewed; or</li> <li>3. The policy document is due for review (three year review).</li> </ol>
<b>Step 2</b>	<b>Policy Analysis</b>	<ol style="list-style-type: none"> <li>1. Define policy issues.</li> <li>2. Research issues and create options to resolve issues.</li> <li>3. Check fit with Community and Corporate Plans.</li> <li>4. Risk manage the policy using the Risk Assessment Handbook.</li> <li>5. Prepare a Discussion Paper (if required).</li> </ol>
<b>Step 3</b>	<b>Policy Drafting</b>	<ol style="list-style-type: none"> <li>1. Prepare draft policy document/s using corporate templates.</li> <li>2. Obtain policy document number from Corporate Meetings and Registers Team.</li> </ol>
<b>Step 4</b>	<b>Approval and Implementation</b>	<ol style="list-style-type: none"> <li>1. Arrange for policy document/s to be approved through Council, CEO or General Manager.</li> <li>2. Send policy document/s to the Corporate Meetings and Registers Team for placement on the Policies, Guidelines and Procedures Register.</li> <li>3. Implement policy and ensure adequate communication (Depending on the scope and complexity of the policy document/s an implementation plan may be required).</li> <li>4. Identify any performance reporting requirements.</li> </ol>
<b>Step 5</b>	<b>Policy Review</b>	<ol style="list-style-type: none"> <li>1. Review policy document/s after no more than three years (Earlier review may be required depending on the topic).</li> <li>2. Update or retire policy document/s as required.</li> </ol>

## **Document Control**

All policies, guidelines, procedures and associated documents are available to staff electronically. A hard copy is also held by the Corporate Meetings and Registers Team (CMRT) (Corporate Governance Group). The public has access to policy documents on the Internet and/or through Customer Service.

All policy documents include a reference number. The numbering system is designed to connect a Policy with its related guidelines and procedures. Numbering must be obtained from the CMRT.

## **Priority Policy List**

Where Council, the Chief Executive Officer (CEO) or a General Manager determines the need for a new policy document/s, or for an existing policy document/s to be reviewed urgently, the issue will be placed on a Priority Policy List maintained by Corporate Governance. The CEO or relevant General Manager will forward all necessary details to Corporate Governance, so that an issue can be added to the Priority Policy List. Where Council determines the need for new or revised policy, the General Manager Organisational Services will advise Corporate Governance.

The Priority Policy List will be available on the Intranet and Corporate Governance will issue an electronic copy of the list to the Executive Leadership Group (ELG) and Group Managers on a quarterly basis. The quarterly update will include a brief comment on the current status of the policy document/s as advised by the responsible officer.

# Policy Review Program

The importance of policy review should not be underestimated. Keeping policy documents up to date ensures they continue to meet legislative requirements and are consistent with any administrative changes within Council.

When a policy document is created, a review date is allocated three years from the date of approval. This is the maximum period between reviews; reviews may be required more frequently where appropriate. Some documents may be allocated a 12 month review date (namely budget related policies). The CMRT keep a list of all policy documents, including their review date.

Corporate Governance coordinates policy document review to ensure updates occur on time and there is consistency across the organisation:

1. Each quarter Corporate Governance will provide listings to General Managers and Group Managers of policy documents in their areas that require review.
2. General Managers will review the policy review schedule in consultation with relevant Group Managers and ensure that resources are in place to review policy document/s as required. Policy documents are reviewed in accordance with the direction of this manual.
3. Twice a year Corporate Governance will provide a policy review update report to the ELG.

Corporate Governance will:

1. engage with all Groups to assist with review processes, and
2. review final draft documents to assist consistency in drafting.

In the event that a review finds a corporate policy is no longer required, the policy must be taken to Council to approve its repeal. To reduce administrative red tape, in the case where it is not imperative to repeal a policy immediately, a policy requiring a report for repealing may be held until such time as further policies become obsolete. Twice a year Corporate Governance will review the list of policies for repeal and when required, will take a report to Council as a collective. Guideline and Procedure amendments and removals may be approved by the relevant General Manager. CMRT will update the Policies, Guidelines and Procedures Register following all approvals for amendment or removal.

# **Appendix 1**

## **The Policy Document Development Process** (for Policies, Guidelines and Procedures)

### **1. Need for Policy or Policy Review (Identify and Confirm Issues)**

At this stage an officer has identified one of the following issues that requires a policy response:

- a new policy document is needed to deal with a particular matter (this may be identified in a number of ways including operational need, legislative requirement, direction from Council, CEO or ELG, etc);
- an existing policy document is due for review or needs to be amended; or
- an existing policy document is no longer required and needs to be repealed.

Once this is determined, the officer will undertake the following actions:

- preliminary consultation with key stakeholders (should include Group Manager and may include General Manager) to discuss the situation and agree on the policy response required;
- ensure the policy direction being considered is aligned with the organisation's strategic direction through the Community Plan and Corporate Plan;
- assess the degree of risk by reviewing risk registers and if necessary consulting Risk and Liability Services staff for input.

### **2. Policy Analysis**

At this stage an officer commences more detailed research, consultation and analysis. This will include some, or all, of the following steps:

- conduct an environmental scan including analysis of all currently available information on the matter (internal and external);
- consult other local governments and/or state and federal agencies as required;
- consult with internal stakeholders and seek their views and feedback;
- consider all options that might be available to resolve the issue/s;
- ensure there are no budgetary constraints for the various options and if financial constraints are identified, quantify those constraints so financial implications and resource requirements can be considered when the policy is being assessed;
- fully consider all internal and external consultation needs and how they will be addressed;



- clearly assess the risks related to the options being considered including the risk of doing nothing;
- consider how the success of the policy can be measured and identify how each policy option can make a difference.

Depending on the significance of the policy issue, including the size of the response required and the effect on others (internal and external), it may be necessary to complete a discussion paper clearly outlining all of the issues above. The decision to complete a discussion paper should be made in consultation with the relevant Group Manager and if necessary the relevant General Manager. It may be that the discussion paper needs to be considered by others (e.g. ELG, Councillors' Workshop etc) before the policy is further progressed.

### **3. Policy Drafting**

Once all analysis and consultation has been undertaken, an officer should be in a position to draft the policy document/s. Document templates are available on the Intranet or via the key on Microsoft Word. The templates outline what is required and explain how to write each part of the policy document.

Draft policy document/s should be circulated to all stakeholders for final input and sufficient time should be allocated for stakeholders to provide their input. Based on the input provided the policy document/s may need to be further amended.

### **4. Approval and Implementation**

Depending on the type of policy document/s, the document/s is now sent to Council, the CEO or the appropriate General Manager for approval. Where a Corporate Policy is to be approved by Council, a brief covering report is required, using the standard Council report template and must be placed on an agenda for the General Meeting.

Once policy document/s are approved, the author of the documents must ensure that arrangements are in place for implementation, including the following:

- referral of the policy document/s to the Corporate Meetings and Registers Team; for placement on the Policies, Guidelines and Procedures Register;
- communication of the policy document/s to officers involved in implementation, along with training if required;

- development of an implementation plan if necessary (the need for an implementation plan depends on scope and complexity and should be discussed with the relevant Group Manager); and
- consideration of any performance reporting requirements in consultation with the Corporate Governance Group.

## **5. Policy Review**

A review date must be included on all policy documents to ensure they remain current and legislatively compliant. The default review date is three years, but this period can be reduced if policy document/s are more likely to require updating.

In reviewing a policy document, the reviewer should undertake steps 1 to 5 of the Policy Document Development Process, ensuring CMRT are notified so the PGP Register can be updated to reflect that the review has been undertaken.

Where a policy document is no longer required, the reviewer should ensure that the policy is repealed and removed from the PGP Register. For a policy document to be repealed, the original authorising agent (Council, CEO or General Manager) must approve the repeal. If Council is the authorising agent, this will involve a brief report to Council outlining why the policy document is no longer relevant (See Policy Review Program for further details on the repealing process of Corporate Policies).

## Consultation

The success of the policy may depend on how well the consultation process is managed. It is essential that all internal and external parties who are likely to be affected by the policy are identified. Officers must determine with their Group Manager what level and type of consultation is required with stakeholders. It may be necessary to seek advice from the Community Engagement Officer. It is likely that different stakeholders will have different consultation needs ranging from simply needing to be advised of the proposed policy, through to being integrally involved in helping shape the policy.

Any or all of the following methods of consultation should be considered:

- e-mail;
- letter or mailout;
- face to face interview or discussion;
- formal meetings and workshops (including ELG and Councillors' workshop);
- discussion paper/s;
- press release;
- use of council's website;
- newsletter;
- public exhibition;
- information and education campaign;
- telephone feedback line;
- surveys;
- public meeting; and/or
- focus groups.

Depending on the significance of the policy issue, including the size of the response required and the effect on others (internal and external), it may be necessary to complete a communications plan clearly outlining all of the issues above. The decision to complete a communications plan should be made in consultation with the relevant Group Manager and the Community Engagement Officer. It may be that the communications plan needs to be considered by others (e.g. ELG, Councillors' Workshop etc) before the policy is further progressed.

## Appendix 2

### Policy Review Approval Risk Matrix

**Guidance for the approval process for the review of Corporate and Administrative Policies\*.**

Risk	Description	Policy Approval	
		Corporate	Administrative
<b>HIGH</b>	<p><b>Major Change</b></p> <p>Major change in policy (direction, intent or outcomes).</p> <p>Political, financial, community implications or risks.</p>	<p><b>Council</b></p> <p>(via a Council report)</p>	<p><b>Chief Executive Officer</b></p> <p><u>OR</u></p> <p><b>ELG member</b></p> <p>(where relating only to the named Group)</p> <p>(via a hard copy signed document)</p>
<b>MEDIUM</b>	<p><b>Minor Change</b></p> <p>Minor changes (restructuring of the document, updates, improvements and similar) which do not change the policy direction, intent or outcomes.</p> <p>No political, financial, community implications or risks.</p>	<p><b>Chief Executive Officer</b> after review by the <b>ELG</b></p> <p>(via a hard copy signed document)</p>	<p><b>ELG member</b></p> <p>(via a hard copy signed document)</p>
<b>LOW</b>	<p><b>Administrative Change</b></p> <p>No change to the policy after review, other than the updating of the review dates.</p> <p><u>OR</u></p> <p>An administrative change to wording (e.g. updating legislation or corporate plan references, change in policy title, or similar).</p>	<p><b>ELG member</b></p> <p>(via a hard copy signed document)</p>	<p><b>Group Manager</b></p> <p>(via a hard copy signed document)</p>

\* For advice on the approval process, contact Corporate Governance and/or the relevant General Manager

## Appendix 3 Glossary of Terms

Approval	Includes initial approval of a new policy document and approval of an amendment or the repeal of policy document.
Environmental Scan	Careful monitoring of an organization's internal and external environments for detecting early signs of opportunities and threats that may influence its current and future plans.
Guideline	Provides extra information as a broad direction that will support the achievement of policy outcomes.
Policy	A policy is a clear and definitive statement issued at the highest level, which clearly outlines Council's position or commitment to achieve a stated objective.
Policy Document	A policy, guideline, procedure or associated document.
Policy, Guidelines and Procedures Register (PGP)	A register kept by the Corporate Meetings and Registers Team of all approved policy documents
Policy Review Schedule	A schedule kept by the Corporate Meetings and Registers Team of policy documents scheduled for review.
Priority Policy List	A listing kept by Corporate Governance of policy documents listed for urgent development or review.
Procedure	Procedures are the specific direction and administrative processes required to achieve policy objectives or outcomes so as to ensure consistency, accuracy and reliability in output.
Risk Assessment Handbook	A document that assists staff to consistently and thoroughly manage risks incorporating various templates and instructions.
Risk Registers	Council and/or ELG approved corporate registers that contain a list of Council's strategic and operational risks, including relative significance of the risks and current and future risk treatments.

# Appendix 4 Policy Example

## policy document



Corporate POL-3012

### Property Addressing through Street Naming, Renaming and Numbering

#### [Version Information](#)

#### Head of Power

Section 60 of the *Local Government Act 2009* allocates control to local governments for the naming and numbering of roads in its local government area.

#### Policy Objective

The objective of this policy is to provide a framework for managing the allocation and maintenance of appropriate street names and house and unit numbers within Redland City to facilitate safe and efficient property access and identification.

#### Policy Statement

Council is committed to:

1. Ensuring, through approved guidelines and procedures, that applications for reconfiguring a lot (ROL) that incorporate a new road/s, provide Council with street name/s that are appropriate and suitable for property identification purposes.
2. Ensuring, through approved guidelines and procedures, that street types reflect the roads intended function as part of the greater road network; and names promote and contribute to local identity through elements including history, heritage, culture, character and geography, through appropriate naming conventions.
3. Adopting, through approved guidelines and procedures, a house and unit numbering system that facilitates the safe and efficient identification of properties within Redland City streets and is not influenced by cultural or religious issues or superstition.
4. Ensuring, through approved guidelines and procedures, that only in exceptional circumstances relating to public convenience, safety and property recognition, are existing street names and house numbers to be altered.

#### Definitions

Term	Definition
Reconfiguring a lot	see <i>Sustainable Planning Act 2009</i> , section 10.

#### Version Information

Version No.	Date	Key Changes
2	July 2013	Minor wording changes to reflect associated guideline and procedures.

#### CMR Team use only

Department: Organisational Services  
Group: Corporate Governance  
Approved: Mayor & CEO 25.7.2013 (Minor Amendments)

Effective date: 25.7.2013  
Version: 2  
Review date: 31.7.2016  
Page: 1 of 1

# Appendix 5 Guideline Example

## guideline document



GL-3012-001

### Assessment for Street Naming and Renaming

#### [Version Information](#)

#### Scope

This guideline applies to Redland City Council officers who are involved in:

1. the assessment and approval of street name/s for reconfiguring a lot (ROL) applications; and
2. the assessment and approval for renaming and/or renumbering streets.

#### Purpose

The purpose of this guideline is to provide parameters around:

1. The approval of appropriate street name/s to facilitate safe and efficient access for emergency services, residents, visitors and utility providers, and to assist in property identification; and
2. The consideration of street renaming and renumbering in exceptional circumstances.

#### Definitions

See Property Addressing through Street Naming, Renaming and Numbering Policy POL-3012.

#### Actions and Responsibilities

##### 1. Street Naming

- 1.1. The applicant must submit three (3) street names (one preferred name and two alternative names) for each street in the development. The three (3) street name options are to be differentiated by name and not street type.
- 1.2. Consideration must be given to the ease of access in finding and navigating streets (to the extent this is impacted by street naming).
- 1.3. The proposed street type (e.g., street, close, drive, etc.) must reflect the road's proposed function as part of the greater road network (e.g., trunk collector, access street, etc.). See Table 1.3 - Street name types and corresponding function and classification (page 3) and Redlands Planning Scheme Part 9, Schedule 6 - Movement Network and Road Design.
- 1.4. Street names should be sourced to promote local identity based on elements including:
  - 1.4.1. local history;
  - 1.4.2. geographical features;
  - 1.4.3. local heritage, culture and people of significance;
  - 1.4.4. thematic names for flora and fauna;
  - 1.4.5. Aboriginal names (only upon appropriate consultation with the Quandamooka people and other Aboriginal representatives as required).

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#### CMR Team use only

Department: Organisational Services  
Group: Corporate Governance  
Approved: General Manager Organisational Services

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# guideline document



GL-3012-001

## 1.5. Street names should:

- 1.5.1. not duplicate already existing or approved names within the City;
- 1.5.2. be short names where possible;
- 1.5.3. not be a combination of names (that is, one word names are preferred);
- 1.5.4. not be difficult to spell or pronounce;
- 1.5.5. not be similar in spelling or sound to an existing name (e.g. Anglia Street and Angela Street);
- 1.5.6. have a common theme for major or medium reconfigurations;
- 1.5.7. have a relationship to existing themes of adjacent areas or maintain themes within existing developments;
- 1.5.8. not be offensive, incongruous, racist, derogatory or demeaning;
- 1.5.9. not be a contrived name (they should be actual names);
- 1.5.10. not represent commercial or company entities unless they are of local significance.
- 1.5.11. consider possible impacts of future development on the house numbering sequence;

Street Naming Procedure PR-3012-001-001 provides detail on how the assessment process should be undertaken.

Table 1.3: Street name types and corresponding function and classification.

Movement Function & Road Classification	Street Type	Description
<b>Access Place</b> <ul style="list-style-type: none"><li>• Local access to property</li><li>• Shared traffic, pedestrian and recreation use</li><li>• Traffic catchment less than 15 lots</li></ul>	Close, Court	Cul-de-sac
	Place	Short street
	Lane	Provides rear access that acts as a secondary vehicular network
<b>Access Street</b> <ul style="list-style-type: none"><li>• Local access to property</li><li>• Shared traffic, pedestrian and recreation use with local traffic access priority</li><li>• Traffic catchment less than 100 lots</li></ul>	Crescent	Vertically curved/moon shaped street, often presenting a continuous facade as a row of houses
	Circuit	Horizontally looped street
	Terrace	Flat street on high ground, often with sloping sides and/or presenting a continuous facade as a row of houses
	Vista	Street with a view
	Street	Other

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Group: Corporate Governance  
Approved: General Manager Organisational Services

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Review date: 31.7.2016  
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Movement Function & Road Classification	Street Type	Description
<b>Collector Street</b> <ul style="list-style-type: none"> <li>• Access to property and other roads</li> <li>• Access to local neighbourhoods</li> <li>• Traffic catchment less than 300 lots</li> </ul>	Avenue	Broad street, especially one bordered by trees
	Way	Route with no connections to distinct places
	Drive	Route between two identifiable/distinct places
	Boulevard	Divided with a median down the centre, and lanes along each side designed as slow travel and parking lanes and for bicycle and pedestrian usage, often with quality landscaping and scenery
	Street, Road	Other
<b>Trunk Collector</b> <ul style="list-style-type: none"> <li>• Transport of people and goods within suburbs</li> <li>• District movement</li> <li>• Limited or no direct access to lots</li> <li>• Traffic catchment less than 1000 lots</li> </ul>	Avenue	Broad street, especially one bordered by trees
	Way	Route with no connections to distinct places
	Drive	Route between two identifiable/distinct places
	Street, Road	Other
	Parade	Avenue, street or road.

## 2. Street Renaming (and renumbering)

2.1. The renaming and/or renumbering of a street can have considerable effects on its occupants and requires significant resourcing to undertake the process. If a street is to be renamed and/or renumbered, it is vitally important that this only occur under exceptional circumstances. In addition, appropriate community engagement must be undertaken and where appropriate, compensation provided to affected residents, businesses and property owners.

2.2. The exceptional circumstances where Council may consider an application for renaming and/or renumbering a street could include one or more of the following:

- 2.2.1. similar street names cause confusion;
- 2.2.2. multiple or incorrect spelling has occurred over time and is causing confusion;
- 2.2.3. street names provide inadequate direction for property access;
- 2.2.4. partial road closures or where roads are segmented by not being constructed in the first instance;
- 2.2.5. unexpected infill development activity would otherwise require the renumbering of an existing street;

# guideline document



GL-3012-001

2.2.6. house numbers are unable to be assigned due to incomplete development of an area or street.

2.3. In addition, a special request may be made from the community or a Councillor under exceptional circumstances including that of historical significance or community identity.

2.4. Existing un-named streets may also receive special requests for naming and should be dealt with under this guideline and associated Street Renaming Procedure PR-3012-001-002.

2.5. Should an application demonstrate exceptional circumstances exist, community engagement must be undertaken to alert the community to the possible change and obtain community feedback. Engagement should be undertaken in accordance with Council's Guideline for Community Engagement GL-3053-001 and Street Renaming Procedure PR-3012-001-002.

2.6. Regardless of the circumstances involved, all residents, businesses and property owners officially fronting the street in question must consent to the alteration.

2.7. Where full support is not possible despite the best efforts of Council to obtain it, Council may impose street renaming and/or renumbering where it is considered necessary in the interests of public convenience, safety and property recognition.

2.8. When renaming and/or renumbering must occur for public convenience, safety and property recognition, and if Council is responsible for the confusion, consideration will be given by Council to compensating affected property owners. The form of compensation that can be considered in the case of renaming and/or renumbering of a street is as follows:

- 2.8.1. the affected resident, business or property owner will have their mail redirected for a period of six months; and
- 2.8.2. the cost of replacement street numbers (if applicable) to be reimbursed, consistent with the standard and type that existed; and
- 2.8.3. where a business, reprinting of 500 business cards and placement of a notice in the local paper notifying of the change.

Street Renaming Procedure PR-3012-001-002 and Property and Land Address Management Procedure PR-3012-001-003 provide details on how this process should be undertaken.

## Reference Documents

This Guideline has been developed to support the application or administration of Property Addressing through Street Naming, Renaming and Numbering Policy POL-3012.

## Associated Documents

- Street Naming Procedure PR-3012-001-001
- Street Renaming Procedure PR-3012-001-002

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### CMR Team use only

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Group: Corporate Governance  
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- Redlands Planning Scheme Part 11, Policy 9, Chapter 5, Section 9.5.5 Road Naming Guideline
- Redlands Planning Scheme Part 9, Schedule 6 - Movement Network and Road Design
- House and Unit Numbering Data Standard DS-3012-001
- Property and Land Address Management Work Instruction WI-3012-001-003

## Document Control

- Only the General Manager Organisational Services can approve amendments to this guideline. Please forward any requests to change the content of this document to the Group Manager Corporate Governance.
- Approved amended documents must be submitted to the Office of the Chief Executive Officer to place the document on the Policy, Guidelines and the Procedures Register.

## Version Information

Version No.	Date	Key Changes
2	July 2013	Parameters around street naming and renaming and/or renumbering provided in consistent way, procedural processes removed.

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Group: Corporate Governance  
Approved: General Manager Organisational Services

Effective date: 25.7.2013  
Version: 2  
Review date: 31.7.2016  
Page: 5 of 5

# Appendix 6 Procedure Example

## procedure document



PR-3012-001-001

### Street Naming

#### [Version Information](#)

#### Scope

This procedure outlines the steps required to undertake the assessment of street name/s for reconfiguring a lot (ROL) applications.

#### Purpose

The purpose of this procedure is to ensure the appropriate process is followed for:

1. The approval of appropriate street name/s to facilitate safe and efficient access for emergency services, residents, visitors and utility providers and to assist in property identification; and
2. Avoiding future street naming and numbering issues that may create circumstances where renaming or renumbering may be required.

#### Definitions

See Property Addressing through Street Naming, Renaming and Numbering Policy POL-3012.

#### Actions and Responsibilities

Assessment for Street Naming and Renaming Guideline GL-3012-001 provides the parameters around how street names are to be assessed for ROL applications. The following tasks must be undertaken during the decision making process:

##### 1. Receipt of Street Naming Application

The street naming request application (which must include a road layout plan identifying the road(s) and the proposed street name/s) is received by Council either in conjunction with, or separate to, the ROL application and assigned to an assessment officer in Planning Assessment. The initial request is sent to Spatial Data Management and the Divisional Councillor/s for comment.

##### 2. Consult Spatial Data Management

The assigned assessment officer must consult with Spatial Data Management to determine whether the proposed street name/s are acceptable having regard to name duplication and street numbering (particularly in staged developments). If Spatial Data Management advises that the proposed name/s are not acceptable, further alternatives must be requested from the applicant.

##### 3. Assessment of Proposed Street Name/s

The assessment officer must assess the proposed street name/s, having consideration for the matters outlined in Assessment for Street Naming and Renaming Guideline GL-3012-001. The

# procedure document



PR-3012-001-001

Street Naming Directory and the property database must be checked for any name duplication with recently approved street naming requests.

#### 4. Prepare Recommendation

The assessment officer must prepare a recommendation using the memorandum template and list the outcomes from tasks 2 and 3. The recommendation must include details of the notification to the Divisional Councillor/s and any comments received.

#### 5. Recommendation Approved

The recommendation must be forwarded to the Service Manager Planning Assessment for final approval under delegated authority.

#### 6. Issue Street Name Approval and Notification

The final street name approval and accompanying approved road layout plan must be issued in writing to the applicant.

Notification of the approved street name/s must be provided by the assessment officer to the following internal teams:

- Infrastructure and Operations – Administration Officer
- Spatial Data Management – Spatial Information Officer
- City Infrastructure – Business Support Coordinator;
- City Spaces – Group Administration Officer

Spatial Data Management must notify the following external organisations:

- Queensland Department of Natural Resources and Mines;
- Queensland Department of Emergency Services;
- Queensland Police Service;
- Australia Post;
- Energex;
- Telstra;
- RP Data;
- Sensis / UBD / Brisway;
- Royal Automobile Club of Queensland; and
- Australian Electoral Commission.

The Street Naming Directory and property database must be updated with the approved name/s and include a date of approval.

#### 7. Survey Plan Sealing

In order for a survey plan to be sealed, the survey plan submitted must show the approved road name/s.

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Department: Organisational Services  
Group: Corporate Governance  
Approved: General Manager Organisational Services

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# procedure document



PR-3012-001-001

## Reference Documents

This Procedure has been developed to support the application or administration of Property Addressing through Street Naming, Renaming and Numbering Policy POL-3012 and Assessment for Street Naming and Renaming Guideline GL-3012-001.

## Associated Documents

- Street Renaming (and renumbering) Procedure PR-3012-001-002
- Redlands Planning Scheme Part 11, Policy 9, Chapter 5, Section 9.5.5 Road Naming Guideline
- Redlands Planning Scheme Part 9, Schedule 6 - Movement Network and Road Design
- House and Unit Numbering Data Standard DS-3012-001
- Property and Land Address Management Work Instruction WI-3012-001-003

## Document Control

- Only the General Manager Organisational Services can approve amendments to this guideline. Please forward any requests to change the content of this document to the Group Manager Corporate Governance.
- Approved amended documents must be submitted to the Office of the Chief Executive Officer to place the document on the Policy, Guidelines and the Procedures Register.

## Version Information

Version Number	Date	Key Changes
1	July 2013	Separation of procedures from within guideline GL-3012-001 and more detail for tasks provided

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Department: Organisational Services  
Group: Corporate Governance  
Approved: General Manager Organisational Services

**CMR Team use only**

Effective date: 25.7.2013  
Version: 1  
Review date: 31.7.2016  
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### Policy, Guideline and Procedure Development

#### [Version Information](#)

#### Head of Power

This policy supports Council's responsibilities under the *Local Government Act 2009* and the Redland City Council Corporate Plan 2010 – 2015; in particular outcomes (8) Inclusive and Ethical Governance and (9) An Efficient and Effective Organisation.

#### Policy Objective

To ensure Council has appropriate policy documents (policies, guidelines and procedures) to support the operation of Council; which are developed and written consistently and reviewed regularly.

#### Policy Statement

Council is committed to:

1. having appropriate policy documents to support the operations of Council;
2. consistency in the development and drafting of policy documents;
3. clear and transparent policy documents, in plain language;
4. ensuring appropriate consultation in the development of policy documents;
5. ensuring policy documents are up-to-date, through regular reviews; and
6. ensuring all officers responsible for the development of policy documents support and deliver the objectives of this policy and develop policy documents in accordance with the Policy Development Manual.

#### Version Information

Version number	Date	Key Changes
1	March 2014	New

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**11.1.2 PRIORITY DEVELOPMENT AREAS – WEINAM CREEK & TOONDAH HARBOUR**

**Dataworks Filename:** ED Planning – Priority Development Areas

**Authorising Officer:**  
**Nick Clarke**  
**General Manager Organisational Services**

**Responsible Officer:**  
**Peter Kelley**  
**Project Director Priority Development Areas**

**Author:**  
**Scott Hutchison**  
**Principal Advisor Priority Development Areas**

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**PURPOSE**

This report is being finalised.



**11.2 PORTFOLIO 6 (CR MARK EDWARDS)****CORPORATE SERVICES****11.2.1 FEBRUARY 2014 MONTHLY FINANCIAL REPORTS**

**Datworks Filename:** FM Monthly Financial Reports to Committee

**Attachment:** [Monthly Financial Report February 2014](#)

**Authorising Officer:**



**Bill Lyon**  
**Chief Financial Officer**

**Responsible Officer:**

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

**Author:**

**Deborah Corbett-Hall**  
**Service Manager Corporate Finance**

**PURPOSE**

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

**BACKGROUND**

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

**ISSUES**

Council is in the process of finalising a second quarter budget review following the close of financials at the December half year point and a workshop was held on 25 February to consider the budget submissions.

**STRATEGIC IMPLICATIONS**

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

The following adopted 2013-14 Key Financial Stability and Sustainability Ratios were either achieved or favourably exceeded by Council as at the end of February 2014:

- Level of dependence on general rate revenue;
- Ability to pay our bills – current ratio;
- Ability to repay our debt – debt servicing ratio;
- Cash balance;

- Cash balances – cash capacity in months;
- Longer term financial stability – debt to asset ratio;
- Operating performance;
- Operating surplus ratio;
- Net financial liabilities;
- Interest cover ratio; and
- Asset consumption ratio.

The Asset sustainability ratio was outside the challenging target range at the end of February 2014 although is forecast to improve by the end of the financial year.

### **Legislative Requirements**

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

### **Risk Management**

February 2014 revenues and expenditures have been noted by the Executive Leadership Group and relevant officers who can provide further clarification and advise around actual to budget variances. During the second quarter budget review Council has considered any necessary budget movements over the remaining months of the 2013-14 financial year.

### **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 February 2014 in the lead up to the close at 31 March of the third quarter of the 2013-14 financial year.

### **People**

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

### **Environmental**

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

### **Social**

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

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

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

**8. Inclusive and ethical governance**

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

- 8.7 Ensure Council resource allocation is sustainable and delivers on Council and community priorities; and
- 8.8 Provide clear information to citizens about how rates, fees and charges are set and how Council intends to finance the delivery of the Community Plan and Corporate Plan.

**CONSULTATION**

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

**OPTIONS**

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

**OFFICER'S RECOMMENDATION**

**Council resolve to note the End of Month Financial Reports for February 2014 and explanations as presented in the attached Monthly Financial Performance Report.**



**Redland**  
CITY COUNCIL

**February**  
**2014**

*Monthly Financial  
Performance Report*

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# 1. HIGHLIGHTS AND RATIOS

## KEY FINANCIAL INFORMATION

Financial Stability Ratios	Target	Revised Budget 2013/14	Feb-14
Level of Dependence on General Rate Revenue (%)	Target less than 37.5%	33.40%	36.50%
Ability to Pay Our Bills - Current Ratio	Target between 1.1 and 4.1	3.64	3.36
Ability to Repay Our Debt - Debt Servicing Ratio (%)	Target less than or equal to 10%	3.53%	3.45%
Cash Balance \$M		\$75.311M	\$96.808M
Cash Balances - Cash Capacity in Months	Target 3 to 4 months	5.03	6.39
Longer Term Financial Stability - Debt to Asset Ratio (%)	Target less than or equal to 10%	3.29%	2.86%
Operating Performance (%)	Target greater than or equal to 20%	18.10%	23.44%
Financial Sustainability Ratios	Target	Revised Budget 2013/14	Feb-14
Operating Surplus Ratio (%)	Target between 0% and 10% (on average over the long-term)	0.13%	2.48%
Net Financial Liabilities (%)	Target less than 60% (on average over the long-term)	17.05%	10.28%
Interest Cover Ratio (%)	Target between 0% and 5%	-0.14%	0.06%
Asset Sustainability Ratio (%)	Target greater then 90% (on average over the long-term)	89.10%	44.80%
Asset Consumption Ratio (%)	Target between 40% and 80%	66.10%	65.54%

## KEY FINANCIAL INFORMATION

Operating Income and Expenditure	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000
Operating Revenue	224,328	153,800	153,546
Operating Expenses	173,434	111,706	114,456
EBITD	50,894	42,094	39,090
Operating Surplus/(Deficit)	300	8,364	3,805

Capex YTD	\$000
Actuals YTD	31,077
Original Budget YTD	36,309
Revised Budget YTD	35,093
YTD Movements	
Actuals V Original Budget	-5,232 -14.41%
Actuals V Revised Budget	-4,016 -11.44%

## KEY NON-FINANCIAL INFORMATION

Total Council Full Time Equivalents	Jul- 2013	Aug -2013	Sep -2013	Oct- 2013	Nov- 2013	Dec -2013	Jan-2014	Feb -2014
Elected Members	11	11	11	11	11	11	11	11
Administration and indoor staff (LG Officers' Award)	691	685	680	675	676	691	687	682
Outdoor staff (State Awards)	187	187	187	193	195	201	205	203
Total	889	883	878	879	882	903	903	896

Workforce reporting - February 2014: Headcount - Agency	Employee Type							Grand Total
	Casual	Contract of Service	Perm Full	Perm Part	Temp Full	Temp Part		
Office of CEO	5	5	77	11	14	2	114	
Organisational Services	7	6	105	7	9	2	136	
Community and Customer Service	36	5	243	49	19	4	356	
Infrastructure and Operations	10	6	319	8	25	1	369	
Total	58	22	744	75	67	9	975	

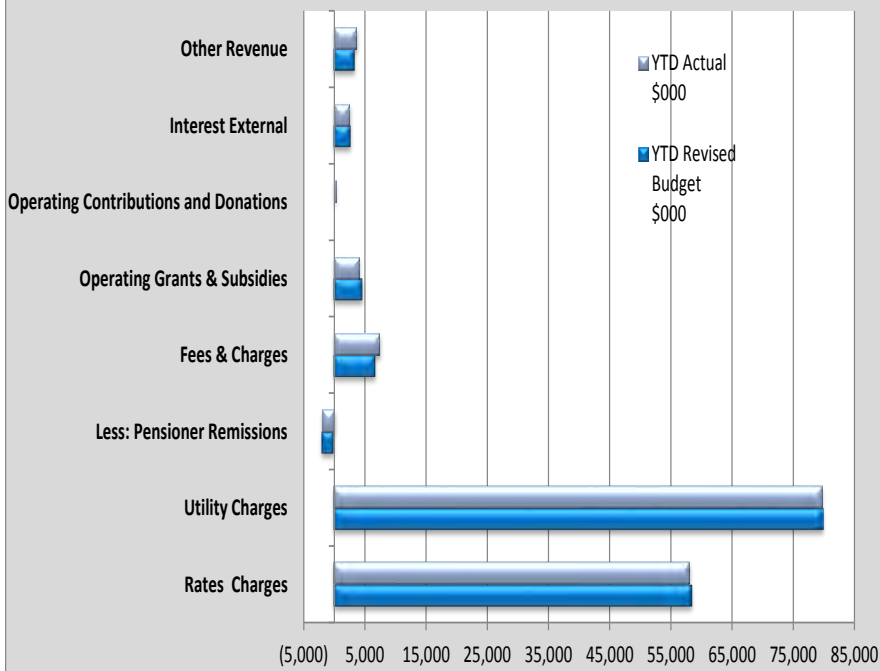
Note: table 1 calculates the Full Time Equivalent Employees which includes all full time employees at a value of 1 and all other employees, at a value less than 1. Table 2 is purely a headcount by department and does not include a workload weighting as in table 1 above.

## 2. SUMMARY OPERATING STATEMENT

### SUMMARY OPERATING STATEMENT For the period ending 28 February 2014

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating Revenue	221,718	224,328	153,800	153,546	(254)
Operating Expenses	170,809	173,434	111,706	114,456	2,750
Earnings Before Interest, Tax and Depreciation (EBITD)	50,909	50,894	42,094	39,090	(3,004)
Interest Expense	3,798	3,798	2,532	2,581	49
Depreciation	46,794	46,796	31,198	32,704	1,506
Operating Surplus/(Deficit)	317	300	8,364	3,805	(4,559)

#### YTD Operating Income



#### Earnings Before Interest, Tax and Depreciation (EBITD)

Council's year to date EBITD is \$39.09M with a \$3M (7.14%) variance to revised budget. This is as a result of operating revenue lower than budget by \$254K and operating expenses exceeding budget by \$2.75M. Some of these variances are due to timing differences which will be addressed if required during the second quarter budget review.

#### Operating Revenue

There were no significant variances to budget at the end of February 2014. A number of grants and subsidies were received during the month of February 2014 which were budgeted for in prior months.

### Utility Charges Breakup For the period ending 28 February 2014

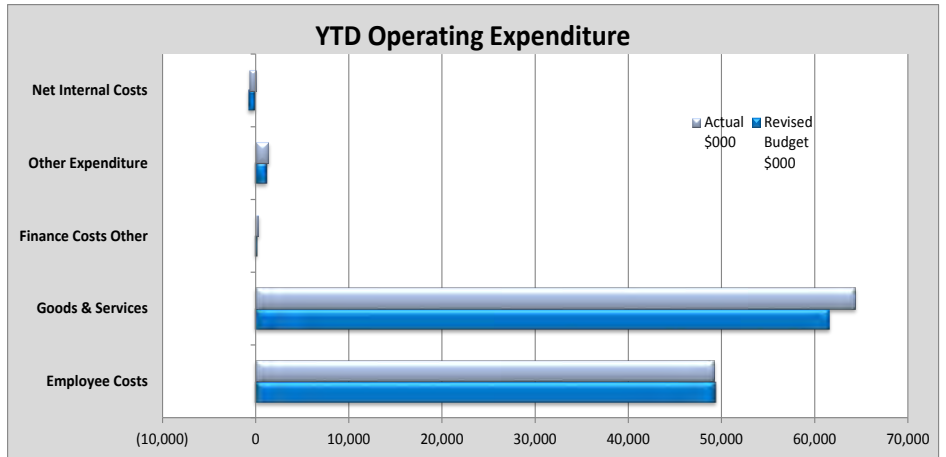
	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Utility Charges</b>					
Refuse Charges	18,453	18,453	12,292	12,027	(266)
Special Charges	3,166	3,166	2,333	2,417	84
Environment Levy	4,273	4,273	3,205	3,221	16
Landfill Remediation Charge	3,839	3,839	2,559	2,642	83
Wastewater Charges	37,466	37,466	24,978	24,838	(140)
Water Access Charges	17,474	17,509	11,684	11,295	(390)
Water Consumption Charges	34,517	33,936	22,753	23,265	512
<b>Total Utility Charges Revenue</b>	<b>119,189</b>	<b>118,642</b>	<b>79,804</b>	<b>79,704</b>	<b>(100)</b>



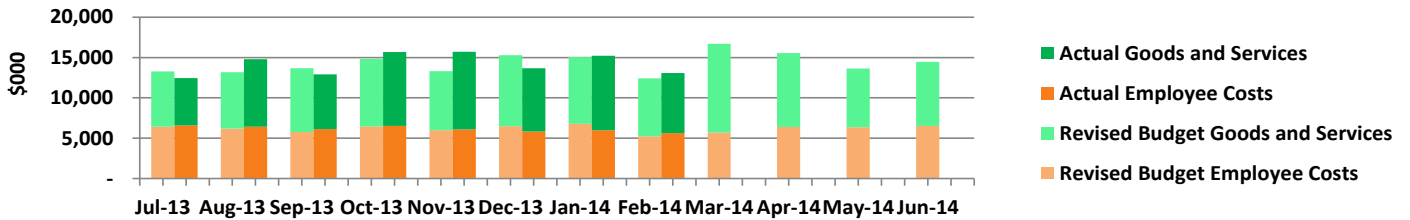
### Operating Expenditure

Operating expenditure exceeded budget by \$2.75M. This 2.46% variance mainly consists of goods and services which exceeded budget by \$2.74M.

Total future commitments (where budget is approved) at the end of February was \$3.29M.



### Monthly Operating Expenditure Analysis



### REDLAND WATER SUMMARY OPERATING STATEMENT For the Period Ending 28 February 2014

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Total Revenue</b>	91,235	90,956	60,671	60,928	257
<b>Total Expenses</b>	42,425	42,081	28,317	31,639	3,322
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	48,810	48,875	32,354	29,289	(3,065)
Interest Expense External	0	0	0	0	0
Interest Internal	21,681	21,681	14,454	14,454	0
Depreciation	16,895	16,895	11,263	10,981	(282)
<b>Operating Surplus/(Deficit)</b>	10,234	10,299	6,637	3,854	(2,783)

### REDWASTE OPERATING STATEMENT For the Period Ending 28 February 2014

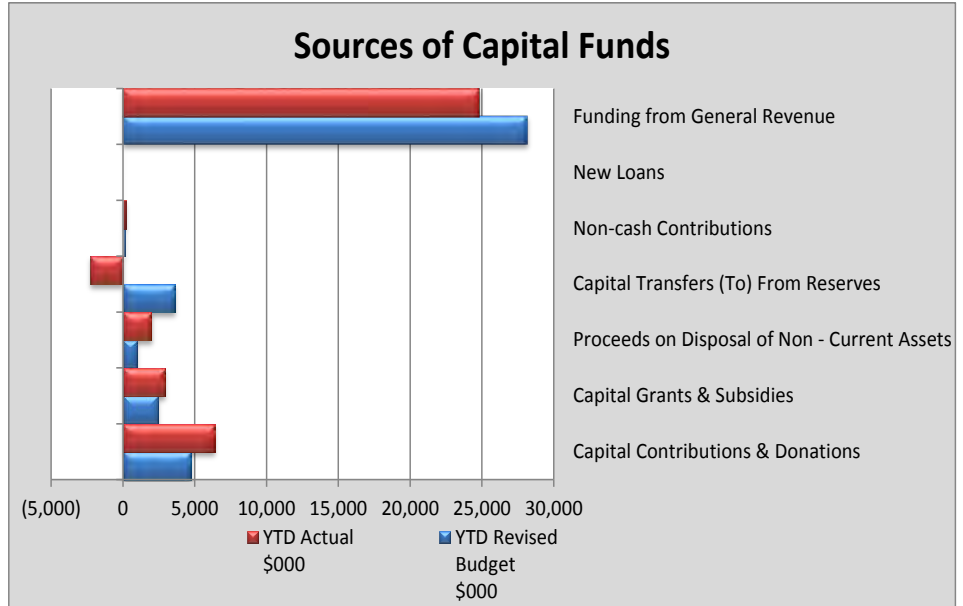
	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Total Revenue</b>	21,707	19,765	13,175	12,980	(195)
<b>Total Expenses</b>	16,719	16,628	11,045	10,706	(339)
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	4,988	3,137	2,130	2,273	144
Interest Expense External	29	29	20	31	12
Interest Internal	342	342	228	228	0
Depreciation	530	530	353	355	2
<b>Operating Surplus/(Deficit)</b>	4,087	2,236	1,529	1,659	131

### 3. SUMMARY CAPITAL EXPENDITURE AND FUNDING

#### Sources of Capital Funding

Year to date transfers to reserves show a significant variance mainly due to the transfer of the additional developer cash contributions received, as well as capital grants & subsidies received, to reserves in order to ring-fence those funds.

During the month of December 2013, Council refunded \$1M of contributions received in 2007.

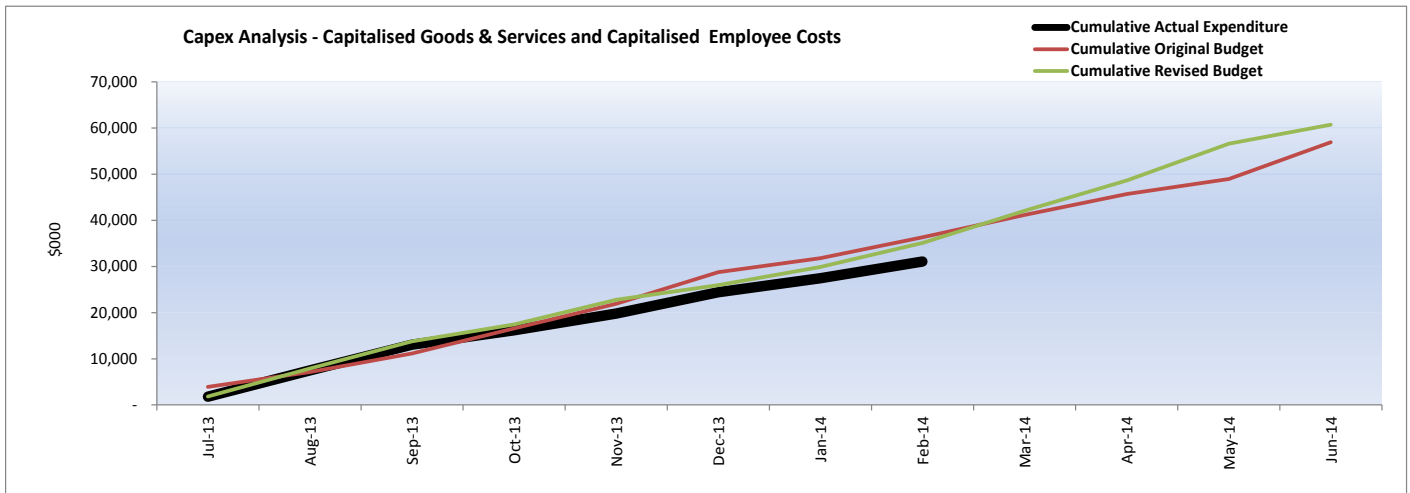
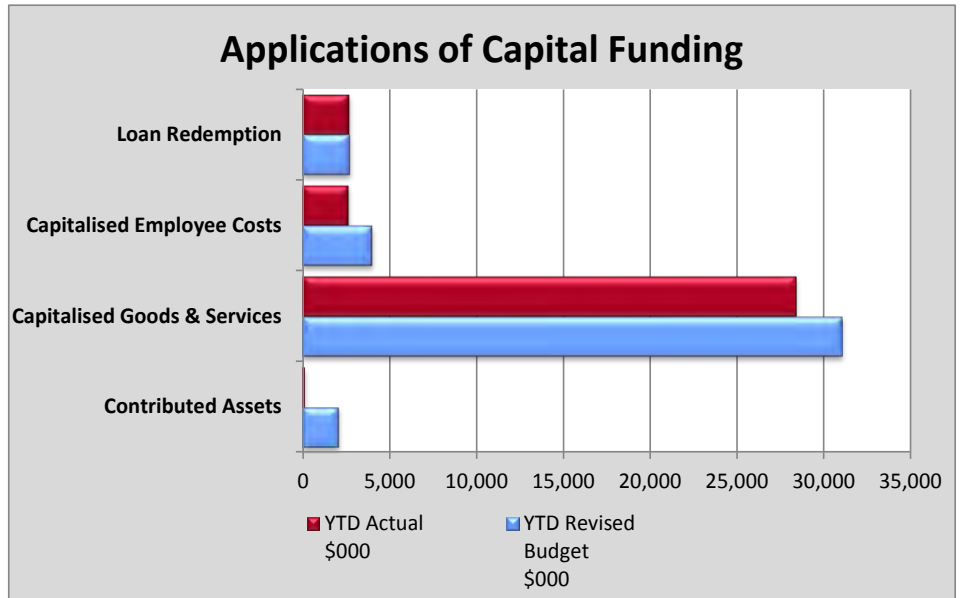


#### Applications of Capital Funds

Total capital expenditure is underspent by \$5.99M mainly due to the timing of capital acquisitions and delays experience in the capital programs.

The budget for Contributed Assets is based purely on estimates and the actual outcome is outside of Council's control. This variance will continue to be monitored on a monthly basis.

Total commitments at the end of February (where budget is approved) was \$3.14M.

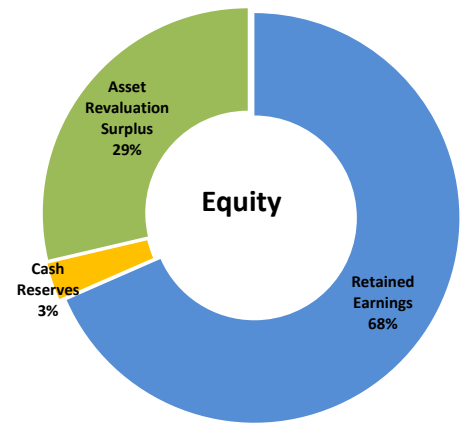


## 4. SUMMARY STATEMENT OF FINANCIAL POSITION

### SUMMARY STATEMENT OF FINANCIAL POSITION

As at 28 February 2014

	Annual	Annual	YTD
	Original Budget \$000	Revised Budget \$000	Actual Balance \$000
Total Current Assets	97,027	98,933	123,132
Total Non-Current Assets	1,820,687	2,012,784	1,988,960
<b>TOTAL ASSETS</b>	<b>1,917,714</b>	<b>2,111,717</b>	<b>2,112,092</b>
Total Current Liabilities	38,608	27,180	36,669
Total Non-Current Liabilities	104,623	110,012	102,244
<b>TOTAL LIABILITIES</b>	<b>143,231</b>	<b>137,191</b>	<b>138,913</b>
<b>NET ASSETS</b>	<b>1,774,483</b>	<b>1,974,526</b>	<b>1,973,179</b>
<b>COMMUNITY EQUITY</b>			
Retained Earnings	1,728,791	1,929,235	1,915,762
Cash Reserves	45,692	45,291	57,417
<b>TOTAL COMMUNITY EQUITY</b>	<b>1,774,483</b>	<b>1,974,526</b>	<b>1,973,179</b>

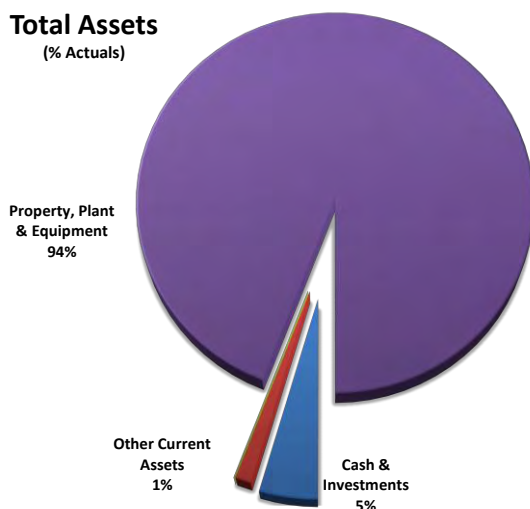


EQUITY	YTD Actual Balance \$000
Retained Earnings	1,350,275
Cash Reserves	57,417
Asset Revaluation Surplus	565,487
<b>TOTAL EQUITY</b>	<b>1,973,179</b>

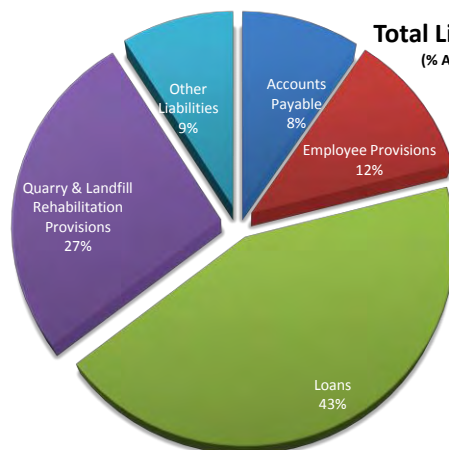
TOTAL ASSETS	YTD Actual Balance \$000
Cash & Investments	96,808
Other Current Assets	26,324
Financial Assets	73
Property, Plant & Equipment	1,988,887
<b>TOTAL ASSETS</b>	<b>2,112,092</b>

TOTAL LIABILITIES	YTD Actual Balance \$000
Accounts Payable	13,124
Employee Provisions	16,064
Loans	60,390
Quarry & Landfill Rehabilitation Provisions	36,896
Other Liabilities	12,439
<b>TOTAL LIABILITIES</b>	<b>138,913</b>

**Total Assets**  
(% Actuals)



**Total Liabilities**  
(% Actuals)



## 5. SUMMARY STATEMENT OF CASH FLOWS

### SUMMARY CASH FLOW STATEMENT For the period ending 28 February 2014

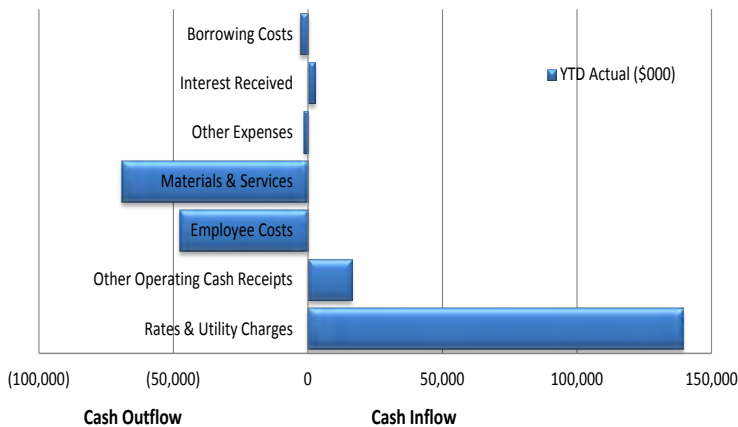
	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Actual \$000
Receipts from Customers	212,516	215,217	155,775
Payments to Suppliers & Employees	(173,303)	(175,927)	(118,255)
Interest Received	4,104	4,104	2,489
Borrowing Costs	(3,798)	(3,798)	(2,908)
<b>Net Cash Inflow from Operating Activities</b>	<b>39,519</b>	<b>39,596</b>	<b>37,101</b>
<b>Net Cash Outflow from Investing Activities</b>	<b>(46,336)</b>	<b>(53,343)</b>	<b>(19,827)</b>
<b>Net Cash Outflow from Financing Activities</b>	<b>6,463</b>	<b>6,463</b>	<b>(3,061)</b>
<b>Net Increase / (Decrease) in Cash Held</b>	<b>(353)</b>	<b>(7,284)</b>	<b>14,213</b>
Cash at Beginning of Year	80,492	82,595	82,595
<b>Cash at End of Financial Year / Period</b>	<b>80,139</b>	<b>75,311</b>	<b>96,808</b>

Cash on hand at the end of February 2014 was \$96.81M. It represents cash capacity of 6.39 months.

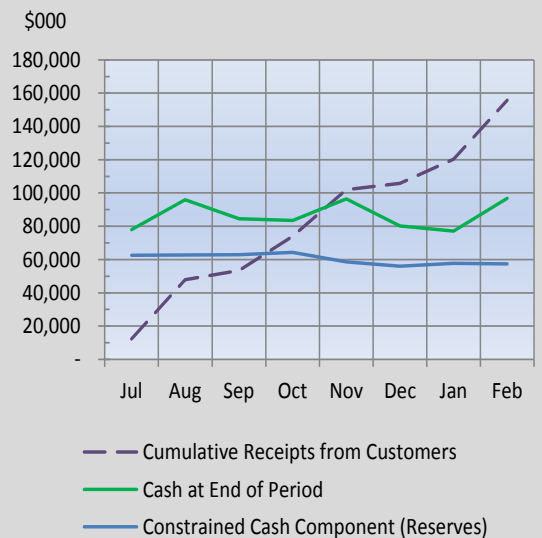
\$57.42M of the cash balance represents cash reserves.

The graph below shows the trending of year to date Receipts from Customers versus Cash Balance at Period End versus Reserve Balances. The sharp increases in receipts coincide with rate runs in July, October, January and April and rates due dates in August, November, February and May.

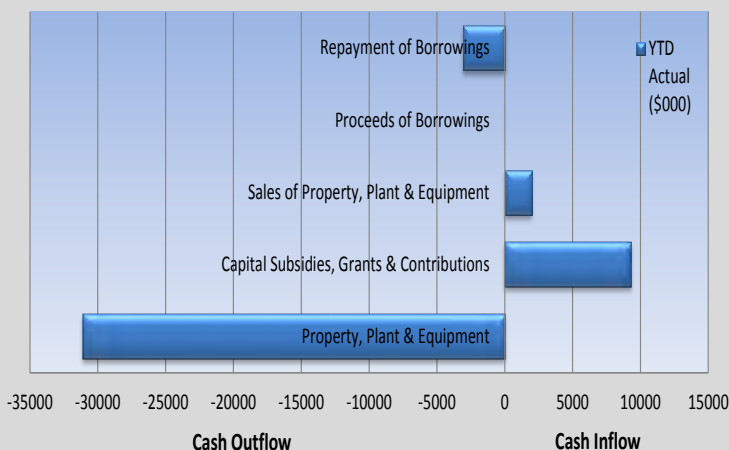
#### Cash Flow from Operating Activities



#### Monthly Cash Movements



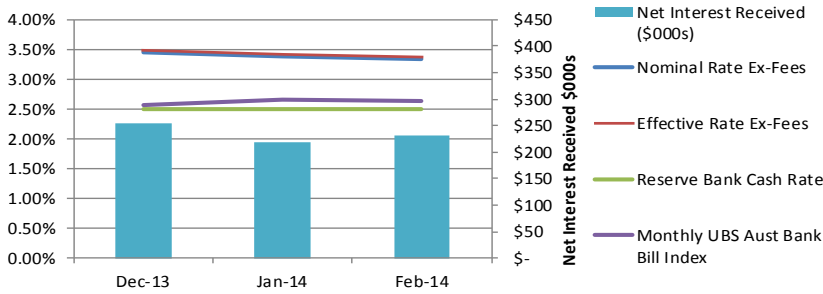
#### Cash Flow from Investing & Financing Activities



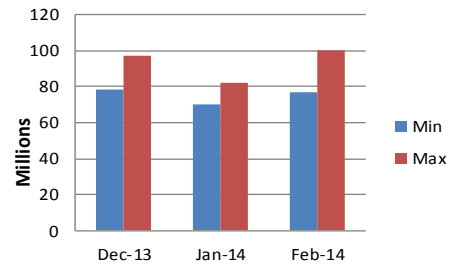
## 6. INVESTMENTS AND BORROWINGS REPORT

Period Ending 28 February 2014

### INVESTMENT RETURNS



### Daily Investment Balances



Total Investment at End of Month was \$96.40M

#### 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.

Council's budgeted interest revenue is being analysed during the 2013/2014 second quarterly budget review.

**QTC Cash Fund YTD Return 3.56%      Benchmark UBS Aust Bank Bill Index 2.68%      Reserve Bank Cash Rate at EOM 2.50%**

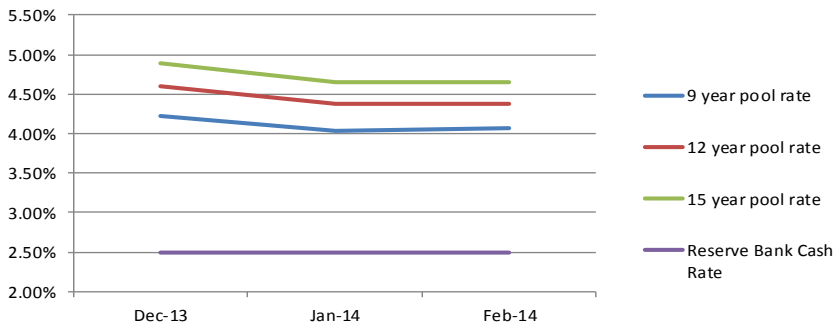
\*\*\*\*This is the 44th consecutive month that the QTC Fund has outperformed the benchmark (Jul 10 - Feb 14)\*\*\*\*

#### Future Strategy

The Tax and Treasury Team has recommended that Council diversify its investments outside of QTC to maximise returns. Currently, the short term term-deposit rates offered by the larger financial institutions exceed the QTC rate by approximately 20 - 50 basis points - which converts to an extra \$20k - \$50k pa for each \$10M invested. In the meantime the Taxation and Treasury Team ensures Council maximises its interest on a *daily* basis by depositing surplus funds at QTC for a higher rate than is achieved from the bank transaction account.

Council will review its Investment of Surplus Funds Policy in the coming months as part of the 2014-15 budget development process

### BORROWING COSTS



#### Current Position

Debt is split into 9, 12, and 15 year pools with repayment made *quarterly* in advance. The rates shown are for any new borrowings. The movements in borrowing rates relate to the yield on QTC bonds which are its principal source of funding.

A book rate review was conducted on 1 July 2013 which did not warrant a change at that time. A review has been undertaken again in January following which Tax and Treasury has made recommendations to management to update the Debt Service Payments.

Total Borrowings at End of Month was \$60.39M



#### Future Strategy

Preliminary analysis was conducted in December 2013 by Tax and Treasury and QTC as to whether debt repayment, offsetting the loans or investment of surplus funds (or a blend) would have the best net gain without exposing Council to significant risk as interest rates decrease. Tax and Treasury has reviewed the implications of this analysis and determined that Council is not able to reduce its debt without realising a loss. However, Tax and Treasury is working towards moving Council towards making its debt repayments annually in advance in order to secure savings. This will only be possible once the Debt Policy

Council will review its Debt Policy in the coming months as part of the 2014-15 budget development process



## 7. CASH RESERVES

Reserves as at 28 February 2014	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
<b>Special Projects Reserve:</b>				
Cemetery Reserve	399	0	-354	45
State Emergency Service Reserve *	20	0	-20	0
Weinam Creek Reserve	2,335	388	-13	2,710
Road Maintenance Reserve *	155	0	-155	0
Redland Work Cover Reserve	5,147	349	-467	5,029
Contribution Raby Bay Land Sales *	278	0	-278	0
Red Art Gallery Commissions & Donations Res	14	0	0	14
Interest Free Loans Reserve *	487	0	-487	0
Halls Reserve *	2	0	-2	0
Raby Bay Maintenance Reserve ***	336	5	-12	329
Aquatic Paradise Maintenance Reserve ***	936	15	0	952
Sovereign Waters Maintenance Reserve ***	118	2	0	120
	<b>10,228</b>	<b>759</b>	<b>-1,787</b>	<b>9,200</b>
<b>Special Capital Projects Reserve:</b>				
SMBI Capital Reserve	3,317	0	-178	3,139
	<b>3,317</b>	<b>0</b>	<b>-178</b>	<b>3,139</b>
<b>Cleansing Reserve:</b>				
RedWaste Reserve	2,497	577	-102	2,973
	<b>2,497</b>	<b>577</b>	<b>-102</b>	<b>2,973</b>
<b>Constrained Works Capital Reserve:</b>				
Tree Planting Reserve	50	29	0	79
Parks Reserve	254	1,375	-355	1,274
SP1 Wellington Pt Rd Infra Reserve	463	0	0	463
Redland Bay Sth Rd Infra Reserve	443	0	0	443
East Thornlands Road Infra Reserve	674	0	0	674
Contributions to Car Parking Reserve	340	0	0	340
Contributions to Street Lighting Reserve *	13	0	-13	0
Quarry Reserve *	358	0	-358	0
Contrib to R/Wks Infrastructure Reserve **	2,030	-2,030	0	0
Community Facility Infrastructure Reserve	148	108	0	256
Retail Water Renewal & Purchase Reserve	4,385	1,159	-653	4,892
Sewerage Renewal & Purchase Reserve	5,641	1,289	-1,302	5,628
Constrained Works Res-Cap Grants & Contribs	3,743	0	-659	3,084
Transport Trunk Infrastructure Reserve	1,316	3,727	-786	4,257
Cycling Trunk Infrastructure Reserve	407	330	-441	296
Stormwater Infrastructure Reserve	1,072	377	0	1,449
	<b>21,336</b>	<b>6,366</b>	<b>-4,568</b>	<b>23,135</b>
<b>Separate Charge Reserve - Environment:</b>				
Environment Charge Acquisition Reserve	7,036	0	-50	6,986
Environment Charge Maintenance Reserve	1,254	3,222	-2,412	2,063
Landfill Remediation Charge Reserve *	5,738	0	-5,738	0
	<b>14,027</b>	<b>3,222</b>	<b>-8,200</b>	<b>9,049</b>
<b>Special Charge Reserve - Other:</b>				
Bay Island Rural Fire Levy Reserve	0	41	-33	8
SMBI Translink Reserve	0	693	-460	233
	<b>0</b>	<b>733</b>	<b>-493</b>	<b>240</b>
<b>Special Charge Reserve - Canals:</b>				
Raby Bay Canal Reserve	0	0	0	0
Aquatic paradise Canal Reserve	559	454	-4	1,009
Sovereign Waters Lake Reserve	386	41	-33	394
Raby Bay Tidal Works Non CTS Reserve ***	2,882	1,511	-380	4,013
Raby Bay Tidal Works CTS Reserve ***	246	129	-31	344
Raby Bay Marina Reserve ***	210	95	-26	279
Aquatic Paradise Marina Reserve ***	64	26	0	90
	<b>4,347</b>	<b>2,256</b>	<b>-473</b>	<b>6,129</b>
<b>Constrained Works Recurrent Reserve:</b>				
Constrained Works Res-Opr Grants & Contribs	4,005	0	-452	3,552
	<b>4,005</b>	<b>0</b>	<b>-452</b>	<b>3,552</b>
<b>TOTALS</b>	<b>59,757</b>	<b>13,913</b>	<b>-16,253</b>	<b>57,417</b>

\* These reserves have been closed during the 2013-14 financial year.

\*\* This reserve has been closed during 2013-14 and funds transferred into the Transport Trunk Infrastructure Reserve.

\*\*\* These reserves will be amalgamated into the 3 existing canal & lake reserves during the 2013-14 financial year.

## 8. OVERDUE RATES DEBTORS

### Comparison February 2013 to February 2014

In comparison to February 2013 our rates debt is remarkably similar with just \$55k variance between the 2 points of measure. In terms of percentage, rates debt is 0.1% better this month than 12 months earlier.

The Southern Moreton Bay Islands is the only geographical area that shows a decline in the amount and percentage of rates debt in comparison to February 2013. All other areas show an improved position.

Twelve percent more rates revenue was received in the month of February in comparison to 12 months earlier. With respect to the payment channels, Bpay continues to be the strongest and most popular choice of payment channel for our ratepayers. There has been a significant drop in the number of transactions paid through Australia Post and IVR. Internet payments and Direct Debit appear to be the growth channels.

Mth/Yr	Australia Post		Bpay		IVR		Direct Debit		Receipt		Internet	
	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount	Count of Transactions	Sum of Amount
Feb-13	5,318	-\$2,715,540	28,969	-\$15,332,022	6,813	-\$4,518,649	1,131	-\$310,531	4,956	-\$4,505,361	3,299	-\$2,273,065
Feb-14	4,548	-\$2,641,869	29,361	-\$17,093,468	6,027	-\$4,549,405	3,259	-\$1,030,162	4,829	-\$5,120,970	3,578	-\$2,802,067
Variance	-14%	-3%	1%	11%	-12%	1%	188%	232%	-3%	14%	8%	23%

### Overall Trend January 2014 to February 2014

The January rate notice fell due for payment 10 February. The majority of variance is in the < 90 days category with rates debt >180 days growing by 0.3% and 90 -180 days growing by 0.4%. The majority of this growth is on the mainland. Based on past trends for the mainland it is anticipated this position will significantly improve in the month of March.

### Comparison February 2013 to February 2014

Total							Mainland						
Days Overdue	Feb-13	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase	Days Overdue	Feb-13	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase
<90	\$4,803,314	3.1%	\$4,919,826	3.1%	\$116,512	0.0%	<90	\$3,736,056	2.4%	\$3,770,230	2.4%	\$34,174	0.0%
90 - 180 days	\$1,722,815	1.1%	\$1,528,207	1.0%	-\$194,607	-0.1%	90 - 180 days	\$1,198,197	0.8%	\$1,035,167	0.6%	-\$163,030	-0.1%
>180 days	\$2,182,656	1.4%	\$2,307,162	1.4%	\$124,506	0.0%	>180 days	\$1,070,653	0.7%	\$1,055,138	0.7%	-\$15,516	0.0%
<b>Total</b>	<b>\$8,708,785</b>	<b>5.6%</b>	<b>\$8,755,195</b>	<b>5.5%</b>	<b>\$46,410</b>	<b>-0.1%</b>	<b>Total</b>	<b>\$6,004,907</b>	<b>3.83%</b>	<b>\$5,860,535</b>	<b>3.66%</b>	<b>-\$144,371</b>	<b>-0.17%</b>

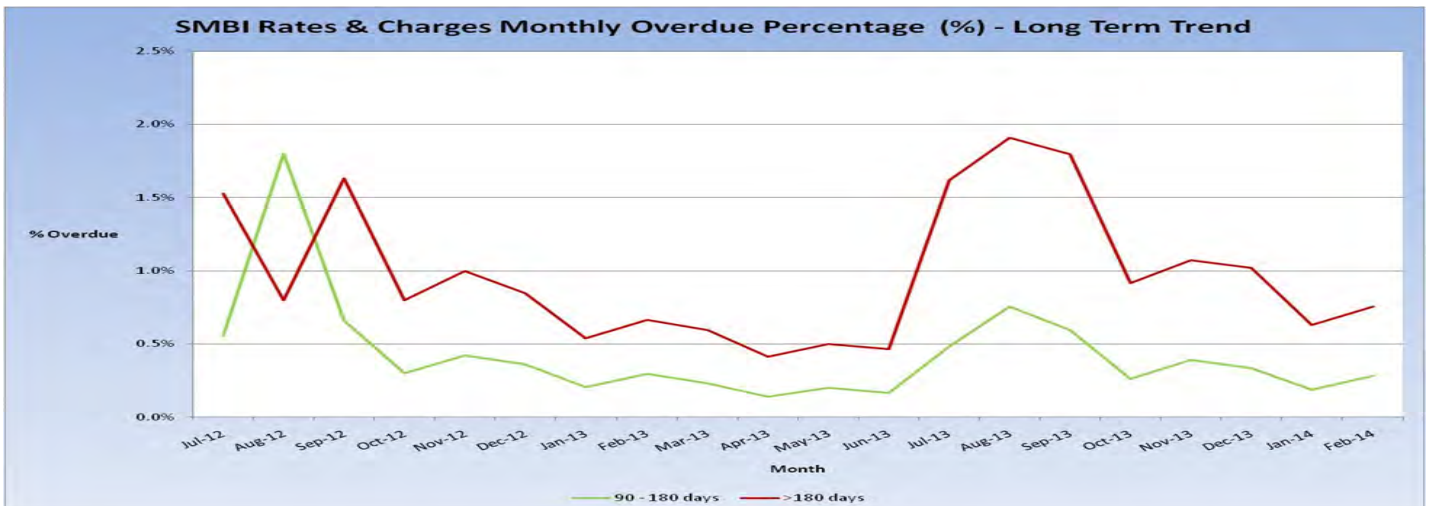
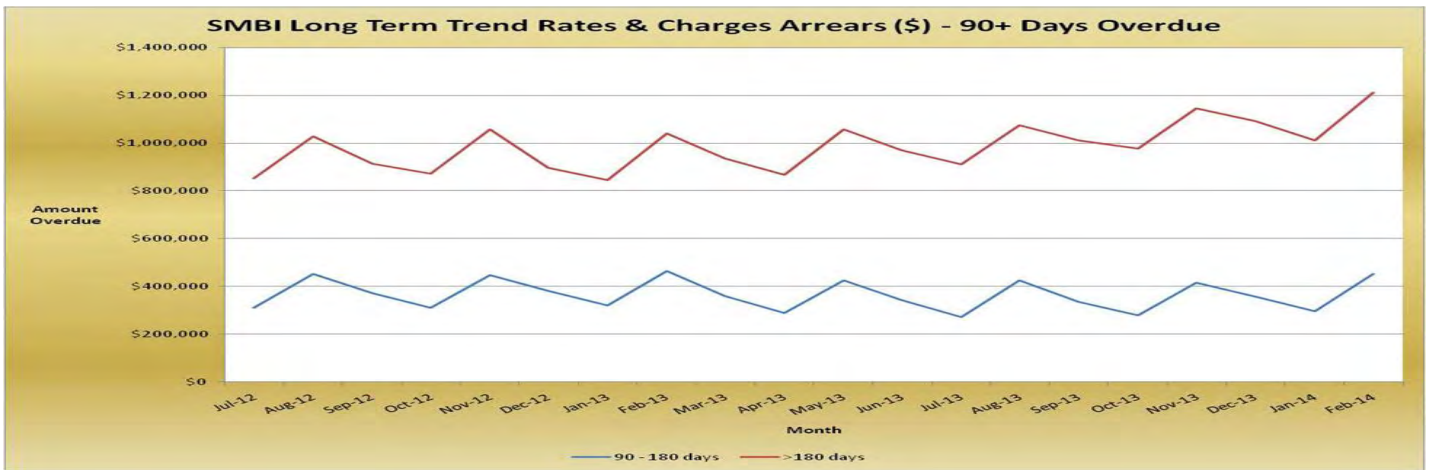
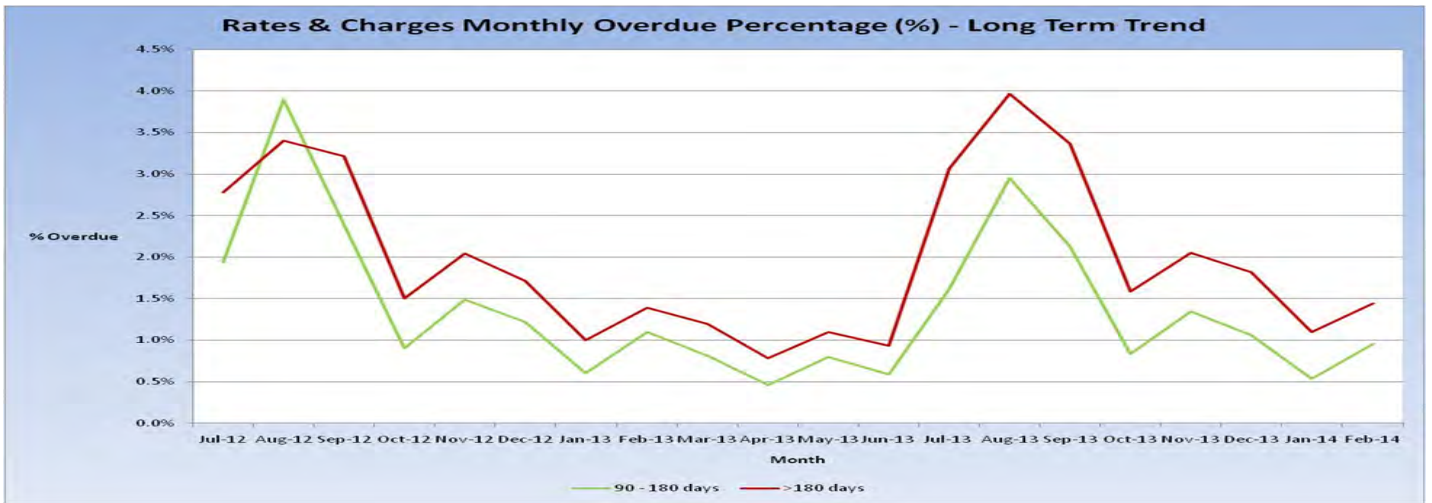
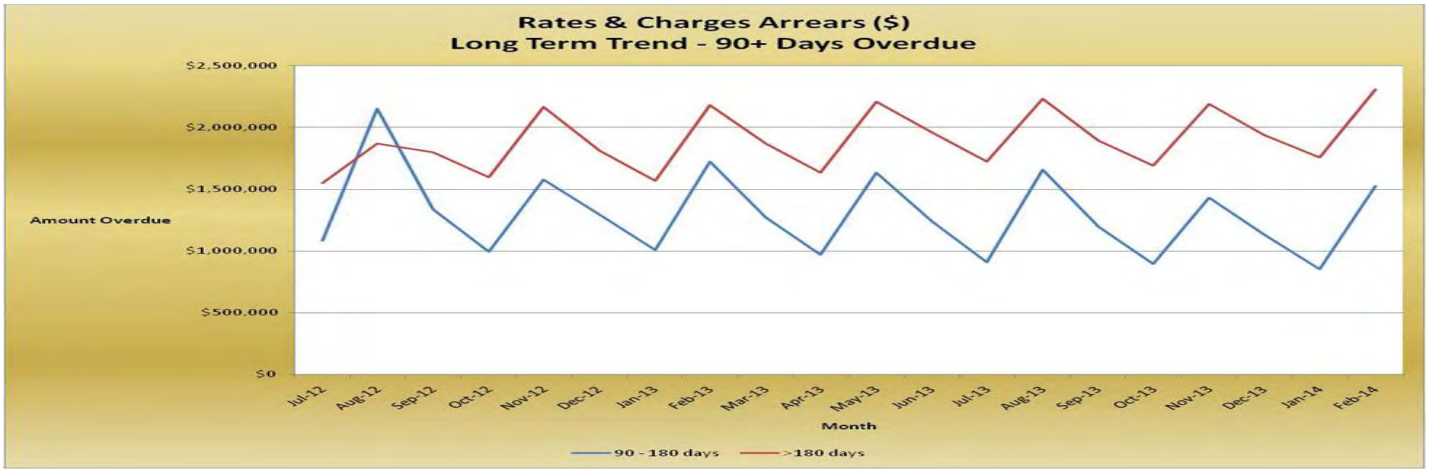
Nth Stradbroke Is / Coochiemudlo Is / Garden Is							SMBI						
Days Overdue	Feb-13	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase	Days Overdue	Feb-13	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase
<90	\$155,291	0.1%	\$148,904	0.1%	-\$6,388	0.0%	<90	\$911,967	0.6%	\$1,000,692	0.6%	\$88,725	0.0%
90 - 180 days	\$60,608	0.0%	\$42,055	0.0%	-\$18,553	0.0%	90 - 180 days	\$464,009	0.3%	\$450,985	0.3%	-\$13,025	0.0%
>180 days	\$71,830	0.0%	\$41,551	0.0%	-\$30,280	0.0%	>180 days	\$1,040,172	0.7%	\$1,210,473	0.8%	\$170,301	0.1%
<b>Total</b>	<b>\$287,729</b>	<b>0.2%</b>	<b>\$232,509</b>	<b>0.1%</b>	<b>-\$55,220</b>	<b>0.0%</b>	<b>Total</b>	<b>\$2,416,149</b>	<b>1.5%</b>	<b>\$2,662,150</b>	<b>1.7%</b>	<b>\$246,001</b>	<b>0.1%</b>

### Trend - January 2014 to February 2014

Total							Mainland						
Days Overdue	Jan-14	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase	Days Overdue	Jan-14	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase
<90	\$2,018,610	1.3%	\$4,919,826	3.1%	\$2,901,216	1.8%	<90	\$1,415,925	0.9%	\$3,770,230	2.4%	\$2,354,306	1.5%
90 - 180 days	\$854,396	0.5%	\$1,528,207	1.0%	\$673,811	0.4%	90 - 180 days	\$539,819	0.3%	\$1,035,167	0.6%	\$495,348	0.3%
>180 days	\$1,755,106	1.1%	\$2,307,162	1.4%	\$552,056	0.3%	>180 days	\$713,742	0.4%	\$1,055,138	0.7%	\$341,396	0.2%
<b>Total</b>	<b>\$4,628,112</b>	<b>2.9%</b>	<b>\$8,755,195</b>	<b>5.5%</b>	<b>\$4,127,083</b>	<b>2.6%</b>	<b>Total</b>	<b>\$2,669,486</b>	<b>1.67%</b>	<b>\$5,860,535</b>	<b>3.66%</b>	<b>\$3,191,050</b>	<b>1.99%</b>

Nth Stradbroke Is / Coochiemudlo Is / Garden Is							SMBI						
Days Overdue	Jan-14	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase	Days Overdue	Jan-14	% Overdue	Feb-14	% Overdue	\$ Variance	% Increase
<90	\$52,626	0.0%	\$148,904	0.1%	\$96,278	0.1%	<90	\$550,060	0.3%	\$1,000,692	0.6%	\$450,632	0.3%
90 - 180 days	\$18,159	0.0%	\$42,055	0.0%	\$23,896	0.0%	90 - 180 days	\$296,418	0.2%	\$450,985	0.3%	\$154,566	0.1%
>180 days	\$31,385	0.0%	\$41,551	0.0%	\$10,166	0.0%	>180 days	\$1,009,979	0.6%	\$1,210,473	0.8%	\$200,494	0.1%
<b>Total</b>	<b>\$102,169</b>	<b>0.1%</b>	<b>\$232,509</b>	<b>0.1%</b>	<b>\$130,340</b>	<b>0.1%</b>	<b>Total</b>	<b>\$1,856,457</b>	<b>1.2%</b>	<b>\$2,662,150</b>	<b>1.7%</b>	<b>\$805,693</b>	<b>0.5%</b>





## 9. STATEMENT OF COMPREHENSIVE INCOME

### STATEMENT OF COMPREHENSIVE INCOME

For the period ending 28 February 2014

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Recurrent Revenue</b>					
Rates Charges	77,623	77,623	58,385	58,037	(348)
Levies & Charges	119,189	118,642	79,804	79,704	(100)
<i>Less: Pensioner Remissions</i>	(2,670)	(2,670)	(1,986)	(1,994)	(8)
Fees & Charges	9,775	9,890	6,772	7,356	584
Operating Grants & Subsidies	10,016	10,515	4,664	4,081	(583)
Operating Contributions and Donations	0	1,139	0	250	250
Interest External	4,104	4,104	2,736	2,489	(247)
Other Revenue	3,681	5,085	3,425	3,623	198
<b>Total Recurrent Revenue</b>	<b>221,718</b>	<b>224,328</b>	<b>153,800</b>	<b>153,546</b>	<b>(254)</b>
<b>Capital revenue</b>					
Grants, Subsidies and Contributions	9,157	9,406	7,127	9,280	2,153
Non-cash Contributions	3,154	3,154	103	160	57
Increase/(Decrease) in Investment Property	0	0	0	0	0
<b>Total Capital Revenue</b>	<b>12,311</b>	<b>12,560</b>	<b>7,230</b>	<b>9,440</b>	<b>2,210</b>
<b>TOTAL REVENUE</b>	<b>234,029</b>	<b>236,887</b>	<b>161,030</b>	<b>162,986</b>	<b>1,956</b>
<b>Recurrent Expenses</b>					
Employee Costs	74,422	74,509	49,385	49,197	(188)
Goods & Services	96,076	98,611	62,111	64,964	2,853
Finance Costs	4,109	4,111	2,741	2,876	135
Depreciation and Amortisation	46,794	46,796	31,198	32,704	1,506
<b>Total Recurrent Expenses</b>	<b>221,401</b>	<b>224,028</b>	<b>145,435</b>	<b>149,741</b>	<b>4,306</b>
<b>Capital Expenses</b>					
(Gain)/Loss on Disposal of Non-current Assets	(1,120)	(1,120)	(902)	1,093	1,995
<b>Total Capital Expenses</b>	<b>(1,120)</b>	<b>(1,120)</b>	<b>(902)</b>	<b>1,093</b>	<b>1,995</b>
<b>TOTAL EXPENSES</b>	<b>220,281</b>	<b>222,908</b>	<b>144,533</b>	<b>150,834</b>	<b>6,301</b>
<b>NET RESULT</b>	<b>13,748</b>	<b>13,980</b>	<b>16,497</b>	<b>12,152</b>	<b>(4,345)</b>
<b>Other Comprehensive Income/(Loss)</b>					
Increase/(decrease) in asset revaluation surplus	0	0	0	81	81
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>13,748</b>	<b>13,980</b>	<b>16,497</b>	<b>12,233</b>	<b>(4,264)</b>

## 10. OPERATING STATEMENT

### OPERATING STATEMENT

For the period ending 28 February 2014

	Annual	Annual	YTD	YTD	YTD
	Original	Revised	Revised	Actual	Variance
	Budget	Budget	Budget	\$000	\$000
	\$000	\$000	\$000		
<b>Revenue</b>					
Rates Charges	77,623	77,623	58,385	58,037	(348)
Utility Charges	119,189	118,642	79,804	79,704	(100)
<i>Less: Pensioner Remissions</i>	(2,670)	(2,670)	(1,986)	(1,994)	(8)
Fees & Charges	9,775	9,890	6,772	7,356	584
Operating Grants & Subsidies	10,016	10,515	4,664	4,081	(583)
Operating Contributions and Donations	0	1,139	0	250	250
Interest External	4,104	4,104	2,736	2,489	(247)
Other Revenue	3,681	5,085	3,425	3,623	198
<b>Total Revenue</b>	<b>221,718</b>	<b>224,328</b>	<b>153,800</b>	<b>153,546</b>	<b>(254)</b>
<b>Expenses</b>					
Employee Costs	74,422	74,509	49,385	49,197	(188)
Goods & Services	96,879	98,349	61,571	64,312	2,741
Finance Costs Other	311	313	209	295	86
Other Expenditure	293	1,358	1,266	1,328	62
Net Internal Costs	(1,096)	(1,096)	(725)	(676)	49
<b>Total Expenses</b>	<b>170,809</b>	<b>173,434</b>	<b>111,706</b>	<b>114,456</b>	<b>2,750</b>
<b>Earnings Before Interest, Tax and Depreciation (EBITD)</b>	<b>50,909</b>	<b>50,894</b>	<b>42,094</b>	<b>39,090</b>	<b>(3,004)</b>
Interest Expense	3,798	3,798	2,532	2,581	49
Depreciation	46,794	46,796	31,198	32,704	1,506
<b>Operating Surplus/(Deficit)</b>	<b>317</b>	<b>300</b>	<b>8,364</b>	<b>3,805</b>	<b>(4,559)</b>
Transfers to Constrained Operating Reserves	(13,639)	(10,321)	(6,455)	(7,547)	(1,092)
Transfer from Constrained Operating Reserves	11,128	18,486	12,781	12,148	(633)

## 11. CAPITAL FUNDING STATEMENT

### CAPITAL FUNDING STATEMENT For the period ending 28 February 2014

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Sources of Capital Funding</b>					
Capital Contributions & Donations	4,896	4,916	4,701	6,387	1,686
Capital Grants & Subsidies	4,261	4,490	2,427	2,892	465
Proceeds on Disposal of Non - Current Assets	1,424	1,424	949	1,970	1,021
Capital Transfers (To) From Reserves	3,975	6,301	3,611	(2,261)	(5,872)
Non-cash Contributions	3,154	3,154	103	160	57
New Loans	10,581	10,581	0	0	0
Funding from General Revenue	35,897	40,579	28,151	24,802	(3,349)
<b>Total Sources of Capital Funding</b>	<b>64,188</b>	<b>71,445</b>	<b>39,942</b>	<b>33,950</b>	<b>(5,992)</b>
<b>Applications of Capital Funds</b>					
Contributed Assets	3,154	3,154	2,103	160	(1,943)
Capitalised Goods & Services	48,623	58,495	31,062	28,410	(2,651)
Capitalised Employee Costs	8,294	5,678	4,032	2,667	(1,365)
Loan Redemption	4,118	4,118	2,745	2,713	(33)
<b>Total Applications of Capital Funds</b>	<b>64,188</b>	<b>71,445</b>	<b>39,942</b>	<b>33,950</b>	<b>(5,992)</b>
<b>Other Budgeted Items</b>					
WDV of Assets Disposed	(304)	(304)	(47)	(3,063)	(3,016)
Tax and Dividends	0	0	0	0	0
Internal Capital Structure Financing	0	0	0	0	0

## 12. STATEMENT OF FINANCIAL POSITION

### STATEMENT OF FINANCIAL POSITION

As at 28 February 2014

	Annual	Annual	YTD
	Original Budget \$000	Revised Budget \$000	Actual Balance \$000
<b>CURRENT ASSETS</b>			
Cash & Investments	80,139	75,311	96,808
Accounts Receivable	14,832	20,932	22,926
Inventories	991	943	914
Prepaid Expenses	1,035	1,280	2,411
Assets - Held for Sale	29	467	73
<b>Total Current Assets</b>	<b>97,027</b>	<b>98,933</b>	<b>123,132</b>
<b>NON-CURRENT ASSETS</b>			
Property, Plant and Equipment	1,820,678	2,012,711	1,988,887
Accounts Receivable	9	0	0
Financial Assets	0	73	73
<b>Total Non-Current Assets</b>	<b>1,820,687</b>	<b>2,012,784</b>	<b>1,988,960</b>
<b>TOTAL ASSETS</b>	<b>1,917,714</b>	<b>2,111,717</b>	<b>2,112,092</b>
<b>CURRENT LIABILITIES</b>			
Accounts Payable	24,209	13,518	12,431
Current Employee Provisions	6,510	6,410	5,434
Current Loans	5,979	4,124	4,124
Current Landfill Rehabilitation Provisions	435	1,773	2,241
Other Liabilities	1,474	1,356	12,439
<b>Total Current Liabilities</b>	<b>38,608</b>	<b>27,180</b>	<b>36,669</b>
<b>NON-CURRENT LIABILITIES</b>			
Non-Current Loans	65,284	65,442	56,266
Non-Current Employee Provisions	9,754	10,722	10,630
Non-Current Landfill Rehabilitation Provisions	28,558	33,155	34,655
Non-Current Trade & Other Payables	1,027	693	693
<b>Total Non-Current Liabilities</b>	<b>104,623</b>	<b>110,012</b>	<b>102,244</b>
<b>TOTAL LIABILITIES</b>	<b>143,231</b>	<b>137,191</b>	<b>138,913</b>
<b>NET ASSETS</b>	<b>1,774,483</b>	<b>1,974,526</b>	<b>1,973,179</b>
<b>COMMUNITY EQUITY</b>			
Retained Earnings	1,728,791	1,929,235	1,915,762
Cash Reserves	45,692	45,291	57,417
<b>TOTAL COMMUNITY EQUITY</b>	<b>1,774,483</b>	<b>1,974,526</b>	<b>1,973,179</b>

### 13. STATEMENT OF CASH FLOWS

#### STATEMENT OF CASH FLOWS For the period ending 28 February 2014

	Annual	Annual	YTD
	Original Budget \$000	Revised Budget \$000	Actual \$000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Rates Charges & Utility Charges	194,141	193,595	139,556
Other Operating Cash Flow	18,374	21,622	16,219
<b>Receipts from Customers</b>	<b>212,516</b>	<b>215,217</b>	<b>155,775</b>
Employee costs	(72,412)	(72,499)	(47,671)
Materials & services	(100,287)	(101,757)	(68,961)
Other expenses	(604)	(1,671)	(1,623)
<b>Payments to Suppliers &amp; Employees</b>	<b>(173,303)</b>	<b>(175,927)</b>	<b>(118,255)</b>
Interest Received	4,104	4,104	2,489
Borrowing Costs	(3,798)	(3,798)	(2,908)
<b>Net Cash Inflow from Operating Activities</b>	<b>39,519</b>	<b>39,596</b>	<b>37,101</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments - Property, Plant & Equipment	(56,916)	(64,173)	(31,077)
Proceeds - Capital Subsidies, Grants & Contributions	9,157	9,406	9,280
Proceeds - Sales of Property, Plant & Equipment	1,424	1,424	1,970
<b>Net Cash Outflow from Investing Activities</b>	<b>(46,336)</b>	<b>(53,343)</b>	<b>(19,827)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Proceeds of Borrowings	10,581	10,581	0
Repayment of borrowings	(4,118)	(4,118)	(3,061)
<b>Net Cash Outflow from Financing Activities</b>	<b>6,463</b>	<b>6,463</b>	<b>(3,061)</b>
<b>Net Increase / (Decrease) in Cash Held</b>	<b>(353)</b>	<b>(7,284)</b>	<b>14,213</b>
Cash at Beginning of Year	80,492	82,595	82,595
<b>Cash at End of Financial Year / Period</b>	<b>80,139</b>	<b>75,311</b>	<b>96,808</b>

## 14. GLOSSARY

### Definition of Ratios

<b>Level of Dependence on General Rate Revenue:</b> Target less than 37.5%	General Rates - Pensioner Remissions Total Operating Revenue - Gain on Sale of Developed Land
<b>Current Ratio:</b> Target between 1.1 and 4.1	Current Assets Current Liabilities
<b>Debt Servicing Ratio:</b> Target less than or equal to 10%	Interest Expense + Loan Redemption 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> Target 3 to 4 Months	Cash Held at Period End [[Cash Operating Costs + Interest Expense] / Period in Year]
<b>Debt to Asset Ratio:</b> Target less than or equal to 10%	Current and Non-current loans Total Assets
<b>Operating Performance:</b> Target greater than or equal to 20%	Net Cash from Operations + Interest Revenue and Expense Cash Operating Revenue + Interest Revenue
<b>Operating Surplus Ratio*:</b> Target between 0% and 10% (on average over the long-term)	Net Operating Surplus Total Operating Revenue
<b>Net Financial Liabilities*:</b> Target less than 60% (on average over the long-term)	Total Liabilities - Current Assets Total Operating Revenue
<b>Interest Cover Ratio:</b> Target between 0% and 5%	Net Interest Expense on Debt Service Total Operating Revenue
<b>Asset Sustainability Ratio*:</b> Target greater than 90% (on average over the long-term)	Capital Expenditure on Replacement of Assets (Renewals) Depreciation Expenditure
<b>Asset Consumption Ratio:</b> Target between 40% and 80%	WDV of Infrastructure Assets Gross Current Replacement Cost of Infrastructure Assets

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

**11.2.2 SECOND QUARTER BUDGET REVIEW****Dataworks Filename:** FM Second Quarter Budget Review**Attachment:** [Q2 Budget Review](#)**Authorising Officer:****Bill Lyon**  
**Chief Executive Officer****Responsible Officer:****Gavin Holdway**  
**Chief Financial Officer****Author:****Katharine McCarthy**  
**Budget and Systems Accountant**

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**PURPOSE**

This report outlines the budgeted financial position as at 31 December 2013 following the first half of 2013/14 service delivery. It also presents the revised budgeted position of Council including requested budget amendments for 2013/14.

Attached to this report are the following details:

- Revised 2013/14 Budgeted Statement of Cash Flows,
- Revised 2013/14 Budgeted Statement of Financial Position (Balance Sheet),
- Revised 2013/14 Operating Statements, Capital Funding and Other Items,
- Revised 2013/14 Statement of Comprehensive Income, and
- Revised Key Performance Indicators (KPIs) for 2013/14.

It is proposed that Council resolve to adopt the revised budget for 2013/14 at Redland City Council (RCC) consolidated level. In addition to this and in accordance with the *Local Government Regulation 2012*, it is proposed that Council resolve to adopt the Redland Water and RedWaste financial statements that are presented in the attached documentation. The relevant pages are outlined within the Officer's Recommendation in this report.

**BACKGROUND**

This report presents a review of the 2013/14 revised budget as at 31 December 2013. As part of Council's financial management framework, comprehensive quarterly budget reviews are undertaken across all groups within each department.

The second quarter budget review usually builds on the previous first review of the budget and amends previous forecasts. It also includes new submissions based on previously unknown circumstances or information pertaining to the original budget submissions.

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Council previously revised the 2013/14 budget on 20 November 2013 to include budget adjustments following the first quarter service delivery.

## **ISSUES**

The proposed variations to the 2013/14 budget are outlined in the financial statements included in the attachment.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

This proposed budget review is in alignment with the *Local Government Act 2009* and the *Local Government Regulation 2012*.

### **Risk Management**

The submissions contained in the attached report have been reviewed by the Executive Leadership Group and relevant officers and have been compared to

### **Financial**

This recommendation requires a change to the current year's adopted budget and the accompanying attachments outline the major movements surrounding this review as well as the projected financial statements forecast to 30th June 2014.

With the exception of the movement as discussed below in relation to the operating surplus ratio, there are no significant movements through the financial key performance indicators as shown in the attached reports. This proposed budget review indicates that Council will move from a slight surplus to a deficit position of approximately \$2.1m for the financial year ending 2013/14. Whilst this operating position is indicating a forecast movement to a slight deficit (-0.92%), Council is still committed to delivering towards a balanced year end result or slight surplus position as originally forecast. The quarter three budget review is to be prepared during April 2014 and this will allow Council again the opportunity to reforecast the 2013/14 end of year position.

Of note, Council's forecast operating position has been significantly influenced by two major items this year that were not known of at the time of the 2013/14 budget being prepared. These two items namely developer contribution refunds amounting to \$1.3m along with additional depreciation of \$1.7m, are primarily influencing the forecast position moving from a surplus to slight deficit position as mentioned above.

Importantly, if these two items hadn't materialised Council would still be forecasting a slight surplus for the financial year end 2013/14.

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

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

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

- 9.5 Ensure robust long term financial planning is in place to protect the financial sustainability of Council



- 9.7 Develop our procurement practices to increase value for money within an effective governance framework

### **CONSULTATION**

Group managers in consultation with the Executive Leadership Group (ELG) undertook the development of this budget review. Councillors reviewed the budget amendments in a workshop held with ELG on 25 February 2014.

### **OPTIONS**

1. Adopt the Revised Budget for 2013/14 at Redland City Council consolidated level which refers to the following (refer attachment):
  - a. RCC Statement of Comprehensive Income – page 2;
  - b. RCC Budgeted Statement of Cash flows – page 3;
  - c. RCC Statement of Financial Position (Balance Sheet) – page 4;
  - d. RCC Operating and Capital Funding Statement – page 5; and
  - e. To meet the requirements of the *Local Government Regulation 2012*, adopt the Redland Water and RedWaste Operating and Capital Funding Statements (pages 10 and 11).
2. Not adopt the revised budget for 2013/14 as presented in the Officer's Recommendation.

### **OFFICER'S RECOMMENDATION**

**That Council resolve to adopt the Revised Budget for 2013/14 at Redland City Council consolidated level which refers to the following (refer attachment):**

- 1. RCC Statement of Comprehensive Income – page 2;**
- 2. RCC Budgeted Statement of Cash flows – page 3;**
- 3. RCC Statement of Financial Position (Balance Sheet) – page 4;**
- 4. RCC Operating and Capital Funding Statement – page 5; and**
- 5. To meet the requirements of the *Local Government Regulation 2012*, adopt the Redland Water and RedWaste Operating and Capital Funding Statements (pages 10 and 11).**



**Redland**  
CITY COUNCIL

## Second Quarter Budget Review 2013/14

<b>Financial Stability and Sustainability Ratios</b>	<b>Original Budget 2013/14</b>	<b>Revised Budget 2013/14</b>	<b>Proposed Second Quarter Budget Review 2013/14</b>
<b>Level of dependence on General Rate Revenue</b> Threshold set < 37.5%	<b>33.8%</b>	<b>33.4%</b>	<b>32.9%</b>
<b>Ability to pay our bills - Current Ratio</b> Target between 1.1 and 4.1	<b>2.51</b>	<b>3.64</b>	<b>3.63</b>
<b>Ability to repay our debt - Debt Servicing Ratio (%)</b> Target less than or equal to 10%	<b>3.57%</b>	<b>3.53%</b>	<b>3.50%</b>
<b>Cash Balance \$M</b> Target greater than or equal to \$40m	<b>80.139</b>	<b>75.311</b>	<b>75.019</b>
<b>Cash Balances - cash capacity in months</b> Target 3 to 4 months	<b>5.43</b>	<b>5.03</b>	<b>4.90</b>
<b>Longer term financial stability - debt to asset ratio (%)</b> Target less than or equal to 10%	<b>3.72%</b>	<b>3.29%</b>	<b>3.29%</b>
<b>Operating Performance</b> Target greater than or equal to 20%	<b>18.2%</b>	<b>18.1%</b>	<b>17.5%</b>
<b>Operating Surplus Ratio</b> Target between 0% and 10%	<b>0.14%</b>	<b>0.13%</b>	<b>-0.92%</b>
<b>Net Financial Liabilities</b> Target less than 60%	<b>20.84%</b>	<b>17.05%</b>	<b>16.93%</b>
<b>Interest Coverage Ratio</b> Target between 0% and 5%	<b>-0.14%</b>	<b>-0.14%</b>	<b>-0.08%</b>
<b>Asset Sustainability Ratio</b> Target greater than 90%	<b>64.97%</b>	<b>89.1%</b>	<b>87.7%</b>
<b>Asset Consumption Ratio</b> Target between 40% and 80%	<b>66.00%</b>	<b>66.1%</b>	<b>65.7%</b>

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>Recurrent revenue</b>				
Rates	77,623	77,623	0	77,623
Levies and charges	119,189	118,642	2,950	121,592
<i>Less: Pensioner Remissions</i>	(2,670)	(2,670)	0	(2,670)
Fees and charges	9,775	9,890	286	10,176
Operating grants and subsidies	10,016	10,515	7	10,522
Operating contributions and donations	0	1,139	0	1,139
Interest received	4,104	4,104	(80)	4,024
Other income	3,681	5,085	141	5,227
<b>Total recurrent revenue</b>	<b>221,718</b>	<b>224,328</b>	<b>3,305</b>	<b>227,633</b>
<b>Capital revenue</b>				
Grants, subsidies and contributions	9,157	9,406	1,728	11,134
Non-cash contributions	3,154	3,154	0	3,154
Increase/(decrease) in investment property	0	0	0	0
<b>Total capital revenue</b>	<b>12,311</b>	<b>12,560</b>	<b>1,728</b>	<b>14,288</b>
<b>TOTAL REVENUE</b>	<b>234,029</b>	<b>236,887</b>	<b>5,033</b>	<b>241,920</b>
<b>Recurrent expenses</b>				
Employee benefits	74,422	74,509	1	74,510
Goods and services	96,076	98,611	3,950	102,561
Finance costs	4,109	4,111	45	4,156
Depreciation and amortisation	46,794	46,796	1,701	48,498
<b>Total recurrent expenses</b>	<b>221,401</b>	<b>224,028</b>	<b>5,697</b>	<b>229,725</b>
<b>Capital expenses</b>				
(Gain)/Loss on disposal of non-current assets	(1,120)	(1,120)	0	(1,120)
<b>Total capital expenses</b>	<b>(1,120)</b>	<b>(1,120)</b>	<b>0</b>	<b>(1,120)</b>
<b>TOTAL EXPENSES</b>	<b>220,281</b>	<b>222,908</b>	<b>5,697</b>	<b>228,605</b>
<b>NET RESULT</b>	<b>13,748</b>	<b>13,980</b>	<b>(664)</b>	<b>13,315</b>
<b>Other Comprehensive Income/(Loss)</b>				
Increase/(decrease) in asset revaluation surplus	0	0	0	0
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>13,748</b>	<b>13,980</b>	<b>(664)</b>	<b>13,315</b>



# Redland City Council

## Statement of Cash Flows

Forecast for the year ending 30 June 2014

	Original Budgeted Cash Flow 2013/14 (\$000s)	Revised Budget Adj. Cash Opening Bal from 2012/13 (\$000s)	Proposed Movement Q2 Budget Review (\$000s)	Proposed Budget 2013/14 (\$000s)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Rates Charges (net)	74,953	74,953	-	74,953
Utility Charges	119,189	118,642	2,950	121,592
Fees & Charges	10,177	10,292	286	10,578
Grants & Subsidies	4,516	5,106	7	5,114
Contributions	-	1,139	-	1,139
Sale of Developed Land	-	-	-	-
Other Revenue	3,681	5,085	141	5,227
<b>Receipts from customers</b>	<b>212,516</b>	<b>215,217</b>	<b>3,385</b>	<b>218,602</b>
Employee Costs	(72,412)	(72,499)	(1)	(72,500)
Materials & Services	(100,287)	(101,757)	(3,659)	(105,416)
Other Expenses	(604)	(1,672)	(286)	(1,957)
<b>Payments to Suppliers and Employees</b>	<b>(173,303)</b>	<b>(175,927)</b>	<b>(3,946)</b>	<b>(179,873)</b>
Interest Received	4,104	4,104	(80)	4,024
Borrowing Costs	(3,798)	(3,798)	(50)	(3,848)
<b>Net Cash Inflow from Operating Activities</b>	<b>39,519</b>	<b>39,596</b>	<b>(691)</b>	<b>38,905</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments - Property, Plant & Equipment	(56,916)	(64,173)	(1,329)	(65,502)
Proceeds - Capital Subsidies & Grants and Contributions	9,157	9,406	1,728	11,134
Proceeds - Sales of Property, Plant & Equipment	1,424	1,424	-	1,424
<b>Net Cash Inflow from Investing Activities</b>	<b>(46,336)</b>	<b>(53,343)</b>	<b>399</b>	<b>(52,944)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Proceeds of Borrowings	10,581	10,581	-	10,581
Repayment of Borrowings	(4,118)	(4,118)	-	(4,118)
<b>Net Cash Inflow from Financing Activities</b>	<b>6,463</b>	<b>6,463</b>	<b>-</b>	<b>6,463</b>
<b>Net Increase / (Decrease) in Cash Held</b>	<b>(353)</b>	<b>(7,284)</b>	<b>(292)</b>	<b>(7,575)</b>
Cash at Beginning of Year	80,492	82,595		82,595
<b>Cash at End of Financial Year</b>	<b>80,139</b>	<b>75,311</b>	<b>(292)</b>	<b>75,019</b>



# Redland City Council

## Statement of Financial Position Forecast as at 30 June 2014

	Actual Opening Balance 2013/14 (\$000s)	Budgeted Movement 2013/14 (\$000s)	Q2 Budget Review Proposed Movements (\$000s)	Proposed Revised Budget 2013/14 (\$000s)
<b>CURRENT ASSETS</b>				
Cash & Investments	82,595	(7,284)	(292)	75,019
Accounts Receivable	20,932	-	-	20,932
Inventories	943	-	-	943
Land Held for Resale	-	-	-	-
Prepaid Expenses	1,235	45	-	1,280
Assets - Held for Sale	467	-	-	467
<b>Total Current Assets</b>	<b>106,172</b>	<b>(7,239)</b>	<b>(292)</b>	<b>98,642</b>
<b>NON CURRENT ASSETS</b>				
Accounts Receivable	-	-	-	-
Financial Assets	73	-	-	73
Property, Plant and Equipment *	1,992,884	20,226	(373)	2,012,738
<b>Total Non Current Assets</b>	<b>1,992,957</b>	<b>20,226</b>	<b>(373)</b>	<b>2,012,811</b>
<b>TOTAL ASSETS</b>	<b>2,099,129</b>	<b>12,987</b>	<b>(664)</b>	<b>2,111,452</b>
<b>CURRENT LIABILITIES</b>				
Accounts Payable	11,608	1,910	-	13,518
Current Employee Provisions	6,410	-	-	6,410
Current Loans	4,124	-	-	4,124
Current Landfill Rehabilitation Provisions	5,837	(4,065)	-	1,773
Other Liabilities	6,362	(5,007)	-	1,356
<b>Total Current Liabilities</b>	<b>34,341</b>	<b>(7,161)</b>	<b>-</b>	<b>27,180</b>
<b>NON CURRENT LIABILITIES</b>				
Non Current Loans	58,978	6,463	-	65,442
Non Current Employee Provisions	9,516	1,206	-	10,722
Non Current Landfill Rehabilitation Provisions	34,655	(1,500)	-	33,155
Other Liabilities	693	-	-	693
<b>Total Non Current Liabilities</b>	<b>103,842</b>	<b>6,169</b>	<b>-</b>	<b>110,012</b>
<b>TOTAL LIABILITIES</b>	<b>138,183</b>	<b>(992)</b>	<b>-</b>	<b>137,191</b>
<b>NET ASSETS</b>	<b>1,960,946</b>	<b>13,980</b>	<b>(664)</b>	<b>1,974,261</b>
<b>COMMUNITY EQUITY</b>				
Retained Earnings Account	1,901,189	28,446	(1,649)	1,927,985
Cash Reserves	59,757	(14,466)	985	46,276
<b>TOTAL COMMUNITY EQUITY</b>	<b>1,960,946</b>	<b>13,980</b>	<b>(664)</b>	<b>1,974,261</b>

\*Note: The movement between the 2012/13 closing balances and the 2013/14 opening balances is attributable to the net impact of realigning traffic signal ownership between RCC and the State Government.

**Operating Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	77,623	77,623	0	77,623
Other Rates & Utility Charges	119,189	118,642	2,950	121,592
<i>Less: Pensioner Remissions</i>	-2,670	-2,670	0	-2,670
Fees & Charges	9,775	9,890	286	10,176
Operating Grants & Subsidies	10,016	10,515	7	10,522
Operating Contributions & Donations	0	1,139	0	1,139
Interest External	4,104	4,104	-80	4,024
Other Revenue	3,681	5,085	141	5,227
<b>Total Revenue</b>	<b>221,718</b>	<b>224,328</b>	<b>3,305</b>	<b>227,633</b>
<b>EXPENSES</b>				
Employee Costs	74,422	74,509	1	74,510
Goods & Services	96,879	98,349	3,659	102,008
Finance Costs Other	311	313	-5	308
Other Expenditure	293	1,358	291	1,649
Net Internal Costs	-1,096	-1,096	0	-1,096
<b>Total Expenses</b>	<b>170,809</b>	<b>173,434</b>	<b>3,946</b>	<b>177,379</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>50,909</b>	<b>50,894</b>	<b>-641</b>	<b>50,253</b>
Interest expense	3,798	3,798	50	3,848
Depreciation	46,794	46,796	1,701	48,498
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>317</b>	<b>300</b>	<b>-2,392</b>	<b>-2,092</b>
Transfers to Constrained Operating Reserves	-13,639	-10,321	22	-10,300
Transfers from Constrained Operating Reserves	11,128	18,486	581	19,067

**Capital Funding Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	4,896	4,916	1,728	6,644
Capital Grants & Subsidies	4,261	4,490	0	4,490
Proceeds on Disposal of Non Current Assets	1,424	1,424	0	1,424
Capital Transfers (to) From Reserves	3,975	6,301	-1,587	4,714
Non Cash Contributions	3,154	3,154	0	3,154
New Loans	10,581	10,581	0	10,581
Funding from General Revenue	35,897	40,579	1,188	41,767
<b>Total Sources of Capital Funding</b>	<b>64,188</b>	<b>71,445</b>	<b>1,329</b>	<b>72,774</b>
<b>PROPOSED APPLICATION OF CAPITAL FUNDS</b>				
Contributed Assets	3,154	3,154	0	3,154
Capitalised Goods & Services	48,623	58,495	1,206	59,701
Capitalised Employee Costs	8,294	5,678	123	5,800
Loan Redemption	4,118	4,118	0	4,118
<b>Total Application of Capital Funds</b>	<b>64,188</b>	<b>71,445</b>	<b>1,329</b>	<b>72,774</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	-304	-304	0	-304
Tax and Dividends	0	0	0	0
Internal Capital Structure Financing	0	0	0	0

**Operating Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	77,623	77,623	0	77,623
Other Rates & Utility Charges	110	110	0	110
<i>Less: Pensioner Remissions</i>	-2,670	-2,670	0	-2,670
Fees & Charges	689	689	71	760
Operating Grants & Subsidies	2,897	2,678	0	2,678
Operating Contributions & Donations	0	1,039	0	1,039
Interest External	3,745	3,745	-500	3,245
Other Revenue	361	361	0	361
<b>Total Revenue</b>	<b>82,754</b>	<b>83,574</b>	<b>-429</b>	<b>83,145</b>
<b>EXPENSES</b>				
Employee Costs	9,780	10,348	67	10,415
Goods & Services	807	3,957	0	3,957
Finance Costs Other	306	306	-5	301
Other Expenditure	135	135	0	135
Net Internal Costs	-1,323	-1,506	336	-1,170
<b>Total Expenses</b>	<b>9,705</b>	<b>13,239</b>	<b>398</b>	<b>13,637</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>73,049</b>	<b>70,335</b>	<b>-827</b>	<b>69,508</b>
Interest expense	3,769	3,769	50	3,819
Depreciation	13	13	-6	7
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>69,267</b>	<b>66,553</b>	<b>-871</b>	<b>65,682</b>
Transfers to Constrained Operating Reserves	-842	-842	0	-842
Transfers from Constrained Operating Reserves	110	9,920	19	9,939

**Capital Funding Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	0	0	0	0
Capital Grants & Subsidies	0	0	0	0
Proceeds on Disposal of Non Current Assets	0	0	0	0
Capital Transfers (to) From Reserves	0	340	0	340
Non Cash Contributions	0	0	0	0
New Loans	7,526	7,526	0	7,526
Funding from General Revenue	-3,453	-3,691	-132	-3,823
<b>Total Sources of Capital Funding</b>	<b>4,073</b>	<b>4,175</b>	<b>-132</b>	<b>4,043</b>
<b>PROPOSED APPLICATIONS OF CAPITAL FUNDS</b>				
Contributed Assets	0	0	0	0
Capitalised Goods & Services	30	132	-132	0
Capitalised Employee Costs	0	0	0	0
Loan Redemption	4,043	4,043	0	4,043
<b>Total Application of Capital Funds</b>	<b>4,073</b>	<b>4,175</b>	<b>-132</b>	<b>4,043</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	0	0	0	0
Tax and Dividends	-11,326	-12,378	985	-11,393
Internal Capital Structure Financing	-22,255	-22,255	0	-22,255



## Organisational Services

### Operating Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	0	0	0	0
Other Rates & Utility Charges	0	0	0	0
<i>Less: Pensioner Remissions</i>	0	0	0	0
Fees & Charges	18	18	0	18
Operating Grants & Subsidies	16	70	0	70
Operating Contributions & Donations	0	100	0	100
Interest External	0	0	0	0
Other Revenue	47	75	3	78
<b>Total Revenue</b>	<b>81</b>	<b>262</b>	<b>3</b>	<b>265</b>
<b>EXPENSES</b>				
Employee Costs	12,553	12,374	-15	12,358
Goods & Services	7,180	7,707	141	7,848
Finance Costs Other	0	0	0	0
Other Expenditure	35	35	0	35
Net Internal Costs	-12,077	-12,007	17	-11,990
<b>Total Expenses</b>	<b>7,691</b>	<b>8,109</b>	<b>143</b>	<b>8,252</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>-7,611</b>	<b>-7,847</b>	<b>-140</b>	<b>-7,987</b>
Interest expense	0	0	0	0
Depreciation	2,966	2,969	562	3,531
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-10,577</b>	<b>-10,816</b>	<b>-702</b>	<b>-11,517</b>
Transfers to Constrained Operating Reserves	0	0	0	0
Transfers from Constrained Operating Reserves	700	738	0	738

## Organisational Services

### Capital Funding Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	0	0	0	0
Capital Grants & Subsidies	0	50	0	50
Proceeds on Disposal of Non Current Assets	1,424	1,424	0	1,424
Capital Transfers (to) From Reserves	0	0	0	0
Non Cash Contributions	0	0	0	0
New Loans	0	0	0	0
Funding from General Revenue	5,938	6,703	221	6,924
<b>Total Sources of Capital Funding</b>	<b>7,362</b>	<b>8,177</b>	<b>221</b>	<b>8,398</b>
<b>PROPOSED APPLICATIONS OF CAPITAL FUNDS</b>				
Contributed Assets	0	0	0	0
Capitalised Goods & Services	7,362	8,177	221	8,398
Capitalised Employee Costs	0	0	0	0
Loan Redemption	0	0	0	0
<b>Total Application of Capital Funds</b>	<b>7,362</b>	<b>8,177</b>	<b>221</b>	<b>8,398</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	0	0	0	0
Tax and Dividends	0	0	0	0
Internal Capital Structure Financing	0	0	0	0

## Customer & Community Services

### Operating Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	0	0	0	0
Other Rates & Utility Charges	0	0	0	0
<i>Less: Pensioner Remissions</i>	0	0	0	0
Fees & Charges	7,570	6,435	519	6,953
Operating Grants & Subsidies	1,457	1,457	12	1,469
Operating Contributions & Donations	0	0	0	0
Interest External	0	0	0	0
Other Revenue	726	736	-14	722
<b>Total Revenue</b>	<b>9,753</b>	<b>8,628</b>	<b>516</b>	<b>9,144</b>
<b>EXPENSES</b>				
Employee Costs	26,206	26,312	0	26,312
Goods and Services	7,251	6,449	111	6,560
Finance Costs Other	3	3	0	3
Other Expenditure	123	127	0	127
Net Internal Costs	5,067	5,247	-317	4,930
<b>Total Expenses</b>	<b>38,651</b>	<b>38,138</b>	<b>-206</b>	<b>37,932</b>
<b>Earnings before Interest, tax and depreciation (EBITD)</b>	<b>-28,897</b>	<b>-29,510</b>	<b>722</b>	<b>-28,788</b>
Interest expense	0	0	0	0
Depreciation	1,671	1,671	155	1,826
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-30,568</b>	<b>-31,180</b>	<b>567</b>	<b>-30,613</b>
Transfers to Constrained Operating Reserves	0	0	-2	-2
Transfers from Constrained Operating Reserves	149	421	25	445

## Customer & Community Services

### Capital Funding Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	35	55	0	55
Capital Grants & Subsidies	642	610	0	610
Proceeds on Disposal of Non Current Assets	0	0	0	0
Capital Transfers (to) From Reserves	-35	45	0	45
Non Cash Contributions	0	0	0	0
New Loans	0	0	0	0
Funding from General Revenue	1,243	1,285	44	1,330
<b>Total Sources of Capital Funding</b>	<b>1,885</b>	<b>1,995</b>	<b>44</b>	<b>2,040</b>
<b>PROPOSED APPLICATIONS OF CAPITAL FUNDS</b>				
Contributed Assets	0	0	0	0
Capitalised Goods & Services	1,885	1,995	44	2,040
Capitalised Employee Costs	0	0	0	0
Loan Redemption	0	0	0	0
<b>Total Application of Capital Funds</b>	<b>1,885</b>	<b>1,995</b>	<b>44</b>	<b>2,040</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	0	0	0	0
Tax and Dividends	0	0	0	0
Internal Capital Structure Financing	0	0	0	0



## Infrastructure & Operations (incl Redland Water & RedWaste)

### Operating Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	0	0	0	0
Other Rates & Utility Charges	119,079	118,532	2,950	121,482
<i>Less: Pensioner Remissions</i>	0	0	0	0
Fees & Charges	1,499	2,748	-303	2,445
Operating Grants & Subsidies	5,646	6,309	-4	6,305
Operating Contributions & Donations	0	0	0	0
Interest External	359	359	420	779
Other Revenue	2,547	3,914	152	4,067
<b>Total Revenue</b>	<b>129,130</b>	<b>131,863</b>	<b>3,215</b>	<b>135,079</b>
<b>EXPENSES</b>				
Employee Costs	25,882	25,475	-51	25,425
Goods and Services	81,640	80,237	3,406	83,643
Finance Costs Other	3	5	0	5
Other Expenditure	0	1,061	291	1,352
Net Internal Costs	7,237	7,170	-35	7,134
<b>Total Expenses</b>	<b>114,763</b>	<b>113,948</b>	<b>3,611</b>	<b>117,559</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>14,368</b>	<b>17,916</b>	<b>-396</b>	<b>17,520</b>
Interest expense	29	29	0	29
Depreciation	42,144	42,144	990	43,134
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-27,805</b>	<b>-24,257</b>	<b>-1,386</b>	<b>-25,643</b>
Transfers to Constrained Operating Reserves	-12,797	-9,480	24	-9,456
Transfers from Constrained Operating Reserves	10,169	7,408	537	7,945



## Infrastructure & Operations (incl Redland Water & RedWaste)

### Capital Funding Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	4,861	4,861	1,728	6,589
Capital Grants & Subsidies	3,618	3,830	0	3,830
Proceeds on Disposal of Non Current Assets	0	0	0	0
Capital Transfers (to) From Reserves	4,010	5,916	-1,587	4,329
Non Cash Contributions	3,154	3,154	0	3,154
New Loans	3,056	3,056	0	3,056
Funding from General Revenue	32,169	36,282	1,055	37,336
<b>Total Sources of Capital Funding</b>	<b>50,868</b>	<b>57,098</b>	<b>1,195</b>	<b>58,293</b>
<b>PROPOSED APPLICATION OF CAPITAL FUNDS</b>				
Contributed Assets	3,154	3,154	0	3,154
Capitalised Goods & Services	39,346	48,191	1,073	49,264
Capitalised Employee Costs	8,294	5,678	123	5,800
Loan Redemption	75	75	0	75
<b>Total Application of Capital Funds</b>	<b>50,868</b>	<b>57,098</b>	<b>1,195</b>	<b>58,293</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	-304	-304	0	-304
Tax and Dividends	11,326	12,378	-985	11,393
Internal Capital Structure Financing	22,255	22,255	0	22,255

**Operating Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	0	0	0	0
Other Rates & Utility Charges	89,458	88,911	2,950	91,861
<i>Less: Pensioner Remissions</i>	0	0	0	0
Fees & Charges	169	265	0	265
Operating Grants & Subsidies	0	0	0	0
Operating Contributions & Donations	0	0	0	0
Interest External	200	200	413	613
Other Revenue	1,029	1,580	0	1,580
<b>Total Revenue</b>	<b>90,856</b>	<b>90,956</b>	<b>3,363</b>	<b>94,319</b>
<b>EXPENSES</b>				
Employee Costs	8,327	7,425	-137	7,288
Goods & Services	31,835	31,133	2,678	33,811
Finance Costs Other	0	0	0	0
Other Expenditure	0	1,061	291	1,352
Net Internal Costs	2,263	2,462	-34	2,428
<b>Total Expenses</b>	<b>42,425</b>	<b>42,081</b>	<b>2,798</b>	<b>44,879</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>48,431</b>	<b>48,875</b>	<b>565</b>	<b>49,440</b>
Interest expense	0	0	0	0
Depreciation	16,895	16,895	-551	16,344
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>31,536</b>	<b>31,980</b>	<b>1,117</b>	<b>33,096</b>
Transfers to Constrained Operating Reserves	0	0	0	0
Transfers from Constrained Operating Reserves	0	1,061	300	1,361

**Capital Funding Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	2,348	2,348	1,651	3,999
Capital Grants & Subsidies	0	0	0	0
Proceeds on Disposal of Non Current Assets	0	0	0	0
Capital Transfers (to) From Reserves	3,761	4,161	-1,361	2,800
Non Cash Contributions	3,000	3,000	0	3,000
New Loans	0	0	0	0
Funding from General Revenue	4,458	6,510	-572	5,938
<b>Total Sources of Capital Funding</b>	<b>13,567</b>	<b>16,020</b>	<b>-282</b>	<b>15,738</b>
<b>PROPOSED APPLICATION OF CAPITAL FUNDS</b>				
Contributed Assets	3,000	3,000	0	3,000
Capitalised Goods & Services	10,347	12,800	-282	12,518
Capitalised Employee Costs	220	220	0	220
Loan Redemption	0	0	0	0
<b>Total Application of Capital Funds</b>	<b>13,567</b>	<b>16,020</b>	<b>-282</b>	<b>15,738</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	0	0	0	0
Tax and Dividends	9,835	10,889	-818	10,071
Internal Capital Structure Financing	21,681	21,681	0	21,681

**Operating Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	0	0	0	0
Other Rates & Utility Charges	18,453	18,453	0	18,453
<i>Less: Pensioner Remissions</i>	0	0	0	0
Fees & Charges	434	434	-128	306
Operating Grants & Subsidies	0	0	0	0
Operating Contributions & Donations	0	0	0	0
Interest External	135	135	7	142
Other Revenue	820	743	152	896
<b>Total Revenue</b>	<b>19,842</b>	<b>19,765</b>	<b>31</b>	<b>19,796</b>
<b>EXPENSES</b>				
Employee Costs	1,170	1,121	47	1,167
Goods & Services	17,013	16,954	-25	16,929
Finance Costs Other	3	3	0	3
Other Expenditure	0	0	0	0
Net Internal Costs	-1,466	-1,449	-1	-1,450
<b>Total Expenses</b>	<b>16,719</b>	<b>16,628</b>	<b>21</b>	<b>16,649</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>3,123</b>	<b>3,137</b>	<b>11</b>	<b>3,148</b>
Interest expense	29	29	0	29
Depreciation	530	530	-9	521
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>2,564</b>	<b>2,578</b>	<b>20</b>	<b>2,598</b>
Transfers to Constrained Operating Reserves	-961	-961	0	-961
Transfers from Constrained Operating Reserves	0	0	9	9

**Capital Funding Statement**

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	0	0	0	0
Capital Grants & Subsidies	0	0	0	0
Proceeds on Disposal of Non Current Assets	0	0	0	0
Capital Transfers (to) From Reserves	226	226	0	226
Non Cash Contributions	0	0	0	0
New Loans	0	0	0	0
Funding from General Revenue	148	148	0	148
<b>Total Sources of Capital Funding</b>	<b>373</b>	<b>373</b>	<b>0</b>	<b>373</b>
<b>PROPOSED APPLICATION OF CAPITAL FUNDS</b>				
Contributed Assets	0	0	0	0
Capitalised Goods & Services	298	298	0	298
Capitalised Employee Costs	0	0	0	0
Loan Redemption	75	75	0	75
<b>Total Application of Capital Funds</b>	<b>373</b>	<b>373</b>	<b>0</b>	<b>373</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	0	0	0	0
Tax and Dividends	1,422	1,434	-167	1,267
Internal Capital Structure Financing	342	342	0	342



## Infrastructure & Operations (excl Redland Water & RedWaste)

### Operating Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>REVENUE</b>				
Rates Charges	0	0	0	0
Other Rates & Utility Charges	11,168	11,168	0	11,168
<i>Less: Pensioner Remissions</i>	0	0	0	0
Fees & Charges	896	2,049	-175	1,874
Operating Grants & Subsidies	5,646	6,309	-4	6,305
Operating Contributions & Donations	0	0	0	0
Interest External	24	24	0	24
Other Revenue	698	1,591	0	1,591
<b>Total Revenue</b>	<b>18,432</b>	<b>21,142</b>	<b>-179</b>	<b>20,963</b>
<b>EXPENSES</b>				
Employee Costs	16,385	16,930	40	16,969
Goods and Services	32,793	32,149	754	32,903
Finance Costs Other	0	2	0	2
Other Expenditure	0	0	0	0
Net Internal Costs	6,441	6,157	-1	6,156
<b>Total Expenses</b>	<b>55,620</b>	<b>55,238</b>	<b>793</b>	<b>56,031</b>
<b>Earnings before Interest, Tax and Depreciation (EBITD)</b>	<b>-37,187</b>	<b>-34,096</b>	<b>-972</b>	<b>-35,067</b>
Interest expense	0	0	0	0
Depreciation	24,719	24,719	1,551	26,270
<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>-61,907</b>	<b>-58,815</b>	<b>-2,522</b>	<b>-61,337</b>
Transfers to Constrained Operating Reserves	-11,836	-8,519	24	-8,495
Transfers from Constrained Operating Reserves	10,169	6,347	228	6,575



## Infrastructure & Operations (excl Redland Water & RedWaste)

### Capital Funding Statement

Forecast for the year ending 30 June 2014

	Original Budget (\$000s)	Revised Budget as Adopted (\$000s)	Proposed Changes Q2 Budget Review (\$000s)	Proposed Revised Budget (\$000s)
<b>PROPOSED SOURCES OF CAPITAL FUNDING</b>				
Capital Contributions & Donations	2,513	2,513	77	2,590
Capital Grants & Subsidies	3,618	3,830	0	3,830
Proceeds on Disposal of Non Current Assets	0	0	0	0
Capital Transfers (to) From Reserves	23	1,529	-226	1,303
Non Cash Contributions	154	154	0	154
New Loans	3,056	3,056	0	3,056
Funding from General Revenue	27,564	29,624	1,626	31,250
<b>Total Sources of Capital Funding</b>	<b>36,928</b>	<b>40,705</b>	<b>1,477</b>	<b>42,183</b>
<b>PROPOSED APPLICATION OF CAPITAL FUNDS</b>				
Contributed Assets	154	154	0	154
Capitalised Goods & Services	28,700	35,093	1,355	36,448
Capitalised Employee Costs	8,074	5,458	123	5,581
Loan Redemption	0	0	0	0
<b>Total Application of Capital Funds</b>	<b>36,928</b>	<b>40,705</b>	<b>1,477</b>	<b>42,183</b>
<b>OTHER BUDGETED ITEMS</b>				
WDV of Assets Disposed	-304	-304	0	-304
Tax and Dividends	69	55	0	55
Internal Capital Structure Financing	232	232	0	232



**Redland City Council**  
**2013/2014 Second Quarter Budget Review**  
**Summary Submissions**

	No of Submissions	Internals	Revenue	Operating Expenditure	Operating Costs associated with Capital Expenditure	Capital Expenditure	Depreciation	Balance Sheet Adjustments	Redemption / Drawdowns	Reserves	Operating Surplus/ Deficit	Cash Impact
<b>OPERATING</b>												
<b>CEO Group</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	5	0	429,200	100,000	0	0	1,701,376	-1,701,376	0	-150,000	379,200	529,200
Operational Efficiencies	1	0	0	-5,000	0	0	0	0	0	0	-5,000	-5,000
	6	0	429,200	95,000	0	0	1,701,376	-1,701,376	0	-150,000	374,200	524,200
<b>Organisational Services</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	9	0	-3,000	143,062	0	0	0	0	0	0	140,062	140,062
Operational Efficiencies	0	0	0	0	0	0	0	0	0	0	0	0
	9	0	-3,000	143,062	0	0	0	0	0	0	140,062	140,062
<b>Community &amp; Customer Services</b>												
New Projects & Initiatives	1	0	-11,640	0	0	0	0	0	0	0	-11,640	-11,640
New Submissions	16	0	-504,449	78,979	0	0	0	0	0	-13,500	-438,970	-425,470
Operational Efficiencies	0	0	0	0	0	0	0	0	0	0	0	0
	17	0	-516,089	78,979	0	0	0	0	0	-13,500	-450,610	-437,110
<b>Infrastructure &amp; Operations</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	39	0	-4,943,110	3,561,087	166,632	0	0	0	0	1,189,263	-26,127	-1,215,390
Operational Efficiencies	4	0	0	-109,987	0	0	0	0	0	0	-109,987	-109,987
	43	0	-4,943,110	3,451,100	166,632	0	0	0	0	1,189,263	-136,114	-1,325,377
<b>TOTAL OPERATING SUBMISSIONS</b>	<b>75</b>	<b>0</b>	<b>-5,032,998</b>	<b>3,768,141</b>	<b>166,632</b>	<b>0</b>	<b>1,701,376</b>	<b>-1,701,376</b>	<b>0</b>	<b>1,025,763</b>	<b>-72,461</b>	<b>-1,098,225</b>
<b>CAPITAL</b>												
<b>CEO Group</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	1	0	0	0	0	-132,000	0	0	0	0	-132,000	-132,000
Efficiencies	0	0	0	0	0	0	0	0	0	0	0	0
	1	0	0	0	0	-132,000	0	0	0	0	-132,000	-132,000
<b>Organisational Services</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	3	0	0	0	0	-863	0	0	0	0	-863	-863
Efficiencies	0	0	0	0	0	0	0	0	0	0	0	0
	3	0	0	0	0	-863	0	0	0	0	-863	-863
<b>Community &amp; Customer Services</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	2	0	0	0	0	95,425	0	0	0	0	95,425	95,425
Efficiencies	0	0	0	0	0	0	0	0	0	0	0	0
	2	0	0	0	0	95,425	0	0	0	0	95,425	95,425
<b>Infrastructure &amp; Operations</b>												
New Projects & Initiatives	0	0	0	0	0	0	0	0	0	0	0	0
New Submissions	18	0	0	0	0	1,909,666	0	0	0	200,000	2,109,666	1,909,666
Efficiencies	6	0	0	0	0	-482,432	0	0	0	0	-482,432	-482,432
	24	0	0	0	0	1,427,233	0	0	0	200,000	1,627,233	1,427,233
<b>TOTAL CAPITAL SUBMISSIONS</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,389,795</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>1,589,795</b>	<b>1,389,795</b>
<b>TRANSFERS</b>												
CEO Group	7	0	0	0	0	0	0	0	0	0	0	0
Organisational Services	1	0	0	0	0	0	0	0	0	0	0	0
Community & Customer Services	12	0	0	51,000	0	-51,000	0	0	0	2,000	2,000	0
Infrastructure & Operations	29	0	0	10,000	0	-10,000	0	0	0	-242,893	-242,893	0
<b>TOTAL TRANSFERS</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>61,000</b>	<b>0</b>	<b>-61,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-240,893</b>	<b>-240,893</b>	<b>0</b>
<b>BUDGET REVIEW TOTAL</b>	<b>154</b>	<b>0</b>	<b>-5,032,998</b>	<b>3,829,141</b>	<b>166,632</b>	<b>1,328,795</b>	<b>1,701,376</b>	<b>-1,701,376</b>	<b>0</b>	<b>984,870</b>	<b>1,276,441</b>	<b>291,571</b>



Redland City Council

2013/2014 Second Quarter Budget Review

Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with			Balance Sheet			Operating Surplus/Deficit	Cash Impact
				Operating Expenditure	Capital Expenditure	Depreciation	Adjustments	Redemption	Reserves		
<b>OPERATING SUBMISSIONS</b>											
<b>CEO Group</b>											
<b>New Submissions</b>											
0000-408	99109 Corporate - Reduce income estimated originally. Low interest rates re-evaluated.	0	500,000	50,000	0	0	0	0	0	550,000	550,000
0000-301	10074 - Admin Workplace Relations. Ask to balance out termination payment.	0	0	50,000	0	0	0	0	0	50,000	50,000
0000-302	Various jobs across RCC. Request reserve funding for trainee grant received in FY13/14. Funds were placed into reserves at the end of the year and need to be distributed across the business.	0	0	0	0	0	0	0	-150,000	-150,000	0
0000-410	Various jobs across RCC. Adjust budget for Depreciation Expense. Quarterly review of depreciation expense to align with current forecast.	0	0	0	0	1,701,376	-1,701,376	0	0	0	0
0000-411	11042 - Admin Rating Services. Ask for budget for Rates Searches due to revenue being higher than anticipated year to date.	0	-70,800	0	0	0	0	0	0	-70,800	-70,800
		<b>0</b>	<b>429,200</b>	<b>100,000</b>	<b>0</b>	<b>1,701,376</b>	<b>-1,701,376</b>	<b>0</b>	<b>-150,000</b>	<b>379,200</b>	<b>529,200</b>
<b>Operational Efficiencies</b>											
0000-409	11044 Tax and Treasury - Give up budget, change in business, operational.	0	0	-5,000	0	0	0	0	0	-5,000	-5,000
		<b>0</b>	<b>0</b>	<b>-5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-5,000</b>	<b>-5,000</b>
<b>CEO GROUP TOTAL OPERATING SUBMISSIONS</b>		<b>0</b>	<b>429,200</b>	<b>95,000</b>	<b>0</b>	<b>1,701,376</b>	<b>-1,701,376</b>	<b>0</b>	<b>-150,000</b>	<b>374,200</b>	<b>524,200</b>
<b>Organisational Services</b>											
<b>New Submissions</b>											
1000-704	10664 - Fleet Administration RCC Fleet CTP - Annual costs due to errors made during original budget setting, insufficient funds were approved. Previous year actuals \$191k vs this year's budget \$111k. Fleet working with finance to better address budget framework for next year. Unavoidable expenditure based on RCC's Fleet requirements.	0	0	80,000	0	0	0	0	0	80,000	80,000
1000-504	10055 - Ad Hoc Events Freedom of Entry – event in April 2014 approved by Council 395 Expeditionary Combat Support Wing of the Royal Australian Air Force (RAAF) Base Amberley.	0	-3,000	23,957	0	0	0	0	0	20,957	20,957
1000-503	10055 - Ad Hoc Events Movies in the Park 2013.	0	0	14,342	0	0	0	0	0	14,342	14,342



Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with			Balance Sheet			Operating Surplus/Deficit	Cash Impact
				Operating Expenditure	Capital Expenditure	Depreciation	Adjustments	Redemption	Reserves		
<b><u>OPERATING SUBMISSIONS</u></b>											
1000-505	11046 - Admin Marketing & Communications - cover excessive sick leave.	0	0	10,000	0	0	0	0	0	10,000	10,000
1000-501	11046 - Communications. Ask for budget. Maternity leave not budgeted for 2 staff.	0	0	9,863	0	0	0	0	0	9,863	9,863
1000-502	11046 - Communications - Ask for budget. Education expenses not budgeted for 1 staff.	0	0	4,200	0	0	0	0	0	4,200	4,200
1000-701	10664 - Fleet Administration Subscription / annual fees for software and technical support fees for submission 1000-700.	0	0	700	0	0	0	0	0	700	700
1000-401	70999 Local Law Planning. Requesting re-allocation of budget to cover local law contractor model. Local laws review project has been extended underspend - Staff on Maternity leave and position not backfilled.	0	0	-30,000	0	0	0	0	0	-30,000	-30,000
	Corresponding entry	0	0	30,000	0	0	0	0	0	30,000	30,000
1000-402	70999 Local Law Planning - requesting re-allocation of budget to cover local law contractor model. Local laws review project has been extended. Underspend from within SGA employee costs.	0	0	5,000	0	0	0	0	0	5,000	5,000
	Corresponding entry	0	0	-5,000	0	0	0	0	0	-5,000	-5,000
		<b>0</b>	<b>-3,000</b>	<b>143,062</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,062</b>	<b>140,062</b>
<b>ORGANISATIONAL SERVICES TOTAL OPERATING SUBMISSIONS</b>		<b>0</b>	<b>-3,000</b>	<b>143,062</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,062</b>	<b>140,062</b>
<b><u>Community &amp; Customer Services</u></b>											
<b>New Projects &amp; Initiatives</b>											
2000-501	10234 - KAG Grant Revenue received for Koala Agreement Funds to be spent over 2 Financial Years 2013/2014 - 2014/2015. Work completed by December 2014.	0	-11,640	0	0	0	0	0	0	-11,640	-11,640
		<b>0</b>	<b>-11,640</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-11,640</b>	<b>-11,640</b>
<b>New Submissions</b>											
2000-510	11036 - Mosquito Control. Ask for budget for another three aerial sprays required by 30 June. Considered essential public health measure.	0	0	75,000	0	0	0	0	0	75,000	75,000
2000-302	11089 - RAG Cleveland Exhibitions. RAG Cleveland Exhibitions. Move between natural accounts within Art Gallery. Cover cost of RAG collection storage relocation. Transfer from capital to operational. Refer corresponding entry in capital section.	0	0	4,575	0	0	0	0	0	4,575	4,575
2000-310	11292 - Business Workshops and 30073 - Indigi Functions & Catering. Provision should have been made for internal costs.	1,918	0	0	0	0	0	0	0	1,918	1,918
	Corresponding entry	-1,918	0	0	0	0	0	0	0	-1,918	-1,918

Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with			Balance Sheet			Operating Surplus/Deficit	Cash Impact
				Operating Expenditure	Capital Expenditure	Depreciation	Adjustments	Redemption	Reserves		
<b>OPERATING SUBMISSIONS</b>											
2000-312	10604 - Economic Development Partnership income received from Chamber of Commerce contribution to Redlands Business Expo.	0	-6,949	0	0	0	0	0	0	-6,949	-6,949
2000-403	11024 - Sustainable Assessment Office. Manager adjustment to reflect predicted decrease in revenue.	0	130,000	0	0	0	0	0	0	130,000	130,000
2000-404	11024 - Sustainable Assessment Office. Manager adjustment to revenue based on predicted release of new subdivisions.	0	-296,000	0	0	0	0	0	0	-296,000	-296,000
2000-406	11033 - Plumbing Assessment. Adjust to revenue. Prediction of increase in revenue due to release of new subdivisions.	0	-414,500	0	0	0	0	0	0	-414,500	-414,500
2000-410	11031 - Building Certification. Reductions in revenue are associated with a reduction in building applications with less inspection and application revenue expected for the year.	0	57,000	0	0	0	0	0	0	57,000	57,000
2000-502	30073 - Indigi Catering and Functions Give Up Revenue - reduced expectations in fees and charges due to loss of hall and garden hire due to loss of catering and some functions.	0	6,000	0	0	0	0	0	0	6,000	6,000
2000-503	30073 - Indigi Catering and Functions Give Up Revenue - reduced expectations in Café sales due to catering no longer being provided internally.	0	30,000	-13,500	0	0	0	0	0	16,500	16,500
2000-509	11027 - Local Laws Increase in anticipated Enter and Clear fees.	0	-10,000	0	0	0	0	0	0	-10,000	-10,000
2000-401	70610 - Social Planning Budget give up. Fuel give up due to car give up.	0	0	-596	0	0	0	0	0	-596	-596
2000-505	32011 - Habitat Protection - Funds drawn down from Environment Levy to ensure the program participant agreements are met.	0	0	1,500	0	0	0	0	-1,500	0	1,500
2000-506	34079 - Koala Conservation Agreement - Funds drawn down from Environment Levy to ensure the program participant agreements are met.	0	0	8,000	0	0	0	0	-8,000	0	8,000
2000-507	10835 - Voluntary Conservation Agreement - Funds drawn down from Environment Levy to ensure the program participant agreements are met.	0	0	2,000	0	0	0	0	-2,000	0	2,000
2000-508	11380 - Waterways Extension Program - Funds drawn down from Environment Levy to ensure the program participant agreements are met.	0	0	2,000	0	0	0	0	-2,000	0	2,000
		<b>0</b>	<b>-504,449</b>	<b>78,979</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-13,500</b>	<b>-438,970</b>	<b>-425,470</b>
<b>CUSTOMER AND COMMUNITY SERVICES TOTAL OPERATING SUBMISSIONS</b>		<b>0</b>	<b>-516,089</b>	<b>78,979</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-13,500</b>	<b>-450,610</b>	<b>-437,110</b>

Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with		Balance Sheet			Operating Surplus/Deficit	Cash Impact	
				Operating Expenditure	Capital Expenditure	Adjustments	Redemption	Reserves			
<b><u>OPERATING SUBMISSIONS</u></b>											
<b><u>Infrastructure and Operations</u></b>											
<b>New Submissions</b>											
3000-100	52019 Water Financial Management. Recognise increased water consumption from increased volumes second quarter.	0	-2,950,000	2,600,000	0	0	0	0	0	-350,000	-350,000
3000-109	53019 - WW Financial Management. Refund developer contribution. Ausbuild Stage 1.	0	0	234,360	0	0	0	0	-234,360	0	234,360
3000-207	30442 Streetlighting - Ask for Budget. Detailed analysis of invoicing YTD indicates that the budget will be approximately \$210,000 overspent. This comprises of a projection of \$110k for watchman, car parking and ancillary lighting, and \$100k for contractor maintenance and repairs.	0	0	210,000	0	0	0	0	0	210,000	210,000
3000-512	30382 - Mainland Conserv. Asset Maintenance. Transfer from reserves for treating 5,892m <sup>2</sup> of timber boardwalks.	0	0	129,306	0	0	0	0	-129,306	0	129,306
3000-527	70046 - Sportsfield Lighting Audit. Budget required to undertake an audit of the city's sportsfield lighting, as per Q1.	0	0	110,000	0	0	0	0	0	110,000	110,000
3000-513	10223 Toondah Harbour Business Centre. Ask - electricity \$34,000, Electrical work \$11,500, air conditioning work \$18,000, plumbing works \$1,200, phone lines for lifts, security and fire alarm systems \$800 and security patrols and system maintenance \$3,000	0	0	68,500	0	0	0	0	0	68,500	68,500
3000-101	52019 Water Financial Management. Villaworld developer contribution refund for Kinross Rd.	0	0	56,611	0	0	0	0	0	56,611	56,611
3000-524	70709 - Sport and Recreation. Netball Court EGW Wood resurface urgently required surface slip hazard.	0	0	35,000	0	0	0	0	0	35,000	35,000
3000-224	10223 Weinam Creek Marina Admin. Ask for Budget. Budget to go into Weinam Creek Marine job to pay for repair of damaged pile.	0	0	25,000	0	0	0	0	-25,000	0	25,000
3000-213	30130 Foreshore Protection. Ask for budget. Weinam Creek Redland Bay works required due to fail of rock revetment wall adjacent to pontoon area, preventative maintenance required to reduce further expenditure.	0	0	22,000	0	0	0	0	0	22,000	22,000
3000-404	55006 - Redland Bay Transfer Station. Increase in expenditure transfer station attendants.	0	0	21,410	0	0	0	0	0	21,410	21,410
3000-206	30493 Shoreline and Seawall Erosion. Ask for budget. Council Resolution 18th December 2013 to fund priority protection works to prevent the loss of two significant trees on Norfolk Beach, Coochiemudlo Island.	0	0	20,000	0	0	0	0	0	20,000	20,000

Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with			Balance Sheet			Operating Surplus/Deficit	Cash Impact	
				Operating Expenditure	Capital Expenditure	Depreciation	Adjustments	Redemption	Reserves			
<b>OPERATING SUBMISSIONS</b>												
3000-209	30516 Graffiti Removal - reduce grant \$35K , bring \$47K from reserves, ask for \$20K. Projections for outer periods show that budget will be overspent. Additional funds will ensure that removal/response times are maintained (compliant with Council Policy).	0	35,000	20,000	0	0	0	0	0	-47,534	7,466	55,000
3000-210	30083 GPT WSUD Maintenance. Ask for budget. Budget required to meet commitments.	0	0	20,000	0	0	0	0	0	0	20,000	20,000
3000-212	30130 Foreshore Protection. Ask for budget. Victoria Point Reserve works required due to fail of rock revetment wall beside footpath, exposing existing concrete footpath.	0	0	20,000	0	0	0	0	0	0	20,000	20,000
3000-214	30369 Beach Erosion Rectification. Ask for budget. Beach rectification for Thompsons Beach Victoria Point due to erosion to beach area/behind timber structure, potential safety issues.	0	0	10,000	0	0	0	0	0	0	10,000	10,000
3000-208	30369 Beach Erosion Rectification. Ask for budget. Budget required to balance account for expenses related to remedial works for beach erosion at Wellington Point.	0	0	9,870	0	0	0	0	0	0	9,870	9,870
3000-306	Birkdale Landfill Capping - reduce budget delayed design and construction pushed back to 2014/15.	0	0	-718,000	0	0	0	0	0	0	-718,000	-718,000
	Corresponding entry	0	0	718,000	0	0	0	0	0	0	718,000	718,000
3000-225	30228 Norfolk Beach Trees Loss Prevention; Transfer for Budget. Shoreline erosion rectification works are to be completed using funds from 30017 which has been deferred.	0	0	-15,000	0	0	0	0	0	0	-15,000	-15,000
	Corresponding entry	0	0	15,000	0	0	0	0	0	0	15,000	15,000
3000-323	63001 - Capalaba WWTP. Create budget for YTD WIP writeoffs. Write-off opening balance WIP operational expense incurred.	0	0	0	90,463	0	0	0	0	0	90,463	90,463
3000-522	30297 - Parks Management Administration. \$5k from environmental reserve for one-off pruning and tree management plan for protected tree at 62 Beachcrest Road Wellington Pt VPO 003. As per resolution by Council Committee meeting 18/12/2013.	0	0	5,000	0	0	0	0	0	-5,000	0	5,000
3000-205	81147 Cycleway infrastructure Charge. Increase in developer cash contribution revenue in line with actuals.	0	-50,000	0	0	0	0	0	0	0	-50,000	-50,000
3000-104	Financial management - Revised interest revenue.	0	-420,000	0	0	0	0	0	0	0	-420,000	-420,000
3000-105	Financial management - Revised developer contributions.	0	-1,651,010	0	0	0	0	0	0	1,651,010	0	-1,651,010
3000-401	55005 - Birkdale Sanitary Landfill. Non-budgeted landfill gas royalty. Payment carried over from 2012/13.	0	-110,892	0	0	0	0	0	0	0	-110,892	-110,892

Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with		Balance Sheet				Operating Surplus/Deficit	Cash Impact	
				Operating Expenditure	Capital Expenditure	Depreciation	Adjustments	Redemption	Reserves			
<b>OPERATING SUBMISSIONS</b>												
3000-215	30366 Jetties and Pontoon Maintenance. Transfer budget. Fees and Charges budget allocated to incorrect account. Adjustment required to ensure that budget and fees are allocated to correct account.	0	124,534	0	0	0	0	0	0	0	124,534	124,534
3000-220	10223 Weinam Creek Marina Admin. Give up budget. Reducing expected revenue to align with new projections.	0	54,425	0	0	0	0	0	-54,425	0	0	54,425
3000-238	80332 - Bus Stops & Lay Bys Create budget for WIP writeoffs write-off opening balance WIP operational expense incurred.	0	0	0	53,603	0	0	0	0	0	53,603	53,603
3000-400	55005 - Birkdale Sanitary Landfill. Reduction in commercial fees revenue.	0	128,370	0	0	0	0	0	0	0	128,370	128,370
3000-403	55006 - Redland Bay Transfer Station. Increase in scrap metal revenue.	0	-41,597	0	0	0	0	0	0	0	-41,597	-41,597
3000-526	11011 - Admin Local Sport and Recreation grant funding from State transfer to reserves.	0	-30,785	0	0	0	0	0	30,785	0	0	-30,785
3000-525	11174 - Russell Island Pool fees and charges revenue	0	-18,000	0	0	0	0	0	0	0	-18,000	-18,000
3000-529	45545 - Bay Islands Cap Infra Fund. Create budget for WIP writeoffs writeoff opening balance WIP operational expense incurred.	0	0	0	22,566	0	0	0	0	0	22,566	22,566
3000-221	10247 Weinam Creek ERA. Give up budget. Reducing expected expenditure and associated drawdowns from reserves.	0	0	-210	0	0	0	0	210	0	0	-210
3000-223	10246 Aquatic Paradise ERA. Give up budget. Reducing expected expenditure and associated drawdowns from reserves.	0	0	-249	0	0	0	0	249	0	0	-249
3000-102	56045 Customer Contact Centre RW. Remove all budget and transfer to SLA call centre.	0	0	-12,980	0	0	0	0	0	0	-12,980	-12,980
3000-219	10077 One Mile Jetty. Give up budget. Budget to replicate ferry licences paid for use of One Mile Jetty.	0	13,631	-13,631	0	0	0	0	0	0	0	0
3000-111	30358 - Street Tree Planting Program. Create budget for reserves for Street tree planning program.	0	-26,785	0	0	0	0	0	2,634	-24,151	-26,785	-26,785
3000-226	10930 Geotech Investigation Seacrest Court. Give up budget. Project has already been paid, budget no longer required.	0	0	-28,900	0	0	0	0	0	0	-28,900	-28,900
		<b>0</b>	<b>-4,943,110</b>	<b>3,561,087</b>	<b>166,632</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,189,263</b>	<b>-26,127</b>	<b>-1,215,390</b>	
<b>Operational Efficiencies</b>												
3000-316	Bimba St landfill - reduce budget reduced maintenance.	0	0	-2,400	0	0	0	0	0	0	-2,400	-2,400
3000-302	North Stradbroke remediation - reduce budget new tender costs.	0	0	-25,000	0	0	0	0	0	0	-25,000	-25,000
3000-303	North Stradbroke remediation reduce - budget reduced maintenance.	0	0	-40,000	0	0	0	0	0	0	-40,000	-40,000

Submission Number	Submission Description	Internals	Revenue	Operating Costs associated with			Balance Sheet			Operating Surplus/Deficit	Cash Impact
				Operating Expenditure	Capital Expenditure	Depreciation	Adjustments	Redemption	Reserves		
<b><u>OPERATING SUBMISSIONS</u></b>											
3000-600	PDG Design Cadets - Give up of employee costs and educational expenses due to current vacant position.	0	0	-42,587	0	0	0	0	0	-42,587	-42,587
		0	0	-109,987	0	0	0	0	0	-109,987	-109,987
<b>INFRASTRUCTURE AND OPERATIONS TOTAL OPERATING SUBMISSIONS</b>		<b>0</b>	<b>-4,943,110</b>	<b>3,451,100</b>	<b>166,632</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,189,263</b>	<b>-136,114</b>	<b>-1,325,377</b>
<b>TOTAL OPERATING SUBMISSIONS</b>		<b>0</b>	<b>-5,032,998</b>	<b>3,768,141</b>	<b>166,632</b>	<b>1,701,376</b>	<b>-1,701,376</b>	<b>0</b>	<b>1,025,763</b>	<b>-72,461</b>	<b>-1,098,225</b>



# Redland City Council

## 2013/2014 Second Quarter Budget Review

Submission Number	Submission Description	Revenue	Capital Expenditure	Depreciation	Balance Sheet Adjustments	Redemption	Reserves	Operating Surplus/Deficit	Cash Impact
<b><u>CAPITAL SUBMISSIONS</u></b>									
<b><u>CEO Group</u></b>									
<b>New Submissions</b>									
0000-400	89109 - Capital Corporate Fund - Job numbers 40292, (\$41k) & 42330 (\$91k) inadvertently carried over for a second time at Q1BR - this is to return the surplus.	0	-132,000	0	0	0	0	-132,000	-132,000
		<b>0</b>	<b>-132,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-132,000</b>	<b>-132,000</b>
<b>CEO GROUP TOTAL CAPITAL SUBMISSIONS</b>		<b>0</b>	<b>-132,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-132,000</b>	<b>-132,000</b>
<b><u>CAPITAL SUBMISSIONS</u></b>									
<b><u>Organisational Services</u></b>									
<b>New Submissions</b>									
1000-702	41005 - Fleet Replacement Program. New vehicle purchased this year will result in the give up of subsequent funding next financial year.	0	42,000	0	0	0	0	42,000	42,000
1000-700	41005 - Fleet Replacement Program - Purchase new workshop equipment. Would like to purchase a Tech 2 Vehicle diagnostics machine in order to facilitate diagnostics and other related activities on RCC Fleet- avoiding associated extra costs.	0	6,000	0	0	0	0	6,000	6,000
1000-703	41005 - Fleet Replacement Program. Non replacement of vehicle - Give up as per replacement program schedule. No requirement to replace vehicle this year.	0	-48,863	0	0	0	0	-48,863	-48,863
		<b>0</b>	<b>-863</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-863</b>	<b>-863</b>
<b>ORGANISATIONAL SERVICES TOTAL CAPITAL SUBMISSIONS</b>		<b>0</b>	<b>-863</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-863</b>	<b>-863</b>
<b><u>Community &amp; Customer Services</u></b>									
<b>New Submissions</b>									
2000-500	IndigiScapes septic upgrade. Septic requires urgent upgrade over capacity. Upgrade and renewal including connection to mains.	0	100,000	0	0	0	0	100,000	100,000

<i>Submission Number</i>	<i>Submission Description</i>	<i>Revenue</i>	<i>Capital Expenditure</i>	<i>Depreciation</i>	<i>Balance Sheet Adjustments</i>	<i>Redemption</i>	<i>Reserves</i>	<i>Operating Surplus/Deficit</i>	<i>Cash Impact</i>
<b><u>CAPITAL SUBMISSIONS</u></b>									
2000-302	11089 - RAG Cleveland Exhibitions. RAG Cleveland Exhibitions. Move between natural accounts within Art Gallery. Cover cost of RAG collection storage relocation. Transfer from capital to operational. Refer corresponding entry in operational section.	0	-4,575	0	0	0	0	-4,575	-4,575
		<b>0</b>	<b>95,425</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,425</b>	<b>95,425</b>
<b>COMMUNITY AND CUSTOMER SERVICES TOTAL CAPITAL SUBMISSIONS</b>		<b>0</b>	<b>95,425</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,425</b>	<b>95,425</b>
<b><u>CAPITAL SUBMISSIONS</u></b>									
<b><u>Infrastructure and Operations</u></b>									
<b>New Submissions</b>									
3000-615	41634 - Asphalt Overlays - Ask for additional budget for Road Rehabilitation program acceleration	0	1,750,000	0	0	0	0	1,750,000	1,750,000
3000-237	Operational vehicles. Ask for budget. Budget for plant purchase of a ute, dog trailer and excavator for daily operational use by the major work unit. Lease vehicles are currently used, purchase option is cash flow positive after 2 years for the ute and capital cost of excavator and trailer is partially offset.	0	220,000	0	0	0	0	220,000	220,000
3000-605	40538 - Fitzroy St KC Cleveland. Extra funds sought to reconstruct full section of road.	0	165,170	0	0	0	0	165,170	165,170
3000-232	40727 Valentine Road Traffic Calming. Ask for budget. Area has experienced multiple accidents and platforms are required to implement traffic calming and increase safety.	0	130,000	0	0	0	0	130,000	130,000
3000-510	40414 - Judy Holt Pathway. Project scope has changed and relocated pathway. This has triggered upgrade to lighting to P3 Standard as per planning scheme for risk and liability purposes.	0	50,000	0	0	0	0	50,000	50,000
3000-211	40567 Wilson Esp Seawall Renewal. Ask for budget. Budget required for design 2013/14 with construction programmed 2015/16.	0	40,000	0	0	0	0	40,000	40,000
3000-234	40731 Main Road Pedestrian Crossing. Ask for budget. Council Resolution on pedestrian safety and standards compliance.	0	15,000	0	0	0	0	15,000	15,000
3000-233	40728 Wellington Point Reserve Carpark Information Signs. Ask for budget. Signage is required to inform residents about the formalised shared parking arrangements and enforcement.	0	8,000	0	0	0	0	8,000	8,000
3000-607	PDG Corporate Allocation adjustment. Transfer \$21,484 between goods and services and employee costs to reflect jobs confirmed after original budget.	0	133,913	0	0	0	0	133,913	133,913
	Corresponding entry	0	-112,429	0	0	0	0	-112,429	-112,429
3000-235	40033 Junner Street traffic management. Give up budget. Design deferred to 2014/15.	0	-5,650	0	0	0	0	-5,650	-5,650



<i>Submission Number</i>	<i>Submission Description</i>	<i>Revenue</i>	<i>Capital Expenditure</i>	<i>Depreciation</i>	<i>Balance Sheet Adjustments</i>	<i>Redemption</i>	<i>Reserves</i>	<i>Operating Surplus/Deficit</i>	<i>Cash Impact</i>
<b><u>CAPITAL SUBMISSIONS</u></b>									
3000-228	46281 Coochiemudlo Island Berthing Piles. Give up budget. Design budget insufficient, deferred to aligned closer to construction/permitting.	0	-8,223	0	0	0	0	-8,223	-8,223
3000-236	46280 Beach Landing Mainland Ramps Torquay Rd. Give up budget. Concept sketch only required 2013/14 design to be deferred. Budget no longer required for 2013/14.	0	-20,000	0	0	0	0	-20,000	-20,000
3000-231	40533 Rosewood Street Intersection Upgrade. Give up budget. Project has be assessed by PDG and project is not suitable to move ahead. Budget to be given up.	0	-35,200	0	0	0	0	-35,200	-35,200
3000-218	46284 Wellington Point South Ramp. Give up budget. PDG have advised that design and construct will be undertaken in 2014/15. Design allocation for 2013/14 no longer required.	0	-36,916	0	0	0	0	-36,916	-36,916
3000-217	42349 Pontoon Upgrade Russell Island. Give up budget. PDG have advised that design and construct will be undertaken in 2015/16. Design allocation for 2013/14 no longer required.	0	-40,000	0	0	0	0	-40,000	-40,000
3000-216	42350 Pontoon Upgrade Macleay Island. Give up budget. PDG have advised that design and construct will be undertaken in 2015/16. Design allocation for 2013/14 no longer required.	0	-50,000	0	0	0	0	-50,000	-50,000
3000-523	45784 - Russell Is Hall Redevelopment. Surrender design budget for reallocation next financial year. Design for Resilience Centre no longer required. Funds to be used in 2014/15 for kitchen and other internal works.	0	-50,000	0	0	0	0	-50,000	-50,000
3000-222	41920 Ferry Road Canoe Boat Ramp. Give up budget. Design deferred to 2015/16. Design allocation for 2013/14 no longer required.	0	-60,000	0	0	0	0	-60,000	-60,000
3000-610	40607 - Pt Halloran Boardwalk remove budget as per GM Infrastructure and Operations.	0	-184,000	0	0	0	200,000	16,000	-184,000
		<b>0</b>	<b>1,909,666</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>2,109,666</b>	<b>1,909,666</b>
<b>Efficiencies</b>									
3000-606	40416 - Henry Ziegenfusz Sportsfield Budget not required for design in 2013/14. Design and construct programmed for 2015/16. Savings identified.	0	-37,262	0	0	0	0	-37,262	-37,262
3000-601	41140 - Bay & Smith St Roundabout. Contingencies not expended.	0	-41,943	0	0	0	0	-41,943	-41,943
3000-604	40204 - Merindah St, Coochiemudlo Is. Contingencies not expended.	0	-55,685	0	0	0	0	-55,685	-55,685
3000-603	40534 - Salisbury St KC Redland Bay. Contingencies not expended.	0	-67,543	0	0	0	0	-67,543	-67,543
3000-321	63129 Thorneside WWTP lime slurry dosing project combined with Project 63133.	0	-130,000	0	0	0	0	-130,000	-130,000
3000-322	63133 Thorneside WWTP Inlet Works reduce budget project efficiency gains. Reduced cost overall. Quotes received are well under expectation.	0	-150,000	0	0	0	0	-150,000	-150,000

<i>Submission Number</i>	<i>Submission Description</i>	<i>Revenue</i>	<i>Capital Expenditure</i>	<i>Depreciation</i>	<i>Balance Sheet Adjustments</i>	<i>Redemption</i>	<i>Reserves</i>	<i>Operating Surplus/Deficit</i>	<i>Cash Impact</i>
<b><u>CAPITAL SUBMISSIONS</u></b>									
		0	-482,432	0	0	0	0	-482,432	-482,432
	INFRASTRUCTURE AND OPERATIONS TOTAL CAPITAL SUBMISSIONS	0	1,427,233	0	0	0	200,000	1,627,233	1,427,233
	TOTAL CAPITAL SUBMISSIONS	0	1,389,795	0	0	0	200,000	1,589,795	1,389,795



Redland City Council

2013/2014 Second Quarter Budget Review

Submission Number	Submission Description	Internals	Revenue	Operating Expenditure	Operating Costs associated with Capital Expenditure	Capital Expenditure	Depreciation	Balance Sheet Adjustments	Redemption / Drawdowns	Reserves	Operating Surplus/Deficit	Cash Impact
<b>TRANSFERS</b>												
<b>Chief Executive Officer Group</b>												
0000-303	Transfer of salaries from HR to IM System role now reporting to IM.	187	0	36,293	0	0	0	0	0	0	36,481	36,481
	Corresponding entry	-187	0	-36,293	0	0	0	0	0	0	-36,481	-36,481
0000-402	11059 - Admin - Financial Reporting Reduction of budget (internal charge). Position no longer is assigned a car pool vehicle.	8,108	0	45,766	0	0	0	0	0	0	53,874	53,874
	Corresponding entry	-8,108	0	-45,766	0	0	0	0	0	0	-53,874	-53,874
0000-403	10088 - Corporate Finance Admin. Transfer employee budget Financial Services. Restructure aligned staff to Corporate Finance Unit.	0	0	1,306	0	0	0	0	0	0	1,306	1,306
	Corresponding entry	0	0	-1,306	0	0	0	0	0	0	-1,306	-1,306
0000-405	11059 - Admin - Financial Reporting. Transfer employee budget to temp agency due to vacancy at EOY legislative timelines.	0	0	-33,436	0	0	0	0	0	0	-33,436	-33,436
	Corresponding entry	0	0	33,436	0	0	0	0	0	0	33,436	33,436
0000-406	11041 Admin - Financial Services Grp Mgt. Transfer employee budget Financial Services. Restructure aligned staff to Corporate Finance Unit.	0	0	43,766	0	0	0	0	0	0	43,766	43,766
	Corresponding entry	0	0	-43,766	0	0	0	0	0	0	-43,766	-43,766
0000-407	10045 Strategic Finance & Capital Management. Transfer employee budget. Unexpected long term sick leave funded from underspends.	0	0	-18,526	0	0	0	0	0	0	-18,526	-18,526
	Corresponding entry	0	0	18,526	0	0	0	0	0	0	18,526	18,526
0000-412	Transfer portion vacancy budget reduction to water and waste business units as per QCA.	0	0	-131,345	0	0	0	0	0	0	-131,345	-131,345
	Corresponding entry	0	0	131,345	0	0	0	0	0	0	131,345	131,345
<b>OFFICE OF THE CEO TOTAL TRANSFER SUBMISSIONS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Organisational Services</b>												
1000-500	10058 - Christmas by Starlight. Reallocate costs from G&S to Emp costs. RCC staff used instead of a contractor.	0	0	8,771	0	0	0	0	0	0	8,771	8,771
	Corresponding entry	0	0	-8,771	0	0	0	0	0	0	-8,771	-8,771
<b>ORGANISATIONAL SERVICES TOTAL TRANSFER SUBMISSIONS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Submission Number	Submission Description	Internals	Revenue	Operating Expenditure	Operating Costs associated with Capital Expenditure	Capital Expenditure	Depreciation	Balance Sheet Adjustments	Redemption / Drawdowns	Reserves	Operating Surplus/Deficit	Cash Impact
<b>TRANSFERS</b>												
<b>Community &amp; Customer Services</b>												
2000-100	70603 - Redland Planning Scheme. Transfer budget to account 821600. Incorrectly allocated to Contractors budget should go to Consultants.	0	0	220,000	0	0	0	0	0	0	220,000	220,000
	Corresponding entry	0	0	-220,000	0	0	0	0	0	0	-220,000	-220,000
2000-300	11382 - RCCC Maintenance RCCC (old RPAC bldg) Bldg Maintenance. Move budget from RPAC to FSU. FSU should be managing building maintenance.	0	0	55,653	0	0	0	0	0	0	55,653	55,653
	Corresponding entry	0	0	-55,653	0	0	0	0	0	0	-55,653	-55,653
2000-301	11428 - Concert Hall Maintenance Concert Hall Bldg & Stage Machinery Mtce. Move budget from RPAC to FSU. FSU should be managing building maintenance.	0	0	73,000	0	0	0	0	0	0	73,000	73,000
	Corresponding entry	0	0	-73,000	0	0	0	0	0	0	-73,000	-73,000
2000-304	10253 - E-Resources. Tfr from acquisitions to E-Resources increasing electronic resources. New budget code to identify E-resources as advised by Capital and Asset Accounting that E-Resources are not an asset and should be operational.	0	0	51,000	0	0	0	0	0	0	51,000	51,000
	Corresponding entry	0	0	0	0	-51,000	0	0	0	0	-51,000	-51,000
2000-306	10601 - Business Sector Development and 30073 - Indigi Functions & Catering. Provision should have been made for internal costs.	129	0	0	0	0	0	0	0	0	129	129
	Corresponding entry	-129	0	0	0	0	0	0	0	0	-129	-129
2000-307	10601 - Business Sector Development and 30073 - Indigi Functions & Catering. Provision should have been made for internal costs.	758	0	0	0	0	0	0	0	0	758	758
	Corresponding entry	-758	0	0	0	0	0	0	0	0	-758	-758
2000-308	10604 - Eco Dev Partnerships and 30073 - Indigi Functions & Catering. Provision should have been made for internal costs.	776	0	0	0	0	0	0	0	0	776	776
	Corresponding entry	-776	0	0	0	0	0	0	0	0	-776	-776
2000-309	10604 - Eco Dev Partnerships and 11247 - RPAC Operations. Provision should have been made for internal costs.	7,711	0	0	0	0	0	0	0	0	7,711	7,711
	Corresponding entry	-7,711	0	0	0	0	0	0	0	0	-7,711	-7,711
2000-313	10130 - Public Art & Acquisitions. Transfer from Art Gallery commissions and donations to Special Project Reserve.	0	0	0	0	0	0	0	0	0	0	0
	Corresponding entry	0	0	0	0	0	0	0	0	2,000	2,000	0
2000-314	11234 Move revenue budget \$9k from Fees & Charges to Misc Income to match budget with actuals.	0	9,000	0	0	0	0	0	0	0	9,000	9,000
	Corresponding entry	0	-9,000	0	0	0	0	0	0	0	-9,000	-9,000
2000-402	70610 - Social Planning. Budget give up. Car give up due to staff reduction.	6,873	0	0	0	0	0	0	0	0	6,873	6,873
	Corresponding entry	-6,873	0	0	0	0	0	0	0	0	-6,873	-6,873

Submission Number	Submission Description	Internals	Revenue	Operating Expenditure	Operating Costs associated with Capital Expenditure	Capital Expenditure	Depreciation	Balance Sheet Adjustments	Redemption / Drawdowns	Reserves	Operating Surplus/Deficit	Cash Impact
<b>TRANSFERS</b>												
2000-412	11033 Uniforms transfer position to ICCC IDB042. Position not required.	0	0	-85,192	0	0	0	0	0	0	-85,192	-85,192
	Corresponding entry	0	0	85,192	0	0	0	0	0	0	85,192	85,192
<b>COMMUNITY AND CUSTOMER SERVICES TOTAL TRANSFER SUBMISSIONS</b>		<b>0</b>	<b>0</b>	<b>51,000</b>	<b>0</b>	<b>-51,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>
<b>Infrastructure and Operations</b>												
3000-103	Reallocation to products.	25,640	0	0	0	0	0	0	0	0	25,640	25,640
	Corresponding entry	-25,640	0	0	0	0	0	0	0	0	-25,640	-25,640
3000-106	Adjustment to reserve transfers realignment of reserves to capital expenditure.	0	0	0	0	0	0	0	0	-289,631	-289,631	0
3000-107	Competitive neutrality adjustments land tax and rego duty.	63,779	0	0	0	0	0	0	0	0	63,779	63,779
	Corresponding entry	-63,779	0	0	0	0	0	0	0	0	-63,779	-63,779
3000-108	Prior year TER adjustments as per tax return.	3,592,920	0	0	0	0	0	0	0	0	3,592,920	3,592,920
	Corresponding entry	-3,592,920	0	0	0	0	0	0	0	0	-3,592,920	-3,592,920
3000-110	Type 3 adjustment for NCP.	297,312	0	0	0	0	0	0	0	0	297,312	297,312
	Corresponding entry	-297,312	0	0	0	0	0	0	0	0	-297,312	-297,312
3000-112	41005 - Fleet Replacement Program. Transfer capital budget from 62035 NSI water main/services replacements to 41005 Fleet Replacement Program.	0	0	0	0	2,000	0	0	0	0	2,000	2,000
	Corresponding entry	0	0	0	0	-2,000	0	0	0	0	-2,000	-2,000
3000-113	Commercial businesses adjustment to tax and dividend as per Q2 adjustments.	-1,045,518	0	0	0	0	0	0	0	0	-1,045,518	-1,045,518
	Corresponding entry	1,045,518	0	0	0	0	0	0	0	0	1,045,518	1,045,518
3000-300	South Street remediation - reduce budget new tender costs.	0	0	-3,800	0	0	0	0	0	0	-3,800	-3,800
	Corresponding entry	0	0	3,800	0	0	0	0	0	0	3,800	3,800
3000-304	Remediation Redland Bay - reduce budget reduced vegetation maintenance.	0	0	-20,000	0	0	0	0	0	0	-20,000	-20,000
	Corresponding entry	0	0	20,000	0	0	0	0	0	0	20,000	20,000
3000-309	Leachate Management Design - increase budget consultant quote and radio survey needed.	0	0	29,000	0	0	0	0	0	0	29,000	29,000
	Corresponding entry	0	0	-29,000	0	0	0	0	0	0	-29,000	-29,000
3000-317	Gas Well installation - increase budget to part fund PDG superintendant costs.	0	0	8,537	0	0	0	0	0	0	8,537	8,537
	Corresponding entry	0	0	-8,537	0	0	0	0	0	0	-8,537	-8,537
3000-320	56018 Reliability Engineer - transfer to 56060 Assets and technical delivery.	-528	0	-83,262	0	0	0	0	0	0	-83,790	-83,790
	Corresponding entry	528	0	83,262	0	0	0	0	0	0	83,790	83,790
3000-402	55005 - Birkdale Sanitary Landfill - Increase in expenditure transfer station attendants.	0	0	25,324	0	0	0	0	0	0	25,324	25,324
	Corresponding entry	0	0	-25,324	0	0	0	0	0	0	-25,324	-25,324
3000-500	30116 - Conservation Support Project - realignment of reserves.	0	0	0	0	0	0	0	0	50,000	50,000	0
3000-501	30326 - Bay Islands Fire Management - realignment of reserves.	0	0	0	0	0	0	0	0	2,171	2,171	0
3000-502	30355 - Catchment Rehabilitation Program - realignment of reserves.	0	0	0	0	0	0	0	0	1,381	1,381	0
3000-503	30373 - Bushland Management Plan Implementation - realignment of reserves.	0	0	0	0	0	0	0	0	956	956	0

Submission Number	Submission Description	Internals	Revenue	Operating Expenditure	Operating Costs associated with Capital Expenditure	Capital Expenditure	Depreciation	Balance Sheet Adjustments	Redemption / Drawdowns	Reserves	Operating Surplus/Deficit	Cash Impact
<b>TRANSFERS</b>												
3000-504	30402 - Hilliards Catchment Bushland Management Works - realignment of reserves.	0	0	0	0	0	0	0	0	2,206	2,206	0
3000-505	30410 - Conservation Tracks & Trails Repairs - realignment of reserves.	0	0	0	0	0	0	0	0	1,064	1,064	0
3000-506	30445 - Conservation Declared/Invasive Weed Fund - realignment of reserves.	0	0	0	0	0	0	0	0	-25,000	-25,000	0
3000-507	30478 - Koala Habitat Restoration - realignment of reserves.	0	0	0	0	0	0	0	0	137	137	0
3000-508	30382 - M/land Conserv. Asset Maint - realignment of reserves.	0	0	0	0	0	0	0	0	823	823	0
3000-511	10254 - Decommissioning of Park Assets - Transfer of budget from 40443 to facilitate decommissioning of park assets.	0	0	10,000	0	0	0	0	0	0	10,000	10,000
	Corresponding entry	0	0	0	0	-10,000	0	0	0	0	-10,000	-10,000
3000-519	30306 - Bay Islands Parks & Sportsfields Turf from 30315 Mainland Contract Grass Cut to free up budget for repairs to Judy Holt Rugby.	0	0	27,000	0	0	0	0	0	0	27,000	27,000
	Corresponding entry	0	0	-27,000	0	0	0	0	0	0	-27,000	-27,000
3000-520	80932 - Cleveland Pt Regional Park Stg 3. Transfer from 40443 savings to 80932 provide additional wave erosion control.	0	0	0	0	-35,000	0	0	0	0	-35,000	-35,000
	Corresponding entry	0	0	0	0	35,000	0	0	0	0	35,000	35,000
3000-528	11011 - Admin Local Sport and Rec. Reduce reserves budget to match actual reserve balance.	0	0	0	0	0	0	0	0	13,000	13,000	0
3000-602	55068 - Giles Road Remediation - Capping - incorrect job number used \$300k budget allocated to job number 55068 should be 55086.	0	0	300,000	0	0	0	0	0	0	300,000	300,000
	Corresponding entry	0	0	-300,000	0	0	0	0	0	0	-300,000	-300,000
3000-608	55068 Giles Rd Remediation. Reallocation of budget between contractor and temp staff.	0	0	55,000	0	0	0	0	0	0	55,000	55,000
	Corresponding entry	0	0	-55,000	0	0	0	0	0	0	-55,000	-55,000
3000-609	70006 Eastern Landfill Batter Remediation. Reallocation of budget between contractor and temp staff.	0	0	8,775	0	0	0	0	0	0	8,775	8,775
	Corresponding entry	0	0	-8,775	0	0	0	0	0	0	-8,775	-8,775
<b>INFRASTRUCTURE AND OPERATIONS TOTAL TRANSFER SUBMISSIONS</b>		<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>-10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-242,893</b>	<b>-242,893</b>	<b>0</b>
<b>TOTAL TRANSFERS</b>		<b>0</b>	<b>0</b>	<b>61,000</b>	<b>0</b>	<b>-61,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-240,893</b>	<b>-240,893</b>	<b>0</b>

**11.2.3 SOLE SUPPLIER - FOLK REDLANDS INC****Dataworks Filename: WM Education – Events and Displays****Authorising Officer:****Louise Rusan  
General Manager Community & Customer  
Services****Responsible Officer:****Gary Photinos  
Group Manager Environment and Regulation****Author:****Craig Doolan  
Environment and Education Service Manager**

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**PURPOSE**

The purpose of this report is to seek approval to formally appoint Folk Redlands Inc as the sole supplier of music and entertainment for the annual Indigi Day Out & Folk Redlands Festival of Music, held at the Redlands IndigiScapes Centre each June.

**BACKGROUND**

The Indigi Day Out & Folk Redlands Festival of Music has been a combined music and environmental festival held at the IndigiScapes Centre on, or near, the first weekend in June each year. It is an informal partnership between Redland City Council and Folk Redlands Inc and features community environmental groups, local businesses and suppliers, and folk music entertainers.

In 2006, Folk Redlands Inc secured a Regional Arts Development Fund (RADF) grant to pay for equipment and artists for the first Indigi Day Out and Redlands Folk Festival of Music.

In 2007, after not being able to secure further RADF grants, Council has funded the festival from its operational budget providing up to \$12,000 to Folk Redlands Inc for music, entertainment and equipment hire for the music festival part of the event. The total budget for the combined event has been \$30,000.

**ISSUES****Procurement Process**

In order to continue this arrangement, it is necessary, to formalise the procurement process for Folk Redlands to provide the music and entertainment for this year's event. Currently the Local Government Act and Council's guidelines GL-3043-001 "Purchasing Goods & Services for Council", require three (3) written quotations. Exemptions to obtaining quotations are possible where Folk Redlands Inc are on an approved contractors list or where Council resolves to accept Folks Redlands as a sole supplier under section 235 (b) of the Local Government Regulations. It is noted that Folk Redlands in not on an approved Contractors List.

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## **Folk Redlands**

Folk Redlands Inc is a non for profit organisation run by dedicated committee of musicians and music lovers. They promote and support live music in Redland City and abroad – Folk, Acoustic, Traditional or Contemporary.

They hold regular events namely:

- Indigiscapes Centre: the 1st and 3rd Sunday of the month from 2 till 5pm;
- State Library of QLD: Folk Redlands Friday arvo 5 till 6pm at The State Library of QLD Stanley Place South Brisbane;
- Indigiscapes Centre: Folk Redlands Ukulele Convention in July
- Indigi Day Out and Folks Redlands Festival of Music in June.
- Folk Redlands hosts “Acoustic Harvest” on Bay FM fortnightly (Alternate Thursday evenings 8 till 10pm) and plays Folk/Acoustic music.

Folk Redlands Inc is the only reasonable local supplier, who has demonstrated a good track record in this area, to be able to coordinate and supply services for the Redlands Folk Festival. If Redlands Folk Inc were unable to supply this service the event as it currently exists would no longer occur.

There may be other suitable suppliers outside of the Redlands, but this would limit the support provided to local artists and businesses.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

In order to validate a sole supplier, under the Local Government Regulations 2012 – Section 235 (b), Council would need to resolve that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

### **Risk Management**

There are no significant risk management implications.

### **Financial**

The funding provided by Redland City Council to Folk Redlands Inc is within the current operational budget. This report does not ask for or require any further funding.

### **People**

There are no significant implications for staff.

### **Environmental**

There are no significant implications for the environment.

### **Social**

The Indigi Day Out & Folk Redlands Festival of Music is a significant cultural event on the Redlands calendar, attracting an average audience of about 3000 people per year for the past 8 years. In 2013, 37% of attendees travelled from outside of the Redlands to come to the event.

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

This event is closely aligned with several strategies in the Redland City Council Corporate Plan 2010-2015;

- 1.4 Improve residents' understanding, respect and enjoyment of the local environment through stewardship and partnerships.
- 6.1 Bolster the local economy and local employment by providing business support to local companies, promoting social enterprise and providing opportunities for creativity, diversity and entrepreneurial activity.
- 7.1 Promote festivals events and activities for people to come together, developing connections and networks to improve community spirit and enhance 'sense of place'.
- 7.7 Increase children and young people's active participation in community life and support their social, cultural and physical development.

Council's procurement policy would be consistently applied in approving sole supply status to Folk Redlands, as the policy clearly states that more focus needs to apply to local businesses within the Redland City Council boundaries.

### **CONSULTATION**

Senior Procurement Officer, Redland City Council;

Procurement Officer, Redland City Council

### **OPTIONS**

1. That Council resolve as follows:
  1. That Folk Redlands Inc. be approved a sole supplier of folk music and entertainment for the Indigi Day Out & Folk Redlands Festival of Music for the 2014 event and subsequent years; under section 235 of the *Local Government Regulations 2012*;
  2. That this event is of a specialised nature and it would be impractical to call for tenders or quotations; and
  3. That the Chief Executive Officer be authorised to negotiate, make, vary, and discharge the above contract with Folk Redlands Inc.
2. That Council not resolve to grant to sole supplier status to Folk Redlands Inc for the purposes of this event.

### **OFFICER'S RECOMMENDATION**

**That Council resolve as follows:**

- 1. That Folk Redlands Inc. be approved a sole supplier of folk music and entertainment for the Indigi Day Out & Folk Redlands Festival of Music for the 2014 event and subsequent years; under section 235 of the *Local Government Regulations 2012*;**
- 2. That this event is of a specialised nature and it would be impractical to call for tenders or quotations; and**
- 3. That the Chief Executive Officer be authorised to negotiate, make, vary, and discharge the above contract with Folk Redlands Inc.**

**11.2.4 DISPOSAL OF SURPLUS LAND – 108 OLD CLEVELAND ROAD,  
CAPALABA****Dataworks Filename:** 108 Old Cleveland Road, Capalaba**Attachment:** [Site Map - Disposal of Surplus Land - 108 Old Cleveland Road Capalaba](#)**Authorising Officer:****Louise Rusan  
General Manager Community & Customer  
Services****Responsible Officer:****Gary Photinos  
Group Manager Environment & Regulation****Author:****Merv Elliott  
Property Services Manager**

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**PURPOSE**

The purpose of this report is to obtain Council approval for the sale of surplus Council freehold land situated at 108 Old Cleveland Road, Capalaba described as Lot 4 SP235921 containing 4,313m<sup>2</sup>.

**BACKGROUND**

Council are the owners of Lot 4 SP235921 situated at Old Cleveland Road, Capalaba. The site is unimproved and is currently used for car parking purposes. Several enquiries have recently been received from interested parties desirous of purchasing the site for redevelopment purposes.

**ISSUES****Planning Issues***Capalaba Centre Master plan*

The Capalaba Centre Master plan was adopted 15<sup>th</sup> December 2010 and provides a planning framework to guide growth and redevelopment within the Capalaba Centre over the next 20 years and beyond.

Council freehold land situated at 108 Old Cleveland Road Capalaba falls within the "Old Cleveland Road Recreation and Business Precinct" which is earmarked to play an important role in 'framing' the town centre and providing residents and businesses with accessible recreational and open space amenity.

The precinct outcomes for this area are to deliver new buildings and facilities that support the function of John Frederick's Park along Old Cleveland Road and between the alignments of Redland Bay Road and Dollery Road. This facility could include sports related uses, conferencing and ancillary retail that are able to provide a level of activity, amenity and surveillance for recreational users of the park. Car-parking is provided in an 'esplanade' format that does not overly dominate the open

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space environment with basement parking provided to service businesses and services located above.

### *Redlands Planning Scheme*

The subject site is zoned major centres in Subarea MC2 which allows development of a commercial nature in accord with requirements of that zone.

The major centres sub areas; MC1 and MC2 which comprise the Capalaba Major Centre provides for a range of uses that:

- Recognise Capalaba as a Principal Centre for south east Queensland and the primary retail and commercial centre in the City;
- Incorporate administrative functions that are secondary to those of Cleveland and are limited to local government support branches and State and Commonwealth government services;
- Recognise Capalaba as a tourist gateway to the City as well as a centre for special events facilitated by traders and the local community;
- Within sub-area MC1 - encourages key businesses and facilities to concentrate in the area and pursue opportunities for mixed use development; and
- Within sub-area MC2 do not have the intensity and activity of the sub-area MC1 the centre core but provide a key supporting business and commercial area and because of proximity to the open space to the north fronting Tingalpa Creek encourages, mixed use residential development.

### *John Fredrick's Sports Field Master plan 2006*

The Sports Field Master Plan has described the subject site along the Old Cleveland Road street frontage to the Parklands as part of a significant parcel of vacant lands in both Redland City Council and private ownership which have immediate development potential. Development of these spaces needs to consider impacts to the parklands.

### **Land Fill Issues**

At present the site is used for car parking purposes. The history of the site reveals that it was previously used for land fill purposes.

Land filling is believed to have occurred for approximately 17 years from 1968 to 1985. This would have been unregulated material and is presumed to be a mixture of inert building waste, municipal waste (i.e. putrescible waste similar to wheelie bins and bulky waste e.g. cars, furniture) plus hazardous/chemical wastes. Limited contamination testing has been undertaken but results were less than the limit of laboratory testing or below trigger thresholds for further investigation.

It is possible to redevelop the site; however safety precautions need to be taken to manage the risk of encountering hazardous materials which may also include asbestos.

Further geotechnical advice, environmental monitoring and controls for preventing migration of potential methane gas will be needed by any potential buyers on the best design solution for new development.

All of the above information will be distributed to any potential purchaser and will be incorporated into the tender documents or contract of sale.

### **Car Parking Issues**

The site has not been identified in the Town Plan, Capalaba Centres Master Plan or John Fredrick's Park Master Plan as a car park.

At the present time, approximately half the site is paved and used for car parking by the sporting clubs mainly on weekend fixture days. When full the site accommodates 50 – 60 vehicles.

Should a sale be approved there are several alternatives to compensate for the loss of these spaces e.g.:

1. There is an allocated provision in council's 2014/15 budget to carry out improvements on the subject car park area. These funds can be utilised to provide alternative car park spaces on adjoining Council land.
2. There is an opportunity to negotiate with private land holders in this area who own substantial parcels of undeveloped land that may be of benefit to both the land owner and Council to broker an agreement for the use and development of that land to provide public car parking facilities.
3. Redevelopment of the subject site will require car parking to be provided. Negotiations will be entered into with prospective new owners with a view to allow for these car parks to be used by the public after hours and weekend fixture days.

### **STRATEGIC IMPLICATIONS**

Council's Corporate Plan identifies the ability and obligation of Council to obtain best use of its assets either by functional use or disposal to obtain the best financial return to Council. Either sale by tender or private treaty will achieve this objective.

### **Legislative Requirements**

Disposing of land falls within the provisions of the Local Government Act, specifically Sections 224 and 227 Div 2 and Section 236 Division 4, which state that Council must invite tenders or offer the land for sale by auction before entering into a contract.

However, a local government may dispose of a valuable non-current asset (land) other than by tender or auction if:

(a) the valuable non-current asset—

- (i) was previously offered for sale by tender or auction but was not sold; and
- (ii) is sold for more than the highest tender or auction bid that was received; or

(b) the valuable non-current asset is disposed of to—

- (i) a government agency; or
- (ii) a community organisation; or

Further, Council can seek to dispose of the land without Auction or Tender provided an exemption is approved by the relevant Minister of the Queensland Government.

**Risk Management**

Where Council decides to dispose of the land, the proper notifications and information relating to land contamination will be made available to prospective buyers. Relevant clauses inserted in to the contract of sale will protect Councils risk in relation to land fill measures.

**Financial**

Net return to Council following sale will be substantial.

**People**

Not applicable.

**Environmental**

The sale of the subject site offers the potential for remediation to be undertaken by any prospective buyer prepared to do so as part of the redevelopment of the site. Council is not under any obligations to remediate the site if the land use does not change. Where the site is not sold then it will remain on the Environmental Management Register and be monitored as part of the Landfill Remediation Program.

**Social**

Not Applicable.

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

Sale of the site supports Council's Policy and Plans to revitalise areas of Redlands with approved development and to obtain the best return socially and economically from Council assets.

**CONSULTATION**

The Property Services Manager has consulted with Group Manager City Spaces, Principal Waste Planner, Principal Engineer City Infrastructure, Service Manager Roads, Drainage & Marine, Strategic Planning Unit in City Planning and Assessment Group, Local Councillor and various Council officers.

**OPTIONS**

1. That Council resolve to:
  1. Dispose of its valuable noncurrent asset being land described as Lot 4 SP235921, situated at 108 Old Cleveland Road, Capalaba by:
    - a) Auction or tender; or
    - b) By private treaty to a government agency or community organisation; or
    - c) By obtaining approval from the relevant Minister of the Queensland Government for private sale.
  2. To approve the transfer of funds allocated to provide improvements and sealing of the car park area on the subject site to a site approved by the CEO;
  3. To grant authority for negotiations to be undertaken with adjoining property owners for the lease of land to provide car parking facilities in this precinct; and

4. To grant authority to the CEO or delegate to execute all documents relating to the above including sale contract and lease.
2. That Council resolve to not offer the site for sale and continue its use for car parking purposes.

#### **OFFICER'S RECOMMENDATION**

**That Council resolve to:**

1. **Dispose of its valuable noncurrent asset being land described as Lot 4 SP235921, situated at 108 Old Cleveland Road, Capalaba by:**
  - a) **Auction or tender; or**
  - b) **Private treaty to a government agency or community organisation; or**
  - c) **By obtaining approval from the relevant Minister of the Queensland Government for private sale.**
2. **To approve the transfer of funds allocated to provide improvements and sealing of the car park area on the subject site to a site approved by the Chief Executive Officer;**
3. **To grant authority for negotiations to be undertaken with adjoining property owners for the lease of land to provide car parking facilities in this precinct; and**
4. **To delegate authority to the Chief Executive Officer, under s.257(1)(b) *Local Government Act 2009*, to negotiate, make, vary and discharge all documents relating to the above.**

**ATTACHMENT 1 – DISPOSAL OF SURPLUS LAND – 108 OLD CLEVELAND ROAD, CAPALABA**



**11.3 PORTFOLIO 7 (CR JULIE TALTY)****PLANNING & DEVELOPMENT****11.3.1 DECISIONS MADE UNDER DELEGATED AUTHORITY FOR CATEGORY 1, 2 & 3 DEVELOPMENT APPLICATIONS**

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

**Attachment** [Decision Made Under Delegated Authority 10.02.14 to 23.02.14](#)

**Authorising Officer**



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

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

**Author:** **Louise Milligan**  
**Group Support Officer**

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**PURPOSE**

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

This information is provided for public interest.

**BACKGROUND**

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

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

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

Category 3 – Moderately Complex Code & Impact Assessments; and

Category 4 – Major and Significant Assessments.

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

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



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

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

### **OFFICER'S RECOMMENDATION**

**That Council resolve to note this Report.**

## Decisions Made Under Delegated Authority 10.02.14 to 16.02.14

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division Number
<b>Category 1</b>								
BWP002154	Design and Siting - Dwelling House	Category1	Steve Parcell Building Services Pty Ltd	182 Russell Street Cleveland QLD 4163	Concurrence Agency Response	13/02/2014	Approved	2
BWP002162	Design and Siting - Dwelling House	Category1	The Certifier Pty Ltd	17 Scott Street Cleveland QLD 4163	Concurrence Agency Response	13/02/2014	Approved	2
BWP002081	Building Over/near relevant infrastructure - Carport. Design & Siting - Additions to dwelling house.	Category1	Building Code Approval Group Pty Ltd	12 Chardonnay Court Thornlands QLD 4164	Concurrence Agency Response	14/02/2014	Approved	3
BWP002159	Design & Siting - Carport	Category1	Building Code Approval Group Pty Ltd	185 James Street Redland Bay QLD 4165	Concurrence Agency Response	11/02/2014	Approved	5
BWP002163	Design and Siting - Dwelling House	Category1	Geoffrey JamesWorrall	35 Kimbolton Drive Redland Bay QLD 4165	Concurrence Agency Response	14/02/2014	Approved	5
BWP002153	Design & Siting - Dwelling House - Secondary Dwelling	Category1	Pacific Approvals Pty Ltd Total Lifestyle Builders	4 Macgregor Drive Birkdale QLD 4159	Concurrence Agency Response	11/02/2014	Approved	10
<b>Category 2</b>								
OPW001609	Operational Works -2nd Domestic Driveway Crossover	Category2	Keith RaymondWatson	3 Burke Street Capalaba QLD 4157	Code Assessment	12/02/2014	Development Permit	9

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division Number
MCU013170	Permissible Change - Refer EN000679	Category2	Freedom Fuels (Thorneside)	Freedom Fuel Thorneside 187-191 Quarry Road Thorneside QLD 4158	Code Assessment	10/02/2014	Permissible Change - Development Permit	10
MCU013151	Multiple Dwellings X 6	Category2	HubertMeier	52-54 Napier Street Birkdale QLD 4159	Code Assessment	11/02/2014	Development Permit	10

### Decisions Made Under Delegated Authority 17.02.14 to 23.02.14

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division Number
<b>Category 1</b>								
ROL005717	Standard Format 1 into 2 Lots	Category1	Kim Christina Elizabeth Cleary  Sallyanne Hill Stuart Ronald Cleary Philip J Hill	28 Como Street Ormiston QLD 4160	Code Assessment	20/02/2014	Development Permit	1
BWP002178	Design and Siting - Dwelling	Category1	Henley Properties (Qld) Pty Ltd	131 Spurs Drive Wellington Point QLD 4160	Concurrence Agency Response	20/02/2014	Approved	1

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division Number
BWP002168	Building Over/Near Relevant Infrastructure - Dwelling House	Category1	Bartley Burns Certifiers & Planners	4 Angliss Circuit Thornlands QLD 4164	Concurrence Agency Response	19/02/2014	Approved	3
BWP002164	Design & Siting - Dwelling House	Category1	David James Birthisel	2 Alkira Street Macleay Island QLD 4184	Concurrence Agency Response	19/02/2014	Approved	5
BWP002173	Design and Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	36 Willis Close Redland Bay QLD 4165	Concurrence Agency Response	20/02/2014	Approved	5
MCU013183	Multiple Dwelling x 4	Category1	Pining For The Fjords Pty Ltd	194-196 James Street Redland Bay QLD 4165	Code Assessment	17/02/2014	Development Permit	5
MCU013167	Dwelling house	Category1	The Certifier Pty Ltd	120 Jonathon Road Sheldon QLD 4157	Code Assessment	21/02/2014	Development Permit	6
ROL005650	Standard Format 2 into 23 Lots	Category1	Harridan Pty Ltd (Loganholme)	41 Bankswood Drive Redland Bay QLD 4165	Code Assessment	17/02/2014	Negotiated Decision - Development Permit	6
BWP002174	Design & Siting - Domestic Additions	Category1	Fastrack Building Certification	33 Chatsworth Circuit Capalaba QLD 4157	Concurrence Agency Response	19/02/2014	Approved	9
BWP002166	Design & Siting - Carport	Category1	Lawrence Michael Casey Gwenda Casey	17 Northview Street Birkdale QLD 4159	Concurrence Agency Response	18/02/2014	Approved	10

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division Number
<b>Category 2</b>								
MCU013166	Multiple Dwelling - 9 units	Category2	Platinum Design	18 Bainbridge Street Ormiston QLD 4160	Code Assessment	20/02/2014	Development Permit	1
MCU013165	Multiple Dwelling - 9 units	Category2	Platinum Design	16 Bainbridge Street Ormiston QLD 4160	Code Assessment	20/02/2014	Development Permit	1
MCU013187	Multiple Dwellings x 4	Category2	Approveit Building Certification Pty Ltd	14 Moore Street Victoria Point QLD 4165	Code Assessment	19/02/2014	Development Permit	4
MC008862	Child Care Centre	Category2	Colonial Investments  MJ & J Pty Ltd As Trustee	54-60 Cavendish Street Russell Island QLD 4184	Impact Assessment	18/02/2014	Extension to Relevant Period - Approved	5

**11.3.2 APPEALS LIST - CURRENT AS AT 25 FEBRUARY 2014**

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

**Authorising Officer:**



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

**Responsible Officer:**

**David Jeanes**  
**Group Manager City Planning & Assessment**

**Author:**

**David Jeanes**  
**Group Manager City 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 State Development, Infrastructure and Planning (SDIP)**

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

The database contains:

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

<b>1.</b>	<b>File Number:</b>	Appeal 1963 of 2009 (MC010715)
<b>Applicant:</b>		<b>JT George Nominees P/L</b>
<b>Application Details:</b>		Preliminary Approval for MCU for neighbourhood centre, open space and residential uses (concept master plan). Cnr Taylor Rd & Woodlands Dve, Thornlands.
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		Order made on 21 February 2014 allowing appellant to provide amended plans to all parties by 10 March 2014 for review and consideration.
<b>Hearing Date:</b>		Listed for review 14 March 2014.

<b>2.</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>		Council has filed an application in pending proceeding seeking a declaration that the development application was not correctly applied for, and therefore the appeal should be struck out.
<b>Hearing Date:</b>		Listed for review 7 March 2014.

<b>3.</b>	<b>File Number:</b>	Appeal 4521 of 2013 (MCU012995)
<b>Applicant:</b>		<b>D Polzi and ML Polzi</b>
<b>Application Details:</b>		Material Change of Use for a Landscape Supply Depot
<b>Appeal Details:</b>		Submitter appeal against development permit approval.
<b>Current Status:</b>		Not yet listed.

<b>4.</b>	<b>File Number:</b>	Appeal 4564 of 2013 (ROL005669)
<b>Applicant:</b>		<b>Ausbuild Projects Pty Ltd</b>
<b>Application Details:</b>		Reconfiguration of Lots (6 into 259) and Material Change of Use (Dwelling Houses)
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		Not yet listed.

<b>5.</b>	<b>File Number:</b>	Appeal 4753 of 2013 (MCU012971)
<b>Applicant:</b>		<b>G Wood</b>
<b>Application Details:</b>		Material Change of Use for Home Business (seafood cooking) at 31 Drevesen Avenue, Cleveland
<b>Appeal Details:</b>		Originating application seeking approval of home business.
<b>Current Status:</b>		Matter struck out by the Court on 25 February 2014, on the grounds that it was improperly made and any appeal would have no reasonable prospects of success.

#### **OFFICER'S RECOMMENDATION**

**That Council resolve to note this Report.**



**12 MAYORAL MINUTE**

In accordance with s.35 *Redland City Council Meetings – Standing Orders*, the Mayor may put to the meeting a written motion called a ‘Mayoral Minute’, on any matter. Such motion may be put to the meeting without being seconded, may be put at that stage in the meeting considered appropriate by the Mayor and once passed becomes a resolution of Council.

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

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

**14 NOTICES OF MOTION****14.1 NOTICE OF MOTION – CR BISHOP****14.1.1 COMMUNITY CONSULTATION**

On 10 March 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Bishop gave notice that he intends to move as follows:

**That Council resolve as follows:**

- 1. To support a phase of community consultation to ‘inform, educate and collaborate’ with residents regarding the:**
  - a) State Government changes to the RCC Planning Scheme time horizon;**
  - b) Range of low/medium and high population growth strategies and options available to Council;**
  - c) Range of options on how to deal with that growth, i.e., increase density, increase urban sprawl, or a mix; and**
  - d) Planning Scheme studies (Liveable Communities and Housing, Economic Growth, Hazards and Safety, Environment and Heritage and Infrastructure).**
- 2. To collate input and feedback from the community about these matters in order to incorporate residents’ views into our Draft Planning Scheme;**
- 3. That this proposed consultation is distinct and separate to State interest review and statutory consultation; and**
- 4. That a report be brought back to Council, detailing options on how this consultation can deliver on RCC community engagement values.**

**14.2 NOTICE OF MOTION – CR OGILVIE****14.2.1 TOONDAH HARBOUR PDS**

On 11 March 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Ogilvie gave notice that he intends to move as follows:

**That Council resolve to:**

- 1. Write to the Minister for Economic Development Queensland, alerting him that Council does not endorse the Toondah Harbour Proposed Development Scheme; and**
- 2. That a new Proposed Development Scheme be developed that better takes into account:**
  - a) The natural environment;**
  - b) Economic feasibility;**
  - c) Financial implications for Council;**
  - d) The workings of the harbour; and**
  - e) Community expectations.**

**15 URGENT BUSINESS WITHOUT NOTICE**

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

**16 MEETING CLOSURE**