



**Redland**  
CITY COUNCIL

# **MINUTES**

## **GENERAL MEETING**

**Wednesday, 20 August 2014**

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

The Mayor declared the meeting open at 9.30am and acknowledged the Quandamooka people, who are the traditional custodians of the land on which Council meets.

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

## 2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

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

## EXECUTIVE LEADERSHIP GROUP:

Mr B Lyon	Chief Executive Officer
Mr N Clarke	General Manager Organisational Services
Mrs L Rusan	General Manager Community & Customer Services
Mr G Soutar	General Manager Infrastructure & Operations
Ms L Batz	Chief Financial Officer

**MINUTES:**

Mrs J Parfitt

Team Leader Corporate Meetings &amp; Registers

**3 DEVOTIONAL SEGMENT**

Bruce Alder of Nazarene Theology College led Council in a brief devotional segment.

**4 RECOGNITION OF ACHIEVEMENT****4.1 CERTIFICATE OF APPRECIATION – SURF LIFE SAVING QUEENSLAND**

Surf Life Saving Queensland presented the Mayor of Redland City Council with a plaque in recognition of Council's ongoing support and assistance to Surf Life Saving Queensland.

**5 RECEIPT AND CONFIRMATION OF MINUTES****5.1 GENERAL MEETING MINUTES 30 JULY 2014**

Moved by: Cr P Bishop

Seconded by: Cr A Beard

**That the minutes of the General Meeting of Council held on 30 July 2014 be confirmed.**

**CARRIED 11/0**

**6 MATTERS OUTSTANDING FROM PREVIOUS COUNCIL MEETING MINUTES****6.1 CLEVELAND AQUATIC CENTRE LEASE**

At the General Meeting of 21 May 2014 (Item 16.1.1 refers) Council resolved "*That this item be deferred*".

This Item will be presented to a future General Meeting for consideration.

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

Moved by: Cr P Gleeson

Seconded by: Cr P Bishop

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

**CARRIED 11/0**

1. M C Ebber, resident of Lamb Island, representing a group of over 400 SMBI residents and the Moreton Bay Combined Island Association, addressed Council in relation to Item 14.1.1 on today's agenda regarding a bridge connection to the SMBI.

**MOTION TO RESUME MEETING**

Moved by: Cr M Elliott

Seconded by: Cr J Talty

That the meeting proceedings resume.

**CARRIED 11/0**

## **8 PETITIONS AND PRESENTATIONS**

### **8.1 PRESENTATION – CR TALTY – ALGWA CONFERENCE**

On 23 to 25 July 2014 Cr Talty attended the Australian Local Government Women's Association conference in Warwick. Some of the events were aimed at a wider audience and participation and others were more pointedly addressing the issues faced by women in local government.

Cr Talty would like to see women councillors and senior staff automatically provided with membership to the ALGWA as they are to the LGAQ.

[Attachment: Timetable of Events](#)

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

### **9.1 MOTION TO ACCEPT LATE ITEM**

Moved by: Cr A Beard

Seconded by: Cr M Edwards

That a Late Item titled – *Supply of Electricity to Small Sites* – be accepted and discussed in closed session.

**CARRIED 11/0**

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

Moved by: Cr P Gleeson

Seconded by: Cr M Elliott

That Item 16.1.3 (*Carbon Tax Adjustments*), as listed on the Agenda, be discussed as item 16.1.2 and Item 16.1.2 (*RP Data*) as listed on the Agenda, be discussed as Item 16.1.3.

**CARRIED 11/0**

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

Cr Edwards declared a perceived conflict of interest in Item 14.1.1 – see item for details.

Cr Hewlett declared a perceived conflict of interest in Item 14.1.1 – see item for details.

Cr Ogilvie declared a perceived conflict of interest in Item 16.2.1 – see item for details.

The Mayor declared a perceived conflict of interest in Item 6.2.1 – see item for details.

### **COUNCILLOR ABSENCES DURING MEETING**

Cr Ogilvie left the meeting at 10.07am during Item 11.1.2 and returned at 10.08am after the vote on Item 11.1.2.

Cr Bishop left the meeting at 10.46am at the conclusion of Item 11.6.1 and returned at 10.47am during Item 11.6.2.

Cr Elliott left the meeting at 11.57am during Item 16.1.3 and returned during discussion on Item 16.2.1.

Cr Ogilvie left the meeting at 12.37pm and returned at 12.38pm during discussion on Item 16.2.3.

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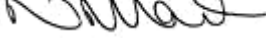
## 11 REPORTS TO COUNCIL

### 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 COUNCIL MEETING REVIEW

**Datworks Filename:** L&E Local Law No.5 Meetings

**Attachment:** [General Meeting Charter](#)

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

**Author:** Nick Clarke  
General Manager Organisational Services

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#### PURPOSE

The purpose of this report is for Council to adopt a new portfolio structure for councillors.

#### BACKGROUND

At the Coordination Committee Meeting of 6<sup>th</sup> November 2013 (Item 5.1.4), Council resolved to adopt a new meeting structure. The new structure included removal of the Coordination Committee during the General Meeting. The report also advised that a review of portfolios would be conducted early in 2014. The review has now been conducted and this report recommends changes to the number and nature of the portfolios.

#### ISSUES

The current portfolio structure was established at the General Meeting of 19<sup>th</sup> December 2012 (Item 17.1.1), as part of a review of Council's meeting structure. The ten portfolios were adopted as a component of Council moving from separate supporting standing committees to the one Coordination Committee conducted during the General Meeting.

The Coordination Committee had been made up of ten portfolio sessions, with the nominated councillor spokesperson invited by the Coordination Committee Chair to lead discussion on items relating to their portfolio. With the removal of the Coordination Committee, there has been a direct transfer of the portfolio structure and process into the General Meeting.

Each portfolio spokesperson may also be Council's official spokesperson on matters within their portfolios together with the Mayor, in accordance with Council's policy direction and decisions; as well as Council's Communication Policy and Media Relations Guideline. The portfolios were arranged to provide alignment with Council's organisational structure. This facilitated a structured approach for briefings between the portfolio spokespersons and the General Managers.

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Earlier in 2013, Council underwent an organisational restructure. One consequence of the organisational restructure is that the meeting portfolios no longer align with Council's new structure. This has resulted in an unstructured situation where some portfolio spokespersons have to consult with more than one member of the Executive Leadership Group (ELG) and vice-versa (with ELG members needing to provide briefings to more than one portfolio spokesperson about a single issue).

To improve the effectiveness and efficiency of the meetings portfolio system and better align with Council's new organisational structure, the following portfolio structure is recommended. If adopted, this structure would commence from the next meeting of Council.

<b>Portfolio</b>	
<b>1. Office of the CEO</b>	<p><b>Office of the CEO:</b></p> <ul style="list-style-type: none"> <li>• Financial services: rates; financial reporting; monthly management accounting; related financial compliance</li> <li>• General Counsel (legal services including complaints management)</li> <li>• Human resources: workplace development; workplace relations; WH&amp;S</li> </ul> <p><b>Organisational Services:</b></p> <ul style="list-style-type: none"> <li>• Internal Audit</li> </ul>
<b>2. Organisational Services</b>	<p><b>Organisational Services:</b></p> <ul style="list-style-type: none"> <li>• Communication (internal and external), community engagement and tourism</li> <li>• Corporate governance – community, corporate and operational planning; risk and liability; Indigenous relations; local laws; corporate reporting and compliance; portfolio management office (major projects); corporate registers; information privacy and RTI</li> <li>• Fleet services</li> <li>• Information management: IT services; records management</li> <li>• Priority Development Areas; Cleveland CBD revitalisation projects; surplus land disposal</li> <li>• Support services for the Mayor and Councillors</li> <li>• Corporate process and performance improvement</li> </ul>
<b>3. City Planning and Assessment</b>	<p><b>City Planning and Assessment:</b></p> <ul style="list-style-type: none"> <li>• Strategic planning</li> <li>• Economic development</li> <li>• Plumbing and building services</li> <li>• Development assessment</li> <li>• Planning scheme review</li> </ul>
<b>4. Community Services, Environment and Regulation</b>	<p><b>Community Services, Environment and Regulation:</b></p> <ul style="list-style-type: none"> <li>• Customer services</li> <li>• Strengthening communities including Home Assist</li> <li>• Creative arts: RPAC and Art Gallery</li> <li>• Library services</li> <li>• Property services</li> <li>• Environmental education</li> <li>• Environmental health and pest management</li> <li>• Animal management</li> <li>• Local laws compliance</li> <li>• Development compliance</li> </ul>

<b>5. Infrastructure &amp; Operations</b>	<b>Infrastructure:</b> <ul style="list-style-type: none"> <li>• Water, wastewater and waste</li> <li>• Roads and drainage infrastructure and maintenance</li> <li>• Transport and traffic planning</li> <li>• Marine infrastructure and maintenance</li> <li>• Parks and conservation infrastructure and operations</li> <li>• Sport and recreation</li> <li>• Buildings (public and community)</li> </ul>
<b>6. Emergency Management</b>	<b>Organisational Services:</b> <ul style="list-style-type: none"> <li>• Disaster prevention, planning, response and recovery</li> <li>• Community resilience</li> <li>• Local Disaster Management Group (Deputy Chair)</li> </ul>

One or more portfolio spokespersons could be appointed to the six portfolios, although the recommendation is for one only.

With regard to Portfolio 1 above, Internal Audit has been included due to its relationship with the Audit Committee. This will enable Council, if it so chooses, to appoint a portfolio spokesperson to that portfolio who is also appointed as a member of the Audit Committee. With regard to Portfolio 6, it is highly desirable that a councillor with this responsibility also be a member of the Local Disaster Management Group and has, or will, undertake specialist training relating to the role of Deputy Chair of that group. It is noted that Councillor Alan Beard has undertaken this training.

The General Meeting Charter has been re-drafted to concisely describe how the portfolios system is intended to operate, including the major roles, responsibilities and accountabilities of councillors and managers.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

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

### **Risk Management**

There are no specific risk implications associated with this report.

### **Financial**

There are no specific financial implications associated with this report.

### **People**

A more effective and efficient portfolio structure will provide benefits to Council's elected representatives and those officers involved in strategic discussions and will enable all councillors to be better informed as reports are being prepared for consideration by Council.

### **Environmental**

There are no specific environmental implications associated with this report.

### **Social**

A more effective and efficient portfolio structure will provide improvements to Council's meetings and in turn provide benefits to the community.

## Alignment with Council's Policy and Plans

This report aligns with Council's policies and plans and further reduces red tape associated with Council's meetings.

## CONSULTATION

Consultation has occurred with the Office of the Mayor and the Executive Leadership Group.

## OPTIONS

1. That Council resolves as follows:
    - a) That Council's General Meeting consists of the named six portfolios; and
    - b) That Council appoints a councillor to each of the 6 portfolios.
  2. That Council appoints one or more than one councillor to each of the six portfolios.
- or
3. That Council amends the proposed portfolio structure.
- or
4. That Council maintains the existing portfolio structure.
- or
5. That Council removes the portfolio structure altogether.

## OFFICER'S RECOMMENDATION

That Council resolves to:

1. Adopt the following portfolios for councillors:

1	Office of the CEO (including Internal Audit)
2	Organisational Services (excluding Internal Audit and Emergency Management)
3	City Planning and Assessment
4	Community Services, Environment and Regulation
5	Infrastructure & Operations
6	Emergency Management

2. Appoint a councillor to each of the 6 portfolios; and
3. Adopt the attached General Meeting Charter for the operation of the portfolios.

## COUNCIL RESOLUTION

Moved by: Cr A Beard

Seconded by: Cr J Talty

That Council resolves to:

1. Adopt the following portfolios for councillors:

1	Office of the CEO (including Internal Audit)
2	Organisational Services (excluding Internal Audit and Emergency Management)

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3	City Planning and Assessment
4	Community Services, Environment and Regulation
5	Infrastructure & Operations
6	Emergency Management

**2. Appoint a councillor to each of the 6 portfolios as follows:**

- Portfolio 1 – Cr Edwards
- Portfolio 2 – Mayor Williams
- Portfolio 3 – Cr Talty
- Portfolio 4 – Cr Hewlett
- Portfolio 5 – Cr Gleeson
- Portfolio 6 – Cr Beard

**3. Adopt the attached General Meeting Charter for the operation of the portfolios.**

**PROPOSED AMENDMENT MOTION**

Moved by: Cr W Boglary

Seconded by: Cr P Bishop

That a new point 4 be added which reads: *‘To rotate portfolios in 9 months to enhance self development in all councillors, collaboration and strong leadership for the whole of Redland City’.*

LOST 5/6

Crs Hardman, Edwards, Talty, Beard, Gleeson and Williams voted against the motion.

**PROCEDURAL MOTION**

Moved by: Cr Ogilvie

That Standing Orders be suspended to allow discussion on this item.

LOST 5/6

Crs Hardman, Edwards, Talty, Beard, Gleeson and Williams voted against the motion.

Cr Beard’s motion was put to the vote and **CARRIED** 7/4

Crs Boglary, Ogilvie, Elliott and Bishop voted against the motion.



**Redland**  
CITY COUNCIL

# **GENERAL MEETING CHARTER**

# STRUCTURE

## **Reporting**

The General Meeting is the formal decision making forum of Council.

## **Meeting Frequency**

Council meets fortnightly, with the exception of a handful of scheduled breaks during the year. Each year Council publishes its forward schedule of meetings in a local newspaper and on Council's website.

## **Members**

The General Meeting consists of the Mayor and all Councillors.

## **Chairperson**

The Mayor is the Chairperson of the meeting.

## **Quorum**

The quorum for the General Meeting is fixed at six Councillors (a majority of members).

## **Minutes**

Council records minutes of the meetings which are approved by the CEO prior to publication on Council's website within 10 days of the date of the meeting.

## **Conduct of Meetings**

The *Local Government Act 2009* and the *Local Government Regulation 2012* provide the core statutory requirements for the conduct of Council meetings.

The Redland City Council Meetings Standing Orders supplement the statutory requirements by providing standard processes to be observed at all meetings.

# The Portfolio System

## **Purpose:**

The purpose of the portfolio system is to provide the following benefits:

- Retain the efficient working of Council's general meetings, removing the need for the duplication involved in a system of standing committees;
- Encourage councillors to think and work strategically for the benefit of the city as a whole (see section 12 *Local Government Act, 2009* – the role of a councillor), thereby reducing the time allocated to operational matters which are dealt with by employees;
- Enhance working together, debate and decision-making by councillors;
- Enable councillors to get more involved in areas of Council's work that interest them and where they can maximise their contribution;
- Create opportunities for councillors to gain a deeper understanding of the organisation and how it works for the community;
- Create additional avenues of contact for the community with their elected representatives; and
- Support strong leadership from councillors on behalf of their community and the organisation.

## **Operation:**

The General Meeting comprises sessions relative to certain functions (portfolios) of Council. These portfolios are described in Appendix A. Councillors are appointed as portfolio leaders.

During the meeting the Mayor will invite each portfolio leader in turn, where there are matters relating to their portfolio on the agenda, to provide a report of those matters and lead the debate.

Relevant senior officers may be required to attend the meeting to answer specific questions or provide further detailed information, if it is required.

The portfolio leader may also be Council's official spokesperson on matters within their portfolios together with the Mayor, in accordance with Council's policy direction and decisions; and Council's Communication Policy (POL-3072) and Media Relations Guideline (GL- 3072-001).

Nothing in the operation of the portfolio system prevents any councillor seeking advice or information from an employee within the scope of the Acceptable Requests Guideline (GL-3125-002).

## **Roles and Responsibilities:**

The portfolio leaders are responsible for:

- Requesting briefings on significant matters within their portfolios, including matters to be the subject of future reports to Council;
- Attend meetings with portfolio managers as arranged;

- Seek information on behalf of themselves and, when requested, by their colleagues;
- Provide ideas and information from themselves and other councillors into the discussions with managers;
- Summarise the key points from these meetings and distribute to all other councillors;
- Lead discussion about matters within the portfolio at councillor workshops and Council general meetings, as requested by the Mayor/chair;
- Present reports under the portfolio at Council general meetings; and
- Speak on behalf of Council (with the Mayor) on matters falling within the portfolio, noting that when speaking as a portfolio spokesperson, the content must reflect Council's decisions and policy.

The portfolio managers comprise: the three general managers; the group managers (within departments and within the Office of the CEO); and service managers reporting directly to a general manager. The portfolio managers are responsible for:

- Arranging briefings on significant matters with the portfolio spokespersons. The frequency and timing of these meetings is to be agreed between the portfolio leader and the senior portfolio manager (ELG member);
- Ensure that portfolio leaders are briefed on matters of significance within the portfolio, including the content of reports being prepared for Council general meetings and councillor workshops;
- Attend the arranged meetings as required (based on the issues to be discussed, as directed by the senior portfolio manager);
- Support the portfolio leader by attendance at councillor workshops and Council general meetings as appropriate, producing supporting materials for those workshops and meetings as required;
- Check, if asked by the portfolio leader, his/her summary of the meeting outcomes for distribution to the other councillors; and
- Discuss matters likely to receive media attention and those subject to a Council media release with the relevant Communication, Engagement & Tourism staff member to ensure contact between the person preparing the release/response and the portfolio leader. Where possible, the portfolio leader (and the Mayor) should be contacted before drafting of the release/response.

NB – In the event that more than one councillor is appointed to a single portfolio, one is to take the lead for the responsibilities listed above. In such instances, the councillors are to be briefed and attend meetings together. Where that does not occur, the councillor attending the briefing or meeting shall be responsible for briefing a councillor who was unable to participate.

#### **Definitions:**

*Portfolio* (see Appendix A)

*Portfolio leader* – a councillor allocated a portfolio by Council

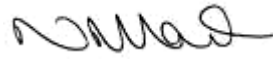
*Portfolio manager* – a general manager, a group manager and a service manager who reports directly to a general manager

*Senior portfolio manager* – a member of the Executive Leadership Group, other than the CEO



## APPENDIX A – Portfolios

<b>Portfolio</b>	
<b>1. Office of the CEO</b>	<p><b>Office of the CEO:</b></p> <ul style="list-style-type: none"> <li>• Financial services: rates; financial reporting; monthly management accounting; related financial compliance</li> <li>• General Counsel (legal services including complaints management)</li> <li>• Human resources: workplace development; workplace relations; WH&amp;S</li> </ul> <p><b>Organisational Services:</b></p> <ul style="list-style-type: none"> <li>• Internal Audit</li> </ul>
<b>2. Organisational Services</b>	<p><b>Organisational Services:</b></p> <ul style="list-style-type: none"> <li>• Communication (internal and external), community engagement and tourism</li> <li>• Corporate governance – community, corporate and operational planning; risk and liability; Indigenous relations; local laws; corporate reporting and compliance; portfolio management office (major projects); corporate registers; information privacy and RTI</li> <li>• Fleet services</li> <li>• Information management: IT services; records management</li> <li>• Priority Development Areas; Cleveland CBD revitalisation projects; surplus land disposal</li> <li>• Support services for the Mayor and Councillors</li> <li>• Corporate process and performance improvement</li> </ul>
<b>3. City Planning and Assessment</b>	<p><b>City Planning and Assessment:</b></p> <ul style="list-style-type: none"> <li>• Strategic planning</li> <li>• Economic development</li> <li>• Plumbing and building services</li> <li>• Development assessment</li> <li>• Planning scheme review</li> </ul>
<b>4. Community &amp; Cultural Services, Environment and Regulation</b>	<p><b>Community &amp; Cultural Services, Environment and Regulation:</b></p> <ul style="list-style-type: none"> <li>• Customer services</li> <li>• Strengthening communities including Home Assist</li> <li>• Creative arts: RPAC and Art Gallery</li> <li>• Library services</li> <li>• Property services</li> <li>• Environmental education</li> <li>• Environmental health and pest management</li> <li>• Animal management</li> <li>• Local laws compliance</li> <li>• Development compliance</li> </ul>
<b>5. Infrastructure &amp; Operations</b>	<p><b>Infrastructure:</b></p> <ul style="list-style-type: none"> <li>• Water, wastewater and waste</li> <li>• Roads and drainage infrastructure and maintenance</li> <li>• Transport and traffic planning</li> <li>• Marine infrastructure and maintenance</li> <li>• Parks and conservation infrastructure and operations</li> <li>• Sport and recreation</li> <li>• Buildings (public and community)</li> </ul>
<b>6. Emergency Management</b>	<p><b>Organisational Services:</b></p> <ul style="list-style-type: none"> <li>• Disaster prevention, planning, response and recovery</li> <li>• Community resilience</li> <li>• Local Disaster Management Group (Deputy Chair)</li> </ul>

**11.1.2 2014 LGAQ ANNUAL CONFERENCE****Dataworks Filename:** GOV LGAQ Annual Conference**Responsible/Authorising Officer:****Nick Clarke**  
**General Manager Organisational Services****Author:****Craig Dickson**  
**Corporate Governance and Policy Adviser**

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**PURPOSE**

The purpose of this report is to;

1. Advise Council of the 2014 Local Government Association of Queensland (LGAQ) Annual Conference to be held in Mackay;
2. Recommend attendance by the Mayor and one other Councillor delegate; and
3. Allocate Council's voting rights for the conference.

**BACKGROUND**

The LGAQ 118<sup>th</sup> Conference is to be held in Mackay from 27-29 October 2014. It is the principal conference in Queensland relating to local government. The conference specifically caters for the important and challenging role of leading local governments in Queensland.

The LGAQ Annual Conference is included in the Councillors' list of mandatory training for attendance by at least one Councillor (Expenses Reimbursement and Provision of Facilities for Councillors Guideline GL-3076-001).

**ISSUES**

The conference theme for this year is *Driving Growth*. A broad array of speakers from all tiers of government will be presenting at the conference on a range of topical areas.

The programme also incorporates a number of forums, including an invest panel on *Tourism Investment Readiness and Investment Attraction*. The Mayor has accepted an invitation to be a part of this panel.

As a full member of the LGAQ, Council can send two official delegates to the LGAQ Annual Conference as well as other attendees, if it so desires.

In addition to the program of speakers, as an LGAQ full member, Council is entitled to vote on both proposed changes to the LGAQ Policy Statement and any motions put forward by members. Council has six votes at the LGAQ Annual Conference, which can be wholly exercised by one delegate or may be split in any proportion Council determines between two delegates.

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## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

There are no legislative requirements associated with this report.

### **Risk Management**

Non-attendance by Council at the conference results in a lost opportunity for Redland City Council to voice its views in matters being considered (voted on) at the conference.

### **Financial**

This recommendation does not require any change to the current year's budget as funds have already been allocated. There are no conference fees for Council's official delegates, as the cost of attendance for two representatives is included in Council's annual membership to the LGAQ.

### **People**

Council's representation at the LGAQ Annual Conference provides the opportunity for Councillors to keep abreast of contemporary and emerging issues in local government and associate with leaders in this field and other elected representatives from across Queensland.

### **Environmental**

There are no environmental issues associated with this report.

### **Social**

Attendance at the LGAQ Annual Conference supports Councillors to provide the highest level of leadership to the organisation and the Redland's community.

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

The recommendation primarily supports Council's Corporate Plan Strategic Priority 9 of delivering an efficient and effective organisation

- 9.1 Deliver excellent leadership throughout the organisation for the benefit of the community

## **CONSULTATION**

Consultation has occurred with the Local Government Association of Queensland and the Office of the Mayor.

## **OPTIONS**

1. That Council resolves as follows:
  - a) That Council be represented by the Mayor and one other Councillor delegate at the 2014 LGAQ Annual Conference; and
  - b) That Council's voting rights at the conference are split equally between the two official delegates.
2. That Council be represented by the Mayor as official delegate to the 2014 LGAQ Annual Conference with full voting rights.

3. That Council is not represented at the 2014 LGAQ Annual Conference.
4. That Council resolves as follows:
  - a) That Council be represented by two Councillors as official delegates to the 2014 LGAQ Annual Conference;
  - b) That Council's voting rights at the conference are split equally between the two official delegates; and
  - c) That further Councillors attend the conference as unofficial attendees.

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

That Council resolves:

1. That Council be represented by the Mayor and one other Councillor delegate at the 2014 LGAQ Annual Conference; and
2. That Council's voting rights at the conference are split equally between the two official delegates.

#### **COUNCIL RESOLUTION**

**Moved by: Cr A Beard**

**Seconded by: Cr J Talty**

**That Council resolves:**

- 1. That Council be represented by the Mayor and Cr Gleeson at the 2014 LGAQ Annual Conference; and**
- 2. That Council's voting rights at the conference are split equally between the two official delegates.**

**CARRIED 10/0**

Cr Ogilvie was not present when this motion was put.

**11.1.3 SPONSORSHIP PROGRAM 2013-14 REPORT****Dataworks Filename:** CR-Sponsorship**Attachment:** [Sponsorship Round 1 and 2 2013-14](#)**Authorising Officer****Nick Clarke**  
**General Manager, Organisational Services****Responsible Officer/Author:** Tracey Walker  
**Group Manager, Communication, Engagement and Tourism**

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**PURPOSE**

The purpose of this report is to:

- inform Council of the Sponsorship Program for 2013-14, including reporting on those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's *Corporate Plan 2010-2015 (Attachment A)*.
- Propose an amendment to the Sponsorship Policy *POL-3084* and Guideline *GL-3084-001* to clarify that some profits from a sponsored event can be provided to a Redlands charity, as long as 50% of profits are put aside for the following year's event.

**BACKGROUND**

The Sponsorship Program was established within Council in 2009-10. Sponsorship is a business transaction in which Council provides a financial contribution or in-kind support for an event, project, service or activity, in return for agreed commercial and other benefits.

In July 2014, as part of a strategy to encourage activities that contribute to the economic development of Redland City, a stronger emphasis was placed on contribution to the local economy for prospective sponsorship recipients. This is balanced by the equally weighted 'value for money' criteria, which assists organisations seeking smaller amounts of funding for smaller activities.

A total budget of \$126,000 was available in 2013-14 and was fully expended. Sponsorship funds were made available via two funding rounds. Round 1 for 2013-14 opened on 8 July 2013 with notifications provided in October 2013 and Round 2 opened on 27 January 2014 with notifications provided in mid April 2014.

A total of 30 activities were funded in 2013-14. Of these, 13 acquittals were due and all 13 acquittals have been completed by the sponsorship recipient. Another 17 organisations are not yet due to acquit the monies provided, with some events yet to take place.

Sponsorship decisions on applications of \$15,000 or less are made by the Internal Assessment Committee. This committee consists of the Group Manager, Community and Cultural Services, Group Manager, City Spaces and Service Manager,

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Strengthening Communities. The Committee is chaired by the Group Manager, Communication, Engagement and Tourism.

Sponsorship applications greater than \$15,000 are considered by Council with recommendations provided by the Committee.

## **ISSUES**

The current Sponsorship Policy *POL-3084* and Guideline *GL-3084-001* are unclear around whether some or any monies raised at a sponsored event can be provided to a charity. They state:

Sponsorship will not be provided to any of the following:

- *organisations or events where the sponsorship fee would be used to provide sponsorship or grants to third parties.*

It is proposed that this is changed to:

Sponsorship will not be provided to any of the following:

- *organisations or events where the sponsorship fee would be used to directly provide sponsorship or grants to third parties. Sponsorship monies must be used to hold an event or activity and not be directly passed on to a third party. However, monies raised from a sponsored event can be provided to a Redland charity or charities. To reduce reliance on Council sponsorship in future years at least 50% of profits should be held over for the following year's event.*

This change is proposed to encourage community-based organisations to run festivals and events that can stimulate the local economy. These groups often wish to donate some funding to charities or are charity organisations themselves.

Currently sponsorship funding can be provided to businesses making a profit from festivals and events.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

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

### **Risk Management**

Organisations that do not acquit their monies will not be eligible for further funding.

### **Financial**

A total of \$126,000 in outgoing sponsorship for 2013-14 has been expended at the end of June 2014.

### **People**

A sound relationship has been fostered between Council and sponsorship recipients and this has resulted in increased understanding of what is required to successfully acquit a sponsorship.

## Environmental

There are no environmental impacts arising from this report.

## Social

The Sponsorship Program provides opportunities for Council to partner with community organisations to promote a strong and involved community through the sponsorship of events, projects, services and other activities.

## Alignment with Council's Policy and Plans

Relationship to the Corporate Plan:

### 7. Strong and connected communities

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

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'.

7.6 Provide practical programs, support and guidance to the community sector in its delivery of highly valued support services and community projects.

Administration of Sponsorship Program funds is consistent with audit recommendations and Council's *Corporate Sponsorship Policy POL-3084* and *Corporate Sponsorship Guideline GL-3084-001*.

## CONSULTATION

The following people have been consulted:

- General Manager, Organisational Services
- Group Manager, Community and Cultural Services
- Group Manager, City Spaces
- Group Manager, Communication, Engagement and Tourism
- Service Manager, Strengthening Communities

## OPTIONS

### 1. That Council:

- a. Notes the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's *Corporate Plan 2010-2015*; and
- b. Approves an amendment to the Sponsorship Policy *POL-3084* and Guideline *GL-3084-001* to clarify that some profits from a sponsored event can be provided to a Redlands charity, as long as 50% of profits are put aside for the following year's event.

### 2. That Council:

- a. Notes the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's *Corporate Plan 2010-2015*; and
- b. Maintains the existing Sponsorship Policy *POL-3084* and Guideline *GL-3084-001*.

**OFFICER'S RECOMMENDATION**

That Council resolves to:

1. Note the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's Corporate Plan 2010-2015; and
2. Approve an amendment to the Sponsorship Policy POL-3084 and Guideline GL-3084-001 to clarify that some profits from a sponsored event can be provided to a Redlands charity, as long as 50% of profits are put aside for the following year's event.

**COUNCIL RESOLUTION**

Moved by: Cr A Beard

Seconded by: Cr J Talty

That Council resolves to:

1. Note the Sponsorship Program for 2013-14, including those organisations that received funding, value of the sponsorship and the alignment between the funded activities and Council's Corporate Plan 2010-2015; and
2. Approve an amendment to the Sponsorship Policy POL-3084 and Guideline GL-3084-001 to clarify that some profits from a sponsored event can be provided to a Redlands charity.

**CARRIED 11/0**



Sponsorship ID	Applicant	Project Title	Project Description	Strategic Priorities	Benefits	Approved Amount
<b>SUCCESSFUL APPLICATIONS</b>						
S13-033	Redland Spring Festival Inc. *	<b>RedFest-Redlands Spring Festival 2013</b>	Redfest is an annual Music and Cultural Festival held over 3 days at Norm Price Park in Cleveland. It is an event that has been running for the past 55 years under the names of Redfest, Redland Spring Festival and the Redlands Strawberry Festival.  Held 6-8 September 2013	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Wise Planning and Design</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Promoted Redlands as a destination to visit.</li> <li>• Showcased talented Redland community members, local community organisations and businesses.</li> <li>• More than 15,000 visitors attended the event.</li> <li>• Media coverage across South East Queensland and approximately 30,000 annual website hits.</li> </ul>	<b>\$14,450</b>
S14-002	Island Vibe Pty Ltd	<b>The 8th Annual Island Vibe Festival 2013</b>	The Island Vibe Festival is a three day, family, friendly, beachside reggae and roots music festival that is dedicated to maintaining an environmentally sustainable and culturally aware event.  Held 25-27 October 2013	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Supportive and Vibrant Economy</li> </ul>	<ul style="list-style-type: none"> <li>• 2,426 visitors over three days of the festival. Visitors from Brisbane and surrounding South East Queensland with 363 tickets to local Stradbroke Island residents.</li> <li>• Media coverage through facebook over 5,000 followers and monthly newsletter to 5,000 subscribers. Radio show on Byron Bay FM and 4ZZZ FM, and 10,000 posters are distributed throughout South East Queensland.</li> <li>• Promotion of local community groups and tourism on the island, and supports local tourism operators.</li> </ul>	<b>\$9,000</b>
S14-005	Bayside Vehicle Restorers Club Inc	<b>Redland City Council Australia Day Rally</b>	The Club organises a car rally to celebrate Australia Day and the Club provides a free light breakfast for entrants. Approximately 500 vehicles are on display.  Held 26 January 2014	<ul style="list-style-type: none"> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• The Rally gave residents an opportunity to view 471 historic vehicles.</li> <li>• 1,000 people attended the event, promoting Redlands as a tourist destination.</li> <li>• Promotion of the event through flyers at local events, newspaper, radio advertising, and website.</li> </ul>	<b>\$1,000</b>
S14-006	The Event Crew Pty Ltd	<b>Gatorade Queensland Triathlon Series</b>	The Gatorade Queensland Triathlon Series (QTS) is a 7-event series based in South-East QLD. Three of the 7-series will be held at Raby Bay.  Held October 2014, December 2013 and February 2014.	<ul style="list-style-type: none"> <li>• Embracing the Bay</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Over the 3 events held at Raby Bay, the Tri Series attracted 4,825 competitors and an additional 7,720 spectators to the Redlands.</li> <li>• Promotion of the event through magazine, radio, papers and online (to a shared database of 40,000).</li> <li>• Economic benefit to the Redlands, exposure of local business (e.g. food vendors, accommodation, local markets, petrol, with an estimated value of \$50,000 across all three events).</li> <li>• Contributed to a fit and active lifestyle by enlisting community groups to further develop their reach within the local community.</li> </ul>	<b>\$5,000</b>

<b>S14-008</b>	Redland District Committee on the Ageing Inc	<b>Redland City Seniors Walk</b>	The Redland City Council Seniors Walk is run to provide health and social benefits for seniors. It is conducted primarily along the Eddie Santagiuliana Way, Cleveland.  To be held 17 August 2014	<ul style="list-style-type: none"> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Supports 'Ageing Well in the Redlands' and encourages physical activity particularly during Seniors Week.</li> <li>• Approximately 250 seniors participate in the walk each year.</li> <li>• Advertising through local avenues.</li> <li>• Participation of local businesses.</li> </ul>	<b>\$1,500</b>
<b>S14-010</b>	The Uniting Church in Australia Property Trust (Q.) trading as Blue Care	<b>Redland City Inspiring Seniors 2014</b>	The aim of the project is to locate, nominate and honour, the Redland City Seniors who have given so much to their communities and helped laying the foundations of Redland City as we know it today. The project also aims to pass on to the young of the City, the wisdom, energy and visions of these Seniors as well as dispelling the many myths associated with ageing.  Held 1 August 2014	<ul style="list-style-type: none"> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Showcasing the Redlands and supports 'Ageing Well in the Redlands'.</li> <li>• Approximately 60 people attend the presentation Morning Tea.</li> <li>• Local employment agencies/tertiary institutions offered an opportunity to assist with interview process to promote inspiring Seniors.</li> <li>• Local businesses and performers engaged for the event.</li> </ul>	<b>\$3,000</b>
<b>S14-013</b>	Bay Islands Golf Club Veterans	<b>Veterans Challenge Cup</b>	The Veterans Golf Union is a Queensland wide organisation that was formed to allow golfers of veteran age to use other golf courses within their region and meet other golfers. The Bay Island Veterans are associated with the Albert & Logan Vets Association which includes for this event the Bay Islands Vets invite golfers from the other clubs listed above to challenge them to compete for the glory of winning the Veterans Challenge Cup.  Held 23 October 2013	<ul style="list-style-type: none"> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Supportive and Vibrant Community</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• This annual event encouraged people to the islands with the aim of enhancing tourism.</li> <li>• Approximately 66 people attended from various golf clubs.</li> </ul>	<b>\$500</b>
<b>S14-015</b>	Wynnum Redlands Canoe Club Inc	<b>Tingalpa Trot</b>	An annual canoe/kayak race over a 10km course along Tingalpa Creek from Thorneside to Capalaba. The race has been an annual event for over 20 years attracting paddlers from Maryborough to Byron bay and as far inland as Mt Isa.  Held 16 March 2014	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Support and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• The race had 147 participants from local members, paddlers and affiliated club members. The race also attracted 80 spectators.</li> <li>• Promotion through local newspaper, facebook, website, and at similar events throughout South East Queensland.</li> <li>• Showcased outdoor related local businesses and accommodation for the event.</li> </ul>	<b>\$1,500</b>
<b>S14-019</b>	Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC)	<b>Joint Managed Parks and Indigenous Management Agreements Forum</b>	Naree Budjong Djarra National Park is one of only 2 joint managed National Parks in Queensland. Indigenous land managers met to share their experiences, and benchmark conservation and cultural heritage outcomes.  Held 14 November 2013	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Promotion of the event through industry and Natural Resource Management forums as well as local media opportunities and post-event media release of outcomes.</li> <li>• The conferences attracted 95 people to North Stradbroke Island across 2days.</li> <li>• Increased economy activity and supports the Quandamooka people in their joint management work.</li> </ul>	<b>\$3,500</b>
<b>S14-022</b>	Redland City Chamber of Commerce	<b>Redland Business Expo 2014</b>	The Chamber in conjunction with Redland City Council and Redland Business Grow are organising a second Redland City Business Expo. The object of the Expo is to bring together Redlands Businesses, the community and families to create community awareness of what our local businesses have to offer. The aim of the expo is to showcase what our local businesses have to offer the Redlands community, to ensure our local dollars are spent here in the Redlands.  Held 14 June 2014	<ul style="list-style-type: none"> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance of 200 people from the Redlands and local surrounding areas.</li> <li>• More than 50 business exhibitors. Breakfast Launch of 80 attendees.</li> <li>• Showcasing of local businesses creating exposure to the Redlands community, ensuring local business growth and creating local employment opportunities.</li> </ul>	<b>\$5,000</b>

<b>S14-024</b>	Point Lookout Boardriders Club	<b>2013 Straddie Assault</b>	The Straddie assault is Australia's longest running teams surfing competition and 2013 will be the 30th consecutive year. The event attracts many of Australia's top surfers including some who compete on the world professional tour. Competition is held over two days with two distinct event formats - Saturday is the teams challenge and Sunday is the pairs challenge.  Held 19-20 October 2013	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• This is the 30<sup>th</sup> consecutive year, with an audience of more than 500 people and 128 contestants (16 teams x 8) from coastal areas of South East Queensland, northern NSW and the greater Brisbane area.</li> <li>• Increased economic benefits to Stradbroke Island.</li> </ul>	<b>\$4,000</b>
<b>S14-025</b>	The University of the Third Age (U3A) Redlands District Inc	<b>2014 U3A QLD State Conference - Redlands Rendezvous</b>	U3A Redlands District Inc hosted the 2014 U3A QLD State Annual conference within Redland City. It was held at the Redland Performing Arts Centre. The Conference program included invited speakers and workshops designed to give delegates guidance in best practice for administering their regional U3A as well as achieve objectives outlined in the QLD State Conference Government's Positive Ageing Strategy for Seniors.  Held 17-18 June 2014	<ul style="list-style-type: none"> <li>• Supportive and Vibrant Community</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Three day conference, invitation extended to 35 autonomous U3A organisations with a combined membership of over 18,000 seniors.</li> <li>• Attendance of 150 paying delegates and 21 volunteers.</li> <li>• Increased visitors to the Redlands and Moreton Bay Islands.</li> <li>• Exposure of senior organisations in the Redlands community.</li> </ul>	<b>\$2,500</b>
<b>S14-026</b>	Grand View Hotel	<b>New Years Eve Fireworks Display</b>	Annual event - Fireworks Display on New Year's Eve designed to attract visitors and keep locals in the area on New Year's Eve by delivering fireworks for a large area of Redlands.  Held 31 December 2013	<ul style="list-style-type: none"> <li>• Embracing the Bay</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• The event promoted Redlands, attracting visitors and inject funds into the economy.</li> <li>• More than 1,000 people viewed the fireworks from GJ Walter Park and another 5,000 from local residences and vantage points around Cleveland.</li> </ul>	<b>\$4,000</b>
<b>S14-027</b>	Redland City Chamber of Commerce	<b>Redland Retail Awards 2014</b>	Redland Retail Awards 2014. This is the largest scale promotion of retail within Redland City, which includes the only dedicated Awards Night exclusively for the Retail Industry.  Held 2 August 2014	<ul style="list-style-type: none"> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Showcases Redland retailers, rewards excellence in Customer Service and encourages Business development and job growth in Redland City.</li> <li>• Over 20,000 nominations expected.</li> <li>• Recognises and promotes over 280 local businesses.</li> </ul>	<b>\$5,000</b>
<b>TOTAL</b>						<b>\$59,950</b>

Sponsorship ROUND 2 2013-2014

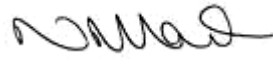
Sponsorship ID	Applicant	Project Title	Project Description	Strategic Priorities	Benefits	Approved Amount
S14R2-001	48 Hour Charity Relay Run Inc. in Qld	Run for Redlands 48 Hour Relay Charity Festival 2014	The facilitation of two fun runs; 5km and 10km using Redland City Council Fun Run branding.  Held 23-25 May 2014	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Quandamooka Country</li> <li>• Supportive and Vibrant Economy</li> </ul>	<ul style="list-style-type: none"> <li>• Community event stimulated local economy and increased tourism, also attracted high profile runners.</li> <li>• Promotes partnership amongst local clubs and organisations.</li> </ul>	\$10,000.00
S14R2-002	Redlands Modern Country Music Club Inc.	The 2014 Redlands 20th Bluegrass Music Festival	The Redlands Bluegrass Festival is an annual event which unites people from the Redlands, other parts of Australia and overseas in a quality musical event, that stimulates learning and enjoyment through performances, workshops and networking opportunities across all age groups. The event has been successfully held for 19 consecutive years and the planned 2014 Festival will therefore be 20th anniversary milestone. Accordingly the RMCMC intends to design and deliver a celebratory "Tribute" event that will be commensurate with the significance of the occasion seeking to bring together some of the most notable contributors who aided in the development of the Festival over the past 19 years.  To be held 8-10 August 2014	<ul style="list-style-type: none"> <li>• Wise Planning and Design</li> <li>• Supportive and Vibrant Economy</li> </ul>	<ul style="list-style-type: none"> <li>• 20<sup>th</sup> Anniversary tribute festival attracts 400 paying attendees, 45 performing artist and 50 volunteers.</li> <li>• Promotion through radio, newspapers, magazines, website, social media, and posters at local venues.</li> <li>• Supports local community groups and businesses and artists.</li> </ul>	\$5,000.00
S14R2-003	Redland Bay Amateur Fishing Club Inc.	2014 Wilson's Moreton Bay and Offshore Family Fishing Challenge	Annual Fishing competition - 4 day event with prizes for largest fish species and random draw prizes for entrants, family, ladies and children draws, and entertainment and food supplies.  Held 6-9 June 2014	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Embracing the Bay</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• 23<sup>rd</sup> Annual Event held in Redlands,</li> <li>• Over 800 people attended each day from Redlands, South East Queensland and interstate.</li> <li>• Increases tourism to Redlands and Moreton Bay, supports local community organisations, business and the environment and quality of Moreton Bay.</li> </ul>	\$650.00
S14R2-004	The Event Crew Pty Ltd	Gatorade Qld Triathlon Series (QTS)	The Gatorade Qld Triathlon Series (QTS) is a 7-event series based in South-East Qld. Australia's largest triathlon series, QTS has been a staple in the triathlon community for over 20 years. The Event Crew oversaw an extremely successful first season of organising QTS with 6 sell-out events and over 10,500 happy competitors across the series in 2012-12, 2013-14 saw the continued success with again more than 10,500 entries over the series. QTS consists of three different race categories: Qld Tri Series (for more experienced triathletes), Enticer Tri Series (for new or amateur triathletes) and Kool Kids Series (for kids aged 7-14).  To be held December 2014, March and April 2015	<ul style="list-style-type: none"> <li>• Supportive Vibrant Community</li> <li>• Strong Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Over the 3 events held at Raby Bay, the Tri Series attracts approximately 5,100 competitors and an additional 9,000 spectators to the Redlands.</li> <li>• Promotion of the event through magazine, radio, papers and online (to a shared database of 40,000).</li> <li>• Economic benefit to the Redlands, exposure of local business (e.g. food vendors, accommodation, local markets, petrol, with an estimated value of \$50,000 across all 3 events).</li> <li>• Contributes to a fit and active lifestyle by enlisting community groups to further develop their reach within the local community.</li> </ul>	\$5,000.00

<b>S14R2-005</b>	Mooroonda Sports and Recreation Football Club Inc.	<b>Mooroonda Football Club - Challenge Cup Carnival</b>	<p>Annual football (soccer) carnival hosted by Mooroonda Football Club for players aged 3-11. Carnival has been run annually for nearly 15 years and is one of the most highly recognised carnivals in the whole Brisbane region. U6-U11 teams who have played together throughout the season, including 20 Mooroonda teams are invited to celebrate the end of the season at our carnival. Our Joeys (3-5 years olds) put on demonstration at the end of the carnival. All players receive a participation medal at the end of the carnival. We try to create a real Carnival atmosphere with rides, stalls and raffles.</p> <p>To be held 31 August 2014</p>	<ul style="list-style-type: none"> <li>• Supportive Vibrant Community</li> <li>• Strong Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Aimed at community football (soccer) clubs, approximately 750 players and 2,000 attendees.</li> <li>• Increasing tourism to the area, growth of local community sporting clubs, and opportunities to participate in community sport.</li> </ul>	<b>\$400.00</b>
<b>S14R2-007</b>	Coochiemudlo Island Events Association Inc	<b>The Coochie Music Festival</b>	<p>The Coochie Music Festival is a Community Event where we as an Island Community can showcase our beautiful island to tourists through a professionally run Music Festival held on Coochiemudlo Island. As a way to stimulate tourism for the island and promote the local businesses, the Ferry service and our golden sand beaches, the Coochie Music Festival will be a great family friendly event consisting of live local music, food.</p> <p>To be held 13 September 2014</p>	<ul style="list-style-type: none"> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Wise Planning and Design</li> <li>• Supportive Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Expected attendance at the festival is 500-800 people from Redland City, Gold Coast and Brisbane.</li> <li>• Increased tourism to the area.</li> <li>• Promotion through website, social media, local newspaper and radio.</li> <li>• Support s local businesses on the island.</li> </ul>	<b>\$2,500.00</b>
<b>S14R2-008</b>	Redlands Bayside Masters Swimming Club Inc.	<b>Annual Redlands Bayside Master Swim Event</b>	<p>The annual swim event will be held at Ormiston College using their 25m pool.</p> <p>To be held 4 October 2014</p>	<ul style="list-style-type: none"> <li>• Embracing the Bay</li> <li>• Wise Planning and Design</li> <li>• Supportive Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Expected number of swimmers is approximately 150 and 250–300 spectators.</li> <li>• Strengthens Club patronage and partnerships with other swimming clubs.</li> <li>• Increases visitors to the Redlands.</li> </ul>	<b>\$400.00</b>
<b>S14R2-009</b>	Icon Events and Marketing Pty Ltd	<b>Straddie Salute Triathlon Festival</b>	<p>The Straddie Salute is a weekend of action on Brisbane's doorstep. With four events to choose from, whether you run, bike or swim there's challenge waiting for you on beautiful North Stradbroke Island. Swim the crystal waters in Straddie 100 Ocean Swim, jog along one of Queensland's most beautiful coastal trails in the Straddie Stride Run/Walk or choose between the infamous Straddie Salute Triathlon (Mountain bike) or Straddie Our Triathlon (Road Cycle).</p> <p>To be held 30-31 August 2014</p>	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Quandamooka Country</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Anticipated audience of 300-400 people and 128 contestants (16 teams x 8) from coastal areas of South East Queensland, northern NSW and the greater Brisbane area.</li> <li>• Increased economic benefits to Stradbroke Island (approximate local economic input was \$54,000 in 2012 – consisting of spectators, ferry, accommodation and food costs)</li> </ul>	<b>\$7,000.00</b>
<b>S14R2-011</b>	Bay Islands Golf Club Inc.	<b>Bay Islands Veterans Lifestyle Challenge Cup</b>	<p>Community event promoting Moreton Bay Island and Redlands Golf Day. Bay Islands Vs Six mainland clubs in the Albert and Logan District (Vets).</p> <p>To be held 22 September 2014</p>	<ul style="list-style-type: none"> <li>• Supportive Vibrant Community</li> <li>• Strong Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• This annual event encourages people to the islands with the aim of enhancing tourism.</li> <li>• Approximately 72 people to attend from various Golf clubs.</li> </ul>	<b>\$400.00</b>
<b>S14R2-017</b>	Island Vibe Pty Ltd	<b>The Island Vibe Festival 2014</b>	<p>The Island Vibe is a three day family friendly, alcohol free beach-side music festival that is dedicated to maintaining an environmentally sustainable and culturally aware event. Now in its 9th year Island Vibe has become one of the most popular boutique festivals in Australia and has established an international reputation for environmental sustainability, quality entertainment and magnificent atmosphere.</p>	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Average of 2,500 visitors over three days of the festival. Visitors from Brisbane and surrounding South East Queensland with 500 tickets to local Stradbroke Island residents.</li> <li>• Media coverage though facebook over 5,000 followers and monthly newsletter to 5,000 subscribers. Radio Show on Byron Bay FM and 4ZZZ FM, and 10,000 posters are distributed throughout South East Queensland.</li> </ul>	<b>\$7,000.00</b>

			To be held 31 October – 2 November 2014		<ul style="list-style-type: none"> <li>Promotion of local community groups and tourism on the island, and supports local tourism operators.</li> </ul>	
<b>S14R2-018</b>	Redlands Rugby Union and Recreation Club Inc.	<b>Waitangi Day Celebrations at Redlands Rugby Union Club</b>	<p>Redlands Rugby Union Recreation Club Inc. has held the annual "Waitangi Day" celebration at its Judy Holt Park for almost 20 years. Waitangi Day is a free community event open to everyone and involves some friendly games of rugby, guest speakers, cultural awareness sessions and ends with a traditional hangi. The Waitangi Day event is an afternoon event which the club tries to integrate into one of our sign on days to encourage parents to come for the sign on and stay for the celebrations.</p> <p>To be held 7 February 2015</p>	<ul style="list-style-type: none"> <li>Supportive Vibrant Community</li> <li>Strong Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>Opportunity for many separate community groups to interact. Increases player and member numbers for the Club.</li> <li>Promotes multiculturalism and attracts people to Redland City.</li> <li>All event products and services are sourced locally.</li> <li>In 2014, 250 people attended, with a higher number projected for 2015.</li> <li>Local advertising.</li> </ul>	<b>\$400.00</b>
<b>S14R2-021</b>	Stradbroke Chamber Music Festival Inc.	<b>Stradbroke Chamber Music Festival</b>	<p>The Stradbroke Chamber of Music Festival is a 3 day series of six chamber music concerts that aims to provide a regional and isolated community with previously inaccessible musical performances of the highest standard, to enrich the cultural life of people in all age groups from the three townships on North Stradbroke Island and to give greater opportunities for music lovers in mainland Redland City and Brisbane to attend performances of chamber music. In the festival proper six concerts will be held over 3 days in July at three venues in Dunwich and Point Lookout.</p> <p>Held 25-27 July 2014</p>	<ul style="list-style-type: none"> <li>Quandamooka Country</li> <li>Strong and Connected Communities</li> <li>Supportive Vibrant Community</li> </ul>	<ul style="list-style-type: none"> <li>The festival is a new cultural tourism niche in the tourism market for North Stradbroke Island.</li> <li>It increases visitation in an off-peak tourism period. The festival increases community cultural life and world class musicians provide educational benefits to local students.</li> <li>750 attendees across 6 concerts and 100 at the opening performance.</li> <li>Promotion via the festival website, 4MBS, BayFM radio, ABC Classic FM and 3MBS radio.</li> <li>Posters and brochures distributed in Brisbane, Qld Conservatorium of Music and the School of Music at University of Queensland.</li> </ul>	<b>\$1,500.00</b>
<b>S14R2-024</b>	Redlands Eisteddfod Inc.	<b>2014 Redlands Eisteddfod</b>	<p>This is a high quality cultural event in the Redlands, with world renowned adjudicators. A safe local competition is provided to allow performing arts students to grow in confidence. This is the 14th year of the event.</p> <p>To be held May – September 2014</p>	<ul style="list-style-type: none"> <li>Embracing the Bay</li> <li>Supportive Vibrant Economy</li> <li>Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>This project will support development of the performing arts in Redlands.</li> <li>It will improve the confidence and experience of the performers and increase the number of students seeking local music, drama and choral teachers.</li> <li>Ticket sales of 6,000 and total performers and individuals in excess of 9,000.</li> <li>The Eisteddfod is promoted via the website and on facebook.</li> <li>Programs were distributed in partnership with local schools and local media.</li> </ul>	<b>\$1,500.00</b>
<b>S14R2-025</b>	Tingira Boat Club Inc.	<b>6th Macleay Island Classic</b>	<p>The 6th Macleay Island Classic is a canoe/kayak race around Macleay Island which attracts paddlers from as far south as Byron Bay and from as far north as Hervey Bay. For the less experienced, a relay race is held with five team members, who each take a leg to paddle around the island. This year six person outrigger canoes, dragon boats and surf boats as will be included as a separate event.</p> <p>Held 18 May 2014</p>	<ul style="list-style-type: none"> <li>Healthy Natural Environment</li> <li>Embracing the Bay</li> <li>Quandamooka Country</li> <li>Supportive and Vibrant Economy</li> <li>Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>Attendance of 75 competitors, 150 spectators and 60 volunteers.</li> <li>Promotion through social media, website, email to database, flyers, print media, television and radio.</li> <li>Benefit to local businesses across the event dates.</li> </ul>	<b>\$500.00</b>

<b>S14R2-026</b>	Bay Islands Golf Club Inc.	<b>Mayor's Cup</b>	Annual Golf competition. Single Stableford Event. Winner and runner up for both ladies and men trophies engraved with both winners names.  Held 17 June 2014	<ul style="list-style-type: none"> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Encouraging fitness and community support for each other.</li> <li>• The event had 60 participants from both the Bay Islands and the mainland.</li> <li>• It was open to members of the Bay Islands Golf Club and any visitor with a golf link number.</li> <li>• The golf day will be advertised in the Friendly Bay Islander.</li> </ul>	<b>\$300.00</b>
<b>S14R2-028</b>	Lines in the Sand North Stradbroke Island Ltd	<b>Lines in the Sand Arts Festival 2014</b>	LINES in the SAND is an annual event held in winter located on North Stradbroke Island. This year's festival consists of 2 days and 3 nights of programmed activities to include ephemeral arts installations around the Gorge Walk and headland parks and beaches, nature based art workshops, performance, projection and environment forum. In the week leading up to the festival artists are in residence on the headland and assisting with a schools engagement project entitled the World Environment Day poster project. A satellite contemporary weaving project <i>Convolution: a woven sculptural installation</i> is also included at the Redlands Regional Art Gallery.  Held 27-29 June 2014	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Wise Planning and Design</li> <li>• Supportive Vibrant Community</li> <li>• Strong Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• This festival supports all Council's strategic priorities.</li> <li>• Attracts up to 3,000 people and injects funds into North Stradbroke Island economy as well as promoting local artists and the Island as a tourist destination.</li> </ul>	<b>\$3,500.00</b>
<b>S14R2-030</b>	Redland Spring Festival Inc. *	<b>RedFest-Redlands Spring Festival 2014</b>	Redfest is an annual Music and Cultural Festival held over 3 days at Norm Price Park in Cleveland. It is an event that has been running for the past 55 years under the names of Redfest, Redland Spring Festival and the Redlands Strawberry Festival.  To be held 5-7 September 2014	<ul style="list-style-type: none"> <li>• Healthy Natural Environment</li> <li>• Green Living</li> <li>• Embracing the Bay</li> <li>• Quandamooka Country</li> <li>• Wise Planning and Design</li> <li>• Supportive and Vibrant Economy</li> <li>• Strong and Connected Communities</li> </ul>	<ul style="list-style-type: none"> <li>• Promotes Redlands as a destination to visit.</li> <li>• Showcases talented Redland community members, local community organisations and businesses.</li> <li>• More than 15,000 visitors expected during the event.</li> <li>• Media coverage across South East Queensland and approximately 30,000 annual website hits.</li> </ul>	<b>\$20,000.00</b>
<b>TOTAL</b>						<b>\$66,050.00</b>

\* Due to sponsorship moving to twice yearly rounds in 2013-14, this organisation received payment for events in 2013 and 2014 from the 2013-2014 sponsorship round.

**11.1.4 REDLAND CITY COUNCIL COMMUNITY EVENTS OFFICER****Dataworks Filename:** ED Events - Event Promotion**Responsible/Authorising Officer:****Nick Clarke**  
**General Manager Organisational Services****Author:****Tracey Walker**  
**Group Manager Communication,**  
**Engagement & Tourism**

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**PURPOSE**

The purpose of this report is to seek approval to create and fund a new position, Community Events Officer (Level 6). The purpose of the role is twofold:

- Provide a single point of contact within Council for both external and internal stakeholders to service a one-stop-shop for consolidated assistance to event organisers for community events held in the Redlands; and
- Attract, promote and coordinate community events to drive economic development in the Redlands through development and implementation of an event strategy for events such as: conferences, sporting events, cultural events, festivals and other community group uses of public space.

**BACKGROUND**

There is currently no dedicated resource within Council to attract events or provide a coordinated one-stop-shop approach to event organisers dealing with Council for permits, traffic management and venue hire.

Such a position would work closely with community organisations to assist event organisers, noting however that this role is not a 'place-maker' position. The position will not run events itself, but will provide support to those who do and will seek to attract new events to the city, especially to the major centres and high-profile open spaces.

Such a role would deliver improvements to customer service, reduce red tape and enhance Council's 'open for business' approach.

A recent review of other local governments' operations has identified that all the bordering local councils have dedicated resources driving event attraction.

**ISSUES****Financial**

Funding of \$100,000 would be required to meet the costs of this role. This funding could come from a range of Community Grants Program allocations. This includes reducing by 15% the categories of Organisational Support, Project Support and Capital Infrastructure grants and by 35% the Conservation grants due to a reduced demand for this category.



Conservation grants have not been fully expended in the past five financial years and in 2013-14, a total of \$33,000 was unused in this grants category. This would result in:

- Organisational Support Grants – reduced from \$54,000 to \$46,000 (reduced by 15% or \$8000)
- Project Support Grants – reduced from \$160,000 to \$136,000 (reduced by 15% or \$24,000)
- Capital Infrastructure Grants – reduced from \$220,000 to \$187,000 (reduced by 15% or \$33,000)
- Conservation Grants – reduced from \$100,000 to \$65,000 (reduced by 35% or \$35,000).

The new total for these grants would be \$434,000. This is a reduction of \$100,000 (was previously \$534,000).

Sponsorships would remain at \$126,000 as this funding is already the most highly contested and will be required to assist groups to hold new events. Regional Arts Development Fund monies are also excluded as it is a dollar-for-dollar State and Council funding program.

In addition to the Community Grants Program, community members can access Councillor Small Grants (\$250,000), Sponsorship (\$126,000) and Regional Arts Development Fund (\$100,000) monies. Combined this currently totals \$1.01 million. If funding of \$100,000 was used for the new position, the total available to community members would be \$910,000.

The position will require an overtime component to meet with groups after hours and attend events.

### **Benefits**

If approved, the position will hold two main responsibilities that will provide a range of benefits to Council.

The first responsibility will be to offer a single point of contact within Council to both external and internal stakeholders to service a one-stop-shop for consolidated assistance to event organisers for events held in the Redlands. This would include:

- Answering enquiries and providing advice to external clients regarding the operation of events in the Redlands.
  - Being the first and ongoing point of contact for event managers across the City and will coordinate and attend any further meetings that may be required with Council, such as traffic management, health and safety or venue hire.
  - Assistance with completing event applications for submission to Council, if required, and will “walk” event managers and community groups through the process.
  - Connect event managers to other potential partners (government, non-profit, for profit).
  - Assist event organisers with marketing their projects – working with other Council staff.
-

- Play a role in coordinating events across the city to ensure best spread of events across 12 months and making recommendations to prospective event organisers.
- Support Council's due diligence in relation to its responsibilities to ensure safety, health and amenity to Redland City, specifically in relation to the operations of events and festivals.
- Develop a proactive local events industry and strengthen local event management capability.

The second responsibility is to attract, promote and coordinate events in the Redlands through development and implementation of an event strategy including events and conferences, sporting events, cultural events and festivals. This would include:

- Develop an events strategy for the Redlands including events and conferences, sporting events, cultural events and festivals.
- Facilitate the effective creation, attraction, marketing and development of events to the Redlands working with internal and external stakeholders including private and government bodies, community organisations and community representatives.
- Recruit additional community leaders for future projects.
- Build the capacity of local event organisers to increase their skills in delivering events in the Redlands.
- Support the activation of open spaces and priority locations within the City, particularly those areas outlined in the Capalaba, Cleveland and Redland Bay Master plans but not excluding other areas.
- Cultivate economic, social and cultural opportunities for Redlands through the development of new events.

Making the position permanent will bring stability to the unit and attract and retain skilled staff to Council.

The position will lead an internal reference group comprising officers from Strengthening Communities, Sport and Facilities, Infrastructure and Operations, Health and Environment, Workplace Health Safety and Wellbeing, Tourism and Creative Arts.

Council has determined the most effective place for the position to sit is within the Communication, Engagement and Tourism Group that has events expertise, is proactive in its approach and already works across all areas of Council.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

The requirement of the Local Government Act 2009 has been taken into account in preparing this report.

### **Risk Management**

The role will adhere to all workplace health and safety requirements. There is no significant risk associated with this role.

### **Financial**

Funding of \$100,000 is required to meet the costs of this role. It is envisaged the role will contribute to the economic development of the city through attraction and growth of events.

### **People**

The role will work closely with community organisations and staff within Council.

### **Environmental**

There are no environmental impacts from the creation of this position.

### **Social**

This position will attract, promote and coordinate community events that bring people together and improve community spirit and enhance 'sense of place'.

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

### *Relationship to Corporate Plan*

The recommendation primarily supports Council's strategic priority of

#### 7. Strong and connected communities

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'.

## **CONSULTATION**

- General Manager, Organisational Services
- General Manager, Community and Customer Services
- Group Manager, Communication, Engagement and Tourism
- Group Manager, Community and Cultural Services
- Group Manager, City Spaces
- Service Manager, Strengthening Communities
- Service Manager, Sport and Facilities
- Service Manager, Health and Environment
- Service Manager, Creative Arts
- Coordinator, Community Development

**OPTIONS**

1. That Council creates a Community Events Officer (Level 6) position funded from the grants program.
2. Create a Community Events Officer (Level 6) position funded from general revenue.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

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

**That Council resolves to create a Community Events Officer (Level 6) position funded from the grants program.**

**PROPOSED AMENDMENT MOTION**

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

That the Officer's Recommendation be amended as follows:

That Council resolves to create a Community Events Officer (Level 6) position funded from the grants program after Council completes a 'Back to Basics/rates at CPI' review of spending aimed at putting Council on a sustainable financial path.

LOST 4/7

Crs Hardman, Hewlett, Edwards, Talty, Beard, Gleeson and Williams voted against the motion.

Cr Beard's motion was put to the vote and **CARRIED 7/4**

Crs Boglary, Ogilvie, Elliott and Bishop voted against the motion.

**11.2 PORTFOLIO 4 (CR KIM-MAREE HARDMAN)****COMMERCIAL ENTERPRISES (WATER, WASTE, RPAC ETC)****11.2.1 DRINKING WATER QUALITY MANAGEMENT PLAN (DWQMP) - ANNUAL REPORT**

**Dataworks Filename:** WS – Audit – Quality Assurance

**Attachment:** [Redland Water DWQMP Annual Report 2013-14](#)

**Responsible/Authorising Officer:**



**Gary Soutar**  
**General Manager Infrastructure and Operations**

**Author:**

**Daniela Simon**  
**Service Manager - Scientific Services**

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**PURPOSE**

Approval is sought for the attached report as follows:

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

**BACKGROUND**

The Act requires Redland Water (RW) to submit The Drinking Water Quality Management Plan (DWQMP) Annual Report within 120 business days after the end of the financial year to which it relates. This report was prepared according to Guidelines for Service Provider Annual Reports – July 2013 published by Queensland Water Supply Regulator on template provided.

The Annual Report provides that Redland City Council experienced water with 100% compliance with the Australian Drinking Water Guidelines.

**ISSUES**

The purpose of Drinking Water Quality Management Plan (DWQMP) Annual Report is to:

- report on the performance of Redland Water's drinking water service with respect to water quality
- report on the performance in implementing the actions detailed in DWQMP
- assist the Water Supply Regulator to determine whether the approved DWQMP and any approved conditions have been complied with.

- Provides a mechanism for RW to report publicly on their performance in managing drinking water quality.

## **STRATEGIC IMPLICATIONS**

Drinking Water Quality Management Plan has to be consistent with other RCC strategic documents such as the Corporate Plan, Redland Water Annual Performance Plan and the Water Netserv Plan.

### **Legislative Requirements**

The Act requires Redland Water (RW) to submit The Drinking Water Quality Management Plan (DWQMP) Annual Report. Current DWQMP was approved by the Regulator on 16 June 2014.

### **Risk Management**

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

### **Financial**

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

### **People**

Key RW staff that improved RW business are identified in Appendix B of the Annual Report.

### **Environmental**

Nil

### **Social**

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

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

The Annual Report supports Council's Corporate Plan in respect to providing essential physical infrastructure that supports community well-being and manages Council's existing infrastructure assets to ensure current service standards are maintained or improved.

## **CONSULTATION**

Nil

## **OPTIONS**

1. That Council endorse the Drinking Water Quality Management Plan DWQMP Annual Report 2013-14.
2. That Council does not endorse the Drinking Water Quality Management Plan DWQMP Annual Report 2013-14.

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr K Hardman  
Seconded by: Cr P Gleeson

That Council resolves to endorse the Drinking Water Quality Management Plan (DWQMP) Annual Report 2013-14.

**CARRIED 11/0**

# REDLAND WATER

SPID: 541

## Drinking Water Quality Management Plan (DWQMP) – Annual Report

2013/14

REDLAND CITY COUNCIL  
REDLAND WATER  
PO BOX 21 CLEVELAND QLD 4163  
1300 015 561  
[rcc@redland.qld.gov.au](mailto:rcc@redland.qld.gov.au)





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

## Introduction

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

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

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

## • Overview of Operations

Redland City Council covers an area of approximately 537 square kilometres and has a population of approximately 145,000 people. Redland Water provides drinking water to Redland City residents through four water supply schemes:

Redland City and Southern Moreton Bay Islands Supply Scheme

Dunwich Supply Scheme

Amity Point Supply Scheme

Point Lookout Supply Scheme

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

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

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

## • Notifications to the Regulator under sections 102 and 102A of the Act

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

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

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

### **3.2 Prescribed incidents or Events reported to the Regulator and corrective and preventive actions undertaken.**

**Incident Description:**

No incident was reported.

**Corrective and Preventative Actions:**

Nil.

## **• Actions taken to implement the DWQMP**

### **4.1 Progress in implementing the risk management improvement program.**

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

### **4.2 Revisions made to the operational monitoring program to assist in maintaining the compliance with water quality criteria<sup>1</sup> in verification monitoring.**

Verification monitoring is the only available option to monitor drinking water quality in Redland City Council area. Dosing systems are owned and operated by Seqwater and Seqwater is responsible for operational monitoring of the system.

### **4.3 Amendments made to the DWQMP**

Following the dissolution of Allconnex Water the Redland City Council was required by the Regulator to review and resubmit their DWQMP by 1 July 2013. Proposed amendments included:

- Registered service details
- Details of infrastructure
- Water quality information
- Updated operation and maintenance procedures
- Updated management of incidents and emergencies
- Updated Risk management improved program
- Updated verification monitoring

Amendments to the DWQMP were submitted to the Regulator on 28 June 2013 with further information provided to the Regulator on 14 November 2013 and 24 February 2014.

Amended DWQMP was approved by the Regulator on 3 April 2014.

Approved DWQMP was scheduled for review by 1 July 2014 and the plan was reviewed by the Redland City Council on 27 May 2014. The plan was current and did not require any amendment and was submitted to the Regulator on 5 June 2014.

Current DWQMP was approved by the Regulator on 16 June 2014 and is due for review by 1 July 2016.

## • Customer complaints related to water quality

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

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

**Table 1 - complaints about water quality, (including per 1000 customers)**

	Suspected Illness	Discoloured water	Taste and odour	Total
Redland City Mainland Supply Scheme	0.06	1.12	0.33	1.51
Dunwich Water Supply Scheme	0	2.1	0	2.1
Point Lookout Water Supply Scheme	0	0	1.26	1.26
Amity Point Water Supply Scheme	0	0	0	0
Total	0.06	3.22	1.59	4.86

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

### 5.1 Suspected Illness

Complaints are sometimes received from customers who suspect their water may be associated with an illness they are experiencing. Redland Water investigates each complaint relating to alleged illness from our water quality, typically by testing the customers tap and closest reticulation sampling point for the presence of *E. Coli* and free Chlorine concentration.

During 2013/14, there were no confirmed cases of illness arising from the water supply system.

- As a response to customer complaint, the water main was flushed and samples were taken.
- All samples tested complied with ADWG for parameter tested. Investigation of each complaint found no public health risks.

### 5.2 Discoloured water

- As a response to customer complaint, the water main was flushed.
- Regular mains flush program is in place to address this issue.

There was one burst on a large diameter water main and no dirty water complaints were received as a result of this event.

Dirty water complaints were related to dead-end mains and distribution system areas with low consumption. The area was flushed to remove the dirty water and to achieve detectable chlorine residual results.

### 5.3 Taste and odour

- As a response to customer complaint, the water main was flushed, a sample was taken for taste and odour and free Chlorine concentration test.
- All samples tested complied with ADWG for parameter tested.
- Field staff explained to customer a requirement for free Chlorine concentration in drinking water.

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

- **Outcome of the review of the DWQMP and how issues raised have been addressed**

The next internal review of the DWQMP is due before 1 July 2016.

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

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

- **Findings and recommendations of the DWQMP auditor**

Redland Water is due for DWQMP external audit by 30 June 2016.

## Appendix A – Summary of compliance with water quality criteria

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

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

### Table 2 - Verification monitoring results

Verification Monitoring Redland City and Southern Moreton Bay Islands Supply Scheme July 2013 - June 2014										
Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	20	20	~	20	68	47
Aluminium	QUU SAS	mg/L	0.001	Quarterly	20	20	~	0.03	0.05	0.03
Arsenic	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.010	0.035	0.018
Cadmium	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	20	20	~	18.0	32.0	22.6
Chloride	QUU SAS	mg/L	1	Quarterly	20	20	~	21	59	36
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	2067	1930	0	<0.1	1.8	0.7
Chromium	QUU SAS	mg/L	0.001	Quarterly	20	10	0	<0.001	0.001	0.001
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	20	1	~	<1	4	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	20	20	~	178	370	248
Copper	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.003	0.018	0.008
Cyanide	ALS	mg/L	0.004	Quarterly	20	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	124	124	0	0.1	1.0	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	20	20	~	52	98	68
Iron	QUU SAS	mg/L	0.001	Quarterly	20	20	~	0.007	0.041	0.013
Lead	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	20	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	20	20	~	1.3	10	3.7
Manganese	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.002	0.016	0.005
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	20	20	0	0.015	0.530	0.196
pH	Redland Laboratory	pH Units	0.1	Weekly	2088	2088	~	7	8.1	7.5
Potassium	QUU SAS	mg/L	0.01	Quarterly	20	20	~	0.60	2.60	1.3
Selenium	QUU SAS	mg/L	0.001	Quarterly	20	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	20	20	~	2.3	13.0	9.5
Sodium	QUU SAS	mg/L	1	Quarterly	20	20	~	12	34	21
Sulphate	Redland Laboratory	mg/L	1	Quarterly	20	20	0	2	46	16
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	20	20	~	104	250	156
Total THMs	QUU SAS	µg/L	<10	Monthly	72	71	0	<10	240	97
Turbidity	Redland Laboratory	NTU	1	Weekly	935	10	~	<1	3	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	20	19	0	<0.001	0.010	0.004

**Verification Monitoring Amity Point Water Supply Scheme July 2013 - June 2014**

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	29	42	35
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.057	0.060	0.058
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.002	0.003	0.002
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	9.2	11.0	10.2
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	28	54	38
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	98	98	0	0.7	1.5	1.0
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	4	4	~	<1	<1	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	157	265	200
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.002	0.003	0.002
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	57	57	0	0.6	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	30	43	36
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.014	0.023	0.018
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	1.9	2.9	2.3
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.001	0.018	0.005
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.210	0.230	0.220
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7.5	8.2	7.8
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.67	0.91	0.8
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	7.7	8.4	8.1
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	19	33	25
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	3	6	5
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	83	168	116
Total THMs	QUU SAS	µg/L	<10	Monthly	12	12	0	15	67	36
Turbidity	Redland Laboratory	NTU	1	Weekly	57	0	~	<1	<1	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	1	0	<0.001	0.002	0



**Verification Monitoring Dunwich Water Supply Scheme July 2013 - June 2014**

Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	21	22	22
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.015	0.023	0.019
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.010	0.012	0.011
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	8.8	11.0	9.9
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	21	23	22
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	100	100	0	0.4	2.3	1.2
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	4	1	~	<1	1	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	124	130	127
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.009	0.014	0.012
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	57	57	0	0.4	0.9	0.8
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	28	33	31
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.029	0.066	0.049
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.78	1.1	0.9
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	2	0	<0.001	0.002	0.001
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.072	0.120	0.089
pH	Redland Laboratory	pH Units	0.1	Weekly	103	103	~	7.2	7.9	7.6
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.39	0.44	0.42
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	10.0	11.0	10.5
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	13	15	14
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	1	6	3
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	75	92	80
Total THMs	QUU SAS	µg/L	<10	Monthly	12	12	0	12	41	20
Turbidity	Redland Laboratory	NTU	1	Weekly	57	1	~	<1	1	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	3	0	<0.001	0.002	0.001

Verification Monitoring Point Lookout Water Supply Scheme July 2013 - June 2014										
Parameter	Laboratory Name	Unit of Measure	Limit of Reporting	Frequency of Sampling	Total No of Samples Taken	No of Samples in which Parameter Detected	No of Samples Exceeding Health Guidelines Value	Min Value	Max value	Average value
Alkalinity	Redland Laboratory	mg/L	1	Quarterly	4	4	~	16	18	17
Aluminium	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.026	0.031	0.028
Arsenic	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Boron	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.016	0.019	0.018
Cadmium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Calcium	QUU SAS	mg/L	0.1	Quarterly	4	4	~	1.0	1.2	1.1
Chloride	QUU SAS	mg/L	1	Quarterly	4	4	~	43	47	45
Chlorine free	Redland Laboratory	mg/L	0.1	Weekly	98	98	0	0.1	1.5	1.1
Chromium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Colour true	Redland Laboratory	Pt/Co U	1	Quarterly	4	0	~	<1	<1	0
Conductivity	Redland Laboratory	µS/cm	1	Quarterly	4	4	~	203	217	209
Copper	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.010	0.018	0.015
Cyanide	ALS	mg/L	0.004	Quarterly	4	0	0	<0.004	<0.004	0
Fluoride	Redland Laboratory	mg/L	0.1	Weekly	57	57	0	0.4	0.8	0.7
Hardness	Redland Laboratory	mg/L	1	Quarterly	4	4	~	31	36	33
Iron	QUU SAS	mg/L	0.001	Quarterly	4	4	~	0.009	0.062	0.029
Lead	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Mercury	QUU SAS	mg/L	0.0001	Quarterly	4	0	0	<0.0001	<0.0001	0
Magnesium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	2.4	3.2	2.9
Manganese	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.001	0.007	0.004
Molybdenum	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nickel	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Nitrate	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.046	0.065	0.054
pH	Redland Laboratory	pH Units	0.1	Weekly	102	102	~	7.3	8.5	7.8
Potassium	QUU SAS	mg/L	0.01	Quarterly	4	4	~	0.98	1.20	1.1
Selenium	QUU SAS	mg/L	0.001	Quarterly	4	0	0	<0.001	<0.001	0
Silica	QUU SAS	mg/L	0.1	Quarterly	4	4	~	9.5	11.0	10.0
Sodium	QUU SAS	mg/L	1	Quarterly	4	4	~	26	30	28
Sulphate	Redland Laboratory	mg/L	1	Quarterly	4	4	0	6	7	6
Total Dissolved Solids	Redland Laboratory	mg/L	5	Quarterly	4	4	~	121	130	126
Total THMs	QUU SAS	µg/L	<10	Monthly	12	7	0	<10	33	11
Turbidity	Redland Laboratory	NTU	1	Weekly	57	0	~	<1	<1	0
Zinc	QUU SAS	mg/L	0.001	Quarterly	4	4	0	0.010	0.015	0.012

**Table 3 - Reticulation *E. coli* verification monitoring**

**Drinking water scheme:** Redland City and SMBI Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	70	60	56	60	56	56	66	56	63	63	56	49
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>No. of samples collected in previous 12 month period</b>	734	738	735	732	725	722	718	718	725	718	718	711
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Redland City and SMBI Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	65	56	58	63	56	63						
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0						
<b>No. of samples collected in previous 12 month period</b>	729	729	728	728	721	725	655	599	543	473	417	361
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Dunwich Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	10	8	8	10	8	8	10	8	10	8	8	6
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>No. of samples collected in previous 12 month period</b>	104	104	104	104	104	104	104	104	106	104	104	102
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Dunwich Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	10	8	10	8	8	10						
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0						
<b>No. of samples collected in previous 12 month period</b>	104	104	106	104	104	106	96	88	80	70	62	54
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Point Lookout Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	14	8	8	10	8	8	10	8	10	8	8	6
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>No. of samples collected in previous 12 month period</b>	108	108	108	108	108	108	108	108	110	108	108	106
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Point Lookout Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	10	8	10	8	8	10						
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0						
<b>No. of samples collected in previous 12 month period</b>	104	104	106	104	104	106	96	88	80	70	62	54
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES



Drinking water scheme: Amity Point Water Supply Scheme

Year	2013											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	10	8	8	10	8	8	10	8	10	8	8	6
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>No. of samples collected in previous 12 month period</b>	104	104	104	104	104	104	104	104	106	104	104	102
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

Drinking water scheme: Amity Point Water Supply Scheme

Year	2014											
Month	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>No. of samples collected</b>	10	8	10	8	8	10						
<b>No. of samples collected in which <i>E. coli</i> is detected (i.e. a failure)</b>	0	0	0	0	0	0						
<b>No. of samples collected in previous 12 month period</b>	104	104	106	104	104	106	96	88	80	70	62	54
<b>No. of failures for previous 12 month period</b>	0	0	0	0	0	0	0	0	0	0	0	0
<b>% of samples that comply</b>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
<b>Compliance with 98% annual value</b>	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

## Appendix B – Implementation of the DWQMP Risk Management Improvement Program

### Risk Management Improvement Program – General Improvements – Completed Works

NO.	MANAGEMENT MEASURE/REQUIREMENT	PROPOSED ACTION/S	PRIORITY	RESPONSIBILITY	DUE DATE
RMIP-G19	Develop a system to more effectively manage the mains flushing program. Ensure townships and the 375mm main in Bunker Road South are included in the program.	Develop a system to more effectively manage the mains flushing program. Ensure townships and the 375mm main in Bunker Road South are included in the program. <i>Yearly flushing programs developed.</i>	2	Kevin McGuire	30/06/2013  <i>Completed</i>
RMIP-G10	Develop a detailed specification template specifically for Redland to help ensure only suitable materials, designs and commissioning procedures are used.	Develop a detailed specification template specifically for Redland to help ensure only suitable materials, designs and commissioning procedures are used. <i>Redland Water has participated in the preparation of the SEQ Design &amp; Construction Code due for adoption by 1 July 2013.</i>	2	Matt Ingerman	30/06/2013  <i>Completed</i>
RMIP-G12	Increase radioactive monitoring to a 5 years interval	Include radioactive monitoring at 5 year intervals in the water quality monitoring program	3	Daniela Simon	30/06/2015 <i>Completed</i>
RMIP-G15	If it is decided to obtain water from the EPI rather than NSI WTP, then it is recommended that the possibility of taking one of the Heinemann Road reservoirs off line be investigated to reduce detention time and thereby help improve water quality in the zone.	Include the need to further investigate water quality in the Heinemann Road Reservoir Zone, in the relevant operating protocols, if water is received from the EPI.  <i>Water has been supplied from EPI to Heinemann Road reservoirs over last 2 summers. In each case EPI water was blended with NSI water thereby lowering potential for water quality issues. Quality was monitored on each occasion and no negative impacts identified. Full supply from EPI may require more detailed assessment however.</i>	2	Brad Taylor	30/06/2013  <i>EPI &amp; NSI blend completed.</i>
RMIP-G17	There are no water quality samples taken from some of the DMA's, it is recommended that a strategic review of the sampling locations is undertaken in respect to the new DMA boundaries. This should include the need for an additional sampling site in the Alexandra Hills High Level Zone.	There are no water quality samples taken from some of the DMA's, it is recommended that a strategic review of the sampling locations is undertaken in respect to the new DMA boundaries. This should include the need for an additional sampling site in the Alexandra Hills High Level Zone and moving some of the THM sites to the extremities of the system.  <i>Strategic review undertaken – additional sampling site (M10) added to LLZ to track formation of THM throughout the greater water supply zone. M8 &amp; M10 sample sites added to THM monthly sample monitoring program.</i>	2	Daniela Simon/Matt Ingerman	30/06/2013  <i>Completed</i>

**11.2.2 SOLE SUPPLIERS – INFRASTRUCTURE & OPERATIONS****Dataworks Filename:** FM Tendering – Supply Services**Responsible/Authorising Officer:**  
**Gary Soutar**  
**General Manager Infrastructure and**  
**Operations****Author:****Brad Taylor**  
**Group Manager Water & Waste**  
**Infrastructure**

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**PURPOSE**

The purpose of this report is to seek resolution from Council to enter into a contractual arrangement with various suppliers (**Suppliers**) without first inviting written quotes or tenders pursuant to section 235 of the *Local Government Regulation 2012 (LGR 2012)* for a period of 12 months.

Section 235 provides a number of exceptions to inviting written quotes or tenders in relation to medium-sized (\$15000 or more but less than \$200000 in a financial year) and large-sized (\$200000 or more in a financial year) contractual arrangements, however many of the goods and services that may be procured from the Suppliers during the relevant period will be worth less than these threshold amounts.

The relevant exceptions in section 235 are where Council resolves:

- a. it is satisfied that there is only 1 supplier who is reasonably available (s235(a));  
or
- b. because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders (s235(b)).

Council's Water & Waste Operations requires goods and services from the Suppliers due to, in most circumstances, there being only 1 supplier that is reasonably available and, in one other circumstance, the specialised nature of the maintenance works to be performed at Council's various wastewater treatment plants (WWTPs).

**BACKGROUND**

Council's Water & Waste Operations utilise specialised equipment manufactured, supplied and installed by the Suppliers, or that can only be reasonably serviced and maintained by the Suppliers. Last financial year there was approximately \$369,000 spent on items provided by sole suppliers.

In most cases, the proprietary nature of this specialised equipment means that servicing and maintenance can only be provided by the Supplier, or parts can only be supplied by the Supplier. Further, these goods and services are not reasonably available from other suppliers, either because there is only 1 supplier, or because the supply from alternative suppliers will not result in a value for money procurement. In particular:

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Council's water and waste infrastructure and operations utilise various equipment that requires ongoing servicing, maintenance, renewal and repair;

- the use of non-original or non-proprietary products often results in reduced reliability or failure, and the resulting cost implications;
- the cost benefit of using the Suppliers to supply the goods and services
- the consequences of failure result in an unacceptable risk to Council, including the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- The increased costs, reduced reliability and risk of failure associated with servicing and maintenance carried out by suppliers not familiar with the original or proprietary equipment or products, or from the use of non-original or nonproprietary parts during servicing and maintenance;
- Council's requirements in having repairs carried out reliably and without delay, and the unacceptable risk of the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- the impact on Council's community in the event of any interruption to Council's water and waste operations.

Further, specific information in relation to each of the Suppliers is set out below.

## **ISSUES**

### **Sound Contracting Principles**

In considering this procurement plan, the establishment of this arrangement and the list of Suppliers, Council's Water and Waste Operations have had regard to the sound contracting principles. In doing so, the principles of value for money and environmental protection were given more consideration, noting that there is only 1 supplier who is reasonably available for each of the goods and services required.

It should also be noted that despite the resolution, if made, and the establishment of this arrangement, consideration will be given to the sound contracting principles throughout the period of the arrangement and on each occasion that goods or services are procured. In particular:

- Council's Water and Waste Operations will continuously monitor the performance of the Suppliers, and the value for money achieved from the Suppliers, throughout the period of the arrangement;
- Where appropriate and practical, a written quote will be sought from a Supplier before goods or services are procured.

### **Resolution**

Accordingly, a resolution is sought from Council to enter into a contractual arrangement for a period of 12 months from the date of the resolution with the below Suppliers without first inviting written quotes or tenders.

### **Suppliers**

Section 235(a) Suppliers:

- 1 Air Met Scientific Pty Ltd – ABN 73 006 849 949**
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This Supplier provides maintenance and renewal of Council's existing gas detection equipment and parts. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by Supplier using the Supplier's proprietary equipment and parts.

**2 Aildos Oceania Pty Ltd – ABN 53 106 582 665**

Supply and maintenance of existing dosing pumps and equipment renewal. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**3 BEST (Biological Environmental Sustainable Technologies) Solutions Australasia Pty Ltd – ABN 21 155132237**

Supply and delivery of odour control dosing chemical. Only some chemicals work in certain of Council's catchments to reduce odour in particular circumstances, and this is the only supplier of this chemical.

**4 Biolab Australia Pty Ltd – ABN 17 005 878 017**

Services for online analysers for ammonia and nitrate as well as chemical cassettes for odour detection. It provides unique chemicals to support all their instrumentation equipment. Biolab is the only supplier of these chemical cassettes and is the supplier of the compatible components required for the cassettes to work.

**5 Bioremedy Pty Ltd - ABN 49 027 112 101**

Supply of calcium nitrate chemical for odour control. Only some chemicals work in certain of Council's catchments to reduce odour in particular circumstances, and this is the only supplier of this chemical.

**6 Burkitt Pty Ltd – ABN 98 087 732 116**

Provides maintenance and renewal of existing (liquid) process control valves. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**7 Cleantec International – ABN 43 105 668 951**

Provides maintenance and renewal of existing odour control equipment at Capalaba WWTP and pump station (PS) 141. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**8 Danfoss Australia P/L – ABN 93 004 385 997**

Provides maintenance and renewal of existing variable speed drives. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**9 DHI Water & Environment Pty Ltd – ABN 69 086 137 911**

This Supplier is the Australian supplier of hydraulic software modules used by Council for network analysis of water supply and wastewater network systems and flood watch software. Modification of the software can only be undertaken by the Supplier because of the software licence and licence renewal, upgrades

and support must be provided by the Supplier. This software is required to undertake water supply and wastewater network analysis.

**10 Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904**

Ecotox is the only laboratory in Australia that can provide the services (sample analysis in relation to toxicity) needed to meet Environmental Protection Agency (EPA) and WWTP licence requirements.

**11 Flottweg Australia – ABN 89 147 749 095**

Parts and maintenance for the Capalaba WWTP centrifuge. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**12 Grundfos Pumps Pty Ltd – ABN 90 007 920 765**

Supplies and maintains existing dosing pumps and equipment renewal. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**13 Hach Pacific Pty Ltd – ABN 45 114 408 838**

Provides maintenance and replacements for water network pressure loggers. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**14 HMA Group – ABN 48 010 489 086**

Provides maintenance and renewal of existing valves and non-return valves. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**15 Hydrobac Pty Ltd – ABN 62 790 824 461**

Supply and control of odour control dosing chemical. Only some chemicals work in certain of Council's catchments to reduce odour in particular circumstances, and this is the only supplier of this chemical.

**16 ITT Flygt Water and Waste Water – ABN 28 000 832 922**

Custom made manufacturing of pumps and mixers for WWTPs. This company has supplied custom made Flygt pumps for treatment of sewerage water. These pumps have been manufactured as per Council's requirements and specification to fit in wet wells in Council's WWTPs. The maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**17 KSB Australia – ABN 29 006 414 642**

Manufactures submersible pumps for wet wells. KSB has custom built pumps to fit dry wells at Council's pump stations and WWTPs. The company is required to manufacture custom made pump parts for critical spares and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**18 Magytec International Pty Ltd – ABN 96 003 490 006**

This Supplier is the only agent for the manufacturer of Council's specialist belt filter press equipment and the only supplier that can supply the proprietary parts and has the expertise to perform the service and maintenance on the equipment.

**19 Mann's Logan Crane Hire – ABN 95 879 142 306**

This supplier is the only local supplier with the proven ability to respond in planned and emergent timeframes, and is also the only local supplier of Franna (light mobile cranes). When Council requires these services, they are often required urgency to avoid environmental impact and comply with environmental and licence obligations e.g. from overflow. The cost and time implications of engaging a non-local supplier will not satisfy Council's requirements.

It is also noted that Council has established an approved contractor list for under section 231 of the LGR 2012, however there are no local suppliers on the list that supply Franna plant.

**20 MEP Instruments – ABN 93 081 861 645**

This Supplier is the Australian agent for Metrohm pH meters used in Council's laboratory and WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment, parts and consumables.

**21 Merck Pty Ltd – ABN 80 001 239 818**

Manufacturer of laboratory deioniser. Sole supplier of parts, consumables and servicing. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment, parts and consumables.

**22 Miele Australia Pty Ltd – ABN 96 005 635 398**

Manufacturer of laboratory dishwasher. This existing equipment was manufactured and supplied by the Supplier and the maintenance and servicing is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**23 Mono Pumps Australia – ABN 77 004 449 478**

This Supplier manufactured and supplied Council's sludge handling pumps, dosing pumps and critical spares for pumps already custom fitted in Council's reticulation systems. The maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.



- 24 Multitrode Pty Ltd – ABN 43 010 679 419**  
Manufacturers of critical backup system components required for pump stations and reservoir level sensors. Critical spares and sensors are needed to contain appropriate water levels at the pump stations. The maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 25 Perten Instruments Australia P/L - ABN 98 002 954 243**  
This Supplier is the Australian agent for Gerhart instruments, being the existing instruments, and the maintenance and renewal is required to be carried out by the Supplier using the proprietary equipment and parts.
- 26 Prominent Fluid Control – ABN 83 080 688 795**  
Manufacturers of dosing pumps that have been customised for critical dosing applications at Dunwich and Point Lookout WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 27 Schneider Electric – ABN 42 004 969 304**  
This Supplier is the distributor for Clear SCADA software, and the supply of licensing and annual support for Clear SCADA software used in water and sewerage telemetry licences. Schneider also provides services to maintain licences for control of SCADA systems to several WWTPs.
- 28 SEW Eurodrive – ABN 27 006 076 053**  
This Supplier supplies gearboxes and motors for WTPs and is used for repair and replacement of several motors and gearboxes installed in several of Council's WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 29 Sibelco Australia Limited – ABN 20 000 971 844**  
This Supplier supplies hydrated lime used at Council's WWTPs. It is the only supplier in Australia for this product. The market was tested by conducting a tender (T-1571-11/12-RDW Provision of a Preferred Supplier/s Arrangement for the Supply, Delivery and Unloading of Chemicals for Redland Water WWTPs). The results from this tender showed that no other tendering company was able to supply hydrated lime to Council. Hydrated lime is a vital chemical that is used in the treatment of wastewater at several WWTPs.
- 30 Siemens Ltd – ABN 98 004 347 880**  
This is the Supplier of PLC hardware, specialised activated carbon for odour control facilities and chlorine residual analyser equipment. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.
- 31 SMC Pneumatics Aust Pty Ltd– ABN 64 000 543 519**  
Provides maintenance and renewal of existing (pneumatic) process control valves. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**32 Spirac Pty Ltd – ABN 69 119 874 038**

This Supplier is the Manufacturer of dewatering equipment for screw wash presses and grit collection bins and is used for the replacement of liners for existing screw conveyors, and designed template wear plates. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**33 Thermo Fischer Scientific P/L – ABN 52 058 390 917**

Provides maintenance and renewal of existing auto samplers. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts. The Supplier is the sole supplier of the equipment and parts.

**34 Vega Australia – ABN 55 003 346 905**

This Supplier is the manufacturer of level control systems in reticulation systems. This supplier is used for repair of existing equipment in several WWTPs and pump stations. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**35 Wallace & Tiernan Pty Ltd – ABN 82 000 130 414**

This Supplier is the Manufacturer of chorine monitoring equipment in reticulation systems and used to repair and replace existing equipment at the Dunwich and Point Lookout WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**36 Wilo Australia Pty Ltd - 87 150 449 540**

Manufactures submersible pumps for wet wells. The Supplier has custom built pumps to fit dry wells at Council's pump stations and WWTPs. The company is required to manufacture custom made pump parts for critical spares and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**37 Weir Services Australia Pty Ltd – ABN 53 000 114 910**

Manufacturers of aerator gearboxes for WWTPs. These gearboxes are critical assets for Council's WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

**38 YSI Australia Pty Ltd – ABN 14 128 153 168**

This Supplier is the sole supplier of dissolved oxygen meter parts and consumables used in laboratory and WWTPs. The existing equipment was manufactured and supplied by the Supplier and the maintenance and renewal is carried out by the Supplier using the Supplier's proprietary equipment and parts.

Section 235(b) Supplier:

**39 M Strong (Sole Trader – strongRope) – ABN 86 498 927 293**

This Supplier is the manufacturer of custom built polymer slings used to replace stainless steel chains for pump lifting equipment. Lifting slings are custom made

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to fit lifting gear equipment for several of Council's WWTPs. There are very few suppliers that carry out this specialised service which requires the splicing of slings to meet Council's strength requirements. The slings supplied by this Supplier have been tested and certified to meet Council's requirements and Council has invested significant resources to ensure these requirements were met.

It would be impractical and disadvantageous for Council to invite quotes from other suppliers as Council would need to invest significant resources again in relation to testing and certification to ensure Council's requirements were met.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

In accordance with Section 235(a) and (b) of the LGR 2012, a local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if:

- a. the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- b. the local government resolves 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 written quotes or tenders.

### **Risk Management**

The resolution, if made, and the establishment of this arrangement, will assist in the management of the following identified risks:

- reduced reliability or failure, and the resulting cost implications resulting from the use of non-original or non-proprietary products;
- the consequences of failure, including the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- the increased costs, reduced reliability and risk of failure associated with servicing and maintenance carried out by suppliers not familiar with the original or proprietary equipment or products, or from the use of non-original or nonproprietary parts during servicing and maintenance;
- Council's requirements in having repairs carried out reliably and without delay, and the unacceptable risk of the unavailability of Council's water and waste infrastructure, environmental impact, environmental protection obligations and safety;
- the impact on Council's community in the event of any interruption to Council's water and waste operations.

### **Financial**

There are no implications.

### **People**

There are no implications.

## Environmental

Environmental issues and potential impact have been considered, including Council's EPA and relevant licence obligations, general environmental considerations and staff and public safety. As noted above, various Suppliers have been identified to assist with meeting Council's obligations, including the selection of Suppliers to:

- to meet Council's EPA and WWTP licence requirements;
- to ensure reliability of equipment, maintenance, servicing, parts and products;
- to ensure the supply of equipment, chemicals and consumables to monitor and control odour;
- to ensure repairs are carried out reliably and without delay to avoid the unavailability of Council's water and waste infrastructure, environmental impact and breaches of safety obligations.

## Social

There are no implications.

## Alignment with Council's Policy and Plans

This report is consistent with Council's Procurement Policy and legislative requirements.

## CONSULTATION

Consultation in this process has included the following:

- General Manager Infrastructure & Operations;
- General Counsel;
- Group Manager Water & Waste Infrastructure;
- Group Manager Water & Waste Operations;
- Senior Procurement Officer.

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

Moved by: Cr K Hardman

Seconded by: Cr M Edwards

**That Council resolves, in accordance with Section 235(a) and (b) of the *Local Government Regulation 2012*, as follows:**

- a. The local government is satisfied that the suppliers numbered 1 to 38 below are the only suppliers reasonably available to supply the goods or services required by Council from suppliers;**
- b. Because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite written quotes or tenders from suppliers other than supplier numbered 39 below; and**
- c. This contractual arrangement be for a period of 12 months:**

1. **Air Met Scientific Pty Ltd – ABN 73 006 849 949**
2. **Alldos Oceania Pty Ltd – ABN 53 106 582 665**
3. **BEST (Biological Environmental Sustainable Technologies) Solutions Australasia Pty Ltd – ABN 21 155132237**
4. **Biolab Australia Pty Ltd – ABN 17 005 878 017**
5. **Bioremedy Pty Ltd - ABN 49 027 112 101**
6. **Burkitt Pty Ltd – ABN 98 087 732 116**
7. **Cleantec International – ABN 43 105 668 951**
8. **Danfoss Australia P/L – ABN 93 004 385 997**
9. **DHI Water & Environment Pty Ltd – ABN 69 086 137 911**
10. **Ecotox Services Australasia Pty Ltd – ABN 45 094 714 904**
11. **Flottweg Australia – ABN 89 147 749 095**
12. **Grundfos Pumps Pty Ltd – ABN 90 007 920 765**
13. **Hach Pacific Pty Ltd – ABN 45 114 408 838**
14. **HMA Group– ABN 48 010 489 086**
15. **Hydrobac Pty Ltd – ABN 62 790 824 461**
16. **ITT Flygt Water and Waste Water – ABN 28 000 832 922**
17. **KSB Australia – ABN 29 006 414 642**
18. **Magytec International Pty Ltd – ABN 96 003 490 006**
19. **Mann’s Logan Crane Hire– ABN 95 879 142 306**
20. **MEP Instruments – ABN 93 081 861 645**
21. **Merck Pty Ltd – ABN 80 001 239 818**
22. **Miele Australia Pty Ltd – ABN 96 005 635 398**
23. **Mono Pumps Australia – ABN 77 004 449 478**
24. **Multitrode Pty Ltd – ABN 43 010 679 419**
25. **Perten Instruments Australia P/L - ABN 98 002 954 243**
26. **Prominent Fluid Control – ABN 83 080 688 795**
27. **Schneider Electric – ABN 42 004 969 304**

28. **SEW Eurodrive – ABN 27 006 076 053**
29. **Sibelco Australia Limited – ABN 20 000 971 844**
30. **Siemens Ltd – ABN 98 004 347 880**
31. **SMC Pneumatics Aust Pty Ltd– ABN 64 000 543 519**
32. **Spirac Pty Ltd – ABN 69 119 874 038**
33. **Thermo Fischer Scientific P/L – ABN 52 058 390 917**
34. **Vega Australia – ABN 55 003 346 905**
35. **Wallace &Tiernan Pty Ltd – ABN 82 000 130 414**
36. **Wilo Australia Pty Ltd - 87 150 449 540**
37. **Weir Services Australia Pty Ltd – ABN 53 000 114 910**
38. **YSI Australia Pty Ltd – ABN 14 128 153 168**
39. **M Strong (Sole Trader – strongRope) – ABN 86 498 927 293**

**CARRIED 11/0**

**11.3 PORTFOLIO 5 (CR LANCE HEWLETT)  
OPEN SPACE, SPORT AND RECREATION****11.3.1 RUSSELL ISLAND BOWLS CLUB - LEASE RENEWAL**

**Dataworks Filename:** L. 149842

**Attachment:** [Russell Island Bowls Club Site Plan](#)

**Authorising Officer:**



**Gary Soutar**  
**General Manager Infrastructure and Operations**

**Responsible Officer:**

**Lex Smith**  
**Group Manager City Services**

**Author:**

**Terri McDonald**  
**Acting Senior Property Officer**

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**PURPOSE**

The purpose of this report is to recommend that Council grant a renewal of the Russell Island Bowls Club lease for a further 20 years.

**BACKGROUND**

Russell Island Bowls Club currently hold a 20 year lease over Lot 3 on RP 31228, which is due to expire on 31 May 2015. The club is planning to put in a second bowling green and extend and renovate the existing clubhouse and are seeking Council approval for a further 20 year lease in order to do this. The club is seeking Council approval, at this time, to ensure eligibility to apply for up to \$100,000 of a state grant through the Department of National Parks, Recreation, Sport and Reserves – *Get Playing* funding program.

*Get Playing* aims to assist local sport and recreation organisations with facility development so more Queenslanders are encouraged to become involved in the sport and recreation activity of their choice. Applications for the funding close on 1 September 2014.

**ISSUES**

Whilst the Russell Island Bowls Club lease does not expire until 31 May 2015, it is a requirement of the grant to have at least three years of tenure or Council approval for renewal of tenure to guarantee at least three years future tenure at the premises when submitting an application for funding.

The proposed improvement projects fall within the current lease area therefore no extension of lease footprint is required. Council officers have undertaken a sustainability check of the club's audited financial statements, committee details, certificate of incorporation and insurance details and are satisfied with the high score results.

The planned improvements also align with the objectives of Council's Jackson Road Community Precinct Landscape Master Plan.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

Under S.236 of the *Local Government Regulation 2012 - Exceptions for valuable non-current asset contracts*

(1)(c)(iii) A local government may dispose of a valuable non-current asset other than by a tender or auction if the disposal is for the purpose of renewing the lease of land to the existing tenant of the land but subject to;

(2) An exception mentioned in subsection (1)(a) to (d) applies to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

### **Risk Management**

The existing and proposed new lease requires Russell Island Bowls Club to provide evidence of property and public liability insurance annually and perform all structural and routine maintenance, electrical and fire safety testing for the premises.

The Russell Island Bowls Club Inc currently maintains the premises to a good standard and has worked closely with Council's Facility Services Unit to comply with the recent leased building condition audit.

### **Financial**

All costs associated with the preparation and registration of a new lease will be met by the Russell Island Bowls Club.

### **People**

Officers from Council's City Sport & Recreation Team have consulted with the club regarding their future plans and sustainability.

### **Environmental**

The proposed improvement projects align with Council's Jackson Road Community Precinct Landscape Master Plan purpose to progress the corporate objectives regarding green living, wise planning and design and also strong and connected communities.

### **Social**

The proposed improvement projects support Council's Jackson Road Community Precinct Landscape Master Plan purpose to provide a co-ordinated and strategic approach to the development and provision of leisure, culture, sport and recreation facilities, services and opportunities to meet current and emerging community needs.



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

The Russell Island Bowls Club has requested a new 20 year lease, POL-3071 provides for standard lease term of 10 years, with leases of 20 or 30 years where the lessee invests significant funds into infrastructure.

As the club has previously invested significant improvements, a 20 year term is considered to comply with policy.

**CONSULTATION**

Consultation has been undertaken with:

- Russell Island Bowls Club
- Divisional Councillor
- Council's Sport & Recreation Officer

**OPTION**

1. That Council:
  - a. Renew the Russell Island Bowls Club Inc lease described as part of Lot 3 on RP31228 (37-71 Jackson Road Russell Island) for a term of 20 years over the area shown on the attached Site Plan, under terms and conditions considered satisfactory to the Chief Executive Officer; and
  - b. Delegate authority to the Chief Executive Officer under s.257(1)(b) of the *Local Government Act 2009* to sign all documents in relation to this matter.

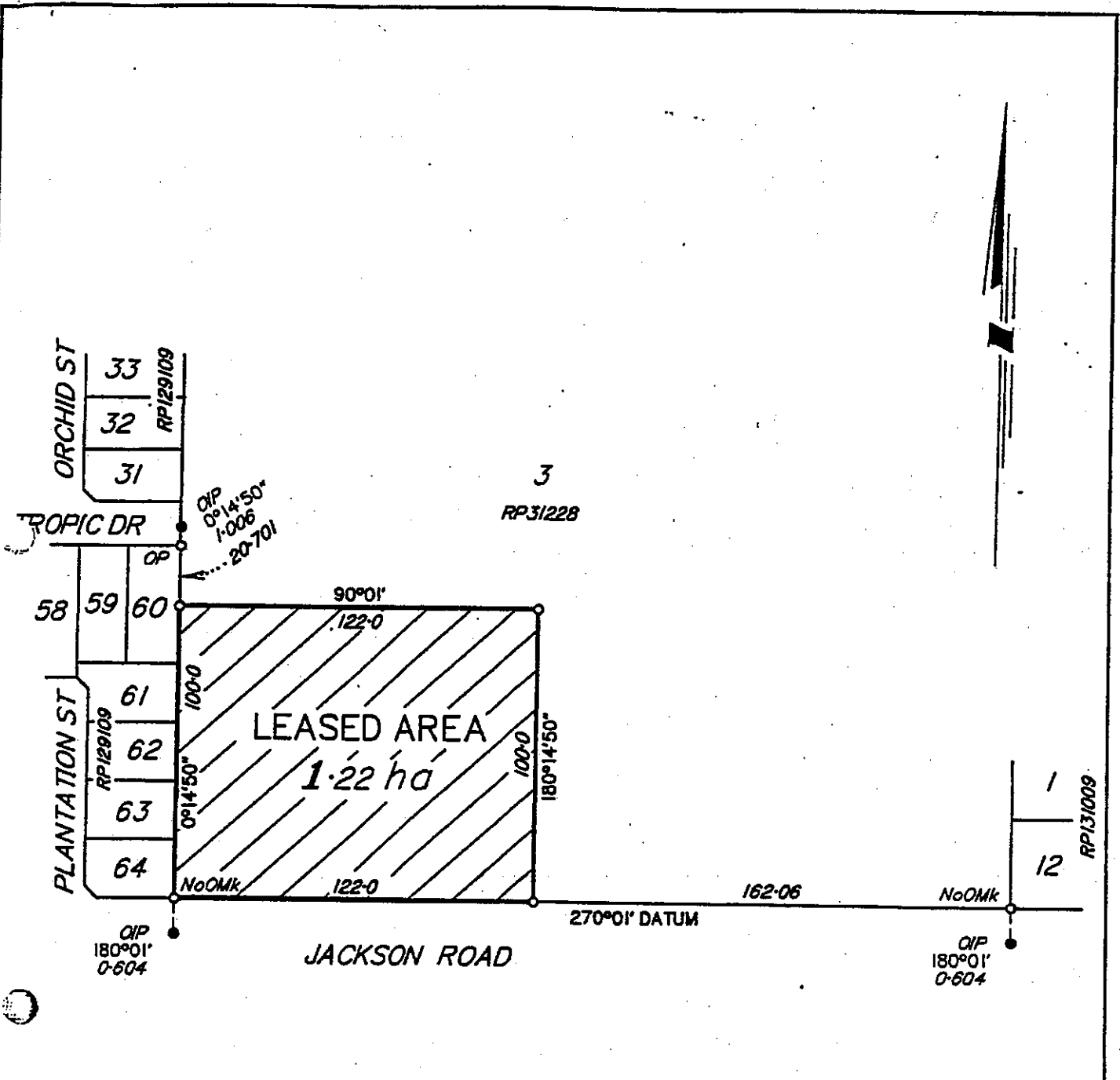
**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr L Hewlett  
Seconded by: Cr A Beard

That Council resolves to:

1. Renew the Russell Island Bowls Club lease described as part of Lot 3 on RP31228 (37-71 Jackson Road Russell Island) for a term of 20 years over the area shown on the attached Site Plan, under terms and conditions considered satisfactory to the Chief Executive Officer; and
2. Delegate authority to the Chief Executive Officer under s.257(1)(b) of the *Local Government Act 2009* to sign all documents in relation to this matter.

**CARRIED 11/0**



I, Peter Donald Benfer hereby certify that I have surveyed the land comprised in this plan by personally, for whose work I accept responsibility, that the plan is accurate, that the said survey was performed in accordance with the Surveyors Act 1977 and the Surveyors Regulation 1992 and that the said survey was completed on 4/4/1995

NOTE: AREA TO BE LEASED IS SHOWN HACHURED

*P.D. Benfer*  
Licensed Surveyor

Date: 5/4/1995

LEASE PLAN

of part of Lot 3 on RP31228

Title reference: 16972225

SURVEYED BY Peter Donald Benfer, Licensed Surveyor

DATE 4/4/1995

SCALE 1:2000

LOCAL AUTHORITY REDLAND S C

LOCALITY

RUSSELL IS

PARISH

RUSSELL

COUNTY


Stanley

**11.4 PORTFOLIO 6 (CR MARK EDWARDS)  
CORPORATE SERVICES****11.4.1 JULY 2014 MONTHLY FINANCIAL REPORTS**

**Dataworks Filename:** FM Monthly Financial Reports

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

**Authorising Officer:**



**Bill Lyon**  
Chief Executive Officer

**Responsible Officer:** Linnet Batz  
Chief Financial Officer

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

**PURPOSE**

The purpose is to present the July 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**

Council adopts an annual budget and then reports on performance against the budget on a monthly basis. This is not only a legal requirement but enables the organisation to periodically review its financial performance and position and respond to changes in community requirements, market forces or other outside influences. The Corporate Financial Reporting Team compiles the attached document following end of month accruals, deferrals, allocation journals and reconciliations.

**ISSUES***Carryover Budget Review*

Council is presently working through its carryover budget review – considering projects that have straddled the two financial years 2013/14 and 2014/15. Carryovers result from unforeseen delays in weather conditions or approvals/permits etc. As per previous years, Council will continue to consider the affordability and deliverability of the capital program in its entirety and will utilise the formal budget reviews during the financial year to ensure Council continues to be financially sustainable.

*End of Year Accounts Finalisation*

Queensland Audit Office will review the financial statements and accompanying disclosures in the coming months. Until final audit certification is obtained, opening balances of assets, liabilities and equity accounts are subject to change as per previous years.

## STRATEGIC IMPLICATIONS

Council has either achieved or favourably exceeded the following Key Financial Stability and Sustainability Ratios as at the end of July 2014:

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

The following measures were not met during the first month of the financial year:

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

Rates were levied in July and this explains the large dependence on rates revenue – this ratio is calculated on an accrual basis and not cash basis. The rating cycle and associated accounts receivable also explains the result of the operating performance cash measure for the month of July – the increase in accounts receivable more than offsets the cash received (rates are due for payment in August). The asset sustainability ratio was not achieved as at the end of July 2014 - this is a stretch target and Council reviewed its ten year capital program as part of the 2014/15 annual budget development process to ensure renewal expenditure continues to be prioritised. Council also adopted a Capital Works Prioritisation Policy on 21 May 2014 with the following as its first principle within the policy statements: *Council will maintain its existing infrastructure, adopting a primary strategy of 'renewing' its existing assets ahead of other 'upgrade' and/or 'new' works.*

## Legislative Requirements

The July 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

July 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.

## Financial

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

## 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.

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**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

**CONSULTATION**

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

**OPTIONS**

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

**OFFICER'S RECOMMENDATION/  
COUNCIL RESOLUTION**

Moved by: Cr M Edwards

Seconded by: Cr J Talty

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

**CARRIED 11/0**



# Monthly Financial Report

## July 2014



**Redland**  
CITY COUNCIL

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## 1. INTRODUCTION AND OVERVIEW

This monthly report is designed to illustrate the financial performance and position of Redland City Council compared to its adopted budget at an organisational level for the period ending 31 July 2014. The year to date and annual budget referred to in this report reflects the Original Budget approved by Council on 26 June 2014. Note: all amounts are rounded to the nearest thousand dollars.

## 2. KEY HIGHLIGHTS AND RATIOS

KEY FINANCIAL INFORMATION				
Financial Stability Ratios	Target	Original Budget 2014/2015	July 2014	Status
Level of Dependence on General Rate Revenue (%)	Target less than 37.5%	34.80%	54.16%	✘
Ability to Pay Our Bills - Current Ratio	Target between 1.1 and 4.1	2.94	2.94	✔
Ability to Repay Our Debt - Debt Servicing Ratio (%)	Target less than or equal to 10%	3.52%	1.94%	✔
Cash Balance \$M	Target greater than or equal to \$40M	\$49.157	\$83.699M	✔
Cash Balances - Cash Capacity in Months	Target 3 to 4 months	3.06	3.91	✔
Longer Term Financial Stability - Debt to Asset Ratio (%)	Target less than or equal to 10%	2.58%	2.74%	✔
Operating Performance (%)	Target greater than or equal to 20%	9.6%	-52.14%	✘
Financial Sustainability Ratios	Target	Original Budget 2014/2015	July 2014	Status
Operating Surplus Ratio (%)	Target between 0% and 10% (on average over the long-term)	-4.96%	44.13%	✔
Net Financial Liabilities (%)	Target less than 60% (on average over the long-term)	14.23%	-28.56%	✔
Interest Cover Ratio (%)	Target between 0% and 5%	-0.23%	-0.03%	✔
Asset Sustainability Ratio (%)	Target greater than 90% (on average over the long-term)	39.68%	7.91%	✘
Asset Consumption Ratio (%)	Target between 40% and 80%	66.04%	65.05%	✔

### Status Legend

KPI target achieved	✔
KPI target not achieved	✘





## 2. KEY HIGHLIGHTS AND RATIOS (cont.)

### KEY FINANCIAL INFORMATION

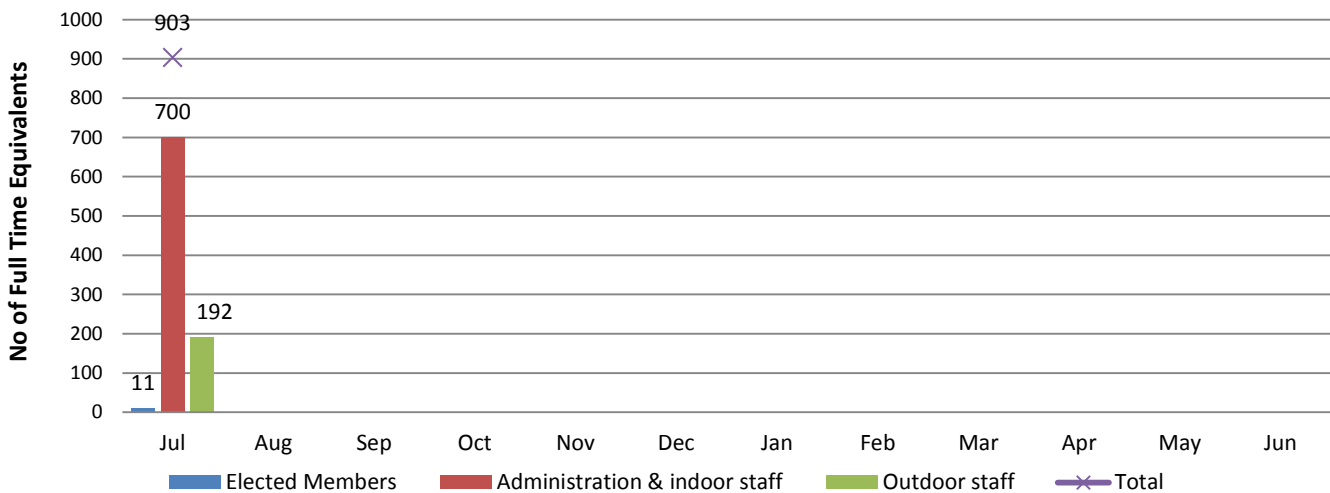
Key Financial Results	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000	YTD Variance %	Status YTD Variance
Operating Surplus/(Deficit)	(11,226)	14,212	14,772	561	4%	✓
Recurrent Revenue	226,144	32,451	33,477	1,028	3%	✓
Recurrent Expenditure	237,370	18,239	18,706	466	3%	🔔
Capital Works Expenditure	61,899	1,936	1,858	(77)	-4%	✓
Closing Cash & Investments	49,157	99,202	83,699	(15,503)	-16%	✗

#### Status Legend:

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

### KEY NON-FINANCIAL INFORMATION

#### Full Time Equivalent Employees 2014-2015



Workforce reporting - July 2014: Headcount	Employee Type					Grand Total
	Casual	Perm Full	Perm Part	Temp Full	Temp Part	
Office of CEO	13	83	12	13	-	125
Organisational Services	4	97	9	7	5	128
Community and Customer Service	35	252	47	26	4	369
Infrastructure and Operations	11	314	9	22	3	365
<b>Total</b>	<b>63</b>	<b>746</b>	<b>77</b>	<b>68</b>	<b>12</b>	<b>987</b>

Note: Full Time Equivalent Employees includes all full time employees at a value of 1 and all other employees, at a value less than 1. The table above demonstrates the headcount by department and does not include a workload weighting.



### 3. STATEMENT OF COMPREHENSIVE INCOME

#### STATEMENT OF COMPREHENSIVE INCOME For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Recurrent Revenue</b>				
Rates Charges	81,366	20,340	18,807	(1,533)
Levies & Utility Charges	124,757	10,759	12,192	1,433
<i>Less: Pensioner Remissions</i>	(2,743)	(686)	(677)	9
Fees & Charges	10,629	918	1,213	295
Operating Grants & Subsidies	3,983	529	1,026	498
Operating Contributions & Donations	260	17	8	(9)
Interest External	3,872	323	305	(18)
Other Revenue	4,021	251	603	353
<b>Total Recurrent Revenue</b>	<b>226,144</b>	<b>32,451</b>	<b>33,477</b>	<b>1,028</b>
<b>Capital revenue</b>				
Grants, Subsidies & Contributions	15,050	1,385	755	(630)
Non-Cash Contributions	3,146	262	-	(262)
<b>Total Capital Revenue</b>	<b>18,196</b>	<b>1,647</b>	<b>755</b>	<b>(892)</b>
<b>TOTAL REVENUE</b>	<b>244,340</b>	<b>34,098</b>	<b>34,232</b>	<b>136</b>
<b>Recurrent Expenses</b>				
Employee Costs	76,094	6,714	6,562	(152)
Goods & Services	106,425	6,954	7,580	625
Finance Costs	3,643	304	297	(7)
Depreciation & Amortisation	51,209	4,267	4,267	-
<b>Total Recurrent Expenses</b>	<b>237,370</b>	<b>18,239</b>	<b>18,706</b>	<b>466</b>
<b>Capital Expenses</b>				
(Gain)/Loss on Disposal of Non-Current Assets	(3,192)	(110)	(134)	(23)
<b>Total Capital Expenses</b>	<b>(3,192)</b>	<b>(110)</b>	<b>(134)</b>	<b>(23)</b>
<b>TOTAL EXPENSES</b>	<b>234,178</b>	<b>18,129</b>	<b>18,572</b>	<b>443</b>
<b>NET RESULT</b>	<b>10,161</b>	<b>15,969</b>	<b>15,660</b>	<b>(307)</b>
<b>Other Comprehensive Income/(Loss)</b>				
Increase/(decrease) in Asset Revaluation Surplus	-	-	-	-
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>10,161</b>	<b>15,969</b>	<b>15,660</b>	<b>(307)</b>



## 4. OPERATING STATEMENT

### OPERATING STATEMENT For the period ending 31 July 2014

	Annual	YTD	YTD	YTD
	Original Budget \$000	Budget \$000	Actual \$000	Variance \$000
<b>Revenue</b>				
Rates Charges	81,366	20,340	18,807	(1,533)
Levies & Utility Charges	124,757	10,759	12,192	1,433
<i>Less: Pensioner Remissions</i>	(2,743)	(686)	(677)	9
Fees & Charges	10,629	918	1,213	295
Operating Grants & Subsidies	3,983	529	1,026	498
Operating Contributions & Donations	260	17	8	(9)
Interest External	3,872	323	305	(18)
Other Revenue	4,021	251	603	353
<b>Total Revenue</b>	<b>226,144</b>	<b>32,451</b>	<b>33,477</b>	<b>1,028</b>
<b>Expenses</b>				
Employee Costs	76,094	6,714	6,562	(152)
Goods & Services	107,098	7,021	7,402	381
Finance Costs Other	281	23	-	(23)
Other Expenditure	315	16	1	(15)
Net Internal Costs	(988)	(82)	177	260
<b>Total Expenses</b>	<b>182,799</b>	<b>13,692</b>	<b>14,142</b>	<b>451</b>
<b>Earnings Before Interest, Tax &amp; Depreciation (EBITD)</b>	<b>43,345</b>	<b>18,759</b>	<b>19,335</b>	<b>577</b>
Interest Expense	3,362	280	296	16
Depreciation	51,209	4,267	4,267	-
<b>Operating Surplus/(Deficit)</b>	<b>(11,226)</b>	<b>14,212</b>	<b>14,772</b>	<b>561</b>

#### Overview

The year to date operating surplus of \$14.77M is \$561K above the year to date budget. The favourable variance is primarily due to operating revenue being higher than budget by \$1.03M offset by operating expenses being higher than budget by \$451K.

The quarter 1 rates notices were issued in July 2014 and water consumption was higher than anticipated, contributing to the higher than anticipated operating surplus at the end of July 2014. Special Charges budgeted revenue (see p.7) was phased across the year, whereas the actual charges for quarter 1 was recognised in July 2014. Employee costs and good and services are relatively on track as at the end of July.

#### 4. OPERATING STATEMENT (cont.)

##### REDLAND WATER SUMMARY OPERATING STATEMENT For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total Revenue	94,706	7,587	8,262	675
Total Expenses	49,157	3,127	4,088	961
Earnings Before Interest, Tax & Depreciation (EBITD)	45,550	4,460	4,174	(286)
Interest Internal	21,681	1,807	1,807	-
Depreciation	16,987	1,416	1,416	-
Operating Surplus/(Deficit)	6,881	1,237	951	(286)

##### REDWASTE OPERATING STATEMENT For the period ending 31 July 2014

	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
Total Revenue	19,967	1,657	1,553	(103)
Total Expenses	16,200	1,398	1,458	60
Earnings Before Interest, Tax & Depreciation (EBITD)	3,767	259	96	(163)
Interest Expense External	42	4	3	(1)
Interest Internal	313	26	26	-
Depreciation	556	46	46	-
Operating Surplus/(Deficit)	2,856	183	20	(164)

##### Utility Charges Breakup For the period ending 31 July 2014

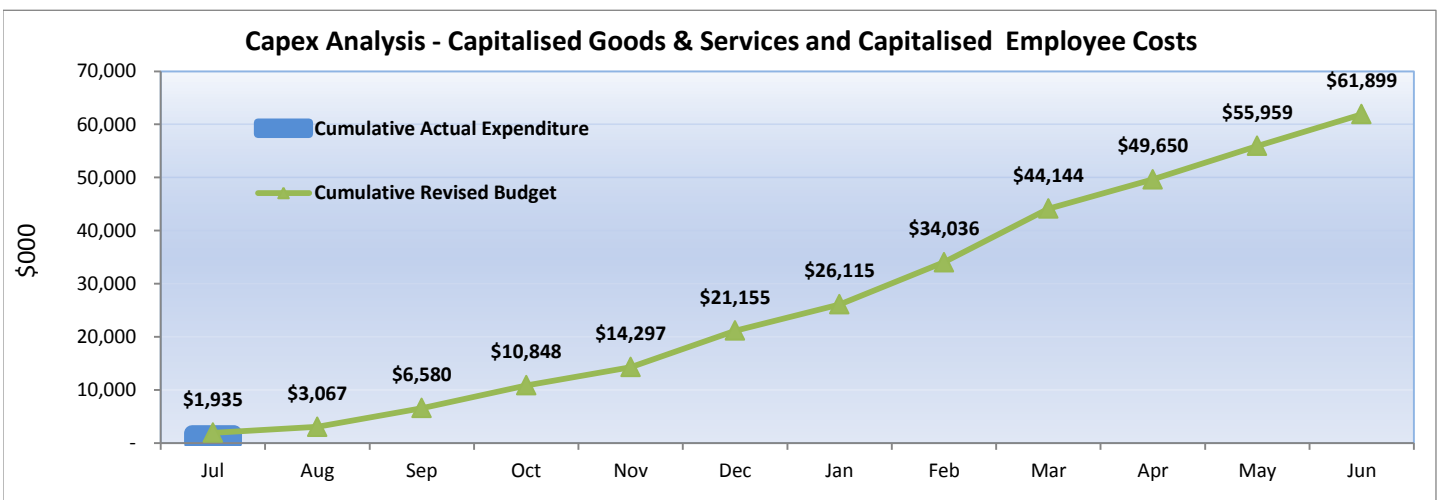
	Annual Original Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Utility Charges</b>				
Refuse Charges	18,797	1,566	1,570	4
Special Charges	3,795	45	950	905
Environment Levy	5,637	1,409	1,411	1
Landfill Remediation Charge	4,102	342	343	1
Wastewater Charges	38,161	3,180	3,311	131
Water Access Charges	17,592	3,335	3,531	197
Water Consumption Charges	36,674	882	1,076	194
Total Utility Charges	124,757	10,759	12,192	1,433

## 5. CAPITAL FUNDING STATEMENT

### CAPITAL FUNDING STATEMENT For the period ending 31 July 2014

	Annual	YTD	YTD	YTD
	Original Budget \$000	Budget \$000	Actual \$000	Variance \$000
<b>Sources of Capital Funding</b>				
Capital Contributions & Donations	6,188	1,247	681	(566)
Capital Grants & Subsidies	8,862	138	74	(64)
Proceeds on Disposal of Non-current Assets	4,049	182	134	(48)
Capital Transfers (To) From Reserves	4,602	(1,087)	(668)	419
Non-cash Contributions	3,146	262	-	(262)
New Loans	-	-	-	-
Funding from General Revenue	42,787	1,839	1,991	152
<b>Total Sources of Capital Funding</b>	<b>69,633</b>	<b>2,581</b>	<b>2,212</b>	<b>(369)</b>
<b>Applications of Capital Funds</b>				
Contributed Assets	3,146	262	-	(262)
Capitalised Goods & Services	56,263	1,681	1,346	(334)
Capitalised Employee Costs	5,636	255	512	257
Loan Redemption	4,589	382	353	(30)
<b>Total Applications of Capital Funds</b>	<b>69,633</b>	<b>2,580</b>	<b>2,211</b>	<b>(369)</b>
<b>Other Budgeted Items</b>				
WDV of Assets Disposed	(857)	(71)	-	71
Transfers to Constrained Operating Reserves	(13,124)	(1,880)	(2,920)	(1,040)
Transfer from Constrained Operating Reserves	12,180	219	212	(7)

### Overview



Council's capital works expenditure is on track with year to date actual expenditure of \$1.86M which is only \$80K below year to date budget of \$1.94M.

Total capital commitments at the end of July 2014 (where budget is approved) was \$2.57M.



## 6. STATEMENT OF FINANCIAL POSITION

### STATEMENT OF FINANCIAL POSITION As at 31 July 2014

	Annual	YTD
	Original Budget \$000	Actual Balance \$000
<b>CURRENT ASSETS</b>		
Cash & Investments	49,157	83,699
Accounts Receivable	34,311	58,698
Inventories	943	838
Prepaid Expenses	1,320	8,628
Non-Current Assets - Held for Sale	467	354
<b>Total Current Assets</b>	<b>86,198</b>	<b>152,217</b>
<b>NON-CURRENT ASSETS</b>		
Property, Plant & Equipment	2,021,416	1,987,081
Accounts Receivable	-	-
Financial Assets	-	73
<b>Total Non-Current Assets</b>	<b>2,021,416</b>	<b>1,987,154</b>
<b>TOTAL ASSETS</b>	<b>2,107,614</b>	<b>2,139,371</b>
<b>CURRENT LIABILITIES</b>		
Accounts Payable	17,301	12,375
Current Employee Provisions	2,468	13,070
Current Loans	5,247	4,124
Current Landfill Rehabilitation Provisions	1,144	1,530
Other Liabilities	3,201	20,754
<b>Total Current Liabilities</b>	<b>29,361</b>	<b>51,853</b>
<b>NON-CURRENT LIABILITIES</b>		
Non-Current Loans	49,149	54,507
Non-Current Employee Provisions	10,998	1,893
Non-Current Landfill Rehabilitation Provisions	28,189	33,926
Non-Current Trade & Other Payables	693	478
<b>Total Non-Current Liabilities</b>	<b>89,029</b>	<b>90,804</b>
<b>TOTAL LIABILITIES</b>	<b>118,390</b>	<b>142,657</b>
<b>NET ASSETS</b>	<b>1,989,224</b>	<b>1,996,714</b>
<b>COMMUNITY EQUITY</b>		
Retained Earnings	1,943,301	1,923,226
Cash Constrained Reserves	45,923	73,488
<b>TOTAL COMMUNITY EQUITY</b>	<b>1,989,224</b>	<b>1,996,714</b>

The 2013/14 accounts are still being finalised and therefore the opening balances on the 2014/15 Statement of Financial Position are subject to change until Council obtains Queensland Audit Office certification in October 2014.



## 7. STATEMENT OF CASH FLOWS

### STATEMENT OF CASH FLOWS For the period ending 31 July 2014

	Annual	YTD
	Original Budget \$000	Actual \$000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Rates Charges (net)	78,623	18,130
Utility Charges	111,427	(7,504)
Fees & Charges	10,879	1,902
Operating Grants & Subsidies	3,983	618
Cash Contributions	260	8
Sale of Developed Land	-	-
Other Revenue	4,021	603
<b>Receipts from Customers</b>	<b>209,192</b>	<b>13,757</b>
Employee costs	(79,473)	(5,657)
Materials & services	(109,237)	(12,017)
Other expenses	(596)	(1)
<b>Payments to Suppliers &amp; Employees</b>	<b>(189,306)</b>	<b>(17,675)</b>
Interest Received	3,872	305
Borrowing Costs	(3,362)	(3,719)
<b>Net Cash Inflow / (Outflow) from Operating Activities</b>	<b>20,396</b>	<b>(7,332)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Payments - Property, Plant & Equipment	(61,899)	(1,858)
Proceeds - Capital Subsidies, Grants & Contributions	15,050	755
Proceeds - Sales of Property, Plant & Equipment	4,049	134
<b>Net Cash Inflow / (Outflow) from Investing Activities</b>	<b>(42,800)</b>	<b>(969)</b>
Proceeds of Borrowings	-	-
Repayment of borrowings	(4,589)	(4,234)
<b>Net Cash Inflow / (Outflow) from Financing Activities</b>	<b>(4,589)</b>	<b>(4,234)</b>
<b>Net Increase / (Decrease) in Cash Held</b>	<b>(26,993)</b>	<b>(12,535)</b>
Cash at Beginning of Year	76,150	96,235
<b>Cash at End of Financial Period</b>	<b>49,157</b>	<b>83,699</b>

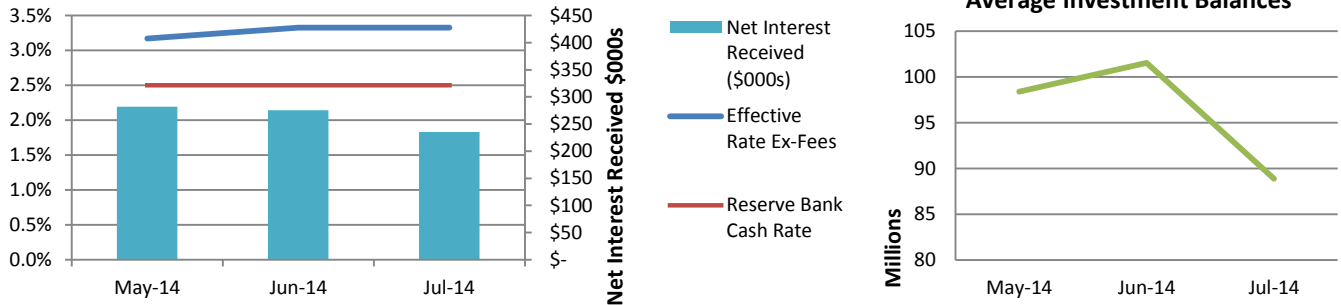
The 2013/14 accounts are still being finalised and therefore the opening balances on the 2014/15 Statement of Financial Position are subject to change until Council obtains Queensland Audit Office certification in October 2014.



## 8. INVESTMENT & BORROWINGS REPORT

For the Period Ending 31 July 2014

### INVESTMENT RETURNS



**Total Investment at End of Month was \$82.68M**

#### Current Position

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

The movement in interest earned is indicative of both the interest rate and the surplus cash balances held, the latter of which is affected by business cash flow requirements on a monthly basis. The sharp decline in average investment balances is mainly due to the annual prepayment of the debt for 2014-15 financial year as provided by the Debt Policy.

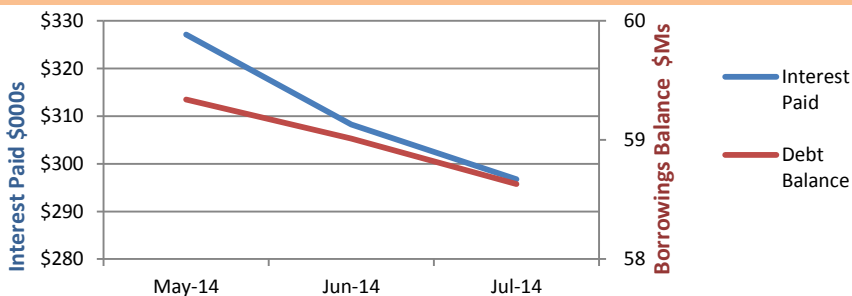
The QTC interest rate has consistently outperformed the UBS Australia Bank Bill Index benchmark in recent history.

#### Future Strategy

The Tax and Treasury Team's recommendation that Council diversify its investments outside of QTC to maximise returns has received approval from management. The Team is following procurement procedures to achieve this outcome. In the meantime the 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 adopted its revised Investment Policy in April 2014 for the 2014-15 financial year

### BORROWING COSTS

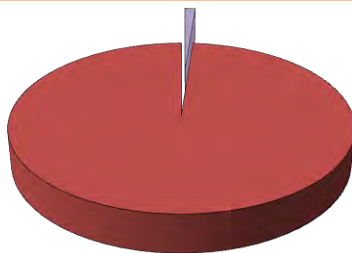


#### Current Position

Debt is split into 9, 12, and 15 year pools with repayment made *annually* in advance for 2014-15. This has resulted in the decrease in interest paid.

Council did not undertake any new borrowings in the 2013-14 financial year.

**Total Borrowings at End of Month was \$58.63M**



- RedWaste 1.2%
- General Pool allocated to capital works 98.8%

#### Future Strategy

Future strategy is to review the implications of repaying debt annually in advance to ensure that there is no market value realisation adjustments under the accounting standards in order to minimise interest expenses. Further analysis will also be undertaken as to the potential to better allocate the debt across Council business in order to appreciate the true cost of capital projects undertaken.

Council adopted its revised Debt Policy in June 2014 for the 2014-15 financial year





## 9. CASH CONSTRAINED RESERVES

Reserves as at 31 July 2014	Opening Balance	To Reserve	From Reserve	Closing Balance
	\$000	\$000	\$000	\$000
<b>Special Projects Reserve:</b>				
Weinam Creek Reserve	2,782	-	-	2,782
Redland Work Cover Reserve	4,965	9	(54)	4,920
Red Art Gallery Commissions & Donations Res	17	-	-	17
SMBI Capital Reserve	3,894	289	-	4,184
	<b>11,659</b>	<b>299</b>	<b>(54)</b>	<b>11,903</b>
<b>Utilities Reserve:</b>				
RedWaste Reserve	3,045	83	-	3,128
Redland Water Reserve	8,300	-	-	8,300
Redland WasteWater Reserve	1,600	-	-	1,600
	<b>12,945</b>	<b>83</b>	<b>-</b>	<b>13,028</b>
<b>Constrained Works Reserve:</b>				
Tree Planting Reserve	70	1	0	71
Parks Reserve	2,408	128	-	2,536
SP1 Wellington Pt Rd Infra Reserve	463	-	-	463
Redland Bay Sth Rd Infra Reserve	647	-	-	647
East Thornlands Road Infra Reserve	674	-	-	674
Contributions to Car Parking Reserve	340	-	-	340
Community Facility Infrastructure Reserve	441	13	-	454
Retail Water Renewal & Purchase Reserve	5,750	95	(4)	5,840
Sewerage Renewal & Purchase Reserve	7,402	144	(9)	7,537
Constrained Works Res-Cap Grants & Contribs	1,999	-	-	1,999
Transport Trunk Infrastructure Reserve	5,846	193	-	6,039
Cycling Trunk Infrastructure Reserve	706	64	-	770
Stormwater Infrastructure Reserve	1,938	43	-	1,982
Constrained Works Res-Opr Grants & Contribs	550	-	-	550
	<b>29,235</b>	<b>681</b>	<b>(13)</b>	<b>29,903</b>
<b>Separate Charge Reserve - Environment:</b>				
Environment Charge Acquisition Reserve	6,936	-	-	6,936
Environment Charge Maintenance Reserve	1,505	1,411	(158)	2,757
	<b>8,441</b>	<b>1,411</b>	<b>(158)</b>	<b>9,693</b>
<b>Special Charge Reserve - Other:</b>				
Bay Island Rural Fire Levy Reserve	-	11	-	11
SMBI Translink Reserve	3	237	-	240
	<b>3</b>	<b>248</b>	<b>-</b>	<b>251</b>
<b>Special Charge Reserve - Canals:</b>				
Raby Bay Canal Reserve	5,189	652	-	5,841
Aquatic Paradise Canal Reserve	2,160	214	-	2,375
Sovereign Waters Lake Reserve	480	13	-	493
	<b>7,829</b>	<b>880</b>	<b>-</b>	<b>8,709</b>
<b>TOTALS</b>	<b>70,112</b>	<b>3,601</b>	<b>(225)</b>	<b>73,488</b>



## 10. OVERDUE RATES DEBTORS

### Comparison July 2013 to July 2014

Comparatively, the 2014/15 financial year has commenced with a marginally lower percentage overdue.

### Payments

From a payment perspective, a higher number of payments have been received in comparison to the previous period in 2013/14.

Month/Year	AustPost		Bpay		IVR		Direct Debit		Receipt		Internet		Total	
	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	Count of Transactions	Sum of Amount
Jul-13	3,043	\$1,513,295	15,047	\$5,631,225	1,419	\$964,107	1,512	\$125,578	2,799	\$2,327,524	860	\$547,552	24,680	\$11,109,280
Jul-14	3,122	\$1,706,943	16,660	\$6,776,035	1,279	\$910,536	2,795	\$228,024	2,534	\$1,927,540	1,011	\$686,459	27,401	\$12,235,536
Variance	79	\$193,647.71	1,613	\$1,144,810.19	-140	-\$53,571.03	1,283	\$102,445.62	-265	-\$399,984.11	151	\$138,907.57	2,721	\$1,126,255.95
% Variance	3%	13%	11%	20%	-10%	-6%	85%	82%	-9%	-17%	18%	25%	11%	10%

Payment Channel	Count of Transactions	Sum of Transactions	% Count of Transactions	% Sum of Transactions
AustPost	3,122	\$1,706,942.97	11%	14%
Bpay	16,660	\$6,776,034.70	61%	55%
IVR	1,279	\$910,536.20	5%	7%
Direct Debit	2,795	\$228,023.55	10%	2%
Receipt	2,534	\$1,927,539.62	9%	16%
Internet	1,011	\$686,459.11	4%	6%
<b>Total</b>	<b>27,401</b>	<b>\$12,235,536.15</b>	<b>100%</b>	<b>100%</b>

### Overall Trend June 2014 to July 2014

As expected the amount of debt overdue has decreased with the issue of the July rates notice and the increase in payments received.

### Comparison July 2013 to July 2014

Days Overdue	Total						Mainland					
	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$2,254,185	4.01%	\$2,269,780	3.55%	\$15,595	-0.46%	\$1,653,663	2.94%	\$1,603,898	2.51%	-\$49,765	-0.43%
90 - 180 days	\$910,331	1.62%	\$974,100	1.52%	\$63,769	-0.10%	\$618,126	1.10%	\$629,586	0.98%	\$11,460	-0.11%
>180 days	\$1,725,221	3.07%	\$2,188,593	3.42%	\$463,372	0.35%	\$775,490	1.38%	\$916,009	1.43%	\$140,520	0.05%
<b>Total</b>	<b>\$4,889,738</b>	<b>8.69%</b>	<b>\$5,432,474</b>	<b>8.49%</b>	<b>\$542,736</b>	<b>-0.20%</b>	<b>\$3,047,279</b>	<b>5.42%</b>	<b>\$3,149,494</b>	<b>4.92%</b>	<b>\$102,215</b>	<b>-0.49%</b>

### Nth Stradbroke Is / Coochiemudlo Is / Garden Is

Days Overdue	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$55,370	0.10%	\$75,017	0.12%	\$19,647	0.02%
90 - 180 days	\$21,773	0.04%	\$21,988	0.03%	\$215	0.00%
>180 days	\$38,587	0.07%	\$43,964	0.07%	\$5,377	0.00%
<b>Total</b>	<b>\$115,731</b>	<b>0.21%</b>	<b>\$140,968</b>	<b>0.22%</b>	<b>\$25,238</b>	<b>0.01%</b>

### SMBI

Days Overdue	Jul-13	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$545,152	0.97%	\$590,865	0.92%	\$45,713	-0.05%
90 - 180 days	\$270,432	0.48%	\$322,527	0.50%	\$52,094	0.02%
>180 days	\$911,144	1.62%	\$1,228,620	1.92%	\$317,476	0.30%
<b>Total</b>	<b>\$1,726,728</b>	<b>3.07%</b>	<b>\$2,142,011</b>	<b>3.35%</b>	<b>\$415,283</b>	<b>0.28%</b>

### Trend - June 2014 to July 2014

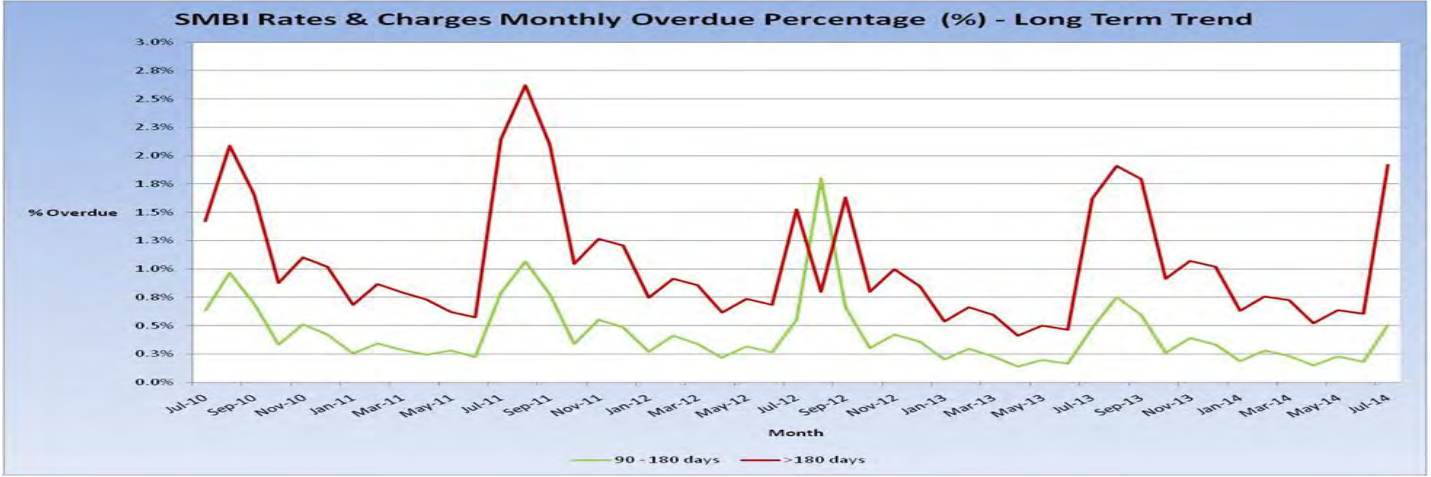
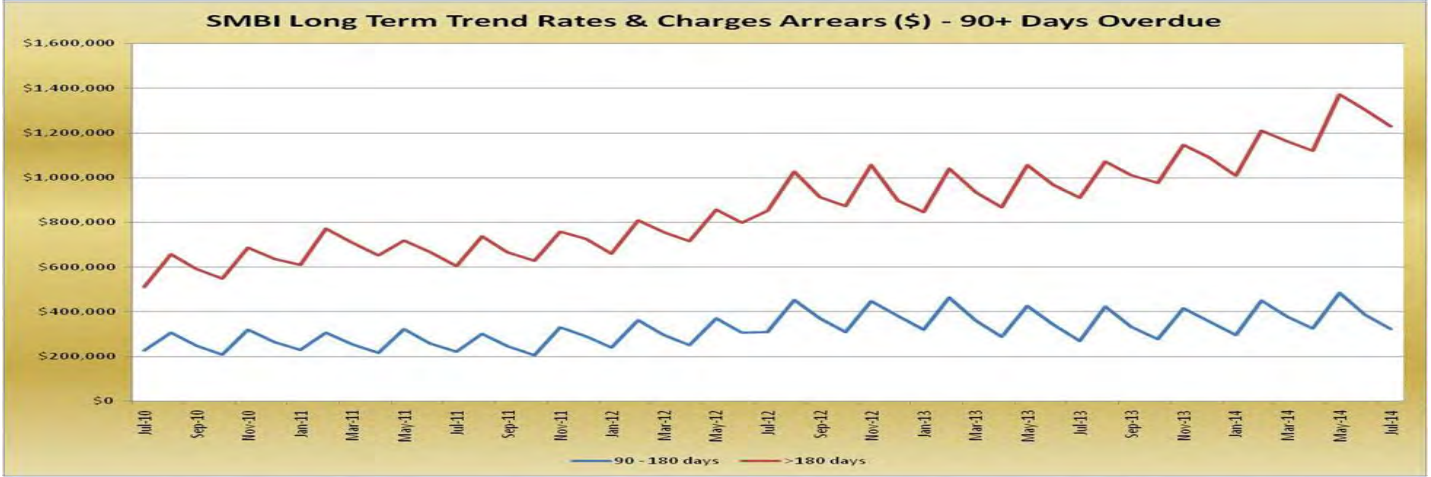
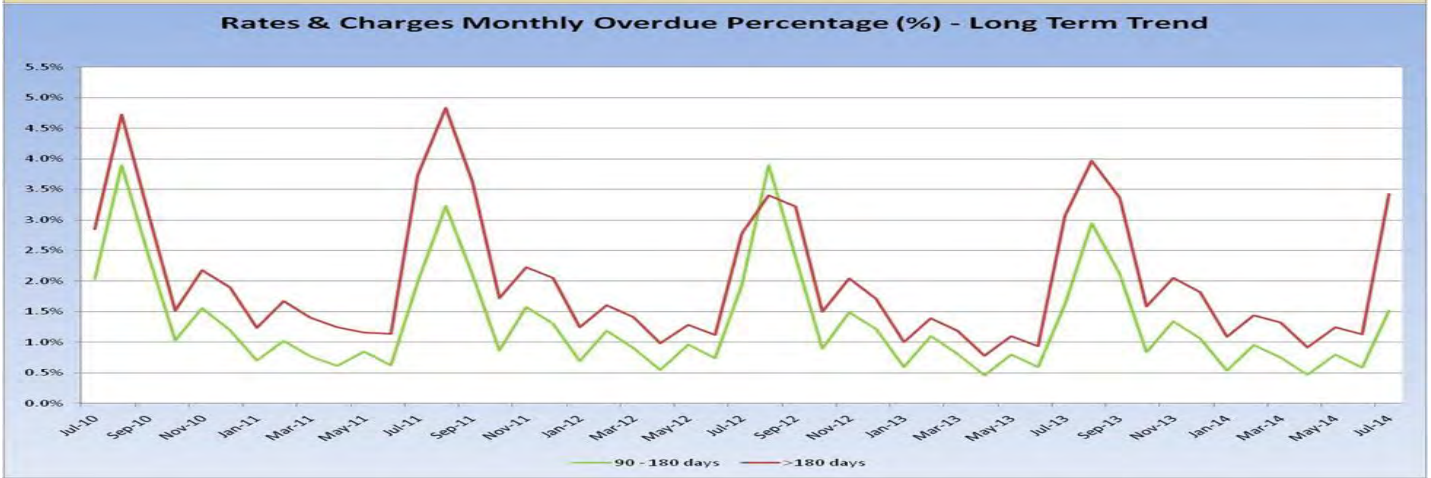
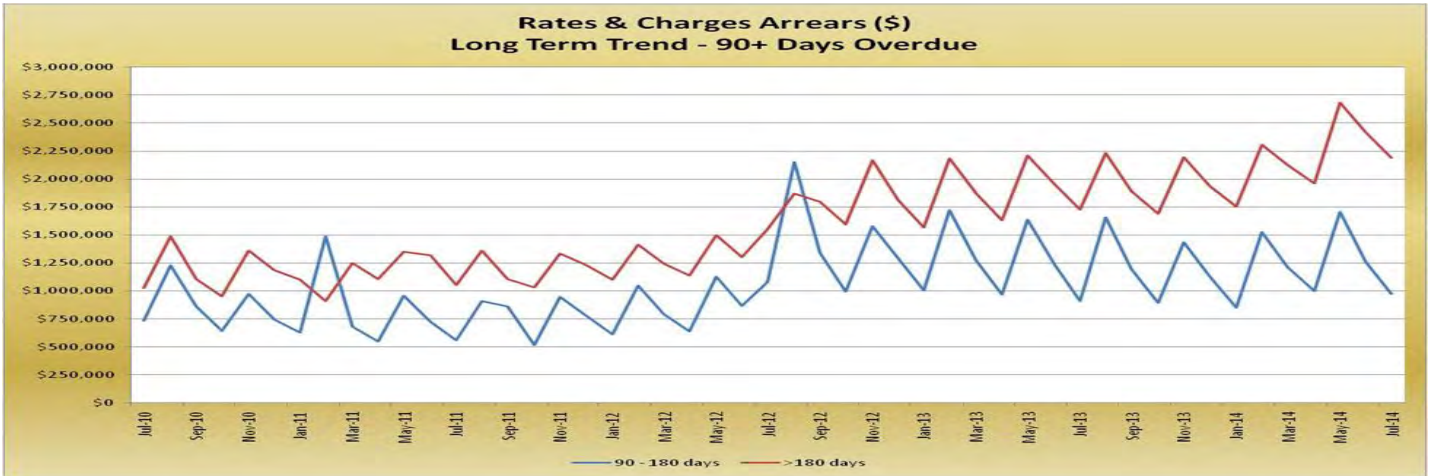
Days Overdue	Total						Mainland					
	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$3,073,953	1.43%	\$2,269,780	3.55%	-\$804,174	2.12%	\$2,248,565	1.05%	\$1,603,898	2.51%	-\$644,667	1.46%
90 - 180 days	\$1,259,396	0.59%	\$974,100	1.52%	-\$285,295	0.94%	\$844,699	0.39%	\$629,586	0.98%	-\$215,112	0.59%
>180 days	\$2,417,633	1.13%	\$2,188,593	3.42%	-\$229,040	2.29%	\$1,070,009	0.50%	\$916,009	1.43%	-\$154,000	0.93%
<b>Total</b>	<b>\$6,750,982</b>	<b>3.15%</b>	<b>\$5,432,474</b>	<b>8.49%</b>	<b>-\$1,318,509</b>	<b>5.35%</b>	<b>\$4,163,273</b>	<b>1.94%</b>	<b>\$3,149,494</b>	<b>4.92%</b>	<b>-\$1,013,779</b>	<b>2.98%</b>

### Nth Stradbroke Is / Coochiemudlo Is / Garden Is

Days Overdue	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$101,265	0.05%	\$75,017	0.12%	-\$26,249	0.07%
90 - 180 days	\$27,524	0.01%	\$21,988	0.03%	-\$5,536	0.02%
>180 days	\$44,661	0.02%	\$43,964	0.07%	-\$697	0.05%
<b>Total</b>	<b>\$173,450</b>	<b>0.08%</b>	<b>\$140,968</b>	<b>0.22%</b>	<b>-\$32,481</b>	<b>0.14%</b>

### SMBI

Days Overdue	Jun-14	% Overdue	Jul-14	% Overdue	\$ Variance	% Increase
<90	\$724,123	0.34%	\$590,865	0.92%	-\$133,258	0.59%
90 - 180 days	\$387,174	0.18%	\$322,527	0.50%	-\$64,647	0.32%
>180 days	\$1,302,964	0.61%	\$1,228,620	1.92%	-\$74,344	1.31%
<b>Total</b>	<b>\$2,414,260</b>	<b>1.13%</b>	<b>\$2,142,011</b>	<b>3.35%</b>	<b>-\$272,249</b>	<b>2.22%</b>



## 11. GLOSSARY

### Definition of Ratios

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

\* 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.

**11.5 PORTFOLIO 7 (CR JULIE TALTY)  
PLANNING & DEVELOPMENT****11.5.1 DECISIONS MADE UNDER DELEGATED AUTHORITY 13.07.2014 TO  
02.08.2014**

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

**Attachment:** [Decisions Made Under Delegated Authority 13 07 2014 to 02 08 2014](#)

**Authorising Officer:**



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

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

**Author:** Debra Weeks  
**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/ COUNCIL RESOLUTION**

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

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

**CARRIED 11/0**

**Decisions Made Under Delegated Authority 13.07.2014 to 19.07.2014**

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
<b>Category 1</b>								
BWP002426	Design & Siting - Dwelling	Category1	DBR Building Certification	21 Poloni Place, Wellington Point QLD 4160	Concurrence Agency Response	18/07/2014	Approved	1
BWP002279	Combined Design & Siting + Build Over/Near Relevant Infrastructure - Dwelling	Category1	Metricon Homes Qld	122 Thornlands Road, Thornlands QLD 4164	Concurrence Agency Response	16/07/2014	Approved	3
BWP002408	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	31-37 Moreton Road, Thornlands QLD 4164	Concurrence Agency Response	15/07/2014	Approved	3
BWP002412	Design & Siting - Outbuilding	Category1	The Certifier Pty Ltd	27 Flamingo Crescent, Thornlands QLD 4164	Concurrence Agency Response	18/07/2014	Approved	3
MCU013254	Dual Occupancy	Category1	Javica Pty Ltd	15 Portmarnock Drive, Victoria Point QLD 4165	Code Assessment	17/07/2014	Development Permit	4
ROL005773	Boundary Realignment - 2 into 2	Category1	Gregory Neil Henwood	49 Mill Street, Redland Bay QLD 4165	Code Assessment	16/07/2014	Development Permit	5
ROL005774	Boundary Realignment - 2 lots into 2 lots	Category1	Margaret Helen Broome	59 Oasis Drive, Russell Island QLD 4184	Code Assessment	18/07/2014	Development Permit	5
BWP002406	Design and Siting - Dwelling	Category1	Bold Properties	14 Camlet Place, Mount Cotton QLD 4165	Concurrence Agency Response	16/07/2014	Approved	6
BWP002405	Design & Siting - Domestic Outbuilding	Category1	DBR Building Certification	30 Palana Drive, Alexandra Hills QLD 4161	Concurrence Agency Response	14/07/2014	Approved	7

**Decisions Made Under Delegated Authority 13.07.2014 to 19.07.2014**

MCU013290	Secondary Dwelling House	Category1	Cooloola Building Approvals	11A Allambee Crescent, Capalaba QLD 4157	Code Assessment	18/07/2014	Development Permit	9
MCU012870	Aged Care & Special Needs Housing	Category1	Paynter Dixon Queensland Pty Ltd	62 Collingwood Road, Birkdale QLD 4159	Impact Assessment	14/07/2014	Permissible Change - Development Permit	10
OPW001469	Operational Works - ROL 1 into 3 Lots	Category1	Civil & Property Development Consulting Pty Ltd	17 David Street, Thorneside QLD 4158	Code Assessment	15/07/2014	Permissible Change - Development Permit	10
BWP002407	Design & Siting - Carport	Category1	Sean Prentiss Higgins	12 Carinyan Drive, Birkdale QLD 4159	Concurrence Agency Response	14/07/2014	Approved	10
<b>Category 2</b>								
MCU013231	Community Facility	Category2	Alexandra Hills Men's Shed	Judy Holt Sportsfield, 539-553 Old Cleveland Road East, Birkdale QLD 4159	Code Assessment	16/07/2014	Development Permit	8
OPW001657	Operational Works - Civil Works - Multiple dwelling x 17 (SmartEda)	Category2	Projects And Designs Pty Ltd	281 Old Cleveland Road East, Capalaba QLD 4157	Code Assessment	18/07/2014	Compliance Certificate	9
OPW001657	Operational Works - Civil Works - Multiple dwelling x 17 (SmartEda)	Category2	Projects And Designs Pty Ltd	281 Old Cleveland Road East, Capalaba QLD 4157	Compliance Assessment	18/07/2014	Compliance Certificate	9



**Decisions Made Under Delegated Authority 20.07.2014 to 26.07.2014**

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
<b>Category 1</b>								
BWP002435	Design & Siting - Dwelling House	Category1	Antonios Conias	100 Spurs Drive, Wellington Point QLD 4160	Concurrence Agency Response	22/07/2014	Approved	1
MCU013242	Home Business	Category1	Phillip Thomas Bowman	18-20 Finnegan Street, Dunwich QLD 4183	Code Assessment	21/07/2014	Development Permit	2
BWP002425	Design & Siting - Setbacks	Category1	Applied Building Approvals	6 Stringybark Court, Thornlands QLD 4164	Concurrence Agency Response	24/07/2014	Approved	3
BWP002428	Design & Siting - Roofed Patio	Category1	Jane Maree Thompson	6 Touriga Street, Thornlands QLD 4164	Concurrence Agency Response	21/07/2014	Approved	3
MCU013266	Dwelling House	Category1	Pauline Anne Watson	102 High Central Road, Macleay Island QLD 4184	Code Assessment	22/07/2014	Development Permit	5
MCU013276	Dwelling House	Category1	Bay Island Designs	106 The Esplanade, Karragarra Island QLD 4184	Code Assessment	24/07/2014	Development Permit	5
BWP002414	Design & Siting - Dwelling (Future Lot 243 SP269150 Golden Wattle Avenue)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	21/07/2014	Approved	6
BWP002415	Design & Siting - Dwelling (Future Lot 255 SP269150 Golden Wattle Ave)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	21/07/2014	Approved	6

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
BWP002416	Design & Siting - Dwelling (Future Lot 236 SP269150 Golden Wattle Avenue)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	23/07/2014	Approved	6
BWP002417	Design & Siting - Dwelling (Future Lot 259 SP269150 Golden Wattle Avenue)	Category1	Checkpoint Building Surveyors (Coomera)	257-289 German Church Road, Mount Cotton QLD 4165	Concurrence Agency Response	22/07/2014	Approved	6
BWP002419	Design & Siting - Dwelling House	Category1	Coral Homes (Qld) Pty Ltd	20 Bouquet Street, Mount Cotton QLD 4165	Concurrence Agency Response	25/07/2014	Approved	6
BWP002424	Design & Siting - Carport	Category1	DBR Building Certification	9 Sylvia Court, Capalaba QLD 4157	Concurrence Agency Response	24/07/2014	Approved	7
BWP002401	Design & Siting - Outbuildings	Category1	Kaj Andrew Coulter	5 Princeton Avenue, Alexandra Hills QLD 4161	Concurrence Agency Response	21/07/2014	Approved	8
MCU013234	Dwelling House	Category1	Total Lifestyle Builders	12 Wardley Street, Capalaba QLD 4157	Code Assessment	21/07/2014	Development Permit	9
BWP002421	Design & Siting - Dwelling House	Category1	Building Code Approval Group Pty Ltd	10 Moloi Crescent, Birkdale QLD 4159	Concurrence Agency Response	22/07/2014	Approved	10
BWP002423	Combined Design and Siting and Build Over or Near Underground Infrastructure - Dwelling	Category1	Metricon Homes Pty Ltd	17 Baywalk Place, Thorneside QLD 4158	Concurrence Agency Response	25/07/2014	Approved	10
<b>Category 2</b>								

Application	Description	Category	Applicant	Property Address	Application Type	Decision Date	Decision	Division
MCU013268	Estate Sales Office	Category2	Ausbuid Pty Ltd	345-357 Redland Bay Road, Thornlands QLD 4164	Code Assessment	24/07/2014	Development Permit	3
OPW001247.2BE	Operational Works (Bulk Eathworks) – ROL - Industrial Subdivision x 19 lots (SB004975)	Category2	HIB Pty Ltd	847-897 German Church Road, Redland Bay QLD 4165	Code Assessment	24/07/2014	Development Permit	5
OPW001669	Operational and Landscaping Works for Renaissance Victoria Point Retirement Village - Stage 25 - 8 Units	Category2	Renaissance Victoria Point Pty Ltd	36-40 Bunker Road, Victoria Point QLD 4165	Compliance Assessment	24/07/2014	Approved	6
OPW001670	Operational Works Civil ONLY - MCU - Multiple dwelling x 10 (SmartEda)	Category2	Projects And Designs Pty Ltd	150 Finucane Road, Alexandra Hills QLD 4161	Code Assessment	23/07/2014	Compliance Certificate	8
OPW001673	Landscaping Works - Multiple Dwelling x 10	Category2	Home Town Villas Ltd	150 Finucane Road, Alexandra Hills QLD 4161	Compliance Assessment	21/07/2014	Compliance Certificate	8

**Decisions Made Under Delegated Authority 27.07.2014 to 02.08.2014**

<b>Application</b>	<b>Description</b>	<b>Category</b>	<b>Applicant</b>	<b>Property Address</b>	<b>Application Type</b>	<b>Decision Date</b>	<b>Decision</b>	<b>Division</b>
<b>Category 1</b>								
BWP002410	Build Over relevant infrastructure - Carport	Category1	JDC Designs & Planning	69 Masthead Drive, Cleveland QLD 4163	Concurrence Agency Response2	01/08/2014	Approved	2
ROL005775	Standard Format - 1 into 2	Category1	Susan Ann Myrowkah	47 Coburg Street East, Cleveland QLD 4163	Code Assessment	28/07/2014	Development Permit	2
OPW001677	Advertising Device	Category1	Tomasy Pty Ltd	Victoria Point Town Centre, 349-369 Colburn Avenue, Victoria Point QLD 4165	Code Assessment	01/08/2014	Development Permit	4
BWP002295	Domestic Additions	Category1	Wessel Johannes Willem Geldenhuys	94 Treasure Island Avenue, Karragarra Island QLD 4184	Code Assessment	01/08/2014	Development Permit	5
BWP002433	Design & Siting - Carport	Category1	Ian Kenneth Smith	17 Orchid Drive, Mount Cotton QLD 4165	Concurrence Agency Response	01/08/2014	Approved	6
BWP002432	Design & Siting - Outbuildings (Carport & Shed)	Category1	Strickland Certification Pty Ltd	20 Chelsea Crescent, Alexandra Hills QLD 4161	Concurrence Agency Response	31/07/2014	Approved	7
OPW001301	Standard Format - 1 into 2	Category1	HCE Engineers  Scarlett Constructions	15 Jennifer Street, Birkdale QLD 4159	Code Assessment	30/07/2014	Extension to Relevant Period - Approved	8

**Category 2**

**Decisions Made Under Delegated Authority 27.07.2014 to 02.08.2014**

MC009730	Multiple Dwelling x 10	Category2	Bleuscape Design Pty Ltd	24-26 Valley Road, Wellington Point QLD 4160	Code Assessment	01/08/2014	Permissible Change - Development Permit	1
OPW001678	Driveway Crossover	Category2	Owen C Davies	32 Mindarie Crescent, Wellington Point QLD 4160	Code Assessment	28/07/2014	Development Permit	1
OPW001668	Operational Works - MCU -Multiple Dwellings x 3 (smart eda)	Category2	Covey & Associates Pty Ltd	64 Haggup Street, Cleveland QLD 4163	Code Assessment	31/07/2014	Approved	2
MCU013202	Shop	Category2	Powercat Partners Pty Ltd	101 Valley Way, Mount Cotton QLD 4165	Code Assessment	30/07/2014	Negotiated Decision - Development Permit	6
OPW001681	Earthworks for erosion control	Category2	Troy Christian Nelson	282A Avalon Road, Sheldon QLD 4157	Code Assessment	01/08/2014	Development Permit	6
OPW001542	Operational works (Civil only)- Multiple dwelling x 10	Category2	Structerre Consulting Engineers	156 Finucane Road, Alexandra Hills QLD 4161	Compliance Assessment3	28/07/2014	Permissible Change - Compliance Certificate	8

**11.5.2 APPEALS LIST CURRENT AS AT 06.08.2014**

**Dataworks Filename:** 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:** Janice Johnston  
**Acting Service Manager Planning Assessment**

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**PURPOSE**

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

**BACKGROUND**

Information on appeals may be found as follows:

**1. Planning and Environment Court**

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

**2. Department of 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.
-

**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>		The appellant has submitted amended plans to all parties. Council and co-respondents are considering the amended plans.
<b>Hearing Date:</b>		Listed for review 1 October 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>		Preliminary point application was struck out by the Court and therefore the appeal process will continue. The appellant has submitted amended plans to all parties. Council and co-respondents are considering the amended plans.
<b>Hearing Date:</b>		Listed for review 14 August 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>		Mediation held 10 April 2014. A confidential report was presented to the 21 May 2014 General Meeting that outlines options for resolving the appeal. Negotiations with the parties are continuing. Review date is 21 August 2014.

<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>		Adjourned until 4 September 2014.

<b>5.</b>	<b>File Number:</b>	Appeal 1760 of 2014 (ROL005698)
<b>Applicant:</b>		<b>Ausbuild Pty Ltd</b>
<b>Application Details:</b>		Reconfiguration of Lots (8 lots) and Material Change of Use (Dwelling Houses)
<b>Appeal Details:</b>		Applicant appeal against refusal.
<b>Current Status:</b>		Mediation has been held. Next review date set for 5 September 2014.

<b>6.</b>	<b>File Number:</b>	Appeal 2630 of 2014 (MCU012906)
<b>Applicant:</b>		<b>Jackson &amp; others</b>
<b>Application Details:</b>		Material Change of Use for a Cemetery
<b>Appeal Details:</b>		Submitter appeal against approval.
<b>Current Status:</b>		Appeal filed on 10 July 2014.

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

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

That Council resolves to note this report.

**CARRIED 11/0**



**11.6 PORTFOLIO 8 (CR MURRAY ELLIOTT)  
INFRASTRUCTURE****11.6.1 ESTABLISHMENT OF COASTAL ADAPTATION STEERING COMMITTEE**

**Datworks Filename:** RTT – Coastal Management - Shoreline Erosion

**Attachments:** [Attachment 1: Coastal Adaptation Steering Committee Terms of Reference](#)  
[Attachment 2: Amity Point Shoreline Erosion Management Plan Reference Group Terms of Reference](#)  
[Attachment 3: Norfolk Beach Shoreline Erosion Management Plan Reference Group Terms of Reference](#)

**Authorising Officer:**



**Gary Soutar**  
**General Manager Infrastructure & Operations**

**Responsible Officer:**

**Murray Erbs**  
**Group Manager City Infrastructure**

**Author:**

**Tim Mitchell**  
**Planner Infrastructure Projects**

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**PURPOSE**

The purpose of this report is to seek Council endorsement for the establishment of the Coastal Adaptation Steering Committee. The role of the committee will be to oversee the city-wide coastal adaptation strategy and identify priority areas for further investigation or development of local Shoreline Erosion Management Plans (SEMPs) and Implementation Plans. This will be achieved by facilitating dialogue between State and RCC to establish consistent policies and agreed mitigation strategies for shoreline erosion.

The steering committee will ensure consistent information is provided to the community on shoreline erosion issues and make recommendations where required to the planning scheme and other planning processes as well as specific SEMPs and action timelines for consideration and adoption by Council.

**BACKGROUND**

The establishment of the Coastal Adaptation Steering Committee (steering committee) is based on a previous report to Council regarding the draft studies for Amity Point and Norfolk Beach Shoreline Erosion Management Plans (SEMP). On 5 March 2014 Redland City Council resolved as follows;

1. Delay the presentation of a report to Council on the Draft Amity Point Foreshore Erosion Management Plan (SEMPS) until at least end of June 2014;
2. Establish an Advisory Committee (as per guidelines) with Amity Point community representation to oversee further development of the plan; and

3. Engage with the State Government in order to achieve reasonable policy and legislative amendments to allow Amity Point property owners to be able to defend their properties without unnecessary red tape.

In response to the above resolution, Council officers have prepared a community engagement and communication plan that includes the establishment of SEMP Reference Groups to provide local knowledge and input into the preparation of local shoreline erosion options starting with Amity Point and Coochiemudlo Island. It is envisaged the steering committee will guide the development local SEMPs through policy positions and industry expertise.

The steering committee will ensure a transparent decision making process and guide the development of a city wide strategy for coastal adaptation. The role of steering committee members will be to:

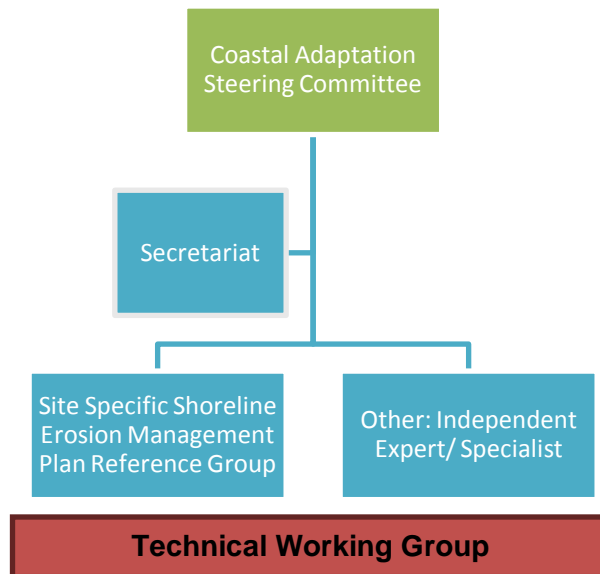
- Involve senior officers at State Government and Local Government levels that can make strong policy decisions;
- Provide overarching shoreline erosion planning for the city and a consistent approach to handling identified shoreline erosion issues in locations across the city;
- Sign off on the establishment of SEMP reference groups, and their terms of reference, and ratify membership of these groups;
- Contribute advice, information and insight on shoreline erosion and practical management options based on professional knowledge and expertise;
- Independently review and comment on existing technical data;
- Source and consider further shoreline erosion research relevant to specific study sites, including current university research, as it becomes available;
- Recommend the final implementation plan to Council and to the State;
- Regularly update SEMP reference groups.

The steering committee will be chaired by the Mayor, Cr Karen Williams and the preferred composition of the steering committee will be made up of:

- Two Councillors (one of which shall be the Mayor with the other being the spokesperson for the Infrastructure & Operations portfolio);
- Two senior State Government coastal management/environmental representatives from the Department of Environment and Heritage Protection (DEHP) and the Department of National Parks, Sport and Racing (DNPSR); State Government members will be responsible for expediting all State approvals identified during the planning processes;
- Three Council engineering and environmental assessment planners at Group Manager level;
- A senior Council Communication, Engagement and Tourism team representative;
- An independent shoreline erosion expert nominated by the National Committee for Coastal and Ocean Engineers;
- A representative from QYAC;
- One seat, to be filled on occasions by a nominated representative of the relevant reference group when discussion of a particular SEMP is on the agenda; and
- A senior representative from the State Assessment Referral Agency (SARA) from the Department of State Development, Infrastructure and Planning

(DSDIP).

The relationship between the Steering Committee, Council's Project team and the SEMP Reference Groups is outlined below in the hierarchical governance structure.



## ISSUES

Redland City Council local government area has approximately 220 kilometres of coastline ranging from Tingalpa Creek to Logan River on the mainland and including the island of Southern Moreton Bay and North Stradbroke. These are dynamic, ever-changing environments, each with their own set of challenges due to the varying natural forces of wave action, currents, wind and extreme weather, compounded sometimes by human activity. A number of significant erosion issues have been identified in the city that would benefit from a holistic approach to coastal management.

In response to recent significant erosion at both of these locations Council engaged consultants BMT WBM Pty Ltd, to prepare Shoreline Erosion Management Plans (SEMP) for Amity Point (North Stradbroke Island) and Norfolk Beach (Coochiemudlo Island). The draft SEMP's on release to the public for the purpose of providing transparent information on potential risks caused a significant amount of community interest and feedback. It is recognized that more work is now needed to effectively engage the communities and seek greater input into the development of full SEMPS including associated feasible management actions that can be implemented. The amount of community interest generated by the draft documents has also demonstrated the need for a whole of city approach to coastal management.

It is recommended that Council now finalise the current draft Amity Point and Norfolk Beach studies as Shoreline Erosion Studies (SES), and use these documents as background studies for development of SEMP's. The amended title of these projects will better reflect the scope of each project being the initial phase in creating a city-wide coastal adaptation strategy.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

There is a number of Federal and State legislation that guides coastal management decision making for local governments. In particular, the state government's Coastal Management Plan, under the Coastal Protection and Management Act 1995 has been developed to guide management planning, activities and works that are not defined as assessable development under the Sustainable Planning Act 2009 (SPA). The Coastal Management Plan also assists Council in developing a SEMP.

### **Risk Management**

The development of a coastal adaptation strategy, guided by the steering committee, ensures a transparent and consultative decision making process which provides a consistent policy base and sustainable management actions.

### **Financial**

There are no sitting fees for Steering Committee members representing Council, State Government or community organisations. A sitting fee may by agreement be provided for the independent expert(s). This is expected to be minimal and will be included with a future budget that will be sought when realistic costs are known.

### **People**

The steering committee will involve key stakeholders, including state agencies and industry experts, and guide the development of a coastal adaptation strategy. The establishment of specific reference groups for the townships of Amity Point and Coochiemudlo Island will also ensure that there is significant community consultation and input into the development of specific Shoreline Erosion Management Plans and the coastal adaptation strategy.

### **Environmental**

The steering committee will be responsible for the development of the coastal adaptation strategy and associated implementation plans that will outline a policy position and actions to manage shoreline erosion.

### **Social**

N/A

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

Corporate Plan 2010-2015

3. Embracing the bay

3.2 Better manage our foreshores through coordinated planning with special focus on resilience to the impacts of flooding and storm tides

Redlands 2030 Community Plan

Embracing the bay

Goal 4 Respectful planning

Decisions about facilities and developments impacting on the foreshore are guided by the community's strong connections to the bay and commitment to safeguarding the various foreshore and marine habitats distinctive to the region

### **CONSULTATION**

Consultation has occurred with Council's Communications Department, who have drafted the Terms of Reference for the Coastal Adaptation Steering Committee and Shoreline Erosion Reference Groups for Amity Point and Coochiemudlo Island.

### **OPTIONS**

1. That Council finalise the draft reports for Amity Point and Norfolk Beach as Shoreline Erosion Studies to assist community engagement in the development of Shoreline Erosion Management Plans for each site and establish the Coastal Adaptation Steering Committee to guide the development of a city-wide coastal adaptation strategy in accordance with the appended Terms of Reference, or
2. That Council NOT proceed with the development of a Coastal Adaptation Strategy and subsequent shoreline erosion management plans.

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

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

**That Council resolves to finalise the draft reports for Amity Point and Norfolk Beach as Shoreline Erosion Studies to assist community engagement in the development of Shoreline Erosion Management Plans for each site and establish the Coastal Adaptation Steering Committee to guide the development of a city-wide coastal adaptation strategy in accordance with the appended Terms of Reference.**

**CARRIED 11/0**

# Redland City Council

## Coastal Adaptation Steering Committee

### Terms of Reference

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#### **Executive summary**

On 5 March 2014 Redland City Council resolved unanimously to;

- Delay the presentation of a report to Council on the Draft Amity Point Foreshore Erosion Management Plan (SEMP) until at least end of June 2014;
- Establish an Advisory Committee (as per guidelines) with Amity Point community representation to oversee further development of the plan; and
- Engage with the State Government in order to achieve reasonable policy and legislative amendments to allow Amity Point property owners to be able to defend their properties without unnecessary red tape.

In response to point two of this resolution, Council officers have prepared a community engagement and communication plan that includes the establishment of separate Reference Groups for preparation of shoreline erosion options at Amity Point and Coochiemudlo Island.

In addition, a high-level Coastal Adaptation Steering Committee chaired by the Mayor, and involving senior State Government representatives, will oversee these and other SEMP Reference Groups established in the Redlands, and inform and provide authority to Council's city wide planning and assessment of shoreline erosion issues.

The recommendation that this group be chaired by the Mayor and established at Group Manager level or above and involve key state agencies, also addresses point three of the above resolution.

It acknowledges that in addition to 220 kilometres of mainland and island coastline and the Amity Point area (listed as a state priority for erosion management), there are separate SEMP's required for Coochiemudlo and five additional Redland city locations in the next financial year, including a city wide shoreline erosion management plan.

Given the ongoing potential for SEMP engagements to raise community expectations that "Red Tape" and 'expense' of seawalls protection and certification could/ should be reduced; the authority of such a steering committee, in particular state representation, is seen as vitally important to addressing these issues, providing a clear policy direction for resolution of shoreline erosion issues and by providing clear information for the community.

The frequency of the steering committee meetings and the detail of membership have yet to be formally agreed but meetings may be either bi-monthly or quarterly.

#### **Background**

Redland City Council administers 220 kilometres of mainland and island coastline within its boundaries. The bay shoreline extends from Tingalpa Creek south to the Logan River on the mainland. Offshore, many of the southern Moreton Bay islands and North Stradbroke Island, including some 50km of ocean beach, are part of the city.

# Redland City Council

## Coastal Adaptation Steering Committee

### Terms of Reference

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These are dynamic, ever-changing environments, each with their own set of challenges due to the varying natural forces of wave action, currents, wind and extreme weather, compounded sometimes by human activity.

A number of significant erosion issues have been identified in the city that would benefit from a holistic approach to coastal management.

For example, there are on-going foreshore erosion problems at Amity Point on North Stradbroke Island, where a number of houses are at risk. The community has already lost significant areas of land to the sea, and development and assets continue to be threatened. There are also major public safety concerns over the risk of dramatic bank subsidence into Rainbow Channel and rock wall failure. Consequently, Amity Point is considered a priority area under State coastal management planning provisions.

The eastern shoreline of Coochiemudlo Island, particularly Norfolk Beach, is affected by long-term progressive erosion. While there is no private property at risk, it does affect public access and recreational amenity in eroded areas.

Other known erosion hot spots requiring attention include Waterloo Bay at Thorneside and Russell Island.

As the controlling local authority, Redland City Council is bound by a comprehensive overlay of State and Federal coastal management legislation, regulations and policies, as well as its own policies and planning strategies.

Its coastal management obligations include development of shoreline erosion management plans (SEMPs) as a pre-requisite to State approval of foreshore erosion mitigation actions.

Redland Council recognises the threat persistent erosion plays on the environmental, cultural and socio-economic fabric of waterfront communities. Wherever possible it follows an established strategy supporting natural processes and managing accordingly.

As such, Council intends to develop a whole-of-city strategy to manage vulnerable areas into the future as well as preparing specific SEMPS and action plans to safeguard critical areas. This will enable Council to satisfy its State and Federal coastal management responsibilities and to be proactive in working with communities and key stakeholder groups to address local shoreline erosion.

Factors that must be considered in this holistic planning process include:

- The long-term environmental, cultural and socio-economic well-being of affected Redland communities
- Compliance with Redland City Council's established policy and planning requirements, and public safety responsibilities;
- Local knowledge and expertise of local residents in erosion prone areas;
- Compliance with Queensland and Commonwealth Government planning

# Redland City Council

## Coastal Adaptation Steering Committee

### Terms of Reference

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requirements, environmental and coastal management legislation, regulation and policies;

- All relevant technical data, including further shoreline erosion research to be undertaken by Council, and other relevant external scientific studies and technical data known to have been produced or held by specialist Redlands residents.

#### **Lead agency**

Redland City Council (RCC).

#### **Sponsoring agencies**

- Redland City Council;
- Department of Environment and Heritage Protection (DEHP); Department of National Parks, Sport and Racing (DNPSR).

#### **Other city wide stakeholders**

- Quandamooka Yoolooburrabee Aboriginal Corporation (QYAC); SEQ Catchments.

#### **Other stakeholders**

Engineers Australia – National Committee for Coastal and Ocean Engineers.

#### **Project manager (RCC)**

Murray Erbs, Group Manager City Infrastructure.

#### **Purpose**

The primary purpose of the Steering Committee is to:

- Oversee the whole city coastal adaptation management plan and priorities areas for further investigation or requiring local SEMP's;
- Facilitate dialogue between State and RCC to establish consistent policies and agreed mitigation strategies for shore line erosion;
- Provide consistent information to the community on shore line erosion management;
- Make recommendations where required to the planning scheme and other planning processes including local SEMP's and action timelines for consideration and adoption by Council.

#### **Review**

This steering group and its membership will be reviewed by Council annually.

#### **Role**

Members of the steering committee will:

- Involve senior officers at State Government and Local Government levels that can make strong policy decisions;
- Provide overarching shoreline erosion planning for the city and a consistent approach to handling identified shoreline erosion issues in locations across



# Redland City Council

## Coastal Adaptation Steering Committee

### Terms of Reference

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- the city;
- Sign off on the establishment of SEMP reference groups, and their terms of reference, and ratify membership of these groups;
- Contribute advice, information and insight on shoreline erosion and practical management options based on professional knowledge and expertise;
- Independently review and comment on existing technical data;
- Source and consider further shoreline erosion research relevant to specific study sites, including current university research, as it becomes available;
- Recommend the final implementation plan to Council and to the State;
- Regularly update SEMP reference groups.

#### **Membership**

The Steering Committee will be chaired by the Mayor, Cr Karen Williams. It will comprise:

- Two Councillors (one of which shall be the Mayor with the other being the spokesperson for the Infrastructure & Operations portfolio);
- Two senior State Government coastal management/environmental representatives from the Department of Environment and Heritage Protection (DEHP) and the Department of National Parks, Sport and Racing (DNPSR) ; State Government members will be responsible for expediting all State approvals identified during the planning processes;
- Three Council engineering and environmental assessment planners at Group Manager level;
- A senior Council Communication, Engagement and Tourism team representative;
- An independent shoreline erosion expert nominated by the National Committee for Coastal and Ocean Engineers;
- A representative from QYAC;
- One seat, to be filled on occasions by a nominated representative of the relevant reference group when discussion of a particular SEMP is on the agenda; and
- A senior representative from the State Assessment Referral Agency (SARA) from the Department of State Development, Infrastructure and Planning (DSDIP).

#### **Chair**

The Chair, the Mayor Cr Williams, will convene the Coastal Adaptation Steering Committee meetings.

If the designated Chair is not available, then the Deputy Mayor or a delegated councillor (referred to as the Acting Chair) will be responsible for convening and conducting that meeting. The Acting Chair is responsible for informing the Chair as to the salient points/decisions raised or agreed to at that meeting.

# Redland City Council

## Coastal Adaptation Steering Committee

### Terms of Reference

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#### **Selection Process**

RCC officers will be nominated by the relevant General Manager, in consultation with the Project Manager.

Senior State Government representatives will be nominated by DEHP, DNPSR and DSDIP and must have authority to act, give advice and make decisions.

An independent shoreline erosion expert will be selected in consultation with the National Committee of Coastal Engineers (Chapter of Engineers Australia).

The final make-up of the steering committee will be ratified by RCC Executive Leadership Group and the other project sponsors.

#### **Meetings**

Meetings for this steering committee will be held regularly. The times of these meetings will be negotiated with the team to suit the availability of members.

#### **Protocols**

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Steering Committee members will respect the role of the chair as facilitator in the conduct of meetings;
- All members will respect the right of every member of the committee to speak and put forward their views;
- Members will comply with the chair's decisions in relation to allocation of time to agenda items;
- Minutes will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

#### **Agenda items**

All agenda items must be forwarded to the Project Manager by close of business 10 working days prior to the next scheduled meeting.

The Steering Committee agenda, with attached meeting papers, will be distributed at least three working days prior to the next scheduled meeting.

The Chair has the right to refuse to list an item on the formal agenda, but members may raise an item under 'Other Business' if necessary and as time permits.

#### **Minutes and meeting papers**

The Minutes of each meeting will be provided by the Project Manager.

Full copies of the Minutes, including attachments, shall be provided to all Steering Committee members no later than 10 working days following each meeting.

# Redland City Council

## Coastal Adaptation Steering Committee

### Terms of Reference

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By agreement of the Committee, out-of-session decisions will be deemed acceptable. Where agreed, all out-of-session decisions shall be recorded in the minutes of the next scheduled Steering Committee meeting.

The Minutes of each Steering Committee meeting will be monitored and maintained by the Project Manager as a complete record as required under provisions of the Public Records Act 2002.

#### **Proxies to meetings**

Members of the Steering Committee can nominate a proxy to attend a meeting if the member is unable to attend.

The Chair will be informed of the substitution at least five working days prior to the scheduled nominated meeting.

The nominated proxy shall have voting rights at the attended meeting. The nominated proxy must provide relevant comments/feedback from the Steering Committee member they are representing to the attended meeting.

#### **Quorum requirements**

A minimum of seven Steering Committee members is required for the meeting to be recognised as an authorised meeting for the recommendations or resolutions to be valid.

The quorum must contain at least two members from the lead agency (RCC) and one member from each sponsoring agency.

#### **Confidentiality**

Steering Committee members will be asked to review and comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

#### **Payment for Service**

There are no sitting fees for Steering Committee members representing Council, the State Government, or community organisations. A sitting fee may by agreement be provided for the independent expert (s).

#### **Conflict of Interest**

If a committee member holds any office or position of trust or responsibility in a company or other organisation involved in the community (whether profit or not) and has any vested or personal interest in matters for discussion, the member must disclose the interest to Council and the other members of the committee.

Redland City Council  
Coastal Adaptation Steering Committee  
Terms of Reference

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**Ending an Appointment**

The appointment of Steering Committee members may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements; Repeated failure by a reference group member to adhere to the protocols.

**Contact with the Media**

Media enquiries relating to the work of the Steering Committee are to be managed according to Council's corporate media policy guidelines.

All media requests are to be directed to Council's Communication, Engagement and Tourism Group on [media@redlands.qld.gov.au](mailto:media@redlands.qld.gov.au) or Phone:7382 8726.

**Redland City Council  
Reference Group  
Terms of Reference  
Amity Point Shoreline Erosion Management Plan**

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**Executive summary**

On 5 March 2014 Redland City Council resolved unanimously to;

- Delay the presentation of a report to Council on the Draft Amity Point Foreshore Erosion Management Plan (SEMP) until at least end of June 2014;
- Establish an Advisory Committee with Amity Point community representation to oversee further development of the plan; and
- Engage with the State Government in order to achieve reasonable policy and legislative amendments to allow Amity Point property owners to be able to defend their properties without unnecessary red tape.

In response to point two of this resolution, Council officers have prepared a community engagement and communication plan that includes the establishment of separate Reference Groups (for the purpose of being advisory committees, as per community engagement guidelines) for preparation of shoreline erosion options at both Amity Point and Coochiemudlo Island.

This document refers to this work and suggested terms of reference for an Amity Point SEMP Reference Group.

In addition, a high-level Shoreline Erosion Management Steering Committee chaired by the Mayor, and involving senior state government representatives, will oversee this and other SEMP Reference Groups established in the Redlands, and inform and provide authority to Council's city wide planning and assessment of shoreline erosion issues.

**Background**

Amity Point on North Stradbroke Island has a history of coastal erosion, with records showing the foreshore has steadily retreated since 1886. This has threatened development and assets, with the community already losing significant areas of land to the sea, including Cabarita, the Pilot Station and South Passage Bar, Amity Racecourse and the Amity School.

Over the years rock sea walls and groynes have been built by residents along the shoreline facing Rainbow Channel to protect individual property, and houses have been relocated. Slumping of the channel banks occurs, particularly where Rainbow Channel is closest to shore, such as occurred early in 2011.

The area at Amity Point from Geera Street to Wallum Inlet is identified in the South East Queensland Coastal Plan Erosion Prone Area. Redland City Council has an established 'retreat strategy' for the urban residential area of on the seaward side of Amity Point, west of Ballow Street. The area is zoned sub-area UR3, meaning all future buildings and structures in the designated zone must be demountable and capable of being removed.

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This policy of drawing the line of development back as shoreline erosion continues has been in place for some time.

It complies with both existing Council policy and State planning requirements for coastal areas and has the greatest likelihood of success at less cost, while leaving the foreshore in a natural state.

A number of properties are at immediate risk of shoreline erosion. While local residents would like the sea wall retained and to have the freedom to continue to make rock repairs, the current structures do not meet State Government requirements under coastal protection law.

Redland Council recognises the threat persistent erosion plays on the cultural and socio-economic welfare of the Amity community and, in particular, the public safety issue of dramatic bank slumping into Rainbow Channel.

In December 2013, Redland City Council released a draft consultant's report for a proposed Amity Point SEMP for community viewing and comment. This report was prepared for Council by BMT WBM Pty Ltd

On Saturday 22 February, 2014 Council organised an Amity Point community meeting on the draft report and erosion management issues.

Attended by about 150 people, the meeting clearly articulated the need for community involvement and expert local knowledge in the development of the final plan to safeguard lives and property.

Council has agreed to defer tabling the SEMP report until Amity Point community representatives and the State Government can comment on the draft document.

A three-stage consultation and engagement process will occur to:

- Further engage with the Amity Point community and affected property owners, including establishment of a reference group; with community representation;
- Conduct further research into shoreline erosion issues; and
- Complete the SEMP and prepare a Draft Implementation Plan for formal consideration and adoption by Council.

Factors that must be considered in this planning process include:

- The long- term cultural and socio-economic well-being of the Amity Point community Compliance with Redland City Council planning requirements and public safety responsibilities;
- Local knowledge and expertise of Amity Point residents;
- Council's established retreat policy for shoreline erosion-prone areas on

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North Stradbroke Island;

- Compliance with Queensland and Commonwealth Government planning requirements, environmental and coastal management legislation, regulation and policies;
- All relevant technical data, including further shoreline erosion research to be undertaken by Council, and other relevant external scientific studies.

**Purpose**

The primary purpose of the reference group is to:

- Work with Redland City Council officers to contribute their expertise and knowledge to shoreline erosion planning for Amity Point;
- Provide valuable local input to enable Council to tailor the SEMP and Draft Implementation Plan to meet the current and long term needs of the community.

The reference group will have the opportunity to be directly represented on the Redland City Council Shoreline Erosion Management Steering Committee on occasions when Amity Point erosion matters are listed on the agenda.

**Project Manager**

RCC Senior Marine Infrastructure Adviser Rodney Powell.

**Role**

Members of this reference group will:

- Be briefed on Council and State policy requirements for coastal protection and management, and the three stage consultation and engagement process during the completion of the SEMP, including preparation of a Draft Implementation Plan;
- Contribute advice, information and insight on shoreline erosion and practical management options based on personal and professional knowledge and experience of local conditions and community economic, cultural, historical and environmental considerations;
- Independently review and comment on existing technical data, and any further shoreline erosion research, as it becomes available;
- Share information and reports on the progress and direction of the SEMP action planning process to relevant community networks.

**Composition**

The reference group will be chaired by the relevant Divisional Councillor.

It will involve members drawn from the affected property owners and local residential community, community groups and professional members of our community.

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**Amity Point Shoreline Erosion Management Plan**

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The members will represent a cross section of interests and be in a position to represent and provide feedback to larger community networks.

Councillors can nominate members. Membership may include Traditional Owners and professional and research bodies.

State Government representatives will also be invited to participate. The Amity community can also nominate others with independent, value-adding views who live outside Amity Point.

**Selection Process**

The Mayor will write to key local groups, inviting them to nominate a representative to be part of the reference group.

A mayoral letter will also be written to Amity Point residents, inviting them to nominate themselves or another resident as community representatives on the reference group.

All appointments to the reference group, including replacement appointees, will reflect the following attributes:

*For individual residents.*

Selected representation based on:

- Professional knowledge and experience;
- Strong local knowledge pertinent to local erosion management issues, as well as the wider cultural, historic and economic interest of the island residents, including the Traditional Owners;
- Strong connection to the community and demonstrated willingness and ability to communicate objectively on these projects to other members of their community.

*For organisations.*

Sample sector representation that reflects key local interests from among but not restricted to:

- The Amity Point Progress Association;
- Qandamooka Yoolooburrabee Aboriginal Corporation;
- Stradbroke Island Management Association;
- Straddie Chamber of Commerce;
- Moreton Bay Seafood Industry Association/ Qld Seafood Industry;
- Other relevant community groups.

The final make-up of the reference group will be ratified by the city-wide Shoreline Erosion Management Steering Committee.

**Meetings**

Meetings for this reference group are expected to be held regularly from mid 2014 until the SEMP is completed. The times of these meetings will be



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negotiated with the team to suit the members.

**Protocols**

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Reference group members will respect the role of the facilitator in the conduct of meetings;
- All members will respect the right of every member of the Team to speak and put forward their views;
- Members will comply with the facilitator's decisions in relation to allocation of time to agenda items;
- Minutes will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

**Context**

While the reference group will act as an important forum, it must be noted that the group does not have authority to approve or refuse elements of the management plan or make policy decisions. The role of the community reference group is to provide advice and expert local knowledge to Council and to represent the needs of the community in the development of the Implementation Plan.

**Timing and Appointment**

Members of the reference group will be appointed until the completion of the SEMP, including submission of a Draft Implementation Plan to Council for formal consideration.

**Ending an Appointment**

Reference group members' appointment may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements;
- Repeated failure by a reference group member to adhere to the protocols.

**Confidentiality**

From time to time reference group members may be asked to review and comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

**Payment for Service**

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There are no sitting fees for the Community Reference Group.

**Contact with the Media**

Media enquiries relating to the work of the community reference group are to be managed according to Council's corporate media policy guidelines.

All media requests are to be directed to Council's Communication, Engagement and Tourism Group on [media@redlands.qld.gov.au](mailto:media@redlands.qld.gov.au) or Phone: 3829 8726.

**References:**

- ~  [Amity Point Shoreline Erosion Management Plan - Draft report](#) [PDF 8.8MB]
- ~ Community Feedback summary from 22 February community meeting;
- ~ Amity erosion web content:  
<http://www.redland.qld.gov.au/AboutRedlands/NorthStradbrokeIsland/Pages/Amity-erosion.aspx>.

**Redland City Council**  
**Reference Group**  
**Terms of Reference**  
**Norfolk Beach Shoreline Erosion Management Plan**

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**Executive Summary**

The Norfolk Beach Shoreline Erosion Management Plan (SEMP) is one of several being undertaken in erosion prone areas of Redland City.

As part of Council's community engagement program for this SEM, a Reference Group with local community representation will be established to contribute to the further development of the plan.

This document refers to this work and suggested terms of reference for a Norfolk Beach SEM Reference Group.

In addition, a high-level Shoreline Erosion Management Steering Committee chaired by the Mayor, and involving senior state government representatives, will oversee this and other SEM Reference Groups established in the Redlands, and inform and provide authority to Council's city wide planning and assessment of shoreline erosion issues.

**Background**

The eastern shoreline of Coochiemudlo Island, and particularly Norfolk Beach, is subject to progressive erosion.

High tides and winds associated with Tropical Cyclone Oswald during the Australia Day weekend in 2013 caused significant erosion to the eastern beaches of Coochiemudlo Island. Damage to the Norfolk Beach Track and general loss of vegetation due to shoreline recession was of particular concern

While no private property or infrastructure is at risk, other than a public toilet, Norfolk Beach is likely to continue to recede due to slow sand loss to adjacent beaches. These are natural processes but rapid erosion in recent times has affected beach access, badly undermined two old Eucalypts regarded by locals as iconic trees.

Shoreline erosion may in future limit the usability of the area continue to impact upon the shoreline boundary of the island's precious melaleuca wetlands. These wetlands are one of the few freshwater wetlands in Moreton Bay and are a 'Wetland of International Importance' under the Ramsar Convention.

There is an active and informed foreshore protection culture in the local community, particularly the Coastcare group, which has a strong and influential presence.

Coochiemudlo is also home to individuals with expertise and local knowledge valuable to coastal management planning for the island. Apart from islanders who have lived there for 50 years, there is a dredging expert, retired cartographer with a large collection of maps and documents charting the island, and a coastal research engineer who has plotted the processes that shape the island for 20 years.

Redland City Council (RCC) recognises the impact of shoreline erosion on the environmental, cultural and socio-economic wellbeing of island communities such as

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Coochiemudlo Island, and the need for both residents and the State Government to be involved in future management strategies.

A draft consultant's report for a proposed Norfolk Beach Shoreline Erosion Management Plan (SEMP) was informally released to the Coastcare group in February 2014. It has yet to be circulated more widely, or publicly listed on the RCC website.

Coastcare has stated that is supportive of the Draft SEMP as "an important step towards preserving the ecological diversity and visual amenity of our vegetated sandy foreshores for future generations."

This report was prepared for Council by BMT WBM Pty Ltd to enable Council to satisfy its State and Federal coastal management responsibilities and to be proactive in planning shoreline erosion management. SEMPs are required by the State as a pre-requisite to approved shoreline erosion mitigation measures.

The report suggests a 'do-nothing' approach would be unacceptable to the Coochiemudlo community because of the risk of the beaches on the eastern shoreline becoming substantially narrower over time, and their composition gradually changing to become predominantly mudflat.

The draft SEMP report recommends:

- relocating the Norfolk Beach track 22 metres inland
- Beach nourishment: using imported sand for protection works to maintain five rocky outcrops or headlands that help control the alignment of the beach.  
It is suggested efforts be concentrated initially at the southern end of the beach (defined in the report as Control Points 1 and 2), and the results observed;
- Beach monitoring to assess long-term change, including an annual beach erosion dune scarp survey.

Remediation work was also carried out in February 2014 to stabilise a 60 metre area of shoreline at the northern end of the beach around the two old eucalyptus trees. The existence of these trees at the current beach line suggests long term foreshore erosion because they are at least 60 years old and would not have grown adjacent to the beach.

RCC is awaiting retrospective approval from the state for the sandbagging of these trees. While a formal response has not yet been made, the State Government representatives have indicated on a visit to the island early in March that they do not approve this action as a necessary or desirable part of coastal management.

In March 2014 Redland City Council decided to permanently close an un gazetted road along the foreshore, known as Norfolk Beach Road, because sections of the track had fallen away. The track had been closed to vehicles for more than a year.

No further technical studies are expected to be undertaken as part of the SEMP. Council has undertaken two beach profile surveys along Norfolk Beach in May 2013 and January 2014.

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Considerable community discussion and some engagement has already taken place on the island, including walk-arounds with Coastcare members.

Further consultation and engagement will now occur to:

- Continue to engage with Coochiemudlo Island residents, including establishment of a reference group; with community representation;
- Complete the SEMP and prepare a Draft Implementation Plan for formal consideration and adoption by Council.

Factors that must be considered in this planning process include:

- The long- term cultural and socio-economic well-being of the Coochie community
- Compliance with Redland City Council planning requirements and public safety responsibilities;
- Local knowledge and expertise of Coochiemudlo Island residents, including the body of relevant information held by specialists living on the island
- Compliance with Queensland and Commonwealth Government planning requirements , environmental and coastal management legislation, regulation and policies;
- The adjacent Ramsar-listed freshwater wetlands;
- Proximity of the island, and erosion-prone areas, to Moreton Bay Marine Park;
- Proximity to a known Aboriginal burial ground on the island;
- The historical significance of Norfolk Beach as the landing point of explorer Matthew Flinders on 19 July 1799 during his search for a river in the southern part of Moreton Bay;
- New Coochiemudlo Jetty project;
- Channel dredging at Victoria Point.

### **Purpose**

The primary purpose of the reference group is to:

- Work with Redland City Council officers to contribute their expertise and knowledge to shoreline erosion planning for Norfolk Beach and the wider Coochiemudlo shoreline;
- Provide valuable local input to enable Council to tailor the SEMP and Draft Implementation Plan to meet the current and long term needs of the community.

The reference group will have the opportunity to be directly represented on the Redland City Council Shoreline Erosion Management Steering Committee on occasions when Norfolk Beach erosion matters are listed on the agenda.

### **Project Manager**

RCC Coastal & Waterway Adviser Toby Ehrsam.

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**Norfolk Beach Shoreline Erosion Management Plan**

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**Role**

Members of this reference group will:

- Be briefed on Council and State policy requirements for coastal protection and management, and the consultation and engagement process during the completion of the SEMP, including preparation of a Draft Implementation Plan;
- Contribute advice, information and insight on shoreline erosion and practical management options based on personal and professional knowledge and experience of local conditions and community economic, cultural, historical and environmental considerations;
- Independently review and comment on existing technical data;
- Share information and reports on the progress and direction of the SEMP action planning process to relevant community networks.

**Composition**

The reference group will be chaired by the relevant Divisional Councillor.

It will involve members drawn from the local residential community, community groups and professional members of the Coochiemudlo Island community.

The members will represent a cross section of interests and be in a position to represent and provide feedback to larger community networks. Councillors can nominate members.

Membership may include Traditional Owners and professional and research bodies.

State Government representatives will be invited to participate. The Coochiemudlo community may also nominate others with independent, value-adding views who live outside the island.

**Selection Process**

The Mayor will write to key local groups, inviting them to nominate a representative to be part of the reference group.

A mayoral letter will also be written to Coochiemudlo Island residents, inviting them to nominate themselves or another resident as community representatives on the reference group.

All appointees to the reference group, including replacement appointments, will reflect the following attributes:

*For individual residents:*

- Professional knowledge and experience; or
- Strong local knowledge pertinent to local erosion management issues, as well as the wider cultural, historic and economic interest of the island residents, including Traditional Owners;

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- Strong connection to the community and demonstrated willingness and ability to communicate objectively on these projects to other members of their community.

*For organisations:*

Sample sector representation that reflects key local interests from among but not restricted to:

- Coochiemudlo Coastcare Group;
- Qandamooka Yoolooburrabee Aboriginal Corporation;
- Coochiemudlo Island Progress Association;
- Coochiemudlo Island Community Coordinating Committee
- Coochie Surf Lifesaving Club
- Other relevant community groups.

The final make-up of the reference committee will be ratified by the city-wide Steering Committee on Shoreline Erosion Management.

### **Meetings**

Meetings for this reference group are expected to be held regularly from mid 2014 until the SEMP is completed. The times of these meetings will be negotiated with the team to suit the availability of members.

### **Protocols**

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Reference group members will respect the role of the chair as facilitator in the conduct of meetings;
- All members will respect the right of every member of the reference group to speak and put forward their views;
- Members will comply with the chair's decisions in relation to allocation of time to agenda items;
- Minutes will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

### **Context**

While the reference group will act as an important forum, it must be noted that the group does not have authority to approve or refuse elements of the management plan or make policy decisions. The role of the reference group is to provide advice and expert local knowledge to Council and to represent the needs of the community in the development of the Implementation Plan.

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**Timing and Appointment**

Members of the reference group will be appointed until the completion of the SEMP, including submission of a Draft Implementation Plan to Council for formal consideration.

**Ending an Appointment**

Reference group members' appointment may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements;
- Repeated failure by a reference group member to adhere to the protocols.

**Confidentiality**

From time to time reference group members may be asked to review and comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

**Payment for Service**

There are no sitting fees for the Community Reference Group.

**Contact with the Media**

Media enquiries relating to the work of the community reference group are to be managed according to Council's corporate media policy guidelines.

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**References:**

Draft consultant's report - [R.B20447.003.03.Final.pdf](#);  
Coochiemudlo Land Management Plan.



**11.6.2 ANIMAL SHELTER OFFICE UPGRADE AND KENNEL UPGRADE****Dataworks Filename:** CP PDG Functional Scopes**Attachments:** [Site Plan for Proposed new Demountable Building Animal Shelter South Street Mapping and Aerial Photograph Animal Shelter South Street](#)**Responsible/Authorising Officer:****Louise Rusan  
General Manager Community & Customer  
Services****Authors:****Gary Photinos  
Manager City Planning & Environment  
Donna Wilson  
Service Manager Compliance**

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**PURPOSE**

That Council approve the reallocation of a further \$350,000 in the capital work program to the existing \$200,000 set aside for the Animal Shelter Office Upgrade and Kennel Extensions at its subsequent budgetary review meeting.

**BACKGROUND**

Currently provision has been made for \$200,000 in the current capital works program to undertake the Animal Shelter Office Extension.

Detailed costs to undertake this work have now been estimated at \$400,000, which would only provide an additional 85 square metres, and make the existing converted 3 bedroom house compliant.

An alternative proposal has been investigated to provide a completely new purpose built demountable building of 265 square metres and upgrade the old kennel complex for \$550,000. The delivery of the project using a demountable building is anticipated to be completed by January 2015 if Council approval can be obtained at this time.

**ISSUES****Displacement of Compliance and Local Laws Staff from Cleveland Administration Building**

The Local Laws Team was displaced from the Council Administration Building during the implementation of the Integrated Customer Contact Centre in 2009- 2010. The construction and extension of the centre on the ground floor of the Council Administration Building required several staff to be relocated to the office accommodation at the Animal Shelter in South Street Thornlands. The office accommodation at the Animal Shelter consists of a converted Class 1, three (3) bedroom high set dwelling into a partially compliant Class 5 office facility. The

double car garage under the house was converted to office accommodation, and the upstairs floor strengthened.

Although works were undertaken to change the classification of the building, and properly house all staff at the time, it was only partially compliant. Due to higher priorities in the CAPEX program the animal shelter upgrade was approved for the current financial year.

#### Original Proposal to Build an Extension on the Existing House

Original costings in 2010 estimated that an 85 square metre extension would be \$200,000. More recent costings to undertake this work, including the required upgrade to the house and surrounding pathways to ensure compliance, are now estimated to be \$400,000. In consultation with the Project Delivery Group alternatives to reduce the cost were investigated. These involved the consideration of demountable buildings in lieu of conventional constructions.

#### Proposal to provide new Office Accommodation and Kennel Upgrade

In consultation with the Project Delivery Group it has been determined that a very cost effective 265 square metre demountable building can be provided to accommodate the Compliance Unit, which comprises of the Animal Management Team, the Local Laws Team and the Infringements Team at the Animal Shelter. This option would negate any works to be undertaken on the existing non compliant building as all staff would now be accommodated in the new building. Conventional construction costs to provide this building are estimate to be \$2800 per square metre, in comparison to \$1200 per square metre to provide a demountable building.

#### Kennel Upgrade now Also Required for Re homing Animals

Council was notified this year by the RSPCA that it will no longer be able to accept Council's unwanted animals.

Currently, Council's Animal Management Operations must deal with animals that have been surrendered or impounded. The objective in most cases is to have the animals returned to their owners where possible. However, there are animals that have not been returned to their owners for various reasons and under a long standing agreement are delivered on weekly basis to the RSPCA now situated at Wacol. These animals are assessed and where possible re homed with new owners or euthanised

Currently Council's Animal Shelter facilities are not appropriate to facilitate re homing of animals as the current kennels are not designed to display animals for re homing or sale back into the community. Existing kennels and facilities can be upgraded to facilitate the display of suitable animals for sale. In addition, current front counter office facilities consist of an awning on the side of the existing converted 3 bedroom house.

The proposed new demountable office building will also accommodate a new front counter and reception area to facilitate the re-homing strategy, provide an education centre and enhance the customer experience.

Re homing pets is part of an overall animal management strategy where animals selected for adoption are desexed, vaccinated, micro chipped, completed a behaviour assessment and provided to new families as pets. The strategy is

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necessary to contribute to reducing the euthanasia rate which is currently benchmarked at 15%. Without the re homing of pets as part of the overall strategy the euthanasia rates could be as high as 60%.

## **STRATEGIC IMPLICATIONS**

### **Legislative Requirements**

The current office accommodation in the converted 3 bedroom dwelling has been partially compliant with building regulations for 5 years and additional funds are required to rectify this matter.

### **Risk Management**

The proposed reallocation of additional funds will mitigate any risks associated with the existing building.

### **Financial**

It's difficult to provide any commentary on the reason why the conversion of the existing 3 bedroom house was not satisfactorily completed 5 years ago.

The original estimate of \$200,000 was based on the provision of an additional 85 square metre building only to properly accommodate all staff and provide the additional room to re home animals. The new costings include the additional costs of retrofitting of the existing building to make it compliant as well as the provision of extensions and associated site preparation works bringing the new estimate to \$400,000.

From an asset management perspective, providing a new purpose built demountable building to accommodate staff and the new re homing facilities is a more prudent decision. The new demountable building can be provided at half the cost of a conventional building and be fully compliant.

Estimates are:

• New demountable building:	\$318 000
• Site Preparation Works	\$80 000
• Water, sewerage, electricity and IT	\$50 000
• Landscaping	\$10 000
• Contingencies	\$30 000
• Kennel Upgrade and Modifications:	\$60 000
• Total	\$548 000

### **People**

Additional training for staff to assess animal behaviours for re homing purposes has been provided by RSPCA free of charge.

### **Environmental**

There are no environment impacts associated with the proposed new building. It does not materially change the use or create any intensification of the site. The

Animal Shelter is currently positioned in an Industrial estate with a Community Purposes zoning.

### **Social**

Where the RSPCA has reached capacity with its own facilities and no longer able to deal with our unwanted animals, the re homing of animals will provide social benefits for our community.

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

The proposed reallocation of funds to accommodate the new Animal Shelter Office and kennel upgrade is consistent with Council's strategies to increase community safety, health and well being. In addition, it represents long term asset management planning that supports sustainability of service delivery and value for money within an environment of financial constraint.

### **CONSULTATION**

Consultation with the Project Delivery Group regarding the construction of the new building, asset management on the old building and costings has been undertaken, and that information has been incorporated into this report.

The RSPCA has been providing ongoing assistance with upskilling Council staff to commence the re homing of animals, as they no longer have the capacity to provide service to Council.

### **OPTIONS**

1. That Council approve the reallocation of a further \$350,000 in the capital works program to the existing \$200,000 set aside for the Animal Shelter Office Upgrade and Kennel Extensions at its subsequent budgetary review meeting.
2. That Council approve the reallocation of \$250,000 in the capital works program to the existing \$200,000 and undertake a retrofit of the existing 3 bedroom house to make it fully compliant, provide additional office accommodation of approximately 85 square metres, and undertake kennel extensions for re homing purposes.

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

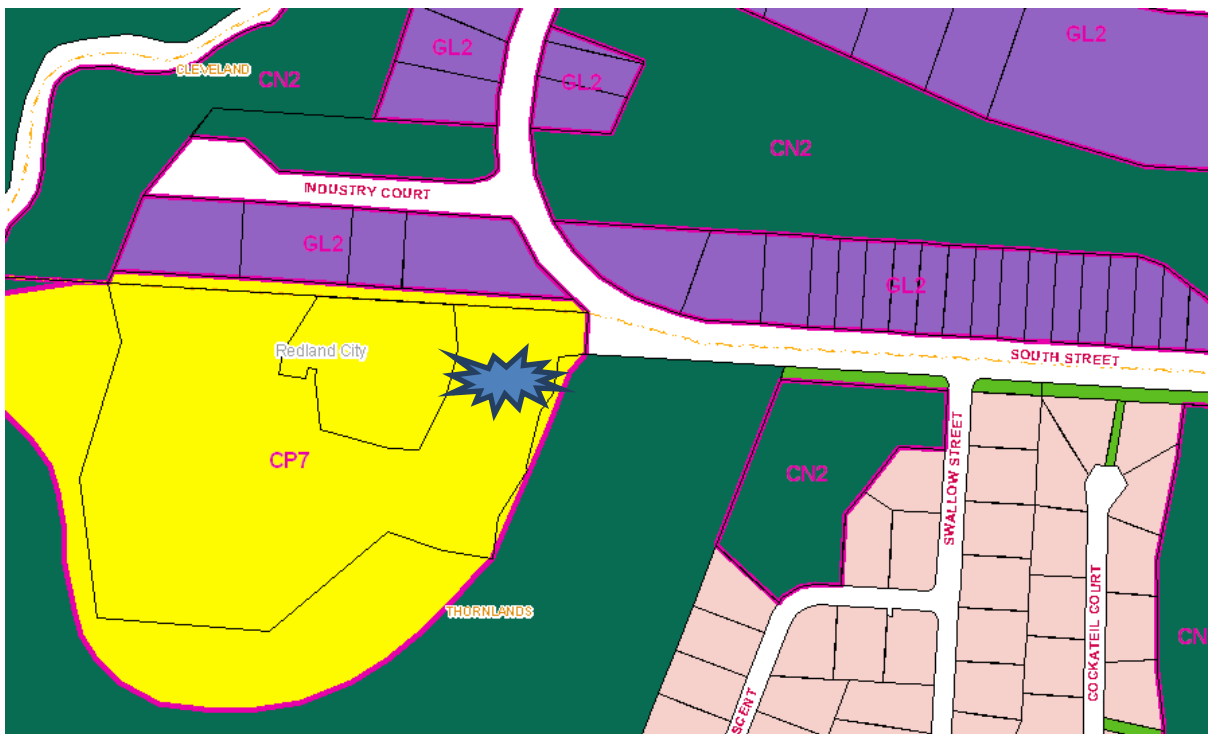
**Moved by: Cr W Boglary**  
**Seconded by: Cr L Hewlett**

**That Council resolves to approve the reallocation of a further \$350 000 in the capital work program to the existing \$200,000 set aside for the Animal Shelter Office Upgrade and Kennel Extensions at its subsequent budgetary review meeting.**

**CARRIED 10/1**

Cr Elliott voted against the motion.

# Mapping and Aerial Photograph Animal Shelter South Street



## Site Plan for Proposed new Demountable Building Animal Shelter South Street



View from South Street





Animal Shelter office



Kennel complex to be refurbished for re homing

**12 MAYORAL MINUTE****12.1 MANDATORY TRAINING LIST – (ATTACHMENT TO GL-3076-001)**

The Mayor gave notice that at the General Meeting scheduled for Wednesday, 20 August 2014 she intends to move as follows:

**COUNCIL RESOLUTION**

Moved by: Cr K Williams

That Council resolves to approve amendments to the Mandatory Training List attached to the Expenses Reimbursement and Provision of Facilities for Councillors (GL-3076-001) as below, by:

1. Inserting 'Quandamooka Country Cultural Heritage Training' into the list; and
2. Removing from the list: Institute of Public Works Engineering Australia National Conference and Queensland State Conference.

**Mandatory Training  
Expenses Reimbursement and Provision of Facilities  
for Councillors Guideline GL-3076-001**

The following is a list of training requirements which require mandatory attendance by at least one, and in some cases all Councillors. Guidance is provided alongside each item. Payment of expenses incurred in attending these events does not affect each Councillor's discretionary training budget:

1. Australian Local Government Association - National General Assembly (It is usual for one or more Councillors to attend this event. The most senior Councillor, usually the Mayor, attending the event will be the official voting delegate of Council.)
2. Local Government Association of Queensland - State Conference (It is usual for one or more Councillors to attend this event. Council will resolve prior to the event which one or more of its attendees will have delegated voting authority as it is usual for Council to have several votes on each motion before the Conference.)
3. Local Government Association of Queensland - Civic Leaders and Financial Summit (It is usual for the Mayor, Deputy Mayor and CEO only to be invited to attend this event.)
4. Local Government Association of Queensland - Elected Member Professional Development (All Councillors attend this training.)
5. Courses provided by providers other than the Local Government Association of Queensland (e.g. the Department of Local Government), which relate to updating Councillors with regard to their core responsibilities, e.g. changes to legislation. (All Councillors attend this training.)



6. Redland City Council training programmes which are required to enable Councillors to fulfil their core responsibilities, e.g. information technology, occupational health and safety, Councillor induction, code of conduct and meeting procedures. (All Councillors attend this training.)

The following is a list of other training opportunities which whilst not mandatory, in the sense that one or more Councillors must attend every event, they are of sufficient relevance to a Councillor's responsibilities to be of significant potential benefit to each elected member, and it is likely that a Councillor will wish to attend and present his/her learnings back to the full Council. In that regard, attendance, whilst not mandatory, will not require the use of a Councillor's discretionary training budget to meet the associated costs:

7. Local Government Association of Queensland – Infrastructure Summit
8. Local Government Association of Queensland – Disaster Management Conference
9. Local Government Association of Queensland – Community Wellbeing Symposium
10. Local Government Managers Australia – National Congress
11. Local Government Managers Australia (Queensland) – Queensland State Conference
12. Planning Institute of Australia – National Congress
13. Planning Institute of Australia – Queensland State Conference
14. Queensland Environmental Law Association – State Conference
15. Australian Local Government Women's Association – National Conference
16. Australian Local Government Women's Association – Queensland State Conference
17. Quandamooka Country Cultural Heritage Training

**CARRIED 11/0**

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

Nil

## 14 NOTICES OF MOTION

### CONFLICT OF INTEREST

Cr Edwards declared a perceived conflict of interest in Item 14.1.1 as he owns property on the SMBI. Cr Edwards remained in the room, voting in the community interests.

Cr Hewlett declared a perceived conflict of interest in Item 14.1.1 as he owns property on the SMBI. Cr Hewlett remained in the room, voting in the community interests.

### 14.1 NOTICE OF MOTION – CR EDWARDS

#### 14.1.1 REQUEST STATE TO AMEND THE SEQ INFRASTRUCTURE PLAN AND PROGRAM 2008-2026

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

#### **COUNCIL RESOLUTION**

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

That Council resolves to:

1. Request the State to amend the South East Queensland Infrastructure Plan and Program 2008-2026 (SEQIPP) to include future consideration for a bridge between the mainland and Russell Island;
2. Request the State to consult with the Southern Moreton Bay Island Community to ensure any alternate transport proposals are reflective of the community needs; and
3. Acknowledge that the approval, funding and construction of any mainland to Island bridge is a State responsibility.

**CARRIED 8/3**

Crs Bishop, Elliott and Boglary voted against the motion.

### 14.2 NOTICE OF MOTION – CR OGILVIE

#### 14.2.1 REQUEST FOR REPORT – INTERNET SPEEDS AND WIFI IN CLEVELAND CBD

On 12 August 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Ogilvie gave notice that he intends to move as follows:

#### **PROPOSED MOTION**

That Council resolves to request a report on the following:

1. The feasibility of utilising direct wireless technology to enhance internet speeds in the Cleveland CBD area; and
2. The viability of provision of free public wi-fi nodes in the Cleveland CBD.

**COUNCIL RESOLUTION**

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

That Council resolves to request a report on the following:

1. The feasibility of utilising direct wireless technology to enhance internet speeds in the Redlands; and
2. The viability of provision of public wi-fi nodes in the Redlands business districts.

**CARRIED 11/0**

**14.3 NOTICE OF MOTION – CR BISHOP****14.3.1 REQUEST FOR BRIEFING NOTE – RCC INVOLVEMENT IN ‘100 RESILIENT CITIES’ CHALLENGE**

On 12 August 2014, in accordance with s.7(3) *Redland City Council Meetings – Standing Orders*, Cr Bishop gave notice that he intends to move as follows:

**PROPOSED MOTION**

That Council resolves to ask officers to prepare a briefing note regarding the feasibility of Redland City Council completing an application for involvement with the Rockefeller Foundation’s ‘100 Resilient Cities’ Challenge.

**COUNCIL RESOLUTION**

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

That Council resolves to submit an application, by next month’s closing date, to the Rockefeller Foundation to participate in the ‘100 Resilient Cities’ Challenge.

**CARRIED 9/2**

Crs Talty and Gleeson voted against the motion.

**15 URGENT BUSINESS WITHOUT NOTICE**

Nil

**16 CLOSED SESSION****16.1 OFFICE OF CEO****16.1.1 TENDER T-1674-13/14-FNS PROVISION OF BANKING, FINANCING AND TRANSACTION SERVICES**

**Datworks Filename:** FM Tendering – Supply Services

**Authorising Officer:**



**Bill Lyon**  
Chief Executive Officer

**Responsible Officer:**

**Linnet Batz**  
Chief Financial Officer

**Author:**

**Rukmie Lutherus**  
Taxation & Treasury Manager

**EXECUTIVE SUMMARY**

A confidential report from the Chief Financial Officer was presented to Council for consideration.

**OFFICER RECOMMENDATION/  
COUNCIL RESOLUTION**

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

**That Council resolves as follows:**

1. To award contracts for provision of services for Banking, Financing and Transaction Services for a period of three (3) years with the option to extend for a further two (2) one (1) year periods commencing 1 December 2014 as follows:
  - a. Australian and New Zealand Banking Group Limited for banking, financing and transaction services and internet payment services to support payment processing services excluding over the counter.
2. That the Chief Executive Officer be delegated authority (under s.257(1)(b) of the *Local Government Act 2009*, to:
  - a. make, vary and discharge all contracts under Tender T-1674-13/14-FNS in accordance with the agreed contract terms;
  - b. renew the contract for the additional two (2) one (1) year terms at the end of initial three (3) year term, if it is considered appropriate; and
  - c. sign and amend all relevant documentation; and
3. That this report is to remain confidential.

**CARRIED 11/0**

**16.1.2 CARBON TAX ADJUSTMENTS****Dataworks Filename:** FM Corporate Budget**Responsible/Authorising Officer:****Bill Lyon  
Chief Executive Officer****Author:****Linnet Batz  
Chief Financial Officer**

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**EXECUTIVE SUMMARY**

A confidential report from the Chief Financial Officer was presented to Council for consideration.

**OFFICER RECOMMENDATION/  
COUNCIL RESOLUTION****Moved by: Cr J Talty  
Seconded by: Cr W Boglary****That Council resolves as follows:**

- 1. To provide a rebate of \$38.48 to each rate payer on the October rate run;**
- 2. To approve the amendment of the 2014/15 Fees and Charges Schedule to reduce the Commercial and Industrial waste charge from \$155.45 to \$139.60 (inc. GST) per tonne and reduce the minimum charge from \$29.30 to \$28.00 (inc. GST); and**
- 3. That Redwaste financials and performance indicators are adjusted to reflect Council's decision.**

**CARRIED 10/0**

Cr Elliott was not present when this motion was put.

**MOTION TO CLOSE THE MEETING AT 12.01PM**

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

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

**16.1.2 RP Data**

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

*(e) contracts proposed to be made by it*

**16.2.1 City Entry Statements and Signage EOI Review**

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

*(e) contracts proposed to be made by it*

**16.2.2 Amendment to the RedWaste Annual Performance Plan and Changes to Recycleworld Operation**

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

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

**16.2.3 Resolution of Council to Call Expressions of Interest for Waste Services Collection Contract**

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

*(e) contracts proposed to be made by it*

**16.2.4 Redland City Council Raby Bay Risk Assessment Workshop**

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

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

**16.2.5 Expression of Interest – Point Lookout Waste Water Treatment Plant Upgrade****16.3.1 Supply of Electricity to Small Sites**

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

*(e) contracts proposed to be made by it*

CARRIED 11/0

**MOTION TO REOPEN MEETING AT 12.59**

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

That the meeting be again opened to the public.

CARRIED 11/0

**16.1.3 RP DATA****Dataworks Filename:** R&V Reporting – R&V RpData 2013-14**Authorising Officer:****Bill Lyon**  
**Chief Executive Officer****Responsible Officer:****Linnet Batz**  
**Chief Financial Officer****Author:****Noela Barton**  
**Service Manager Revenue and Recovery**

---

**EXECUTIVE SUMMARY**

A confidential report from the Chief Financial Officer was discussed in closed session under Section 275(1) of the *Local Government Regulation 2012*.

**OFFICER RECOMMENDATION/  
COUNCIL RESOLUTION****Moved by:** Cr M Elliott**Seconded by:** Cr J Talty

That Council resolves under section 235(a) of the *Local Government Regulation 2012* to enter into a contract with RP Data Pty Limited for an initial period of three (3) years with automatic renewal for subsequent one (1) year renewal periods to supply the Investor Product and the RP Professional Product.

**CARRIED 11/0**

## 16.2 INFRASTRUCTURE & OPERATIONS

### CONFLICT OF INTEREST

Cr Ogilvie declared a perceived conflict of interest in Item 16.3.1 *City Entry Statements and Signage EOI Review* as one of the submitters to the EOI contributed to his election campaign. Cr Ogilvie remained in the room voting in the community interests.

The Mayor declared a perceived conflict of interest in Item 6.3.1 *City Entry Statements and Signage EOI Review* as one of the submitters to the EOI contributed to her election campaign. The Mayor remained in the room voting in the community interests.

#### 16.2.1 CITY ENTRY STATEMENTS AND SIGNAGE EOI REVIEW

**Datworks Filename:** RTT Advertising Signs/Structures

**Authorising Officer:**



**Gary Soutar**  
General Manager Infrastructure and Operations

**Responsible Officer:**

**Murray Erbs**  
Group Manager City Infrastructure

**Author:**

**Christine Cartwright**  
Adviser Infrastructure Projects

---

#### EXECUTIVE SUMMARY

A confidential report from the General Manager Infrastructure & Operations was discussed in closed session under Section 275(1) of the *Local Government Regulation 2012*.

#### COUNCIL RESOLUTION

**Moved by:** Cr M Elliott

**Seconded by:** Cr A Beard

**That Council resolves to finalise the Expression of Interest without proceeding to any further tender on a preferred design.**

**CARRIED 11/0**



**16.2.2 AMENDMENT TO THE REDWASTE ANNUAL PERFORMANCE PLAN AND CHANGES TO RECYCLEWORLD OPERATION**

**Datworks Filename:** WM Operations - RecycleWorld

**Authorising/Responsible Officer:**



**Gary Soutar**  
**General Manager Infrastructure and Operations**

**Author:**

**Robert Walford**  
**Service Manager - Waste Operations**

---

**EXECUTIVE SUMMARY**

A confidential report from the General Manager Infrastructure & Operations was discussed in closed session under Section 275(1) of the *Local Government Regulation 2012*.

**COUNCIL RESOLUTION**

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

That Council resolves to note the report and resolve to support RedWaste in undertaking a two (2) year trial for the operation and management of RecycleWorld, including resolution of the following:

1. Adopt proposed changes to operating hours to Thursday and Saturday only;
2. Adopt the amended 2014/15 RedWaste Annual Performance Plan;
3. Approve amendments to the 2014/15 RedWaste Annual Budget (both operating and capital) as a result of the changes to the management and operation of RecycleWorld, as detailed above; and
4. Request a progress report on the trial to be presented to Council no later than 1 April 2015

**CARRIED 9/2**

Crs Talty and Hewlett voted against the motion.

---

**16.2.3 RESOLUTION OF COUNCIL TO CALL EXPRESSIONS OF INTEREST FOR WASTE SERVICES COLLECTION CONTRACT**

**Datworks Filename: WM Kerbside Collection Contract 2016**

**Responsible/Authorising Officer:**



**Gary Soutar  
General Manager - Infrastructure and  
Operations**

**Author:**

**Robert Walford  
Service Manager - RedWaste**

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**EXECUTIVE SUMMARY**

A confidential report from the General Manager Infrastructure & Operations was discussed in closed session under Section 275(1) of the *Local Government Regulation 2012*.

**OFFICER RECOMMENDATION/  
COUNCIL RESOLUTION**

**Moved by: Cr M Elliott**

**Seconded by: Cr A Beard**

**That Council resolves as follows:**

- 1. In accordance with section 228 of the *Local Government Regulation 2012*, the RedWaste Services Unit invite Expressions of Interests from suitably qualified service providers for the collection and transport of kerbside waste, recycling and greenwaste and transfer station waste; and**
- 2. That, in the best interest of Council, invite written tenders from shortlisted respondents for the selection of a contractor to enter into a waste and recycling collection contract with Council.**

**CARRIED 11/0**

**16.2.4 REDLAND CITY COUNCIL RABY BAY RISK ASSESSMENT WORKSHOP****Dataworks Filename:** RTT: Maintenance Canals - Raby Bay**Attachment:** [Attachment 1: Raby Bay Risk Assessment Workshop Report](#)**Authorising Officer:**  
**Gary Soutar**  
**General Manager Infrastructure and Operations****Responsible Officer:****Giles Tyler**  
**A/Group Manager City Infrastructure****Author:****Rodney Powell**  
**Senior Adviser Marine Infrastructure**

---

**PURPOSE**

For Council to note and approve for public release the Redland City Council Raby Bay Risk Assessment Workshop report (Attached).

For Council to approve the implementation of the Action Plan proposed in the report.

**BACKGROUND**

Rectification of the periodic canal bank failures of the batters in the Raby Bay canals is a large scale and expensive problem. It is clear from Council data that the frequency of canal bank failures has remained relatively static over the past 7 to 10 years and is imposing a considerable cost burden on Council and the ratepayers of Raby Bay Canal Estate who contribute to a Special Charge to pay for these rectification works.

The methods that had been traditionally used to date cost, on average, in the range of \$17,000 per metre to \$30,000 per metre. Given the length of batter remaining to be treated on the estate (approximately 20.3km), continuance of this method is not considered to be economically sustainable.

KBR was commissioned to carry out an investigation into the slope failures and have concluded in their July 2012 report that the slope failures at Raby Bay could be repaired with alternative methods costing less than \$1,000/m. A workshop including council officers, engineering consultants familiar with the problems at the estate, contractors experienced in the proposed rectification methods and representatives from the Raby Bay Rate Payers Association was conducted to assess the proposed alternative strategies, and to assess the risks involved in trialling these alternatives.

**ISSUES**

This is a new and (as far as RCC is concerned) untried repair method, so a risk assessment workshop was conducted to evaluate and mitigate any risks in carrying out a trial of the proposed repair method in the KBR report. If the trial is unsuccessful additional works using traditional repair techniques will be required.

---

## **STRATEGIC IMPLICATIONS**

If this trial is successful there will be a significant reduction in costs for future works in Raby Bay.

### **Legislative Requirements**

There are no legislative requirements

### **Risk Management**

The risks of this trial have been thoroughly examined in the report attached.

### **Financial**

This trial will require expenditure to be allocated from the Raby Bay Special Charge Reserve. A detailed project scope will be developed during implementation of the proposed action plan. The estimated cost is in the order of \$250,000.

### **People**

Staff from City Infrastructure will be required to oversee and manage the trial.

### **Environmental**

There are no environmental impacts expected from this project.

### **Social**

There are no social impacts expected from this trial.

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

5.10 Maintain the quality and liveability of residential areas and protect natural resources

5.12 Plan, provide and advocate for essential physical and social infrastructure that supports community well-being and manage Council's existing infrastructure assets to ensure current service standards are maintained or improved.

## **CONSULTATION**

- Engineering Consultants familiar with the works in Raby Bay have been consulted in the development of this report.
- Internal stakeholders in Project Design and Delivery have been consulted.
- The Raby Bay Rate Payers Association has been consulted concerning this report.

## **OPTIONS**

No other option has been considered

## **OFFICER RECOMMENDATION/ COUNCIL RESOLUTION**

Moved by: Cr M Elliott  
Seconded by: Cr C Ogilvie

That Council resolves to:

1. Note the report and agree to public release of the report; and

2. **Approve allocation of the funds necessary (up to \$250,000) from the Raby Bay Special Charge Reserve to carry out the Action Plan recommended in the report.**

**CARRIED 11/0**



**Redland City Council  
Raby Bay Risk Assessment  
Workshop**

**May 2014**



*Realising potential*

Report prepared by:



*Realising potential*

PO Box 1498  
TAMWORTH NSW 2340  
Phone: 02 6762 1969  
Fax: 02 6762 1969

Director: Steve O'Rourke

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## DOCUMENT HISTORY AND STATUS

Issue	Rev	Issued To	Qty	Date	Reviewed	Approved
1	A/B	Internal	1e	3 April 14	S. O'Rourke	S. O'Rourke
1	1	Rodney Powell	1e	8 April 14	R. Black	S. O'Rourke
1	2	Rodney Powell		24 April 14	R. Black	S. O'Rourke
1	3	Rodney Powell	1e	19 May 14		R. Black
1	4	Rodney Powell	1e	27 May 14		R. Black

Printed:

Author: Ron Black  
 Project Manager: Steve O'Rourke  
 Name of Project: Raby Bay Risk Assessment Workshop  
 Name of Client: Redland City Council  
 Name of Document: Workshop Report  
 Document Version: 4

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## 1. Introduction

This report describes the process and outcomes of a workshop held at Raby Bay on 1<sup>st</sup> April 2014 to assess the risks associated with a planned trial of new repair practices for upper level failures in fill on Raby Bay Canal Estate. In summary, the report outlines:

- The workshop process and participants;
- Community expectations of Raby Bay ratepayers;
- The failure mechanism to be addressed in the trials;
- Other failure mechanisms;
- Key Performance Indicators to evaluate the success of the trials;
- Risk assessment, consequences and likelihood of management options; and
- An action plan to outline the way forward.

### 1.1 Project history

Rectification of the periodic canal bank failures of the batters in the Raby Bay canals is a large scale, long term and expensive problem. It is clear from Council data that the frequency of canal bank failures has remained relatively static over the past 7 to 10 years and is imposing an unsustainable cost burden on Council and the Ratepayers.

Past repair methods have included:

- Bored piles at top of slope;
- Deep bored pile slope retainments;
- Screw piles;
- Driven timber piles at bottom of slope;
- Reconstruction of revetment wall and ties into piles; and
- Reconstruct pools, jetties, jetty piles, landscaping, etc.

In summary, the task as presently defined involves:

- Total canal batters approximately 22km;
- Repaired to date approximately 1.7km;
- Unsupported batters remaining approximately 20.3km; and
- \$9.8M (307m) of unsupported wall is programmed for repair over the next 2 years.<sup>1</sup>

The reactive methods that had been implemented to date were resulting in repairs that cost, on average, in the range of \$17,000/m to \$30,000/m. Given the length of batter remaining to be treated on the Estate, continuance of this method is not economically sustainable. It is also desirable to conduct rectification works prior to significant movement and resulting damage occurring; ie. conduct "pro-active remediation".

---

<sup>1</sup> Figures for discussion purposes only. Planning Estimate sourced from forward works program and includes contingencies for unknowns that would be refined following geotech and design.

The time has come to initiate a much less costly, pro-active and effective remediation methodology. KBR have concluded in their July 2012 report that the slope failures at Raby Bay are primarily upper level (smaller scale) failures in fill and potential repair methods of less than \$1,000/m had been proposed by some suppliers. Accordingly, the purpose of this workshop was to assess such proposed alternative strategies, to assess the risks involved and clearly propose a way forward.

## 2. The Workshop

### 2.1 Workshop Participants

The workshop was facilitated by Steve O'Rourke and Dr Ron Black of Constructive Solutions Pty Ltd and participants included:

- Redland City Council Marine Infrastructure Planning team;
- Redlands City Council Project Design, Development and Delivery;
- Raby Bay Ratepayers Association;
- Consultants responsible for previous geotechnical investigations;
- Geotechnical contractors; and
- Remediation contractors representative of potential options available for remediation.

A full list of workshop attendees is included as Appendix 3.

### 2.2 Workshop Objectives

Given that a series of remediation trials are to be conducted, a number of questions were addressed in the workshop to fully define the objectives of those trials; viz.

- In broad terms, what are the revetment failures or imminent failure criteria that warrant a trial?
- Can any suitable locations be identified?
- What does a trial involve, and what method(s) will be employed?
- How can success or failure of the trial(s) be measured?
- What are the risks associated with the trial(s)
- How can these risks be reduced to a manageable level?
- How can risks be allocated between designers, builders and Council to avoid over-design?

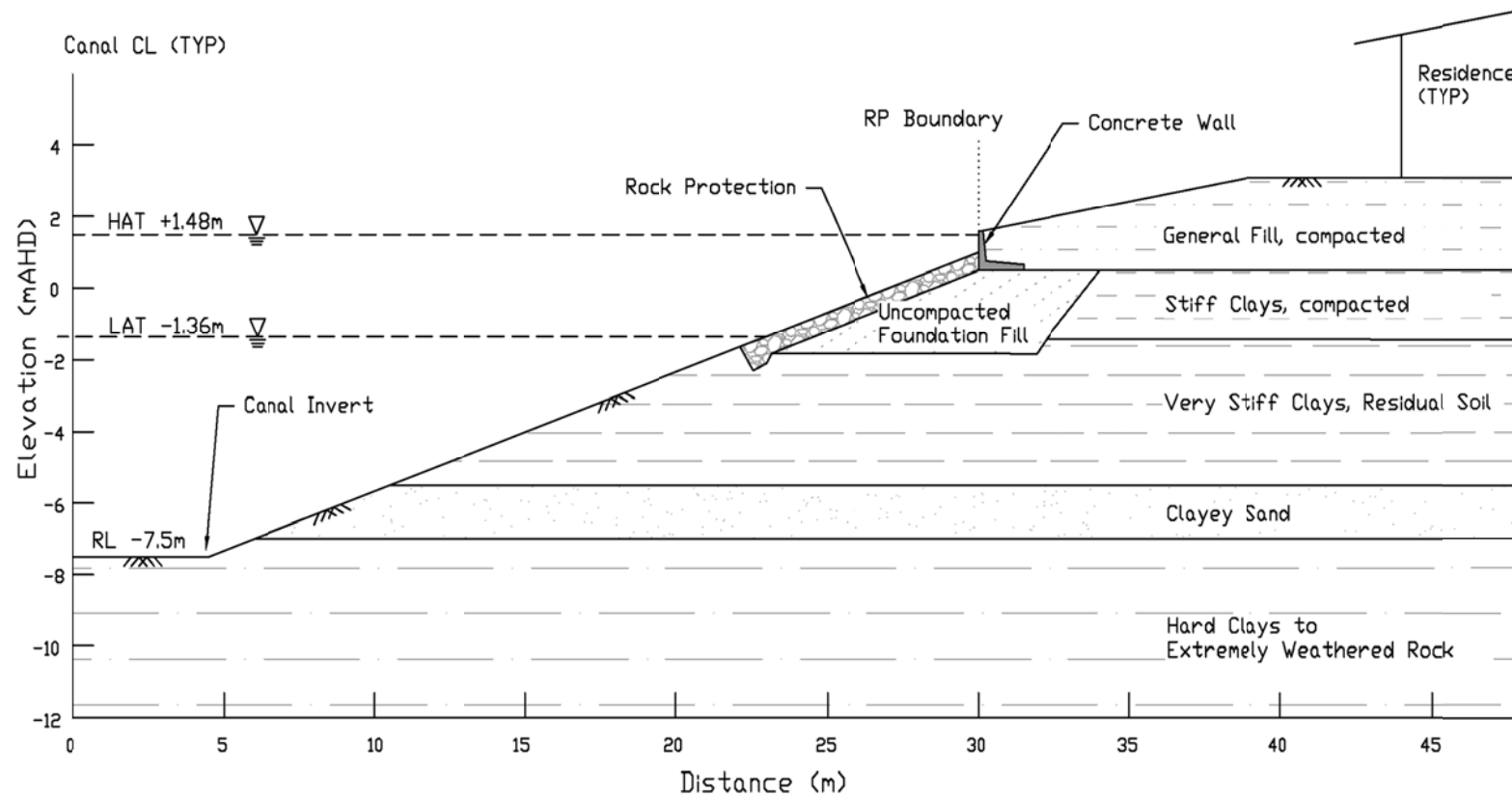
### 3. Community Expectations

As noted in 2.1, the Raby Bay Ratepayers Association was represented at the workshop and they outlined very clearly their expectations of the proposed trials. Their views may be summarized as follows:

- Early failures began when the Developer was still on site, and thus they could be managed as and when they arose;
- The problems are not adequately communicated to new residents moving into the Raby Bay Canal estate;
- The time for further geotechnical studies has passed and what the ratepayers want is some action to trial strategies that can prevent or reduce further localised failures, provide some structural integrity for fill immediately behind the revetment wall and prevent loss of soil locally behind the revetment wall;
- It needs to be remembered that about 30% of owners live overseas and their properties are rented out;
- They are not seeking to ignore the "deep failure " problems of fissured clays, but believe that these failures, which can only be remediated by expensive piling, can be dealt with as and where they arise; and
- What is needed is a long-term sustainable solution.

## 4. Shallow Failure Mechanism

In July 2012, KBR's Geotechnical Investigation Analysis Report concluded that there appears to be a wedge of uncompacted fill underneath the canal batter rock protection, resulting frequently in relatively shallow failures mainly confined to this uncompacted fill material (see below for profiles). They assert that there are alternative rectification methods, such as soil stabilisation, that would be much more economical than the current rectification strategies of using long piles. The current design implies the existence of a critical deep slip circle failure, which they have not found in the field to occur in many instances – in the few instances when this occurs, the problem can be addressed in this manner.



**Figure 1: Indicative canal batter soil profile**

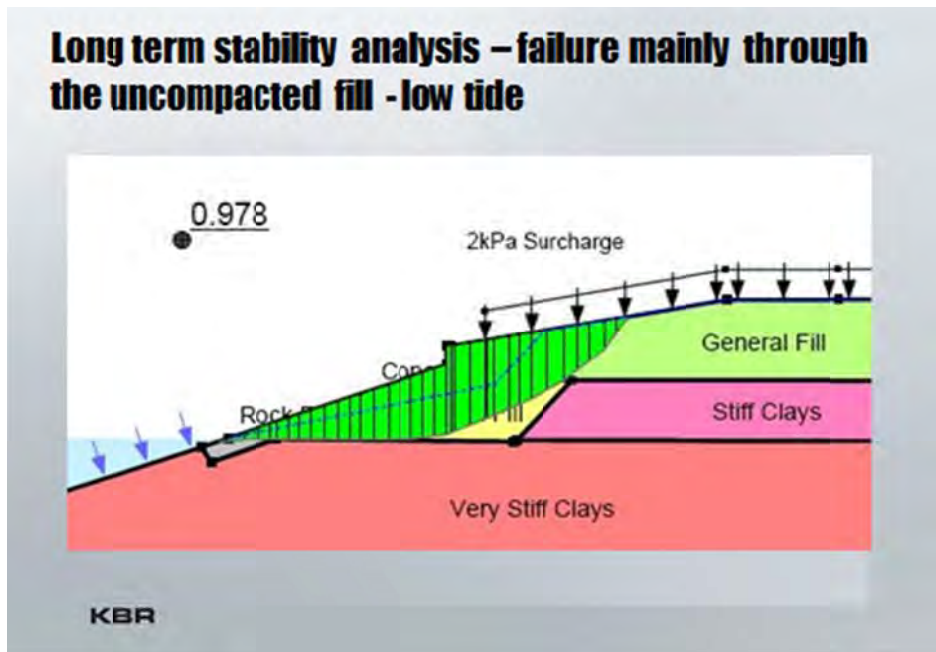


Figure 2: Long term stability analysis

## 5. Trial Site Locations

After discussion within the Group, it was generally agreed amongst affected parties that there is no direct evidence of deep slip circle slip failures of the fissured clays being a contributing factor to recent failures. It was noted that:

- KBR concluded that there had been very few failures to date that could be attributed to this mechanism;
- There was no evidence that these failures would become any more prevalent in the next 20 or 30 years; and
- Appropriate repair methods were implemented during construction of the canal where this type of failure was identified.

Accordingly, the trials discussed in this workshop relate solely to the rectifying problems due to failures in the shallow uncompacted fill described above.

It was initially considered by some participants that, if possible:

- The selected site(s) should be one that is already showing movement – in that way, the effectiveness of the treatments can be evaluated; and
- When treatment has been carried out, the site should be loaded to failure – this was not supported by the Ratepayers Association representatives.

However the site selection process was further discussed with the following key parameters determined for site selection and preparation:

- 30mm to 50mm of wall movement observed and monitored;
- Significant revetment wall movement (greater than 50mm);
- Geotechnical information from previous studies would be available in the immediate area, noting that additional bore holes would be required to determine depth of fill material characteristics;
- Occupied sites will have public relations value if the resident is enthusiastic about the trial and remediation;
- It was noted that five adjacent lots on Masthead Drive (for example) may meet the above criteria. It was also noted that if the proposed grout injection treatment (or alternative methodology) is successful then there would be no need for further action at these lots. If not, then more expensive solutions (say screw piling) could be the subject of further trials at these sites; and
- A pre-trial site should be used to ensure that the grout injection process does not further de-stabilise the slope.



## 6. Key Performance Indicators (KPIs)

The Group determined that the trial would be judged to be a success if for:

### The Trial

- There is a significant reduction in the cost of repair; and
- Movement is arrested as demonstrated by inclinometer readings.

### The Chosen Remedy

- There is a reduction in the average number of wall failures;
- There is a reduction in the net present value cost per lot (including administration costs);
- Negative community feedback is reduced, or if there are positive responses;
- There is a reduction in the time spent on site (fewer workers, less heavy machinery);
- Loss of amenity due to failures is minimized; Continuous improvement (in time, cost and quality) results from the implementation of the trial methodology – which in turn will lead to an improved ability to predict potential failures, that is, improved understanding of the processes;
- Better understanding the problem so that the number of lots requiring any form and type of rectification is clear; and
- The trial represents a successful solution that can be used proactively to provide a reduction in the average number of wall repairs.

### 6.1 Random failures

Given that there are on average, four repairs per year at present, failures will continue throughout the trial period and probably out of the trial test area. The question remains – are these failures different from the slip mechanism in the upper part of the batter that is the subject of the trials?

The strategy that could be used to address these failures would include:

- Use an array of inclinometers to determine whether the failure extends down into the natural materials;
- Proceed to rectify by grout, or piling as appropriate to the depth of failure determined; and
- Utilise the knowledge gained from the random failures to add to that gained from the trial section.

## 7. Risk Register

The workshop conducted a risk assessment on the proposed trials to examine:

- The key risks and immediate consequences confronting the trials to stabilise potential failures confined to fill;
- The causes of these risks;
- The effectiveness of the current risk treatments that are in place;
- The consequence level of each risk;
- The likelihood of each risk occurring;
- The residual risk that thus resulted from the nominated consequence level and likelihood; and
- Additional actions that may be considered to further mitigate the risks.

It should be noted that a further and more detailed risk assessment will be necessary on completion of the trials and prior to any implementation of selected techniques at Raby Bay.

The outcome of these assessments is given in **Appendix 1**.

The Risk Assessment tools used, including tables of consequence, likelihood, effectiveness and the residual risk outcomes are shown in **Appendix 2**.

## 8. Conclusions and Recommendations

### 8.1 Conclusions

The current very costly method of rectification of the periodic, but regular, canal bank failures in the batters of the canals is considered by the affected parties to be unsustainable in the long term.

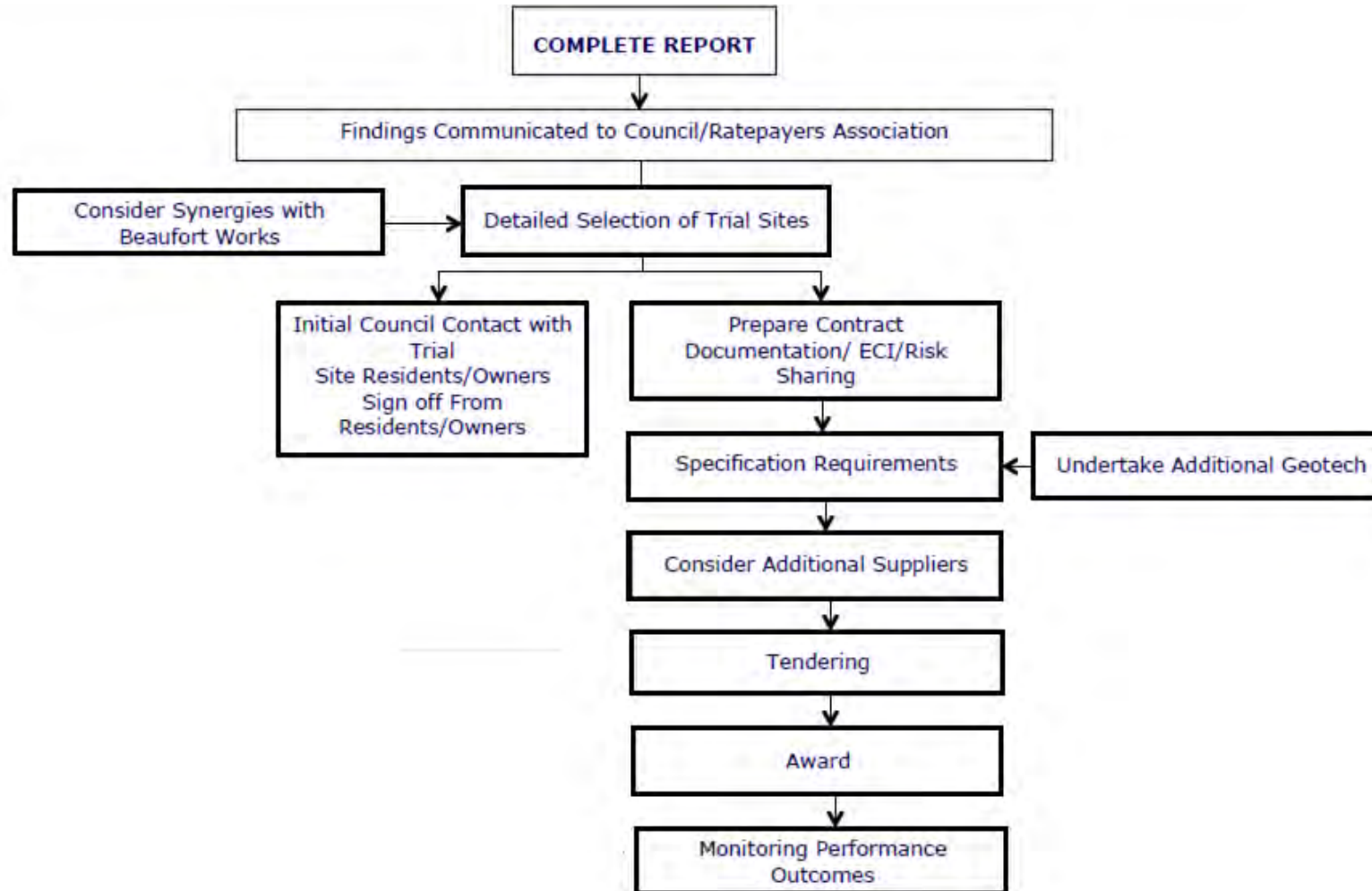
The workshop participants discussed the treatment of smaller slips in fill using grout injection (or similar) technologies that can be a substantially cheaper, less intrusive and proactive solution that may, subject to successful trialling and proven longer term performance, address the problems observed. If and when soil slips occur in lower level, fissured clays, these can be treated on a case-by-case basis using the much more costly methods currently in use.

It will be necessary to conduct trials of grout injection and other methods proposed by the specialist contractors to determine their likely success, and the risks of these trials have been evaluated by the workshop and are now in general terms understood.

### 8.2 Outcomes

The outcomes from the Workshop can be summarised by the action flow chart set out in Section 9 (below) which Council and the Ratepayers Association have undertaken to implement.

## 9. Action Plan



**APPENDIX 1**  
**Trial Site Risk Register**

No.	Statement of Risk and immediate Consequences	Causation	Existing Risk Treatments	Effective-ness	Conseq. Level	Likeli-hood	Residual Risk Rating & treatment status *
1	Fail to achieve significant cost reduction per metre	<ul style="list-style-type: none"> <li>• Changing ground conditions</li> <li>• Changes in development impacting on loadings on wall</li> <li>• Grouting techniques doesn't work</li> <li>• Increased material costs</li> <li>• Change in regulatory (e.g. environmental) requirements</li> <li>• Access problems</li> <li>• Council approach to procurement and risk sharing</li> <li>• Market competition</li> </ul>	<ul style="list-style-type: none"> <li>• Geotechnical information available</li> <li>• Designs customised to site</li> <li>• Proposed trial</li> <li>• Access from road or canal</li> <li>• Collaboration with contractors to achieve optimal risk apportionment</li> <li>• Continual market testing</li> <li>• Risk workshop</li> <li>• Existing reports on similar risk treatments</li> </ul>	2 4 4 4 2 3	Major	Unlikely	High
2	Recorded movement will not have reduced within six months of treatment	<ul style="list-style-type: none"> <li>• Incorrect treatment used for failure mechanism</li> <li>• Technique used was not successful</li> <li>• Failure of monitoring equipment</li> <li>• Deep failure occurring</li> </ul>	<ul style="list-style-type: none"> <li>• Trial is only to address shallow failure</li> <li>• Multiple techniques used</li> <li>• Multiple monitoring equipment</li> <li>• Inclinator approach to better define deeper failures</li> </ul>	4 4 4	Moderate	Possible	High
3	Proposed treatment will make current situation worse	<ul style="list-style-type: none"> <li>• Introducing high pressure grout on low FoS slope</li> </ul>	<ul style="list-style-type: none"> <li>• Pre trial site on Council/vacant land</li> <li>• Review case studies</li> </ul>	4 4	Minor	Unlikely	Low
4	Unacceptable environmental impact	<ul style="list-style-type: none"> <li>• Grout entering water system</li> </ul>	<ul style="list-style-type: none"> <li>• Inert grouts used</li> <li>• Bunding on outside of seawall</li> <li>• Environmental</li> </ul>	4 4 4	Minor	Unlikely	Low

No.	Statement of Risk and immediate Consequences	Causation	Existing Risk Treatments	Effective-ness	Conseq. Level	Likeli-hood	Residual Risk Rating & treatment status *
			requirements in specification <ul style="list-style-type: none"> <li>• Cleaning up waste material</li> <li>• Service location</li> </ul>	4			
5	Damage to assets on private property	<ul style="list-style-type: none"> <li>• Uncontrolled expansion of material near private assets</li> </ul>	<ul style="list-style-type: none"> <li>• Dilapidation survey</li> <li>• Work procedures and supervision</li> <li>• Release form signed by Owner</li> </ul>	2 4 1	Minor	Unlikely	Low

Set out below are additional risk treatments which can be implemented to further reduce the level of risk:

**Risk 1**

Increasing geotechnical information – bore holes to better determine layer thicknesses and depths

Increased consultation with potential contractors

Discussion with contractors on apportionment of risk – better risk sharing

Include additional technologies

Consider recovering costs where appropriate for actions which may cause damage to wall

Council to promote trial to community and communicate with impacted residents

**Risk 2**

Increasing geotechnical information – bore holes to better determine layer thicknesses and depths

Improve monitoring regime

**APPENDIX 2**  
**Risk Assessment Matrix**



## 1. CSPL Risk Assessment Tools

### Measures of Effectiveness

The following table can be used to assess the effectiveness of existing risk treatments, which should then be taken into account when determining the Consequence, Likelihood and therefore the level of Residual Risk.

No.	Level	Communication and documentation	General effectiveness
5	Excellent	Risk treatments and procedures are implemented, with communication and monitoring on a regular basis to determine their level of effectiveness in 'managing' the risk.	Is effective in reducing the risk under all conditions.
4	Good	Risk treatments and procedures are well documented and implemented, but with some room for improvement. Good communication and understanding of treatments with some degree of monitoring.	Is effective in reducing the risk under most conditions.
3	Fair	Risk treatments and procedures documented, but not well implemented, with minimal monitoring to ensure compliance or to determine their level of relevance.	Is effective in reducing the risk under ideal conditions.
2	Marginal	Risk treatments and procedures are informal, not well communicated and are implemented in an inconsistent manner.	Is partially effective in reducing the risk.
1	Poor or non-existent	Risk treatments and procedures are non-existent or ineffective; not communicated, sparsely implemented and of little value.	Makes little impact in reducing the risk.

### Measures of Consequence (or Impact)

Level	Examples						
	Financial (Revenue & Costs)	Information & Data	Property	People	Provision of Service	Reputation	Environment
1. Insignificant	<ul style="list-style-type: none"> <li>Low financial loss (e.g. &lt; 1% of revenue or budget)</li> </ul>	<ul style="list-style-type: none"> <li>Negligible loss of or damage to IT and communications.</li> <li>No loss of data.</li> </ul>	<ul style="list-style-type: none"> <li>Negligible damage to or loss of assets.</li> </ul>	<ul style="list-style-type: none"> <li>No significant injuries.</li> <li>No significant impact on personnel.</li> </ul>	<ul style="list-style-type: none"> <li>Short-term, localised interruption to service / performance.</li> </ul>	<ul style="list-style-type: none"> <li>Issue of no public concern.</li> <li>Isolated communications expressing concern.</li> </ul>	<ul style="list-style-type: none"> <li>Minor breach of environmental policy / practices.</li> <li>Negligible impact on the environment.</li> </ul>
2. Minor	<ul style="list-style-type: none"> <li>Minor financial loss (e.g. 1% to 2% of revenue or budget)</li> </ul>	<ul style="list-style-type: none"> <li>Minor loss / damage to IT and communication. Some data catch-up may be required.</li> </ul>	<ul style="list-style-type: none"> <li>Minor loss / damage. Some repairs may be required.</li> </ul>	<ul style="list-style-type: none"> <li>Small number of injuries; first aid or out-patients treatment required.</li> <li>Some inconvenience to personnel.</li> </ul>	<ul style="list-style-type: none"> <li>Minor, temporary disruption to services; Minor inconvenience to client(s).</li> </ul>	<ul style="list-style-type: none"> <li>Local public concern.</li> <li>May cause some complaints (justified or unjustified).</li> </ul>	<ul style="list-style-type: none"> <li>Minor localised impact; one-off situation easily remedied.</li> </ul>
3. Moderate	<ul style="list-style-type: none"> <li>High financial loss (e.g. 2% to 5% of revenue or budget)</li> </ul>	<ul style="list-style-type: none"> <li>Moderate to high loss of IT. Some data may be permanently lost. Workarounds may be required.</li> </ul>	<ul style="list-style-type: none"> <li>Moderate to high damage requiring specialist/contractor equipment to repair or replace.</li> </ul>	<ul style="list-style-type: none"> <li>A number of injuries requiring hospitalisation and long-term treatment.</li> <li>Moderate disruption to work routines and schedules.</li> </ul>	<ul style="list-style-type: none"> <li>Some serious disruption to services; some contravention of legal/contractual obligations.</li> </ul>	<ul style="list-style-type: none"> <li>Regional public concern.</li> <li>Significant complaints.</li> <li>Some adverse publicity.</li> <li>Local media coverage.</li> </ul>	<ul style="list-style-type: none"> <li>Moderate impact on the environment; no long term or irreversible damage.</li> <li>May incur cautionary notice or infringement notice</li> </ul>
4. Major	<ul style="list-style-type: none"> <li>Major financial loss (e.g. 5% to 10% of revenue or budget)</li> </ul>	<ul style="list-style-type: none"> <li>High risk of loss/corruption of data; significant</li> </ul>	<ul style="list-style-type: none"> <li>Significant / permanent damage to assets and / or infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>Major disruption to work routines and practices. Additional resources may</li> </ul>	<ul style="list-style-type: none"> <li>Major, long-term disruption to services.</li> </ul>	<ul style="list-style-type: none"> <li>Significant public concern.</li> <li>Adverse publicity in national</li> </ul>	<ul style="list-style-type: none"> <li>Severe impact requiring remedial action and review of processes to prevent</li> </ul>

Level	Examples						
	Financial (Revenue & Costs)	Information & Data	Property	People	Provision of Service	Reputation	Environment
		catch-up will be required. <ul style="list-style-type: none"> <li>Business continuity plans need to be implemented.</li> </ul>		be required. <ul style="list-style-type: none"> <li>Significant number of serious injuries requiring hospitalisation and long-term treatment. Small number of fatalities.</li> </ul>	<ul style="list-style-type: none"> <li>Serious breach of a legal / contractual obligation.</li> </ul>	media. <ul style="list-style-type: none"> <li>Embarrassment to the organisation.</li> <li>Damage to credibility and confidence in the organisation.</li> <li>Inquiry by regulators.</li> <li>State or regional media coverage.</li> </ul>	reoccurrence. <ul style="list-style-type: none"> <li>Penalties and / or direction or compliance order incurred.</li> </ul>
5. Catastrophic	<ul style="list-style-type: none"> <li>Huge financial loss (e.g. &gt;10% of revenue or budget)</li> </ul>	<ul style="list-style-type: none"> <li>Extensive loss of / damage to IT and communication s assets and infrastructure.</li> <li>Permanent loss of data. Widespread disruption to the business.</li> </ul>	<ul style="list-style-type: none"> <li>Widespread, substantial / permanent damage to assets and/or infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>Long-term disruption to work practices and routines. Impact on well-being of personnel.</li> <li>Extensive, life-threatening impact; potentially large numbers of serious injuries and fatalities.</li> </ul>	<ul style="list-style-type: none"> <li>Long term/irreversible impact on ability to deliver client services.</li> <li>Viability of the organisation in its current form is questionable.</li> </ul>	<ul style="list-style-type: none"> <li>Major public concern.</li> <li>Widespread, ongoing national and possibly international media attention.</li> <li>Severe embarrassment to the organisation.</li> <li>Loss of credibility and confidence in the organisation.</li> <li>Adverse findings and/or penalties by regulator.</li> </ul>	<ul style="list-style-type: none"> <li>Long-term, large-scale damage to habitat or environment.</li> <li>Serious / repeated breach of legislation / licence conditions.</li> <li>Cancellation of licence and / or prosecution.</li> </ul>

### Measures of Likelihood

No.	Level	Description	Examples
5	Almost certain	The event will occur in most conditions	Expected frequency range: Greater than one or more per annum
4	Likely	The event will probably occur in most conditions	Expected frequency range: Between one in 5 years and one per annum
3	Possible	The event should happen at some time	Expected frequency range: Between one in 10 years and one in 5 years
2	Unlikely	The event could happen at some time	Expected frequency range: Between one in a 100 years and one in 10 years
1	Rare	The event may only occur in exceptional circumstances	Expected frequency range: Less than one in a hundred years

### Residual Risk Assessment Matrix

Likelihood		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost certain	5	M (ii)	H (ii)	E (i)	E (iv)	E (v)
Likely	4	M (i)	H (i)	H (ii)	E (ii)	E (iv)
Possible	3	L (iv)	M (ii)	H (i)	H (iv)	E (iii)
Unlikely	2	L (ii)	L (iv)	M (iii)	H (iii)	E (i)
Rare	1	L (i)	L (iii)	M (ii)	M (iii)	H (iv)

Legend	L (i – iv)	M (i – iii)	H (i – iv)	E (i – v)
Risk Level:	Low	Moderate	High	Extreme
Refer to:		Manager	Executive Management	Board
Refer within:	1 month	1 month	1 week	1 day
Actions:	Routine procedures	Routine procedures	Specific treatment	Specific treatment
Monitoring:	Quarterly	Quarterly	Monthly	Weekly

**APPENDIX 3**  
**Attendance List**

REDLAND CITY COUNCIL

RABY BAY RISK ASSESSMENT WORKSHOP Tuesday 1 April 2014

ATTENDANCE SHEET

NAME	AFFILIATION/POSITION	SIGNATURE
RON BLACK	Env Cons. Const. Sol/mr	
MORRAN ERAS	RCC	
Toby Epsom	RCC	
Steve O'Hanraha	Constructive Solutions	
ALEX LITWINOWICZ	GHD	
Peter Elkington	Soil Survey	
GEORGE HARRIS	RBRPA	
Peter Cummings	KBR	
BENJAMIN BRUCE	RCC	
Michael Kiederman	RCC	
BRAD SALTON	RCC	
GREG FINLAY	RCC	
DAVID HUMPHREY	RCC	
GORDON WILSON	RBRPA	
Scott Curchy	URETEK	
Len Purdie	RCC	
MICHAEL McALEER	GHD	
PETER SAMPSON	AUZCON	
Barney Seldenhays	AUZCON	

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**16.2.5 EXPRESSION OF INTEREST – POINT LOOKOUT WASTE WATER TREATMENT PLANT UPGRADE**

**Datworks Filename:** WW Planning – Waste Water Treatment Plants

**Responsible/Authorising Officer:**

  
Gary Soutar  
General Manager - Infrastructure and Operations

**Author:**

Bradley Taylor  
Group Manager Water & Waste Infrastructure

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**EXECUTIVE SUMMARY**

A confidential report from the General Manager Infrastructure & Operations was discussed in closed session under Section 275(1) of the *Local Government Regulation 2012*.

**OFFICER RECOMMENDATION/  
COUNCIL RESOLUTION**

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

That Council resolves to:

1. Undertake an Expression of Interest, in accordance with section 228 of the *Local Government Regulation 2012* for the short listing of suitable Design & Construct contractors and eventual acceptance of a tendered lump sum price based on final scope of works for the Point Lookout Waste Water Treatment Plant Upgrade;
2. Delegate the Chief Executive Officer (under s.257(1)(b) of the *Local Government Act 2009*) to negotiate, make, vary, discharge the agreement and sign all necessary documentation associated with the Point Lookout Waste Water Treatment Plant Upgrade; and
3. That this report and attachments remain 'commercial in confidence'.

**CARRIED 10/1**

Cr Gleeson voted against the motion.



**16.3 OFFICE OF CEO****16.3.1 SUPPLY OF ELECTRICITY TO SMALL SITES****Dataworks Filename: FM Tendering - Supply Services****Authorising Officer:****Bill Lyon  
Chief Executive Officer****Author/Responsible Officer: Andrew Ross  
General Counsel**

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**EXECUTIVE SUMMARY**

A confidential report from General Counsel was discussed in closed session under Section 275(1) of the *Local Government Regulation 2012*.

**OFFICER RECOMMENDATION/  
COUNCIL RESOLUTION****Moved by: Cr M Elliott  
Seconded by: Cr M Edwards****That Council resolves as follows:**

- 1. To adopt and implement the tender consideration plan contained herein;**
- 2. To accept the offer by Origin Energy;**
- 3. To delegate authority to the Chief Executive Officer, under s.257(1)(b) of the *Local Government Act 2009*, to negotiate, make, vary and discharge the contract and to sign all relevant documentation; and**
- 4. That the officer report and any applicable attachments remain confidential so far as containing commercial in confidence information.**

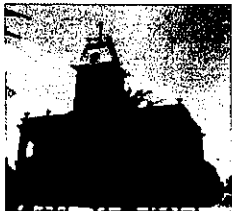




**CARRIED 11/0****17 MEETING CLOSURE**

There being no further business, the Mayor declared the meeting closed at 1.02pm.

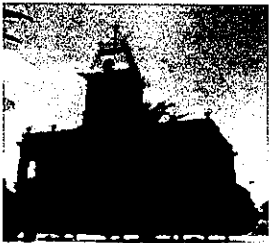


**Signature of Chairperson:** \_\_\_\_\_**Confirmation date:** \_\_\_\_\_



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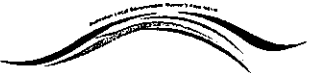


Wednesday, 23 July 2014





<p>Evening Session – Mayoral Welcome Function</p> <p>Attire – Smart Casual</p>	
<p>3pm – 5.00pm</p> 	<p><b>Registration</b> - The Registration Desk will remain open for the duration of the conference. The registration desk will be located in the Town Hall at 72 Palmerin Street, Warwick. An impressive heritage listed building constructed in 1888 from local sandstone, the Town Hall can lay claim to being one of the oldest local authority buildings in Queensland, and is an ideal venue for our conference. Buses will commence transporting delegates to Café Jacqui's at 5.45pm where the Welcome Function will be held prior to the welcoming address from the Mayor of Southern Downs Regional Council, Councillor Peter Blundell.</p> 
<p>6pm – 8.00pm</p> 	<p>The Welcome Function will be held at Café Jacqui's located at 8 Albion Street Warwick. A formal welcome will occur from the Mayor of Southern Downs Regional Council, Councillor Peter Blundell. Peter was born in Stanthorpe and his career has mainly been in the sheep and cattle industry. In 1992 he was elected Stanthorpe Branch Secretary then President of the National Party. In 1997 he was elected President of the Warwick Electorate Council and chaired Lawrence Springborg's campaign twice. Elected to Council in 1997, he has served as Deputy Mayor twice before being elected as Mayor. He has also been chairman of the Queensland Murray Darling Committee, Director of the RGC and is a representative on the Dingo Fence Committee, the Surat Basin CSG Engagement Group and the financial advisory group to the Queensland Water Commission.</p>
<p>6pm – 8.00pm</p>  	<p>Café Jacqui's is the venue for our Mayoral Welcome Function. Café Jacqui's was flooded during the 2010, 2011 and 2013 flood events in Warwick. Owner Jacqui Dwan picked herself up each time and got back to business. The Café was remodelled after the 2010, 2011 floods only to happen all over again in January 2013 floods. Jacqui's determination and resilience to get back to business is a great example of our local business people. Café Jacqui's has a great array of local produce on sale, so feel free to purchase and take a little bit of the Southern Downs home with you.</p> <p>Entertainment by the Blue Violets - The ladies love an atmosphere of laughter and positive energy to create their very own 'blue violet' musical persona. Expect jazz, blues and contemporary as this trio of females give the JJJ audience something a little different. Michelle, Tara and Janelle encourage the audience to relax, be happy and have some fun with blues, jazz and rockabilly, and harmonies to give you goosebumps.</p>





Thursday, 24 July 2014

<p>8.00am</p> 	<p><b>Registration</b> - The Registration Desk will remain open for the duration of the conference. The registration desk will be located in the Town Hall at 72 Palmerin St, Warwick . An impressive heritage listed building constructed in 1888 from local sandstone, the Town Hall can lay claim to being one of the oldest local authority buildings in Queensland, and is an ideal venue for our conference.</p>
<p>8.45 – 9.00am</p>	<p><b>Welcome to Country, Australian Anthem and Candle Lighting Ceremony</b></p>
<p>9.00am</p> 	<p><b>Official Conference Launch – Cr Margaret de Wit – President – Local Government Association of Queensland</b></p> <p>Margaret de Wit is the Brisbane City Councillor for the Ward of Pullenvale, in Brisbane's west - a position she has held since being elected in 1997.</p> <p>Margaret is known widely as a tireless and passionate worker for residents of the Pullenvale Ward and has delivered many community initiatives.</p> <p>Margaret holds a Graduate Diploma of Business Administration from Queensland University of Technology, a Diploma of Financial Planning and Associate of Music Australia. She is also a Graduate of the Australian Institute of Company Directors.</p>
<p>9.15am</p> 	<p><b>Mayor's Address – Mayor Peter Blundell, Southern Downs Regional Council</b></p> <p>Peter was born in Stanthorpe and his career has mainly been in the sheep and cattle industry. In 1992 he was elected Stanthorpe Branch Secretary then President of the National Party. In 1997 he was elected President of the Warwick Electorate Council and chaired Lawrence Springborg's campaign twice. Elected to Council in 1997, he has served as Deputy Mayor twice before being elected as Mayor. He has also been chairman of the Queensland Murray Darling Committee, Director of the RGC and is a representative on the Dingo Fence Committee, the Surat Basin CSG Engagement Group and the financial advisory group to the Queensland Water Commission.</p>

<p>9.25 – 10.00am</p> 	<p><b>Key Note Speaker - Full, Frank and Fearless presented by Jude Munro.</b></p> <p>Jude was Brisbane City Council CEO from 2000 to 2010. She oversaw the \$2+ billion CLEM7 tunnel and record growth in bus patronage. She directed the centre-led strategic procurement initiative which resulted in \$89 million savings. She instituted asset management and project management reforms. She led significant organisational cultural change. Jude Munro has also been the CEO for the Cities of Moreland and St Kilda in Victoria and the City of Adelaide, South Australia.</p> <p>Ms Munro is a national Fellow of the Australian Institute of Public Administration and was State President for four years. Jude has been a Chairperson of Queensland Urban Utilities, Director of the Translink Transit Authority, Brisbane Institute, Australia Trade Coast, City of Brisbane Investment Corporation, International River Foundation, Brisbane River Festival, Adelaide City Marketing, Adelaide Convention and Tourism Authority, the 7th Australian Masters Games Board and the National Local Government Drugs and Alcohol Committee. She was a member of Queensland Premier's Infrastructure Taskforce in 2010 and the COAG Reform Council Expert Panel on Cities in 2011.</p> <p>Jude is a Director of Air Services Australia, and a Director of Uniting Care Queensland. She was appointed by the NSW Government in May 2012 to the Independent Panel to Review Local Government in NSW.</p> <p>In June 2010 Jude Munro was honoured with an AO (Officer of the Order of Australia) for distinguished service to local government, particularly the Brisbane City Council, and to the community through contributions to business, professional development and philanthropic organisations. In June 2010, Lord Mayor Campbell Newman awarded her the Keys to the City of Brisbane.</p> <p>Jude Munro is an acknowledged government and business leader, committed to innovation and bringing a sense of purpose to organisations. Her colleague network is immense. Who better than Jude Munro to deliver a Key Note Address on being <b>Full, Frank and Fearless</b>.</p>
<p>10.00 – 10.20am</p> 	<p><b>Key Note Speaker - Samantha Hall – Partner CBP Lawyers What Is New in Planning</b></p> <p>Samantha Hall is a partner in the planning and environment team. She has expertise in all areas of planning and environmental law and also specialises in property development.</p> <p>Samantha has extensive experience in the management of the development approvals process for major infrastructure and property projects. She has worked with many Queensland local governments, providing advice in respect of governance, infrastructure, environment and sustainability matters. Samantha has also drafted and reviewed planning documents, local laws and many types of agreements and deeds for local governments in south east and rural Queensland.</p> <p>Her experience includes advising on residential, retail and industrial developments throughout Queensland. She has significant experience working for government at local, state and federal levels.</p> <p>Samantha holds a Masters of Law (Environmental Resources Law) and is a General Referee of the Building and Development Dispute Resolution Committees (appointed under the Sustainable Planning Act 2009). Samantha joined CBP Lawyers in 2013.</p>

<p>10.20–10.45am</p> 	<p><b>Morning Tea - Enjoy morning tea with your fellow delegates.</b></p> 
<p>10.45-11.45am</p> 	<p><b>Key Note Speaker - Dealing with Difficult People presented by Robyn Moore</b></p> <p>Robyn is a highly entertaining, inspiring and thought provoking presenter, captivating audiences at national and international conferences. Robyn literally "sells people back to themselves" so they recognise old habits and behaviours and take responsibility for choices, which create the outcomes they want in their lives. Robyn's presentations are often described as "life changing".</p> <p>She doesn't describe herself as a 'Motivational Speaker' or as a 'Personality Speaker.' She is instead authentically Australian and is able to create a relationship with audiences (from every sector) allowing her to unfold distinctions and communication skills beyond those generally being used in business or in education today. They're skills which help "clear the way" for the new thinking and communication required to create solutions and remarkable results in business, health, education, community, family and relationships!</p> <p>Robyn has worked in Education, Advertising and the Communication/Entertainment Industry for over 40 years. Her voice has been heard in most homes in Australia and New Zealand, as well as internationally. She has provided voiceovers for ads including Mr Sheen, Snappy Tom and Kleenex, as well as the shows 'Blinky Bill,' 'Flipper,' 'Skippy,' 'The Magic Pudding' and 'How Green was my Cactus?' She's also an Ambassador for the Australia Day Council, the Australian Childhood Foundation and is the National Patron of Make-A-Wish Australia.</p>
<p>11.45- 12.30pm</p> 	<p><b>Key Note Speaker - Unlocking the Pay Divide and Salary Hierarchy - Presented by Rosalyn Sadler, Consultant Psychologist (Organisational), Mastertek.</b></p> <p>The pay divide debate continues as, whilst women make up 45% of the Australian workforce there continues to be disparity in remuneration. Is this because the roles, traditionally undertaken by women, are often at the lower levels of the salary hierarchy, or is there more to it? This session will explore salary systems and role evaluations to understand how these have an impact on the remuneration of women in the workforce.</p> <p>Rosalyn is a Consultant Psychologist (Organisational) at Mastertek where she's heavily involved in the design and implementation of performance, reward and organisational development initiatives. Working in a project management capacity, she's worked with numerous clients to establish best fit remuneration strategies and structures, identify and implement optimal organisational structures and deliver on a host of other HR related initiatives.</p>

<p>12.30-12.50pm</p> 	<p><b>Key Note Speaker - Lotta Jackson, General Manager Tenterfield Shire Council.</b></p> <p>Lotta was appointed General Manager of Tenterfield Shire Council (TSC) in April 2012. She has held several other senior manager roles at previous council's; the most recent being Director Corporate &amp; Community Services at Glen Innes Severn Council for over 7 years. Ms Jackson has a Bachelor of Arts, a Master of Arts and a Master of Business Administration.</p> <p>Lotta is very passionate about local government and about what she brings to the position of General Manager. She has dealt with a number of difficult issues since commencing her position at TSC; the most recent being a resolution by Council for an application for a Special Rates Variation, which could lead to rates increases of more than 80 per cent in the next decade within her shire.</p> <p>Lotta is one of the few female General Managers working in NSW and she will discuss what barriers she has had to navigate to achieve what she has in a male dominated industry. Lotta will also discuss the importance of council's working more collaboratively together to achieve efficiencies across their regions.</p>
<p>12.50 - 1.50pm</p> 	<p><b>Lunch - Enjoy a succulent lunch whilst you reflect on the morning sessions with your fellow delegates.</b></p> 
<p>1.50 - 2.50pm</p> 	<p><b>The Great Debate - Gender Equality; Are Women Treated differently to Men in the workforce?</b></p> <p>The Affirmative Team: Yes Women are treated differently</p> <ul style="list-style-type: none"> <li>▪ Peta Irvine; Chief Executive Officer LGMA Qld</li> <li>▪ Leanne Gangemi from Ballandean Estate Wines</li> <li>▪ Paul Munson from Darling Downs Insurance Brokers</li> </ul> <p>The Negative Team: No Women are not treated differently</p> <ul style="list-style-type: none"> <li>▪ Andrew Roach - CEO Southern Downs Regional Council</li> <li>▪ Councillor Peter Blundell - Mayor Southern Downs Regional Council</li> <li>▪ Councillor Donna Stewart – Mayor Balonne Shire Council</li> </ul> <p>The Delegates will decide the winning team!</p>

<p>2.50 – 3.10pm</p> 	<p><b>Key Note Speaker - Tim Fynes-Clinton Managing Partner at King and Company Solicitors – Mayors Powers and Councillors Legal Update</b></p> <p>Tim joined the firm as an articled clerk in 1989, and was admitted as a solicitor in 1991.</p> <p>Tim has experienced all facets of the firm's practice, including acquisition and resumption of land (and subsequent Land Court proceedings), general advice work, commercial conveyancing and leasing, Planning and Environment Court appeals, declaratory and injunction proceedings (both in the Supreme and the Planning and Environment Courts), drafting of local laws and subordinate local laws, all forms of Council prosecutions, general Council litigation and Council liability litigation.</p> <p>In more recent times, Tim has been involved providing the specialist local government advice work for which the firm is renowned.</p> <p>As the firm's Managing Partner, Tim divides his time between managing the business of the firm and attending to client work.</p>
<p>3.10 - 3.30pm</p> 	<p><b>Afternoon Tea - Enjoy afternoon tea with your fellow delegates.</b></p> 
<p>3.30 - 4.15pm</p> 	<p><b>Key Note Speaker - David Crombie</b></p> <p>Agriculture, food and community are some of the things that drive David Crombie, who was awarded an AM in the 2014 Australia Day Honours.</p> <p>The list of businesses and community groups David Crombie has been involved in is as long as your arm. He is president of the Australian Rugby Union, a director of AACo and Graincorp, and is involved with the Rural Leadership Foundation and Foodbank. Mr Crombie is also a past president of National Farmers Federation and chairman of Meat and Livestock Australia.</p> <p>His family emigrated to Australia from Scotland in 1853, heading for the goldfields in Victoria.</p> <p>The family bought sheep and supplied meat to the miners in the goldfields, before walking to Longreach, where they took up land in the region.</p> <p>The family subsequently moved to Warwick in southern Queensland and David Crombie still has property in the area.</p> <p>He says his passion for agriculture and sport, especially rugby, is ingrained. David will discuss his life experiences and his passion for agriculture and sport.</p>
<p>4.15pm Close</p>	

6.00pm till late

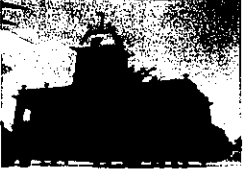




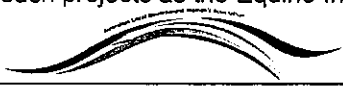




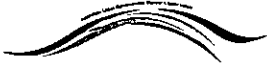
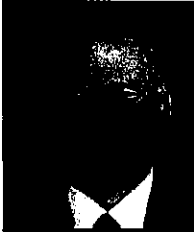
***GALA DINNER- Attire Posh Frocks; to be held at the Abbey of the Roses***

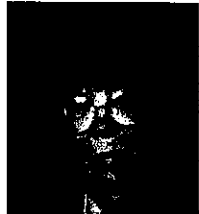

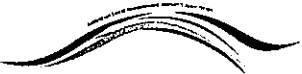

Abbey of the Roses was the old Sisters of Mercy Convent on Locke Street in Warwick. Formerly Our Lady of Assumption Convent, 'Abbey of the Roses' was built for the Sisters of Mercy. The foundation stone was laid in August 1891 and completed in 1893 from Freestone. The grandeur of the Convent was testament to the 19th century belief that Warwick was to become one of Queensland's major inland cities. It now operates as a Country House Manor, the perfect venue and location for weddings and special functions. Word is a very important guest may make an appearance!







Friday, 25 July 2014

<p>8.00am</p> 	<p><b>Registration</b> - The Registration Desk will remain open for the duration of the conference. The registration desk will be located in the Town Hall at 72 Palmerin St, Warwick . An impressive heritage listed building constructed in 1888 from local sandstone, the Town Hall can lay claim to being one of the oldest local authority buildings in Queensland, and is an ideal venue for our conference.</p> 
<p>8.45- 9.00am</p> 	<p><b>ALGWA Queensland President's Address – Cr Jan Clifford – Whitsunday Regional Council</b></p> <p>Councillor Jan Clifford was re-elected in the 2012 Queensland local government elections as the representative for Division 1 of the Whitsunday Regional Council. Her portfolio responsibilities for the Council include Planning and Development, Major Developments and Businesses, Housing and Airlie Tourism. Jan is well known for her energy and commitment to the well being of the Whitsunday area and its citizens and is an active member of the community, serving on many boards and committees, including the Police Citizens Youth Club. Jan is also the patron of the Whitsunday Crisis &amp; Counselling Service.</p> 
<p>9.00 – 9.15am</p> 	<p><b>ALGWA National President's Address – Kathy Bensted</b></p> <p>Kathy was President of Australian Local Government Women's Association Queensland Branch since July 2010, and continues as Past President. She was endorsed as National Vice President in November 2011. Her previous work life as an Elected Councillor on both the Boonah Shire Council and the Scenic Rim Regional Council has driven her passion for supporting and encouraging all members of the community to have an equal footing in life - those with a disability, the youth and the elderly, and especially women. Kathy continues to be actively involved in the Scenic Rim Community, from being the youngest female member of the Boonah Rotary Club, through to Deputy Chair of Regional Development Australia Ipswich and West Moreton Committee, leading such projects as the Equine Industry Strategy and the Regional Leaders Forum.</p> 
<p>9.15-10.00am</p> 	<p><b>Key Note Speaker - Jumpers and Jazz in July Festival – Curator and Director of the Warwick Art Gallery – Karina Devine</b></p> <p>Queensland's quirky winter festival happens in Warwick each July. A platform for the arts and a celebration of all that is wonderful about winter, the festival's success is due to the community embracing the chill and the opportunity to be inspired by vibrant music and art. Karina will give an insight on running a successful festival and how to keep it fresh every year as well as sharing her secret in achieving funding to be the Producing Gallery for Portraits of a Tea Cosy.</p>

<p>10.00 – 10.20am</p> 	<p><i>Morning Tea - Enjoy morning tea with your fellow delegates.</i></p> 
<p>10.20-10.45am</p> 	<p><b>Key Note Speaker - Working Safer presented by Ross Fraser OAM</b></p> <p>All councils recognise the importance of having a safe working environment for its staff. Ross Fraser OAM also recognises this fact. Mr Fraser is a Director of FRASERS Livestock Transport who recently won the national workplace safety award for an innovative cross-loading module, designed and custom-built in their Warwick workshop.</p> <p>Ross accepted this year's award for Best Solution to an Identified Workplace Health and Safety Issue from 11 finalists nationwide during a ceremony in Canberra recently.</p> <p>This year, 37 finalists from a range of industries competed across four categories, drawn from winners in earlier state and regional workplace safety awards.</p> <p>Judges said the Frasers' cross-loading module stood out as an original and comprehensive solution to a complex issue.</p> <p>"The most difficult part of our job, safety-wise, is transferring stock from roadtrains to B-Doubles to comply with designated route restrictions, so we developed the cross-loader to minimise risk," Ross Fraser said.</p> <p>"I never imagined we would receive an award for this. It was designed to meet a need."</p> <p>During his time in the transport industry Mr Fraser said he had seen a huge changes, particularly in the realm of workplace health and safety.</p> <p>"Companies and staff are more and more aware of risks," he said.</p> <p>"Training is more important now and people acknowledge the safety standards put in place."</p> <p>Mr Fraser said the award was a huge recognition for both the company and those who put time and effort in to build and design the module. He will discuss how all organisations need to put the time and effort into building a safe working environment.</p>

<p>10.45-11.15am</p> 	<p><b>Key Note Speaker - Denise Conroy – Challenges for ALGWA – Can It Meet Them?</b></p> <p>Denise Conroy has been at QUT since 1977, has taught in undergraduate and postgraduate programs and has extensive experience in</p> <ul style="list-style-type: none"> <li>• course design/redesign</li> <li>• university governance (committees)</li> <li>• research.</li> </ul> <p>She has conducted 32 applied research projects for government and industry since 1977 involving sample design, questionnaire design, data analysis and compilation of reports – two of which involved Aboriginal and Torres Strait Islander people.</p> <p>She has received 22 competitive grants over the last 15 years (including 3 ARC Large/Discovery and two ARC Linkage Grants) and has been the project manager in all but three of these. Denise has over 50 publications, submissions to inquiries and reports resulting from research and consultancy activities, is a member of many advisory committees and has held senior positions in several professional associations at State, National and International levels.</p> <p>Prior to taking an academic position, Denise was a statistician with the Australian Bureau of Statistics, specialising in public finance and labour market areas. She also provides her experience (pro bono) in resource and budget management, writing grant proposals, and evaluation strategies to meet government funding requirements to many community organisations.</p>
<p>11.15-12.15pm</p>	<p><b>Frank Forum –Life After Local Government – Panelists: Mally McMurtrie, Kathy Bensted, Phil Spencer</b></p> <p>With only two years until the next Local Government Elections, sitting Councillors and Mayors will soon have to make a decision as to whether they contest at the 2016 elections. Our frank panel will give an insight into life after local government and moving forward.</p>
<p>12.15 – 1.15pm</p> 	<p><b>Lunch - Enjoy a succulent lunch whilst you reflect on the morning sessions with your fellow delegates.</b></p> 
<p>1.15 – 1.45pm</p> 	<p><b>Key Note Speaker - Deborah Miles, Executive Manager in Regional Access and Public Libraries, Branch of the State Library of Queensland</b></p> <p>Deb has a history of working in Local Government and social policy, and has worked at LGAQ, Redland City Council, Brisbane City Council and Arts Queensland. Deb is a strong advocate of the role and value of public libraries in supporting community development and building literacy via <i>creative community hubs</i> – otherwise known as libraries. Deb will be speaking about why your library is your most valuable community asset and she will inspire you with ideas for action!</p>

<p>1.45pm</p> 	<p><b>Conference Closing Address by ALGWA QLD President Jan Clifford</b></p>
<p>1.50-2.15pm</p> 	<p><b>Afternoon Tea - Enjoy afternoon tea with your fellow delegates.</b></p> 
<p>2.20 pm</p>	<p><b>ALGWA Annual General Meeting and 2016 Conference Bids</b></p>
<p>6.45 till late</p> 	<p><b>Optional Dinner at Hawker Road Function Centre</b></p> <p>Enjoy a three course meal and dance the night away with the Craig Martin Swing Band</p> <p>Hawker Road Function Centre is situated at the picturesque Warwick Golf Club and is the primary function venue for the Condamine Sports Club. It caters for everything from weddings to private parties, &amp; business seminars.</p>

*Not Booked*

*Please note that at the time of printing the program, every effort has been made to ensure the accuracy of the program and its presenters. If the program or any presenter changes before the commencement of the conference, registered delegates will be advised accordingly.*